



INDIAN INSTITUTE OF MANAGEMENT CALCUTTA  
FACT SHEET FOR INCOMING EXCHANGE STUDENTS  
ACADEMIC YEAR – 2017-18

School Address:	INDIAN INSTITUTE OF MANAGEMENT CALCUTTA Diamond Harbour Road Joka, Kolkata (Calcutta) - 700104 West Bengal INDIA Phone- +91-33-2453-5037 Fax - +91-33-2467-8307
Contact:	Ms. Soma Dasgupta – STEP Coordinator Phone: +91 (33) 2467 8300-06 Email: <a href="mailto:stepcoordinator@iimcal.ac.in">stepcoordinator@iimcal.ac.in</a>
Website:	E-mail - <a href="http://www.iimcal.ac.in">http://www.iimcal.ac.in</a>
Term Dates:	<b>Term-V:</b> September 4 <sup>th</sup> – December 8 <sup>th</sup> , 2017
Deadline For Nominations – Incoming Students:	<b>Term V:</b> 30 <sup>th</sup> April, 2017
Visa Details:	It is mandatory for all incoming students to arrive in India on a Student's Visa. Students need to ensure they have the visa when they reach India. Refer to the link below for more details on Indian Visa regulations and requirements: <a href="http://indianvisaonline.gov.in/visa/">http://indianvisaonline.gov.in/visa/</a>
Nomination for Exchange Programme:	Incoming students need to apply for the Student Exchange Programme (STEP) through their  International Relations Coordinator at Home Schools.  Exchange students get enrolled in the Post Graduate Programme (PGDM courses ONLY)

IIMC will accept incoming students for the STEP program based on the application and other supporting documents provided.

Documents Required For Registration formalities:

After Arrival

- Copy of the Invitation letter
- ONE copy of the Personal Data Card
- Identity Card (**please see below the link given for filling the online spreadsheet:**  
[https://docs.google.com/spreadsheets/d/1f-R\\_SO8q8meWnAUSHqFreJ9cXxjAF1I6eVlissBnfYA/edit?ts=577f9417&pref=2&pli=1#gid=0](https://docs.google.com/spreadsheets/d/1f-R_SO8q8meWnAUSHqFreJ9cXxjAF1I6eVlissBnfYA/edit?ts=577f9417&pref=2&pli=1#gid=0))
- Bring additional photographs
- 2 Photocopies of Passport and Visa

Accommodation:

It is mandatory for all students to stay within the campus. IIMC provides hostel rooms for students.

General Instructions for Registration by the Foreigners with the Foreigners Regional Registration Officer (FRRO):

All foreigners (including foreigners of Indian origin) visiting India on long term (more than 180 days) Student Visa, Medical Visa, Research Visa and Employment Visa are required to get themselves registered with the Foreigners Regional Registration Officer (FRRO) / Foreigners Registration Officer (FRO) concerned having jurisdiction over the place where the foreigners intends to stay, within 14 days of arrival.

Details can be found in this link:

<http://boi.gov.in/content/general-instructions-registration-foreigners>

**NOTE:** As per our regulatory requirement, the applicable rule states that students coming to study in India with a student visa would NOT require any registration at the FRRO if his /her duration of visa is less than six months.

If the stamped visa has duration of exactly six months and above (i.e. 180 days and above) OR if it is embossed on the visa 'Registration is required within 14 days of arrival to India', then the student(s) would need to get registered at the FRRO. This requires a lot of processing of papers and visiting the FRRO office many times which takes plenty of time and effort.

**Hence, it is advisable for all incoming students to come to India with a short duration visa i.e. less than six months visa OR less than 180 days.**

Language:

The language of instruction for all courses is in English. Hence exchange students need to be proficient in English.

All students in IIMC are proficient in English and other Indian language like Hindi.

Exchange students proficient in English will not have any difficulty in communicating in English.

Courses:

Actual courses offered for 2017/18 will be made available before the students arrive for their term at IIMC. A separate mail regarding course registration will be sent to all students in the month of June, 16.

Exchange students are enabled to choose as many courses they want, we have no restrictions to that. However, they must select the courses fulfilling the credit requirements of their own institutions.

For further information refer to <https://www.iimcal.ac.in/programs/pgp>

Learning Expectations:

- Attendance is mandatory for all classes. Exchange students need to ensure they arrive at IIMC before first day of the class.
- Class Format – Classes are conducted through a mix of lectures, case analysis, interactive projects, discussions and presentations. Extensive in-class participation is critical.
- Students must prepare for each case study before class.

Batch Profile:

- The PGP student batch consists of a healthy mix of fresher's and students with prior work experience
- Many of the students in the a class has prior work experience from diverse industries like public sectors, NGOs, consulting firms, Indian armed forces, healthcare and IT firms.
- There are also some students who are entrepreneurs and have started their own business.

- Majority of the batches are from an engineering background.

#### Student Support Services:

- Student Council – IIMC has a student council which acts as an interface between Faculty and administration. This council helps in the close interactions between the students and the faculty members and extends outside the ambits of academics.

#### Campus Facilities

- IIMC campus is located at the outskirts of Kolkata(formerly, Calcutta) city and offers a serene learning environment.
- The 135 acre campus houses offices, faculty and office blocks along with fully equipped class-rooms, seminar and conference rooms etc.
- The campus has a 750 seated, state of the art auditorium where conferences, presentations etc. are held.
- IIMC library is considered to be one of the best management libraries in Asia Pacific Region.
- Other facilities include a gymnasium, swimming pool, a bank and post office
- IIMC has 4 major hostels which are well-equipped with common rooms, games rooms and courts for various sports.

#### Medical emergency:

Institute has its own dispensary on the campus (Office Extn. No. 212).

Mr. Bijay Singha Roy, Pharmacist – tel.no. +91 33 - 2467-2296 and Mr. Ashok Giri, (Office Extn.212)

Medical Consultant – Dr. Srikanta Banerjee

Tel.no.. +91 33 - 2496-2067, (M) +91 98309-42614

Consultant Psychiatrist – Dr. Sunipa Sinha Roy, Extn.511 (M) +91 98300-38783.

#### Clubs

IIMC has various clubs formed by the students. Multiple events are also held every year. For more details on the clubs and events check the website. - <http://www.iimcal.ac.in/hostel-life>

#### Living in Kolkata

Refer <https://www.iimcal.ac.in/about/international-office/student-exchange/pgp/incoming-students/about-india-kolkata>