

# FACT SHEET EXCHANGE PROGRAM

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## 2024-2025

International Management Institute  
New Delhi

Office Information

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### Academic Calendar (Tentative)

#### Fall Semester

Fifth Term –October to December 2024

#### Spring Semester

Third Term - January to April 2025

Sixth Term - January to April 2025

### Deadline for the Nomination/Application of Exchange Students

#### Fall Semester

April 30, 2023 for Term V (Oct to Dec 2024)

#### Spring Semester

Sept 10, 2023 for Term III (Jan to April 2025)

Sept 10, 2023 for Term VI (Jan to April 2025)

### Class Timings

Classes are normally scheduled from 8.30 a.m. to 6.00 p.m. Monday through Friday. In addition, classes may be scheduled on weekends and evenings, if required.

### **Credit Equivalence and Credit Requirement for each Program**

One credit is equivalent to 10 classroom contact hours. One hour of classroom time requires about 2 hours of preparation time.

This includes study of textbooks, reading, cases, case discussions in groups, solution of exercises, hands-on-exercise on computer etc. In addition, there is time for projects, continuous evaluation and examinations to account for.

There will be 20 sessions of 90 minutes each for every 3-credit course across all programmes.

## Evaluation

IMI follows a system of continuous evaluation. The instructor may design appropriate method of evaluation according to the requirements of the course. Students' evaluation may include preparation made for the class and participation, quizzes, mid-term examination, term papers/project, assignments, end-term examination or any other criterion that the instructor concerned may deem fit.

- A 3-credit course considers minimum 4 components for evaluation.
- A course of 2 credit or 1.5 credit considers minimum 3 components for evaluation.
- A course of 1 credit considers minimum 2 components for evaluation.
- Mid-term examination is optional for all courses. End-term exam is mandatory for all courses.

## Application Procedure

An e-mail needs to be sent by the exchange students coordinator at the home institution. The student needs to fill the nomination form provided.

The following details/documents may be provided to complete the nomination process:



Students gender, first and last names	Date of Birth
Email address	Period of study
Fully completed and signed application form	Motivation Letter
One passport-size photo attached to the application	Official Transcripts with the Official Stamp of your home Institution
Your CV in English	English Certificate
Copy of your passport	List of courses you would like to attend

## English Language Requirement

- All courses are taught in English.
- Students are expected to have sufficient command over English language to be able of understand and make presentations, write reports and exams.

## Grading System

IMI follows a CGPA/GPA grading system based on relative grading  $CGPA = \text{weighted average of Grade Points Percentage} = CGPA * 10 + 5$  Each Full course is for 3 Credits (30 hours classroom sessions). Each Half credit course is for 1.5 credits (15 hours classroom sessions).

Grade	Grade Point Avg	Description
A+	9.5+	Exceptional
A	9	Excellent
A-	8	Proficient
B+	7	Very Good
B	6	Good
B-	5	Fair
C+	4	Satisfactory
C	3	Unsatisfactory
C-	2	Poor
D	1	Very Poor
F	0	Fail



## Visa

Exchange students need to have student Visa. The visa is multiple entry, valid for the period of study as approved.



## Cost of Living

The boarding and lodging charges will be paid in advance before one month from the joining date. The estimated cost for miscellaneous expenses is USD 200 to 250 approximately may be incurred by the students for personal expenses per month.

## Accommodation

Students coming for the exchange program are advised to stay on campus. Students are allocated rooms in the hostel on single/twin/triple sharing basis (as per the accommodation chosen by the student). The hostel rooms are equipped with basic amenities like beds, mattresses, study tables, wardrobes, and chairs. The bathroom is cleaned every day and is well equipped with basic amenities and geysers.

Type of Accommodations (on campus)	Lodging & Boarding Charges
Deluxe Air-Conditioned Room- Single Occupancy (Attached bath)	US\$ 614/- PM
Deluxe Air-Conditioned Room- Twin Sharing (Attached Bath)	US\$ 435/- PM
Standard Room- Single (Common Bath)	US\$ 360/- PM
Standard Room- Double (Common Bath)	US\$ 350/- PM
Standard Room- Triple (Common Bath)	US\$ 333/- PM

## Food

Food facility is available on campus for both Vegetarians and Non-Vegetarians. The food is made as per the Indian palette and is tasty, hygienic, and nutritious. The mess serves meals 4 times a day at fixed timings. Charges for the meals at the mess is included in students' accommodation charges. Students can also purchase food from the Flavours Canteen. Eating options outside campus are also plenty. Several local and international food joints also deliver on campus.

## Drinking Water

While it is advisable that you use bottled mineral water during your first few days in India, the water dispensers on campus have filtered / reverse osmosis (RO) portable water. Please note, that tap water in the bathrooms is not potable.

**Text Books:**

Complimentary textbooks / e-books and other related course material will be provided to the incoming exchange students.

**Other On Campus Facilities**

Spacious Library

Computer Laboratory

24\*7 Wi-Fi Access

Cafeteria

Indoor Sports Room

Outdoor Sports Facilities

**Health Care**

- IMI in-house Physician.
- Sitaram Bhartia hospital, near IMI campus (011 4211 1111)

**Getting Here**

The Institute will provide transport facility from the airport to campus and return.

**Note:**

- Please ensure your contact details are shared with us, to enable us to contact you at the airport.
- Do ensure that you carry your original Passport.
- An international charger that is compatible with the 3-pin electric sockets in India.