

PROSPECTUS - 2010



POST GRADUATE PROGRAMMES IN
MANAGEMENT
&
COMPUTER APPLICATIONS

**L. N. MISHRA INSTITUTE OF ECONOMIC DEVELOPMENT
AND SOCIAL CHANGE**

1, Jawaharlal Nehru Marg, Patna - 800 001

(BIHAR GOVERNMENT AUTONOMOUS INSTITUTE AFFILIATED TO
MAGADH UNIVERSITY, BODH GAYA)

INCLUDED UNDER 2 (f) OF U.G.C. ACT, 1956, RECOGNISED AND AIDED BY THE
MINISTRY OF HUMAN RESOURCE DEVELOPMENT,
GOVERNMENT OF INDIA

&

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION,
NEW DELHI.

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Our Chairman

From The Director's Desk

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L. N. MISHRA INSTITUTE OF ECONOMIC DEVELOPMENT AND SOCIAL CHANGE

The administration of the Institute reserves the right to change the requirements for admission, make additions in the enumeration of course fees charged, the regulations affecting the students, or to make other suitable modifications if these are deemed necessary.

L. N. MISHRA INSTITUTE OF ECONOMIC DEVELOPMENT AND SOCIAL CHANGE

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THE BOARD OF MANAGEMENT

L. N. MISHRA INSTITUTE OF ECONOMIC DEVELOPMENT AND SOCIAL CHANGE, PATNA

Shri Nitish Kumar

Honourable Chief Minister, Bihar.

And

CHAIRMAN OF THE BOARD

Vice-Chairman
(To be nominated)

MEMBERS

1. Vice-Chancellor,
Magadh University,
Bodh-Gaya.
2. One Vice-Chancellor,
(of any other University
of Bihar)
3. Secretary,
Department of Finance,
Govt. of Bihar, Patna.
OR
His nominee,
(Not below the rank of Joint Secretary)
4. Secretary,
Department of Higher Education,
Government of Bihar, Patna
OR
His nominee,
(Not below the rank of Joint Secretary)
(Not below the rank of Joint Secretary)
5. One Representative,
University Grants Commission,
New Delhi
(Not below the rank of Joint Secretary)
6. One Representative,
Human Resource Development
Department,
Government of India, New Delhi
7. Director,
Higher Education,
Government of Bihar, Patna
8. Six Educationists/Administrators
(To be nominated by the State
Government).
9. Director,
Member Secretary
L.N.Mishra Institute of Eco. Dev. &
Social Change, Patna

1. LNMI AT A GLANCE

1.1 **INTRODUCTION :**

In 1973, “Bihar Institute of Economic Development” was established to carry out research aimed at facilitating socio-economic development. In 1975, to preserve the memory of late Sri Lalit Narayan Mishra, the then Union Railway Minister, the Institute was renamed as “Lalit Narayan Mishra Institute of Economic Development and Social Change (LNMI)” and very soon it diversified into education with courses in Office Management, Business Management, Marketing & Sales Management and Personnel Management & Industrial Relations. As the demand for the various Management Programmes changed with time, some of these courses were dropped, others modified, and new ones added. Later on, the Institute was taken over by the Government of Bihar.

Presently, the Institute offers courses in Management and Computer Science with appropriate support systems.

The Institute’s campus is centrally located at 1, Jawaharlal Nehru Marg, Patna, west of Patna High Court and south of Patna Women’s College. Glorious existence for over 34 years itself reflects its excellent success in the areas of Management and Computer Education, Research and Training not only inside the country but abroad also. The Institute is equipped with six state of art air conditioned computer centers with Broad Band based Internet facility round the clock; a very rich air conditioned library with sitting capacity of more than 100 where a large number of books, magazines, periodicals, journals of national and international repute, etc. are available. An on- line computer training center has been established under the Capacity Building Programme, Department of Information Technology, Govt. of India to impart computer training to Govt. of Bihar employees of various level. A LAN has been established to interconnect different sections/cells/departments of the Institute to increase efficiency of the employees. A large number of National and International Research Projects related to Socio-economic condition have been completed. The Institute has got an effective and efficient placement cell which functions as a catalyst in facilitating placement of the students suitably. The alumni of the Institute are always in touch with the institution and help in providing better job opportunities to the students who pass out. The Institute provides scope and opportunity for the cultural activities of the students. The Institute has an impressive fully air conditioned auditorium with 300 comfortable seats. A new building is also coming up adjacent to the existing building. This building will have large examination halls & well-equipped computer labs, besides additional classrooms.

1.2 **LNMI Mission :**

The Institute offers post graduate degree courses in the areas of Management and Computer Applications to persons who aspire to become managers / IT professionals and / or want to contribute towards the improvement of quality of life in general and that of work life in particular. We serve fresh graduates as well as employed people and help them acquire knowledge and skills necessary to improve enterprise performance. The fee-structure of the Institute is comparatively moderate and within the reach of even economically weaker sections of the society. We fuel academic excellence, reinforce potential, expand knowledge and adapt education to the dynamics of change.

1.3 **Academic Programmes :**

The Institute offers the following Master ‘s (Post Graduate) degree programmes :

- (i) 3-year full-time Master of Computer Applications (MCA) Programme
- (ii) 2-year full-time Master of Business Administration (MBA) Programme and
- (iii) 2-year full-time Master of Human Resource Management (MHRM) Programme

MCA, MBA and MHRM Post Graduate degrees are awarded by the Magadh University, Bodh Gaya, to participants who successfully complete MCA, MBA and MHRM Programmes respectively. The Institute enjoys autonomy in respect of study programme, examination and declaration of result. However, the degrees are awarded by the Magadh University, Bodh Gaya.

1.4 **Teaching Methodology :**

For all courses the medium of instruction is English. Besides lecture method, presentation, group discussion, case study and survey are employed to impart relevant knowledge and skills. Participants / students are encouraged to involve themselves in individual and group activities involving above-mentioned tools and develop the habit of self-learning. Participants experience the pleasure of learning through interactions. Although the onus to learn lies mainly with the participants, Faculty Members are available to guide them in channelising their efforts toward realization of their learning goals.

1.5 **Other Activities :**

Apart from its main activity, viz., teaching, the Institute performs the following relevant activities :

- (a) **Research-cum-consultancy :** LNMI carries out research projects on socio-economic, managerial and demographic issues of vital significance.

The Institute has completed several research projects for the State and Central Governments as well as for International Agencies. Such projects were sponsored / financed by Ford Foundation, UNICEF, IFAD and Government of India.

Faculty Members are involved in guiding research scholars in their research studies leading to Ph. D. Degree. The areas in which such a guidance is provided relate to socio-economic problems, Marketing, Sales Management, Human Resource Management, Industrial Relations, and Financial Management. Also, consultancy services are offered to help in solving the organisational problems in the various areas of enterprise functions.

- (b) **Publications** : The Institute is in publication, too. Over the years the Institute has published several books in such areas as Agricultural Marketing, Industrial Financing, Land Reforms, Cooperative Banking, Federal Finance and Indian Economy.

1.6 **Facilities / Services** :

The Institute's main building consists of Chairman's Chamber, Director's Chamber, Registrar's Chamber, Administrative wing, Library, Computer Centres, Class Rooms, Placement, Admission and Examination cells. Besides separate chambers for the faculty members, there is also spacious fully air-conditioned auditorium with efficient Public Address System. There is also a Cafeteria in the Institute. Beside the main building, within the campus there is an annexe which houses an extension counter of Allahabad Bank, the Examination Section and the Store. There is also a two-wheeler stand for parking vehicles.

- (a) **Library** : LNMI's library is among the richest in Bihar. It has an enviable collection of high quality text and reference books in the areas relevant to the courses offered by the Institute. Most of the top-ranking national dailies, including economic / financial / business newspapers, have been subscribed to. The Institute has also subscribed to a number of magazines and journals both national and international. In addition to lending and reading space facilities, "Xerox" facility is also available. Generally, the Library which is fully air-conditioned remains open from 09:00 a.m. to 05:30 p.m. during working days.

The Library has been automated /computerized using e-Granthalaya software. It has been connected with 1200 libraries inside and outside the Country through DELNET (DEveloping Library NETWORK). LNMI Library is also a member of the American Library, Kolkata

- (b) **Computer Centre** : The Institute has six Computer Centers providing wide range of Pentium-IV Computers, Printers including Colour Laser Printers & Mobile printers, Scanners, 50" Plasma screen, Laptop, etc. All computers have been inter-connected with LAN using four regular servers. Each computer has 2 MBPS Broad Band Internet access. The Institute, therefore, provides adequate and suitable training facilities in computer. The centre with its highly skilled staff and networked systems offers lab and Internet facilities to the participants of management and computer application courses.

- (c) **IT Training Centre** : The computer center at the first floor is utilized as IT Training centre also. It has been so designed that on-line classes are easily arranged. It is equipped with TFT monitor, LCD projector and 2 MBPS Broad Band Internet connections. This centre imparts training to the Government Servants sponsored by the state government under the Capacity Building Programme of the Government of India. The institute has been playing a vital role in imparting e-training with customized software to the officials of various departments of the Govt. of Bihar in collaboration with NIC, Bihar State Centre. Computer Training on various software is also organized in collaboration with CMC Limited (presently TCS) through BELTRON.

- (d) **On – Line Examination Facilities** : The Institute has emerged as a centre for excellence in the area of providing all types of On – Line Examination Facilities . It is the only centre in the state of Bihar for On – Line Examination conducted by DOEACC Society, Deptt. of Information Technology, Govt. of India. Staff Selection Commission, Allahabad has utilized this facility of the Institute for its On – Line Examination. Several other organizations like Bihar State Road Development Corporation Ltd. Bihar Urban Infrastructure Development Corporation, Mid-Day meal scheme of Ministry of Human Resource Development, Govt. of Bihar , etc are being benefited with such facilities on regular basis. On-Line recruitments are also conducted in the Institute for placement purpose.

- (e) **Semester and Classes** : A calendar year is divided into two semesters : January to June and July to December. Normally, II, IV and VI semester examinations are held during April – May, and, I, III & V semester examinations are conducted during November – December. Classes are conducted in morning and day shifts in the main building. Generally, morning shift starts from 07:00 a.m. in summer and 07:30 a.m. in winter.

- (f) **Placement Cell** : The Institute has a well organized placement cell with its objective to provide assistance and guidance to its participants in getting training and employment in the corporate world. It serves as a channel of communication between participants and organisations seeking skilled human resource.

Attempts are made every year to contact more organizations for summer training as well as final placement. Efficiency of the Placement cell is such that in many cases some students have been selected by more than one employer.

Consistent with its objectives, the Institute placement support is not confined only to the designated organizations/employment sector. The Institute has posted the description of each ambitious plan to post the curriculum vitae of each of its participants on its website. This will ensure that all the passing out participants have several options in the corporate world for a better future.

The Institute has been successful in placing its participants in reputed organizations for summer training and final placement. Followings are some of the organizations which have participated in the Institute's summer training and final placement programmes in recent past. A placement brochure is brought out by the Institute with complete and updated information for the benefit of the students.

(i) Some of the companies which provided job-opportunities to our students in the past years :

ACTION AID (International)	HSBC Bank	McDowell (UB Ltd)
Alluvini (Yellow Page)	Iceberg Industries Pvt. Ltd.	MRF Tyres
AVIVA Life Insurance	ICICI Bank	Nirmal Exports, Baddi
BAJAJ ALLIANZ	ICICI Capital Services Ltd.	PRATHIM (NGO)
Berger Paints	ICICI Prudential	Radiant
Birla Sun LifeBisleri Bobcard	IIFT (International Institute of Fashion Technology)	Rajendra Agricultural University
Business Standard	IMRB	Sherya Academy for Fashion Career
Cadbury India Ltd.	Indian Express	SISONA Infotech Pvt. Ltd.
Care Pharmaceuticals	Info System	Slate to Net.Com
Ceasefire India Ltd.	Infoline India Ltd.	Sony India Pvt. Ltd.
Cipla, Supra Care	ING VYSYA Bank	Srijan Novelities
Coca-Cola Country Club, Mumbai	JK Tyres	Standard Chartered Bank
CPS (Centre For Professional Studies)	Kalyanpur Cement	TATA- AIG
Dainik Jagran	Konark Asbestos	Dr. Reddy's Foundation
EPF, Govt. of India	LG	Tata Phagwara
Hi-Tech Laboratories Pvt. Ltd.	Maurya Hotel	TISCO
		Vardhman Chemicals
		VIP (Blow Plast) Ltd.

(ii) Some of the companies which offered summer training opportunities :

AIRTEL/ HAILER	IDBI Ltd.	SAIL, Bokaro
AMCO	India Co.	Salora
AMCO India	INDIAN OIL CORPORATION	Samsung
AMUL	Indus Ind Bank	Sanofi – Avontis
Apollo Tyres Ltd.	ING Vysya Bank Ltd.	Satyam
Baidyanath Ayurved Ltd.	J.K. Industries	SIEMENS
Bajaj	ICICI Bank	Reliance Infocomm
Bajaj Electricals	JUSCO	Siemens Medical
Bata India Ltd.	JUSCO, Power Grid	Solution INDIA
Bihar State Electricity Board	L.G. Electronics	SONY ERICSSON
Bihar State Financial Corporation	LIC	Standard Charted Mutul Fund
Bokaro Steel Plant	Luxor	Sudha
Business Standard	Magadh Stock Exchange	Tata Phones
Canon India Ltd.	Maruti	Telco
Corp. of India Ltd.	MECON	The Hindustan Times Ltd.
Dabur Ayurvedic	National Fertilizer	TISCO
Damodar Valley Corporation	National Textile Corporation	Titan
Eicher Tractor	Nerolac Paint	United India Insurance
Eveready	NHPC	United Insurance
Godrej	NTPC	Uranium Corporation of India Ltd.
Gujrat cooperative Milk Marketing federation	ONIDA	Usha Martin Ltd.
HDFC Bank	Patna Dairy Project	Videocon
I.T.C.	Pepsi	WHIRLPOOL
	Philips	Yamaha

(iii) M.C.A. participants of the Institute have been employed as Software Engineers by the following prestigious companies in previous years :

T.C.S.(Tata Consultancy Services), New Delhi & Kolkata	Eastern Software Systems, New Delhi	Birla Soft Ltd.
H.C.L. Technology, New Delhi	NIC, New Delhi & Patna	Siemens, Bangalore
SAIL, Bokaro & Bhilai	CDoT, New Delhi	Electrosoft Solutions, New Delhi
T.C.I. (Travel Corporation of India), New Delhi	CMC, New Delhi	
	Polaris, Gurgaon	

(iv) Some of the organisations which offered opportunities to carry out projects to M.C.A. Participants in past :

T.C.I. (Travel Corporation of India), New Delhi	TISCO, Jamshedpur CMC, New Delhi	ICAR RCER Asklepios Remedies
NIC, New Delhi & Patna	Powergrid	NCERT
G.A.I.L. (Gas Authority of India Ltd.), New Delhi	Miracle Corp. Greenfieldline	TCL (C) ITC Infotech
Birla Soft Ltd., Noida	Stalk-India	SGS Infotech
Tata Cummins Ltd., Jamshedpur	Nest Infosystem	CRIS, New Delhi
Webel TechnologyLtd., Kolkata	HCL Infosystem	C-Dot, Delhi

(v) Important organisations which provided placement in 2007:

IDBI Bank	Usha International	Barcardi
Amrit Feeds Company (Group)	India Infoline	HCL Info
Mahindra Finance	Reliance Telecommunications	Indus Ind Bank
Tata Indicom	Reliance Communications	ICICI Direct.Com
Times of India	ITC	Union Bank of India
HDFC Bank	Boon Vista Academy	Asian Paints

(vi) Important Organizations which provided placement in 2008:

IDBI Bank	Dabur	CAPARTarvy
S. B. I. Life Insurance	Aviva Life Ins.	Pariwar Seva Marry Stope
Mahindra Finance	Reliance Communications	G. T. L.
Tata Indicom	Reliance Life Ins.	Ratna Sagar
Hotel Maurya	Aajivika (N. G. O.)	H. D. F. C.
I. C. I. C. I. Securities	India Infiline	Godrej

(vii) Important Organizations which provided placement in 2009 :

Security and Intelligence Service (S.I.S.)	Intuitech Solutions C.M.C.	Union Bank of India PO ADS Media, Bokaro
S.B.I .Life Insurance	Bajaj Capital	BSNL, Ranchi
Orient Blackswan	SBI PO	Corporation Bank
Aliko Planet	CALS	Central Board of Excise & Customs
Ratna Sagar Publications (p) Ltd.	Allahabad Bank PO	Bank of India PO
Aviava Life Insurance	IDBI	Allahabad Bank, Pimpale Nilakh
Mahindra Finance	Runo lalit Info Solutions	Uco Bank PO
LIC of India	Times of India	

Placement Rules:

(1) All campus selection will be conducted as per the method prescribed by the companies. The qualifying criteria as laid down by them and notified to the participants will be final. The Institute is not supposed to seek any relaxation in this respect from the companies.

(2) A participant who has not cleared the previous semester(s) will not be allowed to appear in the campus lection tests. However, they may be allowed only when the company has no objection in entertaining such carry over candidates also.

(3) Participants seeking jobs at their own will have to take prior permission from the Institution for the matters related to the attendance etc.

(4) The Institute may conduct tests also to categories participants in different grades as required by the organization.

(5) By the end of the second semester or in the 3rd semester, all participants will have to fill up a **Feedback Form** in which all information's furnished must be valid and true, failing which the candidature of the participant for all campus/ tests will be rejected. Project training certificate must be attached with the feed back form (Registration Form) by the candidates without fail.

(6) Participants appearing at written test/ Group Discussions/ Interview etc. are compulsorily required to come in the “ Formal Dress” . In no case, a participant will be allowed to appear in “Casual Dress”.

(7) Any participant finally selected by a company will not be allowed to/entitled to appear in the campus test by any other company.

(8) The Institute can provide the placement opportunity only by fixing the campus. However, getting selected for the job is the responsibility of the individual participants.

(9) Any misconduct or submission of false information or attempt to influence the campus process otherwise by a participant will result in the rejection of his/her candidature for all campus tests to be held thereafter.

(10) The Placement Cell, on receipt of the approval/ request to hold the campus test on a finalized date by the company will display a notice for the concerned participants. Participants will not be informed by the telephone or e-mail. However, a desirous participant may contact the placement cell by telephone(0612-2505200 Ext.-24) to know about the placement date, eligibility criteria etc. Depending upon the requirement of the company, desirous participants may, sometimes, be required to submit their CV the same day also. Therefore, final semester students are advised to keep two copies of their CV with them always ready.

(viii) It may be noted that placement is a facility and not a matter of right. 10/02/2007 & 11/02/2007

A job fair was organized on the campus. In future also the Institute will strive to organize such job fairs on suitable occasions.

(g) **Health Care Advice** : A qualified and experienced medical practitioner is available, on part-time basis, to the participants and staff of the Institute to render medical advice. The Doctor is available on appointed days and time which is notified on Institute's Notice Board from time to time separately. First aid facility is also available in the Institute.

(h) **Girls and Boys Common Room Facility** : The Institute provides common room facilities for girls and boys separately .

(i) **Student Cell** : A Student Cell has been set up in the Institute with the objectives of providing opportunities and facilities for all round development of personality of the participants, cell is headed by a faculty member as the Chief Coordinator and functions through following units / clubs / societies.

(i) **Cultural Club** : It organizes cultural programmes & contests and keeps liaison with Indian culture promoting organizations, like SPIC-MACAY, ROTRACT Club, etc. Students also organize “Fresher-Day” and “Farewell Party”.

(ii) **Photography Club** : It provides technical know-how, cameras, roll films & processing etc. at concession price for still photography. This club is equipped with latest digital movie camera & other equipment and performs video recording of different events of other units too and contests are organized frequently.

(iii) **Seminar-cum-Workshop** : This unit organizes such events and maintains a continuous interaction with industries, trade and academics.

(iv) **Rifle Club** : With objectives like developing self-defense skills and a goal-oriented attitude among participants a rifle club has been set up. The club has small shooting range for firing exempted category air-rifles for the purpose.

(v) **Carrom & Chess Clubs** : Such indoor game facilities have been made available in the common room and the clubs organize contests frequently.

(vi) **News Letter** : A monthly newsletter is published by the Institute. Its publication is the responsibility of a committee of participants headed by a faculty member.

(vii) **Loan Facilities** : The student cell provides necessary support to participants in procuring educational loan from nationalized banks.

(viii) **Community Services** : Participants are encouraged to undertake community welfare activities and participate in similar activities carried out by various organizations of repute.

(ix) **Industrial Visits** : Such visits shall be organized by the student cell during vacations.

(x) **Guest Lectures** : Eminent guests from Industry & Academics interact with the students on various themes and topics that give the students a clear insight about the expectations of the industry & new trends of academics from the fresh management graduates.

- (xi) **Mail Box facility** : There is separate mail box system individually for the facility of the students.
 - (xii) **Student Chapter** : There is a student chapter of Computer Society of India.
 - (xiii) **LEO Club** : A chapter of Leo Club has been set in the Institute. Member participants may have International interaction through this club.
 - (xiv) **Book Bank Facilities**: Under the **Book Bank Scheme** established in this institute with the financial aid of the Welfare Department, Govt. of Bihar, course books are distributed to all students belonging to Scheduled Caste and Schedule Tribe every year.
- (j) **Hostel Facility** : With the assistance of University Grant Commission (U.G.C.) and also the State Government, a hostel is proposed to be built in the premises of Institute. Also our proposal for construction of a hostel for Scheduled Caste girls' student is in the final stage of consideration by the Ministry of Social Justice & Empowerment, Govt. of India.
- (k) **Scholarship** :
- (i) Bharti foundation (Airtel) New Delhi has provided scholarships (Rs. 25000 per semester) to selected candidates on **merit cum means' basis**. Many students are recipients of State Govt. Scholarships also.
 - (ii) **Central Sector Scholarship Scheme to Top Class Scheduled Caste students** : The Government of India, Ministry of Social Justice & Empowerment has categorized this Institute as one of the best Business Schools and included in the list of 88 top Management institutions in India for Scholarship under this scheme. At present four meritorious SC students are selected by the Govt. of India to be awarded this scholarship provided they fulfill the eligibility conditions. Under this scheme, the Govt. of India will bear the total expense viz. tuition fee and other non-refundable charges, boarding and lodging charges, books & stationary and Laptop of the awardees of the scholarship for the entire duration of the course.
- (l) **Personality Development Classes** :
In addition to normal classes personality development classes are conducted regularly. Attendance in these classes is compulsory. Students' interactions with executives from various organizations are also organized from time- to-time. Business Executives are regular visitors for developing the skills of CV writing, presentations and effective communications.
- (m) **Postal Address** : L. N. Mishra Institute of Economic Development & Social Change, 1, Jawaharlal Nehru Marg, Patna – 800001 (Bihar).

Telephone No(s) :

- (i) **Director's Chamber** - 0612 – 2504500, 2505200-ext.-33
- (ii) **Registrar's Chamber** - 0612 –2505200-ext.-22
- (iii) **EPBX** - 0612 – 2505200
- (iv) **Fax** - 91 – 0612 – 2504600
- (v) **E-mail** - lnmipat@gmail.com,
- info@lnmipat.ac.in
- (vi) **Website** - www.lnmipat.ac.in

2. IMPORTANT GUIDELINES

Every candidate must strictly follow the guidelines given below :

- (1) Application Form and Prospectus must be bought directly from the Institute. The Institute does not sell the same through any agency or middleman. The Institute does not have any branch.
- (2) Application form along with prospectus can also be downloaded from the Institute's Web site **www.lnmipat.ac.in**
- (3) Application form must be clearly and correctly completed in candidate's own handwriting; otherwise, it will be summarily rejected.
- (4) The name of a candidate in the application form must not, in any case, differ from that in his / her academic and other documents such as marks sheets, certificates, testimonials, etc.; otherwise his / her application will be rejected.
- (5) A candidate must affix his / her recent passport size photographs on the application form at the appropriate places.
- (6) **For SC / ST / Backward Class candidates only** : Duly attested photocopy of caste certificate obtained from District Magistrate / Deputy Commissioner / authorized A.D.M. of the concerned district in which the candidate permanently resides in Bihar, must be furnished by candidates belonging to SC / ST / Backward Classes. Such a candidate, if called for Interview and Group Discussion, will have to produce the original caste certificate issued by the competent authority of Govt. of Bihar, at the time of personal interview & G.D. Failure to do so will result in rejection of the candidate's claim for consideration as SC/ST or Backward class and in such case the candidate will be considered as of General Category. **Moreover, no claims for reserved category would be entertained later on.**
- (7) Candidates for MBA and MHRM courses must mention their MAT-Registration No. / OMR Application Form No. in the Application Form of the Institute.
- (8) Admit card, if issued, and all money receipts must be preserved until the entire admission process is completed and must be produced as and when demanded.
- (9) Candidates who are called for Interview and Group Discussion must bring all their original documents.
- (10) Every candidate finally selected for admission will have to give a written undertaking to abide by the Rules and Regulations of the Institute before he / she is actually admitted and he / she will attend not less than 85% of the classes. Such an undertaking will have to be countersigned by the parent(s) / guardian.
- (11) Downloaded Application Form should reach **Registrar , L. N. Mishra Institute of Economic Development & Social Change, Patna on or before 15th April, 2010 along with Bank Draft of Rs. 990.00 (Rs. 495.00 for SC/ST) drawn in favour of Director, L. N. Mishra Institute of Economic Development & Social Change, Patna.**
- (12) All Bank Drafts must be drawn in favour of **Director, L. N. Mishra Institute of Economic Development & Social Change, Patna, payable at Patna.**
- (13) All correspondences should be addressed to the **Registrar L. N. Mishra Institute of Economic Development & Social Change, Patna.**
- (14) The Institute is actively considering to organize meeting with parent/guardians. regarding the regularity of attendance of candidate and also his conduct & good behaviour.
- (15) **Ragging is strictly prohibited.** As per AICTE guidelines and also Supreme Court order ragging in any form is strictly prohibited. AICTE insists on regular monitoring & reporting of cases of ragging. Punishments likely to be meted out for ragging are suspensions, rustication and expulsion. The anti-ragging law provides for lodging of F.I.R. against those who indulge in ragging. If an applicant for admission is found to have indulged in ragging in the past, he/she may be refused admission.
- (16) All the certificates mention in the admission notice and accompanying the application form will be liable to be sent to the certificate issuing authorities for authentication . In case any certificate is found to be false, the application of the candidate will be summarily rejected besides penal action against the person concerned.

3. RECOGNITION OF THE COURSES

1. Permanent recognition to two-year M.B.A. Course of this Institute has been granted by the Magadh University vide Memo No. 788-92/GIII dated 7th May, 1981.
2. The Magadh University, Bodh, Gaya have accorded permanent affiliation to this Institute vide Memo No. 180/GIII dated 15th June, 1982.
3. On the recommendation of the All India Council of Technical Education, the Ministry of Human Resource Development (Department of Education), Government of India have recognised this institute and its M.B.A. course and sanctioned academic posts with recurring and non-recurring grants, vide letter No. F. 12-24/82-T-II dated 27.01.1993 and F. 12-24/82-T-II dated 19th February, 1983.
4. Recognition to three-year course of Master of Computer Applications has been accorded by the Ministry of Human Resource Development, (Department of Education), Government of India, on the recommendation of the A.I.C.T.E., New Delhi vide their letter No. D. 11028/33/85-T4/T2 (Vol. II) dated 23rd December, 1987.
5. The three-year M.C.A. Course of this Institute was granted permanent recognition vide Magadh University's letter No. 878 (M) dated 23rd February, 1989.
6. Two-year M.B.A. Course of this Institute has been granted recognition by the A.I.C.T.E., New Delhi vide their letter No. 431/31-2/BOS(M)/95 dated 28th August, 1995.
7. Three-year M.C.A. Course of this Institute has been granted recognition by the A.I.C.T.E., New Delhi vide their letter No. 411/BH-03/APR(CS)/BOS/95 dated 6th May, 1995, letter No. 411/BH-03/APR(CS)/BOS/95 dated 22nd December, 1998, vide letter No. F. No. 411/BH-03/BOS (CS)/96 dated 16th October, 2001 and vide letter No. F.No:411/BH-03/BOS(CS)/95 dated. 31st May, 2002.
8. The two-year Master of Human Resource Management (MHRM) course has been recognized and approved by the Magadh University, Bodh Gaya Vide Letter No. X Dev 213 / 03 dated 23-8-2003 with effect from 2000-2002 batches. This course was earlier recognized by the name of 2yr. P.G. Diploma in Personnel Management & Industrial Relations (PMIR) by the appropriate agencies / bodies.
9. Department of Human Resource Development (Higher Education), Govt. of Bihar has issued, NO OBJECTION CERTIFICATE for the conduct of 2-year P.G. Degree course - Master of Human Resource Management with effect from the year 2000-01 vide their letter No. 1/B 3-038/2004 H.E. – 217 dt. 17th March, 2005.
10. The two-year Master in Human Resource Management (MHRM) course has been recognized and approved by the A.I.C.T.E. Vide letter No.F.No.431/31-2/MCP(M)/94 Dated-12.09.2006.
11. The two-year Master in Business Administration (M.B.A.) and Master in Human Resource Management (M.H.R.M.) courses have been recognized and approved by the AICTE vide letter no. F. No – 431/31-02/M.C.P.(M) 94 dated 05.06.2009.
12. The three-year Master of Computer Applications (M.C.A.) course has been recognized and approved by the AICTE vide letter no. - F. No – 411/BIH-03/BOS(CS)95 dated 05.06.2009.

4. ADMISSION PROCEDURE & RELATED INFORMATION

Admission to MBA and MHRM Programmes will be through a Management Aptitude Test (MAT), Group Discussion and Personal Interview. The MAT will be conducted at different centers in the country by AIMA-CMS, New Delhi. For MCA, Admission Test will be conducted by the Institute. The admission procedure is as follows:

4.1 ADMISSION PROCEDURE FOR MANAGEMENT PROGRAMMES :

- (i) Form & Prospectus –2010 of the Institute can be had from Institute's counter on payment of Rs. 900/- (Rupees Nine Hundred only [for SC/ST candidates Rs. 450/- (Rupees Four hundred fifty)]. Form and prospectus 2010 can also be had by post on payment of Rs. 990/- (Rupees Nine hundred ninety) only [for SC/ST candidates Rs. 495/- (Rupees Four hundred ninety five)] only by money order or through Bank Draft. The Bank Draft must be drawn in favour of **Director, L.N. Mishra Institute of Economic Development and Social Change, Patna** .Last date for obtaining form & prospectus is April 08, 2010. SC/ST applicants are required to produce Caste Certificate issued by the competent authority of Govt. of Bihar for the above purpose.
- (ii) In addition to the Institute's Prospectus and Admission Application Form (2010), the candidate shall have to obtain the MAT (CMS) Bulletin (December 2009 or February 2010) also. The MAT will be conducted at different Centers in the Country by AIMA-CMS, New Delhi. MAT Bulletin & Registration Form are available at All India Management Association- CMS, Management House, 14, Lodhi Road, New Delhi.
- (iii) The Application / Registration Forms of the Institute as well as MAT-CMS have to be filled up by each candidate. The candidate must mention the Application/Registration Form (OMR) No. of MAT in the Institute's Application Form, and the Code No. of this Institute (Code No. 8002) in the Registration & OMR Application Form of the MAT-CMS.
- (iv) Completed Admission Application Form of the Institute should reach the **Registrar, L.N. Mishra Institute of Economic Development and Social Change, 1, Bailey Road, Patna-800001, on or before April 15, 2010. Applications received after this date will not be entertained.**
- (v) Those candidates who have taken MAT during the last 12 months (starting from February, 2009) can also apply without appearing at the MAT in February, 2010. However, such applicants will have to make necessary entries in this respect in the **Application Form** of the Institute and they will have to submit a photocopy of the MAT Score (in sealed envelop) valid upto February, 2010. Such applicants will not be entitled to any other relaxation . Such candidates are required to apply to the Institute separately also and will have to appear at Group Discussion and Personal Interview provided they are called for the same. In the event of appearing in more than one MAT examination between February 2009 and February 2010, the best of the MAT composite score will be considered.
- (vi) After declaration of MAT result (scores) candidates who have applied for admission to this institute, will be short-listed and called for Group Discussion (G.D.) and Personal Interview (P.I.) for which the date, time and venue will be specified in the call-letter. Candidates called for Interview and Group Discussion (G.D.) & Personal Interview (P.I.) must produce required documents in original at the time of Interview positively.
- (vii) The MAT Score so furnished by the candidates in their applications for admission is liable to be verified / confirmed from the All India Management Association (AIMA), New Delhi. Furnishing wrong / fake mark sheet of MAT or any examination will result in the rejection of applicant's candidature besides inviting legal action.

The candidates finally selected for admission on the basis of the tests must take admission within the specified time by paying the requisite fees and charges and submitting the necessary documents. Classes of the 1st Semester generally start in the month of July.

4.2 ADMISSION PROCEDURE FOR MCA PROGRAMME :

Desirous candidates for admission to MCA (2010-13) Course of the Institute should obtain the Prospectus and Admission Application Form (2010) from the Institute on payment of Rs. 900/- (Rupees Nine Hundred) only (for SC/ST- Rs. 450/- only on production of Caste Certificate issued by the competent authority of Govt. of Bihar) or through Bank Draft / Money order for Rs. 990/- (Rupees Nine Hundred Ninty) only (for SC/ST- Rs. 495/- (Rupees Four Hundred Ninety Five) only on production of Caste Certificate issued by the competent authority of

Govt. of Bihar). The Bank Draft must be drawn in favour of **Director, L.N. Mishra Institute of Economic Development and Social Change, Patna**. Last date for obtaining Form & Prospectus is April 08, 2010.

Completed Application should reach the **Registrar, L.N. Mishra Institute of Economic Development and Social Change, Patna on or before April 15, 2010**.

Applications received after due date shall not be accepted. The Institute will in no case, be responsible for Postal delay. Hence candidates must themselves ensure timely delivery of their applications.

4.3 Reservation of Seats :

- (i) Seats are reserved for SC, ST, BC-I, BC-II and women belonging to Backward Caste as per the Reservation Policy of the Bihar Government.
- (ii) In each of the categories mentioned in point (i) above, up to 3% seats are reserved for persons with disabilities as per the rules of Bihar Govt
- (iii) **Foreign Nationals, NRIs etc.:** A few seats are reserved for such candidates on supernumerary basis in all courses. They are admitted strictly as per the guidelines/ rules prescribed by the AICTE, New Delhi.

However, such students will be required to appear at Group Discussion (G.D.) and Personal Interview (P.I.), conducted by the Institute as part of the Admission test.

- (iv) **Chairman's Quota :** The Chairman of the Institute may nominate candidates for admission to the various programmes as per the quota specified for each programme. A candidate belonging to Category A (defined below) may be nominated by the Chairman provided the candidates has taken the MAT for MBA and MHRM, or Admission Test for MCA conducted by the Institute, and has obtained at least 30% of full marks in the MAT/Written Test for MCA. A candidate belonging to Category B (defined below) may be nominated by the Chairman provided he / she has faced the Group Discussion and Personal Interview and, in the judgment of the Chairman that candidate belongs to the category of socially and educationally backward or handicapped or minority or women candidates, or deserves consideration on compassionate grounds.

4.4 Category B Candidates (Employed Graduates) :

A candidate is said to belong to category B and is exempt from taking the Written Test for admission if he / she fulfils each of the following conditions :

- (i) The candidate have got, on 30.4.2010, continuous working experience of at least two years after obtaining the minimum educational qualification as per the eligibility criteria for the concerned programme,
- (ii) The work experience required in (a) above must be on an executive post in a Government or Semi-Government organisation or a Public Limited Company.
- (iii) The basic pay of the candidate at the time of applying for admission must be Rs. 6500/- (Rupees Six Thousand Five Hundred) per month; a certificate in this regard from the competent authority must be attached with the application for admission.
- (iv) The candidate must either be duly sponsored by the employer, or furnish along with the application for admission, a "No Objection Certificate" for the entire period of the programme from his / her employer.

Further, category 'B' candidates must clearly request for exemption from taking the Written Test in application form . A category 'B' candidate working with a Public Limited Company must attach along with his / her application attested copies of the following documents (each attested by a Gazetted Officer) :

- (a) Certificate of incorporation of the company,
- (b) Memorandum of Association of the Company, and
- (c) Articles of Association of the Company.

A Candidate of this category, if admitted, will have to attend classes regularly at the Institute for the entire duration of the programme to which he/ she is admitted.

4.5 Category 'A' Candidates :

A candidate is said to belong to category 'A' if he / she possesses the minimum educational qualifications as per the eligibility criteria for the concerned programme and fails to fulfill any one or more of the conditions required for category 'B' above.

5. MANAGEMENT PROGRAMMES

Specific details about the two Management Programmes (MBA and MHRM) are given below :

5.1 Master of Business Administration (MBA)

- (i) **Objective** : This is a two-year degree programme which aims at developing generalist managers with specialized knowledge and skills in the area of Marketing Management or Human Resource Management or Financial Management.
- (ii) **No. of Seats** : Total No. of seats in MBA is 160 out of which 10 seats are under Chairman's quota. Of the remaining 150 seats, 50% seats are reserved for SC, ST and Backward Class candidates as per the rules and circular of the Govt. of Bihar.
- (iii) **Eligibility Criteria (minimum educational qualifications required) for Admission to MBA :**

Three-year bachelor's degree in any discipline from a recognised university

OR

Graduation (with a total of 15 years of education) in any discipline from a recognised university.

A person who has appeared at the examination for bachelor's degree and is waiting for the result, or is appearing at the bachelor's degree examination, may apply for admission; but his / her candidature will be cancelled if he / she fails to produce necessary documentary proof of his / her having passed the bachelor's degree examination latest by June 30, 2010.

- (iv) **Course Structure :**

In MBA programme the entire period of two years has been divided into four semesters. During this period, students have to study some core courses which are compulsory and elective/ optional papers.

A copy of syllabus containing the details of courses offered for entire MBA programme is issued to every participant at the beginning of the first semester.

- (v) **Distribution of Marks for Admission:** There are three components of the evaluation process. Marks distribution among these components are as under :

Description of component	Total Marks
MAT	800
Group Discussion (G.D.)	100
Personal interview (P.I.)	100
Total	1000

5.2 Master of Human Resource Management (MHRM)

- (i) **Objective** : The programme aims at inculcating specialized knowledge and skills required by managers who are responsible primarily for managing human resources and improving industrial relations.
- (ii) **No. of Seats** : Total No. of seats in MHRM is 75 out of which 05 seats are under Chairperson's quota. Of the remaining 70 seats, 50% seats are reserved for SC, ST and Backward Class candidates as per the rules and circular of the Govt. of Bihar.
- (iii) **Eligibility Criteria (minimum educational qualifications required) for Admission to MHRM** :

Three-year bachelor's degree in any discipline from a recognised university.

OR

Graduation (with a total of 15 years of education) in any discipline from a recognized university.

A person who has appeared at the examination for bachelor's degree and is waiting for the result, or is appearing at the bachelor's degree examination, may apply for admission; but his / her candidature will be cancelled if he / she fails to produce necessary documentary proof of his / her having passed the bachelor's degree examination latest by June 30, 2010.

- (iv) **Course Structure** : The programme consists of four semesters. During this period, students have to study some core courses which are compulsory and Elective / Optional papers.

Every participant will get a copy of the detailed syllabus for the entire programme at the beginning of the first semester.

- (v) **Distribution of Marks for Admission**: There are three components of the evaluation process. Marks distribution among these components are as under:

Description of component	Total Marks
MAT	800
Group Discussion (G.D.)	100
Personal interview (P.I.)	100
Total	1000

6. COMPUTER APPLICATIONS PROGRAMME

Specific details about the MCA Programme are given below :

6.1 Master of Computer Applications (MCA) :

- (i) **Objective** :This is a three-year Post Graduate Degree in Computer Application which enables the young graduates to meet the challenges of Information Technology marked by equipping them with latest knowledge and skills of IT.
- (ii) **No. of Seats** :Total number of seats in MCA is 30 out of which 03 seats are under Chairman's quota. Of the remaining 27 seats, 50% seats are reserved for SC, ST and Backward Class candidates as per the rules and circular of the Govt. of Bihar.
- (iii) **Eligibility Criteria (Minimum Educational Qualifications required) for Admission to MCA** : Three-year Bachelor's Degree in Physical Science / Commerce / Mathematics / Statistics / Computer Applications/IT from a recognized university;

OR

B.E., B. Tech., M. B. A. or equivalent;

OR

Graduation (with a total of 15 years of education) in any discipline with Mathematics as a compulsory subject at +2 level from a recognised university.

A person who has appeared at the examination for Bachelor's Degree and is waiting for the result or is appearing at the Bachelor's Degree examination, may apply for admission; but his/her candidature will be cancelled if he/she fails to produce necessary documentary proof of his/her having passed the Bachelor's Degree examination latest by June 30, 2010.

- (iv) **Course Structure** : In MCA programme the entire period of three years has been divided into six semesters during this period, students have to study some core courses which are compulsory, and Elective/Optional papers. A copy of the detailed syllabus for entire MCA programme is issued to every participant at the beginning of the first semester.

(v) **Some Important Information About Written Examination and Interview and Group Discussion & Personal Interview for Admission :**

A.	Distribution of Marks for Written Examination	:	
	I. General Science	:	70
	Multiple Choice Questions		
	II. Quantitative Aptitude	:	70
	Mathematical Questions to elicit quantitative aptitude of candidate		
	III. Reasoning, Data Analysis and Interpretation	:	70
	Multiple Choice Questions		
	IV. English	:	50
	It will comprise questions on English language and comprehensions. Questions on correction of words, opposite of words, one word for a number of words, synonyms, correction of sentences, etc. may be asked. Some of these questions will have alternative answers and correct answer is to be tick marked.		
	V. Management/IT	:	40
	It will cover questions/essays relevant to general issues in IT and Management		
		Sub Total	300
B.	Distribution of Marks for Personal Interview and Group Discussion :		
	Personal Interview (P.I.)	:	50
	Group Discussion (G.D.)	:	50
		Sub Total	100
		GrandTotal:	400

7. EXAMINATION

The Institute has been granted autonomy by the Magadh University, Bodh Gaya in respect of conduct of examinations and publication of results thereof also. Accordingly all theory, project viva voce and practical examinations are conducted by the Institute itself.

The degree (MCA, MBA & MHRM) is awarded by the Magadh University, Bodh Gaya.

At the end of each semester, examinations are held for the prescribed subjects. Following are the Constituents of the full marks :

Subject	Full Marks	Distribution
Theory Paper	100	80% written + 20% Internal Assessment
Project (Viva-voce) (MBA,MHRM)	100	50% Project Report + 50% Viva-voce
Project Report & Viva-voce (MCA Final)	500	50% Project Report + 50% Viva-voce
Practical (MCA)	100	50% Programming Lab.+ 50% Viva-voce

The duration of the theory paper's examination will be of four (4) hours.

7.1 **Sent- up Participants :**

To be sent-up for semester – end examination, a student should have a minimum of 85% of total classes held in all papers of the semester. This requirement is as per the All India Council for Technical Education (AICTE).A student will not be allowed to take the semester-end examination, if he/she fails to secure 85% attendance in aggregate.

7.2 **Internal Assessment Marks :**

20% marks in each theory paper have been prescribed for internal assessment. The responsibility for evaluation shall be that of the Committee consisting of the concerned faculty members and headed by the Director of the Institute.

7.3 **Project Report & Viva Voce :**

All participants are required to undergo project work as prescribed in the syllabus and they are required to submit the Project Report in three copies as per the time schedule announced by the Institute. Evaluation of project report is the responsibility of the Board of Examiners appointed for this purpose. They will also conduct Viva-Voce on project work, done by the students.

7.4 **Result & Mark-Sheet :**

After the final examination, the Institute will publish the list of successful participants (those who complete the entire course successfully) arranged in order of merit. These successful participants shall be given their respective mark-sheets on payment of the prescribed fee. Participants will have to produce "NO DUES" certificates from the Library, Admission Section, Computer Section and Cycle Stand for taking final mark-sheet / provisional certificate from the examination department.

7.5 **Provisional Certificate :**

Provisional Certificate shall be issued to successful participants on payment of the prescribed fee (Rs. 100/-).

7.6 **Unfair Means Cases :**

Such type of cases will be dealt with severely according to the rules and circular issued by the university and the State Govt. with penal action.

7.7 **Carry – over Examination :**

If a participant, who is allowed to sit in the examination of any semester of his / her batch, fails to appear or fails in examination, he / she may sit in the carry over examination without attending classes. However, a participant who is not allowed to appear in the examination due to shortage of attendance, may take the examination (carry over) only when he / she is allowed to sit in the examination by the competent authority.

A participant who does not clear any paper(s) in any semester due to some unavoidable reason(s) or fails in any such paper(s) is allowed at the discretion of the Director and as per the Examination Rules to appear in subsequent examination(s) in such paper(s) as a carry over examinee and meanwhile he / she is allowed to go to next semester.

A participant can normally avail three chances to clear any paper / semester and thereafter more chances by the special permission of the Director, but in no case beyond the expiry of two years of the final semester examination of candidate's original batch.

7.8 Retotalling of Marks :

A participant not satisfied with the marks awarded by the examiner in any paper(s) (except Practical and Project & Viva Voce) may apply for retotalling of marks by depositing the requisite fee (Rs. 100/- per paper). The result of such retotalling will be communicated on the Notice Board of the Institute. There is, however no provision for re-evaluation.

7.9 Make – up Examination :

A participant who passes in all papers (40% being the pass marks) but fails to obtain required aggregate percentage (45%) of marks in any semester, may be allowed to make-up for the deficiency by appearing at any one or more paper(s) of the concerned semester subject to application of other rules.

8. SENT-UP RULES

8.1 To be sent-up for semester – end examination, a student is required to attend a minimum of 85% of classes held in aggregate in the semester with a minimum of 75% attendance in each of the subjects.

8.2 Special Cases : The Director of the Institute may allow a participant to appear in the examination if the participant has attended less than 85% of total classes held after examining the merits of individual case. This will depend on certain situations like:

- (a) **Sickness** – leading to prolonged hospitalization.
- (b) **Marriage** – of the student.
- (c) **Death** – of mother / father and/or mother / father of wife or husband.
- (e) **Placement** – summer training or final placement through the Institute.

Except for the above (8.2) nothing else will be taken for sympathetic consideration for this purpose. Further, each case where the attendance is less than 85 % but more than 75 %, will have to be supported by original documentary proof. No case of attendance less than 75 % will be considered for being sent up. It will be within the discretionary power of the director to sent-up students who have secured less than 75% attendance.

9. FEES AND CHARGES

Fees and charges are subject to change and will have to be paid in instalments as indicated hereunder :

Course	Total Fees (Rs)		1 st Instalment (Rs)		2 nd Instalment (Rs)		3 rd Instalment (Rs)	
	For General Candidate	For SC/ST Candidate	General	SC/ST	General	SC/ST	General	SC/ST
MCA	81,900.00	45,650.00	45,900.00	27,650.00	18,000.00	9,000.00	18,000.00	9,000.00
MBA	51,600.00	28,800.00	33,600.00	19,800.00	18,000.00	9,000.00	—	—
MHRM	38,850.00	22,126.00	25,350.00	15,376.00	13,500.00	6,750.00	—	—

Course	Total Fees (Rs)*	1 st Instalment (Rs)*	2 nd Instalment (Rs)*	3 rd Instalment ((Rs)*
	For NRI/ Foreign National Candidates			
MCA	2,00,000.00	92,000.00	54,000.00	54,000.00
MBA	1,25,000.00	85,000.00	40,000.00	—
MHRM	1,00,000.00	60,000.00	40,000.00	—

* (Rs) - Indian Currency

Additional Charges :

- (i) Placement Charge @ Rs. 100/- per month
- (ii) Seminar Charge @ Rs. 100/- per month
- (iii) Development Charge @ Rs. 200/- per month

These additional charges will have to be paid in instalments by participants of the various courses as indicated below :

Course	1 st Instalment (Rs)	2 nd Instalment (Rs)	3 rd Instalment (Rs)
MCA	Rs. 4,800.00	Rs. 4,800.00	Rs. 4,800.00
MBA	Rs. 4,800.00	Rs. 4,800.00	-
MHRM	Rs. 4,800.00	Rs. 4,800.00	-

In addition, for obtaining Degree certificate a sum of Rs. 1,200.00/- will have to be paid along with the examination fee of final semester. Rs.830.00 will have to be paid per semester as examination fee (examination fee- Rs.630.00 and miscellaneous fee- Rs.200).This fee of Rs. 830.00 is to be paid before each semester examination. For SC/ST students examination fees is Rs. 516.00 (Examination fees - Rs.316 and miscellaneous fee- Rs. 200).This fee of Rs. 516 is to be paid before each semester examination.

Mode of Payment :

- (i) All fees and charges are to be paid in the form of Bank Draft drawn in favour of the Director, L.N.Mishra Institute of Economic Development and Social Change, Patna payable at Patna.
- (ii) For refund of fee, AICTE NORMS will be followed.
- (iii) A participant who wishes to leave the programme he / she has been admitted to anytime after the commencement of the programme, will have to deposit the entire fees, otherwise necessary formalities for leaving the Institute will not be completed.
- (iv) **Payment of Installment (s) :**

Programme	Last date of payment of	
	2 nd Instalment (Rs)	3 rd Instalment (Rs)
MCA	10-04-2011	10-04-2012
MBA	10-04-2011	—
MHRM	10-04-2011	—

Participants who fail to pay installments on or before the dates mentioned above have to pay a fine of Rs. 300.00 (Rupees Three hundred) only up to 20th April and Rs. 500.00 (Rupees Five Hundred) only up to 30th April of the corresponding year.

After 30th April 2011 or 2012 as the case may be, the defaulter will be debarred from appearing at the subsequent semester examinations.

A defaulter will be permitted to take subsequent semester examination only when he/she pays the second/third instalment of the fee, late fine (Rs. 500.00 as payable up to 30th April) and Rs. 1,000.00 (Rupees One Thousand) only as fine for revocation of debarment.

10. FACULTY

DIRECTOR

Shri K.A.H. Subramanian
(Ex-Chief Secretary, Govt. of Bihar)

1.	Shri Sudhir Kumar Jha M.B.A.	Lecturer	Human Resource Management Business Law Labour Legislation & Social Security Human Resource Appraisal Manpower Planning
2.	Dr. Shivadeo Singh M.A. , M.B.A., Ph.D.	Lecturer	International Marketing International Business Management Marketing Management Advertising & Sales Promotion Marketing Research
3.	Dr. (Mrs.) Shahnaz Mirza M.A. M.Ed., Ph.D.,	Lecturer	Organisational Behaviour Research Methodology Managerial Communication Human Resource Management
4.	Dr. Chandra Singh M.Sc. , Ph.D.	Lecturer	Business Statistics Research Methodology Marketing Research Computer Oriented Statistical Techniques
5.	Dr. Prabhat Kr. Yadav M.B.A., Ph.D.	Lecturer	Financial Management Financial & Management Accounting Investment Decision Making Portfolio Management
6.	Shri Niraj Sinha M.E.	Lecturer	Computer Organization Data Base Management System Object Oriented Programming Operating System Computer Graphics Artificial Intelligence & Expert System Software Engineering Genetic Algorithm
7.	Dr. R. N. Jha M.B.A., Ph.D.	Lecturer	Human Resource Management Compensation Management Labour Economics Collective Bargaining

ADJUNCT FACULTY

- | | | | |
|----|--|---|---------------------------|
| 1. | Dr. (Mrs.) Sudha Sinha
MA (English), Ph.D. | : | Communication Skill |
| 2. | Shri Ashok Kr. Sharma
M.Com, ICWAI | : | Finance |
| 3. | Mrs. Mamta Kumari
MBA | : | Marketing |
| 4. | Shri Pramod Kumar
MBA | : | Marketing |
| 5. | Dr. (Mrs.) Ritu Narayan
MBA, Ph.D. | : | Human Resource Management |
| 6. | Shri Santosh Kumar Jha
MCA, M. Phil. | : | Computer Applications |

11. COMPUTER AND RESEARCH WINGS

Computer Wing

1.	Shri Niraj Sinha M.E.	Lecturer	M. E.
2.	Shri Ashok Kr. Singh M.Sc., M.B.A. P.G.D.C.A.	Programmer	Programming Lab
3.	Dr. Vijay Bahadur Singh M.Sc., Ph.D. P.G.D.C.P.M.	Programmer	Programming Lab
4.	Shri Anil Kumar Jha B.Sc., PGDCMS	Machine Operator	Programming Lab
5.	Shri Shailendra Mohan B.Sc., PGDM, PGDCM	Attendant	Programming Lab

Research Wing

1.	Dr. Sushil Jha	Research Investigator	Managerial Economics, M.A., Ph.D. Business Environment
2.	Shri Amarnath Thakur	Research Investigator	Human Resource Management, M.B.A Compensation Mangement, Labour Economics, Collective Bargaining.
3.	Shri Braj Nath Thakur M.B.A.	Research Investigator	Principles of Management, Human Resource Management, Industrial Relations & Trade Unionism.
4.	Shri Ranjan Kumar Jha M.B.A.	Research Investigator	Principles of Management, Marketing Management, Sales Management
5.	Shri Hriday Narayan Jha M.B.A.	Research Investigator	Principles of Management, Human Resource Management, Manpower Planning
6.	Dr. Shyama Charan Jha M.B.A., Ph.D.	Research Investigator	Financial Management, Financial Planning & Control, Financial & Management Accounting

12. VISITING FACULTY

1.	Shri. Sudhir Kr. Sinha M.Sc.(Math)	:	Computer
2.	Shridhar Kumar M.C.A.	:	Computer
3.	Smt. Kalpna Kishore M.C.A.	:	Computer
4.	Sri. Vijay Kumar M.C.A.	:	Computer
5.	Lt. Col. Jagdeo Prasad (Rtd.) M.A., LL.B.,M.B.A., B. E.	:	Management
6.	Shri C.P. Sinha B.Tech., LL.B., PGDM, Company Secretary	:	Management
7.	Shri G.S. Prasad I.A.S (Retd.) M.A., M.L. B.J. Advocate (Patna High Court)	:	Management
8.	Mrs. Ragini Sinha M.A.	:	Management
9.	Mrs. Anupama Prasad M.A., M.B.A., B.Ed.	:	Management
10.	Dr. Namita Mishra M.A. (Eco.), Ph.D.	:	Management
11.	Sri Shahnawaz Alam B.E., PGDM	:	Management
12.	Mr. Raghvendra Sharan M.Sc. M.H.R.M.	:	Management
13.	Smt. Raka Singh M.A., B.Ed.	:	Management
14.	Sri. Santosh Kr. Sinha M.H.R.M.	:	Management
15.	Ms. Shagufta Fatema M. A.	:	Management
16.	Sri B. B. Sharma B.E.	:	Management
17.	Sri Bhola Prasad B.E.	:	Management
18.	Sri S. K. Verma M.B.A.	:	Management
19.	Mrs. Kiran Pandey M.C.A.	:	Computer
20.	Mr. R.S. Dubey C.A.	:	Management
21.	Mrs. Sobha Rani M.C.A.	:	Computer
22.	Mr. Nabab Akram M.B.A.	:	Management
23.	Ms Sanjeevni M.C.A.	:	Computer
24.	Mr. Vijay Kr. Verma M.C.A.	:	Computer
25.	Mr. Anant Kumar M.C.A., M. Phil.	:	Computer

13. ADMINISTRATIVE WING

Sl. No.	Designation	Name
01	Director	Shri K. A. H. Subramanian
02	Registrar	Shri Deepak Kumar Sinha
03	In-Charge Placement & Student Cell	Shri Sudhir Kumar Jha
04	In-Charge Research & Journals	Dr. Shiva Deo Singh
05	In-Charge Management Classes	Dr. Shahnaz Mirza
06	In-Charge Admission	Dr. Chandra Singh
07	In-Charge Development Projects	Dr. Prabhat Kumar Yadav
08	In-Charge Computer Classes	Shri Niraj Sinha
09	Controller of Examinations	Dr. R. N. Jha
10	In-Charge Computer	Shri Ashok Kumar Singh
11	In-Charge Computer Training	Dr. Vijay Bahadur Singh
12	In-Charge Library	Shri S. K. Singh
13	Secretary to Chairman	Shri Shiva Nand Jha

14. IMPORTANT DATES

For all courses :

- (i) Sale of Application Form and Prospectus by the Institute
 - (a) MBA : Upto April 08, 2010.
 - (b) MHRM : Upto April 08, 2010.
 - (c) MCA : Upto April 08, 2010.

- (ii) Receipt of Completed Application alongwith Bank Draft and other necessary documents by the Institute :
 - (a) MBA : up to April 15, 2010
 - (b) MHRM : up to April 15, 2010
 - (c) MCA : up to April 15, 2010

- (iii) Issuance of call letter by the Institute : To be sent to the short listed candidates by Speed Post after publication of MAT Feb, 2010
for Group Discussion and Personal Interview
Written Test for MCA

- (iv) Admission Test (Written Examination) : 22-04-2010
For M.C.A.