

USER MANUAL

How to Convert Management Institution running PGDM Course into MBA Course & Vice-Versa














Approval Process 2020-21



ALL INDIA COUNCIL FOR TECHNICAL EDUCATION,
NEW DELHI- 110070

ICONS FOR BUTTONS

Please refer following table in case of any confusion with buttons.

S. No.	Icon	Meaning
1		Save Record
2		New Record
3		Delete Record
4		Search Record
5		Collapse
6		Expand
7		Notification by AICTE
8		Navigation to next record in list
9		Navigation to previous record in list
10		Navigation to next set of records in list
11		Navigation to first set of records in list
12		Navigate to last record
13		Navigate to first record

Q. Conversion of Management Institution running PGDM Course into MBA Course & Vice-Versa?

Note: Institutions willing to apply for Conversion of Management Institution running PGDM Course into MBA Course & Vice-Versa are kindly requested refer the norms for Conversion of Management Institution running PGDM Course into MBA Course & Vice-Versa mentioned APH2020-21.

STEP-01

a) Goto Questionnaire Tab.

b) Select "Yes" against "Do you wish to apply for 'Extension of Approval (EOA)'?"

c) Select "Yes" against "Do you wish to apply for any change(s) as per the provisions of this year Approval Process Handbook?"

d) Then, select Yes against the question 'Conversion of Management Institution running PGDM Course into MBA Course & Vice-Versa'?

STEP-02

a) Click on Validate Questions Button

b) After Successful Validation. Click on Save Button to move further.

STEP-03

- a) Once reached at Step-4 "Programmes & Courses", User must close all existing MBA courses and add New PGDM course with Intake as per Approval Process Handbook 2020-21.
OR
If, Institution running PGDM, then User must close all existing PGDM courses and add New MBA course with Intake as per Approval process Handbook 2020-21.
- b) Partial conversion of MBA or PGDM is not allowed.

- c) With respect to clause 2.18 of Approval process Handbook, Institutions are not allowed to run PGDM and MBA in same Institution. Further the Trust/ Society/ Company intending to run both the Courses shall apply for a new Technical Institution by taking New User Credentials to offer PGDM Course under Chapter I of the Approval Process Handbook.
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