

Instructions for candidates to join MBA Courses of PUSXC

Twining Programme 2021-2022

1. Candidates can join in any of the 3 Specializations : **(i) MBA in Marketing, (ii) MBA in Finance, (iii) MBA in HRM. Number of seats in each specialization= 50(Maximum).**
2. **Admission will be on first cum first serve basis.**
3. Educational Qualification: Candidate must have minimum **10+2+3** qualification from any discipline. The Graduation degree must be UGC approved.
4. **Application form is to be submitted in duplicate.**
5. The fees to be deposited in cash in **Canara Bank of St. Xavier's College**. The fees has two components: **(i) Course Fees of 1st sem=15500/-, (ii) Admission form fees=2000/-.** Total fees to be paid at the time of admission is **17500/-.** Fees to be deposited in cash to **Canara Bank in St. Xavier's College Branch(ground floor).**
6. **Admission form will be available from PUSXC Office (2nd Floor of Jubilee Building of St. Xavier's College). Entree from back gate of College Building.**
7. **The candidate must fulfil COVID protocol. The candidate must be properly vaccinated and must use mask all time.**
8. The candidate has to submit admission form in duplicate + ID Card Form(Original) and the following photo copy of documents to be submitted:
 - (i) **10,12,Graduation mark sheet and certificate**
 - (ii) **Age proof**
 - (iii) **Residence proof**
 - (iv) **Aadhar card**
 - (v) **Office ID Card if employed**
 - (vi) **3 copies recent passport size photographs**
 - (vii) **Bank payment receipts**
 - (viii) **COVID-19 vaccination certificate(s)**
 - (ix) **SC/ST Certificate(if any)**

The original documents are to verified by PUSXC staff at the time of final admission.

9. **Fees once paid will not be refunded under any circumstances.**
10. **Admission Time:** Admission Forms will be available from **(MON-SAT : 9:30AM-3:00PM).**
11. For any further clarification you may send mail to : coordinator_pusxc@sxccal.edu

Co-ordinator

PUSXC Twining Programme

Jubilee Building, 2nd Floor, Room No.196

St. Xavier's College(Autonomous)

30 Park Street

Kolkata-700016

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