

NOTE ON ADMISSIONS

POST GRADUATE PROGRAMME IN GENERAL MANAGEMENT (PGPGM)

PGPGM is an AICTE approved 2-year management programme for working professionals. With sessions on every alternate weekend, it is specially designed for executives with 4 or more years of work experience, who are unable to take a career break for further studies. On successful completion of the programme, participants are awarded an AICTE approved diploma, "PGDM- Executive Management Programme".

I. Eligibility

Educational Qualification- Bachelor's degree or an equivalent qualification in any discipline with a minimum of 50% marks in graduation

Work Experience- Minimum 4 years of full-time work experience after graduation

II. Academic Background

Applicants must possess a strong and consistent academic background.

10th and 12th class

1. An aggregate score comprising marks of all subjects mentioned on the mark sheet will be considered for arriving at the final percentage. This is irrespective of whether the university/board takes it into consideration or not while calculating the final percentage.
2. If a board/university awards grades/grade points, then the same has to be converted into percentage by using the applicable conversion factor. The conversion certificate needs to be furnished before the interview process.

Graduation

1. Applicants must hold a Bachelor's degree with at least 50% marks or equivalent CGPA awarded by 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 the UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India.
2. Bachelor's degree or equivalent qualification obtained by applicants must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent. The percentage obtained by the candidate in the bachelor's degree would be based on the practice followed by the institution/university from where the candidate has obtained the degree. The degree awarded by an institute /university should be recognized by the Association of Indian Universities (AIU).
3. If the applicants have undergone/completed an integrated master's degree or dual degree directly after their 12th, the percentage of marks obtained as per their institute/university norms, which is considered as equivalent to bachelor's degree, will be considered. CA qualification will be treated as equivalent to an integrated masters programme and the CA score can be considered as the graduation score for eligibility purposes.
4. If the applicants have undergone/completed a diploma directly after their 10th, the percentage of marks obtained as per their institute/university norms, will be considered equivalent to class 12th percentage.

5. Bachelor's degree of Indian applicants, awarded by a college/institute/university overseas, should be recognized by the Association of Indian Universities (AIU)/other appropriate authorities.
6. If the University/ Institute provides grades/CGPA instead of marks, a conversion of the same to equivalent percentage is mandatory. If the conversion factor is not indicated on the marksheet, a letter from the University certifying the basis of conversion should be provided by the applicant. If no conversion factor is available then obtained CGPA can be directly converted to percentage and a letter from the institution/ university certifying the practice followed will need to be submitted on the day of the interview.

III. Work Experience

1. Candidate must complete minimum 4 years of full-time work experience as on 4th September 2026.
2. Relevant full-time work experience after graduation will be considered. Internship/training/ project work which was a part of the curriculum will not be considered as work experience.
3. Full time and paid article-ship after graduation as part of Chartered Accountancy will be considered as part of the work experience (letter from the firm/CA institute is required to show evidence of article-ship). Part time and/or unpaid article-ship will not be considered.

IV. Entrance Test Scores

- A valid score of any one of CAT/MAT/ATMA/CMAT/XAT/GMAT is required
- Valid scores of CAT/MAT/ATMA/CMAT/XAT of the last three years are acceptable. For GMAT, test scores of the last five years would be acceptable

V. Application Process

- Candidates can apply online through the link on the SPJIMR website/ shared by the admission team.
- Application form needs to be filled and submitted online along with specified documents.
 1. Application Processing fee is Rs. 1500/- and has to be paid online.
 2. The application processing fee is non-refundable
 3. Interviews of eligible candidates will be conducted on a rolling basis. Applicants will be informed through email about the date of the selection process by the PGPGM office.

Documents required for application:

1. Entrance test score card

A true copy (in colour) of valid score card of any one of the listed admission tests. If the test has not yet been taken, the proposed date and name of the test needs to be provided at the time of submitting the application.

2. Proof of educational qualifications

True copies (in colour) of marksheets, passing certificates/degrees pertaining to Class X, Class XII and Graduation, along with Post Graduate degrees/ professional certificates (if any), need to be submitted to substantiate the marks and qualifications indicated by the applicant in the application form. Copies should be clear and legible and in accordance with details mentioned in Section II above.

3. Proof of work experience

True copies (in colour) of documents need to be submitted to substantiate the duration of full-time work experience indicated by the applicant in the application form. Copies should be clear and legible and in accordance with details mentioned

in Section III above.

Applicant will be required to submit proof of work experience for all organizations worked with if he/she has worked in more than one organization.

For each job, proof of start date and end date has to be provided. Applicants can submit experience letter from the organization indicating both dates or alternately submit appointment letter plus salary slip for first and last month of work plus resignation acceptance). Applicants who are entrepreneurs or own a business, need to submit documents like income tax returns, incorporation certificates, registration certificates, etc. as proof of work experience.

4. Proof of Identity:

Copy of Aadhar Card

If a candidate is selected, they will be required to bring all original documents to the programme office for verification along with self-attested signed physical copies at the date and time indicated to them.

VI. Selection Process

Stages of the selection process-

- o Admission Test
- o Case Analysis
- o Personal Interview

Our selection process lays emphasis on the applicant's work experience, managerial aptitude as well as maturity, values and achievements. Applicants need to ensure that they will be able to put in the time & effort required for this programme. The focus of the selection process will be on the following:

Admission Criteria

1. Admission Test Score
2. Case Analysis Score
3. Personal Interview
4. Past Academic Record
5. Applicant profile, achievements & work experience

Note

- The Institute reserves the right to change the above-mentioned dates/criteria at any point of time, if required.
- Registration and call for selection process do not guarantee admission.
- Deadlines for fee payment will be shared separately only with the selected candidates.

For further queries, kindly contact:

pqpgm.admissions@spjimr.org