



ACADEMY FOR INTERNATIONAL MANAGEMENT & ENGINEERING STUDIES

A stepping stone towards Success..

Application Form

11. ACADEMIC DETAILS :

Examination take (Please list in chronological order including examinations with results pending)

Degree	Name of the Institution / College / School	Exam Date		Subjects / Specialization	Results / Grades / Percentage
		Month	Year		

12. Work Experience (Starting with the most recent one):

Company Name	City / State	Designation	No. of Years	Remarks

13. Exam Option : From Home Study Center

14. Fees Paid /Rs. : _____ Pending Fees : _____ Total Fees : _____

Cash / Cheque / DD. No. _____ Bank _____

Dated : _____

16. Declaration by the Candidate:

I Certify that all information provided on this application form is complete and accurate. I agree to familiarize myself with all the rules and regulations of the program set forth by AIMES and abide by them. I would uphold the standards and respect the principles of AIMES as an organization of higher learning.

Student's Signature : _____

Date : _____

Photo Copy of mark sheets and Certificated proof of all examination passed should be attached.

The application form along with the bank Draft should be sent to the institute through Courier / Speed Post.

For more than one application photo copy of this application form can be used.

Please keep a Photo copy of this application form for your record and reference.

Fee once paid is non refundable under any circumstances.

?

Agent Sign. : _____

For Office Use only :

Academic Head Sign : _____

Account Manager Sign : _____

Sales Manager Sign : _____

Admission

The goal of the Admissions Board is to select students whose academic background, work experience, leadership abilities and communication skills meet the demands of the Program. The Admissions Board evaluates applicants' potential as future leaders and their projected ability to succeed in and profit from the program.

Enrollment

Applications received from the students are checked for the basic eligibility criteria and the eligible students are enrolled into the program under the flexible mode. The applications received from students awaiting final year results or those who do not have the certificates readily for submission, will also be processed and enrolled into the program. However, such students will have to submit the relevant certificates of the qualifications claimed in the application as soon as they are made available to such students.

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 Rs.500. Such students are, however, permitted to apply again after they subsequently satisfy the eligibility criteria. The amount once paid is not refundable under any circumstances, except in the case of rejected applications.

Proof of Address

All students are required to produce the photocopies of any one of the following documents as address proof at the time of enrollment: Latest telephone (BSNL/MTNL) bill, latest electricity bill, latest property tax bill, voter ID card, ration card, passport, driving license, ID card issued by any authorized body with seal.

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 "AIMES" payable at VADODARA. For Installment facility/EMI facility please fill the installment facility form.

Please note that there will be no reduction in fee even if a student is eligible to claim subject-wise waivers based on prior qualifications.

No Refund

The amount once paid is not refundable under any circumstances, except in the case of rejected applications.

Right to Amend Rules

AIMES 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 AIMES 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

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

Photocopies of Certificates

- a. Self attested Photocopies of certificates regarding date of birth and educational qualifications shall be enclosed with the Application Form for Enrollment.
- b. Original Certificates should not be sent.

Enclosures

Please ensure that your Application contains the following enclosures.

- a. Application Form for Enrollment into the Program (with recent color photograph affixed).
- b. Copies of Certificates of Date of Birth and Educational Qualifications/Mark Sheets.
- c. Demand Draft/Credit Card Merchant Slip (wherever applicable) towards the payment.
- d. Students have to produce photocopies of any one of the following documents as address proof at the time of enrollment: Latest telephone (BSNL/MTNL) bill, latest electricity bill, latest property tax bill, voter ID card, ration card, passport, driving license, ID card issued by any authorized body with seal.
- e. Those students availing the Installment facility/EMI facility are requested to enclose the postdated cheques for the required amount along with the Fee Remittance Form.

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

**The ACADEMIC HEAD,
AIMES HEAD OFFICE
605 STERLING CENTRE,
R.C. DUTT ROAD, ALKAPURI,
VADODARA - 390007.
GUJARAT.**

Students are advised to take note of the validity date specified on the Application Form for Enrollment and

I have read the above Guidelines and policies for the admission and I agree to apply for the admission. ■

Students Signature

Date :