

# General Instructions for Applicants

Dear Applicant: Thank you for your interest in the MBA program.

**PLEASE READ CAREFULLY THE INSTRUCTIONS GIVEN BELOW WHICH WILL BE USEFUL WHILE FILLING YOUR APPLICATION. YOU MAY CONSIDER TAKING A PRINTOUT OF THESE GENERAL INSTRUCTIONS FOR YOUR REFERENCE.**

## 1. Application Process

1. This is the application portal to apply for DoMS, IIT Madras ONLY.
2. Only those who are shortlisted by DoMS, IIT Madras will be invited to appear for the selection process.
3. Copies of necessary certificates need to be uploaded at the time of filing the application.
  1. Passport size photo
  2. Signature
  3. CAT score card [GMAT score card in the case of NRI]

### WHICHEVER APPLICABLE

4. OBC(NCL) - Obtained after 31st March, 2023.
5. EWS - Obtained after 31st March, 2023.
6. SC/ST certificate.
7. PwD (Medical certificate for differently abled)
8. CGPA to Percentage conversion certificate.
9. Consolidated Grade Sheet [IIT Graduates without CAT score whose CGPA is 8.0 or above on 10point scale]

## 2. Essential requirements

### a. WHO CAN APPLY

- a) Graduates in any discipline from a recognised University (or a professional qualification equivalent to that of a university degree as recognised by the UGC) with a first class or 60% and above (55% for SC/ST/PwD [Differently Abled]) in the qualifying examination
- b) Final year students (of the above-mentioned program) are also eligible to apply. Such candidates, if selected, will be admitted provisionally, on the condition that they meet all requirements for the qualifying degree before the start of the program and produce provisional certificate of completion within two months of joining the program (by September 30, 2024)

### b. PREREQUISITES

- a) Any Indian national with a valid score in the Common Admission Test (CAT) 2023
- b) A foreign national with a valid GMAT score
- c) Graduates in any discipline with a valid CAT score and at least two years of work experience in the same organisation can apply under sponsored category through proper channel ([Click here to apply](#))

### c. EXEMPTIONS

- a) An applicant with an undergraduate degree from any IIT and a CGPA of 8 or above on 10 point scale is exempted from the CAT requirement

- b) Defense personnel can apply under sponsored category through proper channel and are exempted from the CAT requirement ([Click here to apply](#))

### 3. Application Fees, Mode of Payment & Deadline

#### General, OBC & Foreign/NRI

Application fee: **Rs 1600** (non-refundable)

#### SC/ST/PwD Reduced fee:

**Rs 800** (non-refundable)

Mode of payment: The application fees have to be paid only through Internet Banking/ Credit Card/ Debit Card. The deadline for submitting the application online is January 31, 2024 (Wednesday) Midnight. It is the applicant's responsibility to ensure that the application and the fee is submitted by the deadline. Only those applications that are completed and for which the application fee has been received would be considered for the selection process.

### 4. Correctness of information provided

The applicant will bear the full responsibility for the correctness and accuracy of the information given in the application.

Applicants are therefore strongly advised to verify the information provided by them before submitting the application.

No changes are possible after the application has been submitted. Misrepresentation or providing wrong information, knowingly or otherwise, will result in the application being summarily rejected at any stage of the application process.

### 5. WAT/PI Centres and Dates

WAT/PI Centres	Dates
<b>Chennai</b>	1 <sup>st</sup> – 3 <sup>rd</sup> March, 2024
<b>Mumbai</b>	8 <sup>th</sup> – 10 <sup>th</sup> March, 2024
<b>Delhi</b>	15 <sup>th</sup> – 17 <sup>th</sup> March, 2024
<b>Kolkata</b>	23 <sup>rd</sup> – 24 <sup>th</sup> March, 2024
<b>Hyderabad</b>	23 <sup>rd</sup> – 24 <sup>th</sup> March, 2024

### 6. Address for communication

Admissions Coordinator

MBA Program

Department of Management Studies

Indian Institute of Technology Madras

Chennai 600 036, INDIA

Phone: 044 - 2257 5551

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