

**ADMINISTRATIVE MANAGEMENT COLLEGE**  
**18<sup>TH</sup> K.M. BANNERGHATTA ROAD, BANGALORE – 560 083**

**MANDATORY DISCLOSURE OF THE INFORMATION  
FOR  
MBA PROGRAM**

**INFORMATION UPDATED AND MADE AVAILABLE ON OUR  
WEBSITE [www.amcinstitution.com](http://www.amcinstitution.com) from 31<sup>st</sup> May, 2008**

# **ADMINISTRATIVE MANAGEMENT COLLEGE**

**18<sup>TH</sup> KM, BANNERGHATTA ROAD, KALKERE, BANGALORE – 560 083**

**Mandatory Disclosure by Institutions running PGDBM / PGDM / MBA programmes to be included in their respective information Brochure, Displayed on their website and to be submitted to AICTE every year well before the admission process.(Updated and made available on web site [www. amcinstitution.com](http://www.amcinstitution.com) from 31<sup>st</sup> May, 2008.**

**I Name of the Institution** Administrative Management College  
18<sup>th</sup> KM, Bannerghatta Road, Kalkere,  
Bangalore – 560 083.  
Tel.No. 080 – 7828657  
Fax No. 080 – 7828657  
e-mail: amcdegree@yahoo.co.in

**II Name & Address of the Director** Dr. Rudraraju Krishna  
No.15, Thimmappa Reddy Layout  
Hulimavu Gate  
Bannerghatta Road  
Bangalore – 560 078

### **III Governance**

- ❖ Members of the Board and their brief background – **Annexure MD-I**
- ❖ Members of Academic Advisory Body – **Annexure MD-II**
- ❖ Frequency of the Board Meetings and Academic Advisory Body  
**Once in Six months**
- ❖ Organizational chart and processes – **Annexure MD-III**
  
- ❖ **Nature and Extent of involvement of faculty and students in academic affairs/improvements**

### **Faculty Development Programs**

There are committees constituted with faculty members and students as members. The committees are

1. Disciplinary Committee – General Discipline of the students
2. Departmental Committee – Comprising of faculty members to prepare academic plans, review of teaching methods etc
3. Student Progress Evaluation Committee – Academic and extra curricular activities
4. Committee for Placement and Training – Job opportunities and training to procure placements
5. Library Committee – For stock verification, Purchase of books etc

Training faculty member in their academic front by permitting them to attend conferences, seminars and AICTE and UGC sponsored programs, arranging training programs within the department. Awareness programs related to ISO 9001:2000 and NAAC accreditation are also being conducted for faculty. The training also involves arrangement of lectures in the areas of moral values, ethical values, teaching skills, interpersonal relationship etc.

### **Student Development Programs**

Apart from their regular academic program, the students will also be trained for obtaining latest development in their respective fields by arranging lectures by Heads of the department and other faculty. Guest lectures are being arranged by the college, eminent people from scientific organizations, management institutions and industries are invited. Seminars by students in the relevant fields are also conducted. Industrial visit, Trade Competition and organizational training.

### **IV Programmes**

❖ Name of the Programmes (Full Time) approved by the AICTE

**Post Graduate Programs: Master of Business Administration (MBA);  
Master of Computer Applications (MCA).**

**Under Graduate Program: Bachelor of Hotel Management and Catering  
Technology (BHMCT)**

❖ Name of the Programmes (Part Time) approved by the AICTE - **Nil**

**For each programme the following details are to be given**

- ❖ Name: **Master of Business Administration (MBA- Full Time)**
- ❖ Number of seats: **120 (60 Government Quota and 60 Management Quota)**
- ❖ Duration: **Four Semesters – (2 Years)**
- ❖ Cut off mark for admission during the last 2 years: **50%, 45% for SC / ST**
- ❖ Fee: **Candidates selected through PG CET – VTU – as per government policy Rs.50,000 + Rs 9,500/-.**
- ❖ **For candidates selected for Management quota Rs. 50,000/- + 9,500/-**
- ❖ Placement facilities: **Available**
- ❖ Campus placement in last two years with minimum salary, maximum salary and average salary  
**Minimum salary – Rs 2.40 lakhs per annum**  
**Maximum salary – Rs 3.30 lakhs per annum**  
**Average salary – Rs 2.85 lakhs per annum**

- ❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University (s)/Institution(s) and being run in the same campus along with status of AICTE approval – **Not Applicable**

### **Details of the Foreign institution/University: Not applicable**

- ❖ Name of the University/Institution: NA
- ❖ Address: NA
- ❖ Website: NA
- ❖ Is the institution/University Accredited in its Home Country: NA
- ❖ Ranking of the Institution/University in the Home Country: NA
- ❖ Whether the degree offered is equivalent to an Indian degree? NA

If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and jobs both within and outside the country. **Not Applicable**

- ❖ Nature of Collaboration
- ❖ Conditions of Collaboration
- ❖ Complete details of payment a student has to make to get the full benefits of collaboration.
- ❖ For each Collaborative/affiliated Programme give the following:
  - ❖ Programme Focus
  - ❖ Number of seats
  - ❖ Admission procedure
  - ❖ Fee
  - ❖ Placement Facility
  - ❖ Placement Records for last two years with minimum salary, maximum salary and average salary
  - ❖ Whether the Collaborative Programme is approved by AICTE? If not whether the domestic/Foreign Institution has applied to AICTE for approval as required under notification no.37-3/Legal/2005 dated 16<sup>th</sup> May, 2005.

### **V FACULTY**

- ❖ Number of faculty members:  
**MBA FT - Annexure MD-IV**
- ❖ Permanent faculty
- ❖ Visiting faculty – **Annexure MD-V**
- ❖ Guest faculty
- ❖ Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned. **Annexure MD-IV**
- ❖ Number of faculty employed and left during the last two years  
**Employed - 07                      Left - 02**
- ❖ Profile of Director/Principal with qualification, total experience, age and duration of employment at the institute concerned.– **Annexure MD-VI**
- ❖ Whether student assessment of faculty is in force : **Yes**

## VI FEE

- ❖ Details of fee, as approved by State Fee Committee, for the institution.  
**MBA (FT) – Rs 50.000/-**
- ❖ Time schedule for payment of fee for the entire programme.(05.08.08)  
**As per Bangalore University Norms and calendar for all the courses**
- ❖ Number of scholarships offered by the institute with the name of students, duration and amount.
- ❖ Criteria for fee waivers/scholarships.  
**90% to 100% Marks – Full Tuition Fees Exemption**  
**75% to 89% Marks – 50% Tuition Fees Concession**  
**60% to 74% Marks – 25% Tuition Fees Concession**
- ❖ **SC /ST/BC reservation as per Govt. quota.**
- ❖ Estimated cost of Boarding and Lodging in Hostels—  
**Rs 4000/-per month**

## VII ADMISSION

- ❖ Number of seats sanctioned with the year of approval  
**MBA(FT) 2004-2005- 60 seats:2005-2006-60seats: 2006 – 2007-90seats,**  
**2007-2008 – 120 seats, 2008 – 2009 – 120 seats.**
  
- ❖ Number of students admitted under various categories each year in the last two years. ( 2005 -06)

Course	SC	ST	I A	II A	II B	III A	III B	GM	Total
MBA FT 2006 –7	3	1	-	-	-	-	-	79	83
MBA FT 2007-08	8	1	5	12	14	13	12	51	116

- ❖ Number of applications received during last two years  
**MBA(FT)**

2006 – 07 – 120  
2007 - 08 - 180

## VIII ADMISSION PROCEDURE

- ❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website)
- ❖ Number of seats allotted to different Test Qualified candidates  
Government CET / K-MAT / MAT / CAT / JMET / XAT :**Admissions are in progress**
- ❖ Agreed to accept the scores to admit the students against vacant unfilled seats after providing seats to PG CET 50% and K-MAT 75%. If there is no PG CET exam all the 100% seats will be filled through K-MAT scores and seats left out will be filled with the scores of other 50% any national level tests like MAT / CAT / JMET / XAT.
- ❖ Calendar –**As per Bangalore University Norms**

- ❖ Last date for request for applications – **As per Bangalore University Norms and Government policy**
- ❖ Last date for submission of application – **To be announced by Bangalore University**
- ❖ Dates for Group Discussion (GD)/ Interviews - **NA**
- ❖ Dates for announcing final results – **As per Bangalore University Norms and Government policy/PGCET – VTU, Belgaum**
- ❖ Release of admission list (main list and waiting list should be announced on the same day) – **As per Bangalore University Norms and Government policy/PGCET-VTU,Belgaum – 11.07.2008 to 04.08.2008.**
- ❖ Date for acceptance by the candidate (time given should in no case be less than 15 days) – **to be announced by the PGCET – VTU,Belgaum 04.08.2008.**
- ❖ Last date for closing of admission – **to be announced by the Bangalore University (As per PGCET-VTU,Belgaum) – 04.08.2008**
- ❖ Starting of the Academic session – **As per Bangalore University Calendar-04.08.2008 is the last date for admission.**
- ❖ The waiting list should be activated only on the expiry of date of main list – **Yes**
- ❖ The policy of refund of the fee, in case of withdrawal, should be clearly notified. **Yes**

The candidate is required to accept the admission offer and pay the prescribed fees. In the event of withdrawing from the course the candidate shall inform in writing to the college authorities within the last date for closure of admission i.e.04<sup>th</sup> Aug, 2008, in which case he will be entitled to the refund of tuition fees after deducting Rs 1000/- towards withdrawal charges.

#### **MBA(FT)**

**Any bachelor degree with an aggregate of 50% marks for General Category, 45% for SC /ST Students, and as per the State Government policy on Admissions for the academic year 2008 – 2009.**

#### **IX CRITERIA AND WEIGHTAGES FOR ADMISSION**

- ❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc.  
**As per State Govt and Bangalore University norms**
  - ❖ Mention the minimum level of acceptance, if any, for any criteria.  
**As prescribed by Bangalore University - 50% marks in aggregate**
  - ❖ Mention the cut-off levels of percentage and percentile scores (section-wise and/or total as case may be) of the candidates called for GD/Interview. **50% and 45% for SC / ST**
- Group Discussion and Interview – **Not applicable**
- ❖ Display marks scored in Test, GD, Interview etc. and in aggregate for all candidates who come for GD/Interview etc. – **Not applicable**

**Item No I-IX must be given in information brochure and must be hosted as fixed content in the website of the institution.**

**The website must be dynamically updated with regard to X-XIII.**

#### **X APPLICATION FORM**

- ❖ Downloadable application form, with online submission possibilities.  
– **available**

#### **XI LIST OF APPLICANTS**

- ❖ List of candidates whose applications have been received alongwith percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied alongwith percentage and percentile score for Management quota seats. – **Admissions are in progress**

#### **XII CRITERIA FOR GD/ PERSONAL INTERVIEW**

- ❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.) – **Not applicable**
- ❖ Attributes for evaluation in GD /Interview.  
**Not applicable**

#### **XIII RESULTS**

- ❖ Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over) – admissions are done by VTU Belgaum for 50% of the PG CET and remaining 50% is filled by taking any MAT exams.
- ❖ Score of the individual candidates called for Group Discussion and Interview in each of the components including the test and in total, arranged in order of merit. - **Not applicable**
- ❖ List of candidates who have been offered admission in each category. – **Admission are in process)**
- ❖ Waiting list of the candidates in order of merit to be cooperative from the last date of joining of the first list candidates, category wise. – **Admission are in progress**
- ❖ List of the candidates who joined within the date vacancy position in each category before operation of waiting list. – **Admission are in progress**

**Note: Suppression and/or misrepresentation of information would attract appropriate penal action.**

**Data Updated as per the requirement of AICTE. The information is available on Website [www.amcinstitution.com](http://www.amcinstitution.com) as on 31<sup>st</sup> May, 2008.**

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**Annexure – MD-I**

**The Governing Council**

- |  |  |
|--|--|
| <b>1. Dr. K.R. Paramahamsa</b>             | <b>Chairman</b>                        |
| <b>2. Mrs. Geetha Paramahamsa</b>          | <b>Vice-Chairperson</b>                |
| <b>3. Dr. S. K. Prasad</b>                 | <b>Member</b>                          |
| <b>4. Mr. Sandeep</b>                      | <b>Member, Advocate</b>                |
| <b>5. Nomination Awaited</b>               | <b>A Representative of AICTE</b>       |
| <b>6. Mr. Anand Babu</b>                   | <b>Industrialist, MD-SriDevi Group</b> |
| <b>7. Nomination Awaited</b>               | <b>Member (VTU Nominee)</b>            |
| <b>8. Prof. Madaiah</b>                    | <b>Member (BU Nominee)</b>             |
| <b>9. Nomination Awaited</b>               | <b>Member (DTE Nominee)</b>            |
| <b>10. Nomination Awaited</b>              | <b>Member (State Govt. Nominee)</b>    |
| <b>11. Dr. A. Ramachandra<br/>College)</b> | <b>Member (Principal AMC Engg</b>      |
| <b>13. Dr. D.V.S.S.R. Prakash</b>          | <b>Member</b>                          |
- (Principal, Administrative Management College)**

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**Annexure - MD-II**

**Academic Advisory Body**

- |                                 |                             |
|---------------------------------|-----------------------------|
| <b>1. Dr. K.R. Paramahamsa</b>  | <b>Chairman</b>             |
| <b>2. Dr. Ravikumar</b>         | <b>IIM Bangalore</b>        |
| <b>3. Mr. Senthil Kumar</b>     | <b>Member (CII)</b>         |
| <b>4. Ms. B.H. Indhu</b>        | <b>Member (Alumni)</b>      |
| <b>5. Dr. N. Sambhasiva Rao</b> | <b>Member (Academician)</b> |

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**ORGANIZATIONAL CHART AND PROCESS**

