

## FACT SHEET

Academic Year 2019-2020



### International Management Institute (IMI), New Delhi

**Address/Location**

B-10, Qutab Institutional Area, Tara Crescent, New Delhi – 110 016 (India).

**Website**

<http://www.imi.edu/delhi/>

**Head of the Institute**

Prof. Himadri Das, Director General, International Management Institute, New Delhi, India

**Faculty and Departments**

IMI's large faculty body ensures that all functional areas are well represented and the basket of courses offered by these areas is fairly exhaustive. The seven broad functional areas are:

- Finance
- Marketing
- Information Systems
- Organization Behaviour and Human Resources
- Operations and Quantitative Methods
- Economics
- Strategy and General Management
- Analytics

<https://www.imi.edu/delhi/faculty>

**Contact**

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#### Study programs taught in English

- Post Graduate Diploma in Management (2 years)
- Post Graduate Diploma in Management Human Resource (2 years)
- Post Graduate Diploma in Management Banking and Financial Services (2 years)
- Executive Post Graduate Diploma in Management (15 months)
- Fellow Program in Management (Doctorate)

Please visit:

[http://www.imi.edu/delhi/pgdm\\_curriculum](http://www.imi.edu/delhi/pgdm_curriculum)

#### Term Duration 2019/2020

##### 1<sup>st</sup> year

- |             |                           |
|-------------|---------------------------|
| First Term  | - Jun 20 to Sept 20, 2019 |
| Second Term | - Sept 23 to Dec 28, 2019 |
| Third Term  | - Jan 02 to Mar 31, 2020  |

##### 2<sup>nd</sup> year

- |             |                               |
|-------------|-------------------------------|
| Fourth Term | - Jun 10 to Sept 6, 2019      |
| Fifth Term  | - Sept 09 to Dec 20, 2019     |
| Sixth Term  | - Dec 23, 2019 to Mar 9, 2020 |

### Academic Calendar (1<sup>st</sup> year)

#### First Term

<b>Registration</b>	<b>June 20, 2019 (Thursday)</b>
<b>Induction Programme</b>	<b>June 21-28, 2019 (Friday-Friday)</b>
<b>First Term</b>	
Classes Commence	July 1, 2019 (Monday)
<b>Mid-Term Exam (classes suspended)</b>	<b>August 5-8, 2019 (Monday–Thursday)</b>
Classes Resume after MT	August 9, 2019 (Friday)
Independence Day (Holiday)	August 15, 2019 (Thursday)
<b>Fee payment for second term*</b>	<b>August 20, 2019 (Tuesday)</b>
Conventus (classes suspended)	<b>August 23-25, 2019 (Friday-Sunday)</b>
Classes End	September 13, 2019 (Friday)
<b>End-Term Exams</b>	<b>September 16-20, 2019 (Monday-Friday)</b>
Term Moderation	October 10, 2019 (Thursday)
First Term Result	October 11, 2019 (Friday)

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#### Second Term

<b>Student Registration</b>	<b>September 23, 2019 (Monday: Pre-lunch)</b>
Classes Commence	September 23, 2019 (Monday: Post-lunch)
Mahatma Gandhi's Birthday (Holiday)	October 2, 2019 (Wednesday)
Dussehra (Holidays)	October 7–8, 2019 (Monday-Tuesday)
<b>Summer Placement (classes suspended)</b>	<b>October 14-18, 2019 (Monday- Friday)</b>
Diwali (Holidays)	October 26–29, 2019 (Saturday-Tuesday)
<b>Mid-Term Exam (classes suspended)</b>	<b>November 5-8, 2019 (Tuesday-Friday)</b>
<b>National Alumni Meet</b>	<b>November 9, 2019 (Saturday)</b>
Classes Resume after MT	November 11, 2019 (Monday)
<b>Fee payment for third term*</b>	<b>December 10, 2019 (Tuesday)</b>
Classes End	December 20, 2019 (Friday)
<b>End-Term Exam</b>	<b>December 23–28, 2019 (Monday-Saturday)</b>
<b>New Year day (Holiday)</b>	<b>January 1, 2020 (Wednesday)</b>
Term Moderation	January 20, 2020 (Monday)
Second Term Result	January 21, 2020 (Tuesday)

#### Third Term

<b>Student Registration</b>	<b>January 02, 2020 (Thursday: Pre-lunch)</b>
Classes Commence	January 02, 2020 (Thursday: Post-lunch)
Republic Day (Holiday)	January 26, 2020 (Sunday)
Kritva (classes suspended)	<b>February 7–9, 2020 (Friday- Sunday)</b>
<b>Mid-Term Exam (classes suspended)</b>	<b>February 13–18, 2020 (Thursday-Tuesday)</b>
Classes Resume after MT	February 19, 2020 (Wednesday)
Admission Process-Delhi	March 19-25, 2020 (Thursday-Wednesday)
<b>Fee payment for fourth term*</b>	<b>March 25, 2020 (Wednesday)</b>
Classes End	March 25, 2020 (Wednesday)
<b>End-Term Exams</b>	<b>March 27-31, 2020 (Friday-Tuesday)</b>
Session Break/SIP	April 01, 2020 (Wednesday)
Term Moderation	April 20, 2020 (Monday)
Third Term Result	April 22, 2020 (Wednesday)

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### Academic Calendar (2<sup>nd</sup> year)

#### Fourth Term

<b>Student Registration</b>	<b>June 10, 2019 (Monday: Pre-lunch)</b>
Classes Commence	June 10, 2019 (Monday: Post-lunch)
<b>Mid-term Exam (classes suspended)</b>	<b>July 13-17, 2019 (Saturday-Wednesday)</b>
<b>SIP Presentations/ Placement presentations (classes suspended)</b>	July 22-26, 2019 (Monday-Friday)
<b>Classes resume</b>	July 29, 2019 (Monday)
Independence Day (Holiday)	August 15, 2019 (Thursday)
<b>Fee payment for fifth term*</b>	<b>August 20, 2019 (Tuesday)</b>
Conventus (classes suspended)	<b>August 23-25, 2019 (Friday-Sunday)</b>
Classes End	August 30, 2019 (Friday)
<b>End-Term Exam</b>	<b>September 2-6, 2019 (Monday-Friday)</b>
Term Moderation	September 27, 2019 (Friday)
Fourth Term Result	September 30, 2019 (Monday)

#### Fifth Term

<b>Student Registration</b>	<b>September 9, 2019 (Monday: Pre-lunch)</b>
Classes Commence	September 09, 2019 (Monday: Post-lunch)
MOCK GD & PI (Classes to be suspended)	September 21-22, 2019 (Saturday-Sunday)
Mahatma Gandhi's Birthday (Holiday)	September 28-29, 2019 (Saturday-Sunday)
<b>Dussehra (Holidays)</b>	<b>October 2, 2019 (Wednesday)</b>
<b>Mid-term Exam (classes suspended)</b>	<b>October 7-8, 2019 (Monday-Tuesday)</b>
Diwali (Holidays)	<b>October 23-25, 2019 (Wednesday-Friday)</b>
Classes Resume after mid-term	October 26-29, 2019 (Saturday-Tuesday)
<b>Final Placement (classes suspended)</b>	October 30, 2019 (Wednesday)
Classes Resume after Final Placement	<b>November 18-22, 2019 (Monday-Friday)</b>
<b>Fee payment for sixth term*</b>	November 25, 2019 (Monday)
Classes End	<b>December 10, 2019 (Tuesday)</b>
<b>End-Term Exam</b>	December 13, 2019 (Friday)
<b>New Year day (holiday)</b>	<b>December 16-20, 2019 (Monday – Friday)</b>
Term Moderation	January 1, 2020 (Wednesday)
Fifth Term Result	<b>January 13, 2020 (Monday)</b>
	<b>January 15, 2020 (Wednesday)</b>

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### Sixth Term

<b>Student Registration</b>	<b>December 23, 2019 (Monday: Pre-lunch)</b>
Classes Commence	December 23, 2019 (Monday: Post-lunch)
<b>Christmas</b>	<b>December 25, 2019</b>
<b>New Year day (Holiday)</b>	<b>January 1, 2020 (Wednesday)</b>
Republic Day (Holiday)	January 26, 2020 (Sunday)
<b>Mid-term Exam (classes suspended)</b>	<b>January 27-30, 2020 (Monday-Thursday)</b>
Classes Resume after mid-term	January 31, 2020 (Friday)
<b>Kritva (classes suspended)</b>	<b>February 7–9, 2020 (Friday- Sunday)</b>
Admission Process-Delhi	March 19-25, 2020 (Thursday-Wednesday)
Classes End	March 3, 2020 (Tuesday)
<b>End-Term Exam</b>	<b>March 5-9, 2020 (Thursday-Monday)</b>
Term Moderation	March 23, 2020 (Monday)
Sixth Term Result	March 24, 2020 (Friday)

### Attendance Rule

- Those who have attendance below 60% in a course will get an automatic 'F' as the overall grade for that course.
- Those who have attendance of 60% and above but less than 70% would be penalized two sub-grades in the overall grade for that course.
- Those who have attendance of 70% and above but less than 80% would be penalized one sub-grade in the overall grade for that course.

Independent of attendance waivers granted, a student must have physically attended a minimum of 60% of classes held in a given course. Failure to physically attend the minimum of 60% of classes will result in an automatic 'F' in the overall grade for that course

### Credit Equivalence and Credit Requirement for each Program

The Eligibility for earning the diploma in each programme is on the basis of completing the prescribed number of credits. One credit is equivalent to 10 class-room contact hours. A full course will typically be of 3 credits and half course 1.5 credits. One hour of class room time requires about 2 hours of preparation time. This includes study of text books, readings, cases, case discussions in groups, solution of exercises, hands-on-exercises on computer etc. On an average one should expect around 24 hours of class room interactions and 48 hours of “preparatory work for classes” every week. In addition, there is time for projects, continuous evaluation and examinations to account for. There will be 20 sessions of 90 minutes in each 3 credit course across all programmes. A 3 credit course demands 100 hours of in-class

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and outside class time. In 1.5 credit course, 10 sessions of 90 minutes will be offered.

Credit Requirements for PGDM, PGDM (HRM) & PGDM (B&FS):

PGDM - 102 credits of which 99 credits correspond to coursework and 3 credits correspond to Summer Internship.

PGDM (HRM) - 112.5 credits of which 109.5 credits correspond to coursework and 3 credits correspond to Summer Internship.

PGDM (B&FS) - 102 credits of which 99 credits correspond to coursework and 3 credits correspond to Summer Internship.

These credits are normally completed over a 2-year period with the maximum allowed duration for completion being 3 years.

### Class Timings

PGDM, PGDM (HRM) & PGDM (B&FS) Programs classes are usually scheduled from 8:30 am onwards. At times, additional classes can be scheduled on Saturdays and Sundays.

### Nomination Procedure

An e-mail sent by the outbound students coordinator at the home institution including (please use the IMI, New Delhi Nomination form provided)

### Documents to be submitted on arrival at IMI

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

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<b>Deadline for the nomination of Exchange Students</b>	<p><b>1st year</b></p> <p>March 01, 2019 for Term I (Jun 20 to Sept 20, 2019)          June 01, 2019 for Term II (Sept 23 to Dec 28, 2019)          Oct 01, 2019 for Term III (Jan 02 to Mar 31, 2020)</p> <p><b>2nd year</b></p> <p>March 01, 2019 for Term IV (Jun 10 to Sept 6, 2019)          June 01, 2019 for Term V (Sept 9 to Dec 20, 2019)          Sept 01, 2019 for Term VI (Dec 23, 2019 to Mar 9, 2020)</p>																																				
<b>Documents to be submitted on arrival at IMI</b>	<ul style="list-style-type: none"> <li>▪ Copy of Student Visa</li> <li>▪ Proof of Health Insurance covered for full semester</li> </ul>																																				
<b>Teaching Language</b>	<p>All courses are taught in English.          Students are expected to have sufficient command over English language to be able to understand and make presentations, write reports and exams.</p>																																				
<b>Grading System</b>	<p>IMI follows a CGPA/GPA grading system based on relative grading CGPA = 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)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Grade</th> <th>Grade Point Average</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>A+</td><td>9.5+</td><td>Exceptional</td></tr> <tr><td>A</td><td>9</td><td>Excellent</td></tr> <tr><td>A-</td><td>8</td><td>Proficient</td></tr> <tr><td>B+</td><td>7</td><td>Very Good</td></tr> <tr><td>B</td><td>6</td><td>Good</td></tr> <tr><td>B-</td><td>5</td><td>Fair</td></tr> <tr><td>C+</td><td>4</td><td>Satisfactory</td></tr> <tr><td>C</td><td>3</td><td>Unsatisfactory</td></tr> <tr><td>C-</td><td>2</td><td>Poor</td></tr> <tr><td>D</td><td>1</td><td>Very poor</td></tr> <tr><td>F</td><td>0</td><td>Fail</td></tr> </tbody> </table>	Grade	Grade Point Average	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
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<b>Cost of living</b>	<p>The accommodation will be INR 25,000/- per month for a single room with AC. Accommodation charges will be paid in advance before one month from the joining date. Estimated miscellaneous expenses of almost INR 20,000 may be incurred by the students for personal expenses.</p>																																				
<b>Accommodation</b>	<p>It is completely residential program thus all incoming students have to stay on campus.</p>																																				

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<b>Student Mess</b>	Mess facility is available on campus for both Vegetarian and Non-Vegetarian food at Rs.6500 per month (unless revised). Mess charges to be paid in advance, one month before joining date for the entire stay duration.
<b>Visa</b>	Exchange students need to have student Visa. The visa is multiple entry, valid for the period of study as approved IMI, India.
<b>GSCASH</b>	It is the policy of IMI Delhi to provide and maintain a working environment free from sexual harassment for its students/participants. The Institute has constituted an Internal Complaints Committee (ICC) for Gender Sensitization and Complaints against Sexual Harassment (GSCASH) to address discriminatory behavior, including sexual harassment.
<b>Getting Here</b>	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 in contacting 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 will be essential.
<b>Facilities</b>	Spacious Library - Fully Equipped Gymnasium - Amphitheatre - Computer Laboratory – 24*7 Wi-Fi Access - Cafeteria - Indoor Sports Room - Outdoor Sports Facilities
<b>Student Association</b>	<b><u>Council for student affairs - Student Clubs and Committees</u></b>  The Marketing Club The Finance Club The Operations Club The Economics Club The HR Club Consulting and Strategy Club The Entrepreneurship Cell The Sports Club Jagriti - The Social Responsibility Cell Culture & Event Management cell Information Management and Analytics Club International Relations and Executive Education Committee
<b>Health Facility</b>	IMI in-house Physician. Medeor Hospital, behind IMI campus (+91 - 11 – 4122 2222) Sitaram Bhartia hospital, near IMI campus (011 4211 1111)