



**Instruction**

Attach separate sheet to the printed form before sending if space provided is insufficient.

## Application Form

Disciplines open for Graduate And Post Graduate Diploma Programme: Product design, Transportation design, Interior space and equipment design, Graphic design, Retail and Exhibition design, Film and Video design and Animation design.

Affix a recent passport size photograph here

Candidates must tick in the appropriate box below. This application is to be considered for :

Graduate Diploma Programme     Post-Graduate Diploma Programme in (specify the discipline)     Design Management Programme

### A. Personal Particulars

1. Name: (Mr. / Ms.) (Surname) \_\_\_\_\_ (First Name) \_\_\_\_\_ (Middle Name) \_\_\_\_\_

Date of birth \_\_\_\_\_ Age \_\_\_\_\_

Place of Birth \_\_\_\_\_ Nationality \_\_\_\_\_

Height (in cms.) \_\_\_\_\_ Weight \_\_\_\_\_

Permanent address: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

2. Parent's/ Guardian's Name: \_\_\_\_\_ Relationship with applicant: \_\_\_\_\_

Profession & annual income of the parent/guardian: \_\_\_\_\_

Address for correspondence: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

3. Address for correspondence on admission matters: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_



**B. Health Information**

Blood Group: \_\_\_\_\_ Physically challenged or not: \_\_\_\_\_

Any major illnesses? Specify details: \_\_\_\_\_

**C. Educational Information**

Education Record (Start from high school examination)

School/college, Place	Examination appeared	Major subjects	Division	Year of passing

Please specify the last examination appeared/cleared in the current year.

Please specify if there has been any discontinuity in your educational career. Indicate type of activity undertaken during this time

**D. Work Experience**

After completion of final examination (either school or college/institute), if you were engaged in any field of your interest, professional activity or job, please specify the details of your work during this period.

**E. Hobbies/Interests**

Details of the Activity	Recognition/Achievement

**F. Language (write either 'know fluently', 'reasonably well', 'with difficulty' as the case may be)**

Please state Indian languages known:

Language	Write	Read	Speak



Please state foreign languages known:

Language	Write	Read	Speak

**G. Skill competence**

Please specify skill/s in which you have achieved competence and indicate if you have achieved any recognition in them.

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**H. Aptitude**

1. Describe the type of design profession that you know of. Also describe briefly the kind of work they are supposed to do.

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2. Explain how others perceive you as a person.

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3. Write briefly on:

a. Movie/drama/performance you have seen or book you have read recently.

b. Your own place of residence in city/town/village.

I. References

Names and addresses of two references (whom you know well at task level or learning level and who know you as well)

1.

2.

Tel No.

Tel No.

Date

Place

Signature of the applicant

Check List

1.D.D drawn in favour of MAEER Pune's MIT Institute of Design for Rs. 1000/- drawn on Pune branch should be sent along with the form after taking printout of online filled form.

Address:

Sr.Administrative Officer, MIT Institute of Design, Rajbaug, Next to Hadapsar , Loni-Kalbhor, Pune-412201, INDIA.

In case of any queries please write to [admissions@mitid.edu.in](mailto:admissions@mitid.edu.in) or call: +91-20-39210183/122 / +91-9850994211 / +91-9822462155

## Admission policy

### Fees

1. At the time of admission, the student needs to pay 50% of fees lodging/boarding charges, and refundable Security Deposit.
2. The Composite Fee is applicable for the academic year i.e. from July to May.
3. The Composite Fee covers all of the teaching and other expenses (such as library, examination, lab/co-curricular activities, sports etc for the academic year)
4. The Composite Fee does not include or cover field trips and excursions, pocket money, extra subject / learning support, weekend outings / trips, transportation, stationery, other co-curricular activities, extra tutorials, medical expenses etc.
5. There are two options available for payment of Composite Fee:
  - Advance Yearly - this carries a 5% rebate on Tuition Fee
  - In two installments semester wise
6. All fee payments should be made by the due dates as indicated in the Fee Schedule. 10% increase in Composite Fees will be there every year
7. The institute reserves the right to revise / amend the Fee Schedule.

### Late Fee

1. In the event of late deposit of fee following surcharge shall be charged:
  - If paid within 30 days of the due date: 5%
  - If paid between 31 and 60 days of fee due: 10%
2. No student, whose fee remains unpaid in full or in part, will be allowed to use the institute until the outstanding fee is received. No internal jury reports, Transfer Certificates or recommendations to future institutes / colleges will be issued to the student or parent.
3. If the fee is not paid even after 3 fortnightly reminders, the student's name shall be struck off from the institute's records and all dues shall be forfeited from the security deposit.

### Conversions

1. Students converting from Boarding to Day Boarding should do so at the end of a semester. Students converting from Boarding to Day Boarding in the middle of a semester shall have to pay boarding fee for the full semester.
2. Students converting from Day Boarding to Boarding (upon availability of space) should do so from the 1st day of the month. Students converting in the middle of a month shall have to pay boarding fee on pro rata basis from the beginning of the month.

3. College mess is compulsory for all the boarding students.

### Refunds / Withdrawals

1. Students wishing to withdraw should give at least one semester's notice (Aug - Dec / Jan - July).
2. In case of withdrawal, fee pertaining to the semester falling in the notice period shall be payable by the student.
3. In the event of withdrawal without notice, the same shall be forfeited from the security deposit of the student.
4. Prospectus / Registration and first 50% of the tuition Fee are Non-Refundable.
5. Any instrument / equipment / gadget or books and stationery purchased from / through the Institute are Non-Returnable and thus Non-Refundable.

### Security Deposit

1. Every student admitting into the Institute needs to pay a security deposit as laid down by the management from time to time. This deposit is non-interest bearing and is refundable upon the student passing out / leaving the institute.
2. Any unpaid dues of the student shall be recovered from his / her security deposit.
3. The Security Deposit shall be refunded within 60 days of withdrawal / passing out of the student after adjusting unpaid dues, if any.
4. Legal disputes, if any, shall be settled only in the courts having their jurisdiction in Pune.

### Bank Charges

1. All bank charges pertaining to inward remittance of the fee, if any, shall be debited to student's account.

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2. In the event of cheque / draft return, a sum of Rs 1000/- besides the bank

## Fee Structure for the year 2008-09

### Fees Structure For Design Programmes

Particulars	For Indian Nationals (INR)	For foreign Nationals (USD)
Admission form	1000/-	30\$
Annual fees for both Graduate and Post graduate programmes including the tuition fee, Exam fees, Library fees, computer lab fees and sports and recreation charges	1,10,000/-	6,000\$
Development Fees ( one time)	30,000/-	1500\$
Security Deposit ( one time, refundable)	10,000/-	300\$
Hostel Charges (Boys)	33,000/-	1500\$
Hostel Charges (Girls)	25,000/-	1500\$
Mess (yearly)	30,000/-	1500\$
Total Fees (Boys)	2,14,000/-	10,830\$
Total Fees (Girls)	2,06,000/-	10,830\$

Note : 10% increase of fees is expected every year

### Fees Structure For Design Management Programme

Particulars	For Indian Nationals (INR)	
Admission form	1000/-	
Annual fees for both Graduate and Post graduate programmes including the tuition fee, Exam fees, Library fees, computer lab fees and sports and recreation charges	1,60,000/-	
Security Deposit ( one time, refundable)	10,000/-	
Hostel Charges (Boys)	33,000/-	
Hostel Charges (Girls)	25,000/-	
Mess (yearly)	30,000/-	
Total Fees (Boys)	2,34,000/-	
Total Fees (Girls)	2,26,000/-	

Note : 1. Design Management Student Will be accommodated in the Hostel as per availability.

Note : 2. 10 % Increase of Fees is expected every year .

Rajbaug, Next to Hadapsar, Loni-Kalbhor, Pune-412201, INDIA    admissions@mitid.edu.in    www.mitid.edu.in