

Prof. Avinash Kapoor  
Dean, Graduate Programmes



**MDI**  
GURGAON

Management  
Development  
Institute  
20<sup>th</sup> May, 2024

Dear Mandevian,

It gives us immense pleasure to congratulate you for getting admission in the PGP-2024-26 Programmes (PGDM/PGDM-HRM/PGDM-IB & PGDM-Business Analytics) of MDI Gurgaon.

The registration of the programmes will be as per following Schedule:

Name of Programme	Day and Date of Registration and Hostel Accommodation	Timings	Reporting time and Place for registration and Hostel accommodation
PGDM-HRM and PGDM (IB) and PGDM-Business Analytics	Friday, 21 <sup>st</sup> June, 2024	10 AM to 12.30 PM	9.30 AM in GP Office, Gurukula Building
PGDM	Saturday, 22 <sup>nd</sup> June, 2024	10 AM to 12.30 PM	9.30 AM in GP Office, Gurukula Building

- **Induction Programme is scheduled during 24-29 June, 2024 and the classes of Term-I starts from July 1<sup>st</sup> 2024.**
- **Registration is compulsory and attendance of Induction programme will be taken in every session.**

You are required to submit the following certificates at the time of registration:

- Original graduating certificates/mark sheets of 10th, 12th and Graduation level and self-attested copies thereof.
- **For PGDM/PGDM-HRM/PGDM-Business Analytics** - Candidates appearing for the final exam for the Bachelor's degree and completing all requirements for obtaining the Bachelor's degree by 30th June 2024, will have to furnish evidence to that effect latest by 1st October, 2024. Otherwise, they will be asked to withdraw from the programme.
- **The Candidates for PGDM-IB programme** are required to provide minimum 4-years duration bachelor's degree and proof of minimum one year duration post qualification work experience (as on 31<sup>st</sup> March, 2024) at the time of registration. Failing which their offer of provisional admission will be cancelled.
- Medical fitness certificate from a qualified (Regd. Medical Practitioner) MBBS/MD from Govt./private hospital **mentioning that you are mentally, physically and psychologically fit to join the PGDM programme.**
- Experience certificate/ relieving certificate from employer (if applicable)
- A copy of Aadhar Card
- Two passport size photographs with name, programme name and Induction No. overleaf - list of students with Induction No. will be displayed on notice boards at Gurukula Building.
- Any other relevant certificates for verification and record keeping.
- **Only for PGDM & PGDM-HRM and PGDM-Business Analytics (2024-26) students: In case your total family annual income is upto or less than Rs. 8.00 Lacs, please provide one of the above documents (Original & Photocopy):**
  - Latest Family income certificate issued by any Govt. revenue authority)
  - Latest Economically Weaker Section (EWS) Certificate
  - Latest Non-Creamy Layer certificate issued by a Govt. body
- Notebooks, pencils, pens, scale, Pen drive, calculators are essential during the course of your studies here.
- Each hostel room has access to MDI-Intranet through a LAN PORT & Wi-Fi. You are advised to bring your own laptop.
- Each Hostel room is provided with a hard bed (without the mattress), study table, a chair and almirah. You are also required to carry your own lock for the room and other furnishings, like, a mattress, pillow, bedsheet and bucket, mug etc.

MDI is located at the junction of Mehrauli-Gurgaon Road and New Delhi Jaipur Highway NH-8 (Sector 17, Gurugram). The Campus is about 15 Kms. from the Indira Gandhi International Airport (Terminal – 3) and (Domestic- IGIA Terminal – 1) and 28 Kms. from Connaught Place/New Delhi Railway Station and 32 Kms. from Nizamuddin Railway Station, 07 Kms. from Gurgaon Railway Station.

To reach MDI Campus from Airport/New Delhi Railway Station, Uber/Ola/DLY taxis are available. Frequent Haryana Roadways Busses ply between Dhaula Kuan, Sarai Kale Khan, Inter State Bus Terminal, New Delhi and Gurgaon. Metro Rail is also available from New Delhi Railway Station up to Millennium City Centre Gurugram which is at a distance of about 2.5 Km from MDI Campus.

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

**Graduate Program Office**

Tel: +91-124- 4560540, 4560393, 4560283, Fax: +91-124-4560007/ Email: gp\_office@mdi.ac.in

**Hostel Office (Chaitanya, Ground Floor)**

Tel: +91-124- 4560683/ Email: pawan@mdi.ac.in, mithilesh.keshri@mdi.ac.in

Looking forward to meet you at MDI.

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

With best wishes,

(Avinash Kapoor)

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**DRAFT PERFORMA FOR**  
**MEDICAL CERTIFICATE OF FITNESS**

I have examined Shri / Kumari / Smt. ....  
Son / Daughter of Shri.....aged  
..... Years, Resident of:..... P.O.  
..... P.S .....  
Dist..... State ..... PIN ..... and certify that, he  
/ she is free from any disease. I also certify that he/she is mentally, physically and  
psychologically fit to pursue the PGP (2024-2026) Programme at MDI Gurgaon. I,  
therefore, found him / her possessing good health.

Signature of Medical Officer: .....

Name of Medical Officer: Dr. ....

Registration No. ....

Dated:

Seal

**Note:** Medical certificate granted by a qualified medical practitioner holding at least M.B.B.S. Degree and registered with Medical Council of India, shall only be valid.