

**DECLARATION**

I / We have read, understood and hereby accept the Terms and Conditions of enrollment for Millennium School of Business. I / We also agree to abide by the rules and regulations of MSOB and to pay fees as it may become due.

I / We confirm that I / We have read and understood the description of the programme I have applied for and that the information provided prior to admission is correct to the best of my / our knowledge. I / We agree and confirm that MSOB reserves the right to withdraw / terminate the admission granted at any time in the event if any information provided is found to be false or incorrect. I / We accept that MSOB reserves the right to amend fees and charges, curriculum, schedules, class structures, and MSOB Rules and Regulations as prescribed in the Student Hand Book during the course of study.

I / We understand that while MSOB shall take all reasonable precautions in ensuring the physical safety of the students on campus however, MSOB shall not be responsible for any harm, injury, disability (temporary or permanent) or death caused due to any accident / incident on MSOB campus.

I / We agree to comply with the code of conduct, rules and regulations supplied by MSOB and as may be amended / modified from time to time. Non-compliance of any code of conduct, rule or regulations may result in restriction, expulsion or any other form of punishment. The decision of the DEAN / Head of Department MSOB Management in this regard would be final and binding.

Name of the applicant .....

Signature of the applicant .....

Date.....

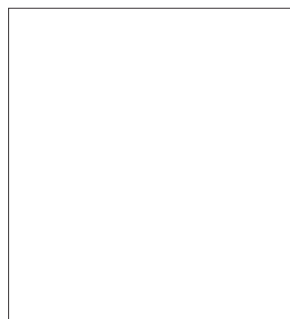
Name of the Parent/Guardian .....

Signature of the Parent / Guardian .....

All information presented is accurate at the time of submission of this application form.

Signature of the Applicant .....

Date.....



AFFIX YOUR PHOTOGRAPH HERE

**COMMON APPLICATION FORM**

|                                     |                          |                          |
|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CAMPUS PREFERENCE                   | <br>MBA (DELHI)          | <br>MBA (BANGALORE)      |

Please help us to process your application promptly and correctly by completing this form. Incomplete or incorrect information could delay the processing of your application. Please write clearly in BLOCK letters. All applications should include the following:

- (1) Payment by Cheque / Demand Draft made payable to "Educomp Raffles Higher Education Limited" for **MSOB DELHI**
  - (2) Payment by Cheque / Demand Draft made payable to "Millennium School of Business, Bangalore" for **MSOB BANGALORE**
  - (3) 3 Passport Size Photographs
  - (4) Attested copies of all Educational Qualifications & Transcripts from SSC to Highest Qualification
  - (5) Passport Copies (first & last page) or any form of address proof of Parent.
  - (6) Updated resume if applicant has worked for more than 1 Year.
- Applicant's Signature: \_\_\_\_\_  
Date : \_\_\_\_\_

**PERSONAL DETAILS : Fill in the blanks as indicated & WRITE CLEARLY**

\*All information declared by the applicant is strictly confidential and will be used solely by Millennium School of Business

**FULLNAME as in passport:** (underline surname) \_\_\_\_\_

|                 |   |                 |              |                |              |
|-----------------|---|-----------------|--------------|----------------|--------------|
| <b>PERSONAL</b> | Male <input type="checkbox"/> Female <input type="checkbox"/> | <b>OFFICIAL</b> | Passport No: | <b>CONTACT</b> | Residential: |
|                 | Single/Married  |                 | Nationality: |                | Mobile:      |
|                 | Date of Birth:  |                 |              |                | Email:       |
|                 | Country of Birth:   |                 |              |                |              |

|                          |       |                        |   |
|--------------------------|-------|------------------------|---|
| <b>PERMANENT ADDRESS</b> | _____ | <b>PRESENT ADDRESS</b> | Please indicate the preferred address, phone and email for official communication : |
|                          | _____ |                        | _____   |
|                          | _____ |                        | _____   |
|                          | _____ |                        | _____   |
|                          | _____ |                        | _____   |

|                    |                         |               |
|--------------------|-------------------------|---------------|
| <b>NEXT OF KIN</b> | Father's Name:          | Occupation:   |
|                    | Mother's Name:          | Occupation:   |
|                    | Address:                |               |
|                    | Phone:                  | Email:        |
|                    | Guardians Name:         | Relationship: |
|                    | Emergency Contact No. : |               |

| EDUCATIONAL DETAILS: Mention full details |         |                        |       |                    |
|---|---------|------------------------|-------|--------------------|
| Name of College / Institute               | Address | Qualification Achieved | Score | Year of Completion |
|   |         |                        |       |                    |
| Name of School - Class XII                | Address | Qualification Achieved | Score | Year of Completion |
|   |         |                        |       |                    |
| Name of School - Class X                  | Address | Qualification Achieved | Score | Year of Completion |
|   |         |                        |       |                    |

| ENTRANCE EXAM DETAILS: Mention full details |              |       |                    |
|---|--------------|-------|--------------------|
| Competitive Exam Appeared                   | Month & year | Score | Ranking/Percentile |
|   |              |       |                    |
|   |              |       |                    |

Date : \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Terms & Conditions of Enrolment:

**1. ADMISSION POLICY**

Admissions to Millennium School of Business known as MSOB is open to all individuals regardless of gender, race, religion or nationality (in accordance with Govt. of India laws pertaining to foreign nationals). Selection for admission is based on overall assessment through our own aptitude accordance with Govt. of India laws pertaining to foreign nationals). Selection for admission is based on overall assessment through our own aptitude test. MSOB reserves the rights to reject an application and to review a student's progress periodically. The admission is also subject to receipt of all documents requested by MSOB and if a condition has been placed on the admission, any required documentation (eg. final transcript, etc.) must be submitted within the time provided by MSOB. MSOB may, at its discretion, cancel a student's registration for non-submission of any document requested, lack of academic progress, irregular attendance of classes, failure to appear in examinations, misbehavior or misconduct, negligence in completing assignments, inattentive behavior, lack of commitment to the coaching facilities provided, failure to deposit fees or failure to abide by the Rules and Regulations prescribed in the Student Handbook. The decision of MSOB in such cases shall be final and binding. In all such cases, MSOB shall not be liable to refund any Course Fee Payment already been made by the student.

**2. PAYMENT OF FEE**

Cheque / Drafts to be in favour of "Educomp Raffles Higher Education Ltd "

**BANK DETAILS:**

Account Name: Educomp Raffles Higher Education Ltd.  
Bank: AXIS Bank Limited  
Karol Bagh, New Delhi – 110005  
Account Number: 911020013500158  
IFSC Code: UTIB0000223  
Currency: Indian Rupees (INR)  
Mode of Payment: Local Cheque (payable at Delhi/Bangalore)/Demand Draft/Telegraphic Transfers (T/T)\*

\*All bank charges towards Telegraphic Transfers shall be borne by the remitter

Cheque / Drafts to be in favour of " Millennium School of Business, Bangalore ", payable at Greater Noida

**BANK DETAILS:**

Account Name : Millennium School Of Business, Bangalore.  
Bank: Dhanlaxmi Bank Limited  
GF-35, K – 23/24/25, Pearl Plaza, Sector 18, Noida, Uttar Pradesh – 201301  
Account Number: 019706200001138  
IFSC Code: DLXB0000197  
Currency: Indian Rupees (INR)  
Mode of Payment: Local Cheque (payable at Delhi/Bangalore) / Demand Draft / Telegraphic Transfers (T/T)\*

\*All bank charges towards Telegraphic Transfers shall be borne by the remitter

**Terms and Conditions:**

- The dates of payment are subject to change by MSOB - Admission office. Any change will be communicated to all the students
- Admission fee to be paid within stipulated date, failing which student will not be allowed to attend classes
- Fee once paid is not refundable or transferable under any circumstances
- Management decisions is final in all the matters related to MSOB Campus and its facilities
- Service tax as applicable in India will be levied on all additional charges

**Additional Charges for MSOB**

A cumulative late payment charge of ₹ 100/- per day will be levied for non-payment of Course Fee after the stipulated deadline. An administrative fee of ₹ 500/- is charged for each dishonored cheque. Fee towards Duplicate Transcripts, ID Card, Programme Transfer, Module Withdrawal, Retaking Module, Re-sit/ Re-Evaluation etc will be applicable apart from the Course Fee. Further information will be issued by Students & Administrative Department. Service Tax as applicable in India will be levied on all additional charges.

The above fees paid are strictly non-refundable and non-transferrable. Review of Course Fee: MSOB reserves the rights to regularly review and make changes in the course fee without prior notice.

**WITHDRAWAL AND TERMINATION**

**Withdrawal:**

In the event of a student desiring to withdraw from the course to which he has been admitted by MSOB, the student will be required to submit completed "Application of Withdrawal from the Program" form obtainable from the Student & Administrative Department. The student will be interviewed by the Student Services Manager. MSOB will consider each application on a case by case basis. An administration charge of a minimum of Rs. 5000/- will be levied. The first payment upon admission is strictly non-refundable and non-transferrable. All installments due for payment are strictly non-refundable and non-transferrable. Due date is as per "Course Fee Payment Schedule".

**Termination:**

Students terminated by MSOB (as otherwise provided in this application form) are entitled to receive a refund of Course Fee proportional to the number of course weeks paid for which have not commenced.

**CURRICULUM REVIEW:**

Details of the curriculum are contained in the Course Outlines. MSOB reserves the right to regularly review and make changes to the curriculum without prior notice.

**EXAMINATIONS AND EVALUATIONS:**

Students will be required to successfully complete various course work, examinations, projects, industrial attachment programme and other forms of evaluation prescribed by MSOB. Various conditions apply to the eligibility for examinations. Students will only be admitted to examinations provided that the student has (1) met all current financial obligations (2) fulfilled the requirements of the course leading to the examinations. Examinations are administered at regularly scheduled times and students must be available during examination. Students failing to attend examination may be liable for a separate examination fee to have an equivalent examination set, administered and marked. Student assignments, projects and MSOB related work may be retained by MSOB or project sponsors for a period of upto 6 months for marketing and promotion purposes.

Applicants Signature: \_\_\_\_\_

Date : \_\_\_\_\_