

SHRI RAM COLLEGE OF COMMERCE

ADMISSION NOTIFICATION

November 21, 2012

Admission to Post Graduate Programme in Global Business Operations

Admission Batch 2013-2015

Shri Ram College of Commerce offers admission to two-year full-time post-graduate programme in Global Business Operations of the University of Delhi for the academic batch of 2013-2015.

The brief details of the course and admission procedure is as follows:

1.	Course	:	Post-graduate programme in Global Business Operations.
2.	Duration	:	Two-year (full-time)
3.	Medium of Instruction	:	English
4.	Number of Seats	:	62
5.	Reservation available	:	SC 15% (9), ST 7.5% (5), OBC 27% (17), PwD 3% (2 supernumerary)
6.	Minimum Eligibility for Admission	:	Bachelor's Degree with 50% marks from a recognised University. Final year students may also apply. 5% relaxation in marks is available to candidates belonging to SC/ST/PwD category.
7.	Course Fee	:	About Rs.99,600/- (appox) per year. (Fees is subject to revision)
8.	Admission Procedure	:	<p>On the basis of following :-</p> <p>(a) Entrance Test</p> <p>(b) Group Discussion and Personal Interview (GDPI)</p> <p>Each candidate would be required to appear for a written entrance test. Limited number of candidates would be invited for the GDPI in order of merit under each category. Final admission list would be drawn category-wise on merit basis taking aggregate marks secured in Entrance Test and GDPI. Appearing in GDPI is a mandatory requirement for consideration of candidate in the Final Merit List.</p> <p>A separate waiting list would also be drawn on merit basis to fill the vacancies, in case exists in future.</p>
9.	Entrance Test Date	:	Sunday, 27th January, 2013. Timings: 10.00 a.m. to 12.00 noon.
10.	Entrance test venues	:	Ahmedabad, Amritsar, Bangalore, Bhopal, Bhubaneswar, Chennai, Chandigarh, Dehradun, Delhi, Guwahati, Jaipur, Kolkata, Lucknow, Patna, Mumbai, Nagpur, Hyderabad, & Trivendrum. (The college can withdraw a test centre in case sufficient number of candidates do not opt any particular test centre. Such test centre would be shifted to test centre opted in order of preference given by the candidate.)

11.	Date of the opening of Application Online Prospectus & Application form		November 23, 2012 November 23, 2012
12.	Last Date for obtaining and submitting application form	:	December 31, 2012 (4.00 p.m.)
13.	How to obtain application form	(A)	<p><u>In Person</u> : Prospectus containing Application Form can be purchased from the office of <u>Section Officer (Admn.), Shri Ram College of Commerce, Maurice Nagar, Delhi – 110 007</u> between 9.00 a.m. to 1.00 p.m. & 2.00 p.m. to 4.00 p.m. (Monday to Friday) on cash payment of Rs.1,000/- (Rs. 600/- for OBC/SC/ST/PwD candidates).</p> <p>The amount of Rs.1,000/- and Rs.600/- includes examination fee and other incidental charges for the selection process.</p>
		(B)	<p><u>By Post</u> : If required by Post in India; send a Bank Draft of Rs.1,100/- (Rs. 700/- for OBC/SC/ST/PwD candidates). This includes Rs.100/- for dispatch charges of Prospectus.</p> <p>The Draft should be drawn in favour of <u>Principal, Shri Ram College of Commerce</u>, payable at <u>Delhi</u> and should be send to <u>The Principal, Shri Ram College of Commerce, Maurice Nagar, Delhi – 110 007.</u></p> <p>Candidates are advised to write their <u>name, address & Mobile No. on the back of Bank Draft.</u></p>
		(C)	<p><u>From Website</u> : Candidates can also download application form & other documents from the College website <u>www.srcc.edu</u> / Delhi University website <u>www.du.ac.in</u> and use it for applying for the course as per instructions given in 14 (C) of this notice.</p>

14.	How to fill application form, attach required documents and submit duly completed application form.	: (A)	<p><u>How to fill Application Form and attach other documents:</u></p> <p>(a). The Application Form, Admit Cards and other required enclosures are placed in the prospectus. Fill information in the form and other enclosures neatly & carefully. Avoid cuttings.</p> <p>(b). Paste your latest colour passport size photograph at appropriate places – one in the Application Form and remaining two on the Admit Cards.</p> <p>(c). Arrange & staple forms and other enclosures in the following sequence:</p> <ol style="list-style-type: none"> 1. Application Form 2. A write-up – “Statement of Purpose” in your handwriting in about 500 words. 3. Candidate is required to submit one letter and one reference from the faculty or employer of previous institution(s)/organizations who has either taught or supervised the work of the candidates. 4. Photocopy of category certificate (those who are applying any under reserved category) 5. Address sticker slip 6. Envelope 7. Admission Tickets (Both the cards – 2A & 2B) 8. Acknowledgement Card
		(B)	<p><u>How to submit Application Form :</u></p> <p><u>In person :</u> The application form can be deposited with the College between 9.00 a.m. to 1.00 p.m. & 2.00 p.m. to 4.00 p.m. on all working days (Monday to Friday) from 23.11.2012 to 31.12.2012. Do not attach Acknowledgement Card with the Application Form.</p> <p>Submit Acknowledgement Card separately together with application form & other documents and obtain Receipt/Roll No. from the counter.</p> <p><u>By post or courier :</u> Application form by post or courier should be addressed to and send to: <u>The Principal, Shri Ram College of Commerce, Maurice Nagar, Delhi – 110 007.</u></p> <p>Insert application form and other required documents in 9 x 6 inch printed envelop provided with the prospectus.</p>

		<p>Send application form and other enclosures preferably by registered post or through any reliable courier as per your choice. The college will not be responsible for non delivery of application by post or courier.</p>
		<p><u>On-Line</u> : Candidates can also submit application online through college website <u>www.srcc.edu</u> or <u>admissionhelp.com/srcc</u> for which on line processing charges of Rs.100/- would be payable in addition to Rs.1,000/- (for general category) or Rs.600/- (for reserve categories) for examination fee and other incidental fee for selection process. The payment can be made by using all Master and VISA Credit or Debit Cards/ITZ Cash Card / Net Banking and also cash at selected branches of AXIS Bank and CBS branches of Post Office. <u>For on line applications candidates can call at for any help. 0120-4160880, 0120-4160881.</u></p> <p><u>Downloaded Application Form</u> The downloaded Application Form must be accompanied with a draft of Rs.1,000/- (Rs.600/- in case of OBC, SC, ST & PwD candidates) towards examination fee and other incidental fee for selection process. The Draft should be drawn in favour of <u>Principal, Shri Ram College of Commerce,</u> payable at <u>Delhi.</u> The following must be attached with the downloaded application form (arranged & stapled in following sequence):</p> <ol style="list-style-type: none"> 1. Duly filled in Application Form along with passport size photograph at appropriate place. 2. A write-up - "Statement of Purpose" in your handwriting in about 500 words. 3. Candidate is required to submit one letter and one reference from the faculty or employer of previous institution(s)/organizations who has either taught or supervised the work of the candidates. 4. Photocopy of category certificate. (those who are applying under any reserved category) 5. Address slips with complete address for communication. 6. <u>Self addressed envelop affixed with Rs.5/- postage stamp for acknowledgement of application.</u> 7. Admit card (both copies) duly filled in with photographs pasted at appropriate places. 8. Bank draft of Rs. 1,000/- or Rs. 600/- as applicable.

			<p>Candidates are advised to write their <u>Name, address & Mobile No. on the back of Bank Draft.</u></p> <p>Application Form by post or courier should be addressed to and send to:</p> <p><u>The Principal, Shri Ram College of Commerce, Maurice Nagar, Delhi - 110 007.</u></p>
15.	Inquiries	:	<p>All admission inquiries may be made at following Numbers:</p> <p>0 11-27667905 or 9868206357</p>


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