



S. P. JAIN
CENTER OF
MANAGEMENT
DUBAI • SINGAPORE

Executive Masters in Business Administration

Application Form

TO BE FILLED IN BLOCK LETTERS

*Affix a recent
Passport size
Photograph
here*

1. Personal Details:

1.	<i>Name:</i>	
2.	<i>Date of Birth (day/month/year):</i>	
3.	<i>Place of Birth:</i>	
4.	<i>Nationality:</i>	
5.	<i>Marital Status:</i>	
6.	<i>Name and Address of your present Company:</i>	

2. Contact Details:

1.	<i>Permanent address:(in home country)</i>	
a	<i>Permanent Residence Contact No :</i>	
2.	<i>Current Mailing address:</i>	
a	<i>Mobile</i>	
b	<i>Office Contact No :</i>	
c	<i>Fax Number</i>	
d	<i>E-Mail ID</i>	

3. Electives: Please tick your choice of specialization:

1.	<i>Marketing Management</i> : <input type="checkbox"/>
2.	<i>Finance Management</i> : <input type="checkbox"/>
3.	<i>Operations Management</i> : <input type="checkbox"/>

4. Academic Details:

A copy of all relevant academic documents, certificates, degrees, diplomas should be enclosed.

Qualification	Degree & Discipline	Year of Study		Board / University	Percentage of Marks
		From	To		
<i>High School (Grade X)</i>					
<i>XII/ Inter</i>					
<i>Graduation</i>					
<i>Post Graduation</i>					
<i>Others</i>					

5. Work Experience:

Work experience certificates should be submitted.

Organization & Location	Designation	Department	Date of	Date of	Duration
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			joining	Relieving	(in months)

6. Family Background:

<i>Father's Name</i>	
<i>Occupation</i>	
<i>Mother's Name</i>	
<i>Occupation</i>	
<i>Spouse's Name (if applicable)</i>	
<i>Occupation</i>	

7. Other Information:

1.	<i>Annual family income</i>		
2.	<i>No. of dependents supported by annual family income</i>		
3.	<i>Expenses for EMBA program is borne by</i>	<input type="checkbox"/> <i>Self</i>	<input type="checkbox"/> <i>Sponsored</i>
4.	<i>Do you require a loan facility</i>	<input type="checkbox"/> <i>Yes</i>	<input type="checkbox"/> <i>No</i>

8. Declaration

- 1. I hereby declare that the information furnished above by me is true to the best of my knowledge and belief.*
- 2. I shall abide by the rules and regulations of SPJCM during my tenure at the EMBA Program.*
- 3. I am willing to submit the originals on demand.*

Date:

(Signature of the student)

SPJCM office use only**Registration Details**

<i>Fees</i>	<i>Status</i>	<i>Remarks</i>
Application Fees		
Registration Fees		
Library Deposit		
Text Books		

Tuition Fees

<i>Term</i>	<i>Cheque Detail</i>	<i>Receipt No</i>	<i>Remarks</i>
<i>I</i>			
<i>II</i>			
<i>III</i>			
<i>IV</i>			
<i>V</i>			
<i>VI</i>			
<i>VII</i>			
<i>VIII</i>			

Check List (Documents to be submitted during admission)

<i>Sr.No</i>	<i>Item</i>	<i>Status</i>	<i>Remarks</i>
1	Passport Copy with visa page		
2	Passport size photograph (4nos.)		
3	High School Mark sheet		
4	XII Mark sheet		
5	Degree Certificate		
6	Degree- Mark sheets		
7	Post Graduation & other qualification testimonials		
8	Work experience certificates		

Fees & Other Costs in AED:-

	Details	Amount	To be paid
1	Registration and Course Administration Fees *(Nonrefundable)	Dhs. 6,900	During Registration
2	Text Books	Dhs. 1,500	During Registration
3	Library Deposit *(Refundable)	Dhs. 750	During Registration
4	Tuition Fees	Dhs. 49,200	As per schedule below

Tuition Fees Schedule: -

Installment	Cheque Date	Amount
1	10/03/10	AED 6150
2	10/06/10	AED 6150
3	10/09/10	AED 6150
4	10/12/10	AED 6150
5	10/03/11	AED 6150
6	10/06/11	AED 6150
7	10/09/11	AED 6150
8	10/12/11	AED 6150

Payment Mode:-

1. All tuition fee payments are to be made by **Post Dated Cheques** and other payments can be by cash/current dated cheque/demand draft payable to **S. P. Jain Education FZ Llc, Dubai**.
2. US \$ 1 = AED 3.65.
3. The admission and Registration fees and Tuition fees (as PDC cheques) will have to be submitted while confirming admission.

APPLICATION PROCEDURE:-

1. Fill out the application form and send the original with a photocopy.
2. Enclose 3 passport size photographs and photocopies of all relevant documents of your qualifications and work experience (to be submitted during confirmation of admission).
3. Enclose a bank draft / cheque in favor of **S P Jain Education FZ LLC, Dubai** or cash for AED 150 towards application fee, payable in Dubai.
4. Please send in the application with fees in a strong envelope and mark as '**EMBA PROGRAM**' and courier/hand-deliver to:
S P Jain Center of Management,
Block 5, Academic City, PO Box 502345.
Dubai, UAE.
5. For further help please email at **admissions@spjain.org**.