

**The ICFAI University
Dehradun**



MBA

Distance Learning Program



The ICFAI University, Dehradun

The ICFAI University, Dehradun (referred to hereafter as the University) was established in 2003 under the ICFAI University Act 2003. The University has been approved by the University Grants Commission, under Section 2(f) of the UGC Act, 1956. The Distance Education Council (DEC) has accorded recognition to the Directorate of the Distance Education, the ICFAI University, Dehradun and its programs.

The University is a member of the Association of Commonwealth Universities, London, the Association of Indian Universities, New Delhi and the Federation of Universities, India.

The University believes in creating and disseminating knowledge and skills in core and frontier areas through innovative educational programs, research, consulting and publishing, and developing a new cadre of citizens with a high level of competence and deep sense of ethics and commitment to the code of professional conduct.

The University is functioning under the patronage of His Excellency the Governor of Uttarakhand as its Visitor and is administered by a Board of Governors headed by the Chancellor. The Board of Management is headed by the Vice-Chancellor. All academic matters are deliberated upon by the Academic Council.

The University campus at Selaqui near Dehradun, is a landscaped and lush green campus spread over

25 acres of land. Additional land is being acquired for future expansion. It has well-equipped physical and academic infrastructure with workshops, laboratories, computer labs and library and provides a congenial environment for education and learning. The University has no study centers outside its authorized jurisdiction.

The students are enrolled under the flexi-mode. The University awards the Master of Business Administration Degree to the students who successfully complete all the modules of the MBA Program, through self-study and examinations subject to the University Regulations.





The MBA Program

We offer a broad-based MBA Program designed to provide a good understanding to our students in different aspects of management.

The program prepares the students with the skills, knowledge and strategic perspectives essential to the leadership of business around the world.

Program structure

The program includes 20 subjects, divided into four modules. Each module is of five subjects.

Year I	<p style="text-align: center;">Module - I</p> <ul style="list-style-type: none"> Principles of Management Business Communication & Soft Skills Organizational Behavior Economics for Managers Business Environment & Law
	<p style="text-align: center;">Module - II</p> <ul style="list-style-type: none"> Marketing Management Human Resource Management Accounting & Finance IT & Systems Project & Operations Management
Year II	<p style="text-align: center;">Module - III*</p> <ul style="list-style-type: none"> Elective - I Elective - II Elective - III Elective - IV Elective - V
	<p style="text-align: center;">Module - IV</p> <ul style="list-style-type: none"> Business Policy & Strategy International Business Management Control Systems Leadership & Change Management Ethics & Governance

* Electives are offered in Marketing, Finance, HRM, Operations, IT & Systems, International Business, Investment Management and General Management streams. Students are required to choose any one stream of electives.



Distinguishing features of ICFAI University Distance Learning Programs

- Quarterly Examinations:** 4 times a year. Continuous and sustained progress of students.
- Well-planned and pre-fixed examination schedules:** students can plan effectively their work / other commitments for taking examinations.
- CBT (Computer Based Test) examinations:** CBT examinations are conducted for all subjects. Helps in providing students more convenience in terms of location, time and flexibility.

Admission Modalities

The Admission modalities are with reference to the distance learning MBA Program offered by the ICFAI University, Dehadun.

Module system: The program consists of 20 subjects spread over four modules. Each module has five subjects and students can complete two modules in each year.

Eligibility: Graduates (any discipline).

Duration: Two years.

Medium of instruction: English.

Validity of enrollment

For students who pay fee module-wise:

They are required to complete module I of the program within a maximum period of two years from the date of enrollment.

For students who pay full fee

They are required to complete all four modules of the program within a maximum period of four years from the date of enrollment.

Learning Methodology: The program is based on self-study and examinations.

Self-study: The University provides prescribed books specially designed for the distance learning programs and for convenience of self study.

Contact classes: Students may attend contact classes on an optional basis.

CBT examinations: The examinations are based on Computer Based Test (CBT).

Subject-wise waivers: Students with prior qualifications are eligible to get waivers from certain subjects of the MBA Program as indicated below:

Subject	Eligibility for Waiver
Economics for Managers	CFA, MA (Economics)
Accounting & Finance	CFA, CA, CWA, M.Com
IT & Systems	MCA, B.Tech

Mock test questions to familiarize with computer based examinations will be provided.

Contact classes

In order to supplement the students efforts through self-study, they are encouraged to attend contact classes. They are generally beneficial to all the students enrolling into the program; especially for working executives and professionals who may not find sufficient time to prepare and plan for the examinations well in advance.

Benefits of attending the contact classes

Regular attendance of the contact classes enable students to: gain in-depth understanding of the subjects covered; understand the concepts well; understand the examination pattern and obtain tips on preparing well for the examinations through discussion; discuss and clear doubts and queries pertaining to the topics covered in the subjects; get into a disciplined mode and regular study.

The contact classes are optional and are conducted subject to registration of a minimum number of 25 students per subject/per location.

4 times a year: The contact classes are usually, conducted during weekends/evenings, four times a year, i.e., from January to March, April to June, July to September and October to December.

Fee: Students who plan to attend the contact classes are required to pay a fee of ₹10,000 for the first module at the time of enrollment into the program. If the students wish to join the contact classes subsequently after their enrollment into the program, they are required to pay ₹12,000 for module I.

Registration for contact classes: Students are strongly advised to register for contact classes, when they enroll for the program. Alternatively, they may register for contact classes as per the dates indicated below:

Dates of Contact Classes	Last Date for Registration
April - June, 2013	March 26, 2013
July-September, 2013	June 25, 2013
October - December, 2013	September 24, 2013
January - March, 2014	December 24, 2013

Examinations

CBT examinations

The examinations are offered through Computer Based Test (CBT).

Online exam registration

All students are required to register and book the slots for each subject for their CBT (including payment of fee) using the online facility only, as the operations of examinations department are entirely computerized.

Test centers

The CBTs are held at test centers, as indicated on the website www.iudehradun.edu.in/dlp.

Eligibility for appearing in examinations

Students are eligible to appear for the examinations for module I (all five subjects) six months after the date of enrollment, provided all EMI dues are honored on time. Subsequently, students can complete each module once every six months.

Students will be required to progress in the program module-wise, sequentially. In order to advance to the next module, students should not have more than one backlog in the ongoing module. The student can appear for the backlog in the subsequent examination. However, a backlog subject cannot be carried forward beyond one module. For example a backlog subject of module I cannot be carried to module III. Within a module students can appear for examinations in any order of the subjects and for any/all subjects at a time.

Examinations

Examinations are conducted four-times in a year in the months of January, April, July and October.

Enrollment dates

In order to become eligible to appear for the examinations, the students are required to enroll into the program on or before the dates given in the table below.

Examinations	Enroll into the program on or before
October 2013	March 30, 2013
January 2014	June 29, 2013
April 2014	September 30, 2013
July 2014	December 31, 2013

Grading System

Performance in the examination is indicated in grades as under for each subject:

A	Excellent
B	Very Good
C	Good
D	Unsatisfactory
E	Poor

Passing in a subject is based on relative grading in the examination.

Mock practice questions to familiarize with computer based examinations will be provided to all enrolled students.

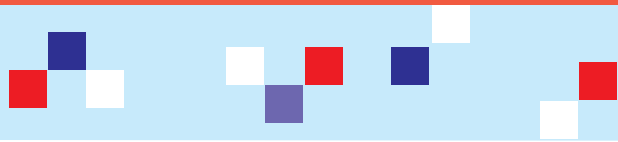
Passing criteria

For successful completion of a subject, students will be required to secure at least 'C' grade. In the event of securing 'D' or 'E' grade in any subject, students will be required to re-appear for examination of that subject.

Certification

The following Diplomas/Degree are issued by the ICFAI University, Dehradun to the successful students:

Certification	On successful completion of
Certificate in Business Basics	Module I
Diploma in Management	Modules I & II
PG Diploma in respective discipline	Modules I, II & III
Master of Business Administration Degree	All 4 Modules



Examination Pattern			
Year	Papers	Question Paper Format	Details
Year I & II	All subjects	MCQ, CBT pattern	The list of test centers and the time slots will be on display during the registration process on logging to the website www.iudehradun.edu.in/dlp . Students can select the convenient center and time slot and register for their examinations.

Alumni

An alumni body CIMBAG was established in 2007 for the MBAs graduating from our University. We have over 6,500 alumni working in various blue-chip organizations all over India. We maintain a strong network by establishing chapters at various cities.

We periodically organize various professional and personal developmental programs. Our alumni interact informally over dinners, family get-togethers and other networking programs to bond together as a group.

Our alumni have access to regular updates on job opportunities, post profiles, online publications of the university, etc through our website www.icfaiuniversity.in/cimbag



FAQs

What is the legal status of the ICFAI University, Dehradun?

The ICFAI University, Dehradun was established in 2003 under the ICFAI University Act 2003. The University has been approved by the University Grants Commission, under Section 2(f) of the UGC Act, 1956.

What is the difference between a Private University and a Government University?

All universities, whether private or government, are established in the same manner, through legislation and recognized by UGC. Private universities are funded by the educational trusts / societies whereas government universities are funded by the government. Degrees granted by both are equally valid for seeking jobs or pursuing higher education.

Are the degrees issued by the ICFAI University, Dehradun recognized by UGC?

Yes, the degrees issued by the ICFAI University, Dehradun are recognized by UGC.

Are the programs of the ICFAI University, Dehradun recognized by AICTE?

As per the AICTE Act, Universities, do not need approvals from AICTE. Only affiliated colleges of Universities need AICTE approval.

Is the MBA program approved by the Distance Education Council (DEC) ?

The program is approved by the joint committee of DEC-UGC-AICTE.

Where is the campus of the ICFAI University, Dehradun?

The ICFAI University, Dehradun campus is located at Selaqui near Dehradun. It has 2.5 lakhs sq.ft. of built-up area with academic blocks, workshops, laboratories, faculty rooms, auditorium, seminar halls, computer labs with latest computing facility, well equipped library, canteen, sports and recreation facilities. The campus also provides latest teaching aids and is Wi-Fi enabled.

What are the unique advantages of pursuing the MBA Program from the ICFAI University, Dehradun?

The following are the advantages:

- The curriculum is contemporary and updated periodically.

- The courseware is comprehensive and of high quality.
- The program is structured in a flexible manner so that working executives can pursue this program while pursuing their careers.
- Computer Based Tests (CBT) are conducted four times a year in different time slots.
- Results are declared promptly, saving precious time of the students.

What are the advantages of CBT?

Computer based tests allow students to take their examinations on a convenient day, slot and test center giving flexibility as per your convenience. It offers the convenience of choosing time slots for the examinations wherever they are prepared to take. The center offers privacy along with a quiet and comfortable environment.

How much time in a day / week should I spend to study to complete the program?

If you wish to be a successful MBA graduate and want to complete the program within the stipulated time-frame of 3 years, you should put in around 2-3 hours a day as study time regularly and about 4-5 hours on weekends.

Are there any negative marks in the examinations?

No, there are no negative marks in the examinations.

Do companies consider MBA-Flexible Learning Program graduates for employment?

Employers do not discriminate against any candidate based on whether they have done MBA on full-time or flexible learning mode. The degree awarded by the University under either mode is equally valid. The past track record of the candidates as well as their experience and soft skills are also considered by the employers for recruitment.

The MBA Program of IUD is designed to prepare men and women with the skills, knowledge and strategic perspectives essential to the leadership of business anywhere in the world. It is designed to provide both a portfolio of strong functional skills and the ability to apply, adapt and integrate those skills into different management settings.



Admission Policies and Guidelines

The admission modalities are with reference to the distance learning MBA Program offered by the ICFAI University, Dehradun.

Enrollment

Applications received from students are checked for the basic eligibility criteria and the eligible students are enrolled into the program under the distance learning mode.

No enrollment of foreign citizens

The admission into the distance learning program is not open to foreign citizens due to visa restrictions. Indian passport holders temporarily staying abroad can enroll subject to the decision by the Admissions Committee.

Rejected applications

If the applicants do not satisfy the eligibility criteria, the applications are returned to them along with all enclosures and the amount paid after deducting ₹ 500. Such students are, however, permitted to apply again after they subsequently satisfy the eligibility criteria.

Remittance

The applicants are required to pay the fee as indicated in the Fee Schedule. The remittance can be done by way of Demand Draft or Credit Card. Demand Draft should be in favor of "The ICFAI University, Dehradun-Fee Collection A/c" payable at Dehradun. For EMI facility please refer to Fee Schedule.

Refund policy

In case a student decides to withdraw from the program after enrollment, the fee paid will be refunded after deducting the admission fee and the cost of courseware supplied. Withdrawal requests received after 30 days of enrollment are not entertained and no refund will be given.

Right to amend rules

The University reserves the right to amend the rules and regulations wherever considered necessary and appropriate. Such amendments will be intimated to the students. Therefore, this publication and the descriptions contained herein are not to be construed as a contract binding the University to any specific policies. Possible changes include, but are not limited to curriculum and course content, passing requirements, eligibility criteria for examinations, fee schedule, refund policy,

examination pattern, certification and designation, and such other matters as may be considered relevant.

Guidelines

The students are advised to read the following guidelines carefully before completing the Application Form for Enrollment and the Fee Remittance Form.

- The Application Forms should be filled in Capital Letters.
- Please respond to all the information sought.
- Additional sheets may be used, if necessary.
- Ensure that the Application Forms are signed.

Subject-wise waivers

Applicants who are eligible for subject-wise waivers based on prior qualifications (as indicated on page no.3) have to submit proof of those prior qualifications like marksheets, certificates, etc.

Photocopies of certificates

- Photocopies of certificates regarding date of birth and educational qualifications shall be enclosed with the Application Form for Enrollment.
- Original Certificates should not be sent.

Enclosures

Please ensure that your Application contains the following enclosures.

- Application Form for Enrollment into the program (with recent color photograph affixed).
- Copies of Certificates of Date of Birth and Educational Qualifications/Mark sheets.
- Fee Remittance Form.
- Demand Draft/Credit Card Merchant Slip (wherever applicable) towards the payment.
- Those students availing the EMI facility through PDCs are requested to enclose the postdated cheques (CTS 2010 compliant) for the required amount along with the Fee Remittance Form.

The completed Application Forms along with the required enclosures can be submitted or sent by speedpost/courier to:

**The Admissions Officer,
The ICFAI University,
Rajawala Road, Central Hope Town,
Selaqui, Dehradun - 248197,
Uttarakhand.**

Fee Schedule

(With effect from February 2013 and valid for the Academic year 2013 only)

The MBA Program

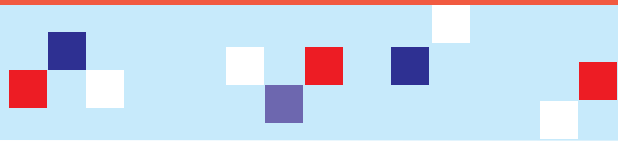
Module-wise Fee Payment		
Particulars	With Contact Classes (₹)	Without Contact Classes (₹)
Admission Fee	5,000	5,000
Program Fee - Module I only	18,000	18,000
Contact Classes - Module I only	10,000	-
Total	33,000	23,000
Lumpsum Payment	33,000	23,000
EMI Facility		
Initial Payment (by Demand Draft / Credit Card)	10,000	10,000
Balance amount to be paid through Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques / duly attested	4,100	4,500
Number of EMIs	6	3

Full Fee Payment		
Particulars	With Contact Classes (₹)	Without Contact Classes (₹)
Admission Fee	5,000	5,000
Program Fee (All 4 Modules)	55,000	55,000
Contact Classes - Module I only	10,000	-
Total	70,000	60,000
Lumpsum Payment	70,000	60,000
EMI Facility		
Initial Payment (by Demand Draft / Credit Card)	10,000	10,000
Balance amount to be paid through Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques / duly attested	4,600	3,850
Number of EMIs	15	15

Note : Exam fee is payable separately as and when the student registers for the examinations.

Online Enrollment through Secure Internet Payment Gateway

Students can enroll into the program by logging on to www.iudehradun.edu.in/dlp for filing the application form online and making the payment through Internet. Students can make the payment through the Credit Card issued by ICICI Bank and HDFC Bank or the VISA/MasterCard issued by any bank, through Secure Internet Payment Gateway. Net Banking facility is also available for customers of ICICI Bank, AXIS Bank, Yes Bank, Karnataka Bank, Corporation Bank, Oriental Bank of Commerce, South Indian Bank, Federal Bank, Indian Overseas Bank, Allahabad Bank, Bank of Bahrain & Kuwait and Dhanalaxmi Bank. Students may please note that payments relating to examinations will be accepted only through Secure Internet Payment Gateway.



Remittance information

Students have the option to pay the fee module-wise or pay full fee for all four modules at the time of enrollment.

1. a. Module-wise fee payment:

The fee may be paid module-wise. Currently, the Admission Fee is ₹ 5,000 and the program fee for Module I is ₹18,000. Students are required to pay the fee as indicated in the Table given on page 8, either in lumpsum or through EMI facility. The students are required to pay the program fee for Module II, Module III and Module IV later as may be prevalent at that time. Currently the program fee for Module II, III and IV is ₹ 16,000 each.

b. Full fee payment:

The fee may also be paid in full. Currently, the Admission Fee is ₹ 5,000 and the program fee is ₹ 55,000 (if paid for all the four modules at the time of enrollment).

- c. The fee can be paid by way of Demand Draft or Credit Card (VISA or MasterCard only). The Demand Draft should be A/c payee crossed in favor of "**The ICFAI University, Dehradun - Fee Collection A/c**" payable at Dehradun. Students can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). No cash payment to be made while enrolling into the program.
- d. Credit Card information being confidential should not be shared with anyone while making payments for the program. Any students deviating from the above will be doing so at their own risk and responsibility.

2. Payment of Lumpsum fee – Through Credit Card EMI of HDFC Bank / ICICI Bank

Credit Card EMI swipe: Facility of Credit Card EMI swipe is available on select credit cards, accepted by the EDC terminals of HDFC Bank and

ICICI Bank, installed at the University Information Offices. Amount swiped would be converted into convenient EMIs of tenure of 3, 6, 9 and 12 months by the bank as per the option exercised by the card holder/student at the time of swiping the card.

Based on the EDC Machine of the Bank used, processing fee will be charged either by the HDFC bank / ICICI Bank for availing the EMI facility from respective banks. EMI swipe is available only in case of full payment of program fee. Students who are making lumpsum payment can avail Credit Card EMI Swipe. Further details of the facility can be obtained from the Information Offices.

3. EMI facility for payment of fee:

EMI facility is offered to all the students for payment of fee.

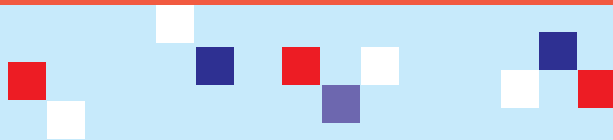
Under this facility, the initial amount should be paid by way of Demand Draft/Credit Card and the balance amount can be paid through submission of PDCs.

PDC facility: Under this facility, the balance amount should be paid through post dated cheques. The postdated cheques should be in favor of "**The ICFAI University, Dehradun - Fee Collection A/c**".

As per RBI guidelines, only CTS 2010 compliant cheques are accepted.

The PDCs should be drawn on scheduled commercial banks. In case of PDCs only MICR and multi-city cheques will be accepted.

The initial payment is payable at the time of application by Demand Draft/Credit Card. The EMIs are payable on the first of every month, subsequent to enrollment. For example, if a student enrolls on April 15, his/her first EMI (amount payable in rupees) will be due on May 1. The EMIs should be paid through



postdated cheques. The students should enclose the postdated cheques (A/c payee crossed) along with the Fee Remittance Form and the Demand Draft/Credit Card slip for initial payment.

Students availing the EMI facility are required to complete the Fee Remittance Form and enclose the Demand Draft / Credit Card charge slip and postdated cheques for the required amount.

Students should note that only those Application Forms accompanied with the Demand Draft or Credit Card payment slip towards initial payment, and postdated cheques towards the EMI facility, will be considered as valid.

Students submitting the postdated cheques / should ensure that the postdated cheques / should not be dishonored under any circumstances when they are deposited for payment. In the event of dishonor of any cheques, the students and the signatories of such cheques will be liable for prosecution under Section 138 of the Negotiable Instruments Act, 1881 and such other legal actions as may be taken by the University.

The University reserves the right to withdraw the EMI facility for payment of fee at any time.

4. The examination fee is to be paid separately as and when the student is eligible and register for the examinations. The fee is ₹ 500 per subject.
5. All students registering in the program are required to pay the stipulated payment as per schedule. Wherever students have arrears of payment, they will not be permitted to register for the examinations or their examination result will not be released and their grade sheets, pass certificates will not be issued; further such students will be considered as inactive on the rolls of the University and their names are liable to be removed from the records.

6. Contact classes will be held subject to a minimum number of 25 students registering per subject/ per location. In case it is decided not to hold such classes, the fee paid by the students towards such classes will be refunded. The students will have no claim for refund of any other fee.

7. The payment towards contact classes for Module I is ₹10,000 if paid at the time of enrollment. These classes are conducted four times a year and they are optional. If the students wish to join the contact classes subsequently after their enrollment into the program, they are required to pay ₹12,000 for Module I.

8. The alumni membership fee for the Council of Icfai University MBA Graduates (CIMBAG) is included in the program fee.

9. The fee is subject to change from time to time. Students will be informed of the payment revisions through e-mails, students regulations, etc. The students are required to pay the fee as may be prevalent in the relevant academic year. The fee indicated in this document is valid for 2013 academic year only.

10. **Overseas Students:**

Students who wish to receive the courseware at their overseas address are required to remit US\$75 per year towards overseas courier charges.

There are no overseas test centers. Examinations at overseas may be arranged for the convenience of students wherever possible.

Students who wish to appear for examinations at overseas center may contact the University (ssd@icfaiuniversity.in) for further details.

The ICFAI University, Dehradun

Rajawala Road, Selaqui, Dehradun, Uttarakhand.

The MBA Program

(Distance Learning)

Application Form for Enrollment

Read carefully all the pages of this Document including Admission Policies, Guidelines and Remittance Information before filling this Application Form

1. PERSONAL DETAILS

Name : Mr/Ms _____
 (USE CAPITALS) (As it appears in Official Records, Underline Surname)

E-mail* : _____

* All applicants are mandatorily required to give e-mail address for speedy communication and keep it updated regularly. All communications from the University will be through e-mail only.

Are you an Indian Citizen? Please tick (✓) : Yes No

Paste a recent color photograph of size 3.5 x 4.5 cms. Photograph must not be larger than this box. Do not sign the Photograph and do not staple

2. ACADEMIC RECORD (See eligibility criteria as indicated on page no 3)

Examination Level	Qualification	Board/University/Institute	Medium of Instruction	Marks (%) /Grade	Year of Passing
XII Class					
Bachelor's Degree					
Others					

3. CURRENT EMPLOYMENT DETAILS

Organization : _____ Nature of Business: _____ Date of Joining _____

Present Designation : _____ Address : _____

Tele : _____ Fax : _____ Email: _____

4. SUBJECT-WISE WAIVERS Please tick (✓) and submit photocopies of relevant certificates to support your request for the waivers)

Economics for Managers Accounting & Finance IT & Systems

DECLARATION: I wish to apply for the MBA Program on distance learning mode. I have carefully read the academic and administrative rules and regulations of the University as given in this Document and Application Material and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations. I understand that in case I withdraw from the program 30 days after enrollment I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Dehradun, Uttarakhand. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

Date :

Signature of the Applicant



Fee Remittance Form

To be submitted along with the Application Form for Enrollment into the MBA Program.

1. APPLICATION NUMBER of the MBA Program (Please refer the Application Form for Enrollment into the MBA Program of the ICAI University, Dehradun)

3 | 1 | 3 | D | M | B | A | | | | | |

2. PERSONAL DETAILS

Name : Mr/Ms _____
(USE CAPITALS) (As it appears in Official Records, Underline Surname)

Parent's/Guardian's Name : Mr/Ms _____

Address# _____
(USE CAPITALS)

Nearest Land Mark _____

(City) (State) (Pin)

Tel.(Off.): _____ (City Code) – (Area Code) - Number (Resi.): _____ (City Code) – (Area Code) - Number

Fax: _____ (City Code) – (Area Code) – Number Mobile : _____

Date of Birth: _____
Date Month Year

Indian Passport No. _____ Place of Issue : _____ Citizenship: Indian Foreign

* Proof of Address is required. Students have to produce photocopies of any one of the following documents as address proof at the time of enrollment: Latest telephone (BSNL/MTNL) bill, latest electricity bill, latest property tax bill, voter ID card, ration card, passport, driving licence, ID card issued by any authorized body with seal.

3. FEE REMITTANCE

Please tick (✓) Module-wise Fee Payment Full Fee Payment (For all 4 modules)
 ₹ 33,000 (with contact classes) ₹ 70,000 (with contact classes)
 ₹ 23,000 (without contact classes) ₹ 60,000 (without contact classes)

(I) LUMPSUM PAYMENT : Amount ₹ _____ [Please (✓) tick] By Demand Draft By Credit Card * Credit Card with EMI option®

Remittance through Demand Draft (DD should be in favor of "The ICAI University, Dehradun - Fee Collection A/c", payable at Dehradun) (cash is not accepted)

DD Details :	Name of Bank :	DD No.:	Date :	Amount ₹ _____
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* Applicants can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with this Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). IMPORTANT: The employees of the counselling center are not authorized to accept cash payments from the applicants, under any circumstances; the employees of the counselling center are not authorized to swipe their personal credit cards to pay on behalf of the applicants; applicants should not share their credit card information with the employees of the counselling center; applicants should not make any payment by cash. Applicants deviating from the above will be doing so at their own risk and responsibility.
@ Applicants opting for this option may see page 10 for more details.

(II) EMI FACILITY: INITIAL PAYMENT: ₹ 10,000 [Please (✓) tick] By Demand Draft By Credit Card

Remittance through Demand Draft (DD should be in favor of "The ICAI University, Dehradun - Fee Collection A/c", payable at Dehradun) (cash is not accepted)

DD Details :	Name of Bank :	DD No.:	Date :	Amount ₹ 10,000
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(III) Mode of EMI Payment: [Please (✓) tick] By PDC

EMI FACILITY: Please see Page Nos. 8 & 9 for details. (For Initial payment of ₹ 10,000 please fill item 3(II) given above).

(i) Please tick (✓) the appropriate EMI amount Module-wise Fee Payment Full Fee Payment
 ₹ 4,100 (with contact classes) ₹ 4,600 (with contact classes)
 ₹ 4,500 (without contact classes) ₹ 3,850 (without contact classes)

(ii) Three (Module wise fee payment) / Fifteen (Full fee payment) postdated cheques of ₹ _____ each (A/c payee postdated cheques in favor of "The ICFAI University, Dehradun - Fee Collection A/c", should be enclosed) On the back of each postdated cheque, the name of the applicant and the full address of the bank, branch with phone number should be mentioned in capital letters. Only MICR and multi-city (CTS 2010 compliant) cheques will be accepted.

I hereby confirm that I have signed the postdated cheques towards the payment of EMLs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates. Details of PDCs should be given as under.

Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY	Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY
1.		01 /	9.		01 /
2.		01 /	10.		01 /
3.		01 /	11.		01 /
4.		01 /	12.		01 /
5.		01 /	13.		01 /
6.		01 /	14.		01 /
7.		01 /	15.		01 /
8.		01 /			

Total amount for which postdated cheques are enclosed :

₹ 24,600 / ₹ 13,500 (for Module-wise fee payment) /

₹ 69,000 / ₹ 57,750 (for Full fee payment).

Signature of the Applicant: _____

(iii) The postdated cheques enclosed are signed by [Please tick (✓)] Me Other person (If in case of other person, please fill item no.(iv) given below):

(iv) STATEMENT [By the person (other than the Applicant), who has signed the postdated cheques in connection with this Fee Remittance Form as a Co-obligant]

I hereby confirm that I have signed the postdated cheques towards the payment of EMLs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates towards the EMI facility. I am over 21. I understand and I am aware of my liability as a co-obligant for EMLs of the applicant. I agree that I will settle the amount with the ICFAI University whether or not the applicant continues in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Dehradun, Uttarakhand. I hereby declare that the information provided by me below is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations and my financial responsibilities. My details are as under.

Name : Mr / Ms _____
(Use capitals) (As it appears in Official Records, Underline Surname)

S/o / D/o _____

Occupation _____

Mailing Address: _____
(Use capitals) (House Number) (Street)

(City) (State) (Pin) (E-mail)

Tel. (Off.) _____ (Res.) _____ Fax _____
(City Code) – (Area Code) – Number (City Code) – (Area Code) – Number (City Code) – (Area Code) – Number

Cell _____ Date of Birth: _____
Date Month Year

Place :

Date :

Signature of the person signing the cheques as a co-obligant

5. **DECLARATION:** I have carefully read the rules and regulations as given in this Document and Application and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations Book. I agree not to countermand and to honor all the postdated cheques enclosed by me towards the EMI facility. I understand that in case I withdraw from the program I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the ICFAI University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Dehradun, Uttarakhand. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

Date :

Signature of the Applicant