

MASTER OF BUSINESS ADMINISTRATION

ADMISSION PROCEDURE FOR EARLY BIRD REGISTRATION

Admission to Master of Business Administration, first year for the academic session (2021-2022) is open to women candidates only.

Eligibility:

As mentioned in the College prospectus for MBA Programme.

- Application Form & prospectus are available from College on payment of Rs.600/- .
- The Admission Form completed in all respects should be submitted to the College at the earliest. Between 10:30 a.m. to 1:00 p.m. or can be sent by Registered post to the Director, Isabella Thoburn College (Professional Studies), Lucknow at given address-Gate No. 9,7 Faizabad Road, Lucknow - 226007
- The following enclosure are required to be submitted with the application form:
 - a) Attested Photostat copies of High-school, Intermediate & Graduation. I, II & III year marksheets & certificates. In the absence of which the form will be rejected.
 - b) Five self attested passport size photographs of the candidate (to be pasted on the application form).
 - c) Bank draft of Rs 30,000/-in favour of Isabella Thoburn College (Professional Studies), payable at Lucknow.(For Early Registration)
 - d) Reserve category: Christian candidate must enclose a certificate of their church membership, signed by the Pastor of the candidate's church, attesting that the candidate and her parents are permanent member in good standing, the name, address and denomination of the recognized church they belong to and a copy of Baptism /Confirmation certificate.
- **Admission Requirements:**

The qualifying candidate must report to the college for admission on the allotted date/time as informed to them from College along with the required documents mentioned in the admission list. The candidate is required to bring the following:

 - a) All original mark sheets, certificate and documents.
 - b) Original Character certificate (to be submitted).
 - c) Original Migration certificate (to be submitted) only by those candidates other than Dr. A.P.J. Abdul Kalam Technical University.
 - d) Original relevant document (if privilege is sought).
 - e) Any admission done or any candidate selected for admission by an inadvertence or mistake or oversight or on the basis of wrong or incomplete information supplied by the candidate shall be cancelled and the candidate shall have no claim in such a case.

Hostel Accommodation

It is preferred that All MBA out-station students should stay in the college hostel. The interested students are required to apply for admission to the hostel in the hostel admission form..

**ISABELLA THOBURN COLLEGE (PROFESSIONAL STUDIES), LUCKNOW SCHEDULE OF FEES
FOR THE SESSION 2021-2022**

S. No.	Particulars	Amount (in Rs.)
1.	Annual College Fee for MBA 1 st Year	Rs. 1,98,000/-
2.	Semester wise Fee (1 st and 2 nd semester)	Rs. 99,000/-

Additional Expenses: -

1. Registration & Examination Fee payable to AKTU (As per AKTU Norms) – Rs. 8,200/-
2. Student's Annual Accidental Insurance Premium – Rs. 200[#] to be paid by the student.

Student's Annual Accidental Insurance Premium will be as per actuals.

Notes: -

- Fee may be subject to revision at any time.
- Fee may be deposited by Demand Draft in favour of Isabella Thoburn College (Professional Studies) payable at Lucknow or through the online portal of the Isabella Thoburn College (Professional Studies) on website.
- Fee is neither refundable nor transferable.
- A fine for delay in Payment of fees will be charged after the due dates.
- Expenses for all extra curricular activities and additional courses or travel undertaken by the college will be paid by the student
- All the students are required to participate in the college activities.
- Any revision in university fee is payable by the student as and when levied.

Guidelines for Early Bird Registration

- Early Bird Registration seeks to provide an early reach out to aspiring students for admission giving them ample time to study and complete the admission procedure ahead of declaration of qualifying examination.
- On the Completion of Early Bird Registration the candidate may proceed for admission on achieving the required eligibility criteria.
- Eligibility Criteria for Early Bird Registration remains the same as that for completing admission awaiting declaration of results.
- For seat locking a Bank draft of Rs 30000/- in favour of Isabella Thoburn College (Professional Studies), payable at Lucknow (For Early Registration).
- Payment of Rs. 30,000/- will be adjusted in the 1st Year Fees submitted by the Students.
- Payment of Rs. 30,000/- will be refunded only in case where the student could not score 50% (General/OBC Category) or 45% (SC/ST Category) aggregate marks as per the Eligibility Criteria stated above.

- The Seat Locking Fee will only be refunded if the student fails to fulfill the Minimum qualification requirement at the time of admission, as prescribed by the AICTE and AKTU. It will be non Refundable for those who fulfill the qualification for Admission
- Admission will be completed only on availability of graduation results as per the eligibility criteria.

Eligibility Criteria for Admission

1. Bachelor's Degree or its equivalent in any discipline with at least 50% Aggregate Marks for General/OBC and 45% for SC/ST candidates or equivalent CGPA.
2. If at the time of submission of Forms the results for the Qualifying marks are not available the Form may be filled as an Appearing Candidate and may apply for early bird registration.
3. The candidate will be registered as per the existing criteria for admission subject to approval by AKTU*. Admission of any candidate not approved by AKTU* will automatically stand cancelled.
4. Students who have appeared for UPSEE Examination are required to provide the following-
 - i. Roll Number
 - ii. Mark Sheet showing the Scores.
5. Any discrepancy found in the details provided online and the originals presented at the time of final admission will automatically lead to cancellation of admission.
6. Online Application Form is available on payment of Rs. 600/- online/ offline.
7. The Cost of Application Form is Non-Refundable.

Proposed Fee Structure for admission to MBA First Year

(Session 2021- 2022)

Annual College Fees = Rs. 1,98,000/-

Fees can be paid in following modes:

- One Time Payment = Rs. 1,98,000/-
- Semester-wise Payment = Rs. 99,000/-
- Payment in Ten Monthly Installments = Rs. 19,800/-

Additional Expenses:-

1. Registration & Examination Fee payable to AKTU (As per AKTU Norms) -Rs. 8,200/- (To be paid to the University as per demand).
2. Students Annual Accidental Insurance Premium – Rs. 200/-* to be paid by the student.
3. Any other expense incurred as and when towards academic support, if necessary.

Financial Assistance –

1. **Work Stipend** can be provided to students as per requirement.
2. Assistance in availing loan facility is provided.
3. **Those applying for Work Stipend/ Scholarship are requested to submit Parent's Income Certificate.**

Proposed Fee Structure for admission to MBA Second Year

(Session 2022- 2023)

Annual College Fees = Rs. 1,98,000/-

Fees can be paid in following modes:

- One Time Payment = Rs. 1,98,000/-
- Semester-wise Payment = Rs. 99,000/-
- Payment in Ten Monthly Installments = Rs. 19,800/-

Additional Expenses:-

1. Registration & Examination Fee payable to AKTU (As per AKTU Norms) -Rs. 8,200/- (To be paid to the University as per demand).
2. Students Annual Accidental Insurance Premium – Rs. 200/-* to be paid by the student.
3. Any other expense incurred as and when towards academic support, if necessary.

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