



MASTER OF BUSINESS ADMINISTRATION

ABOUT IIM KOZHIKODE

Spread over 100 acres of land, the Indian Institute of Management Kozhikode is situated on two hillocks in the Kunnammangalam Area of the ancient city of Calicut in Kerala. Boasting of one of the most picturesque and oxy-rich campuses in the country, the world-class infrastructure includes air-conditioned classrooms, guest care areas and LAN/WAN connectivity which enables every IIMK resident to be exposed to a wholesome experience. With its roots dating back to 1997, the Indian Institute of Management Kozhikode started with a batch of 42 students and has grown tremendously over the years.

IIMK KOCHI CAMPUS

IIMK Kochi Campus is a centre for professional development that hosts executive education and facilitates collaboration with the industry through research and consultancy. The campus is presently housed in a state of the art facility at Athulya Complex, Infopark, Kakkanad. Currently, the campus offers long duration and short duration courses for working executives. Shortly IIMK will have its own state of the art campus at Kochi.

MBA (“Master of Business Administration”) programme for working executives (earlier known as Executive Post Graduate Programme (EPGP) in Management)

MBA at Kochi Campus is offered as a two year face-to-face programme for working executives aspiring for leadership level positions in their organizations. The Programme is accredited by Association of MBA's (AMBA), an international non-profit body that benchmarks, evaluates and accredits education programmes with an objective of improving and standardizing quality and delivery of MBA programmes around the World.

The programme is made available in two options that participants can choose from: classes on weekends (Saturday & Sunday) or evenings (Monday, Tuesday, Thursday & Friday) that suit their work schedule. The programme is also useful for entrepreneurs keen on enhancing their managerial skills and leadership competencies. Applicants who are owner of a registered company operating of a minimum of 3 years are eligible to apply. Such applicants are required to produce three years of tax returns as proof along with the application.

PROGRAMME STRUCTURE

The programme is divided into 3 modules:

- Module 1: Foundation and Functional Core Courses
- Module 2: Compulsory Courses
- Module 3: Electives

FIRST YEAR – Foundation and Functional Core Courses

The first year courses are aimed at building a foundation in management through functional core courses covered in 380 hours of instruction. The first year of the programme is divided into four quarters, with each quarter comprising of 10 - 13 weeks.



SECOND YEAR – Compulsory & Elective Courses

In the second year, along with compulsory courses, participants are required to earn a minimum of 6 credits and maximum of 8 credits in a quarter through elective courses by enrolling for 3-4 elective courses per quarter. A minimum of 24 credits (up to a maximum of 28 credits) should be earned through elective courses during the second year by maintaining the quarter-wise credit requirement. For the Business Plan Proposal Project, credit represents hours of work required by participants to complete the project. The second year compulsory courses, elective courses and Capstone Simulation are covered in 370 hours of instruction.

MODE OF DELIVERY

The classes will be conducted at the IIMK Kochi Campus. The Immersion modules of the programme will be conducted at the Kozhikode Campus as well. IIMK offers the “**Your Program, Your Preference**” option, wherein working executives can choose from the following two options of classes:

Option One: Weekdays	
Monday, Tuesday, Thursday & Friday	07.00 PM - 09.45 PM
Option Two: Weekends	
Saturday	04:00 PM - 09.45 PM
Sunday	09.00 AM - 11.45 AM & 12:45 PM - 03:30PM

The complete class schedule of each quarter will be provided to participants before commencement of each quarter to enable the participants to balance their profession and study. The class schedules are subject to change and IIMK reserves all rights to change the class schedule.

PROGRAMME HIGHLIGHTS

Convenient format: Enables senior executives to pursue management education while working. Classes are conveniently held over weekends & evenings.

General Management Focus: The curriculum is designed keeping in mind the experienced executives with technical, functional expertise aiming for senior managerial positions.

Internationally recognized: Global recognition from AMBA, UK as equivalent to Executive MBA.

Innovative Pedagogy & Faculty: Application orientation facilitated by a pedagogy that deploys case studies, simulation and workshops that help to develop complex decision making skills and IIM Kozhikode’s Faculty influence. Specializations are offered during the second year through a wide range of electives.



Experienced and diverse Participant Group: Senior executives and business owners from diverse functions across industries create a rich peer-learning environment and excellent networking opportunities

Alumni status of IIMK: Opportunity to be the part of the 6000+ alumni network of IIMK with access to senior professionals across the globe.

IIMKLive: Business Incubator and Entrepreneurship progression possible through IIMKLive.

Provision for taking a break: Participant is allowed to take a temporary break from the programme and to rejoin, subject to rules relating to course break.

PROGRAMME DIFFERENTIATORS

Capstone Simulation

A highly realistic game suit that will enable participants apply inter-disciplinary skills and compete through a simulated set of variables, competitors, products or selling across regions.

Business Plan Proposal Project

This is an experiential group project work, where the participants have to develop a document that lays down a step-by-step action plan to roll out a new business. The assignment demands the participant to apply the functional and interdisciplinary knowledge assimilated during the programme for translating a business Idea into a full-fledged business proposal.

Immersion Modules

Immersion modules are conducted at IIM Kozhikode Campus once in each year of the program.

MOODLE Learning Management Portal

The portal makes it possible for participants to access learning resources from anywhere, at any time to learn, submit assignments or take quizzes.

Pedagogy

A blend of experiential and participatory models that deploy and continuously evaluates the participants in each course, through varying assessment criteria like assignments, quizzes, class participation, project work, end-term examination and any other component as suitably decided by the instructor. The faculty may use role- plays, short videos, case studies, small group presentations and simulations at varying degrees. 75% attendance is the stipulated mandatory for each course.



PROGRAMME DETAILS

Courses & Credits:

The participants are required to go through compulsory courses of 1 to 3 credits each, during the first year. The total number of class room hours in the first year of the programme would be 380. In the second year, participants choose from a wide variety of electives offered besides one compulsory course each in the 5th and 6th quarter. Further, the programme also requires the participant to undertake a Business Plan Proposal in the 7th quarter and a Business Simulation in the 8th quarter. A total number of 370 equivalent hours (in-class) would be devoted by the participants in the second year of the programme. Participants are eligible for the awarded the title 'Master of Business Administration' (MBA) by IIMK on successful completion of these modules. The total credit requirement of the programme will be 750 hours.

Pedagogy & Assessment:

The pedagogy followed will be a blend of experiential and participatory models like simulations, case studies, projects and traditional lecture methods. The evaluation of academic performance in each course will be based on varying assessment criteria like; Assignments, Quizzes, Class Participation, Project Work, End-Term Examination and any other component as may be decided by the Instructor.

For each course, the Instructor awards Letter Grades to the participants based on the academic performance and evaluation scheme. IIMK follows a grading scheme of 13 levels ranging from A+ to F as given in the Table below:

Letter Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
Grade Point	4.33	4	3.67	3.33	3	2.67	2.33	2	1.67	1.33	1	0.67	0

Course Breaks:

The participant is allowed to temporarily withdraw from the programme once during the two year program. The participant will be allowed to retain the credits of completed quarters and has to join the corresponding quarter with the next batch and will be required to pay a rejoining fee as may be prescribed as well as a difference amount in fees, if any. All conditions as per the student hand book pertaining to rejoining batch shall apply to the participant.

Accreditations / Rankings:

The MBA programme is accredited by Association of MBA's (AMBA), a non-profit, global MBA-specific accrediting body that benchmarks, evaluates and accredits MBA's around the World with an objective of improving and standardizing quality and delivery of MBA's.



AWARD OF MBA – 'Master of Business Administration'

On successful completion of the MBA programme, participants would be awarded the title Master of Business Administration' (MBA).

ELIGIBILITY

- A Bachelor's Degree* or its equivalent in any discipline with minimum 50%** aggregate mark or equivalent CGPA.
- 3 Years of managerial/ entrepreneurial/ professional experience*** after successful completion of graduation as on **23rd November 2019**.

**Bachelor's degree awarded by any of the Universities incorporated by an act of the central or state legislature in India or other educational institutions established by an act of Parliament or declared to be deemed as a University under Section 3 of the UGC Act, 1956 (<https://www.ugc.ac.in/oldpdf/Consolidated%20list%20of%20All%20Universities.pdf>) or possess an equivalent qualification recognized by the Ministry of HRD, Government of India. The percentage of marks obtained by the candidate in the bachelor's degree would be calculated based on the practice followed by the university/institution from where the candidate has obtained the degree. In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks would be based on the procedure certified by the university/ institution from where they have obtained the bachelor's degree. In case the university/ institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.*

***Subject to relaxation based on category*

Category	Degree (Min Aggregate Marks)
General	50 %
OBC (NC)	50 %
SC**	40 %
ST**	40 %
PwD**	40 %

****Work experience before completion of graduation will not be considered for calculating total work experience. Internship/articleship for courses such as CA/CS/ICWAI will not be considered as experience. Entrepreneurs (owner of a registered company operating of a minimum of 3 years) need to submit proof of tax reruns of the enterprise for the previous three years along with the application.*



IIM Kozhikode follows the Government of India reservation policy for admission to Central Educational Institutions. Candidates seeking relaxation in the aggregate marks in graduation are required to submit necessary supporting documents along with application form.

The minimum eligibility criteria adopted by IIM Kozhikode in the admissions for the Master of Business Administration (Two Year) at Kochi Campus is given below:

SELECTION & ADMISSION PROCEDURE

Eligibility of the candidates to apply for the programme is ascertained based on the information provided in the application form & supporting documents submitted. All eligible candidates are required to undergo the selection process, which consists of a written entrance test (EMAT) followed by personal interview. A candidate can seek to qualify for the interview by attending any of the following examinations: CAT / GMAT / EMAT

Candidates with valid **CAT score[^] (Minimum 75 percentile) or GMAT score[^] (Minimum 650 Score)** will be directly considered for the interview. Such candidates are not required to attend EMAT.

[^] Score obtained should not be older than 1 year from the date of EMAT-2019 (i.e. 23rd November 2019).

All eligible candidates are required to produce the original academic & experience records for verification mentioned in the Annexure-I on the date of Personal Interview.

Normally EMAT & Interview will be conducted on the same day and candidates will be called for EMAT/Interview on any one of the two days scheduled (23rd, 24th November 2019). Candidates are required to ensure their availability for attending the EMAT/Interview on both the days. Candidates who do not attend the EMAT/Interview as per schedule communicated will not be considered for further selection process.

EMAT (Executive Management Aptitude Test)

EMAT would assess the logical reasoning, numerical and verbal ability of candidates, necessary for successful completion of the programme. The objective of the screening test is to filter the entry of candidates to the MBA programme offered by IIMK in order to ensure the required standards by assessing the capabilities of the applicants in an objective manner. The test will be designed and evaluated by IIMK.

The contents of the test will be questions on testing logical reasoning in addition to questions for testing numerical, data interpretation and verbal skills of the candidates. The test will be of one-hour duration consisting 40 questions. There will be three separate sections on (i) Quantitative Ability (ii) Data Interpretation & Logical reasoning and (iii) Verbal ability.



EMAT Centre

Kochi will be the centre where EMAT will be conducted. Additional Centre's at **Trivandrum** and **Kozhikode** will be available only if there are requests from at least 10 or more candidates.

ELIGIBILITY CRITERIA FOR SELECTION TO MBA

(a) EMAT/CAT/GMAT score is considered only as a preliminary screening process for selection of applicants. Those applicants who satisfy the minimum cut off as per the following table for EMAT or a minimum of 75 percentile in CAT or a minimum score of 650 in GMAT will be considered eligible for the next stage of selection process. The CAT and GMAT scores should not be older than 1 year as on date of EMAT (23rd November 2019).

Category	EMAT Cut off
General	25% (10 out of Maximum 40 marks)
OBC (NC)	20% (8 out of Maximum 40 marks)
SC	20% (8 out of Maximum 40 marks)
ST	18% (7 out of Maximum 40 marks)
PwD	18% (7 out of Maximum 40 marks)

(b) The selection will be based on the interview marks of the applicants satisfying the EMAT/CAT/GMAT requirements. The mark of the interview process will be standardized to offset the panel differences. Accordingly the minimum cut off for interview will be on the standardized marks.

Category	Interview Cut off
General	25% (15 out of Maximum 60 marks)
OBC (NC)	20% (12 out of Maximum 60 marks)
SC	15% (9 out of Maximum 60 marks)
ST	15% (9 out of Maximum 60 marks)
PwD	15% (9 out of Maximum 60 marks)

(c) Admission will be based on a merit list prepared with applicants fulfilling the above criteria (a) & (b). Securing only minimum score in (a) & (b) above does not entail admission.

FEE

APPLICATION FEE

All the candidates applying for MBA programme at Kochi campus are required to pay a non-refundable fee of **Rs. 2000** through online using Net Banking, Credit Card[#] / Debit Card[#]. Payment through any other mode is not acceptable. Application fee once paid is not refundable or adjustable under any circumstances. Hence participants are requested to confirm their eligibility before registration & fee payment. Applications received without fee payment will be rejected.

Bank Transaction charges for Online Payment of fees will have to be borne by the candidate.



PROGRAMME FEE

Total fee for the program is **Rs.10, 00,000/- payable in 4 installments** as per the following schedule.

Installment **	Amount	Due Date
First Installment	3,00,000/-	10th January, 2020
Second Installment	3,00,000/-	15th July, 2020
Third Installment	2,00,000/-	10th February, 2021
Fourth Installment	2,00,000/-	4th August, 2021

During the offer acceptance process, participants are required to remit the part payment of the first installment **Rs. 50,000/-** by 20th December 2019 towards offer acceptance & enrollment confirmation. Balance payment of the first installment to be remitted by 10th January 2020.

CAUTION DEPOSIT

A refundable Caution Deposit of Rs. 10,000 is also payable along with the first installment fee.

STUDENT WELFARE FUND

Rs. 2, 000/- is payable along with the 1st installment of the programme fee during the admission.

ALUMNI MEMBERSHIP FEE

Rs.10, 000/- is payable along with the 4th installment during the second year. All the fees described above are payable directly to the institute as per the schedule communicated.

EDUCATION LOAN FACILITY

Participants of the MBA programme (for Working Executives) can avail education facility from State Bank of India or HDFC Bank. The bank will process the Loan (or any part thereof), at its sole discretion, subject to fulfilment of the conditions applicable.

For details and application process, please contact

Branch Manager

State Bank of India, Infopark Branch, Kochi

Ph.: 0484-2415035

EMAIL: sbi.10316@sbi.co.in

Branch Manager

HDFC BANK, Ground Floor, Athulya
Infopark , Ernakulam

Ph.: 0484-4015572



IMPORTANT DATES

Online Application opens on	24th June 2019
Last date for submission of Online Application	10 th November 2019
EMAT Entrance Test & Personal Interview	23 rd /24 th November 2019
Announcement of Selection List	6 th December 2019
Last Date for Offer Acceptance & Part payment of Rs.50,000/- towards confirmation of admission	20 th December 2019
Due date for first installment payment	10 th January 2020
Induction & Orientation to the Programme	18 th January 2020
Commencement of Classes: Evening Batch	30 th January 2020
Commencement of Classes: Week-end Batch	1 st February 2020

HOW TO APPLY

Candidates are advised to go through the programme details, eligibility criteria & instructions to fill the application form in detail before registering online.

- 1) Register online with basic information. On successful registration, candidate will receive the application number in the registered email id.
- 2) Please log in to the application portal using the application number, email & password generated during the registration and complete the application fee payment.
- 3) After successful payment of application fee, candidate can fill the application & required to submit online within 7 days after the payment.
- 4) Please take the print out of the application form and retain with the candidate.
- 5) Please bring the one set of duly filled/signed application form on the 23rd /24th of November 2019 (date allotted for EMAT exam & interview) along with all original academic records, experience records provided in the application form and one set of self-attested copy of all the documents. List of original documents and attested copies required is specified in the **Annexure-I**.

Note: Do not dispatch the application form & supporting documents to IIMK.



Annexure-I
LIST OF DOCUMENTS TO BE SUBMITTED ON
EMAT/INTERVIEW (23rd /24th November 2019)

After successful submission of online application form and fee payment, candidates are required to bring **one set of following documents** annexed properly.

1. Duly signed application form by the candidate (1 copy). One passport size color photograph to be attached with the application form.
2. Original CAT/GMAT score card; if the admission is seeking through CAT/GMAT score.
3. Copy of online Application Fee Receipt.
4. Following original academic records and one set of self-attested copy.
 - i. 10th /SSLC/AISSE Certificate & Mark Sheet.
 - ii. Pre-Degree/Plus-Two/AISSCE/HSC/VHSC Mark Sheet & Certificate.
 - iii. All Mark Sheets & Certificate of Graduation or Professional Qualification, as applicable.
 - iv. Post-Graduation/Other Higher Qualification mark sheet of all years & Certificate. (Not a mandatory requirement)
5. Original experience certificates for all the employment details submitted in the application form & one set of self-attested copy. Entrepreneurs have to submit the copy of the company registration /partnership deed as proof.
6. Valid certificate of proof of SC/ST/OBC (Non-Creamy layer)/PwD issued by the competent authority .Original & one set of self-attested copy.
7. Original photo identity proof such as Passport/Driving License/PAN Card/AADHAR & one-self attested copy.
8. Copy of Gazette Notification in case there is a change in Name.

Failing to produce the documents mentioned 1-8; candidate will not be permitted to take the EMAT/Interview.

CONTACT

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Athulya IT Complex, Infopark
Kakkanad, Kochi – 682030

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