

# Delhi School of Management

## Delhi Technological University

### Admission Guidelines

### MBA Executive Program

**Registration Open:** 5th May, 2025

**Last Date:** 8th June, 2025

#### Admission Schedule

S.NO.	Activity/Event	Date
1	Uploading of Admission Brochure and online Application form on DTU website	5/05/2025 Monday
2	Last date of submitting the completely filled in application form	8/06/2025 Sunday
3	Date of release of short-listed candidates for Personal Interview	17/06/2025 Tuesday
4	Date of Personal Interview	28/06/2025 to 30/06/2025 (Saturday-Monday)
5	Release of the first list of selected and waitlisted candidates	9/07/2025 (Wednesday)
6	Last date for Fee deposit and other processes by the selected candidates from the first list	15/07/2025 (Tuesday- 5 PM)
7	Release of the second list for admission from waitlisted candidates against the vacant seats	18/07/2025 (Friday)
8	Last date of Fee deposit and other processes by the selected candidates from the second list	24/07/2025 (Thursday-5 PM)
9	Spot round (If required against vacant seats)	7/08/2025 (Thursday)

## **Eligibility**

### **Educational Qualification**

Graduation or its equivalent with minimum 50% marks or equivalent CGPA (10% relaxation in marks will be given to SC/ST/PwD).

The student should hold a degree from any of the universities 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 UGC Act, 1956, **or** possess an equivalent qualification recognized by the Ministry of Education, Government of India.

In case if CGPA conversion formula is not provided by the concerned Institute/University then the equivalent percentage will be computed as per the DTU norms. The formula given below will be used to convert CGPA into the equivalent percentage of marks.

Percentage of Marks = (CGPA x 10)

**(For CGPA on a scale of '10')**

### **Experience**

Minimum 2 years of work experience after Under Graduate (UG) degree (B.E., B Tech., B. Arch, B.A, B.Sc., B. Com, BCA, MBBS etc.).

### **Note:**

- 1) Working Executives are required to produce a 'No Objection Certificate' at the time of joining the programme.
- 2) The last date of application shall be treated as the cut-off date in determining the experience of the candidate.
- 3) At any stage of the program, if it is found that the candidate does not fulfill the eligibility criteria, his/her admission shall be canceled and the fee shall not be refunded.

## Selection Procedure

The selection of the candidates will be made on the basis of one or more of the following:

Work experience, academic performance and personal interview. The mode of personal interview will be notified along with the list of shortlisted candidates.

In case of a tie in the final merit list, the following criteria shall be used:

1. The candidates with higher marks in graduation shall be ranked higher.
2. In case of a tie in graduation marks, the candidate with greater work experience shall be ranked higher.

### INTAKE

DSM offers a total of 60 seats. The reservations of the seats for SC/ST/OBC/EWS and sub categories Defence/ PWD are as per the norms. One seat over and above the total intake is reserved for Kashmiri migrants. Two seats over and above are for DTU Staff. However, there will be no relaxation in the minimum eligibility criteria for Kashmiri Migrants.

Category	Code
General	GN
Other Backward Classes	OB
Scheduled Caste	SC
Scheduled Tribe	ST
Economically Weaker Section	EW

Sub-Category	Code
No subcategory	GN
Differently Abled Persons	PD
Defence Personnel	CW

Category	No of Seats (intake)	PwD	Defence	Total
General (Open)	22	01	01	24
EWS	05	01	00	06
OBC	15	00	01	16
SC	8	01	00	09
ST	04	00	01	05
Total	...	...	...	60
Supernumerary seats				
Kashmiri Migrant	01	...	...	...
DTU staff	02	...	...	...

### Reservation Policy

#### Scheduled Caste (SC): 15 % of Reservation Policy

- a) **Scheduled Caste (SC):** 15 % of the total seats are reserved for Scheduled Caste candidates.
- b) **Scheduled Tribe (ST):** 7.5 % of the total seats are reserved for Scheduled Tribe candidates.
- c) **Other Backward Class (OBC- NCL):** 27% of the total seats are reserved for Other Backward Class (Non-Creamy Layer) candidates.
- d) **Economically Weaker Section (EWS):** 10% of the total seats are reserved for EWS category as per the office order DHE.1 (119)/Estt. /2018- 19/2549-76 dated 17/06/2019

Sub-categories namely 'Defence' and 'Person with Disability' are available under each category (General, SC, ST, OBC-NCL).

- e) **Defence (CW):** 5% of the total seats (Horizontal) in each main category are reserved for candidates belonging to Defence sub-category in the following order of priority:

**Priority I** - Widows/wards of Defence Personnel killed in action.

**Priority II** – Wards of disabled in action and boarded out from service.

**Priority III** - Widows/wards of Defence Personnel who died while in service with death attributable to military service.

**Priority IV** - Wards of disabled in service and boarded out from service with disability attributable to military service.

**Priority V** - Wards of Ex-Servicemen and serving personnel/para military/ police personnel who are in receipt of the following Gallantry Awards: 1. Param Vir Chakra 2. Ashok Chakra 3. Mahavir Chakra 4. Kirti Chakra 5. Vir Chakra 6. Shaurya Chakra 7. Sena/Nau Sena/ Vayu Sena Medal 8. Mention-in-Despatches 9. President's Police Medal for Gallantry 10. Police Medal for Gallantry

**Priority VI** – Wards of Ex-servicemen.

**Priority VII – Wives of:**

1. Defence personnel disabled in action and boarded out from service
2. Defence personnel disabled in service and boarded out with disability attributable to military service
3. Ex-servicemen and serving personnel who are in receipt of Gallantry awards.

**Priority VIII – Wards of serving personnel.**

**Priority IX - Wives of serving personnel.**

**f) Person with Disability:** 5% of the total seats (Horizontally) in each category are reserved for candidates belonging to 'Person with Disability' sub-category in accordance with the provisions of 'The Rights of Persons with Disabilities Act 2016' (PwD Act)

**g) Kashmiri Migrants (Supernumerary):** 01 (One) seat, over and above the total intake in each campus of DTU is available under this category.

**h) DTU Staff (Supernumerary):** 02 (Two) seats, over and above the total intake are available under this category.

**Note:**

- i. In case of category (a) and (b), the vacant seats are interchangeable.
- ii. In case, sufficient numbers of eligible candidates from category (c) are not available, the vacancies will be treated as unreserved.
- iii. Seats under sub-category (f) are interchangeable within the sub category if sufficient number of candidates is not available in a particular group.
- iv. In case, sufficient number of eligible candidates from the sub categories mentioned at (e) and (f) are not available, the vacancies will be treated as unreserved in the respective category.
- v. Under CW sub-category, the seats will be filled based on priority, i.e. all eligible candidates of priority-I will be allotted seats based on their ranks until the ranks exhaust or seats exhaust under CW sub category. Remaining vacant seats, if any, will be allotted to the priority-II in the similar way, and so on.
- vi. The reservation under CW sub category is available only to such candidates who fall under the listed priorities.
- vii. It is the sole responsibility of the candidate to prove his/her eligibility for claiming reservation under any of the reserved categories/subcategories. The candidates claiming reservation under SC/ST/OBC/EWS/KM categories, CW/PwD sub-categories will be required to upload the scanned copy of the original certificate of the respective reserved category/sub-category issued by the competent authority (as mentioned in this information brochure) at the time of filling up of ONLINE application form. If the reserved category/sub-category certificate is not found in order, no benefit of the reserved category/ sub-category will be given and the candidate shall be considered for allotment in the GENERAL category in subsequent rounds on submission of a written request by the candidate to the Chairman, Admission in person or email in this regard, as per the eligibility of the candidate and availability of seats. If such candidate is able to produce his/her category certificate in further rounds, he/she will be considered for the category and will be allotted a fresh seat as per the vacancy available and his/her merit.

## HOW TO APPLY

### Registration Process

**For admission to MBA (Executive), all candidates need to register and fill the application ONLINE only. Online Application form can be accessed at [www.dtu.ac.in](http://www.dtu.ac.in).**

The application process is completed only when a printout of the filled ONLINE application form is taken after paying the online registration fee. The candidate must submit a duly signed copy of the same along with two good quality photos (**same as uploaded on application form**) affixed in the appropriate place on the form at the time of physical verification of the documents.

Candidates are required to upload the scanned copy of the following documents at the time of filling up of ONLINE application form:

1. Degree and Marks sheet of the qualifying examination.
2. Date of Birth Certificate as indicated in High School or equivalent examination i.e. Class X.
3. Work Experience certificates
4. Reserved category/sub-category certificates, if applicable.
5. Undertaking (if required)

**Note: The above Documents in Original should also be produced at the time of physical verification. If the candidate fails to produce any required documents, his/her candidature is liable to be cancelled.**

Candidates are requested to ensure that they must fulfill all such requirements before filling and applying for the program. **Incomplete application, due to any reason, is liable for rejection by the University. In this regard, no communication will be entertained.**

### Application Fee

The registration fee of **Rs. 1500/- (Fifteen Hundred only)** for all categories (GEN/OBC/EWS/SC/ST/PWD/DEFENCE PERSONNEL/KM), can be paid online through credit/debit card/net banking. The registration shall not be complete without the payment of registration fee which is non-refundable and would not be adjusted towards any other fee. A convenience charge (online transaction) may be levied extra as per banking gateway on every online registration fee payment.

#### **Note:**

\*The decision of the Honorable Vice Chancellor in all matters of admission will be final.

\* The jurisdiction of a dispute will be limited to NCT of Delhi.

\*The detailed instruction regarding how to fill the application form will be made available on Website: [www.dtu.ac.in](http://www.dtu.ac.in)

**Fee Structure of MBA (Executive) 2024-26\* (Likely to be revised)**

S.No.	Particulars	1st Year (Rs.) A.Y. 2024-25	2nd Year (Rs.) A.Y. 2025-26
1.	Tuition Fee	1,97,000	2,14,300
2.	<b>Non-Govt. Component</b>		
2.1	Students Welfare fee (Co-curricular activities, Extra-curricular activities, Annual Gatherings, Institutional Development, Outsourcing, Seminar, Workshop, Innovative projects, Skill development activities, and miscellaneous expenditures on unspecified items.)	22,000	24,000
2.2	Facilities & Services Charges (Research initiatives, Training programs, Awards, Automation facilities, Entrepreneurship activities and any misc. expenditure on unspecified items)	36,000	36,000
2.3	Economically weaker section fund	10,000	10,000
2.3	Examination Fee (Examination infrastructure strengthening, Expenditure on examination activities, confidential printing etc.)	15,000	15,000
2.4	Premium amount for Medclaim of student (per-annum)	700	700
	<b>GRAND TOTAL</b>	<b>2,80,700/-</b>	<b>3,00,000/-</b>

\*Fee structure for MBA (Executive) 2025-27 is under approval

- The total fee for the 1<sup>st</sup> year is to be deposited at the time of counselling.
- The faculty and staff admitted against DTU seats shall be exempted from payment as per DTU rules.
- The selected candidates will be required to pay the program fee online through credit card/ debit card/ net banking at the link to be activated in login ID of candidate as soon as the documents of the candidates are verified. The provisional letter of admission shall be issued subsequently. It may be noted that the admission is complete only after the payment of online admission fee within the prescribed time limit. If the candidate fails to pay the fees within prescribed time limit, then his / her provisional allotment of seat shall be cancelled.

## **COURSE CURRICULUM OF MBA (Executive)**

MBA (Executive) Program is a two-year weekend program spread over four semesters, which combines grueling academic schedules with proactive efforts to develop new perspectives and a higher level of knowledge and understanding.

The Program focuses on inculcating effective managerial and leadership skills. The first year of the program offers core courses to develop the right attitude, knowledge and skills which are essential for a leader in the long term. The elective courses offered in the second year give students an opportunity to delve deeper into their respective areas of specialization and thus cater to the role and sector-specific career objectives. Our MBA (Executive) graduates can have dual specialization.

### **Specializations Offered:**

- **Operations and Supply Chain Management**
- **Finance**
- **Human Resource Management**
- **Marketing Management**
- **International Business**
- **Information Technology Management**
- **Entrepreneurial Management**
- **Business Analytics**

*However, as per the policy, a particular elective paper shall be offered only as per University norms. The department may also restrict some of the combinations of specialization/electives keeping in view the industry trend, job opportunities and students' preferences.*

*After completion of first year courses successfully, the student will get Post Graduate Diploma in Business Management on exit from the program.*

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