LOYOLA INSTITUTE OF BUSINESS ADMINISTRATION
LOYOLA COLLEGE CAMPUS, CHENNAI – 600 034

Admission Policy
PGDM Full-Time Admissions for AY 2023-24

STEP 1 - Eligibility to Apply

The following are the details about the eligibility to apply for the PGDM Full Time for the Academic Year 2023-24 – F23 Batch

1. CAT 2022 or XAT 2023 score is a prerequisite to apply for LIBA's Full Time PGDM programme.

2. The candidate should be a graduate in any discipline under regular mode from a University as per the Association of Indian Universities (AIU) only.

3. The candidate should have a consistent Academic record of first class (minimum 60% marks) in STD X, STD XII, and Undergraduate and if applying after a Post Graduate degree, then also in the said degree.

4. Candidates with a history of more than two arrears in Under Graduation are advised not to apply.

STEP 2 - Eligibility to appear for WAT/GD/PI

Once a candidate has applied as per the eligibility mentioned in Step-1, the candidate will be called for Written Ability Test (WAT), Group Discussion (GD) and Personal Interview (PI) as per the criteria given below

1. General:

    a. **CAT 2022 – Total Overall Percentile of 80 or more**   without negative scores in sections. **OR**

    b. **XAT 2023– Total (Without General Knowledge) Percentile of 75 or more** without negative scores in sections

2. Christian:

    a. **CAT 2022 – Total Overall Percentile of 60 or more** without negative scores in sections. **OR**

    b. **XAT 2023 – Total (Without General Knowledge) Percentile of 50 or more** without negative scores in sections

3. Dalits : No overall Cut-off.

STEP 3 - Attending WAT/GD/PI

Based on the details provided in the application form filled, the relevant candidates will be called for attending the WAT/GD/PI that would be conducted in various cities. However, the process could also be done in Online mode if necessary due to reasons beyond the control of the Institute. After the WAT/GD/PI, the total score for the individual candidate would be arrived by as mentioned in the below Table

Score Table -for Admission

Fulfilling Criteria - CAT/XAT Score	35
Group Discussion	5
Personal Interview	20
Written Ability Test	5
Consistency in Academic Performance	15
Sports and Co-Academic Activities	5
For Catholic Christians	5
Work Experience	10
Total Score	**100**

STEP 5 – Admission Decision

Based on the total score obtained according to Step 4, the admission office will prepare the list of selected and waitlisted candidates and will send the same to Fr. Director for his approval. Selection of every candidate appearing in the selected and waitlisted candidates will have to be approved by Fr. Director

STEP 6 - Merit List and the issue of the Provisional Admission Letter

Based on the approval given by Fr. Director, the Admission office will publish the Selection list and Waiting list. The Provisional Admission Letter will be sent to the list of candidates in the Selection List. If enough candidates do not respond, then the candidates in the waiting list would be considered for admission

STEP 7 - Scrutiny of documents & admission confirmation

After the lists are released, the relevant documents of the candidates would be verified

STEP 8- VAN creation for fee payment

After the verification of documents, the selected candidates would have to make the Annual Fee payment through the Virtual Account Number (VAN) that will be provided to them. Once, the annual fee is paid, the final admission letter would be issued to candidate.

I. **Admission committee**

1. Director, LIBA, Chennai.
2. Dean-Academics, LIBA, Chennai
3. Chair-Admissions, LIBA, Chennai

II. **Fee Structure (2023-25) – F23 Batch**

DETAILS	TERMS				INR		
	I	II	III	IV	V	VI	TOTAL
ADMISSION FEE	35,000.00	-	-	-	-	-	35,000.00
TUITION FEE	242,000.00	231,000.00	231,000.00	253,000.00	244,200.00	222,000.00	1,423,200.00
ESTABLISHMENT FEE	23,100.00	23,100.00	23,100.00	23,100.00	23,100.00	23,100.00	138,600.00
LIBRARY FEE	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	92,400.00
COMPUTER FEE	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	15,400.00	92,400.00
INSURANCE	700.00	-	-	-	700.00	-	1,400.00
ALUMNI FEE	-	-	-	-	-	8,000.00	8,000.00
FOUNDATION COURSE	36,000.00	-	-	-	-	-	36,000.00
STUDENT ACTIVITIES	7,000.00	-	-	-	7,000.00	-	14,000.00
NPTEL COURSES FEE	5,000.00	-	-	5,000.00	-	-	10,000.00
HYBRID LEARNING PLATFORM FEE	20,000.00						20,000.00
TOTAL	399,600.00	284,900.00	284,900.00	311,900.00	305,800.00	283,900.00	1,871,000.00
LIBRARY DEPOSIT (REFUNDABLE)	10,000.00	-	-	-	-	-	-
RETENTION DEPOSIT (REFUNDABLE)	10,000.00	-	-	-	-	-	-

Table title: Fee Structure for Full Time PGDM Programme 2023 - 2025

III. **Refundable Caution Deposits**

　　　　Library Deposit　　Rs.10000

　　　　Retention Fee　　　Rs.10000

These refundable deposits will be payable along with the Annual Fees. The same will be refunded to the student by NEFT while he/she graduates or leaves from the Institute, after verifying that there are no outstanding dues.
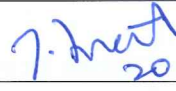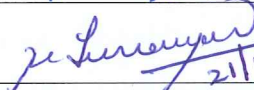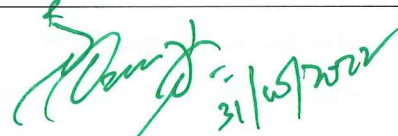
IV. Important Dates

CAT Test Date: 27.11.2022

XAT Test Date: 08.01.2023

V Proposed Interview Cities and venue details

City	Venue
Delhi	Indian Social Institute, 10, Institutional Area, Lodi Road, New Delhi – 110 003
Mumbai	St. Xavier's College, No 5, Mahapalika Marg, Mumbai – 400 001
Kolkata	St. Xavier's College, No:30, Park Street, Kolkata – 700 016
Bengaluru	St Joseph's Institute of Management, 28/1, Primrose Road, Craig Park Layout, Ashok Nagar, Bengaluru – 560 025
Hyderabad	Loyola Academy, Old Alwal, Manjeera Colony, Spring Fields Colony, Jeedimetla, Secunderabad – 500 010
Ranchi	St. Xavier's College, Dr. Camil Bulcke Path, Ranchi - 834001
Chennai	Loyola Institute of Business Administration, Loyola College Campus, Nungambakkam, Chennai – 600 034

V. Refund of Fees

For candidates withdrawing the admission before the last date of admission, irrespective of the reasons for withdrawal of admissions, the fee collected would be refunded after deducting an amount of Rs 1000 /- (One Thousand Only) as processing fee.

Prepared by	Dr Joseph Francis J Chair - Admissions	20/10/2022
Checked by	Prof. P C Lakshmi Narayanan Dean - Academics	21/10/2022
Verified by	Fr. Poondy Rajan Financial Controller	21/10/22
Approved by	Fr. C Joe Arun Director	31/05/2022