



SAHYADRI

COLLEGE OF ENGINEERING & MANAGEMENT
MANGALURU - 575007

UGC 2(f),12B Recognition & NAAC Accredited with "A" Grade

APPLICATION FORM

MBA



BHANDARY FOUNDATION

Sahyadri Campus, Adyar, Mangaluru - 575007

Tel: + 91 824 2277777

www.bhandaryfoundation.org

COLLEGE	ADMISSION
Phone : +91 824 2277222 Mobile : +91 94498 45959 E-mail : sahyadri@sahyadri.edu.in	Phone : +91 824 2277727 Mobile : +91 94481 00000 E-mail : admission@sahyadri.edu.in
www.sahyadri.edu.in	

INSTRUCTIONS

Should be filled in block letters using ball point pen only.

ELIGIBILITY CRITERIA**MBA**

- Possess a Bachelor's Degree of minimum 3 years duration recognized by VTU or any other examination recognized by this university as equivalent thereto.
- Should have appeared for CMAT/PGCET/KMAT/MAT or any similar competitive examination.
- Should have 50% of aggregate marks in all 3 years of any degree stream, relaxation of 45% in case of SC/ST/OBC.

PRE-REQUISITE FOR MBA ADMISSION

- The students other than the graduates of VTU shall have to obtain eligibility certificate from the VTU to seek MBA Admission.

Following Original Documents are required for Admission

1. 10th standard marks card for proof of date of birth - Original + 3 attested photocopies.
2. 12th standard/ equivalent marks card - Original + 3 attested photocopies.
3. Degree marks cards - Original + 3 attested photocopies.
4. Admission order (PGCET students) & entrance Test details (PGCET, MAT, KMAT etc Management students) - Original + 3 photocopies.
5. Transfer certificate from the institution last studied - Original + 3 attested photocopies.
6. Migration Certificate from the University/Board (for students other than from Karnataka PU Board, CBSE and ICSE) - Original + 2 photocopies.
7. Conduct Certificate from the institution last attended.
8. Medical Certificate for ascertaining the blood group.
9. Passport Size Photographs with red background - 10 numbers.
10. Caste cum Income Certificate (for PGCET and Karnataka Management Students).
11. Seven years study Certificate for PGCET students.
12. A copy of the students' account details (if availing for scholarship offered by various Govt. bodies and private organizations)
13. Photocopy of Aadhar card-3 numbers.
14. Work/Industry experience if any 3 photocopies.

JURISDICTION: All disputes shall be subject to jurisdiction of Mangaluru Courts/Forums only.**FOR OFFICE USE**

Sl. No.	DATE	RECEIPT NO.	FEE PAYMENT PARTICULARS	SIGNATURE OF ACCOUNTANT	SIGNATURE OF FO
I					
II					
III					

Admission process attended by:		Sign: Date:
Scrutinized by:		Sign: Date:
Approved by the Dean Academic:		Sign: Date:
Remarks by the Principal:		Sign: Date:
Remarks by the Management:		
Date:		Signature

FOR OFFICE USE ONLY

Application No.:.....

PGCET: Category: Claimed _____ Alloted _____

Management:

Fees:..... Receipt No.:..... Date:

Affix
Passport size
Photo
with red
background

FILL IN BLOCK LETTERS

KINDLY READ THE INSTRUCTIONS BEFORE FILLING UP THE APPLICATION

1.	First Name :	Last Name:
2.	Mobile No.:	Email:
3.	Date of Birth: DD/MM/YYYY <input type="text"/> <input type="text"/> <input type="text"/> <small>As per SSLC</small>	Place of Birth:
4.	Nationality:	Mother Tongue:
5.	Gender : Male: <input type="checkbox"/> Female: <input type="checkbox"/>	Blood Group:
6.	Religion:	Caste:
	Group: General: <input type="checkbox"/> Cat.I : <input type="checkbox"/> 2A: <input type="checkbox"/> 2B: <input type="checkbox"/> 3A: <input type="checkbox"/> 3B: <input type="checkbox"/> SC: <input type="checkbox"/> ST: <input type="checkbox"/>	
7.	Non Resident Indian: <input type="checkbox"/>	Foreigner: <input type="checkbox"/>
	Passport No. :	Visa valid up to:
8.	Father's Name:	
	Qualification:	Occupation: Email:
	Landline No.:	Mobile No.:
9.	Mother's Name:	
	Qualification:	Occupation: Email:
	Landline No.:	Mobile No.:
10.	Guardian's Name:	
	Qualification:	Occupation: Email:
	Landline No.:	Mobile No.:
11.	Parents Annual Income:	
12.	Present Address	Permanent Address
	Village: Taluk/City:	Village: Taluk/City:
	District: Rural/Urban:	District: Rural/Urban:
	State: Country:	State: Country:
	Pin Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Pin Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

BANK DETAILS

Name of the Bank (Scheduled Bank only)	A/c No. <input style="width: 100%;" type="text"/>
Branch	IFSC Code <input style="width: 100%;" type="text"/> AADHAR <input style="width: 100%;" type="text"/>

FACILITIES REQUIRED

Hostel: Yes <input type="checkbox"/> No <input type="checkbox"/>	College Bus : Yes <input type="checkbox"/> No <input type="checkbox"/>
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PARTICIPATION IN EXTRA CURRICULAR ACTIVITIES

SPORTS

EVENT	LEVEL	ACHIEVEMENTS

GAMES

EVENT	LEVEL	ACHIEVEMENTS

Note: Level refers to College, Taluk, District, State and National Achievement refers to Winner, Runner, etc.

Are you interested to take part in sports and Games activities? Yes: No:

If yes Kindly specify

SPORTS	100 mts: <input type="checkbox"/> 200 mts: <input type="checkbox"/> 400 mts: <input type="checkbox"/> Cross Country: <input type="checkbox"/> Discuss throw: <input type="checkbox"/> Javelin Throw: <input type="checkbox"/> Shot Put: <input type="checkbox"/> High Jump: <input type="checkbox"/> Long Jump: <input type="checkbox"/>
GAMES	Throwball: <input type="checkbox"/> Volleyball: <input type="checkbox"/> Football: <input type="checkbox"/> Kabaddi: <input type="checkbox"/> Handball: <input type="checkbox"/> Weight Lifting: <input type="checkbox"/> Badminton: <input type="checkbox"/> Hockey: <input type="checkbox"/> Power lifting: <input type="checkbox"/> Basketball: <input type="checkbox"/> Chess: <input type="checkbox"/> Table Tennis: <input type="checkbox"/>

CULTURAL

EVENT	LEVEL	ACHIEVEMENTS

LITERARY

EVENT	LEVEL	ACHIEVEMENTS

Are you interested to take part in Cultural and Literary activities? Yes: No:

If yes Kindly specify

CULTURAL	Classical Vocal: <input type="checkbox"/> Classical Instrumental: <input type="checkbox"/> Light Music: <input type="checkbox"/> Band: <input type="checkbox"/> Folk: <input type="checkbox"/> Classical Dance: <input type="checkbox"/> Filmy: <input type="checkbox"/> Western: <input type="checkbox"/> Acting: <input type="checkbox"/> Mime: <input type="checkbox"/> Mimicry: <input type="checkbox"/> Painting: <input type="checkbox"/> Pencil Sketching: <input type="checkbox"/> Collage: <input type="checkbox"/> Clay Modeling: <input type="checkbox"/> Cartooning: <input type="checkbox"/> Rangoli: <input type="checkbox"/> Poster Making: <input type="checkbox"/>
LITERARY	Quiz: <input type="checkbox"/> Elocution: <input type="checkbox"/> Debate: <input type="checkbox"/> Dumb Charades: <input type="checkbox"/>

How did you come to know about Sahyadri College?

1. Whiz Quiz 2. News Paper 3. Website 4. Sahyadri Conclave 5. Sahyadrian
 6. Friends 7. Reference Any Other: Please Specify:

13. DETAILS OF QUALIFYING EXAMINATION

(Read the instructions on page 2 before filling)

Sl. No.	YEAR	MARKS OBTAINED				% OBT	CLASS	YEAR OF PASSING
		SEMESTER		SEMESTER				
		MAXIMUM	OBTAINED	MAXIMUM	OBTAINED			
1.	I Year							
2.	II Year							
3.	III Year							
4.	IV Year							
	TOTAL							

Note: Sl. No. 1,2,& 3 for Degree Courses and 1,2,3,& 4 for B.E/BHM etc

14. ACADEMIC RECORD

EXAM	INSTITUTION OF STUDY (with Address)	UNIVERSITY/ BOARD	YEAR OF PASSING	TOTAL MARKS		%
				Maximum	Obtained	
10th Std						
PUC						
DEGREE						

15. ENTRANCE TEST DETAILS

RANK	REGISTER NO.	ADMISSION ORDER NO.	DATE	RANK/ COMPOSITE SCORES
PGCET: <input type="checkbox"/> CAT: <input type="checkbox"/> MAT: <input type="checkbox"/> KMAT: <input type="checkbox"/> CMAT: <input type="checkbox"/>				

16. WORK/INDUSTRY EXPERIENCE

Name of the Organization	Designation	No. of Years

DECLARATION: I hereby declare that all the particulars in the application form are true to the best of my knowledge and belief. I have read and understood all provisions of admissions and agree to abide by them. I also affirm that I fulfill the eligibility requirements for the course/s applied. In the event of submission of fraudulent, incorrect or untrue information or suppression or distortion of any fact like educational qualification, marks, nationality, etc, I understand that my admission or degree is liable for cancellations. I further understand that my admission is purely provisional, subject to the approval of statutory bodies like VTU and AICTE. The Management will in no way be held responsible for the same, and I am not liable to claim the fees already paid.

Date:

Signature of the Parent/Guardian
Name:

Signature of the Applicant
Name:

SAHYADRI

COLLEGE OF ENGINEERING & MANAGEMENT

UNDERTAKING BY THE STUDENT

Name of the Student:

Name of the Course: MBA

Name of Parent/Guardian:

I, Mr./Ms., do hereby solemnly affirm and declare as under:

1) CONTENTS OF APPLICATION:

I hereby solemnly affirm that the statements made and information furnished in my application form as also in all the enclosures/documents submitted by me, are true. If any information/document furnished by me is found false, I know that I am liable to criminal prosecution and I also agree to forgo my seat in the Institution and also forgo the entire fees already paid

2) FEES:

- a) I undertake not to claim for refund of fees once paid to the College.
- b) I hereby undertake to settle all the dues and outstanding bills to the College and the Hostel in time. I shall vacate the hostel to which I am admitted in case of discontinuing my studies in this College. And I further agree that the college has the right to withhold my TC until the dues/outstanding if any are fully paid.
- c) i) After the admission, I undertake to pay the balance fees within one month of commencement of the semester.
ii) Second year onwards the entire fee will be paid in lump sum within 30 days of the reopening of the college, failing which interest @ 15% will be paid. If not paid, I am not eligible to file the examination application.

3) ATTENDANCE:

I undertake to fulfill the attendance requirement as per the norms of the College and the rules prescribed by the University. As per VTU norms, it is mandatory to have at least 85% attendance to be eligible to write the exam. Any misconduct or indiscipline, Principal has the right to deny permission to appear for the Examination.

4) NO CLAIM AGAINST COLLEGE:

I understand that the college authorities are not liable for any damages/charges on account of any medical conditions, allergies and injuries, fatal or otherwise, which may be sustained by me, at any time during my stay in College, while taking part in studies, sports and extra-curricular, or any other form of activity of the College, within or outside the College premises, and all expenses that may be incurred in the treatment of such injuries will be borne by me/my parent/guardian.

The management is not responsible for any loss, theft, misplace of any items or things of students viz: laptop, cameras, mobiles, wrist watches or gadgets and other valuable items etc., in the College Campus.

5) CODE OF CONDUCT FOR THE STUDENTS:

- a) I am aware that any activity of the student creating willful damage to the credibility of the institute through passing of information via any media viz facebook whatsapp etc., is liable to be dealt under cyber crime. Also instigating any group activity in the college is liable for rustication from the college.
- b) I will not indulge in any act which will cause any damage/loss to the property or prestige/reputation of the College; and I will not misuse any facilities (like library etc) of the College. I also undertake to indemnify the College for all the losses that may be sustained on account of any of my acts or omissions. The Management can recover the cost with penalty for the same.
- c) I will not conduct myself in any manner which shows disrespect to any staff member of the College or my classmates / Collegemates. I will not participate in any strike or demonstration and will not instigate others to do so.
- d) I hereby declare that I understand that the Code of Conduct for the students of this College, which includes the following:
 - i) No student shall use/consume/possess any alcoholic or narcotic substance or tobacco or chewing gum etc. in the College premises or when representing the college, and shall not enter the premises of the college under the influence of or consuming any such substance.
 - ii) No student shall indulge, either directly or indirectly, in any act of illegal or criminal or immoral behavior either inside or outside the College.
 - iii) Every student is bound to follow the rules of discipline and code of conduct set out hereunder and also to follow the further written or oral directions/orders of the Management/ Staff that may be issued from time to time.
 - iv) No student shall deliberately abstain from any class, tests or Examinations.
 - v) Fees: No student shall be permitted to appear for the Examination unless he/she clears all the arrears due to the College and hostel.
 - vi) The College has the right to punish the student for violation of any of the undertaking or code of conduct/directions issued by the College/Staff. The punishment may be in the form of warning, censure, fine, suspension from the College for any period or expulsion from the College. Neither myself nor my parent/guardian shall question any such punishment imposed by the College.
 - vii) Use of Mobiles inside the campus is strictly banned as per AICTE Norms. If any student found using the mobile will be levied the penalty of Rs. 500/ for the first time, Rs.1000/ for the second time and the mobile will be confiscated and penalty shall be levied if found third time.
 - viii) Unauthorized duplication of college ID cards, college bus pass and any other documents is an offence and punishable.
 - ix) During industrial tours or otherwise I will not go for any adventurous sports like water bodies, mountaineering and any causalities, I am solely responsible.

6) **ELIGIBILITY:**

I understand that I am fully responsible for my eligibility for the admission and that even though the college admits me based on the eligibility certificate produced by me, if later the same is not found to be valid by the University or Government I understand that rejection of my application by the statutory body does not entitle me for any claim of refund of fees. The Management will not be held responsible for any delay in getting the admission approval and if students are not permitted to write the examination.

7) **RAGGING:** I hereby assure that I will not indulge or resort myself in any form of anti-social and unlawful activities including 'Ragging' or any kind of misbehavior or harassment-physical or otherwise to any co-student. I am fully aware that Ragging is a serious offence. I am also aware of the provisions of Indian Penal Code relating to offences connected with hurt, endangerment of life or personal safety, wrongful confinement, assault, criminal intimidation and like offences. If I am found indulging myself in such illegal and anti-social activities, I am liable for severe punishment including removal from the Institute and handing over to the Police.

8) I am aware that fees applicable for professional & personality development like GATE, placement, value added courses, Internship, Industry Connect, alumni activities & graduation ceremony will be paid separately as prescribed at the time of admission.

9) **SERVICE CHARGES:** I will pay the prescribed service charges for miscellaneous activities like bank related papers, bus pass issuing, photocopy of the documents, attestations etc.

10) **SCHOLARSHIP**

- Various scholarships avenues are available in the college offered by various Govt. bodies & private Organisations. The announcement of these will be made in advance in the notice boards. It is solely responsibility of the students to seek the applications and apply. College will not be responsible for the delay in submission of application.
- For students who are applying for scholarship it is mandatory to have an account in Canara Bank for speedy disposals.
- Scholarship applications will be acceptable only with the submission of current year income certificate
- The candidates with "ZERO" fees and concessional fees whose scholarship is provided by the Govt., should apply in time and seek claim for it, failing which fees has to be paid by the candidates.
- On receipt of scholarship, (who are admitted under "ZERO" fees and concessional fees) students are directed to submit the copy of their account details for succeeding renewal of scholarship and issue a cheque or DD within one week which is due for the college.
- A copy of the online scholarship application along with the relevant documents should be compulsorily submitted to the scholarship section. The supporting documents should be signed by the concerned HOD's and the application should be signed by the Principal for further processing.

11) **DRESS CODE**

It is mandatory to wear Uniform on every Monday and Thursday and also on the days notified by the department. Rest of the days students should follow the notified dress code of the Institution.

Student's Dress Code

Do's		Don'ts	
Boys	Girls	Boys	Girls
<ul style="list-style-type: none"> • Neatly & Decently dressed • Formal black or blue jeans or dark colored formal pants with formal shirts neatly tucked-in. • Collared plain T-Shirts with Sahyadri logo with formal black or blue jeans or dark colored formal pants. • Formal/Sports Shoes/ Closed Sandal and Socks. • Clean shave/Trimmed 1 to 2 point and Professional cropped & neatly combed hair. 	<ul style="list-style-type: none"> • Neatly & Decently dressed. • Formal wear like Salwar Kameez or Chudidhar with lengthy tops below knee level. • Formal black or blue jeans or dark colored formal pants with the formal shirts. • Leggings/ jeggings with knee level Kurtis top. • Collared plain T-Shirts with Sahyadri logo with formal black or blue jeans or dark colored formal pants. • Formal/Sports Shoes/ Closed Sandal and Socks. • Neatly combed hair tied if it is below shoulder level. 	<ul style="list-style-type: none"> • Wearing low-waisted pants, track pants, pencil fit, ankle length pants, faded/ acid washed/torned/ ripped jeans/ multi pocket cargo pants etc. • Short length, round/V-Shaped faded, other messages/printed T-Shirts. • Dark stripes and checks T-Shirts/Shirts. • Wearing bangle or bracelet, ring or stud in the ears. • Pony Tails / Long / Coloring/ Bleaching of hair. • Wearing Flip-Flops / Crocks / Slippers. 	<ul style="list-style-type: none"> • Wearing low-hip pants, track pants, ankle length pants, faded/ torned/ ripped jeans/ multi pocket cargo pants etc. • Short length, Sleeveless round/ V-Shaped shirts/tops, other messages/printed T-Shirts/shirts. • Wearing transparent/net/ sleeveless garments with slit. • Tight body fitting clothes. • Coloring / Bleaching of hair. • Wearing Flip-Flops/ Crocks/ Slippers.

12) I abide by the hostel rules in force as formulated by the College authorities.

NOTE:

- Membership to Alumni association is compulsory.
- The students who complete their semesters without backlog only will be allowed to take part in sports, cultural activities and competitions.
- Participation in any one of the club activity is compulsory.
- The students shall maintain 85% of attendance in the mandatory soft skill training/ placement training failing which they will not be having Placement Services

DECLARATION:

I hereby confirm and declare that I have carefully read all the terms of the above undertaking and I agree to abide by all the terms mentioned above.

Place:
Date:

Signature of Student

SAHYADRI

COLLEGE OF ENGINEERING & MANAGEMENT

UNDERTAKING BY THE PARENT

Name of the parent/guardian:

Name of the student:

Relationship with the student:

Address of the parent/guardian:

I, the above named parent/ guardian do hereby solemnly affirm and declare as under:

- 1) I undertake to bind myself to all the terms of the above Undertaking and I take the responsibility for ensuring that the Applicant will not violate any terms of the undertaking. I will hold myself responsible for reimbursing all financial losses to the College that may ensue on account of any of the breaches of the conditions in the undertaking by the Applicant.
- 2) I undertake to pay all the fees and other charges payable to the College and hostel on behalf of the Applicant in time. I agree to visit the College as often as possible to acquaint myself about the attendance and progress of the applicant.
- 3) I further declare that the College has every right to recover all the dues (payable on behalf of the Applicant) from me.
- 4) I am signing this Undertaking in my personal capacity and also on behalf of the Applicant as the natural guardian and parent/guardian of the Applicant.
- 5) I have signed here below after reading, understanding and admitting all the terms of the above undertakings and I bind myself personally responsible and liable for the undertakings signed by the applicant and myself.
- 6) I understand that the admission is purely provisional subject to the approval from statutory bodies like AICTE, DTE, VTU.
- 7) I am aware that only the first year fee has been collected and there after the fee will be paid on annual basis at the beginning of the subsequent academic year.
- 8) I am aware that any activity of the student creating willful damage to the credibility of the institute through passing of information via any media viz facebook whatsapp etc., is liable to be dealt under cyber crime . Also instigating any group activity in the college is liable for rustication from the college.
- 9) I hereby assure that my ward will not indulge or resort himself/herself in any form of anti-social and unlawful activities including 'Ragging' or any kind of misbehavior or harassment-physical or otherwise to any co-student. I am fully aware that Ragging is a serious offence. I am also aware of the provisions of Indian Penal Code relating to offences connected with hurt, endangerment of life or personal safety, wrongful confinement, assault, criminal intimidation and like offences. If my ward is found indulging himself/herself in such illegal and anti-social activities, he/she is liable for severe punishment including removal from the Institute and handing over to the Police.
- 10) Any exigency fees sought by VTU/DTE/AICTE along the time line will be paid in addition to regular fees.
- 11) I undertake to visit the college without fail when called for under certain extra-ordinary situations

Place:
Date:

Signature of Parent/ Guardian