

ADANI INSTITUTE OF DIGITAL TECHNOLOGY MANAGEMENT

(A constituent of Jeevanjyoti Education & Research Foundation)

Admission Policy for Batch 2023-25

Post-Graduate Diploma in Management (BIG DATA ANALYTICS)

Intake: PGDM (Big Data Analytics): 60 seats

1. The Admission Committee at ADANI INSTITUTE OF DIGITAL TECHNOLOGY MANAGEMENT – herein referred to as AIDTM – shall be responsible for conducting the admission process for Batch 2023-25 for:

[A] Post-Graduate Diploma in Management (Big Data Analytics) – herein referred to as PGDM (BDA)

2. PGDM Programs:

- 2.1. PGDM (BDA) is a 2-year full-time program offered by AIDTM, duly approved by AICTE¹.
- 2.2. PGDM (BDA) program is a rigorous and intensive course aimed at creating professionals with a strong understanding of the fundamentals of data science, which will help them in solving complex business problems. This program is perfectly attuned to fit individuals with an analytical mindset and quantitative orientation. The program focuses on cutting-edge tools and technologies like Big Data Analytics, Machine Learning Techniques & Applications, Python / R for Future Managers, Business Analytics, Intelligence & Forecasting, Enterprise Data Visualization, Data Warehousing, Data Mining, Deep Learning, and Reinforcement Learning, social media and Social Networks Analytics, Time series and Forecasting Techniques & Analysis, and so on. The courses taught in this program will have a unique element of hands-on training and a continuous industry interface to give you a realistic feel.
- 2.3. PGDM (BDA) Program is spread across six trimesters, covered in the span of two years, to deliver the entire course curriculum.
- 2.4. The program also includes twelve to sixteen weeks of compulsory summer internship for the program participants at the end of the first year.
- 2.5. Further details about the PGDM programs, curriculum, faculty, and other resources are available at www.aidtm.ac.in/

3. Eligibility and Selection Process:

3.1. Eligibility:

3.1.1. Candidates who have written (or are yet to appear for) CAT / XAT / CMAT / GMAT / MAT / ATMA tests are eligible to apply, as per AICTE guidelines. For CAT / XAT / CMAT / MAT / ATMA, AIDTM will accept test scores for the year 2022-23 & 2023-24. For GMAT, AIDTM will accept test-score of exams taken after Jan 1, 2023. These tests are accepted for PGDM (BDA).

3.1.2. The candidate must hold a bachelor's degree, or an equivalent qualification recognized by the Ministry of HRD, Government of India, with at least 50% marks (45% for reserved category candidates) or equivalent CGPA, of any University, incorporated by an act of the central or state legislature in India or other educational institutions established by an act of Parliament or declared to be deemed as a University under section 3 of UGC Act, 1956. Students of foreign-recognized Universities with equivalent qualifications can also apply. Students passed from recognized foreign universities need to submit certificates of equivalent from AIU.

3.1.3. The Bachelor's degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education after completing higher secondary education (10+2) or equivalent.

3.1.4. In case of the candidates being awarded grades / CGPA instead of marks, the equivalence would be based on the equivalence certified by the University / Institution from where they have obtained their bachelor's degree.

3.1.5. In case the University / Institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by the AIDTM by dividing earned CGPA by the maximum possible CGPA and multiplying the quotient by 100.

3.1.6. A candidate who has appeared for the final year examination of a bachelor's degree or equivalent can also apply, provided:

(a) Such candidate must produce a certificate from the authority of the University/Institution certifying that

(i) the candidate has obtained 50% marks or equivalent based on the latest available grades/marks (i.e., all the years' grades/ marks except the final year grade/marks), and

(ii) the candidate has completed all the requirements and has appeared for the examination/ practical etc. for the final year/final term and the results are waiting for obtaining the bachelor's degree/equivalent qualification.

- (b) Such candidates, if selected, will be allowed to join the program provisionally only if they submit such certificate latest on the registration date notified by AIDTM.
- (c) The admission will be confirmed only if the final mark sheet/grade sheet and degree certificate are submitted not later than the date announced by AICTE for admission 2023.
- (d) Non-fulfilment of the above conditions within the prescribed date as above will automatically result in the cancellation of such provisional admission.

3.1.7. Candidates with Work Experience: Though prior work experience (paid and full-time employment) is not mandatory for a candidate seeking admission to PGDM (BDA) candidates with relevant work experience may have an upper edge in the selection process. Please refer Selection-Matrix in Clause 3.3.9.

3.2. Selection Process:

3.2.1. The eligible candidates must apply in the prescribed Joint Application Form, available online at www.aidtm.ac.in/admissions or at www.aidtm.ac.in/pgdm or offline at the institute's admission office.

3.2.2. Based on the short-listing of applicants conducted by the admissions committee, candidates will be asked to appear for the Personal Interview (PI) round.

3.2.3. The selection process will be conducted offline, at AIDTM – Gandhinagar, Gujarat Campus.

3.2.4. If required, AIDTM may cancel/ add more interview time slots for PI for shortlisted candidates. In case of cancellation of any interview time slot, the admission office will accommodate the candidates in another interview time slot. The candidates shall be notified of the same through email or/ and phone calls.

3.2.5. The schedule for PI will be notified along with the announcement of shortlisting. Such announcements will be made on the AIDTM website or/and via emails at a suitable time.

3.2.6. Candidates not appearing for the PI will be automatically disqualified from consideration for admission.

3.3. Selection Guidelines and Matrix:

3.3.1. Candidates may submit the duly filled-in application form along with the payment of the application fee of Rs. 1200 (non-refundable).

3.3.2. The application fee can be paid online. Online payment options and payment details are available in the online application form.

3.3.3. The last date for submitting the duly filled-in Online application form along with the requisite application fee is May 31, 2023. Please refer to Para-8 for a detailed Admission Calendar.

3.3.4. Applicants will bear all expenses for attending the PI.

3.3.5. Applicants are required to report online/ on campus at least 15 minutes before their scheduled slot of PI.

3.3.6. In case an applicant is late, the Admission Representative may accommodate him/her in the next session on the same day, only if possible.

3.3.7. If an applicant cannot appear for PI on the scheduled date due to unavoidable circumstances, he/she or the parent/guardian may request in writing to the Admission Committee along with the reason for an inability to appear on the scheduled date and seek an alternate arrangement. Such request must be made within one week after the declaration of the PI schedule. The Admission Committee will take an appropriate decision on such a request. The decision of the Admission Committee shall be final and binding.

3.3.8 Applicants must submit the following original documents online for verification: a) Mark sheets, 12th, and all Graduation Semesters / Years b) Valid Entrance Test Score-card c) Experience certificate, if applicable (only paid & full-time employment) d) Proof of salary drawn for last 3 months, if applicable e) Caste certificate, if applicable (from a competent authority) f) Certificates of Extra-curricular achievements g) Identity & Address proof.

3.3.9. Selection-Matrix: Selection of students shall be done using the following criteria along with the weightages indicated below:

Criteria	Weightage
Weightage of Entrance-Test Percentile	20%
Personal Interview Performance	40%
Academic Performance	20%
Relevant Work Experience	10%
Extra-curricular achievements	10%
TOTAL	100%

- Academic performance in Standard 12th and a bachelor's degree will be appropriately factored into the selection process
- For candidates in the final year of graduation, grades/marks for all previous semesters/years will be considered for merit calculation

3.4. Merit List after Personal Interview (PI) Round:

3.4.1. Merit list will comprise two categories indicating the admissions status of the interviewed candidates:

- Offered
- Wait-list

3.4.2. All selected candidates who are offered admission should complete admission formalities within the stipulated timeline. The same will be communicated to the candidates through a Letter of Admission Offer. If a candidate fails to adhere to the deadline, the admission offer shall stand canceled and the seat will be offered to the waitlisted candidate.

3.4.3. Candidates in the Wait-list will be offered admissions upon seats falling vacant due to non-Acceptance of offers. On receiving the intimation of the admission offer, the waitlisted candidates will be required to secure admission as per the stipulated timeline.

3.4.4. If at any stage during the admission process, the information furnished by a candidate is found to be false, his/her candidature/admission shall be canceled and he/ she will be barred from applying for admission to AIDTM for the next two years.

3.4.5. All communication by the institute for the admission process will be made through the website or/and or/and Candidates are advised to access the website / registered email on regular basis for admission updates or contact the admission office.

4. Fee Structure for PGDM (BDA) program, Batch 2023-25:

Particulars	Amount (INR)
Installment 1 (Payable upon acceptance of Admission Offer Letter)	Rs. 2,00,000
Installment 2 (Payable on or before July 15, 2023)	Rs. 2,00,000
Installment 3 (Payable on or before January 15, 2024)	Rs. 2,00,000
Installment 4 (Payable on or before July 15, 2024)	Rs. 2,00,000
Installment 5 (Payable on or before January 15, 2025)	Rs. 2,00,000
Total Program Fee for Two Years	Rs. 10,00,000
Refundable Caution Deposit (Payable along with Instalment 2)	Rs. 50,000/-

Notes:

1. Program fee includes the cost of all study materials, books, library charges, and internet charges. It does not include hostel, mess charges, or other living expenses.
2. Caution Deposit is required to be paid along with the 2nd Installment fee. It will be refunded after adjusting dues, if any, after completion of the program.

4.1.1. Fee Payment for Securing Admission: The candidates who have been offered admission are required to pay 1st Instalment of INR 200,000 and secure their admission, as per the stipulated date.

4.1.2. Payment of the Remaining Program Fee: The balance fees will be paid in installment mode. Candidates must pay the remaining fees in four equal installments per the payment schedule. In case of delay, a penalty may be levied as per the prescribed rules of the Institute.

4.1.3. Payment by Demand Draft: Fees may be paid by demand draft drawn in favour of "Jeevanjyoti Education and Research Foundation", payable at Ahmedabad.

4.1.4. Online payment modes: Please refer Institute website www.aidtm.ac.in/AIDTM for details.

4.1.5. Cash Payment: The Institute does not accept cash payments.

5. Withdrawal from the Program and Refund of fees:

5.1. Refunds for withdrawal of admission will be as per the provisions announced by AICTE.

5.2. For withdrawal of admission and seeking a refund a candidate is required to submit the original fee receipt, admission offer letter, and the application for withdrawal duly signed by him/her and countersigned by his/ her parent/ guardian to the Admissions Office, AIDTM either in-person or via courier.

5.3. If a candidate informs the Institute about his/her withdrawal of admission in writing on or before the commencement of the program (as declared by the institute), the fees paid will be refunded after the deduction of Rs.1000 as a processing fee.

5.4. If a candidate withdraws the admission after the commencement of the program, a refund will be made after one month from the commencement of the 1st trimester, subject to filling up of the resultant vacant seat. If the vacant seat is filled up, the candidate will receive a refund as per clause 5.3. If the seat remains vacant due to any reason (including the non-filling of the announced number of seats for the program), no refund shall be made except a caution deposit.

5.5. No refund shall, in any case, be made if the candidate wishes to withdraw admission at any time during the program.

6. Scholarships and Financial Aids: Meritorious scholarships and financial aid will be available for special categories. It will be awarded to deserving candidates at the discretion of the Admission Committee at AIDTM. More details will be made available through Admissions Office.

7. Cancellation of Admission: The admission of a candidate shall be canceled at any point in time if:

- It is established that a candidate has been mistakenly admitted by AIDTM: In such an event, the fees shall be refunded by cheque within 3 weeks.
- It is found that a candidate has sought admission based on false documents and statements: In such an event, no refund shall be made, except Caution the Deposit. Please refer to clause 3.4.4.
- The candidate fails to meet the eligibility requirements as mentioned in clause 3.1.

8. Admission Calendar:

Sr. No.	Particular	Important Dates
1	Availability of online Application Forms at https://aidtm.ac.in/admission & Admission Office, AIDTM	01-Dec-22 onwards
2	Last Date of Receiving Filled-in Applications (Cycle 1)	12-Mar-23
3	PI Rounds for shortlisted Applicants	On rolling basis
4	Release of Admission Offers to the Selected Candidates	On rolling basis
5	Last Date for Payment of Commitment Fees to Secure Admission	Within 10 days of receiving the offer

Note: Any changes/updates to the above-mentioned dates will solely be at the discretion of the Admission Committee at AIDTM. Applicants are advised to check Institute's website regularly.

9. Interpretations and Change of Admission Rules:

In interpreting the Admission Policy, the decision of the Admission Committee at AIDTM shall be final and binding on all candidates.

In the matter of such issues as are not covered in the Admission Policy mentioned above, the Admission Committee at AIDTM is authorized to resolve these special issues on the merit of the case and implement the same.

10. The above-mentioned rules and details are subject to modification(s) if required.

11. The Admission Policy for Batch 2023-25 is subject to the jurisdiction of the Honourable Court of Ahmedabad.

Admission Coordinator
(On behalf of the Admission Committee)
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Date November 10th, 2022

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