

Enrollment No.: **20BSPHH01C1509**

Application No.: 208351

May 12, 2020

**Mr SHIVAM MEHTA**

04 PALACE ROAD, NEAR BOHRA MASJID,, MAHALAXMI BEAUTY

PARLOUR,

BANSWARA- 327001, RAJASTHAN

Tel: 9672799597

Dear Mr SHIVAM MEHTA

**Enrollment Letter : MBA Program (2020-2022) : IBS Hyderabad**

Congratulations and welcome to MBA program of **IBS Hyderabad**, a constituent of The ICFAI Foundation for Higher Education (IFHE), (Deemed to be University under Section 3 of UGC Act, 1956). Please quote the **Enrolment Number** mentioned above in all your future correspondence.

**IBS Hyderabad is accredited by AACSB, a rare honour to get by an Educational Institution, in this part of the world.**

**In the previous academic year, your request for deferment of your admission to MBA Program of IBS Hyderabad with Class of 2022 was accepted and accordingly this Enrolment Letter is being sent to you. As a deferred student, you are allowed to Register on-line for Semester I of MBA program offered by IBS Hyderabad on June 01, 2020.**

**Induction Sessions:** Induction Sessions are conducted to provide you an understanding about management education and its importance for your career growth. Since the students come from various educational backgrounds, to bring them on to the same platform with reference to some of the management courses, the induction sessions are conducted. Induction Sessions would give you the overall perspective of Management Education and to understand some of the essential concepts of management courses to which most of the students are not exposed to. You are strictly advised not to miss out these sessions as they will make you feel comfortable in understanding the courses in Semester I.

In view of the current pandemic and to ensure no student loses the academic year, IBS Hyderabad is going ahead with the pragmatic plan of delivering the Induction Sessions On-Line from 20<sup>th</sup> May, 2020. The delivery schedule of the sessions will be communicated separately.

**Registration:** The Registration date for Semester-I is **June 01, 2020**. Registration is a formal reporting activity. In view of the current situation, you are advised to Register for Semester-I of the Program on line **by visiting IBS website [www.ibsindia.org](http://www.ibsindia.org)** and make payment of 1<sup>st</sup> Installment of Program Fee as indicated below. Registration for the Program is mandatory and it ensures your seat for the program.

**Academic Sessions:** Academic activity commences from **June 02, 2020**. Academic sessions will be delivered to you through **ON-LINE** till the ease of the current situation and the regular sessions are conducted in the Campus. The details of **ON-LINE** Session Schedules shall be provided to you along with the details of delivery of the sessions in due course of time.

**Payment of Program Fee:** The fee paid by you last year will be adjusted against the fee payable by you for Semester I. If there is any difference in 1<sup>st</sup> instalment of Program Fee the same is required to be paid by you at the time of your registration to the program. The fee can be paid online by visiting IFHE website: [www.ifheindia.org](http://www.ifheindia.org) on 1<sup>st</sup> June, 2020. Copy of the on-line payment receipt should be taken and should be submitted to the University at the time of reporting at the campus.

Alternatively, fee can be paid by way of Account Payee Bank Demand Draft, drawn on Scheduled Bank in favor of "IFHE-Fee Collection A/c MBA 2020-22" payable at Hyderabad. Please write your name and Enrollment number on the back of the Bank Demand Draft. Copy of the Bank Demand Draft should be taken for submission at the time of reporting at the campus. The Demand Draft along with covering letter should be sent to IFHE Campus Office, Plot # 52, Nagarjuuna Hills, Punjagutta, Hyderabad, 500082.

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**Submission of Documents:** You will have to submit the following documents when you report at the Campus:

- Copy of Enrolment Letter.
- Two recent stamp size and passport size photographs.
- Self-attested copies of mark sheets of X, XII and graduation. Candidates in their final year of graduation are required to submit the self-attested copies of mark sheets of the previous years / semesters.
- Graduation Percentage Calculation Sheet (As placed on the website).
- Copy of the on-line payment receipt (in case payment of 1st instalment of Program Fee is made on-line) or Copy of the Bank Demand Draft sent).

You will have to produce your original certificates for verification on the day of reporting at the Campus. The concerned officials will check the original certificates with the self-attested copies and return the originals to you.

**Please do not forget to collect your originals after verification by the officials.**

The detailed academic guidelines, rules and regulations that are followed at IBS Hyderabad are informed through Student Handbook which will be provided to you at the campus

**Student Assistantships & Merit Scholarships:** IBS provides Student Assistantships with stipend and Merit Scholarships based on academic performance. The details will be provided in the Student Handbook.

**Bank Loan:** For any assistance with respect to educational loans from banks you are requested to contact Dr. P Venkateswarlu on email id [finaidcell@ibsindia.org](mailto:finaidcell@ibsindia.org)

**On Campus Hostel Accommodation:** MBA Program at IBS, Hyderabad is a fully Residential Program. Students are required to pay the Hostel Accommodation charges, Hostel Security Deposit and Mess Deposit before reporting at the Campus. The facilities provided in the hostel room are cot, cupboard, table and chair. Mattress and pillows are available for purchase in the campus. The Hostel Rooms are allotted on first-cum-first serve basis and strictly on physical presence of the student. Electronic & Electrical Gadgets viz., water heaters, iron box, coolers, amplifiers & speakers, printers, scanners, vaporizers etc. are strictly prohibited. **The applicable hostel and mess charges shall be intimated in due course of time.**

**Other Facilities:** ATMs, Clinic with 24x7 Doctors, Indoor and Outdoor sports, Swimming Pool, Gymnasiums, General and Stationery stores, Cafeterias etc., are available on the campus.

**Laptop:** All students are required to have their own laptop with licensed software including Windows operating system for pursuing MBA program at IBS. The minimum specifications and configuration required are 4 GB RAM, 500 GB HDD with latest Processor.

**Reaching the Campus:** To assist new students in reaching the campus, the route map to IBS Hyderabad is placed on the website.

For any queries with respect to Registration or Accommodation please contact the following officials at IBS Hyderabad Campus from 10 am to 5 pm on all days except Saturdays, Sundays & Public Holidays.

Activity	Name	Designation	Email
Registration	1. V. Madhusudan Rao	Joint Registrar (Student Services)	<a href="mailto:vmsrao@icfaiuniversity.in">vmsrao@icfaiuniversity.in</a> Mobile: +91 09948697778
	2. Vittal V.R.S.T	Deputy Registrar (Academics)	<a href="mailto:vitalvrst@ibsindia.org">vitalvrst@ibsindia.org</a> Mobile: +91 09848069114

Yours truly,



**Prof. Dr. S. Venkata Sessaiah**  
Director

**NOTE:** The relevant annexures pertaining to Enrolment Letter are attached with your e-mail. You take print outs for submission when you are physically present at IBS Hyderabad.