# Master of Business Administration (MBA)

## Details of Selection Process

Selection to MBA Programme of School of Business is being proposed to carry out through a two-stage selection process. In Stage 1, the profile of the applicants will be evaluated to arrive at a composite score for shortlisting them for Stage 2 of the selection process.

## Selection Process – Stage 1

The shortlisting of the applicants will be the composite score which will be derived from evaluation with respect to the following parameters:

Table 1.1 Parameters for Shortlisting – Composite Score

| Parameter | Weightage |
|---|---|
| Performance in CAT* | 70% |
| Gender Diversity** | 10% |
| Work Experience | 7% |
| Performance in Class XII (or equivalent) | 5% |
| Performance in Graduation Degree | 5% |
| Possession of Postgraduate Degree | 3% |

Note:

      \*        Only valid CAT Score card will be admissible

      \*\*       10% score would be awarded to non-male candidates.

The process for evaluation with respect to each of the parameters mentioned above in Table 1.1 is elaborated below:

Performance in CAT: If a candidate has scored 'C' marks in CAT and if the total marks for CAT is 'T', the marks scored by the candidate relating to the parameter Performance in CAT will be $70 * [C / T]$.

Work Experience: Marks will be awarded based on the number of months of work experience using the scheme shown in Table 1.2. Work experience obtained while pursuing a bachelor's or master's degree will not be considered.

Table 1.2: Determination of Marks for Work Experience

| Work Experience (W in Months)* | Marks for Composite Score |
|---|---|
| <= 12 months | (7 x W) / 12 |
| > 12 & <= 24 months | 7 |
| > 24 & <= 48 months | [(48 – W) x 7] / 24 |
| > 48 months | 0 |

\* NOTE:

1. Work experience should be with a company registered under current Companies Act. or any other organization recognized by Union Government / State Governments / Statutory Bodies.
2. Do not include work experience obtained while pursuing a Bachelor's or Master's degree
3. Include work experience only after Bachelor's degree

Performance in Class XII (or equivalent): The marks for performance in Class XII (or equivalent) will be determined using the following formula

Marks for performance in Class XII (or equivalent) = max [5 x {(M – a) / (100 – a)}, 0]
where, M is the percentage of marks scored in Class XII (or equivalent) rounded off to two decimal places.

The value of the parameter 'a' would be 65 for Science Streams, 60 for Commerce Streams, and 55 for all other Streams.

Accordingly, the minimum marks will be zero whereas the maximum marks will be five.

Performance in Graduation Degree: The marks for performance in degree will be determined using the scheme shown in Table 1.3.

Table 1.3: Determination of Marks for Performance in Graduation Degree

| Engineering, Basic Science & Commerce | | All other streams | |
|---|---|---|---|
| Percentage marks in degree | Marks for Composite Score | Percentage marks in degree | Marks for Composite Score |
| D <= 65 | 0 | D <= 55 | 0 |
| D > 65 & D <= 85 | [(D – 65) x 5] / 20 | D > 55 & D <= 70 | [(D – 55) x 5] / 15 |
| D > 85 | 5 | D > 70 | 5 |

In Table 1.3, 'D' is the percentage of marks obtained in graduation programme rounded off to 2 decimal places, considering all years of the graduation programme.

Rules for Tie-Breaking in Stage 1 of Selection Process

The tie in Composite Score would be resolved in the following order of preference:

1. In case of a tie in the Composite Score, the candidate with higher CAT score would be shortlisted.
2. In case of further tie, the candidate who has scored higher in the Composite Score with respect to Performance in Graduation Degree would be shortlisted.
3. In case of further tie, the candidate who has scored higher in the Composite Score with respect to the Performance in Class XII (or equivalent) would be shortlisted.

## Selection Process – Stage 2

The shortlisted candidates from Stage 1 of the Selection Process will be invited to Stage 2 of the selection process. In Stage 2, the applicants will be asked to face a personal interview. Final selection of the candidates to the MBA programme will be on the performance with respect to the following parameters shown in Table 2.1.

### Table 2.1 Parameters for Final Selection – Composite Score

| Parameter | Weightage |
|---|---|
| Performance in CAT | 40% |
| Performance in Personal Interview | 40% |
| Work Experience | 10% |
| Performance in Graduation Degree | 10% |

The process for evaluation with respect to each of the parameters mentioned above in Table 2.1 is elaborated below:

Performance in CAT: If a candidate has scored 'C' marks in CAT and if the total marks for CAT is 'T', the marks scored by the candidate relating to the parameter Performance in CAT will be $40 * [C / T]$.

Performance in Personal Interview: The performance of the applicant in the personal interview will carry a weightage of 40% in the composite score.

Work Experience: Marks will be awarded based on the number of months of work experience using the scheme shown in Table 2.2. Work experience obtained while pursuing a bachelor's or master's degree would not be considered.

### Table 2.2: Determination of Marks for Work Experience

| Work Experience* (W in months) | Marks for composite score |
|---|---|
| <= 12 months | (10 x W) / 12 |
| > 12 & <= 24 months | 10 |
| > 24 & <= 48 months | [(48 – W) x 10] / 24 |
| > 48 months | 0 |

* NOTE:
   1. Work experience should be with a company registered under current Companies Act. Or any other organization recognized by Union Government / State Governments / Statutory Bodies.
   2. Do not include work experience obtained while pursuing a Bachelor's or Master's degree
   3. Include work experience only after Bachelor's degree

Performance in Graduation Degree: The marks for performance in degree will be determined using the scheme shown in Table 2.3 with 'D' being the percentage of marks obtained in graduation programme rounded off to 2 decimal places, considering all years of the graduation programme.

Table 2.3: Determination of Marks for Performance in Graduation Degree

| Engineering, Basic Science & Commerce | | All other streams | |
|---|---|---|---|
| Percentage marks in degree | Marks for Composite Score | Percentage marks in degree | Marks for Composite Score |
| D <= 65 | 0 | D <= 55 | 0 |
| D > 65 & D<= 85 | [(D – 65) x 10] / 20 | D > 55 & D<= 70 | [(D – 55) x 10] / 15 |
| D > 85 | 10 | D > 70 | 10 |

## Rules for Tie-Breaking in Stage 2 of Selection Process

The tie in Composite Score would be resolved in the following order of preference:

1. In case of a tie in the Final Score, the candidate with higher CAT score would be selected.
2. In case of further tie, the candidate who has scored higher in the Final Score with respect to the Performance in Graduation Degree would be selected.
3. In case of further tie, the candidate who has scored higher in the Final Score with respect to the Work Experience would be selected.