

The ICFAI University, Tripura

**ICFAI**  
UNIVERSITY



# BBA

Flexible Learning Program





## Contents

The ICFAI Group.....	4
The ICFAI Campuses.....	5
The ICFAI University, Tripura.....	6
The BBA Program .....	7
Examinations .....	8
FAQs.....	9
Services.....	10
Admission Policies and Guidelines.....	11
Fee Schedule .....	12
Application Form.....	15
Fee Remittance Form.....	17

# The ICFAI Group

Pioneering professional education since 30 years

ICFAI was established in 1984 as a not-for-profit society with the broad objective of empowering citizens through world class quality education. The Institute announced its arrival into the Indian education fora by launching a high end, innovative professional program in financial analysis in 1985. The Program was first-of-its-kind in India, aimed at equipping students and working professionals with cutting-edge knowledge in contemporary areas of finance. Since its establishment, ICFAI Group has made a significant mark in the Indian educational field with a pan-Indian network and presence.

Innovation has been the mainstay of ICFAI Group with innovation prevalent in its programs and even its culture. Subsequently, there was a big leap when ICFAI Group started its chain of business schools (IBS) across India in 1995 to offer management program. Since its inception, IBS has been consistently ranked among the top ranked B-Schools of India providing excellent academic delivery and infrastructure to its students and transforming them into leaders for the future.

Another example that is a testimony to the culture of innovation is the introduction of Case Study methodology at IBS. The Case Research Center at IBS has become a center of excellence and has won several accolades across the world.

ICFAI Group has 3 Strategic Institutional Units, the ICFAI Universities, the ICFAI Business Schools and the Flexible Learning Programs (Distance Mode). In all the programs offered across these units, the emphasis is on adherence to academic rigor and differentiated curriculum that bridges the industry – academia gap.

ICFAI Group focuses on learning rather than instruction. In addition, the institute is engaged in important areas of research covering

environmental sustainability, agricultural economics, health policy, financial economics, banking, intellectual property rights etc. There have been path-breaking research and good quality publications in these areas.

Flexible and tech enabled learning also plays an important role in ICFAI Group teaching methodology. The delivery takes place with the use of hi-tech learning management system at campus programs and content delivery for distance learning through online medium.

ICFAI Group practices the value of academic integrity at all levels. As a policy, admissions are purely based on merit and there is nothing like capitation fee et al. The fee payable is published in the application material and that remains unchanged.

The ICFAI Group's culture of teaching and learning supports and fosters intellectual and personality development among its graduating students. They carry an attitude of ownership of their work. ICFAI Group strives to make the students - DOERS. The programs are designed such that the students & professionals graduating from the institution have the ability to take risks, make decisions and own the work. ICFAI Group, strongly believes in developing an 'entrepreneurial mindset' among its graduating students.

At ICFAI Group, students inculcate research and analytical orientation due to its institutional strength and support for the research and development activities. Holistically, the student undergoes a transformative change.

The alumni of ICFAI Group are working in renowned companies world-wide. Collectively, ICFAI Group alumni contribute significantly to the growth story of India.

## Awards won by the ICFAI Group



# The ICFAI Campuses

ICFAI has established 11 Universities across India. The ICFAI Universities are located at Hyderabad [The ICFAI Foundation for Higher Education (IFHE), which is a Deemed University], Tripura, Dehradun, Himachal Pradesh (Baddi), Jaipur, Jharkhand, Meghalaya, Mizoram, Nagaland, Raipur and Sikkim.



The ICFAI University, Tripura



The ICFAI University, Dehradun



IFHE, Hyderabad



The ICFAI University, Meghalaya



The ICFAI University, Mizoram



The ICFAI University,  
Himachal Pradesh (Baddi)



The ICFAI University, Raipur



The ICFAI University, Sikkim



The ICFAI University, Jharkhand



The ICFAI University, Nagaland



The ICFAI University, Jaipur

# The ICFAI University, Tripura

The ICFAI University, Tripura (referred to hereafter as the University) was established in 2004 through an Act of State Legislature (Tripura Act 8 of 2004). The University has been approved by the University Grants Commission, under Section 2(f) of the UGC Act, 1956. The Distance Education Bureau (DEB) UGC has accorded recognition to the Directorate of the Distance Education, the ICFAI University, Tripura and its programs.

The University is a member of the Association of Commonwealth Universities, London and the Association of Indian Universities, New Delhi.

The University believes in creating and disseminating knowledge and skills in core and frontier areas through innovative educational programs, research, consulting and publishing.

The Visitor of the University is H.E. The Governor of Tripura. The University is administered as

per the Act, Statutes and Rules. The Board of Governors is headed by the Chancellor and has Vice-Chancellor and others as members. The Board of Management is headed by the Vice-Chancellor. The Academic Council is responsible for all academic matters.

The University campus, based at Agartala, is sprawling, landscaped and lush green. It provides a congenial environment for education and learning. It has well-equipped physical and academic infrastructure. The University has no study centers outside its authorized jurisdiction.

The University offers Bachelors, Masters and Doctoral programs in management, finance, science and technology, information technology, education, law and other areas on distance learning and full time modes.

## The ICFAI Flexible **EDGE**

### **Learning Methodology**

- Self Learning Material authored by academic faculty with strong industry exposure
- Case Studies

### **Flexible Assessment Schedule**

- Computer based exams for higher flexibility
- Quarterly examinations
- Well planned and pre-fixed schedules

### **Student Services**

- Focused student services through fully owned information centers
- Web support on 24x7 basis

# The BBA Program

The Bachelor of Business Administration (BBA) Program is offered on distance mode by the ICFAI University, Tripura.

The program is designed to impart knowledge and understanding of the basics of management. The program equips students seeking a career in management with the required orientation, skills and pathway to the MBA.

## Eligibility

10+2 (any discipline).

## Duration

Three years.

## Medium of instruction

English.

## Validity of enrollment

The students are required to complete BBA Program within a period of four years from the date of enrollment.

The program is based on self-study and examinations.

## Self-study

The University provides required academic material designed for the programs meant for self-study.

## Program structure

The BBA Program is structured year-wise. There are 18 subjects spread over 3 years.

	Subjects
Year I	<ul style="list-style-type: none"><li>• English I</li><li>• IT &amp; Systems I</li><li>• Introduction to Management</li><li>• Accounting</li><li>• Quantitative Methods</li><li>• Introduction to Economics</li></ul>
Year II	<ul style="list-style-type: none"><li>• English II</li><li>• IT &amp; Systems II</li><li>• Business Law</li><li>• Marketing Management</li><li>• Financial Management</li><li>• HR Management</li></ul>
Year III	<ul style="list-style-type: none"><li>• Entrepreneurship Development</li><li>• Business Environment</li><li>• Operations Management</li><li>• Business Strategy</li><li>• Organizational Behaviour</li><li>• Sales Management</li></ul>

Detailed curriculum will be provided to the enrolled students through the Students Regulations Book.



# Examinations

## Examinations

The University conducts the examinations each quarter during the months of January, April, July and October.

## Online exam registration

All students are required to register and book the slots for each subject for their examination (including payment of fee) using the online facility only. The examination fee is to be paid online during the registration.

## Test centers

The examinations are held at test centers, as indicated on the website [flp.iutripura.edu.in](http://flp.iutripura.edu.in)

## Eligibility for appearing in examinations

Students will be eligible to appear for the first two subject examinations six months after the date of enrollment, provided all due postdated cheques are honored on time. Subsequently, students can appear for two or more subjects every three months. Appearance for the first time for the subjects of subsequent years (2 / 3 year) will be after 6 months from the date of completing the 12 / 24 months period from the date of enrollment.

Students are required to appear and pass the subjects in sequential order.

## Examinations

Examinations are conducted four-times in a year in the months of January, April, July and October.

The examination for all the subjects will be in the MCQ (Multiple Choice Questions) pattern.

## Enrollment dates

In order to become eligible to appear for the first time examinations, the students are required to enroll into the program on or before the dates given in the following table.

Examinations	Enroll into the program on or before
October 2016	April 29, 2016
January 2017	July 29, 2016
April 2017	October 29, 2016
July 2017	January 31, 2017

Mock practice questions to familiarize with computer based examinations will be provided to all enrolled students.

## Grading System

Performance in the examination is indicated in grades as under for each subject:

A	Excellent
B	Very Good
C	Good
D	Unsatisfactory
E	Poor

Passing in a subject is based on relative grading in the examination.

## Passing criteria

For successful completion of a subject, students will be required to secure at least 'C' grade. In the event of securing 'D' or 'E' grade in any subject, students will be required to re-appear for examination of that subject.

However, a student securing CGPA of 5.5 for the year and has a grade 'D' in one subject will be declared pass in the examination of that year.



# FAQs

## **What is the legal status of the ICFAI University, Tripura?**

The ICFAI University, Tripura was established in 2004 through an Act of State Legislature (Tripura Act 8 of 2004). It is recognized by UGC.

## **What is the difference between a Private University and a Government University?**

All universities, whether private or government, are established in the same manner, through legislation and recognized by UGC. Private universities are funded by the educational trusts / societies whereas government universities are funded by the government. Degrees granted by both are equally valid for seeking jobs or pursuing higher education.

## **Are the degrees issued by the ICFAI University, Tripura recognized by UGC?**

Yes, the degrees issued by the ICFAI University, Tripura are recognized by UGC.

## **Are the programs of the ICFAI University, Tripura recognized by AICTE?**

As per the AICTE Act, Universities do not need approvals from AICTE. Only affiliated colleges of Universities need AICTE approval.

## **Is the BBA Program approved by the Distance Education Bureau (DEB) ?**

The program is approved by the joint committee of DEC-UGC-AICTE. The recognition is extended by Distance Education Bureau, UGC.

## **Where is the campus of the ICFAI University, Tripura?**

The ICFAI University, Tripura has a campus based at Kamalghat, Mohanpur, Agartala. It has over 6 lakhs sq. ft. of built-up area with academic blocks, workshops, laboratories, faculty rooms, auditorium, seminar halls, computer labs with latest computing facility, well equipped library, canteen, hostel, sports and recreation facilities. The campus also provides latest teaching aids and is Wi-Fi enabled.

## **What are the unique advantages of pursuing the BBA Program from the ICFAI University, Tripura?**

The following are the advantages:

- The curriculum is contemporary and updated periodically.
- The courseware is comprehensive and of high quality.
- The program is structured in a flexible manner so that the employed personnel can pursue this program while pursuing their careers.
- Exposure to Indian and international management practices with a case-study orientation.
- Results are declared promptly, saving precious time of the students.

## **Are there any negative marks in the examinations?**

No, there are no negative marks in the examinations.

# Services

We offer the following services to enrolled students:

## Web Services

**Pre-enrollment Web services:** Online prospectus request, online enrollment, updates on events and chat facility.

**Post-enrollment Web services:** Facility for online payment, examinations, online admit cards, online examination results, chat facility for all the enrolled students, important information on examination schedule, test centers, updates on revision of curriculum, etc.

## Student Services

**Courseware:** The program courseware is couriered to all the enrolled students. Any queries on the subject is to be addressed to Student Services Department.

**Query Clarification:** Students may address their queries to [ssd@icfaiuniversity.in](mailto:ssd@icfaiuniversity.in) for necessary clarifications, curriculum, etc.

**Student Support:** Students can call the Call Center numbers: **1800 103 0303** functioning from Monday to Friday from 9.30 am to 6.00 pm for all their queries.

<b>Toll-free: 1800 103 0303</b>
<b>E-mail: <a href="mailto:ssd@icfaiuniversity.in">ssd@icfaiuniversity.in</a></b>



# Admission Policies and Guidelines

The Admission modalities are with reference to the distance learning BBA Program offered by the ICFAI University, Tripura.

## Enrollment

Applications received from students are checked for the basic eligibility criteria and the eligible students are enrolled into the program under the distance learning mode.

## No enrollment of foreign citizens

The admission into the distance learning program is not open to foreign citizens due to visa restrictions. Indian passport holders temporarily staying abroad can enroll subject to the decision by the Admissions Committee.

## Rejected applications

If the applicants do not satisfy the eligibility criteria, the applications are returned to them along with all enclosures and the amount paid after deducting ₹ 500. Such students are, however, permitted to apply again after they subsequently satisfy the eligibility criteria.

## Remittance

The applicants are required to pay the fee as indicated in the Fee Schedule. The remittance can be done by way of Demand Draft or Credit Card. Demand Draft should be in favor of *"The ICFAI University, Tripura-Fee Collection A/c"* payable at Agartala. For EMI facility please refer to Fee Schedule.

## Refund policy

In case a student decides to withdraw from the program after enrollment, the fee paid will be refunded after deducting the admission fee and the cost of courseware supplied. Withdrawal requests received after 30 days of enrollment are not entertained and no refund will be given.

## Right to amend rules

The University reserves the right to amend the rules and regulations wherever considered necessary and appropriate. Such amendments will be intimated to the students. Therefore, this publication and the descriptions contained herein are not to be construed as a contract binding

the University to any specific policies. Possible changes include, but are not limited to curriculum and course content, passing requirements, eligibility criteria for examinations, fee schedule, refund policy, examination pattern, certification and designation, and such other matters as may be considered relevant.

## Guidelines

The students are advised to read the following guidelines carefully before completing the Application Form for Enrollment and the Fee Remittance Form.

- The Application Forms should be filled in Capital Letters.
- Please respond to all the information sought.
- Additional sheets may be used, if necessary.
- Ensure that the Application Forms are signed.

## Photocopies of certificates

- Photocopies of certificates regarding date of birth, educational qualifications and address proof shall be enclosed with the Application Form for Enrollment.
- Original Certificates should not be sent.

## Enclosures

Please ensure that your Application contains the following enclosures.

- Application Form for Enrollment into the program (with recent color photograph affixed).
- Copies of Certificates of Date of Birth and Educational Qualifications.
- Xerox copy of Aadhar Card / Passport.
- Fee Remittance Form.
- Demand Draft / Credit Card Merchant Slip (wherever applicable) towards the payment.

The completed Application Forms along with the required enclosures can be submitted or sent by speedpost/courier to:

**The Admissions Officer,  
The ICFAI University, Tripura  
University Campus,  
Agartala-Simna Road, P.O.  
Kamalghat, Mohanpur,  
Agartala - 799210, Tripura (West).**

# Fee Schedule

(With effect from April 01 2016 and valid for the Academic year 2016 only)

## The BBA Program

Year-wise Fee Payment			Full Fee Payment	
	Particulars	Fee (₹)	Particulars	Fee (₹)
	Admission Fee	4,000	Admission Fee	4,000
	Program Fee - Year I *	10,000	Program Fee (All 3 Years)	30,000
	Total	14,000	Total	34,000
Option I	Lumpsum Payment	14,000	Lumpsum Payment	34,000
Option II	EMI Facility		EMI Facility	
	Initial Payment (by Demand Draft/Credit Card)	4,000	Initial Payment (by Demand Draft/Credit Card)	4,000
	Balance amount to be paid through 3 Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	3,650	Balance amount to be paid through 9 Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	3,650

Note: Exam fee is payable separately as and when the student registers for the examination.

\* Fee includes cost of courseware for 1<sup>st</sup> year. The fee for the 2<sup>nd</sup> and 3<sup>rd</sup> years has to be paid when due.

### Remittance Information

Students have the option to pay the fee year-wise or pay full fee for all three years at the time of enrollment.

#### 1. a. Year-wise fee payment:

The fee may be paid year-wise. Currently, the Admission Fee is ₹ 4,000 and the program fee for year I is ₹10,000. Students are required to pay the year I fee as indicated in the Table above either in lumpsum or through EMI facility. The students are required to pay the program fee for year II and year III prevalent at that time. Currently the program fee for year II and year III is ₹ 12,500 each. Students after 1st year have to pay the fee for subsequent years as and when they become eligible for the same.

#### b. Full fee payment:

The fee may also be paid in full for all 3 years. Currently, the Admission Fee is ₹ 4,000 and the program fee is ₹ 30,000. Students are required

to pay the fee as indicated in the Table above either in lumpsum or through EMI facility.

#### 2.a. Lumpsum payment of fee:

- The fee can be paid by way of Demand Draft or Credit Card (VISA or MasterCard only). The Demand Draft should be A/c payee crossed in favor of "The ICFAI University, Tripura - Fee Collection A/c" payable at Agartala. Students can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement).
- No cash payment to be made while enrolling into the program.
- Credit Card information being confidential should not be shared with anyone while making payments for the program.

- Students deviating from the above will be doing so at their own risk and responsibility.

#### **b. EMI facility for payment of fee:**

- EMI facility is offered to all the students for payment of fee. The PDCs are to be drawn in favor of "The ICFAI University, Tripura - Fee Collection A/c".
- The initial amount should be paid by way of Demand Draft/Credit Card and the balance amount can be paid through submission of PDCs.

#### **3. Guidelines for paying through PDCs:**

\*As per RBI guidelines, only CTS 2010 compliant cheques are accepted.

The PDCs (CTS 2010 compliant) should be drawn on scheduled commercial banks. Only MICR and multi-city PDCs will be accepted. The EMIs are payable on the first of every month, subsequent to enrollment. For example, if a student enrolls on April 15, his/her first EMI (amount payable in rupees) will be due on May 1. The EMIs should be paid through postdated cheques. The students should enclose the postdated cheques (A/c payee crossed) along with the Fee Remittance Form.

Students submitting the postdated cheques should ensure that the postdated cheques should not be dishonored under any circumstances when they are deposited for payment. In the event of dishonor of any cheques, the students and the signatories of such cheques will be liable for prosecution under Section 138 of the

Negotiable Instruments Act, 1881 and such other legal actions as may be taken by the University.

The University reserves the right to withdraw the EMI facility for payment of fee at any time.

4. The examination fee is to be paid separately as and when the student is eligible and register for the examinations. The fee is ₹ 300 per subject.
5. All students registering in the program are required to pay the stipulated payment as per schedule. Wherever students have arrears of payment, they will not be permitted to register for the examinations or their examination result will not be released and their grade sheets, pass certificates will not be issued; further such students will be considered as inactive on the rolls of the University and their names are liable to be removed from the records.
6. The fee is subject to change from time to time. Students will be informed of the payment revisions through e-mails, students' regulations, etc. The students are required to pay the fee as may be prevalent in the relevant academic year. The fee indicated in this document is valid for 2016 academic year only.

#### **7. Overseas Students:**

Students who wish to receive the courseware overseas are required to contact SSD for the fee payable for the service.

There are no overseas test centers. Students who wish to appear for examinations at overseas center may contact the University ([ssd@icfaiuniversity.in](mailto:ssd@icfaiuniversity.in)) for further clarification.

#### **Secure Internet Payment Gateway**

Students can enroll into the program by logging on to [www.flp.iutripura.edu.in](http://www.flp.iutripura.edu.in) for filing the application form online and making the payment through Internet. Students can make the payment through the Credit Card issued by ICICI Bank and HDFC Bank or the VISA/MasterCard issued by any bank, through Secure Internet Payment Gateway. Net Banking facility is also available for customers of ICICI Bank, AXIS Bank, Yes Bank, Karnataka Bank, Corporation Bank, Oriental Bank of Commerce, South Indian Bank, Federal Bank, Indian Overseas Bank, Allahabad Bank, Bank of Bahrain & Kuwait and Dhanalaxmi Bank. Students may please note that payments relating to examinations will be accepted only through Secure Internet Payment Gateway.





# The ICFAI University, Tripura

University Campus, Agartala-Simna Road, P.O. Kamalghat, Mohanpur, Agartala - 799210, Tripura (West).

Valid up to

Ref. No.

Application No.  
416TBBA -

## The BBA Program (Distance Learning) Application Form for Enrollment

Read carefully all the pages of this Document including Admission Policies, Guidelines and Remittance Information before filling this Application Form

### 1. PERSONAL DETAILS

Name : Mr/Ms \_\_\_\_\_  
(USE CAPITALS) (As it appears in Official Records, Underline Surname)

E-mail\* : \_\_\_\_\_

\* All applicants are mandatorily required to give e-mail address for speedy communication and keep it updated regularly. All communications from the University will be through e-mail only.

Are you an Indian Citizen? Please tick ( ✓ ) :  Yes  No

Paste a recent color photograph of size 3.5 x 4.5 cms. Photograph must not be larger than this box. Do not sign the Photograph and do not staple

### 2. ACADEMIC RECORD (See eligibility criteria as indicated on page no 2)

Examination Level	Qualification	Board/University/Institute	Medium of Instruction	Marks (%) /Grade	Year of Passing
X Class					
XII Class					
Others					

### 3. IF EMPLOYED PLEASE FILL THE FOLLOWING

Name of the Company	Designation	Date of Joining

**DECLARATION:** I wish to apply for the BBA Program on distance learning mode. I have carefully read the academic and administrative rules and regulations of the University as given in this Document and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/ revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations. I understand that in case I withdraw from the program 30 days after enrollment. I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

Date :

Signature of the Applicant

Applicants are advised to retain a photocopy of the completed Application Form for Enrollment for their records. The relevant enclosures should be sent along with the required fee payments.

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## The ICFAI University, Tripura

# Fee Remittance Form

To be submitted along with the Application Form for Enrollment into the BBA Program.

1. APPLICATION NUMBER of the BBA Program (Please refer the Application Form for Enrollment into the BBA Program of the ICFAI University, Tripura)

4 | 1 | 6 | T | B | B | A | | | | |

### 2. PERSONAL DETAILS

Name : Mr/Ms \_\_\_\_\_  
(USE CAPITALS) (As it appears in Official Records, Underline Surname)

Parent's/Guardian's Name : Mr/Ms \_\_\_\_\_

Address# \_\_\_\_\_  
(USE CAPITALS)

Nearest Land Mark \_\_\_\_\_

(City)

(State)

(Pin)

Tel. (Off.): \_\_\_\_\_  
(City Code) – (Area Code) – Number

(Resi.): \_\_\_\_\_  
(City Code) – (Area Code) – Number

Fax: \_\_\_\_\_  
(City Code) – (Area Code) – Number

Mobile: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Date Month Year

Aadhar Card No. \_\_\_\_\_

Indian Passport No. \_\_\_\_\_

Place of Issue : \_\_\_\_\_ Citizenship:  Indian  Foreign

# Address for receiving Communication / Course Material

### 3. FEE REMITTANCE

(I) LUMP SUM PAYMENT : Amount ₹ 14,000 [Please (✓) tick]  By Demand Draft  By Credit Card \*

Remittance through Demand Draft (DD should be in favor of 'The ICFAI University, Tripura - Fee Collection A/c', payable at Agartala) (Payment by cash is not accepted)

DD Details:	Name of Bank:	DD No.:	Date:	Amount ₹ 14,000
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\* Applicants can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with this Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). IMPORTANT: The employees of the information office are not authorized to accept cash payments from the applicants, under any circumstances; the employees of the information office are not authorized to swipe their personal credit cards to pay on behalf of the applicants; applicants should not share their credit card information with the employees of the information office; applicants should not make any payment by cash. Applicants deviating from the above will be doing so at their own risk and responsibility.

(II) EMI FACILITY: INITIAL PAYMENT: ₹ 4,000 [Please (✓) tick]  By Demand Draft  By Credit Card

Remittance through Demand Draft (DD should be in favor of 'The ICFAI University, Tripura - Fee Collection A/c', payable at Agartala) (Payment by cash is not accepted)

DD Details:	Name of Bank:	DD No.:	Date:	Amount ₹ 4,000
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# Contact nearest information office for relevant forms and to complete the formalities.

(i) Three postdated cheques of ₹ 3,650 each (A/c payee postdated cheques in favor of "The ICFAI University, Tripura - Fee Collection A/c" should be enclosed) On the back of each postdated cheque, the name of the applicant and the full address of the bank, branch with phone number should be mentioned in capital letters. Only MICR and multi-city (CTS 2010 compliant) cheques will be accepted.

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates. Details of PDCs should be given as under.

Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY	Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY
1.		01 /	6.		01 /
2.		01 /	7.		01 /
3.		01 /	8.		01 /
4.		01 /	9.		01 /
5.		01 /			

Total amount for which postdated cheques are enclosed: [Please tick (✓) as applicable]

₹ 10,950 (for Module-wise fee payment) /  ₹ 32,850 (for Full fee payment).

\* All cheques should be dated 1st day of each month in DD/MM/YYYY format

Signature of the Applicant: \_\_\_\_\_

(ii) The postdated cheques enclosed are signed by [Please tick (✓)]  Me  Other person (If in case of other person, please fill item no.(iv) given below):

(iii) STATEMENT [By the person (other than the Applicant), who has signed the postdated cheques in connection with this Fee Remittance Form as a Co-obligant]

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates towards the EMI facility. I am over 21. I understand and I am aware of my liability as a co-obligant for EMIs of the applicant. I agree that I will settle the amount with the ICFAI University whether or not the applicant continues in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me below is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations and my financial responsibilities. My details are as under.

Name: Mr / Ms \_\_\_\_\_  
(Use capitals) (As it appears in Official Records, Underline Surname)

S/o / D/o \_\_\_\_\_

Occupation \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Use capitals) (House Number) (Street)

(City) (State) (Pin) (E-mail)

Tel. (Off.) \_\_\_\_\_ (Res.) \_\_\_\_\_ | Fax \_\_\_\_\_  
(City Code) – (Area Code) – Number (City Code) – (Area Code) – Number (City Code) – (Area Code) – Number

Cell \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Date Month Year

Place :

Date :

Signature of the person signing the cheques as a co-obligant

4. **DECLARATION:** I have carefully read the rules and regulations as given in this Document and Application and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revise and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations Book. I agree not to countermand and to honor all the postdated cheques enclosed by me towards the EMI facility. I understand that in case I withdraw from the program I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the ICFAI University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Agartala, Tripura. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

Date :

Signature of the Applicant





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