



## Admission Policy: Master of Design Programme

MIT Institute of Design a constituent of MIT ART DESIGN & TECHNOLOGY UNIVERSITY

(Established by Govt. of Maharashtra by MIT ADT University Act No. XXXIX of 2015)

Offers following programme

### A) Master of Design (M.Des)

#### A.1) Specialization offered

- Product Design
- Transportation Design
- Interior Space & Furniture Design
- Retail Design
- User Experience Design
- Graphic Design
- Animation Film Design
- Film & Video Design
- Fashion Design
- Fashion Communication

### B) INTAKE

Master of Design (2 years full time)

Indian Resident Students: 120

Overseas Students: 10% of sanctioned intake over and above regular intake

Overseas students includes NRI, PIO, CIO & International students

Rules of reservations apply as per the prevalent Government of Maharashtra directives.

#### B.1) Eligibility:

M.Des Programmes: Graduate from any stream (10+2+3 minimum)

#### B.2) Category wise Seat Provisions

Course	Intake	MS	OMS	Open	SC	ST	VJNT (A)	VJNT (B)	VJNT (C)	VJNT (D)	OBC
		70%	30%		13%	7%	3%	2.50%	3.50%	2%	19%
M.Des	120	84	36	42	11	6	3	2	4	1	15

\*MS: Maharashtra State Candidates

OMS: Other than Maharashtra State Candidates

### C) The Admission Process for Indian resident students

#### C.1) APPLICATION FORM:

Application forms will be available in the month of October on the website. The candidate has to fill the online application form available on the website and submit a dully filled hard copy of the form at the institute address mentioned below preferably by speed post before due date along with all applicable self-attested



documents and demand draft of ₹ 3000 /- in favour of "MIT ID PUNE" drawn on Pune branch as fees for Design Aptitude Test.

The Design Aptitude test fees can also be paid online while filling up of the form.

### C.2) Documents Required

Category	Candidates from Maharashtra State (M S)								OMS
	Open	SC	ST	VJDNT (A)	NT- B	NT-C	NT-D	OBC	
10 <sup>th</sup> Mark Sheet	Y	Y	Y	Y	Y	Y	Y	Y	Y
12 <sup>th</sup> Mark Sheet*	Y	Y	Y	Y	Y	Y	Y	Y	Y
Graduation Mark Sheet (for M. Des)*	Y	Y	Y	Y	Y	Y	Y	Y	Y
Caste Certificate	N	Y	Y	Y	Y	Y	Y	Y	N
Domicile Certificate	Y	Y	Y	Y	Y	Y	Y	Y	N
Non Creamy layer	N	N	N	Y	Y	Y	Y	Y	N

\*The candidates applying under reserved category have to submit self-attested applicable documents for consideration of their candidature under the reserved category.

The Candidates appearing for the 12<sup>th</sup> Std / final year graduation (applicable for candidates applying for M. Des) or equivalent examination are not required to submit 12<sup>th</sup> / final year graduation Mark sheet, however the admission will be confirmed to selected candidates only on clearing the 12<sup>th</sup> Std / final year graduation or equivalent examination.

The incomplete application forms / not satisfying eligibility criteria will be rejected. The Design Aptitude Test (DAT) fees (₹ 3,000/-) for such rejected applications will not be refunded. No official communication will be made regarding rejected application forms.

### D) Admission Process:

Admission is on the basis of MITID method of selection, which extends beyond the students previous academic qualifications. The MITID Admission Committee systematically seeks evidence of the perception, attitude, aptitude, achievement and motivation essential for a challenging and satisfying design career. The objective of the tests and the interviews is to ascertain the above qualities.

The Admission Committee decides the procedures, grades and weightage every year. The norms for the selection are the sole prerogative of the Admission Committee and the decision of the Admission Committee and the Management in any of the matters concerning the admission process and selection will be final. Any direct or indirect attempt to influence the admission committee or its members, academic office bearers or management will lead to the automatic disqualification of the candidate(s).



### D.1) Weightages for each stage of Admissions Process

Design Aptitude Test (DAT)	Studio Test	Personal Interview
25	25	50

\*Note: Only candidates who have appeared for all the three stages of the tests will be considered eligible for the Final Merit List.

### D.2) The admission process is in two phases:

**Phase - 1: DAT (Design Aptitude Test)** conducted at various centres across the country. Design Aptitude Test (DAT) will be conducted at various test centres across India. (Ahmedabad, Bengaluru, Bhopal, Chandigarh, Chennai, Delhi, Goa, Hyderabad, Jaipur, Kolkata, Lucknow, Mumbai, Nagpur, Pune)  
MITID reserves its right to add, change or cancel any of these centres.

Based on scores obtained from DAT, shortlisted candidates will be called for second phase.

The number of candidates to be shortlisted for the second round will be four times of the sanctioned intake (minimum) or more depending upon the number of eligible candidates. The score of the last candidate in the list will be the cut off score for the open category candidates

Relaxation in Cut-Off scores for candidates in reserved categories will be 10% less than cut off score for open category.

**Phase – 2: Studio Test and Personal Interview** at MITID campus in Pune.

The second phase of the admission procedure will consist of studio tests followed by personal interviews at Institute in Pune.

All those candidates called for the second phase are required to attend the studio tests and interview, which completes the process of selection.

### D.3) Merit List Announcement

The Final Merit list for the selected candidates will be announced on MITID website. No separate call letters will be sent to the selected candidates.



#### **D.4) Tie break policy**

In case of tie break (the total marks scored by two or more candidates are the same), then the following tie-break policy will be used for awarding ranks:

- Higher rank will be assigned to the candidate who has obtained higher marks in phase 2 (studio test & personal interview combine).
- If this does not break the tie, higher rank will be assigned to the candidate who has obtained higher marks in personal interview.
- If this does not break the tie, higher rank will be assigned to the candidate who has obtained higher marks in Design Aptitude Test.
- If this does not break the tie, higher rank will be assigned to the candidate who has obtained higher marks in Design Aptitude Test & Studio test combine.
- If this does not break the tie, higher rank will be assigned to the candidate who has obtained higher marks in Studio test.

#### **E) Fees:**

E.1) The fee structure as applicable for the students of the regular program will be charged from the students. Any revision in the fee structure would be notified separately from time to time. All deposits/payments of fees shall be made by Demand Draft only payable at Pune.

E.2) At the time of admission, the student needs to pay 50% of tuition fees, Hostel, Mess & Laundry charges (optional) for the academic year, one time full development fee and student activity fees. In case of availing Hostel facility the Hostel security deposit has to be paid at the time of admission.

E.3) The Tuition Fee is applicable for the academic year i.e. from July to May.

E.4) The student has to pay full year fees for the 4th year of GDP & 2nd year of PGDP where in the last semester they do their diploma project in the industry.

E.5) The Tuition Fee covers all of the teaching and other expenses (such as library, examination, labs, co-curricular activities, sports etc. for the academic year)

E.6) The Tuition Fee does not include or cover field trips and excursions, pocket money, extra subject / learning support, weekend outings / trips, transportation, stationery, workshop tools & materials other co-curricular activities, extra tutorials, medical expenses etc.

E.7) There are two options available for payment of Tuition Fee: ·  
Advance Yearly - this carries a 5% rebate on Tuition Fee  
In three equal instalments as mentioned below.



E.8) All fee payments should be made by the due dates as indicated in the Fee Schedule. The Due dates for submitting fees in instalments are as follows.

- 1<sup>st</sup> Instalment before 30th June of every academic year
- 2<sup>nd</sup> Instalment before 31st October of every academic year.
- 3<sup>rd</sup> Instalment before 28th February of every academic year

E.9) The students seeking admission for the 1<sup>st</sup> year however have to pay the 1<sup>st</sup> instalment as declared in the admission procedure.

E.10) 10% increase in Composite Fees will be there every year

E.11) Students have to purchase the tool kit at actual cost from the institute Stores.

E.12) The institute reserves the right to revise / amend the Fee Schedule.

#### **F) Late Fees**

F.1) In the event of late deposit of fee following surcharge shall be charged:

- If paid within 30 days after the due date: 5%
- If paid between 31 and 60 days after the due date: 10%

F.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.

F.3) If the fee is not paid even after 3 fortnightly reminders, the students name shall be struck off from the institute's records.

#### **G) Conversions**

G.1) Students converting from Boarding to Day Boarding should do so at the end of a semester.

G.2) Students converting from Boarding to Day Boarding in the middle of a semester shall have to pay boarding fee for the full semester.

G.3) Students converting from Day Boarding to Boarding (upon availability of seat) should do so from the 1<sup>st</sup> 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.

G.4) College mess is compulsory for all the boarding students.

#### **H) Refunds / Withdrawals**

H.1) Students wishing to withdraw should give at least one semester's notice (July - Dec / Jan - June).

H.2) In case of withdrawal, fee pertaining to the semester falling in the notice period shall be payable by the student.



H.3) In the event of withdrawal without notice, the same shall be forfeited from the hostel security deposit of the student.

#### **I) Refunds New Admissions (First Year)**

I.1) In case of withdrawal happens within a period of one month from declaration of the final list of selected students an amount of ₹ 10,000 will be deducted as administrative charges and rest amount will be refunded to the student within 30days from receiving of the application.

I.2) In case of withdrawal happens after one month from declaration of the final list of selected students and before commencement of the course 25% of Tuition fee will be deducted and rest amount will be refunded to the student within 30 days from receiving of the application. The calculation for refund is done on 50% of the Tuition fees paid for the academic year. Hostel, Mess & Laundry charges paid will be refunded full.

I.3) In case of withdrawal happens within a period of 1 month from the commencement of the course 50% of Tuition fee will be deducted and rest amount will be refunded to the student within 30days from receiving of the application. The calculation for refund is done on 50% of the Tuition fees paid for the academic year.

One month charges for Hostel, Mess & Laundry will be deducted and balance will be refunded.

I.4) For the Withdrawal happening after 1 month from commencement of the course, no amount except security deposit will be refunded within 60 days from receiving of the application.

I.5) University Affiliation fees for the Fashion Design programmes will be refunded only in case of withdrawal happening before commencement of course. No refund of University Affiliation fees will be done for admission withdrawal done after commencement of course.

I.6) Any instrument / equipment / gadget or books and stationery purchased from / through the Institute are Non-Returnable and thus Non-Refundable.

#### **J) Hostel Security Deposit**

J.1) Every student admitting into the Institute needs to pay a Hostel 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.

J.2) Any unpaid dues of the student shall be recovered from his / her security deposit.

J.3) The Hostel security Deposit shall be refunded within 60 days of withdrawal /passing out of the student after adjusting unpaid dues, if any. This is done on production of prescribed 'No Dues certificate' from concerned departments. Production of the 'No Dues Certificate' is also essential for award of Degree.



J.4) No request of refund would be entertained after six months from the date of completion of the course or the student leaving the institute.

J.5) Legal disputes, if any, shall be settled only in the courts having their jurisdiction in Pune.

**K) Bank Charges**

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

K.2) In the event of cheque / draft return, a sum of ₹ 1000/- besides the bank charges shall be debited to the student's account.