

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE APPLYING ONLINE:

- **Ensure that you fill up the form correctly as instructed.**
- **Immediately after registration, a mail and SMS will be sent to candidates providing the login details to proceed for submission of form.**

ELIGIBILITY CRITERIA:

Pass in 12th Standard. Candidates who have passed or answered the HSSC examination are eligible to apply.

SELECTION PROCESS:

The admission merit list will be decided on a score of 100 marks. The weightage is as follows:

40 Marks – Personal Interview

60 Marks – Weightage for XII Std (HSSCE) Score

The HSSC result must be uploaded, for candidates to be eligible for admission.

All eligible candidates will be notified of the dates of Personal Interview, by email. Candidates will also get an update on the status of their application, through Goa University website.

ADMISSION PROCESS:

The First list of selected candidates was published on the website, following are the vacant seats under various categories:

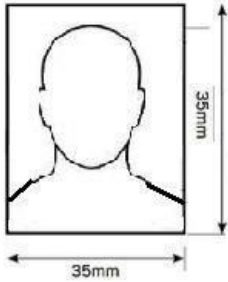
Category	Vacant Seats
OBC	8
EWS	3
ST	5
SC	1
Differently Abled	3

The Second Round of admissions will be held to fill seats which remain vacant after the First Round of Admissions including Reserved Category seats.

Reserved Category Seats remaining vacant after the first list of the Second Round will be transferred to the General Category.

1. Candidates must have a valid e-mail id. Those candidates, who do not have a valid e-mail id, have to create the same before proceeding for online application.
2. The payments made by non eligible candidates **shall not be refunded**.
3. A non refundable application fees of Rs.600/- (Rupees Five Hundred only) for General Category candidates, Rs.300/- (Rupees Two hundred Fifty only) for SC/ST category candidates of Goa and Differently abled candidates are exempted from the payment of application fees.

4. Candidates must check/confirm the correctness of the information already filled-in before submitting the application form. **Incomplete applications will not be considered for selection and No changes will be entertained post online payment.**
5. Print and Preserve the submitted application form and payment receipt.
6. **Scan & Upload the following :**
 - a. Passport size Colour photograph of 3.5 x 3.5 cms (avoid white/ light background) with file size less than 1 MB in JPEG format having 80% coverage of face as shown here



- b. Candidate signature of 2.5 x 2.5 cm with file size less than 1 MB in JPEG format
 - c. Valid Certificate for claiming reservation category. (*Valid non-creamy Caste certificates should be submitted from the competent authority of the State of Goa if the candidate belongs to Other backward class*).
 - d. Valid Marksheet of the qualifying exam (HSSC) to be uploaded.
7. Online mode of payment: **Credit Card / Debit Card / Online Banking**
Choose the payment mode as Credit Card / Debit Card / Online Banking and make the payment using any one of these 3 options and ensure that you get a success message for the transaction.
8. The following are the additional bank service charges for various types of online payments. **(Use only Master Card, Visa and Maestro for online payments).**
 - a. Credit Card: 1.00% of the registration fee plus the service tax as applicable.
 - b. Debit Card: No Charges for registration fee up to Rs. 2000 and 1.00% + taxes for registration fee more than Rs. 2000.
 - c. NET Banking: Rs. 16 per transaction for State Bank of India and Rs. 10 per transaction for all other banks.
9. Fees once paid shall not be refunded (full or partial) under any circumstances.
10. Copies of the SC/ST/OBC/ Differently abled /EWS, supporting document copy for Differently abled and from the State of Goa, Ex-Servicemen category and Foreign National as well as the Experience Certificates should be mailed to IMBA Admissions Coordinator, Goa Business School, Goa University, Goa 403206
11. For any clarification or help related to programme contact the Coordinator, IMBA Programme;
Ph.8669609281/8669609282;
E-mail: edgar@unigoa.ac.in, kevin@unigoa.ac.in or office.imba2011@gmail.com.