
	<p><b>UNIVERSITY OF MADRAS</b> [Established under the Act of Incorporation XXVII of 1857 – Madras University Act 1923] (State University)</p> <p>INSTITUTE OF DISTANCE EDUCATION, IDE Buildings, Chepauk, Chennai – 600005</p>	 <p>சுதந்திரத் திருநாள் அமுதப் பெருவிழா</p>
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IDE/PG-III (M.B.A.) ADMISSION/2022/262

Date: 16.03.2023

### CIRCULAR

Candidates who have admitted to the Calendar year 2021 for the M.B.A. Degree course (C21 batch) and arrear students who have to appear in the examination **December 2022** are permitted to choose a University recognized Supervisor in their academic vicinity. Candidates who have to submit a copy of the recognition letter of their supervisor duly approved by the Universities other than the University of Madras. The guides chosen for M.B.A. Project should be a Full time teaching staff with M.B.A. Qualification and working in the M.B.A. / related departments in the Universities / affiliated colleges recognized by UGC/AICTE with minimum of Five years teaching experience.

Additionally, the candidates can view our University approved list of M.B.A. guides in the website: [www.ideunom.ac.in](http://www.ideunom.ac.in)

*Students who have not paid the tuition fee will not be permitted to attend the project viva voce examination under any circumstances.*

Candidates may make use of Bonafide Certificate issued to them for doing the Project work in an established company / institute.

**The last date for submission of Project Report is 19.04.2023**

Candidates those who are submitting the M.B.A. Project Report after the due date, has to pay penalty fee of Rs.600/- by way of demand draft drawn in favour of "The Director, IDE, University of Madras".

Sd/.....

**DIRECTOR**

**NOTE:** The following should be enclosed along with the Project Report:

- 1) Copy of the I & II year tuition fee paid challan.
- 2) Copy of the filled-in examination application with paid challan.
- 3) Duly filled-in Proforma (uploaded) for approval of the Guide and Tittle of the Project.
- 4) **Synopsis** of the Project Report.

**UNIVERSITY OF MADRAS**  
**INSTITUTE OF DISTANCE EDUCATION**

**PROFORMA FOR APPROVAL OF THE GUIDE AND TITLE OF THE PROJECT**

1.	Name of the Candidate	
2.	Enrolment Number	
3.	Address with Phone Number	
4.	a) Name of the Guide b) Designation c) Experience at PG Level d) Official Address with Phone No. e) Residential Address with Phone Number	
5.	Title of the Project	
6.	Whether the supervisor conducting the <b>PROJECT WORK</b> has been previously recognized by the University of Madras for guiding research work. If yes, Number and date of communication.	
7.	If recognized by a University other than University of Madras, the No. and date of communication of recognition from the other University (Xerox copy of recognition issued by the University has to be enclosed)	

Signature of the Supervisor  
with date and seal

Signature of the Candidate

- Note :
- (a) Guide should be a full time teaching staff with M.B.A. qualification and working in M.B.A. department of any University / affiliated colleges recognized by UGC/ AICTE with a minimum of 5 years of teaching experience.
  - (b) Each guide should not have more than 10 candidates under this supervision.
  - (c) Enclose a copy of the Synopsis of the project work.