



भारतीय प्रबंध संस्थान कोषिकोड

Indian Institute of Management Kozhikode

Globalizing Indian Thought



IIM Kozhikode, India

Guidelines and Fact Sheet 2017–18

IIM KOZHIKODE - INSTITUTIONAL INFORMATION

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BRIEF BACKGROUND

The Indian Institute of Management Kozhikode was established in 1996 by the Government of India as the fifth IIM in the country, in collaboration with the state government of Kerala. Spread over about 100 acres of land, the Institute is situated on two hillocks, located amidst the scenic setting of the Western Ghats. The Institute, known for its rigorous academic programs, has emerged as a centre of excellence in management education and has earned a unique position for itself in this field.

IMPORTANT INFORMATION

1. International Exchange (IE) program is open **only for masters' students who are in their final year of study** with good cumulative grade point average (CGPA). Undergraduate students are not eligible to apply.
2. IIM Kozhikode treats academics very seriously. **Class attendance** is an integral part of the curriculum. Occasionally, classes are scheduled until late evenings and during weekends to accommodate large number of elective courses. Due to this, it is necessary that a student always spends his/her time in the campus during the term.
3. Some courses are highly quantitative in nature. Hence, prospective students to IE program are strongly encouraged to diligently go through the detailed course outlines and make an informed selection of the courses before the term deadlines given below.
4. Owing to limited availability of vacant slots and pre-requisites for courses, it is not possible to guarantee that every student will be allotted the courses he/she opts for. Nonetheless, IRO tries its best to allot the courses based on the choices provided by the students.
5. After obtaining confirmation from the students regarding their course allotment, IRO freezes the same and **any further requests for change of courses will not be entertained.**

DOCUMENTATION: TO BE SUBMITTED ELECTRONICALLY

1. Duly filled-in IIMK registration form received by the candidate by email after his nomination by his/her home institution

2. Scanned copy of passport pages showing date of birth, nationality and address
3. Official transcripts of all the courses completed to date by the candidate in his/her current program
4. A certificate attesting student's English language skills (oral and written) must be provided by a competent authority
5. Colour photograph (max 200kb). Five passport size photographs should be submitted to the International Relations office upon arrival.

ACADEMIC INFORMATION

EQUIVALENCE OF CREDITS

For most of our partner universities, 1 IIMK credit = 1.25 ECTS credits

Each course in IIMK Post Graduate Programme is structured around the concept of credit.

Each credit represents 10 hours of classroom sessions.

LANGUAGE OF INSTRUCTION

All courses are taught only in **English**.

GRADING SYSTEM

IIMK follows a grading scheme of 13 levels ranging from A+ to F as given in the following table:

Letter Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
Grade Point	4.33	4	3.67	3.33	3	2.67	2.33	2	1.67	1.33	1	0.67	0

DEADLINES

The academic year in IIMK is split into three terms of study (Term 4, 5 and 6), consisting of different course offerings. The duration of each term of study and the respective deadlines for selecting the courses is given below

Term	Period	Deadline
Term IV	06 Jun to 25 Aug 2017	April 30, 2017
Term V	06 Sep to 26 Nov 2017	May 15, 2017
Term VI	12 Dec 2017 to 10 Mar 2018	May 30, 2017

In each of these terms, the day before the start of the term (5th Jun, 5th Sep, 11th Dec) will typically be the orientation day for Exchange students. **We advise all exchange students to arrive on campus one day before the Orientation day.**

COURSES OFFERED LAST YEAR

Please visit the webpage: <http://iimk.ac.in/academics/pgp/IECoursesOffered.php>

The list of courses with detailed course outlines to be offered for this academic year will be made available in the nomination portal.

TUITION FEE

As per the bilateral Exchange agreement, no tuition fee is charged from the students of partner institutions coming on exchange visit to IIMK.

CAMPUS ACCOMMODATION

Please refer to the Annexure at the end of this document for 2017-18 details.

GENERAL CODE OF CONDUCT

- ❖ It is expected that students attending classes at IIMK understand and subscribe to the ideal of academic integrity, and are willing to bear individual responsibility for their work.
- ❖ Any work (written or otherwise) submitted to fulfil an academic requirement must represent a student's original work. Any act of academic dishonesty, such as cheating or plagiarism will attract disqualification from the program.
- ❖ **Students are advised to be attired in 'Business Casuals' within the academic premises (including classrooms and cafeteria) of the institute always.** This is important as we have many distinguished guests from industry and the government frequently visiting our campus and using the same facilities along with our students.
- ❖ IIMK adheres to the federal and state laws which prohibits unlawful possession, use, or distribution of alcohol and illicit drugs by students on the College premises at all times.

- ❖ While the **use of a laptop or mobile phone** (in silent mode) is permitted in the library, their use **in classrooms is strictly prohibited unless directed otherwise by the instructor.**
- ❖ In case you want to bring a guest to the campus, you need to submit a request to the International Office in advance. Once we accept that request based on availability, you need to pay the accommodation charges for your guest.

FACILITIES ON CAMPUS

- Computer laboratories
- Library
- Medical centre (scheduled hours)
- Business museum
- Cafeteria
- Post-office\Commercial Bank
- Indoor sports centre
- Gymnasium
- ATMs
- Football and Basketball courts
- Walking/Jogging trails
- Mini Super market

GENERAL INFORMATION

IMMIGRATION PROCEDURES

- ❖ Exchange students need a “Student Visa” for studying in India. Student Visas are issued for the duration of the academic course of study on the basis of acceptance letters issued by the IRO of IIM Kozhikode. In case of any particular stamp/seal on visa, the students are advised to bring it to the notice of the exchange coordinator at IIMK. Only under exceptional circumstances, a request for visa extension is entertained.
- ❖ As per law, during their stay at IIMK, students travelling to different places in India are expected to intimate their travel plans to IRO for onward submission to FRRO Office, Bureau of Immigration.

HEALTH INSURANCE

All exchange students are strongly encouraged to avail health insurance from their home country, which covers medical repatriation for the full Term

COST OF LIVING

Living expenses for students, depending on their lifestyle, range between INR 5,000 and INR 15,000 monthly.

CLIMATE

Kozhikode is a town situated on the coast of Arabian Sea and experiences tropical climate. Temperature varies from 25 degree Celsius to maximum 34 degree Celsius in summer. June to September is monsoon season. Visitors during the monsoon season are advised to take adequate precautions for rainy season like carrying umbrella/rain coats, water resistant footwear etc.

REACHING IIMK CAMPUS

Airport

Kozhikode International Airport is 35 KMs away from the IIMK campus. Daily domestic flights from Mumbai, Delhi, Chennai, Bangalore and international flights from Dubai, Abu Dhabi, Doha, Colombo and Singapore are available. Pre-paid taxi service is available at the airport and it would cost approximately INR 900 to reach the IIMK campus.

Railway Station

Kozhikode railway station is well connected by rail with different parts of the country and the campus is about 15 KMs away from the railway station.

Annexure – I (2017-2018)

- ❖ Exchange students are provided campus accommodation at our Management Development Centre (MDC). They will not be provided accommodation in the regular student hostels for this year.
- ❖ MDC, equipped with better facilities, is normally used to accommodate working executives who visit IIMK campus to undergo mid-career training programs. Therefore, the exchange students are requested to maintain the decorum of MDC.
- ❖ **The exchange students are expected to adhere to the general rules applicable for staying on campus.** These will be provided by the International office during the orientation sessions at the beginning of the term.
- ❖ The accommodation charges for 2017-18 are ₹36,000 for double occupancy accommodation plus a refundable security deposit of ₹9,000. These charges are per student per term and should be paid on or before the 4th day of the term (refer to term schedule given earlier). A late fee of ₹5,000 per week will be charged if paid beyond this due date.
- ❖ The deposit amount will be refunded to the student at the end of the exchange term after the student produces the completed 'No Dues' certificate to the International Office.
- ❖ Students are expected to vacate their rooms within 3 days from the last date of their examination.