



Indian Institute of Management Ahmedabad Student Exchange Programme (PGP & PGP-ABM) Factsheet for Incoming Exchange Students: 2015-16

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Study Periods

IIM Ahmedabad follows a slot system with each academic year divided into six slots

Slots (Tentative)	
VII & VIII	10 Jun – 27 Aug '15
IX & X	5 Sep – 3 Dec '15
XI & XII	19 Dec '15 – 4 Mar '16

Nomination Deadlines

Slot	
VII & VIII	18 th March 2015
IX & X	17 th June 2015
XI & XII	8 th September 2015

Deadline for online registration by Incoming students

Slot	
VII & VIII	2 nd April 2014
IX & X	3 rd July 2014
XI & XII	24 th September 2014

Nomination Process

We are currently in the process of shifting from manual to online registration for our incoming exchange students. The new registration system would be implemented from Academic Year 2015-16 onwards.

All partners would be informed about the registration process in due time. For any other queries, please email to Mr. Jatin Nagori (exchange@iimahd.ernet.in).

Online Registration

The details of the online registration process would be intimated to the students once the nominations are done by the respective partner universities. Online portal would allow the students to fill in the application forms, upload relevant documents and do course selection as well.

Required documents

- Completed application form
- CV / Resume in English
- Graduate and MBA transcripts
- 4-passport size photos
- Copy of latest valid passport
- Specimen signature on a blank sheet



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Visa and Insurance Requirements

Candidates are required to obtain a Student Visa only to study at IIM Ahmedabad for their exchange period study. Students having other types of Visas will not be eligible to participate in the exchange programme.

Students should obtain necessary medical and travel insurance to safeguard them against any medical emergencies.

Academic Areas

IIMA conducts four long duration programmes, all residential: Post-Graduate Program (PGP) in general management, Post-Graduate Programme in Agri-Business Management (PGP-ABM), Post-Graduate Programme for Executives (PGPX), and Fellow Programme in Management (FPM). The Institute has following academic areas/centres and groups:

- Business Policy
- Centre for management in agriculture
- Communications
- Information Systems
- Economics
- Finance and Accounting
- Marketing
- Organizational Behaviour
- Personnel & Industrial Relations
- Production and Quantitative Methods
- Public Systems

Courses

The final course list along with the course outlines is sent by email 15 days prior to the course pre-registration (which is done one month prior to the beginning of each study period)

Pre-registration

Students are required to pre-register for courses according to the parent school's requirement. Students can pre-register for one extra elective course. Students are **not permitted to register for fresh courses** on their arrival at IIMA. Students are also **not permitted to drop out of courses** after the final registration, i.e. one week after the beginning of the study period.

Registration

All students must register for their courses according to the procedure specified by the PGP Chairperson. The student who fails to register in accordance with the specified procedure and within the specified deadline for registration will be deemed to have left the programme unless the PGP Chairperson has explicitly permitted him/her to register after the expiry of the announced deadline for registration. A penalty is applicable as a deterrent for late registration.

Pedagogy

IIMA's learning methodology is through case studies, discussions, management simulation, student projects, take home assignments and lectures.

Course Workload

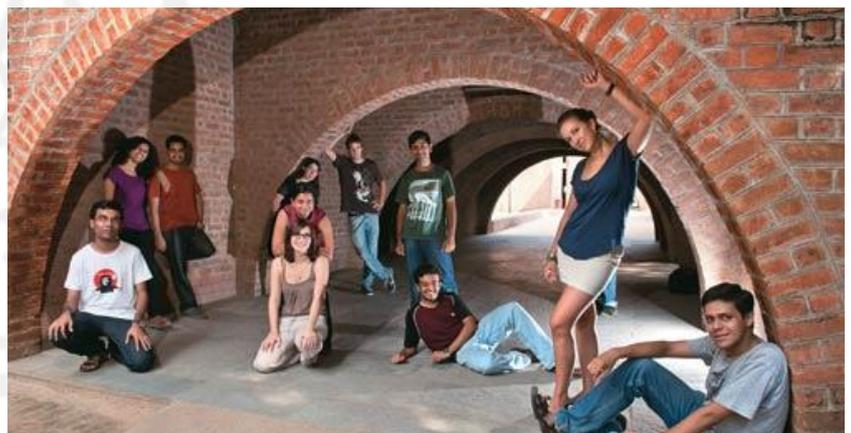
A one-credit course requires from a student about 80 hours of work, including time spent in the classroom. A one-credit course typically consists of around 20 class sessions (each session of 75 minutes). Course can also have credits less than or more than one, with appropriately adjusted workload and class sessions. In special circumstances, non-credit courses with workload implications may also be offered.

Language of instruction

All courses at IIM Ahmedabad are taught in English.

Credit requirements

The course load of an incoming exchange student at IIMA depends on the number of course credits required to be fulfilled at their parent institute.



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Attendance Policy

Students must maintain regular and punctual attendance in courses. The instructor is free to adopt appropriate measure to regulate attendance, penalize absence, and ensure smooth and undisturbed learning in his/her class.

Leave of Absence: Under extraordinary circumstances, a student may obtain leave of absence, provided prior permission is obtained from the PGP Chairperson.

Leave is generally not granted for more than three teaching days, except for sickness. Before applying to the PGP Chairperson for leave, the student is strongly advised to contact the instructors to ensure that he/she does not miss any quizzes or examinations during the leave period. Instructors have the discretion to give substitute quizzes or examinations to students who miss them while on leave with permission.

Minimum Attendance: The instructor may specify a minimum level of attendance as an academic requirement for completion of a course. If a student fails to meet this requirement, due to leave without permission from the PGP Chairperson, the instructor may award an incomplete ("I") grade to the student.

Examinations

Examinations are typically held in a one-two week period following each slot. The examination schedule is made available to the students in the first few weeks of each slot. The institute is flexible in conducting proctored examinations for Incoming students on specific approval from course instructor.

Grading System

Courses are graded on a 5-point scale

A = Excellent
B = Good
C = Satisfactory
D = Low Pass
F = Fail

In addition, plus (+) and minus (-) signs against A, B, C and D may be added to indicate different shades of performance.

All segments of evaluation are awarded letter grades. These letter grades in the different segments are converted separately into grade points up to two decimal places using numerical values as given below:

A+ = 4 1/3	A = 4	A- = 3 2/3
B+ = 3 1/3	B = 3	B- = 2 2/3
C+ = 2 1/3	C = 2	C- = 1 2/3
D+ = 1 1/3	D = 1	D- = 2/3
F = 0		

If a student has not satisfied the academic requirements of a course, he/she may be assigned "I" (Incomplete) grade temporarily, representing non-completion of the academic requirements for the course.

Expenses

Students should plan to pay approximately INR 50,000 – 60,000 for accommodation, library, computing facilities, student welfare, books and course material.

The average food and living expenses can range from INR6,000 – 12,000 depending on the lifestyle.

Location

The institute is located about 18 km. from Ahmedabad Airport and 10 km. from the railway station. Pre-paid taxis are available at the airport and the taxi fare from airport to the institute is around Rs.500/-. Three wheeler auto-rickshaws are available from the railway station and its fare is around Rs.100/-

Accommodation

The campus is residential. The student stays in fully furnished single on-campus rooms in single sex dorms. They will have to bring their own bed linen and towels.

Food

The students can eat at the mess which serves four meals per day or at various eateries in campus on direct payment basis. Various restaurants nearby serve Indian as well as international cuisines.



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Sports

The 104 acre lush green IIMA campus houses several sports and fitness facilities include a cricket ground, a football field, tennis courts, a basket ball court, badminton courts, and a volleyball court. In addition, the campus also has numerous indoor sports and games facilities such as Badminton, Table Tennis, Billiards Club, Squash and Carrom. Each dormitory has its own recreation arena consisting of carom, chess, darts, and cards.

Fitness Centre

Fitness Centre (Gym) facility is available on campus. Interested students can avail the facility on payment basis. There is also a gym facility on non-payment basis in new campus.

Health Care

The on-campus dispensary is open from Monday to Friday (8.00 to 1300hrs & 1530 to 1830 hrs.) and on Saturday & Sunday (9.00 to 11.00 hrs).

Bank

There is a fully functioning State Bank of India branch on campus which is open from Monday to Friday (Timings: 10.30 to 1630 hrs.) and on Saturday (Timing: 10.30 to 1330 hrs.). There are three ATM machines spread throughout the campus accepting major international debit and credit cards.

Post Office

The campus houses a post office which is open till evening, six days a week.

Computing Facilities

The students are advised to bring their own laptops. Every student will be provided with a separate e-mail account hosted on Google Apps. The Institute is fully Wi-Fi with LAN connectivity available in dorms.



A common computer lab houses computers available for use whenever needed. In case, the student wishes to hire a desktop from 3rd parties in their rooms, then they should intimate us in advance so that we can sound out the parties. They provide computers on a monthly rental basis.

Other facilities

A photocopying machine is installed in the library and can be used on payment basis.

Telephones are installed in students' rooms and can be used for incoming calls. For making outgoing calls, the students can either purchase a 'Telephone card' or purchase a SIM card to be used with a mobile phone.

Student Associations

The Institute has numerous clubs covering a wide range of interests from finance (Beta), entrepreneurship (Entre) and marketing (Niche) to literature (LSD), acting (IIMACTS) and nature (Prakriti).

These clubs provides a means for students to give expression to their interest and showcase their immense talents in non-academic fields.

The students also organize various cultural and business events throughout the year – Chaos, Confluence, T-nite being the popular ones.

Exchange services

Incoming students will be allotted student buddies who will assist them with pre-arrival information, academic queries, campus tour, welcome session and farewell dinners.

The institute also provides academic counselling whenever necessary from individual instructors by appointment.