



नागरिक चार्टर CITIZEN'S CHARTER

भारतीय प्रबंध संस्थान काशीपुर

INDIAN INSTITUTE OF MANAGEMENT KASHIPUR

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PREFACE

Indian Institute of Management Kashipur, the thirteenth in the elite league of IIMs, was established by the Ministry of Human Resources Development, Government of India, in the year 2010.

Indian Institute of Management Kashipur is registered under the Societies Registration Act 21 of 1860 vide Registration No. 135/2009-2010 dated 23rd March, 2010 with the Sub Registrar, Firms and Chits, Udham Singh Nagar, Uttarakhand.

VISION

"To drive academic excellence using innovative teaching methods, promoting research and practice of sustainable leadership."

MISSION

"To become, over the next 10 years, one of the top business schools in India developing leaders who can perform globally."

SERVICE PROVIDED

Admission to the **Post Graduate Programme (PGP)** offered by the institute on the basis of national level Common Admission Test (CAT) and the eligibility criteria are the same as those for CAT. Institute can conduct additional tests and can also consider other components to select suitable candidates for the course and to give equal opportunities to the candidates of different categories on the basis of educational and socio-economic background. The admissions will be guided by the admission policy of the Institute.

Admission Schedule has been established in measurable time frame.

Hostel Facilities IIM Kashipur provides 100% hostel facilities to the PGP students so as to ensure quality education.

Quality Education Provide quality education aimed at holistic development of the students using innovative teaching methods.

Executive Post Graduate Programme in Management (EPGPM) is an intensive two year post graduate program in management, especially designed for mid/senior level professionals. EPGPM provides an opportunity for the executives to refresh and upgrade their managerial skills without interrupting their professional activities. The EPGPM programme is a rigorous fully classroom based programme to be held during weekends.

Objectives of EPGPM

- To develop analytical, problem solving and decision making capabilities by exposing the students to the use of various management tools and techniques.
- To stimulate understanding of real business world through emphasis on practical cases that simulates real life situations.
- To inculcate values and attitudes which provide them social awareness and responsibility.

Selection Process

Entrance Test

The candidates will have to appear for a written test (EMAT) to be conducted by IIM Kashipur in Kashipur campus. This test is on similar lines/of the same pattern as the Common Admission Test (CAT).

Interview

Shortlisted candidates will be called for a Personal Interview one week after the Written Examination, to IIM Kashipur.

Admission Offer

Successful candidates will be intimated through our website. The selected candidates will have to pay the first instalment of fee by the given deadline, failing which their offer of admission would be forfeited, without any further intimation.

Executive Fellow Programme in Management (EFPM) is a non-residential doctoral programme designed to address the academic and research needs of working professionals from business, government and social sector. Fellow programmes of IIMs are accorded equivalence to Ph.D by Association of Indian Universities (AIU).

Objectives of EFPM

- To reduce the gap between management theory and practices through knowledge creation and dissemination in specialized area as well as in interdisciplinary areas of management
- To encourage cutting edge research in diverse areas of management by addressing the contemporary and future problems and issues relevant to business, government and society
- To develop expertise among prospective scholars for careers in management research and teaching and thereby address the shortage of high quality management faculty in the country

Selection Process

The total evaluation process for prospective candidates will involve 200 marks. The weightage for the written test part (either through IIM Kashipur administered Research Aptitude Test – RAT or through any of the standard tests like CAT/GMAT/GRE/GATE/UGC-JRF, provided any of these standard tests has been taken within preceding two years period at the time of the application) and the personal interview part will be equal (100 marks each). For alumni of full-time two-year flagship PGP from IIMs, written test scores are not required.

Fellow Programme in Management (FPM) is being launched from the Academic Year 2015-16. The programme will be a full time four year residential programme.

RESERVATION POLICY

As per the Government of India norms 15% of the seats are reserved for Scheduled Caste (SC) and 7 ½ % for Schedule Tribe (ST) candidates. 27% of seats are reserved for Other Backward Classes (OBC) candidates belonging to the “non-creamy” layer.

As per the provision under Section 39 of the PWD Act, 1995, 3% seats are reserved for differently abled (DA) candidates. The three categories of disability are a) low vision/blindness, b) hearing impairment, and c) locomotor disability/cerebral palsy. This provision is applicable if the candidates suffers from any of the listed disabilities to the extent of not less than 40%, as certified by a medical authority as prescribed and explained in the said Act.

THE RIGHT TO INFORMATION ACT

In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of public authorities, the Government of India enacted “The Right to Information Act, 2005”. In accordance with the provisions of Section 4(1)(b) of this Act, Indian Institute of Management has prepared an RTI Manual for information and guidance of the general public and hosted the same on the website of the Institute, i.e., www.iimkashipur.ac.in

In terms of Section 5(2) of the Right to Information Act, 2005, Central Public Information Officers (CPIOs) and Public Information Officers (PIO) have been designated in the Institute.

RESPONSIBILITIES OF OUR CITIZENS

IIM Kashipur expects continuous feedback from the citizens on the quality of the services provided to them and on areas in which improvements are expected.

GRIEVANCE REDRESS PROCESS

IIM Kashipur has Grievance Redressal Mechanism in place headed by the Chief Administrative Officer. All citizens/stakeholders may contact the designated officer for redressal of grievance providing a clear statement of grievance, indicating the background and officials/channels previously approached for redressal.

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COMPLAINTS

In case of any complaint, one may telephone or send a letter or fax or visit IIM Kashipur. However, before lodging of a complaint, one may, first of all, use the Information already available on website. In case one is not satisfied, the matter may be taken up with the Grievance Officer.