MANDATORY DISCLOSURES

1. NAME OF THE INSTITUTION

T A Pai Management Institute P B No – 09, Manipal – 576104

Karnataka

Tel: 0820 2701000

E-mail: tapmi@manipal.edu

2. NAME AND ADDRESS OF THE TRUST/SOCIETY/COMPANY AND THE TRUSTEES

Manipal Academy of Higher Education Trust

SI No.	Trustee Name	Designation	Address
1	Dr. Ranjan R Pai	President & Chairman	Registrar, Academy of General Education (AGE), Manipal Chairman, MEMG India International Pvt Ltd., JW Marriott Bengaluru, Bengaluru - 560001
2	Dr. Ramdas M Pai	Trustee	Chancellor MAHE, Manipal 576 104
3	Mr. T Ashok Pai	Trustee	Secretary, Dr TMA Pai Foundation, Syndicate House, Manipal 576 104
4	Mr. T Satish U Pai	Trustee	Managing Director, Manipal Media Network Ltd, Udayavani Building, Manipal 576 104
5	Mrs. Vasanti R. Pai	Trustee	Geetanjali, Manipal 576 104
6	Mr. T V Mohandas Pai	Trustee	Chairman, Manipal Global Education Services, Pvt Ltd., 15th Floor, JW Marriott Bengaluru, 24/1, Vittal Mallya Road (Next to UB City), Bengaluru - 560001
7	Dr. H S Ballal	Trustee	Pro Chancellor, Manipal Academy of Higher Education, Manipal and President, Academy of General Education, Manipal

3. NAME AND ADDRESS OF THE DIRECTOR

Dr. Durga Prasad
Director I/C
T A Pai Management Institute
P B No – 09, Manipal – 576104
Karnataka

Tel: 0820 2701025 Mob: 8277529293

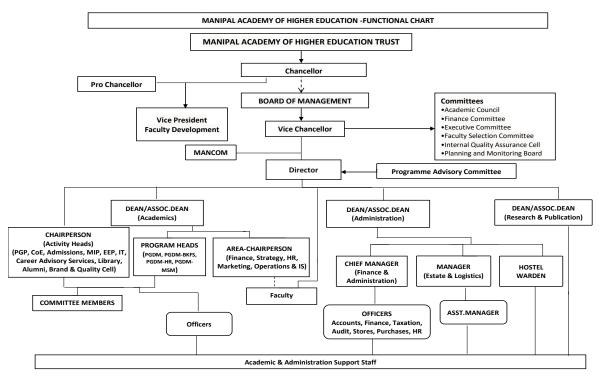
E-mail: director.tapmi@manipal.edu

4. NAME OF AFFILIATING UNIVERSITY: Manipal Academy of Higher Education, Manipal

5. GOVERNANCE

- Leadership: https://www.tapmi.edu.in/board-leadership-team/governing-council/
- Members of Academic Advisory Body: https://www.tapmi.edu.in/board-leadership-team/board-of-mgmt-studies/
- Frequency of the Board Meeting and Academic Advisory Body: Quarterly/ Half Yearly

Organizational Chart and Processes:



 Nature and extent of involvement of Faculty and Students in Academic Affairs/Improvements:

Students participate in regular feedbacks on their courses. The faculty gives a feedback on Curriculum revisions and examines the potential new subjects.

The Student Executive Council (SEC) is the face of the student community at TAPMI. SEC aims at the betterment of the student fraternity and always looks forward to institutional building. Members of SEC serve as student representatives on the Strategy Planning Group (SPG) along with senior faculty members, to give direction to student initiatives and the strategy of the institute.

Roles and Responsibilities:

Some of the key functions of SEC include:

- Ensuring coordination and acting as a mediator between the stakeholders (Student community, PGP Office, Dean's office, Students' Affairs, Controller of Exams, and various committees) of the institution.
- Ensuring discipline and maintaining decorum among the student community.
- Voicing student concerns and other matters of importance.

- Implementation of the council's and students' initiatives by pooling student ideas, to screen them and later help in the implementation of the initiatives with the help of the student affairs and the management.
- Scheduling, conducting, and coordinating committee/club elections.
- Coordinating student/committee activities by ensuring smooth conduct of events without clashes in timeline throughout the year.
- Coordinating academic activities by updating both faculty and students with the academic progress and updates.
- Budgeting and allocating funds to other committees/clubs/forums based on their requirements in consultation with TAPMI Administration

Mechanism/ Norms and Procedure for democratic/ good Governance

1. Advisory Board Members

The Advisory Board Members comprises of experts from industry and academics. The members meet once in a year and review the program structure, curriculum and industry-academic interface. The curriculum committee presents, and tables reports based on their recommendation to the Advisory Board members. After due discussion and diligence, the Advisory Board Members recommends the proposal or suggests modifications if any. The objective of Advisory Board Member is to ensure that the curriculum is contemporary and updated.

2. Committees

There are 29 key committees led and run by Faculty of TAPMI. Each committee has a well-defined objective. The committee is headed by a Chairperson and a Co-Chairperson and is ably supported by Faculty members. The committees are mandated by the Director to chart out action plans for the upcoming academic year, prepare budgets and implement the same. The committees meet regularly and discuss matters pertaining to academic and non-academic issues. All academic related matters are addressed by the PGP Committee. Curriculum related matters are taken by the curriculum committee.

• Student Feedback on Institutional Governance / Faculty Performance:

Feedback on teaching is obtained from multiple sources — peers from the area attending selected sessions, interim and final feedback obtained from students (both quantitative and qualitative), feedback from students obtained by the Director through

his scheduled visits to all sections and finally feedback obtained through a comprehensive Student Satisfaction Survey administered at the end of each year. The course and faculty specific feedback obtained from students at the interim stage (at the end of 6 sessions) and later at the end of the course (both quantitative and qualitative) is shared with Area Chair, Associate Dean, Dean and the Director. Any constructive feedback obtained is discussed with the faculty both at the end of the term and later followed up at the year-end review. In case faculty has any developmental needs with respect to classroom management or pedagogical matters, she is assigned a mentor (usually a senior faculty) from the area.

• Grievance Redressal mechanism for Faculty, Staff and Students:

Student: The Institute has a robust Grievance Redressal Committee to cater to student grievances and allegations of unfair practices, if any. This committee mandatorily includes an Ombudsman. The members of the committee are nominated by the Chairperson of the committee depending on the type of grievance submitted.

Staff: The faculty and staff can raise the grievance with Deans or Directors which will be discussed and resolved in appropriate forums. The academic grievances will the resolved by Dean (Academics) and administration related grievance will be resolved by the Dean (Administration).

Establishment of Online Grievance Redressal Mechanism

https://tapmi.edugrievance.com/

• Establishment of Anti Ragging Committee:

https://www.tapmi.edu.in/wp-content/uploads/2022/10/Anti-Ragging-Committee.pdf

https://www.tapmi.edu.in/wp-content/uploads/2022/10/Anti-Ragging-Squad.pdf

• Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University:

Details of Grievance Redressal Committee

https://www.tapmi.edu.in/wp-content/uploads/2023/04/3.-Grievance-Redressal-Committee.pdf

Details of Ombudsman

https://manipal.edu/mu/about-us/ombudsman-details.html

• Establishment of Internal Complaint Committee: YES

- Establishment of Committee for SC/ST: YES https://www.tapmi.edu.in/wp-content/uploads/2023/07/SC-ST-Committee.pdf
- Internal Quality Assurance Cell*: https://www.tapmi.edu.in/wp-content/uploads/2022/09/IQAC-Office-Order.pdf

6. PROGRAMMES

- Name of Programmes approved by AICTE:
 - o MBA
 - MBA (Banking and Financial Services)
 - MBA (Human Resource Management)
 - MBA (Marketing Management)
 - MBA (International Business)
 - Integrated Program in Management (BBA/MBA)
- Name of Programmes accredited by NBA:

SI No.	Programmes/Courses accredited	Accreditation Status
1	Post Graduate Diploma in Management	Accredited for Six Years. Valid till 30/6/2022. Applied for Re-accreditation.
2	Post Graduate Diploma in Management (Banking & Financial Services)	Accredited for three years. Valid till 30/6/2024

For each programme the following details are to be given (for academic year of 2023-24):

Course	Number of seats	Duration	Cut off marks
МВА	360*	22 months	CAT-Profile based XAT- Profile based GMAT- Profile based NMAT- Profile based
MBA-BKFS	60	22 months	CAT-Profile based XAT- Profile based GMAT- Profile based NMAT- Profile based
MBA-HRM	60	22 months	CAT-Profile based XAT- Profile based GMAT- Profile based NMAT- Profile based

MBA-Marketing Management	60	22 months	CAT-Profile based XAT- Profile based GMAT- Profile based NMAT- Profile based
MBA-IB	30	22 months	CAT-Profile based XAT- Profile based GMAT- Profile based NMAT- Profile based
Integrated Program in Management (BBA/IPM)	60	58 months	IPMAT/JIPMAT/JEE mains/SAT examination/Common Law Admission Test/Manipal Entrance Test (MET)

^{*15%} supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries (CIWG)

• FEE: (for batch 2023-25)

Category	Tuition Fees		
	Year I	Year II	
Indian Domicile	INR 8.25 lakh	INR 8.25 lakh	
CIWG	INR 8.25 lakh	INR 8.25 lakh	
NRI	USD 20000	USD 20000	
Foreign National/PIO/OCI	USD 20000	USD 20000	

https://www.tapmi.edu.in/admissions/program-fees/

• Campus placement in last three years with maximum salary and average salary:

Salary Details (Rs. Lakhs p.a.)						
Batch 2021-23 2020-22 2019-21						
	PGD	M				
Average	14.6	12.5	11.3			
Maximum	24.8	25.6	25			
	PGDM-	BKFS				
Average	15.7	12.6	10.7			
Maximum	22.3	32.2	15.79			
PGDM – HRM						
Average	12.8	12.1	9.3			
Maximum	15	23.6	13			

PGDM – Marketing				
Average	14.8	11.6	10.3	
Maximum	23.4	18	15.1	

 Name and duration of Programme(s) having Twinning and Collaboration with Foreign University (s) and being run in the same Campus along with status of their AICTE approval: NA

7. FACULTY:

• Branch wise list Faculty members:

https://www.tapmi.edu.in/faculty-profile-directory/

Adjunct Faculty:

https://www.tapmi.edu.in/faculty-profile-directory/tapmi-adjunct-faculty/

• Number of Faculty employed and left during the last three years:

Academic year	No. of Faculty employed	No. of Faculty left
2020-21	10	6
2021-22	7	11
2022-23	24	21

8. PROFILE OF THE DIRECTOR

https://www.tapmi.edu.in/directors-message/#director-profile

9. FEE

- Details of fee, as approved by State Fee Committee, for the institution: NA
- Time Schedule for payment of fee for the entire programme: 2 instalments
- Number of fee waivers granted with amount and name of students: NA
- No. of scholarships offered by the Institution, duration and amount: https://www.tapmi.edu.in/admissions/scholarships/
- Estimated cost of Boarding and Lodging in Hostels: Rs. 3,70,000/-
- Any other fee: No

10. ADMISSION

• Number of seats sanctioned with the year of approval

SI. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	1984-1985 to 1993-1994	1984-1986 to 1993-1995	PGDM	Open
2	1994-1995 to 2007-2008	1994-1996 to 2007-2009	PGDM	100
3	2008-2009 to 2009-2011	2008-2010 to 2009-2011	PGDM	120
4	2010-2011	2010-2012	PGDM	180
5	2011-2012 to 2021-2022	2011-2013 to 2021-2023	PGDM	420
6	2022-2023	2022-2024	MBA	420
7	2023-2024	2023-2025	MBA	360

Sl. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	2014-2015 to 2019-2020	2014-2016 to 2019-2021	PGDM-BKFS	60
2	2020-2021 to 2021-2022	2020-2022 to 2021-2023	PGDM-BKFS	120
3	2022-2023 to 2023-2025	2022-2024 to 2023-2025	MBA-BKFS	60

SI. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	2018-2019 to 2021- 2022	2018-2020 to 2021-2023	PGDM-HRM	60
2	2022-2023 to 2023-2024	2022-2024 to 2023-2025	MBA-HRM	60

Sl. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	2019-2020 to 2021- 2022	2019-2021 to 2021-2023	PGDM-Marketing	60
2	2022-2023 to 2023-2024	2022-2024 to 2023-2025	MBA-Marketing Management	60

SI. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	2022-2023 to 2023-2024	2022-2024 to 2023-2025	MBA-International Business	30

SI. No.	Academic Year	Batch	Name of the Course	Approved Intake
1	2023-2024	2023-2028	IPM (BBA/MBA)	60

• Number of students admitted under various categories each year in the last three years

Batch	Program	General	NRI	PIO	Total
	PGDM	379	15	0	394
2020-22	PGDM-BKFS	60	0	0	60
2020-22	PGDM-HRM	45	0	0	45
	PGDM-Marketing	56	0	0	56
	PGDM	367	10	0	377
2021-23	PGDM-BKFS	60	0	0	60
2021-23	PGDM-HRM	23	0	0	23
	PGDM-Marketing	39	0	0	39
	MBA	398	6	0	404
	MBA-BKFS	55	0	0	55
2022-24	MBA-HRM	54	0	0	54
	MBA-Marketing	28	0	0	28
	MBA-IB	24	0	0	24

 Number of applications received during last two years for admission under Management quota and number admitted: NA

11. ADMISSION PROCEDURE

- Mention the admission test being followed, name and address of the Test Agency and its URL (Website)
 - 1. CAT: Indian Institute of Management, https://iimcat.ac.in
 - 2. XAT: Xavier School of Management, http://www.xatonline.in
 - 3. GMT, NMAT: Graduate Management Admission Council, https://www.gmac.com
- Number of seats allotted to different Test Qualified candidate separately: NA
- Calendar for admission against Management/Vacant seats: NA

12. CRITERIA AND WEIGHTAGES FOR ADMISSION (Batch 2022-24)

Stage I: Shortlisting

Test	Cut-off (minimum)
CAT 2022	Profile based
XAT 2023	Profile based
GMAT	Profile based
NMAT	Profile based
Graduation	
XII	As per AICTE Norms
Х	

Students will be informed on the shortlist decision through email to their registered email.

Stage II: Admission Process

https://www.tapmi.edu.in/admissions/admission-process/

13. List of Applicants - NA

14. Results of admission under management seats/Vacant seats- NA

15. INFORMATION OF INFRASTRUCTURE AND OTHER RESOURCES

• Number of classrooms, Laboratories, Tutorial Rooms etc. and size of each:

Room No.	Room type (mention Class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)
BS04	Classroom	56.77
CONFERENCE ROOM	Seminar Hall	107.23
F1	Classroom	129.39
F2	Classroom	128.89
F3	Classroom	175.98
F4	Classroom	171.57
FF33	Classroom	92.69
FF34	Classroom	76.63
FF35	Classroom	136.68
FINANCE LAB	Resource Centre	182.76
G1	Computer Laboratory	129.39
G2	Classroom	128.89
G3	Classroom	175.98
G4	Classroom	171.57
GF21	Classroom	135.3
GF22	Classroom	119.87
LG11	Classroom	135.3
LG16	Classroom	77.17
S1	Classroom	175.98
S2	Classroom	171.57
SEMINAR HALL	Seminar Hall	262.78
TUTORIAL ROOM 1	Tutorial Room	31.95
TUTORIAL ROOM 2	Tutorial Room	31.95
TUTORIAL ROOM 3	Tutorial Room	136.38
Computer Center	Computer Center	313.74
Library	Library & Reading Room	545.24

- Number of Drawing Halls with capacity of each: NA
- Number of Computer Centres: 3
- Central Examination Facility, Number of rooms and capacity of each: **17 Classrooms** with capacity to seat **40** students.
- Online examination facility (Number of Nodes, Internet Bandwidth, etc.): **Five labs** with 219 nodes. Internet bandwidth is 1324 mbps

• Barrier Free Built Environment for disabled and elderly persons: Available

Occupancy Certificate: AvailableFire and Safety Certificate: Available

Hostel Facilities:

Whether Hostel facility Available	Yes
Location	Within the Campus
Girl's Hostel	Yes
Boy's Hostel	Yes
Total Hostel Capacity	1060
Availability of Air Conditioning	Yes

LIBRARY

o Library Books *:

Number of Library Books	70,515
Titles	51,696
Total Journals subscription	195

O List of online National / International Journals subscribed:

List of online National / International Journals subscribed:			
National/International	15,138 (through databases like Science direct,		
	EBSCO, PROQUEST, SAGE etc)		

E-Library Facilities:

Intranet and Library Web portal loaded with e-resources
IP-based Online access to e-Journals & e-books databases
IP-based Online access to e-Journals & e-books databases
Campus-wide and Remote Access to TAPMI Intranet and Library Web Portal
Access to NPTEL & NDL through intranet and library web portals
Access to other important Websites through Library Web Portal
Access to the List of new arrivals to the library through Library Web Portal
Access to Web OPAC
Access to TAPMI Gyankosh: Eprints-based TAPMI Research Portal /Institutional
Repository
Access to 4500 annual reports downloaded from Company website
Federated Searching facility through Fed-Gate
Open Athens Searching facility
Koha-based Library Automation software

O National Digital Library (NDL) subscription details

NDLI Club Registration Number is: INKANCPNNTQ3AM6

Computing Facilities

- o Internet Bandwidth (Internet Leased Line): 1324 MBPS
- o Internet Bandwidth for WiFi Users: 10 Mbps unlimited internet for each user
- o Number and Configuration of System:

SI		
No	Particulars	Counts (Nos.)
1	Total PCs (Desktop & Laptops)	581
2	Total Printers	64
3	Total Projectors	57
4	Total Smart Board/IIP	25
5	Total Video Conference devices	5
6	Total Phones	252
SI	Particulars	Count
No		
1	PCs/Laptop exclusively available to students	291
2	PCs/Laptop available in Administrative Office	91
3	PCs/Laptop available to Faculty Members	60
4	PCs/Laptop available in Library	15
5	Number of PCs/Laptop in language lab	30
6	Internet Bandwidth in Mbps	1324
7	Number of Legal Application software	10
8	Printers available to student	16

9	Number of Legal System software	3
10	Number of Open Source Software	4
11	Availability of WiFi for Students	Yes

Innovation Cell: NA

Social Media Cell: Yes

Compliance of the National Academic Depository (NAD) – Complied

• List of facilities available:

o Games and Sports Facilities: Available

o Extra-Curricular Activities: Available

o Soft Skill Development Facilities: Available

• Teaching Learning Process

 Curricula and Syllabus for each of the programmes as approved by the university:

MBA

https://www.tapmi.edu.in/programs/mba-course-structure/

MBA (Banking and Financial Services)

https://www.tapmi.edu.in/programs/bkfs-course-structure/

MBA (Human Resource Management)

https://www.tapmi.edu.in/programs/hr-program-structure/

MBA (Marketing Management)

https://www.tapmi.edu.in/programs/program-structure/

16. ENROLLMENT OF STUDENTS IN THE LAST THREE YEARS:

Academic Year	Program	No. of Students Admitted
2020-2021	PGDM	394
2021-2022	PGDM	377
2022-2023	MBA	404
2020-2021	PGDM-BKFS	60
2021-2022	PGDM-BKFS	60
2022-2023	MBA-BKFS	55
2020-2021	PGDM-HRM	45
2021-2022	PGDM-HRM	23
2022-2023	MBA-HRM	54
2020-2021	PGDM-Marketing	56
2021-2022	PGDM-Marketing	39
2022-2023	MBA-Marketing	28
2022-2023	MBA-IB	24

17. List of Research Projects/Consultancy works

• Number of projects carried out, funding agency, Grant received

Sr.	Faculty	Project	Funding	Amount	Details	Academi
No.			Agency			c Year
					Kavitha	
			Max Planck		Ranganathan. Max	
	Kavitha	Max Planck	Society		Planck India	
1	Ranganathan	India	(funded by	Approx.	Mobility Grant, by	2018-19
		Mobility	the German	2,31,803	the Max Planck	
		Grant	Government		Society (funded by	
)		the German	
					Government). The	
					grant amounts to	
					3000 Euros per	
					visit, per year, that	
					covers flights,	
					accommodation	
					and research	
					consumables.	

2	Shirshendu Ganguli	Perception of Aadhaar in the Users' Minds: Perceived Benefits, Value, Utility, Expectations, Trust and Risk	Digital India Research Initiative(DIRI), ISB Hyderabad	INR 7,07,000	Shirshendu Ganguli and Kaushik Bhattacharjee titled "Perception of Aadhaar in the Users' Minds: Perceived Benefits, Value, Utility, Expectations, Trust and Risk". Digital India Research Initiative (DIRI), ISB Hyderabad. INR 7, 07,000.	2019-20
3	Kavitha	Harnessing Simulated Experience to Help People Make Investment Decisions	Biäsch Foundation for Applied Psychology housed at the University of Zurich	Funding amount is 49,258 CHF (around INR 35 Lakhs)	Principal investigator: Dr. Dirk U. Wulff (Universität Basel). Co-investigators: Kavitha Ranganathan and Prof. Tomás Lejarraga (Universitat de les Illes Balears and Max Planck Institute for Human Development). "Harnessing Simulated Experience to Help People Make Investment Decisions". Biäsch Foundation for Applied Psychology housed at the University of Zurich. Funding amount is 49,258 CHF (around INR 35 Lakhs) for one year.	2019-20

- Publications out of research in last three years out of masters projects: https://www.tapmi.edu.in/research/faculty-publications/
- Industry Linkages
 https://www.tapmi.edu.in/recruiters-companies/

MoUs with industries

- o MU Sigma Business Solutions Private Limited
- Strategic Human Resource Management India Private Ltd. (SHRM)
- o 5Paisa
- MResults
- o KPMG

18. LoA and Subsequent EoA till the current Academic Year

https://www.tapmi.edu.in/wp-content/uploads/2022/09/LoA-and-EoA-since-inception.pdf

19. Accounted audited statement for the last three years: Available

20. Best Practices adopted, if any

- Interactive classrooms: All the classrooms are equipped with interactive boards which enable conducting online classes, presentations and other academic activities. We created the online infrastructure for the smooth functioning of academic sessions. We upgraded internet bandwidth. All the classrooms are converted into virtual class by installing interactive panels and other necessary supporting infrastructure. In addition, we also made Coursera licences available for all students so that they could additionally pursue a set of courses relevant for the changing job market.
- CISCO WEBEX and ZOOM Licences: Cisco, Webex and Zoom licences are procured for conducting online classes, meetings, and interaction with the recruiters and industry experts
- Multiple Intelligence Psychometrics (MIP): It is observed that initiative conducted in PGP 1st year helps students make the right choices in terms of electives and careers. We intend to conduct online Multiple Intelligence Psychometrics (MIP) assessment and deliver the MIP Assessment Program for the Batch of 2021-23. MIP reports, when understood and deployed properly, will enable students to derive the full benefits of their PGDM course, especially when they showcase their knowledge and skills to the recruiters who will visit the campus in two years. At that time, they would have smoothened the rough edges of their personality and put a sheen on their demonstrated knowledge and skill corpus. Knowing who they are and what their

- potential is will have given them the confidence and poise to enter and excel in their professional life
- E-book options with Amazon Kindle for textbooks: E-books for all the courses are provided to the students that can be accessed through publisher's portal and Kindle platform
- Customised COURSERA Platform- TAPMI promotes flexible learning and encourages
 its students to learn through MOOC courses. To support the cause, each student of
 TAPMI is provided an individual license to access Coursera platform. The main
 objective of providing Coursera access is to promote continuous and flexible learning
- Virtual Final & Summer Placement Process: To facilitate corporate engagement and
 placements, TAPMI has set-up a complete online engagement system based on the
 Zoom platform. TAPMI has set-up virtual studios with state-of-the-art system at six
 places to facilitate online placements. TAPMI has also conducted training for students
 to participate in online processes and helped them set-up their personal systems for
 uninterrupted process conduct
- Wellbeing@TAPMI initiative: TAPMI understands that overall health has both physical and mental aspects. This in a new initiative to address student's hardship which they cannot discuss openly. The well-trained faculty members are assigned for confidential counselling

• ASPIRE, IGNITE initiatives:

Aspire series, with a tagline "Seek clarity, achieve focus", facilitates interaction with Alumni and industry experts. This helps prospective candidates prepare for the real-world challenges.

Ignite series with a tagline "Connecting the Aspirants, and the Achievers", is focussed at second year students to connect with industry experts, to learn from their journeys.