

Prof. (Dr.) Jyotsna Bhatnagar
Dean (Graduate Programmes & Students Affairs)
Chairperson (PGDM-HRM and Students Counseling)

July, 2021

Dear Mandevian,

It gives us immense pleasure to welcome you for the Post Graduate Diploma in Management 2021-23.

Please note the following:

- Online enlistment for Programme Orientation will be done till Monday, July 19, 2021 by 12.00 Noon. Please fill the details as suggested in the Google form for enlistment which will be shared on your email ID by the GP Office on July 18, 2021 (the in-person classes will be conducted as per the guidelines issued by AICTE).
- Online Student Activities orientation Programme is scheduled during 20-25 July, 2021 and Online Induction Programme is scheduled during 26-31 July, 2021. **Attendance is compulsory.**
- Academic Session with online classes of Term-I will commence from **August 02, 2021 as per AICTE notification dated June 18, 2021.**
- **Final registration in the PGDM, PGDM-HRM and PGDM-IB Programmes will be done by the GP Office as per the Circular dated June 18, 2021 of AICTE*.**
- You will receive a programme Roll No. by August 02, 2021, as a unique Identity during the course of study at MDI. It will also be used in future for other verification purposes.
- You will also be issued an individual official MDI email ID by July 20, 2021 for communication regarding online interaction/induction and other activities. Please use this mail ID to log in for the on-line classes and also for any correspondence with GP Office.
- You will be provided an Induction No. by the GP office after your online enlistment in the programme. All the students of newly admitted PGDM, PGDM-HRM and PGDM-IB programmes will be divided into 02 (two) groups (Group-A and Group-B) for Induction/Interaction sessions only. The Induction/interaction sessions will be scheduled/held as per your Induction No. The Schedule of Induction/Interaction session will be shared with you by the GP office.
- Till the time you get your MDI mail ID, your personal ID will be used (as provided by you at the time of applying) for communication and also for online Induction/Interaction and classes.
- The online Induction/Interaction and classes will be held through Zoom, Google classroom and MS Teams, as may be chosen by the Instructor/Course faculty. The link and password will be shared by the GP office, well in advance with you.
- The Students Handbook-2021-2023 will be shared with you by the GP office only after the final registration. Please go through the handbook very carefully and adhere to all the rules and regulations as given in the Students Handbook. Please refer to the Students Handbook for further details of online classes, dos and don'ts and SOP etc.
- Please note that your online enlistment in the Programme is purely PROVISIONAL and is subject to your fulfilling all the eligibility requirements, as notified in the Information Brochure-2021. You are advised to regularly check the Notice Board on our Website (www.mdi.ac.in) for updates regarding Induction and Online classes.
- You will be required to submit following certificates at the time of reporting to the campus when in-person classes start, information in this regards will be sent to you by the GP Office, as and when applicable:
 - Original certificates/mark sheets of 10th, 12th, Graduation level and Aadhar card and self-attested copies thereof.
 - Candidates appearing for the final exam for the Bachelor's degree and completing all requirements for obtaining the Bachelor's degree has to furnish evidence to that effect, latest by 30th December, 2021, failing which the admission will get cancelled and no refund of fee will be given, or they will be asked to withdraw from the programme.
 - Medical fitness certificate from a qualified (Regd. Medical Practitioner) MBBS/MD from Govt./Private Hospital. Health History (Physical fitness and Mental fitness) of last three years, has to be submitted for our records (Medical information not declared or informed will be taken as disciplinary breach and action will be taken as per Students Handbook).
 - Experience certificate/ relieving certificate from employer (if applicable).
 - One passport size photograph.
 - Any other relevant certificates for verification and record keeping.

In case you may need any additional information please feel free to Contact:

Graduate Program Office

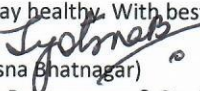
Mr. Subhash Chand, CAO (Academics)
Tel: 124- 4560393, 4560283, 4560605, 4560540
Email: subhash.chand@mdi.ac.in ; ravinder.bind@mdi.ac.in;

Hostel Office (Change Masters)

Mr. Vikas Kumar/Ms. Anjali
Tel: +91-124-4560508, 4560509
Email: vikas.kumar@mdi.ac.in , anjali@mdi.ac.in

Convey our regards to your parents and we look forward to welcoming them on campus in the future.

Stay safe and stay healthy. With best wishes,


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Admission is subject to AICTE approval