SVKM's NMIMS Deemed-to-be University
Balwant Sheth School of Architecture

Centre for Built Environment Studies
Bachelor of Interior Design (Batch-2024)

Information Handout

1) **Introduction:**

The **Centre for Built Environment Studies** is a fully developed constituent school of NMIMS Deemed-to-be University with solid academic and resource base, modern facilities and infrastructure. It's a transformative space for students who like to evolve with respect to the domains of culture and technology to create sustainable, aesthetic and smart architectural environment. This Handout gives information about 4 years program, Bachelor of Interior Design program (Batch-2024).

2) **Program & Intake:**

Programmes	Campus	Duration
Bachelor of Interior Design	Mumbai	Four Years

- Intake will be notified at the time of admission process
- Program will commence only if there are a minimum of 10 eligible candidates admitted after the selection process.
- Admission for Bachelor of Interior Design (Batch-2024) program will be offered only through Entrance Test & Personal Interior conducted by NMIMS.

3) **Eligibility:**

3.1 The candidate must have passed 10+2 or equivalent examination in any stream & must have obtained a minimum of **50% aggregate marks** at their 10+2 or equivalent examination.

OR

10+3 Diploma (Any stream) recognized by Central / State Governments with minimum 50% marks.

3.2 Candidate awaiting the results of the final year examination may also apply.

3.3 A candidate who has passed 10+2 or equivalent examination from **IB Board** should be either IB certificate or DP or CP awarded with 24 credits compulsory, having passed 3 HL with minimum & 3 SL with minimum mandatorily from any stream.
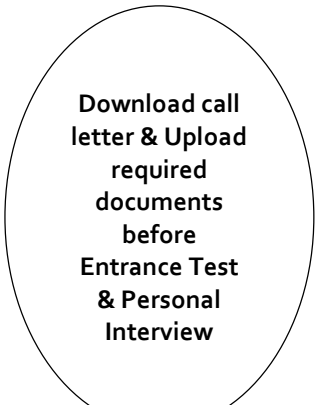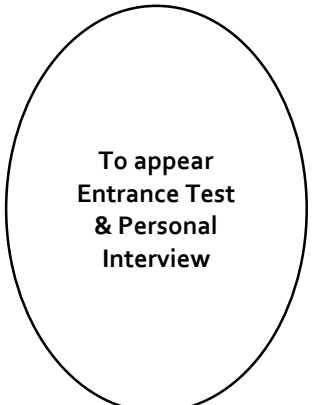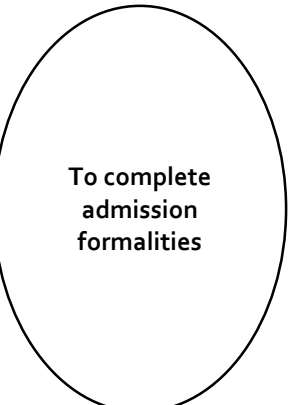
3.4 Candidates appearing for their final 10+2 or equivalent examination can also apply provided they meet minimum cut off marks and should be eligible & produce all the necessary documents, in original, at the time of admission.

3.5 Candidate of **CBSE & ICSE** should mention in the registration form / e-admission form (if selected) 10+2 or equivalent aggregate marks of all the subjects for which the candidate has taken & appeared for (not best of four, five, six or seven). The candidate shall have passed all the subjects taken & appeared for in the applicable examination/s. In case mark sheet issued by the applicable Board / Institution is in percentile/s, the actual aggregate percentage of all the subjects taken & appeared by the candidate will be taken into consideration for confirming eligibility of the candidate for the program.

3.6 **Note for IB & Cambridge Candidates**: Candidates called for admission on the basis of merit list & who do not have final mark sheet will be given "Provisional Admission" based on predicted scores. Fees will be accepted from such candidate, but their admission will be confirmed on submission of final mark sheet, before the commencement of the programme. Marksheet / Transcripts issued by Board / University only be considered (School/Institute will not be accepted.)

3.7 Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their (10+2) examination from Overseas University / College.

3.8 Those candidates who have passed, or, are appearing for 10+2 examination from a Board / University where Grade Point Average is given, must produce in writing from the concerned Board / University about the equivalent percentage for the GPA / CGPA obtained.

3.9 Candidates above 25 years of age are not eligible to apply.

3.10 Single mark sheet with all compulsory subjects taken and passed in one attempt is mandatory, no compartmentalized mark sheet will be considered.

3.11 In any stage if it is found that, the 10 + 2 marks given by candidate in application form is different from marks actually obtained (as per mark sheet) such candidate admission will be cancelled & fees will be refunded as per refund rule.

3.12 Candidates whose final mark sheet is not available at the time of admission are required to upload internet copy / DG Locker of result duly attested by Principal of the school / college, failing which candidate will not be admitted for the program.

3.13 Candidate will not be eligible if any subject is marked as ungraded / fail in the marksheet / grade sheet. For absent/ungraded in any of the additional/non mandatory subject will be consider as eligible provided such candidate is declared as pass by respective board.

3.14   The candidate must have appeared for all his subject(s) / exams before the commencement of the respective program (s) of NMIMS (Deemed to be University). The examination of none of the subjects should be held after the commencement of the respective course.

3.15   Candidates whose final mark sheet of the qualified examination is not available at the time of their provisional admission, is required to submit their final marksheet copy as soon as the result declared. In such case, if the candidate fail to meet the required eligibility criteria then his admission will be cancelled and the fees will be refunded as per NMIMS refund rules (even after course commencement).\

3.16   It is sole responsibility of the candidate to ascertain whether they possess necessary and requisite qualification for admission to courses at NMIMS.

4.   Admission Process:

Bachelor of Interior Design			
Step 1	**Step 2**	**Step 3**	**Step 4**
Initial Registration, Pay the application fee and complete the process.	**Download call letter & Upload required documents before Entrance Test & Personal Interview**	**To appear Entrance Test & Personal Interview**	**To complete admission formalities**
• Visit www.nmims.edu • For registration click on "**Apply Now**" and create an account. • Candidate will get the regisation number on their registration email id. to fill and complete the application form. • Before filling the online form, please read all the instructions carefully mentioned in the instruction sheet, important dates and Terms & Condition given in the online application form.	• Candidates, who register successfully, only will be confirmed Personal Interview. No separate call letter will be mailed or posted. • Candidates are required to download the call letter from their login dashboard. • Upload mentioned documents before their entrance test & personal interview.	• The entrance test and personal interviews will be held at NMIMS Mumbai campus only (In person - offline).	• Selected Candidate has to confirm his/her provisional admission by filling up e-admission form, uploading required document and paying fees within given timeline. • Only those candidates who complete the process by paying fees will provisionally admitted to the program.

4.1 Payment of Registration (Step-1):

- Online Registration Fee of Rs. 2,000/-

- Registration Fee is non-refundable / non-transferable.

4.2 Call letter (Step-2):

- List of Documents to be uploaded for to appear Personal Interview:
    1) Copy of duly filled online application form
    2) 10th mark sheet & passing certificate
    3) (10+2) or equivalent mark sheet and passing certificate
    4) Graduation marksheet and passing certificate (if applicable)
    5) ID proof (Passport / PAN / AADHAR / Driving License)
- Candidate's application form will not be considered, if they fail to upload the above-mentioned documents till given timeline.
- Candidate is requested to download the admit card from our website dashboard
- The Interviews will be scheduled as per the important dates mentioned on the website.
- No candidate, without admit card or without the photograph on the admit card will be permitted to appear for the personal interview.
- The candidate must be available for personal interview as per the details given in the call letter.

5. Selection Process:

- **Entrance Test** = 25 marks (30 minutes)
- **Personal Interview (50 marks)** details will be communicated in the call letter.
- <u>**Structure of Personal Interview**</u>
  Portfolio = 10 marks,
  Interest & Aptitude = 15 marks,
  Exposure = 15 marks,
  Prior Experience = 10 marks.
- **Total marks = 75 marks**
- Final merit list will be based on Entrance Test and Personal Interview aggregate marks.
- The selection will be solely based on merit. In this regard, the decision of the NMIMS will be final and undisputable as also shall be binding on all concerned.
- Admission offer is given as per the merit and vacancy available. WAITLISTED candidates have to check their merit list status as per the date given on the website. SELECTED candidate should upload necessary required documents and pay the full course fees at the link given in respective candidate's log-in within the stipulated given time frame. Kindly note that only those candidates who complete the process by paying fees will admitted to the program.

6. Program Fees for batch 2023: (for information only)

Fees for Batch 2023: Rs. 3,00,000/- p.a. (for information only)

Fees for Batch 2024 will be communicated at the time of admission.

7. **Refund Rules**: The Schedule of refund of fees will be as follows. If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution concerned shall follow the following five-tier system for the refund of fees remitted by the student.

Sr. No.	Percentage of Refund of Fees	Point of time when notice of withdrawal of admission is received in the Higher Educational Institutions (HEI)
(1)	100%	15 days or more **before** the formally-notified last date of admission
(2)	90%	Less than 15 days **before** the formally-notified last date of admission
(3)	80%	15 days or less **after** the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, **after** formally-notified last date of admission.
(5)	00%	More than 30 days **after** formally-notified last date of admission

In case of (1) in the table above, the deduction will be 5% of the fees paid as processing charges from the refundable amount, subject to a maximum of Rs 5,000/-.

Note: The above refund rules are subject to revision (as applicable). Candidates to refer Important Dates of the respective programme.

8. **Important instructions:**

- **For cancellation/ withdrawal of admission:** Withdrawal / cancellation means voluntary withdrawal / cancellation by candidate for any reason. Candidate has to upload cancellation form duly filled and signed; fees paid receipt copy & cancelled cheque (personal account) to mentioned link: https://upload.nmims.edu/admission/cancellation/

- Please see the important dates and preserve it as a guide. All announcements from the institute will be through its website www.nmims.edu / on the candidate's dashboard and no individual communication will be sent to the candidates. Kindly check the website regularly for any updates.

- If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/ her in the application form is incorrect, his/her application for the admission to the program, even if selected, will stand cancelled and fees will be forfeited.

- Candidate's documents will be verified online (if selected) & if found not eligible, admission will be cancelled and fees will be forfeited.

- Canvassing in any form will disqualify the candidate.

- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible. No separate intimation will be given.

- It is the sole responsibility of the candidate to ascertain whether they possess the necessary and requisite qualification for the admission at NMIMS, as verification of the documents is done at the time of final admission.

- Program will commence only if there are a minimum of 10 eligible candidates admitted after the selection process.
- Admission to program is considered as **"Provisional Admission"** till all required and mandatory documents are submitted by the candidate and the same is verified and approved. If it is found that the candidate is not eligible at any stage (even after the course commencement), admission will be cancelled and fees will be refunded as per refund rule clauses even if selected/ admitted to the program.
- All matters of dispute will be subject to the legal jurisdiction of Mumbai only.

9. **Contact Information:**

NMIMS Admission / Application / Technical related queries:

(a) Toll Free No: 18001025138 – Monday to Saturday (Except public holidays)

(b) For any support and assistance kindly login to dashboard & raise query in my query section