

PROSPECTUS

MBA (EXECUTIVE) PROGRAMME

TEZPUR UNIVERSITY

(A Central University of India)

For the Academic Session 2021-22

Vision of Tezpur University

To develop human excellence and inculcate leadership through hard work and creativity.

Mission of Tezpur University

To render Tezpur University as one of the most preferred destinations of students, faculty and scholars and employees. To be in the Top 50 Universities of the world...

Tezpur University was established on 21st of January in 1994 by an Act of Parliament as a unitary university. The University conducts undergraduate, post-graduate, and research programmes in the areas of Science, Engineering, Management, and Humanities and Social Sciences. The University is situated in a sprawling campus located in a lush green serene environment and is at a distance of about 200 km from Guwahati. The Department of Business Administration has a well-qualified faculty, with rich experience in academic and industry. The Department has an innovative teaching pedagogy, transparent and scientific evaluation system, and a modern and constantly updated curriculum. Since its inception, the Department has been producing managers who are presently in prominent positions in India as well as abroad.

Apart from fulfilling the traditional role of the University, that is, to create and disseminate new knowledge in diverse fields, it has been striving to keep pace with the developments that are taking place in a rapidly changing world. Accordingly, its systems are modernized as per contemporary requirements through constant upgradation of the syllabi as well as infrastructure.

The University has been trying to provide facilities for carrying out meaningful and socially relevant research. Faculty members have been successful in generating research funds from funding agencies like ONGC, UGC, AICTE, MS & PI, ICSSR, DRDO, CSIR, ISRO, NSC, MNCE, MTA, IGNOU-NECRD, IFMR, SSA, World Bank etc.

University Library

The University has a Central Library with a vast collection of books and prominent journals in both print and electronic formats. The Library can be accessed through the University's website. The library holds more than 86654 books, more than 1300+ e-books, more than 10360 e-journals and 9661 back volumes of journals. Apart from the online journals and database provided by e ShodhSindhu consortium and DeLCON consortium, the library also holds more than 2622 CDs scattering to different thought contents. Library users can access book database, journal database, e-journals and other e-resources from any terminal within the University campus. The library has INFLIBNET connectivity to facilitate access to other libraries. Besides the Central Library, Departments also have their Departmental Libraries. The catalogue of books and journals is available for online access by users within the campus network. A number of leading international journals are subscribed by the Central library for use of students of the Department of Business Administration.

Computing Facilities

The University has elaborate computing facilities accessible to the students. There is a modern state-of-the-art Central Computer Centre for use by the students and scholars of Tezpur University in addition to the Departmental computer laboratories. The whole campus is Wi-Fi enabled with OFC backbone.

Academic Calendar

The university strictly adheres to a well-planned academic calendar specifying the schedule of academic activities. Detailed academic calendar for the current Academic Year is available in the University Website. Apart from this, the department may have special training/lecture sessions that would be announced in advance.

Teaching Pedagogy

In framing the courses, care has been taken to see that the students are not burdened with formal lectures only. There is adequate provision for seminars, workshops, tutorials, case studies, etc., that are necessary to promote the habit of independent thinking and to relate theoretical knowledge to the practical field. The course will be delivered in blended mode. Most of the classes will be held online. While students should come to the campus for limited number of days in a semester.

About the Programme

The MBA (Executive) programme is designed to explore ways to enable participants to apply concepts learnt in the classroom in their workplace through live projects, case studies, group tasks, individual tasks, assignments, games, simulation etc. The teaching and learning methods will be interactive with significant emphasis on class participation, innovation and creativity. This programme is unique in many ways, as this is the first programme in this region, launched by a Central University to cater to the needs of the working professionals by way of enabling them to have a fast track career growth. The programme is flexible so that the participants can the learning s well as the qualification by staying at their place of work/ posting, and attending classes in between, whether physical or virtual. Project work and presentations comprise the core of learning and application. Designated faculty members will guide the participants. In addition, a series of professional skill development workshops viz. Business Analytics, Advanced MS Excel, Dale Carnegie, Capsim Business Simulation, Design Thinking etc. have been planned for each semester which shall help to augment the overall learning in terms of latest industry trends.

Besides, various kinds of personality development programme will be carried out during the period when participants are required to visit the campus during each semester (may be for a period of 15 days in a semester). The University will facilitate the accommodation at University Guest house against a nominal rent. During their stay at campus, participants will be allowed to access all the facilities of the University including library, students activity centre, gymnasium etc. The

University subscribes IP based e-resources which may be accessed during the stay. Process for obtaining approval from the AICTE has been initiated by the University.

Programme Duration

The Three-semester programme will be conducted in a blended mode. Classes will be held mostly online, however, there will be offline classes at the University campus for few days in each semester. Participation in group presentations, individual presentations, experiential learning are encouraged and evaluated for grading purposes in line with the University requirement. About 520 hours of learning and practice is envisaged. While the courses for the first semester will be common for all, participants will have choice of specialization in the second semester in the fields of marketing, finance, HR, Systems, Operations etc.

Eligibility

A Bachelor's degree in any discipline from a recognized Indian or foreign University/Institution (foreign degree must have UGC approval). Full time post qualification work experience of 5 years or above is essential.

Selection of Candidate

A. Based on their academic credentials and quality of work experience, logic for pursuing the MBA (Executive) programme of Tezpur University short-listed applicants will be called for Personal Interaction (online/offline). Shortlisted candidates shall be informed about the schedule of personal interaction via e-mail and University website. The Final list of selected candidates will be prepared taking into account their performance in Personal Interaction as well as past academic records, performance, work experience, extracurricular activities, etc.

B. The list of selected candidates for admission, including a waiting list, along with the date & time of admission shall be notified in the University website and the selected candidates will be intimated individually.

Canvassing by any quarters to obtain a seat is considered as a disqualification.

Intake: 30*

Admission

Selected candidates are to get themselves admitted on the stipulated date and time (which will be notified) by paying all dues failing which they will forfeit the seat. The seats so available shall immediately be allotted to the candidates from the

waiting list & they shall also have to take admission on a specified date, which will be notified in due course of time. Admission Schedule is given in *Annexure-I*.

How to Apply

Eligible candidates seeking admission to the MBA (Executive) programme at Tezpur University are required to fill the **online application form** by clicking the link <https://forms.gle/wYKuJN9yEUeg1krk9> and pay an application fee of **Rs 1000/-**. Payment of the fee may be made through bank deposit/ bank transfer within the last date i.e. **30 April 2021**. Candidates should read and follow the instructions carefully while filling up the relevant columns of the online application form. **No printed application form will be issued separately. Application fees is not refundable.**

It is to be noted that duly filled-in Tezpur University application form online submission is mandatory for all candidates. Candidates are advised to go through the prospectus carefully before filling in the online application form.

Candidates are also requested to maintain a valid e-mail account & contact number throughout the selection process.

Enclosures

Enclosures to be uploaded (scan copy) along with the Tezpur University application:

1. Digital Passport size Photograph and Signature.
2. Pass Certificates and Mark sheets from 10th onwards.
3. Work experience certificates.
4. Application Payment Deposit proof
5. Statement of Purpose (SOP) describing why the applicant wishes to take admission into the MBA (Executive) programme of Tezpur University

Candidates shall have to produce all original documents at the time of personal interview and at the time of admission. They are required to submit a set of self attested photocopies of the same at the time of admission.

** Subject to change*

ANNEXURE-I

IMPORTANT DATES

1. Online registration starts from **16 March 2021**
2. Last date of online submission of application form **30 April 2021**
3. Announcement of Shortlisted Candidate for Personal Interaction: **May 2021**
(Exact dates for Personal Interview to be notified in the University website)
4. Announcement of Selection Results: by first half of **June 2021**
(Exact date to be notified in the University website www.tezu.ernet.in)
5. Date of Admission: by 25 June 2021
6. Start of Classes: 16 July 2021 (Detailed Academic Calendar will be communicated)

ANNEXURE-II

FEE STRUCTURE

Amount payable in First Semester (at the time of admission)	Rs. 1,20,000/-
Amount payable in Second Semester	Rs. 95,000/-
Amount payable in Third Semester	Rs. 80,000/-
Total (includes refundable caution deposit of Rs. 5000/-)	Rs. 2,95,000/-

For any queries, you may contact:

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<http://www.tezu.ernet.in/dba/new/>