

## FEE DOCUMENT

### MBA (Master of Business Administration)

(Full Time Post Graduate Program)

Duration: Two Years (Trimester Based)

#### Part A: Fee Structure (INR) - Session (2020-21)

Particulars	I Year (2020-21)		II Year (2021-22)	
	1st Installment	2nd Installment	1st Installment	2nd Installment
1. ALL INDIA CATEGORY (60% SEATS)				
Admission Fee (One Time, Non Refundable)	10,000	–	–	–
Tuition Fee	1,15,763	1,15,763	1,21,551	1,21,551
Academic Services Fee	13,600	12,600	19,400	3,900
Security Deposit (Refundable)	5,000	–	–	–
Sub-Total	1,44,363	1,28,363	1,40,951	1,25,451
Total	2,72,726		2,66,402	
2. UTTARAKHAND STATE CATEGORY (40% SEATS)				
Admission Fee (One Time, Non Refundable)	10,000	–	–	–
Tuition Fee	85,665	85,665	89,948	89,948
Academic Services Fee	13,600	12,600	19,400	3,900
Security Deposit (Refundable)	5,000	–	–	–
Sub-Total	1,14,265	98,265	1,09,348	93,848
Total	2,12,530		2,03,196	

1. Industrial Tour is compulsory during first year with no additional fee.

2. National Study Tour (Optional) with additional amount of Rs. 33,000 will be charged in 2nd Installment of first year fee.

3. International Study Tour (Optional) with an additional amount of Rs. 1,000,00 will be charged in 2nd Installment of first year fee.

**Note:**

1. A Student can only opt for either National Study Tour or International Study Tour.

2. For International Admissions (Other than SAARC Countries) one time admission fee of \$1000 will be charged at the time of admission.

## Part B: Terms & Conditions

1. The fee is charged annually and in advance. However, on request and for the convenience of the students, the University allows an option for making the fee payment in two installments (first in the month of June and the second, in November, irrespective of the date of result and starting date of trimester).
2. The fee/deposits are payable through Online payment (Net-banking/Debit/Credit Card), Bank Demand Draft in favor of 'IMS UNISON UNIVERSITY', payable at Dehradun. Payment by cheque or cash shall not be accepted.
3. A Uniform Imprest of Rs. 8,500/- shall be payable at the time of admission which includes 3 Trousers, 3 Shirts (full sleeves), 1 T-shirt, 1 Track Suit, 1 Tie, 1 Blazer, 1 Pullover and 1 Bag which shall be provided only once at the time of admission.
4. All collections made by the University from the students under the name 'Fee' are not refundable under any circumstances, except as per terms and conditions mentioned in Part-D of this document. All collections made by University from the students under the name 'Deposits' are refundable subject to University rules. The security deposit will be refunded only when the student completes his / her entire Program from the University or withdraws from the University, and after adjusting dues, if any.
5. In case, a student is required to repeat a year, the fee payable by the student shall correspond to the year to be repeated and will be as per the Fee Document, as applicable to the student, at the time of admission. For the subsequent years, if any, the student shall be required to pay the fee as per the Fee Document, as applicable at the time of admission, for the respective year(s).
6. All matters relating to the fee/deposits are the prerogative of IMS Unison University and may be revised by the University without any prior notice. Applicability of all such changes shall be binding on all the students.
7. All disputes arising out of or in connection with this are subject to the exclusive jurisdiction of Courts of Dehradun.

## Part C: Fee Deposit Schedule & Late Fee Rules

**Annual Fee is required to be paid at the time of admission and at the beginning of every academic year.** The last date for payment of fee for new Admissions will be as mentioned in the respective Provisional Admission letter or before the commencement of the Program, whichever is earlier. In case the student has requested and is allowed for payment of the fee in installments, late fee rules would be applicable as mentioned below (from second installment onwards):

LATE FEE RULE	FIRST INSTALLMENT	SECOND INSTALLMENT
Last date for depositing fee	30th June	30th November
Late Fee Rs.500/- up to	15th July	15th December
Late Fee Rs.1,000/- up to	31st July	31st December

Names of students who fail to pay their Fee up to 31st July (1st Installment) or up to 31st December (2nd Installment) shall be struck-off the rolls of the University. They shall, on payment of fee dues, be required to apply for re-admission to the office of the Registrar and on approval, they shall be required to pay a re-admission fee of Rs. 10,000/-

The above rules shall be applicable even if partial fee is outstanding.

## Part D: Admission Withdrawal & Fee Refund Policy

1. All applications for Admission Withdrawal, Hostel or Transportation withdrawal shall be submitted, in the prescribed form, at the University Front Office.
2. The following refund policy will apply ONLY if the student has properly filled-in and submitted the admission withdrawal form.
3. In case the admission is cancelled due to non-payment of remaining fee by the due date mentioned in the respective Provisional Admission Letter or the student absents himself/ herself from the University without any intimation then the below policy for refund shall not be applicable and the whole amount deposited will be forfeited.
4. **Registration Fee of Rs. 1000/- and an Admission Fee of Rs. 10,000/- are non-refundable** under any circumstances whatsoever.
5. The dates mentioned in this Policy will apply irrespective of the date of admission.
6. **The last date of admission is 31st July, 2020.**
7. **Refund Policy for Program Fees:** The applicable amount of deduction has been kept as per below table depending upon date of submission of application of withdrawal by the student.

DATES OF SUBMISSION OF WITHDRAWAL APPLICATION	DEDUCTION FROM AGGREGATE FEES
On or before 16th July, 2020	Rs. 5,000/- as Processing Charges
17th to 31st July, 2020	10% of Annual Fees
1st August, 2020 to 15th August, 2020	20% of Annual Fees
16th August, 2020 to 30th August, 2020	50% of Annual Fees
On or after 31st August, 2020	100% of Annual Fees

**Note:**

a. \*Above refund policy is effective for Academic Session 2020-21.

b. Aggregate Fees for above purpose includes Annual Tuition Fees and Academic Services Fees for the Year.

c. The dates mentioned in this Policy will apply irrespective of the date of admission.

d. In case, deductible amount is more than the amount paid by the student against Annual fees, differential amount will be adjusted from any other amount paid by the student including security deposit.

8. The amount refundable shall be calculated on the basis of date of submission of application for withdrawal. The refund shall be on a "first come first serve" basis. All refunds shall be calculated on the basis of Annual Academic fee i.e. including both instalments.
9. Students who are expelled or whose names are struck-off the rolls of the University on account of non-submission of documents/not registering for the term within 30 days of registration date/non-payment of dues or any other reason shall not be entitled for any refund of fee. Only security deposit, after recovery of any dues, will be refunded.
10. In case of a student seeking withdrawal from the Program of study after successful completion of one/more academic year(s), and **before** the date of registration, the Security deposit along with the fee for that year, if paid, shall be refunded, after adjustment of dues, if any. In case the application for withdrawal is submitted **after** the date of registration, only the Security deposit shall be refunded, after adjustment of annual fee payable for that year and dues, if any.

11. In case of a student seeking withdrawal on account of not getting promoted to the next academic year, the Security deposit along with the advance fee for the subsequent year, if deposited, shall be refunded after adjustment of dues, if any.
12. No interest is paid on refund of any fees/deposit.
13. In case of any dispute, the decision of the Vice Chancellor, IMS Unison University would be final and binding.
14. All disputes arising out of or in connection with this are subject to the exclusive jurisdiction of Courts of Dehradun.

### Part E: Details of Value Added Programs

To enhance the professional skills of our students and give them a competitive advantage, the University provides value added programs with leading training partners. Certifications are provided on successful completion of these Programs. The following programs are provided to the MBA students:

- a. **Lean Six Sigma Green Belt Certification Program:** IMS Unison University has an agreement with Benchmark Six Sigma Company to offer Green Belt Lean Six Sigma Certification Program to its MBA students. As a Lean Six Sigma Green Belt professional, the student will be capable enough to form and facilitate project teams and lead Six Sigma projects from start to completion. Upon the successful completion of this 32 hours program a certificate by Benchmark Six Sigma is awarded to the students.
- b. **National Study Tour (Optional):** A National study tour is organized for the MBA students which not only facilitates interface with the Industry but also provides the students with a cultural overview. These provide the students the opportunity of learning through travel, especially to places that they may not otherwise get to visit, an opportunity for close interaction with peers that students enjoy so much, and a chance for the Faculty to observe and interact with the student in a structure different from and more informal than the classroom. Besides visiting leading Industries, students visit various places of historical interest as well. An additional amount of Rs. 33,000/- (Rupees Thirty Three Thousand) will be charged from the student in the second installment of the 1st Year.
- c. **International Study Tour (Optional):** An international study tour is designed to provide the students with a first-hand experience and engage the students in different training programs/ talks at a University of repute, visiting headquarters or prime facilities owned by several leading industrial brands, and undertaking a guided cultural and heritage exposure tour. An additional amount of Rs. 1, 00,000/- (Rupees One Lakh) will be charged from the student in the second installment of the 1st Year.

### Part F: Scholarships Offered by the University Academic Session 2020-21

#### A. FOR STUDENTS ADMITTED UNDER UTTARAKHAND CATEGORY

- Applicable for Permanent residents of Uttarakhand for whom 40% of the seats are reserved
- Applicable for all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Valid Uttarakhand Domicile Certificate at the time of admission	26 % of Tuition Fee

#### B-I FOR STUDENTS ADMITTED UNDER ALL INDIA CATEGORY

##### B. MERIT BASED SCHOLARSHIPS

- For students taking admission under All India Category in all UG & PG Programs
- Applicable for only First Year of the Program.

CRITERIA	SCHOLARSHIP
Aggregate marks of 95% and above in Class XII Board Examination/Graduation	100 % of Tuition Fee
Aggregate marks of 90% to less than 95 % in Class XII Board Examination/Graduation	90 % of Tuition Fee
Aggregate marks of 85% to less than 90% in Class XII Board Examination/Graduation	75 % of Tuition Fee
Aggregate marks of 80% to less than 85% in Class XII Board Examination/Graduation	50 % of Tuition Fee
Aggregate marks of 75% to less than 80% in Class XII Board Examination/Graduation	15 % of Tuition Fee
Aggregate marks of 60% to less than 75% in Class XII Board Examination/Graduation	10 % of Tuition Fee

- For computation of Graduation/Class XII marks, no rounding off shall be done.
- This scholarship shall not be given to a candidate having any backlog at the time of admission.
- Class XII marks shall exclude Physical Education/ Fine Arts/ Performing Arts/ Vocational/ Non-written subjects.
- Students having grades instead of marks in qualifying exam shall be required to submit an equivalence certificate from their Institution in the absence of which the University shall convert their grades into marks using its own rules.

##### C. SCHOLARSHIP FOR GIRL STUDENTS

- For students taking admission under All India Category in all UG & PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Girl Candidates	10 % of Tuition Fee

##### D. SCHOLARSHIP FOR IUU ALUMNI

- For students taking admission under All India Category in all PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Applicant has completed his/her UG Program at the IMS Unison University	10 % of Tuition Fee

**E. SCHOLARSHIP FOR APPLICANTS FROM NORTH EAST STATES, J&K & SAARC COUNTRIES**

- For students of North East, Jammu & Kashmir & SAARC Countries taking admission in all UG & PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Proof of Domicile of North East States/J&K or Valid Passport in case of SAARC Countries	25 % of Tuition Fee

**F. SCHOLARSHIP FOR WARDS OF MARTYRS (DEFENCE & CENTRAL ARMED POLICE FORCES\*)**

- For students taking admission under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Wards of Martyrs of Defence/CAPF Personnel	100 % of Tuition Fee

**G. SCHOLARSHIP FOR WARDS OF DEFENCE & CENTRAL ARMED POLICE FORCES\***

- For students taking admission under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Wards of Defence/CAPF Personnel (serving/retired)	25 % of Tuition Fee

**H. SCHOLARSHIP FOR SERVING DEFENCE & CENTRAL ARMED POLICE FORCES\* PERSONNEL**

- For students taking admission under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Serving Officers - nominated through study leave	25 % of Tuition Fee

\*Defence Services: Army, Navy & Air Force.

Central Armed Police Forces: Assam Rifles (AR)/Border Security Force (BSF)/Central Industrial Security Force (CISF)/Central Reserve Police Force (CRPF)/Indo Tibetan Border Police (ITBP)/National Security Guard (NSG)/Sashastra Seema Bal (SSB)

**I. MERIT BASED SCHOLARSHIPS AFTER FIRST YEAR OF THE PROGRAM (ALL UG & PG PROGRAMS)**

- Applicable for all Students taking admission under All India Category only
- Based on CGPA achieved at the end of the previous year
- Applicable for one year only.

CRITERIA	SCHOLARSHIP
CGPA of 9.50 and above	90 % of Tuition Fee
CGPA of 9.00 to 9.49	50 % of Tuition Fee
CGPA of 8.50 to 8.99	25 % of Tuition Fee
CGPA of 8.00 to 8.49	10 % of Tuition Fee

- Scholarship shall not be awarded in the following cases:
  - Student failing in any paper
  - Shortage of attendance
  - Indulging in acts of indiscipline.
- Other terms & conditions as defined in Scholarship norms.

**Scholarship Norms**

1. University scholarships are not matter of right and are granted under the sole prerogative of the University.
2. A candidate shall be entitled to only one of the University scholarships based solely on fulfillment of eligibility.
3. The scholarship shall be withdrawn in case a student violates any of the University rules, Ordinances and Policies for Students as laid down in the Admission Booklet. In such cases the student shall be liable to pay the scholarship amount to the University.
4. Any student repeating the first year shall not be entitled to scholarship.
5. In addition to the University scholarships mentioned above, a student may apply to the scholarship provided by the Social Welfare Department of their respective State. However, as such Scholarships are disbursed directly, there shall be no onus on the University to facilitate or liaison with the respective Department.
6. The University reserves the right to alter/withdraw the scholarship without any explanation/notice.
7. The decision of the Vice Chancellor on any matter relating to the University Scholarship policy shall be final and is not open to question.
8. Scholarship seats are limited.
9. Candidates eligible for Scholarships, as above, are required to submit application form to the Office of the Registrar with all relevant documents within the dates as announced by the University. In absence of relevant mark sheets, direct admission and scholarship application will not be considered.
10. All disputes are subject to Dehradun jurisdiction.

**Part G: Declaration** (To be signed by the Candidate and Parents/Guardian)

I have carefully read and understood the terms and conditions mentioned in this fee document and agree to abide by them. I am also aware that any disputes arising out of or in connection with this Fee Document (Part A to Part F) are subject to the exclusive jurisdiction of Courts of Dehradun.

Signature of Candidate

Name\_\_\_\_\_

Date\_\_\_\_\_ Place \_\_\_\_\_

Signature of Parent / Guardian

Name\_\_\_\_\_

Date\_\_\_\_\_ Place \_\_\_\_\_