



INSTITUTE OF MANAGEMENT TECHNOLOGY
DUBAI

MBA
Catalogue

Academic Year
2011 - 2012

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From the Director

Welcome to IMT Dubai.

The MBA Program at IMT Dubai offers you a unique learning experience. Our Program will not only assist you in gaining a solid education in management, but you will gain the opportunity and possibility to strengthen your analytical skills, develop a practical approach, gain knowledge and expertise in the local business arena. Moreover, you will have the opportunity to build upon your own personal skills.

At IMT, it is our intent to help you become more effective business leaders who are familiar with challenges and opportunities that face corporations operating in and from this part of the world.

Should there be any questions about our program and information in this catalogue, Please do not hesitate to contact IMT Dubai at info@imtdubai.ac.ae.

Dr. Farhad Rad-Serecht

Director

Institute Of Management Technology, Dubai: An Overview

About IMT Dubai

IMT carries the vision to position itself on the global business map. Pursuing this vision, IMT established its first overseas campus in Dubai in 2006. IMT Dubai is the first business school from India, approved by the Ministry of Higher Education and Scientific Research, Government of U.A.E. and its MBA program has been accredited by the Commission of Academic Accreditation (CAA), Ministry of Higher Education and Scientific Research, Government of U.A.E.

Board of Directors

The Board of Directors is the legal body formed responsible for IMT Dubai and for policy making.

Members:

Mr. Bakul Nath
Vice President, Chairman of the Board

Mr. Deepankar Chatterjee
Vice President

Dr. Farhad Rad-Serecht, ex-officio-nonvoting member
Director, IMT Dubai

Administration

Dr. Farhad Rad-Serecht
Director

Dr. Arvind Seth
Dean, MBA Program

*Dean, Undergraduate Program
In progress*

Dr. Abdul Waheed
Associate Dean, Office of Internships & Projects

Dr. Abhilasha Singh
Head, Office of Student Services

Dr. Kirti Khanzode
Chairperson, Admissions

Ms. Malathi Govind
Institutional Effectiveness Officer

Mr. Santosh Stanley
Head, Office of Career Services

Dr. Sabiha Mumtaz
Registrar

Mr. Krishnakumar Rajan
Administration Manager

Mr. Vivekanand
Facilities Manager

Ms. Schuelane Mudaliar
Head- Office of Admissions

Ms. Philomina Abranches
Program Assistant, MBA Program

*Program Assistant, Undergraduate Program
In progress*

Ms. Meghavi Banerjee
Corporate Relations Officer

Ms. Caroline Pereira
Secretary

Mr. Ranjith P. Veedu
System Administrator

Mr. Burhan Dalal
Accounting Executive

Mr. Gyana Ranjan
Accountant

Mr. Durai Murugan-
Assistant Librarian

Mr. Moin
Assistant Librarian

Mr. Nirmish Parmar
OSS Assistant

Mr. Mahashook T
PRO

Ms. Sheila Dellona
Receptionist

Mr Naran Dhakal
Office Worker

Mr. Anthony
Office Clerk

Mr. Shah Islam
Office Clerk

Mr. Imran Ashraf
Office Clerk

Vision, Mission, Goals and Objectives

IMT Dubai Vision

IMT Dubai's vision is to establish itself as a leading regional business school and recognized as a high quality provider of applied management education.

In order to fully realize its educational potential, IMT DUBAI embraces a mission, goals and objectives that are intended to permit it to deliver the highest standard of education, while continuing to grow and develop in order to keep up with the ever changing standards of the business industry.

IMT Dubai Mission

IMT Dubai's mission is to provide high quality business education which enables students to be successful in the work place. The educational programs of IMT Dubai provide a solid foundation in management, as well as tools for lifelong learning. IMT Dubai also offers outreach opportunities for both students and the business community.

In order to fulfill its mission, IMT DUBAI has outlined six strategic goals that support the mission:

Strategic Goals

1. IMT Dubai is committed to a high quality business education
2. IMT Dubai is committed to focusing on student success and employability
3. IMT Dubai is committed to incorporating research into its programs to enhance teaching and training
4. IMT DUBAI is committed to supporting the growth of faculty and staff to remain current
5. IMT Dubai promotes practical approach to business
6. IMT Dubai is committed to exposure to global awareness

In order to achieve these goals, it is the strategic objective of IMT Dubai to:

Strategic Objectives

1. Deliver a high quality international MBA program that focuses on a balance between theory and practical approaches in order to facilitate their employability in

a global market.

2. Retain a diverse faculty who are experience qualified educators with knowledge of industry
3. Incorporate the latest research into the course content to keep up to date
4. Make available research and professional development to its faculty
5. Guide and prepare students for job placement as well as career success
6. Cultivate critical thinking and lifelong learning skills.

IMT Dubai Campus

IMT-Dubai is located at Dubai International Academic City, a special purpose zone that hosts universities and other learning institutions. In the five buildings, spread over almost 250,000 square feet, IMT-Dubai offers superior academic, entertainment and residential facilities. Student housing is located within the campus, which is located not very far from Dubai's main attractions.

Learning Resource Centre

The learning resource centre is a hub for learning at the institute. It provides the knowledge material for the teaching, research and consultancy programs. IMT aims to provide effective access to all learning resources. Among the resources available are books, e-books, periodicals, e-journals, audiovisual materials and corporate reports.

Access to renowned magazines enables dedicated students to keep up-to-date with developments in global business and management. Important digital resources include EBSCO (Business Source Premier), the world's largest full-text business database, with more than 3,650 scholarly journals.

The library has entered into cooperative arrangements with other libraries in order to share resources, thus providing students and faculty with extra resources.

Information Technology Centre

The state of the art information technology center serves the full IMT community - students, faculty members, and staff - round the clock. The center includes a number of personal computers, numerous printers and sophisticated software for Business Applications. The wireless network provides students with free wireless internet accessibility throughout the campus.

Office of Student Services (OSS)

Office of Student Services provides non-academic support, assistance and resources to students for the purpose of integrating them into the IMT Dubai community and providing them with opportunities for personal development. The goal of the office is to provide student related support services that will enable them to become effective and self-reliant individual and opportunities to practice ethical behaviors that are important in the global workplace and society. The office strives at providing experiences that promote self-discipline, self-assurance and mastering of personal and professional development.

Residential Facilities

The residences at IMT-Dubai offer students a safe and comfortable living environment. Well-equipped male and female residences are offered to students needing accommodation. The campus has the capacity to accommodate 600 residential students in almost 250 rooms, of which half are for single occupancy and rest for twin sharing.

The residences also have common dining facilities, television rooms and games facilities. Transportation is provided to students for weekly visits to the city, study tours, etc.

Athletics and Cultural Facilities

IMT-Dubai campus is equipped with sports facilities including badminton, tennis, volleyball, and swimming.

Students are encouraged to engage in cultural activities. The presence of other universities in close proximity in Academic City provides students with a menu of cultural activities including concerts, theater, music and cinema. Within IMT Dubai, students are encouraged to organize screenings, festivals, seminars, exhibitions and other events for which a budget is available. The Office of Student Services coordinates these varied activities.

Office of Internships & Projects

The Office of Internships & Projects (IP) is available to assist students seeking Internships and Company Projects. Workshops and seminars regarding aptitude assessment, business communication and resume writing are provided.

The In-Company internship at IMT is a key element of the learning process and as such an integral part of the program. The internship assignment is conducted on an individual basis and monitored and supervised by IMT faculty members together with a designated company supervisor.

The internship provides the students with the opportunity to work for a period of 8 weeks in a company/organization in Dubai or abroad and to apply the tools and skills learned during the course of their studies into real business situations.

The internship program is compulsory for all students with no prior work or internship experience. Students who have had work/internship experience prior to joining IMT-Dubai are exempted from the Internship Program. After review of each individual case, the Office of IP will offer the concerned students alternative programs and activities such as project work or an elective course.

At the completion of their internship assignments, students will prepare a comprehensive report and they are required to give a formal presentation to a panel consisting of both IMT Faculty and Industry experts.

The Company Project is a compulsory component of the MBA program at IMT and it carries 3 credits. For students in the MBA program, the Company Project is an exceptional educational opportunity to conduct applied research, build on the knowledge acquired and incorporate their 2 years course work into a highly integrative activity.

Its objectives are to apply to the real world the knowledge acquired at the classroom level, apply the research and analysis capabilities to complex real business issues and Interact with the business community The Company Project takes place during semester IV of the program and is conducted on a group basis. Typically a team would be composed of 5-6 students.

Counseling

IMT has a contract with a professional for personal counseling for its students. Any student who has the need for counseling should contact the Office of Student Services to make an appointment. The counselor is on campus once a week and also available for emergencies.

The Office of Student Affairs maintains a file on each special needs student. The file contains details on necessary accommodations. This Information is communicated to all the instructors of special needs students at the start of each term of enrollment.

To obtain any special facility or accommodation for a disability, a current medical certificate from a recognized medical practitioner needs to be submitted. The certification must not be older than one year from the date on which it is being submitted to the institute.

Office of Career Services

At IMT, our aim, at the end of the two year MBA program, is to provide a platform for fresh graduates to confidently step into the corporate world.

To guide our students into the corporate world, we offer them professional advice and career counseling by qualified experts, who lead our students from the point of deciding which career path to choose to developing their credentials using Curriculum Vitae Workshops, team building exercises and mock interview sessions. These do not just enhance the student's development process but also imbibe in them the confidence required to tackle real world situations.

Every year during our placement season, we invite companies to hold pre-placement talks. Students are imparted information and knowledge about the company's background, strategic initiatives and values. Details regarding vacancies available, their profiles, selection processes and compensation information are provided.

MBA PROGRAM AND CURRICULUM OVERVIEW

Program Mission

To empower students with a solid foundation in business management knowledge and its disciplines, to provide opportunity to put into practice the acquired skills while developing expertise and aptitude required to operate in complex and continuously changing business environments. . The program encourages students' personal growth within the context of their career choice, while enabling them to become business leaders of the future.

Program Objectives

When students graduate the MBA program they will be able to:

1. Possess an in-depth understanding of the concepts of business and management fundamentals, and their applications
2. Exhibit the ability to identify and understand global, environmental, political, legal and regulatory environments in which businesses operate
3. Possess the ability to think critically and communicate effectively
4. Demonstrate the ability to apply analytical skills, tools and techniques to identify business opportunities and to make effective and efficient decisions.
5. Develop the capacity to adapt, innovate and manage in a changing environment
6. Develop the capacity to lead individuals and groups effectively in the pursuit of organizational and social goals

Program Structure

The Program is based on the semester system and is structured so that a full time student may finish within two years.

First Year: The first year offers a challenging course curriculum, comprising of a wide variety of subjects to equip the students with the fundamentals of management disciplines. At the end of the first year all students have to take an internship assignment with a company based in UAE or abroad.

Second Year: The emphasis is on developing strategic skills. Students take advanced level courses and are offered specializations in four major areas:

- Marketing and Retail Management
- International Banking and Finance.
- Project Management
- Human Resource Management

CURRICULUM

S. No	Course Code	Course Name	Credits	Prerequisites
SEMESTER 1				
1.	ECO 501	Economics for Business	3	-
2.	ACC 501	Accounting for Decision Making	3	-
3.	OBR 501	Organizational Behavior	3	-
4.	DDM 501	Data and Decision Making	3	-
5.	BIF 501	Business Informatics	1	-
6.	MGC 501	Management Communication	0	-
SEMESTER 2				
7.	FIN 611	Financial Management	3	ACC501
8.	OPR 611	Operations Management	3	DDM501
9.	MKT 601	Marketing Management	3	-
10.	HRM 611	Human Resource Management	3	OBR501
11.	INT601	Internship	3	-
SEMESTER 3				
12.	IBS 721	International Business Strategy	3	ECO 501, MKT 601
13.	LEB 711	Legal & Ethical Aspects of Business	2	ECO 501
14.		Elective 1		-
15.		Elective 2		-
16.	COP801	Company Project	3	-
SEMESTER 4				
17.	STM 841	Strategic Management	3	ECO 501, FIN611, MKT601, OPR611
18.		Elective 3		-
19.		Elective 4		-
20.		Elective 5		-
21.		Elective 6		-
22.		Elective 7		-

International Banking and Finance Concentration

S. No	Course Code	Course Name	Credits	Prerequisites
1	FIN 811	Financial Markets and Institutions	3	FIN611
2	FIN 822	Financial Statement Analysis	2	ACC501, DDM501
3	FIN 823	International Banking Management	3	FIN611, ECO501
4	FIN 824	International Finance	2	FIN611, ECO501
5	FIN 825	Investment Analysis and Portfolio Management	3	DDM501, FIN611
6	FIN 816	Islamic Banking and Finance	2	FIN611
7	FIN 817	Advanced Corporate Finance	3	FIN611
8	FIN 838	Derivatives Securities	3	DDM501, ECO501, FIN611
9	FIN 819	Mergers and Acquisitions	2	FIN611

Marketing and Retail Management Concentration

S. No	Course Code	Course Name	Credits	Prerequisites
1	MKT 821	Advanced Marketing Research & Analysis	3	MKT601, DDM501
2	MKT 812	Consumer Behavior	2	MKT601
3	MKT 813	Integrated Marketing Communication	2	MKT601
4	MKT 814	Brand Management	2	MKT601
5	MKT 815	Marketing Of Services	2	MKT601
6	MKT 816	Business to Business Marketing	2	MKT601
7	MKT 827	Pricing Strategy	2	MKT601, ECO501
8	MKT 818	Sales & Distribution Management	3	MKT601
9	MKT 819	Retail Management	3	MKT601

Project and Operations Management Concentration

S. No	Course Code	Course Name	Credits	Prerequisites
1	PRJ 821	Project Management	3	OPR611, FIN611
2	PRJ 812	Supply Chain Management	3	OPR611

3	PRJ 813	Total Quality Management	2	OPR611
4	PRJ 814	Procurement and Inventory Management	2	OPR611
5	PRJ 815	Operations Strategy	2	OPR611
6	PRJ 816	Service Operations Management	2	OPR611
7	PRJ 827	Project Appraisal & Financing	2	OPR611, FIN611
8	PRJ 818	Lean Systems and Six Sigma	2	OPR611
9	PRJ 819	Management of Technology and Innovation	2	OPR611

Human Resource Management Concentration

S. No	Course Code	Course Name	Credits	Prerequisites
1	HRM 811	Staffing in Organizations	3	HRM611
2	HRM 822	Training & Development	2	OBR501, HRM611
3	HRM 813	Career & Competency Management	2	HRM611
4	HRM 824	Performance Management	2	OBR501, HRM611
5	HRM 825	Compensation & Benefits	2	HRM611, HRM824
6	HRM 816	Organization Development & Change	3	OBR501
7	HRM 817	Strategic Human Resource Management	3	HRM611

ADMISSION TO THE MBA PROGRAM

Application Process

Students seeking admission to IMT, Dubai MBA Program must submit the following:

1. Application for admission to the MBA Program, duly completed, dated and signed by the applicant.
2. TOEFL / IETLS scores.
3. An Application Fees of Dhs 150 payable to IMT, Dubai through a check, bank draft or wire transfer.
4. Photocopies of undergraduate degree and transcripts awarded to the candidate.

Upon acceptance into the program, official documents or attested copies must be submitted. These become the record of IMT and are not returned.

Application

Online application for admission to the MBA Program is available on the website www.imtdubai.ac.ae.

Application form can also be downloaded from the website or personally collected from Admissions office in Dubai or India.

Selection Criteria

At IMT admission is highly competitive and based on the following criterion:

1. Applicant's undergraduate GPA

All applicants to the MBA program must be holding an Undergraduate degree (Bachelor's or equivalent) from an accredited University. Applicants are expected to have achieved at least a GPA of 3.0 on a 4.0 scale

For students graduating from systems that do not use the GPA system, the basis of computing the percentage obtained by the candidate in the bachelor's degree would be based on the practice followed by the university or institution from where the candidate has obtained the degree.

2. Qualifying Tests

Applicants who have not appeared for GMAT or CAT have to successfully clear the IMT

Dubai internal entrance test.

3. Evidence of proficiency in English:

All applicants whose mother tongue is not English are required to submit to the Admissions office one of the following:

- TOEFL: Minimum score of 550 (paper-based), Minimum score of 79 (Internet based)
- IELTS : Minimum score of 6.0

4. Applicant's Work Experience

Work experience is not mandatory, but candidates having work experience will be given preference.

5. Personal Interview

Applicants meeting the above mentioned criteria will be called for a personal interview. The personal interview is a major component of the selection process, allowing IMT to evaluate the applicant's aptitude, motivation and suitability for the program.

Conditional Admission

In special circumstances conditional acceptance may be exceptionally granted to those applicants who meet all the above mentioned criteria but are not in a position to provide the required documents at the time of admission.

In such cases, the conditionally admitted student will have to provide all requisite documents by the end of first semester. ***Non compliance with this condition will result in termination of the student's enrollment at IMT.***

Transfer Credits

Requests for the transfer of graduate credits completed at other accredited institutions of higher learning towards completion of the MBA Programs at IMT is permitted subject to review of the program attended by the student for transfer as well as his/her academic record. No student will be allowed to transfer more than 12 credits to IMT from a recognized university, and all transfer courses must have a minimum grade of B.

Academic Residency:

To obtain the MBA degree, students must complete satisfactorily all credits required towards the fulfillment of the MBA degree in residence at IMT with the exception of 12 transfer credits.

IMT students may complete up to 12 credits in partner Institutions. To be eligible for an Exchange Program, the concerned student must have an excellent academic record with a minimum CGPA of 3.5. Students are eligible for the Exchange Program from 3rd Semester onwards. Interested students have to submit a written request to the Dean MBA Program substantiating the reasons for applying for the Exchange Program. After review the Dean MBA Program will make his recommendations to the Director who will take the final decision. For further details, please contact MBA Program Office.

ACADEMIC POLICIES AND PROCEDURES

Student Advising and Registration

When students enter IMT Dubai, they are assigned to a faculty member as their advisor. The advisor will be assigned for the duration of each student's course of study. They should make every effort to meet with their advisor for all questions and registration. Students should refer to the *Student Handbook* for all procedures and policies regarding advising.

Academic Credit Hours and Course Loads

MBA Full Time Students

The MBA Program consists of 54 credits to be completed normally within 4 Semesters. For successfully graduating the program, students must complete and pass 54 credit hours distributed over 22 courses.

Course Load

Students with good academic standing will be allowed to register for up to 12 credits every semester. Any student having a good CGPA and willing to take additional course load has to get approval from the Dean MBA Program for the same.

Students on Academic Probation will not be allowed to take full course load of 12 credits. An Academic Standing Committee will look into Academic Probation cases and recommend to the Dean-MBA Program, maximum course load for the students. The Dean will then based on the recommendations decide on the course loads of these students.

Grading System

The Institute policy is based on the credit hour system. To complete a program, a student must complete and earn 54 credit hours distributed over a defined period of time.

Letter Grade	Quality Points	Description
A	4.0	Excellent
A-	3.7	Excellent
B+	3.3	Very Good
B	3.0	Good
B-	2.7	Unsatisfactory
C+	2.3	Unsatisfactory

C	2.0	Unsatisfactory
F		Fail
I		Incomplete
R		Repeat

Course Grade Definitions

Excellent

This grade is awarded for outstanding academic performance and the demonstration of exceptional mastery of the subject matter of the course.

Very Good

This grade signifies substantial academic achievement.

Good

This grade signifies academic achievement as evidenced by work that meets the minimum expectations for passing the course.

Unsatisfactory

This grade designates a substandard academic performance.

Failure

This grade indicates failure to meet the minimum requirements for completion of the course. It carries no grade points. The failed course must be repeated and passed before credit is granted. A course can be repeated only once and repeated failure in the course will result in dismissal from the program.

A maximum of two F grades are allowed during the program duration. Any student with more than two F grades will be dismissed from the program.

Incomplete

This grade is issued in rare cases for extenuating non-academic circumstances that prevent the student from completing all course requirements on time. A grade of I requires the approval of the Dean, Academic Program. The incomplete course work must be completed within 2 weeks otherwise, the I grade will be changed automatically to F grade.

Repeat

R is assigned to a course repeated by the student due to an F Grade. After successful repetition, the grade obtained will replace the initial grade and will be used to calculate the CGPA.

In the courses that are repeated, an R will be mentioned on the transcript along with the new grade obtained to indicate that the course has been repeated.

Cumulative Grade Point Average

This indicates the students' average performance over all terms up to the current or final term. The calculation is done by taking the grade point total for all the courses taken till date multiplied by their respective credit hours and the result divided by total number of credit hours registered till date. In order to complete the MBA degree requirements, a student must achieve a minimum CGPA of 3.0

Academic Standing Requirements

In order to complete the MBA degree requirements, a student must maintain a minimum CGPA of 3.0. Students receiving a C / C+ / B- in a course are still considered in good academic standing provided their CGPA is 3.0 and above.

Students having CGPA below 3.0 will be placed on academic probation and will have to achieve a 3.0 CGPA by next semester. ***Failure to do so will result in dismissal of the concerned student, or in the event of being in the last semester, non-graduation.***

Students on probation will not be authorized to take full load of courses during the Probation period.

Time Duration for Degree Completion

All students are expected to complete the program within a minimum period of 2 years and a maximum period of 4 years. Only the Dean MBA Program or Director may consent to an extension not exceeding a total period of twelve months.

Students on Probation and/or students who have to retake a course due to poor academic standing will bear corresponding additional tuition fees and if applicable the residency charges for the period required to complete the course.

Grade Appeal

It is assumed that IMT-Dubai policy of grading ensures that the Faculty grades the student fairly and objectively. However, in the event of a student challenging a particular grade, the following procedure must be followed:

- Grade appeal regarding the final grade must be submitted within a period of one week following the notification of grade to the student by the Registrar.
- All Grade Appeals must be submitted in writing to the Registrar on the official Grade Appeal Form (downloadable from Blackboard). **Reason(s) for Grade Appeal must be substantiated clearly on the form.**
- Office of Registrar will forward the Grade Appeals to the concerned Faculty Member(s).
- Concerned Faculty Member(s) will have one week to review the case and respond in writing to the Registrar, who will then intimate the same to the concerned student(s).
- If the student is still not satisfied, an appeal can be made to the Dean-MBA Program who will form an Academic Standing Committee, to look into the case.
- The Academic Standing Committee after reviewing the student's examination paper will recommend the final grade to the Dean MBA Program, who will take a decision and intimate the same to the student.
- The decision of the Dean MBA Program will be held as final and no further appeals can be lodged.

Course Assessment:

All students will be assessed in every course they take. The type of the assessment is up to the individual instructor and will be clearly defined in the course outline provided at the starting of the course. The following are examples of the types of assessment a student can be expected to have:

- Assessment will be comprised of Final Examination and various other components such as (but not limited to) Projects, Assignments, Written reports, Quizzes, Classroom participation etc. At the beginning of each course, students will be formally informed of the assessment methods to be used for their evaluation and the relative weight of each method in their overall grade.
- Examination shall be conducted to evaluate the analytical ability of the students rather than only testing their memory.

Attendance and Class Participation

In an MBA Program, classroom interaction and active participation in all course related activities is a key contributor to the learning process. Therefore, students are not only expected to attend all classes regularly but are also strongly encouraged to actively participate in case discussions, presentations, and all other classroom activities.

The Institute strongly advises the students to regularly attend the classes as it has a clear bearing on their learning outcomes and course grades. To track the progress of students, attendance will be taken at the start of each MBA class session and absence warnings will be issued to concerned students at appropriate intervals by the concerned faculty. This will be done as there is a class participation component in each course and students are to be aware if they are doing poorly because of lack of attendance. Students should be aware that attendance and class participation contribute to their final grade.

The Institute's attendance policy is as follows:

- Each faculty maintains together with the Program assistant an attendance sheet
- Any student absent in a course is required to provide proper reasons of absence to the course instructor who will provide a regular feedback to the Program Office about the absentee students.
- Students with repeated absences in a course will be issued warnings by the concerned Faculty member.
- In case of repeated absence the student will be sanctioned zero in class participation component of the course evaluation.

Course Evaluations

At the end of each semester, students are asked to fill up an evaluation form of all the classes they have taken. This evaluation serves the purpose of assessing both the course and the learning process. IMT asks students to participate in the course evaluation so that the Institute is aware of students' perceptions and make improvements accordingly.

Academic Probation

In its review following the end of each term, the Registrar will identify cases of noncompliance with the above mentioned academic standards and place students whose CGPA has fallen below 3.0 on academic probation.

To remain in the MBA Program, students on academic probation (other than those admitted on probation for one term) must revert to good academic standing by the end of the following semester i.e. CGPA 3.0 or more. The Registrar will inform each student placed on probation, in writing, of the specific outcomes required for reversion to good academic standing.

Dismissal from the Program:

Following conditions will normally lead to the dismissal from the Program:

- Number of “F” grades is more than two.
- CGPA is below 3.0 following at the end of the probation period.

Academic Excellence

To honor academic excellence, the Institute will publish a Dean’s list comprising of all the students who have a CGPA greater than or equal to 3.7 after completion of the Program i.e. 54 credits. This is subject to the following conditions:

- The student has completed all the work assigned in different courses which count towards his/her credits and doesn’t have a grade I in any of these courses.
- The student has no grade below B in the courses which count towards his/her credits.
- The student has not repeated a course to improve the grade in any of the courses which count towards his/her credit

The Internship Program

The MBA program at IMT incorporates practical understanding of business operations and the Institute provides opportunities to students to learn real life business through internships. The opportunities are designed into the course curriculum itself and are included in the modules of the program in form of In-Company individual Assignments.

The In-Company internship at IMT is a key element of the learning process and as such an integral part of the program. The internship provides the students with the opportunity to work for a period of 8 weeks in a company/organization in Dubai or Abroad and to apply the tools and skills learned during the course of their studies into real business situations.

The internship assignment is conducted on an individual basis and monitored and supervised by IMT Faculty members together with a designated company supervisor. The Internship carries 3 credits and is carried out after second semester of the MBA Program. It is compulsory for all day time students with no prior work or internship experience. Students who have had work/internship experience prior to joining IMT Dubai are exempt from the Internship program. After review of each individual case, the IP Office will offer the concerned students alternative programs and activities such as: project assignments and /or electives.

For further details please refer to **The Internship Manual**

The Company Project

The Company Project work is a compulsory component of the MBA program at IMT and it carries 3 credits. For students in the MBA program, the Company Project work is an exceptional educational opportunity to conduct applied research, build on the knowledge acquired and incorporate their 2 years course work into a highly integrative activity. The Company Project work is conducted on a group basis and takes place during semester IV of the program. Evaluation of the Company Project work consists of two components: Report (50%) and the Presentation (50%)

For further details please refer to **The Company Project work Guidelines**

STUDENT GRIEVANCES

The purpose of the student grievance procedure is to resolve grievances, other than grade complaints, that are introduced by students. If a student has a complaint or grievance about any aspect of Institute life:

- He / she should raise the matter at the earliest opportunity to the Office of Student Services who will try to solve it by arranging a negotiation between the parties concerned.
- If the student is not satisfied with the result, he / she can submit his grievance in writing to the Office of Student Services within two weeks from the occurrence of the incident.
- The latter in consultation with the Director may convene a Committee of Faculty for academic issues or a committee of Faculty and administrative personnel for non-academic issues, which will arrange a meeting to hear both parties, and eventual witnesses.
- The committee will then deliberate upon their findings and make recommendations to the Director, who will take the final decision, to be communicated to both the parties.

The Director shall be the final authority for the revision of decision or any modification therein.

MBA COURSE DESCRIPTION:

Core Courses

ECO 501 Economics for Business

This course provides a survey of the fundamental concepts of both microeconomics and macroeconomics. Under microeconomics, the theoretical behavior of consumers and firms under different market structures is presented as context for managerial decision-making. The aggregate interactions among consumers, firms and policy makers that constitute the external macroeconomic environment of business are also explored. The course will include study of the global, political and regulatory environments in which businesses operate, as well as providing opportunities for the development of critical and analytical thinking skills.

ACC 501 Accounting for Decision Making

The course provides a comprehensive introduction to financial and managerial accounting. It focuses on the standard financial statement (income statement, balance sheet, and statement of cash flow) and how costs affect managerial decision-making.

DDM 501 Data & Decision Making

The goal of this course is to encourage students to think critically about how to interpret data and make more informed decisions. This course provides necessary framework for formulating real life problems, developing models and presents techniques that enable the students to arrive at optimum solutions. Students would learn how to formulate a decision problem from given information and data, use software to solve the formulated model, interpret the computer result, and finally implement the solution.

OBR 501 Organization Behavior

Understanding organizational behavior is essential for effectively managing or working in any organization. Organizations are not the physical structures, but the people inside who work toward common goals. Organizations do not exist without people and it is the people who achieve the organizational objectives. The study of organizational behavior involves learning how people think, feel, and behave, individually and as part of a group. This will help you better understand, predict and influence the behavior of others, in order to more

effectively achieve the organization's goals and objectives.

BIF 501 Business Informatics

This course provides an introduction to information needs and information systems in business. It will explore how integrated information systems support organizational functions, and how they assist managers in making operational, tactical and strategic decisions. Students will learn the importance of identifying and critically analyzing an organization's information needs, and then designing and implementing information systems that support those needs. The course will also explore the increasing importance of database management and data communication networks in modern organizations.

MKT 601 Marketing Management

The major thrust of this course is to establish theoretical and practical foundations for marketing. It addresses the crucial issues companies must resolve using case studies and focused articles. Main topics covered are: Market analysis and customer value; Marketing plan and marketing mix; Product innovation and product line management; Branding and corporate image; External communication, specifically advertising, sales promotion and sponsoring; Choice and management of distribution networks; Direct marketing; Marketing audit; Marketing ethics; and Market research in the contexts of strategy development, decision making, implementation, and control.

FIN 611 Financial Management

The course provides a working knowledge of the tools and analytical conventions used in the practice of corporate finance; establishes an understanding of the basic elements of financial theory to be used in application of analytical reasoning to business problems; explores the interrelationship among corporate policies and decisions. It examines financial theory including time value of money, asset valuation, capital markets, risk management and the basic terminology of corporate finance. The course focuses on Role and functions of a financial manager in the modern business environment in which a manager operates; formulation of financial objectives and policies; financial analysis, forecasting, planning, and control; asset management; capital budgeting; acquisition of funds through borrowing, stock issue, and by internal means; dividend policy; and international aspects of finance.

OPR 611 Operations Management

A company's 'operations' are the direct processes that it uses to create value. These involve transforming various types of inputs into outputs. Operations management is the

task of managing these processes. This course is concerned with the fundamentals of operations management, covering both service industries and manufacturing sector including process analysis, workforce issues, materials management, quality and productivity, technology, and strategic planning, together with relevant analytical techniques.

It also looks at the supply chain and the way in which coordination between supply chain partners can be achieved. The course also investigates operational challenges involved in managing projects.

HRM 611 Human Resource Management

This course provides a framework for understanding of human resource issues and managing people at work. It draws on insights from the social sciences to explore how employment relations are influenced by economic, social, psychological, legal, and cultural forces. It broadly covers all the major functional areas of human resource management such as Job Analysis, Staffing, Performance Management, Training and development, Compensation and Benefits, Health and Safety, Employee relations and the human resource implications of various strategies. It also covers a module on international perspective to human resource management

LEB 711 Legal and Ethical aspect of Business

To excel, managers and entrepreneurs must know how to operate successfully in the legal environment of business. The goal of this course is to teach students how to deal effectively with the constraints and opportunities created by the law and also to appreciate the ethical aspects related to business. The course addresses legal aspects of business management, agreements and relationships including: contracts; torts; product liability; employment relationships especially protection of trade secrets, wrongful termination, discrimination and sexual harassment; intellectual property; agency and business organizations; and international business transactions. The course also focuses on the ethical and moral challenges that are an everyday part of organizational life for managers and addresses the societal consequences of managerial decisions and organizational actions. It considers global variance in ethical standards and impact of ethical behavior on organizational performance.

IBS 721 International Business Strategy

Global competition and opportunities are an integral part of business today. Sensitivity to uncertainties, turbulences and disruptive forces which globally impact organizations and people is the prerequisite for survival in present environment. This course addresses

fundamental issues in developing international strategies and managing in the international environment. It deals with international environment and its impact on firm strategy and operations, including foreign direct investment, culture, foreign exchange exposure management and other issues that arise in cross-border operations; Variables that influence the competitiveness of firms and lead to attractiveness of countries to foreign investors and traders; Analysis of investment climate and alternative strategies for entering and growing in different markets such as exporting, licensing, direct investment and joint ventures; examining leadership in the organizational transformation of international companies.

STM 841 Strategic Management

This is a capstone course which utilizes all the skills, tools, and knowledge developed earlier in the graduate program. It is a study of the integrative functions of senior corporate management in long-range strategic planning and decision making. The course focuses on the strategy development process in organizations and on how to create sustainable competitive advantage. It includes developing an understanding of the strategic position of organizations, strategic choices for the future and how one can best translate strategies into action. Topics are covered from a general management perspective and include setting corporate goals and objectives, analyzing external competitive environments, understanding business models, identifying strategy options, and designing appropriate organization systems and structure for implementation of plans. International and e-business issues are integrated throughout.

ELECTIVES

FIN 811 Financial Markets and Institutions

This course provides a broad overview of the financial system. It discusses the historical developments and market structure of major international financial markets such as the Eurocurrency, Global bond and Euro credit markets as well as the risks and opportunities faced by businesses operating in these markets. The course also touches upon current developments in these markets, and various international funding and investment techniques.

FIN 822 Financial Statement Analysis

The course is designed to prepare students to analyze, interpret, and evaluate financial statements effectively which are highly relevant for securities analysis, investment banking, asset management, private equity, and buyouts. It is made of two parts. The first half of the course aims to develop a value creation framework, which builds upon the students earlier accounting knowledge, then applies that to companies at different stages of life-startup, growth, mature, trouble companies, etc.

The second half of the course applies the learned analytical skills in the first part to a number of industries and specific companies. After understanding the industry's dynamics, the assigned company's business model & position in the industry, students are expected to assess the company's recent performance, consider its future prospects, and then decide whether they would buy, hold, or sell.

FIN 823 International Banking Management

The major focus of this course is on providing students with an understanding of the operating environments of international banking institutions. The topics covered are: the nature and theory of international banking, the major functions of international banking (international trade financing, participation in the interbank foreign exchange and Eurocurrency markets, international investment banking services, and sovereign lending), and other important issues (international money laundering, international banking crisis, regulation of international banking, international debt crisis, and offshore banking markets).

FIN 824 International Finance

There is a growing trend towards liberalization of global economy and hence integration of global financial markets. This course explores the foundations of global financial markets, instruments, products and also their use in managing financial risks. The focus is on

understanding and applying basic concepts and acquiring the requisite tools to keep abreast of the fast changing environment.

FIN 825 Investment Analysis and Portfolio Management

This course examines investments and portfolio management from both a theoretical and practical perspective. Theoretical techniques are developed and then used to assess many portfolio management strategies. Emphasis is placed on developing the machinery needed to analyze risk and return for individual securities as well as portfolios of securities, portfolio management, asset pricing models, the efficient markets hypothesis, bonds, common stocks, futures & options.

FIN 816 Islamic Banking and Finance

Islamic Banking has grown in the last 15 years on a phenomenal scale worldwide. Islamic Financial contracts and products are now widely offered by Islamic Institutions as well as conventional banks. This course focuses on the conceptual framework of Islamic economics; analysis the fundamentals of Islamic finance and discusses the history and evolution of Islamic Banking.

It then examines the types of financial contracts offered by Islamic institutions as well as practices and activities of Islamic banks. It finally explores the growth of Islamic investment funds and their pattern of development and investment strategies.

FIN 817 Advanced Corporate Finance

This is an elective course which builds upon the basic Financial Management course. It requires some prior knowledge about financial markets, products and institutions. The course covers topics such as bond and stock valuation, Capital budgeting, capital asset pricing model, risk and return, capital market efficiency, cost of capital, capital structure, dividend policy, mergers and acquisitions.

FIN 838 Derivative Securities

This course examines different derivative instruments from both a theoretical and practical perspective and provides the students with an in depth understanding of how they developed, the different pricing models used to value them and how they are traded on the major derivatives exchanges.

FIN 819 Mergers and Acquisitions

The course focuses on valuation, structuring, financing and negotiating of M&A transactions. This course uses an analytical framework and real world application to

introduce key principles and techniques of successful restructuring strategies like mergers, acquisitions, divestitures and leveraged buyouts. The course will present theories and empirical evidence on corporate control transactions, the process of evaluating acquisition targets and its application in practice. The emphasis will be on fundamental concepts of valuation and other areas of corporate finance related to corporate restructuring. A major focus will be the linkage between corporate strategy and investment decisions in the transaction process with the objective of increasing shareholder value.

MKT821 Advanced Marketing Research & Analysis

Advanced Marketing Research & Analysis course starts with the introduction of basic steps in conducting marketing research and further looks at the types and sources of primary and secondary data, methods for collecting data (including a brief introduction of data gathering instruments such as questionnaires), the measurement scales, basic sampling and data analysis techniques. Particularly, there will be more emphasis on variety of quantitative and statistical models used for marketing decision making.

MKT812 Consumer Behavior

Consumer behavior course analyzes consumer buying behavior as basic considerations in the development of a marketing mix. The course examines the consumer decision process and the effect on consumer decision making of external environmental influences (culture, subculture, social class, reference groups, family, and personal influences) and of internal psychological influences (personality and lifestyle, learning, motives and beliefs and attitudes).

MKT813 Integrated Marketing Communications

To many of us, advertising represents the most visible face of the organization. While advertising is only one of several components of the overall promotion strategy, it often overshadows other promotional components such as publicity, sales promotion etc. In recent years, a strong move has been made to coordinate better the promotional elements along the lines of integrated marketing communication (IMC). IMC helps maximize promotional impact through orchestrating all promotional devices and elements. The course instructor believes in the thesis of a fuller integration in promotional design and management.

MKT814 Brand Management

The course offers an intensive and yet stimulating understanding of branding. Brands are wealth generators of the twenty-first century. Earlier, firms differed on the basis of wealth producing assets like factories etc. In the new era of a globalized marketplace, brands are key differentiators and drivers of economic value of a corporation. Jeans manufactured in factories are just the same but Levi's, Wrangler and Lee are much sought after. Brands are the ultimate differentiators; they drive consumer buying, revenues and the ultimate value of the business.

MKT815 Marketing of Services

Marketing of services course discusses the concepts and theories related to the planning and implementation of quality service. Further, the course explores the frameworks for customer-focused management, customer-focused relationship marketing strategies and how to increase customer satisfaction, service quality, retention and customer lifetime value through service strategies. There will also be emphasis on new service development, intermediaries in services and pricing of services.

MKT816 Business To Business Marketing

B to B Marketing course explores decision-making and activities involving business-to-business transactions. Specifically, B to B marketing concepts and theories pertaining to buying decision process, business and corporate strategies, market segmentation, positioning, pricing, communication, physical distribution and sales management are examined within the framework that views B to B marketing management as the process of understanding, creating, and delivering value to customers. Further, the application of Internet for B to B channel management and communication is also discussed.

MKT 827 Pricing Strategy

Pricing is one of the most important and yet underemphasized aspects of modern marketing. Pricing rings in revenue and yet receives only inadequate research, tactical and strategic attention. The result is that both marketers and customers fail to leverage on the full value of pricing as a decision variable of the marketing Mix. The course introduces the participants to the weaknesses of conventional pricing tactics and examines the full parameters of the cost based, customer based and competition based pricing. More important, it explains why pricing policy and integrated organizational price decision

making are essential for effective pricing. It concludes that the strategic pricing is value based, proactive and profit driven.

MKT818 Sales and Distribution Management

The course includes the familiarization of concepts, approaches and the practical aspects of the key decision making variables in sales force and distribution channel management. Since the subject has tremendous application in the practical work life, the emphasis will be on assimilating the learning through application of the theoretical inputs on real life cases and situations.

MKT819 Retail Management

Retail management course discusses concepts, theories, strategies and practices used in management of retail businesses. The course starts with different formats of retailing and their characteristics. It also explores retailing strategies such as retail market strategies, financial strategies, retail location and site selection strategies. Further, it focuses on merchandising management aspects such as merchandise assortments, merchandise buying strategies, pricing and communication of merchandise and store management aspects such as store layout, design and visual merchandising, customer service, recruitment, selection motivating and compensating the employees.

PRJ821 Project Management

This course will have a strong experiential component and will also focus on developing critical thinking and analytical skills so that the students can actively and critically use the concepts of organizational theories to diagnose, manage, design, change and understand the organizations in which they now --or will in the future --participate.

To manage the projects successfully, project managers should be well versed in multidisciplinary project management practices so that resources are optimally utilized within stipulated cost and time frame. This program aims to familiarize the participants with all aspects of project management and provide specific skills, which may be useful in handling the industrial and infrastructure projects.

PRJ812 Supply Chain Management

The function of supply chain management is to design and manage the processes, assets, and flows of material and information required to satisfy customers' demands. In today's environment of shortening product life cycle, complex corporate joint ventures, and

stiffening requirements for customer service, it has become necessary to consider the complete scope of supply chain management, ranging from supply of raw materials, through factories and warehouses, to meeting the demand in sales outlets. The course will focus on critical issues of design and management of supply chain.

PRJ813 Total Quality Management

This course focuses on qualitative and quantitative techniques used to study and improve quality of operations in manufacturing and service organizations. It covers topics such as quality philosophy, quality management systems, statistical process control (SPC), acceptance sampling, tools for quality improvement, product and process design. The role of quality in the entire cycle including product/service design, development, production, delivery, and customer support is emphasized in order to achieve total quality management.

PRJ814 Procurement and Inventory Management

The purchasing function plays a key role in many organizations, particularly in those industries where material inputs represent a significant share of the total cost. This course examines purchasing policies, processes and procedures required to achieve efficiency and minimize costs. It looks at the changes from traditional purchasing to e-purchasing and stock optimization.

PRJ815 Operations Strategy

This course explores the major issues and managerial concepts relating to strategic management of the operations function in today's global economy. This course will provide the students with frameworks to link an operations strategy to the firm's competitive positioning as well as tools to understand the economic and technology drivers for a global operations footprint. Competitive cost analysis is emphasized and issues related to e-business operations strategy are included in the discussion of the topical issues. Business cases studied include a mix from both the manufacturing and service industries. Classes may feature visiting company executives, and there is a strong global emphasis throughout the course.

PRJ816 Service Operations Management

Service sector makes a major contribution to economy of any country. Service organizations respond to the needs and expectations of the customers and leave a certain experience in the mind of the customer through service delivery system. This course addresses the strategic and operations aspects of managing service delivery system. The course covers the service concepts, customer and supplier relationship, service encounter, performance management. It includes key managerial decisions such as waiting line management, facility location, managing capacity and demand requirements and managing service processes. It also emphasizes on service supply chain management, lean service systems and service quality management. The course aims to provide students with concepts and tools necessary to effectively management a service operations.

PRJ827 Project Appraisal & Financing

In today's world of increasing competition and focus on corporate earnings, project managers are held accountable not just for achieving technical and schedule goals, but also for meeting profitability and other financial goals. This course explores the financial metrics that are so commonly used and examines the not-so-obvious financial impact of typical operating decisions and actions. The course is aimed at equipping students with skills in the field of project appraisal and finance. The course concentrates on the various financial tools for financing development, construction and operation of the projects. The course also aims to highlight the importance of improving the quality of the appraisal process. The course aims to demonstrate how the process of project and capital expenditure can be used to dramatically improve cost control. This course will enable students to set budgets, evaluate risk, interpret data and forecast cash flow and final profit and loss on any project. The four major aspects of the course consists of 1) Structuring projects 2) Valuing Projects 3) Managing risky projects 4) Financing projects.

PRJ818 Lean Systems & Six Sigma

Six Sigma is a scientific and disciplined approach for improving business competitiveness of an organization. The strategic approach of six sigma works across all processes, products and industries both manufacturing and service industries by reducing process variation. It aims to achieve unprecedented performance level a few defects per million that is 3.4 ppm as a result process performance is enhanced, customer satisfaction

improved and bottom line impacted through higher cost saving and increased revenue. Numerous organizations, world over have benefited by implementing Six Sigma in their organization and have shown a huge saving.

PRJ 819 Management of Technology & Innovation

Successful management of technology and innovation has become one of the most critical aspects of business in a technologically dynamic environment. New technologies and innovations compel organization to find new ways and means to compete and survive. The course introduces the concepts of management of technology and covers its domain. It examines the strategic options that an organization can take in the development and maintenance of MTI. The processes of planning, implementation, evaluation and control utilized in each of these approaches are discussed. It also examines the building of capabilities needed for the success of MTI, organizational learning and knowledge management. The course draws on a variety of disciplines and aims at integrating them to generate new insight and shows how technology can be developed and value captured to gain sustainable advantage

HRM 811 Staffing in Organizations

This course is the study of the staffing function of an organization including job analysis, recruitment, assessment and selection. This course is intended to provide students with an understanding of the tools and techniques used in staffing. Emphasis will be on the methods of applicant search, screening and steps involved in selection process. This course also gives students an opportunity to develop critical skills on performing job analysis, hereby developing job descriptions and job postings. Methods of assessment and selection will also be analyzed. The focus will be on interviews and interviewing techniques and role play.

HRM 822 Training and Development

This course is the study of Training & Development as important aspects of HRM in an organization. This course is intended to provide students with information & insight of training and development function in an organization. The focus will be on understanding of the tools and techniques of training and development. Emphasis will also be on understanding of aligning training needs with the organization's strategy, analyzing training needs, developing and designing training programs, implementing them and evaluating training results .

HRM 813 Career & Competency Management

This course appreciates the importance of career strategies in a rapidly changing environment and aims to develop an awareness of various career orientations and strategies of individual career planning. This also focuses on developing an understanding in designing appropriate systems of organizational career development. Organizations that identify competencies critical to their business and impart those skills to their people, gain a competitive advantage which others would find difficult to duplicate. For high returns on investment, the use of competency management for acquisition, deployment and development of talent has to be enterprise-driven and supported by management. Only a few organizations have successfully leveraged the business impact of competencies. This course will enable students to implement the competency framework in organizations. They will gain skills essential for smooth management of competencies and learn from organizational best practices.

HRM 824 Performance Management

This module examines the overall objectives of performance management within the context of an organization. The focus of this course will be on understanding of the systems used for appraising employees in organization. The link between the design of reward systems and employee performance is critically analyzed using theory and case studies. Coverage includes recent developments in the area, performance management and competency-related pay, as well as the essential techniques used in organizations to map and measure performance.

HRM 825 Compensation and Benefits

Compensation is part of a transaction between an employee and an employer which results in an employment contract. From the employee's point of view, pay is a necessity in life. The course objective is to provide a sound understanding of the art of compensation practice and its role in promoting companies' competitive advantages. It is assumed that students will be prepared best to assume the role of competent compensation strategist if they possess a sound understanding of compensation practices. Thus, we will examine the context of compensation practice, the criteria used to compensate employees, compensation system design issues, employee benefits, and contemporary challenges that compensation professionals face in this economic downturn.

HRM 816 Organizational Development and Change

This course prepares students to lead change initiatives within a variety of organizational settings. The course focuses on how the field of organizational development facilitates effective change management within a business context and also provides students an insight and competence in diagnostic and intervention processes for initiating and facilitating change in organizations.

The course is designed to help the students develop as potential change agents and OD professionals. It broadly covers the contrasting organizational environments, by assessing conditions that foster both acceptance and resistance to change, and focuses on specific strategies for managing change by developing the skills to proactively address change and meet the challenges of transition in the workplace.

HRM 817 Strategic Human Resource Management

This course examines the role of HRM in business viability and relative performance.

Human resource strategy is an essential part of any credible understanding of business strategy and not some kind of dubious appendage to it. When competently handled, HRM helps the firm to operate cost-effectively in the industries in which it competes and legitimately in the societies in which it is embedded. The course considers the potential of HRM to enhance organizational flexibility and help create competitive advantage. It examines HRM in dynamic and complex contexts and discusses practical ways of improving strategic HR planning in firms.

FACULTY

Full-Time Faculty:

Dr.Farhad Rad-Serecht, Director
Professor of Economics and Strategy
PhD (1973) University of Paris-La Sorbonne

Dr.Arvind Seth, Dean, MBA Program
Professor of Operations Management
Ph.D (1992); Indian Statistical Institute

Dr.T.P. Ghosh
Professor of Financial Management
PhD (1988), University of Burdwan

Dr.Mohan Agarwal
Professor of Marketing Management
PhD (1983), Kurukshetra University; Fellow, CIM (London)

Dr.Shahin Shojai
Professor of Strategy & Finance
PhD (1999), University of Nottingham, UK

Dr.K. Abdul Waheed
Associate Professor Marketing
PhD (2003) Shailesh J. Mehta School of Management, Indian Institute of Technology

Dr.Ali M S Zalzal
Associate Professor Management Information Systems
PhD (1990) University of Sheffield, UK

Dr. Anupam Mehta
Assistant Professor of Finance and Accounting
PhD (2005) Punjab University

Dr. K.S. Sujit
Assistant Professor of International Business
PhD (2002), Hyderabad University

Dr. Abhilasha Singh
Associate Professor of Human Resources Management
PhD (1993), Banaras Hindu University

Dr. Rajesh Kumar
Associate Professor of Financial Management
PhD (2002), Indian Institute of Technology, Kharagpur

Dr. Kirti Khanzode
Assistant Professor of English & Management Communication
Ph D, (2006) (Barkatullah University)

Dr. Eric Van Genderen
Professor of International Business and Finance
PhD (2008) – Henley Business School, Oxford, England

Dr. Ebrahim Soltani
Professor of Operations Management
Ph D (2003)- University of Strathclyde, UK

Dr. Alaa. K. Alshawa
Assistant Professor Economics and Finance
Ph D (1999), IOWA State University, US

Visiting Faculty:

Dr.Sohail Chaudhry

Professor - Management and Operations/International Business

Ph.D., Columbia University, USA

Dr.Vimi Jham

Associate Professor- Marketing

Ph.D.(2008) ,Aligarh Muslim University, India

ACADEMIC CALENDAR 2011-2012

2011 FALL	BSBA	MBA
Arrival of residential students	2 - 3 September	9 - 10 September
Orientation	4 - 5 September	11 - 12 September
Parents day (optional)	4 September (9.30 - 11.30 hrs)	-
Registration	6 September (9.00 - 12.00 hrs)	13 September (9.00 - 12.00 hrs)
Classes begin	6 September	13 September
Elective registration	-	1 November
Classes end	8 December	15 December
Final exams	11 - 15 December	18 - 22 December
Semester end	15 December	22 December
Semester break	16 December - 9 January	23 December - 7 January

2012 SPRING	BSBA	MBA
Arrival of residential students	8 - 9 January	6 - 7 January
Orientation	-	8 - 9 January
Registration	10 January (9.00 - 12.00 hrs)	10 January (9.00 - 12.00 hrs)
Classes begin	10 January	10 January
Elective registration	-	13 March
Classes end	19 April	19 April
Final exams	22 - 26 April	22 - 26 April
Semester end	26 April	26 April
Semester break	27 April - 7 May	27 April - 5 May
Internship	-	6 May - 26 June

2012 SUMMER I	BSBA	MBA
Classes begin	8 May	8 May
Classes end	14 June	28 June

2012 SUMMER II	BSBA	
Classes begin	17 June	-
Classes end	26 July	-

Tentative Holiday List (Islamic holidays are subject to UAE government declaration for private sector)

1 January – New Year’s Day	6 – 8 November – Eid-al-Adha
15 February – Birth of the Prophet	2 December – National Day
28 June – Ascension of the Prophet	26 November – Al-Hijra New Year
31 August – Eid-al-Fitr	25 December – Christmas Day

Fee Structure

FEE SCHEDULE & REFUND POLICY

1) Important Dates

1st Installment	: 02-08-2010
2 nd Installment	: 14-12-2010
3 rd Installment	: 02-08-2011
4 th Installment	: 12-12-2011

<u>INSTALLMENT SCHEDULE</u>					
PARTICULARS	INSTALLMENTS				
	I	II	III	IV	Total
Tuition	19125	19125	19125	19125	76500
Study material (Textbook, Case study etc)	1250	1250	1250	1250	5000
Health Insurance	1000		1000		2000
<i>Residence Charges *</i>					
Double Occupancy	12000	12000	12000	12000	48000
Single Occupancy	15000	15000	15000	15000	60000
Visa charges	1850		1850		3700
<i>DEPOSITS</i>					
Hostel Deposit	3500				3500
Library Deposit	1000				1000

2) Bank Details

Account Name: Institute of Management Technology FZ LLC
Bank Name: Emirates Bank, Mankhool Branch
AED Account No.: 1011409872502
USD Account No.: 1021409872501
SWIFT Code: EBILAEAD

3) Important Notes

1. Student's name should be clearly mentioned in wire transfer.
2. The payment may be done either through a Cheque payable to "Institute of Management Technology FZ LLC" or through Wire Transfer to the above mentioned Bank Account.
3. Bank charges are to be borne by the remitter.
4. The exchange rate for conversion of AED to USD is taken as 1 USD = 3.65 AED

5. IMT Dubai reserves the right to change its fees and will notify all students of changes, if any. The above Fees structure is applicable for the Academic Year 2010-2011.

4) Fee Refund Policy

Withdrawal Upto 2 Weeks before the commencement of the Program:

1. AED 2500 non-refundable.

Withdrawal before 2 Weeks from the commencement of the Program:

1. 20% of the 1st Semester Tuition and Residence Fee will be forfeited
2. Visa Charges (AED 1850) will be forfeited
3. Study Material Charges (AED 1250) will be forfeited

Withdrawal before 1st Week of the commencement of the Program:

1. 30% of the 1st Semester Tuition and Residence Fee will be forfeited
2. Visa charges (AED 1850) will be forfeited
3. Study Material Charges (AED 1250) will be forfeited
4. Health Insurance Charges (AED 1000) will be forfeited

Withdrawal within 2nd Week of the commencement of the Program:

1. 40% of the 1st Semester Tuition and Residence Fee will be forfeited
2. Visa charges (AED 1850) will be forfeited
3. Study Material Charges (AED 1250) will be forfeited
4. Health Insurance Charges (AED 1000) will be forfeited

Withdrawal within 3rd Week of the commencement of the Program:

1. 60% of the 1st Semester Tuition and Residence Fee will be forfeited
2. Visa charges (AED 1850) will be forfeited
3. Study Material Charges (AED 1250) will be forfeited
4. Health Insurance Charges (AED 1000) will be forfeited

Withdrawal within 4th Week of the commencement of the Program:

1. 80% of the 1st Semester Tuition and Residence Fee will be forfeited
2. Visa charges (AED 1850) will be forfeited
3. Study Material Charges (AED 1250) will be forfeited
4. Health Insurance Charges (AED 1000) will be forfeited

Withdrawal after 4 Weeks of the commencement of the Program:

1. After 4th Week of the commencement of the Program, there will be no refund and 100% Fee amount paid towards 1st Semester will be forfeited.

***Please note that the above Fee Refund policy is applicable irrespective of whether the student attended classes or did not after the commencement of the Program.

5) Disputes and Arbitration

The Institute's decision on any and every subject will be final and binding and disputes of any nature will be dealt with under U.A.E. jurisdiction.

Financial Aid

IMT Dubai does not offer financial aid. However, a student requiring financial aid may inquire at their personal bank. IMT Dubai will provide a bona fide certificate stating student status with the Institute and the program of study.

Students will pay the tuition fees in four installments.

IMT Dubai will offer a deferred payment for part of the tuition for those students who are in need. Those students are required to get in touch with the Office of Student Services.

Contact Details

INSTITUTE OF MANAGEMENT TECHNOLOGY, DUBAI

P.O. Box. 345006, Dubai International Academic City, Dubai, U.A.E.

Tel.: +971-4-3604844/4227244; Fax: +971-4-3604838 E-mail: info@imtdubai.ac.ae;

website: www.imtdubai.ac.ae

INDIA OFFICES:

A-193, 2nd Floor, Okhla Industrial Area, Phase-I, New Delhi – 110020,

Tel.: +91-11-40547046-47 / 26811578-79, Fax: +91-11-40527052,

Email: prashant@imtdubai.ac.ae

IMT A-16, Site 3, UPSIDC, Industrial Area Meerut Road, Ghaziabad – 201003

Tel.: +91 120 270 5628, Fax: +91 120 270 5625 E-mail: admissions@imt.edu;

website: www.imt.edu