

HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 16th May, 2023.

To

All the IAS Officers of Haryana State.

Subject: **Two year programme on Financial Management-AJNIFM, Faridabad.**

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of letter No. **T-19011/1/2023-MBA (FM)/1336** dated **10.03.2023** received from **Ms. NUPUR S. KULSHRESTHA**, Professor & Joint Director, Arun Jaitley National Institute of Financial Management (AJNIFM), (Department of Expenditure, Ministry of Finance) Sector-48, Pali Road, Faridabad has been uploaded on the website of Chief Secretary to Government of Haryana (i.e. <http://csharyana.gov.in>).

2. All the interested/eligible IAS Officers are requested to apply upto 1st June, 2023 & send the same directly to AJNIFM, Faridabad under intimation to this office.

Yours faithfully,


Under Secretary, Training
for Chief Secretary to Govt., Haryana *16/05*

Endst. No. 9/08/2022-1Trg.

Dated Chandigarh, the 16th May, 2023.

A copy is forwarded to the following for information & further necessary action:-

1. **Ms. NUPUR S. KULSHRESTHA**, Professor & Joint Director, Arun Jaitley National Institute of Financial Management (AJNIFM), (Department of Expenditure, Ministry of Finance) Sector-48, Pali Road, Faridabad w.r.t. her letter No. **T-19011/1/2023-MBA (FM)/1336** dated **10.03.2023**.
2. The Superintendent, Budget & Committee for Senior Economic Advisor to Government of Haryana, Finance Department w.r.t. his U.O. letter No. **28/27/2023-5 B & C** dated **03.05.2023**.


Under Secretary, Training
for Chief Secretary to Govt., Haryana *16/05*

Subject: - Two Year Programme on Financial Management-AJNIFM.

Will the Chief Secretary to Government of Haryana (Training Branch) kindly refer to the subject noted above?

2. Please find enclosed herewith a copy of letter No. T-19011/1/2023-MBA (FM)/1336 dated March 10, 2023 along with two year programme curriculum from Professor, Arun Jaitley National Institute of Financial Management vide which AJNIFM seeks the nomination of officers for the programme. The last date for receiving the applications is 01st June, 2023.

3. It is, therefore, requested to circulate the letter on the website of Chief Secretary Office i.e. esharyana.gov.in for its wide circulation for information of intended employees.

Satyaj Nalain
Superintendent, Budget & Committee
for Senior Economic Advisor to Government of Haryana
Finance Department

To

Chief Secretary to Government of Haryana
(in Training Branch)

U.O. No. 28/27/2023-5B&C

Dated: 03.05.2023

Training Branch

56471

11/05/2023

[Signature]
10/05

1701

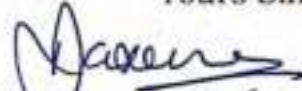
Website : ajnifm@nifm.ac.in

expenditure is limited to financial provision for salary/allowances (as per rule/ applicability), expenses towards travel/transport & DA during domestic attachments and daily subsistence allowance (DSA) during international attachment (if permitted by DoPT) of the sponsored officer. The fees for executives of PSUs have been kept reasonable.

AJNIFM seeks the nomination of officers for the programme. The last date for receiving applications is **01st June 2023**. The nominations would be processed through a selection process scheduled in June 2023. The selected participants are expected to join the programme from **03rd July, 2023**. Applications of interested officers may be considered and sent to AJNIFM online **email: mbafm2023@nifm.ac.in** or through physical submissions before the last date. It may be ensured that the applicants meet the eligibility criteria prescribed in the brochure. The applicants may be asked to send their advance copy, pending the application to be sent through proper channel by their controlling authorities.

For further details, the undersigned may be contacted at 0129-2465268, **email: nups76@nifm.ac.in**.

Yours Sincerely,


(Ms. Nupur S. Kulshrestha)
(नूपुर एस. कुलश्रेष्ठ)

Encl: Application/Programme Brochure, MBA(FM) 2023-25
संलग्नक: आवेदन/कार्यक्रम विवरणिका, एमबीए (एफएम) 2023-25

To

The Additional Chief Secretary (Finance)
Finance Department,
Government of Haryana,
Room No. 45, 8th Floor,
Haryana Civil Secretariat, Sector -1,
Chandigarh - 160 017



अरुण जेटली राष्ट्रीय
वित्तीय प्रबंधन संस्थान

Arun Jaitley National Institute
of Financial Management



MASTER OF BUSINESS ADMINISTRATION (FINANCIAL MANAGEMENT) 2023-25



Last Date: 01st June 2023

Two Years Full Time Programme leading to award of MBA (FM)
from Jawaharlal Nehru University, New Delhi

MBA (FM)
2023-25

ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL
MANAGEMENT

(A Government of India Institution)

Department of Expenditure, Ministry of Finance

Vision Statement

We, at AJNIFM, shall endeavour to develop the Institute as a 'Centre of Excellence' in the area of Financial Management for Good Governance and provide a conducive environment for learning, teaching and research.

We shall ensure Client's satisfaction through continuous improvement in Human Resources, Methodologies and Infrastructure based on the "VOICE OF THE CLIENT".

The values of honesty, integrity, transparency and respect for human being shall always guide our efforts.



मनुष्यवती भूमिरर्थः

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ABOUT AJNIFM



The Arun Jaitley National Institute of Financial Management (AJNIFM) is a Center of Excellence specializing in capacity building of professionals in the fields of Public Policy, Public Finance, Financial Markets, Financial Management, and other related areas for promoting highest standards of professional competence and practice.

AJNIFM was set up in 1993 as a registered society under Ministry of Finance, Government of India. To begin with, it was mandated to train the officers recruited by the Union Public Service Commission (UPSC) through the Civil Services Examination and allocated to the various services responsible for managing senior and top management position dealing with accounts and finance in the Government of India. In due course of time, AJNIFM has become a premier resource center to meet the training needs of the Central Government for their senior and middle level officers. AJNIFM also caters to the State Government, Defense establishments, Autonomous Bodies and other Financial Institutions for their capacity building and research requirements.

AJNIFM plays a pivotal role in governance and administrative reforms by providing a platform for interaction, exchange of ideas, and experience among officers from various organized services, state governments and personnel of civil and defense establishments.

Apart from capacity building, AJNIFM is also engaged in research studies in the areas of financial markets, accounting, audit, financial management, public procurement, and other issues related to public finance, public policy, and delivery systems. The outcomes of such research studies are published and disseminated through Research Papers, Journals and Books.

AJNIFM also undertakes various consultancy projects relating to its domain viz., monitoring and evaluation of various government schemes, third party evaluations, writing of policy documents, manuals etc.

The Union Finance Minister of Government of India is the President of the AJNIFM Society. The Secretary (Expenditure), Government of India is the Chairman of the Board of Governors (BoG). The Director, AJNIFM is responsible for the administration and academic programs of the Institute. AJNIFM has a distinct advantage of an amalgamation of faculty from academics, industry experts and Government.

MAIN OBJECTIVES



- i) To organize and provide training and continuing professional education to Group 'A' officers of the Participating Services including organization of refresher courses at senior and middle levels;
- ii) To establish the Institute as a Centre of Excellence in financial management for promoting the highest standards of professional competence and practice;
- iii) To undertake and promote research/ consultancy studies in the fields of accounting, audit, financial and fiscal management and related subjects;
- iv) To promote education in financial and fiscal management for officers of the associate Services of Centre/State Governments and officers of public sector enterprises/ institutions;
- v) To organize International Training Programs and to keep abreast with progress made in the rest of the world in the area of finance and accounts, particularly in Government and public sector institutions.



ABOUT JNU



JAWAHARLAL NEHRU UNIVERSITY

जवाहरलाल नेहरू विश्वविद्यालय



Jawaharlal Nehru University is the foremost university in India, and a world-renowned centre for teaching and research. Ranked number one in India by the National Assessment and Accreditation Council (NAAC) with a Grade Point of 3.91 (on a scale of 4), JNU was ranked no 3 among all universities in India by the National Institutional Ranking Framework, Government of India, in 2016 and no 2 in 2017. JNU also received the Best University Award from the President of India in 2017.

Still a young university, established by an act of Parliament in 1966, the strength, energy, and reputation of Jawaharlal Nehru University result from the vision that ideas are a field for adventure, experimentation and unceasing quest, and that diversity of opinions are the basis for intellectual exploration. JNU is the place for the intellectually restless, the insatiably curious, and the mentally rigorous, giving them the space to grow amidst the calmness of an oasis, a green lung within the hustle and bustle and the crowds of the capital city of India.

The educational philosophy of the university gets translated into its somewhat unorthodox academic structure. Grounded in a faith in the unity of knowledge, JNU has sought to avoid the narrowly conceived Department structure of conventional universities, preferring instead to bring allied disciplines within a few broad and inclusive entities called Schools, under whose interactive ambit are placed the more specialized units, called Centres. There are also Special Centres that are outside even the broad structures of School but may grow further. Then there are Research Clusters that cut across Schools and Centres as well as some programmes, which are placed within specific schools but are built on the interests of faculty across the university. At present there are ten Schools and four Special Centres in the University.

The University brings out four research journals which have high academic visibility in India and abroad. These are *Studies in History*, *International Studies*, *JSL* (the Journal of the School of Language, Literature & Culture Studies) and *Hispanic Horizons*. Several members of the JNU faculty also edit national and international journals besides the above four.

AJNIFM has entered into an MoU with JNU for recognition of their PGDM (Finance) and PGDM (Financial Management) programmes as MBA (Finance) and MBA (Financial Management) respectively from the batch 2022-2024 onwards. These two programmes are now accredited to JNU. The participants are enrolled with JNU and degree to the participants of these programmes would be awarded by JNU after successful completion of the programme at AJNIFM.

DIRECTOR'S MESSAGE



Dear Student

AJNIFM is an autonomous Central Training Institute under Department of Expenditure, Ministry of Finance, Government of India established in 1993 for capacity building of government officials in the areas of Public Finance, Public Policy, Financial Management, Financial Accounting, Budgeting, Public Procurement, Oversight Management & Auditing, Information Technology and HR. It also undertakes various research studies and consultancy assignments for various government departments both at the Centre & States. Besides, it publishes a peer reviewed by annual research journal called AJNIFM Journal of Public Financial Management. It has always been the endeavour of AJNIFM to seed and catalyse best practices in the area of Financial Management.

Financial Management, as a body of knowledge, concerned with financial decision making, and valuation always been a dynamic process. It is also an evolving and complex process with new instruments, regulations, and challenges. The Master of Business Administration (Financial Management) programme being offered at AJNIFM for middle management officials of Government not only provides the participants a required foundation in Financial Management, it also builds upon that in solid manner and takes them through an exciting journey to new and evolving areas of financial management providing them with a holistic understanding of the subject.

The programme sensitizes the participants towards every facet of managerial challenge and offers them an excellent opportunity to rejuvenate by providing an academic as well as a research oriented perspective. The curriculum is designed and reviewed periodically, by the Academic Committee.

This two year full time MBA programme on Financial Management has been recognized by Jawaharlal Nehru University (JNU) for award of MBA (FM). The participants are enrolled as students of JNU as this programme is accredited to JNU. The curriculum of the programme has been re-cast keeping in view the changes and challenges in financial environment. I am hopeful that the participants of this programme will find it exciting and immensely beneficial to their work requirement and future career prospects.

Prabhat R Acharya
Director

PROGRAMME DIRECTOR'S MESSAGE



Welcome to the Arun Jaitley National Institute of Financial Management!

We are proud to offer a two-year MBA in Financial Management program to help Government employees develop the skills and knowledge necessary to become a successful financial manager. Our program is designed to provide you with the tools and resources to become a leader in the field of financial management.

Our program is designed to provide you with the knowledge and skills necessary to understand and analyze financial data, develop strategies for managing financial resources, and make informed decisions in the field of financial management. We also provide you with the opportunity to network with industry professionals and gain valuable experience through classroom instruction, industry visits, domestic attachments etc. We also offer a variety of electives and exposure to help students gain real-world experience.

We invite Central and State Government departments including Defence Services & CAPFs to nominate their best and brightest to join our program. We are confident that our program will provide you with the skills and knowledge necessary to become a successful financial manager. We believe that our program is an excellent opportunity for government departments to develop their employees' skills and knowledge.

Thank you for your interest in the Arun Jaitley National Institute of Financial Management. We look forward to welcoming you to our program.

I, as Program Director, request the esteemed organisations to nominate the officers to our MBA(FM) Program.

Nupur S. Kulshrestha
Professor & Programme Director

PROGRAMME COORDINATOR'S MESSAGE



Greetings from AJNIFM!

Welcome to the programme of Master of Business Administration (Financial Management), 2023-2025, AJNIFM. This two-year long-term programme will help you to unlock your potential in the rising world of finance. This programme provides you with an opportunity to gain specialization in the area of finance. The purpose of the programme is to broaden the horizon of professionals from a basic understanding of finance to analytical skills in finance. During the tenure of the programme, participants will be accumulating functional knowledge with an understanding of financial management to take diversified roles in higher-level management. This programme emphasises the nuances of finances and also provides a way to navigate future risk and uncertainty in the financial world from prominent academic and professional experts.

Having a flair for emerging technology, this programme is equipped with various technical aspects like Fintech, Data Science using Python, Financial Econometrics and Financial Analytics.

I invite all aspiring participants to explore your prospects for growth by getting involved with the Master of Business Administration (Financial Management) at AJNIFM.

Best Wishes

Dr. Sachita Yadav
Faculty & Programme Coordinator

GENERAL BODY



Smt. Nirmala Sitharaman
Union Finance Minister & Corporate Affairs
President - AJNIFM Society



Shri Pankaj Chaudhary
Minister of State for Finance
Vice President - AJNIFM Society



Dr. T.V. Somanathan, IAS
Secretary (Expenditure)
Ministry of Finance
Chairman Board of Governors



Smt. Rasika Chaubey, FA (DS)
Addl. Charge Controller General of
Defence Accounts, Ministry of Defence
Member



Ms. Parveen Mehta, IA&AS
Dy. Comptroller &
Auditor General of India
Member



Ms. Anjali Goyal, IRAS
Member (Finance)
Ministry of Railways
Member



Ms. Bharati Das, ICAS
Controller General of Accounts
Ministry of Finance
Member



Shri Manish Sinha, IP&TAFS
Member (Finance), Department
of Telecommunication
Member



Shri Umesh Kr. Shukla, ICoAS
Chief Advisor (Cost)
Ministry of Finance
Member



Shri Sanjeev Kaushal, IAS
Chief Secretary
Government of Haryana
Member



Dr. M. S. Sahoo, IES
Former Chairperson, Insolvency
and Bankruptcy Board of India
Member



Shri Ashish Kumar Chauhan
MD & CEO
National Stock Exchange
Member



Dr. Archana Shukla
Director, Indian Institute of
Management, Lucknow
Member



Prof. M.P. Gupta
Professor & Head, Department of
Management Studies, IIT Delhi
Member



Dr. Madhu Vij
Former Professor (FMS)
University of Delhi
Member



Shri Prabhat Ranjan Acharya
Director, AJNIFM
Member Secretary

OUR PROGRAMMES

Other Long Term Programmes

- **Master of Business Administration (Finance):** MBA (Finance) is a two-year full time residential programme. The programme is recognized by Jawaharlal Nehru University, New Delhi. The programme is accredited to JNU. The participants are enrolled as students of JNU, and will be awarded the MBA degree on completion of the programme. The programme is open to Government Officers and fresh graduates as well as experienced candidates desirous of a career in the financial sector. The MBA (Finance) programme has been designed with the objective of developing trained professionals in the financial sector capable of occupying positions of responsibility in regulatory bodies, market intermediaries, banks, mutual funds, asset management companies, stock exchanges, commodity exchanges, and similar organizations in private and government sectors. The curriculum also consists of visit to Mumbai as well as Singapore wherein the participants avail an opportunity to interact with the professionals functioning at the apex level in the financial sectors such as RBI, SEBI, NCDEX, MCX, FIMMDA.
- **Professional Training Course (PTC) for Probationers of organized Accounts Service of Government of India:** Professional Training Course (PTC) is meant for the probationers of the participating Finance and Accounts services of the Union Government. This programme is designed to equip the newly recruited Group 'A' officers of the Finance and Accounts Services for taking up higher responsibilities in the field of Public Financial Management.
- **Post Graduate Diploma in Government Accounting & Internal Audit:** The Post Graduate Diploma in Government Accounting & Internal Audit Programme, is a one-year programme designed to upgrade the technical skills of officers of the Controller General of Accounts & organized accounting services of the various government departments in the areas of accounting, internal audit, information technology, general management, etc.

CAPACITY BUILDING PROGRAMMES / MANAGEMENT DEVELOPMENT PROGRAMMES (MDPs)

- AJNIFM conducts a large number of Capacity Building short-duration Management Development Programmes/ Executive Development Programmes in the areas of public expenditure management, budgeting, public financial administration, financial management, accounting, internal audit, procurement, GST, IT, HR etc. The officers of Indian Economic Service (IES), Indian Statistical Service (ISS), Indian Telecom Service (ITS), other central and state government services, PSUs, municipal corporations, autonomous institutes and bodies participate in these MDPs/EDPs.
- AJNIFM also conducts a few programmes under ITEC initiative of Ministry of External Affairs with participation of officials from many developing countries. Besides, AJNIFM also organizes a few mid-career programmes for officers of participating services with international attachments in US/UK/ Canada etc.

MASTER OF BUSINESS ADMINISTRATION (FINANCIAL MANAGEMENT)

Master of Business Administration (Financial Management) is a two-year full time Programme for Government officials both at the Centre & States including officers from Defence Services and executives in the Public Sector Corporations. The programme is recognized by Jawaharlal Nehru University (JNU) for the award of Master of Business Administration (Financial Management).

The programme has been designed to meet the requirements of professionals in the field of financial management. It's contemporary content will help the professionals understand the rapid developments happening in the financial management space. The curriculum of the programme is continuously reviewed and upgraded based on inputs from all stakeholders. The pedagogy of programme includes lecture sessions, interaction with domain experts, field visits and attachments, case studies to capture relevant issues that impact financial decision making in governance. As organisations at various levels are becoming increasingly concerned about timely and quality delivery of services, the requisite managerial skills and capacity building issues pose constructive challenges. Accordingly, the programme design facilitates capacity building in the government as well as Public Sector Companies with a view to meet the emerging challenges and issues in financial management.

The programme aims to enhance managerial competence and self-development that are expected to translate each challenge into opportunities, thereby improving career prospects for the participants of the programme.

The programme addresses the contemporary and key issues in Financial Management in digital environment. The Institute facilitates the participants to apply digital tools in various financial management areas, applications, and practices.



Signing of MoU between AJNIFM and JNU on 15th March 2022

PROGRAMME CURRICULUM

The Programme is covered in six trimesters. It's duration of 24 months comprises of classroom teaching of approximately 20 months including domestic and international attachments (subject to extant rules of DoPT). The 6th trimester of four months devotes to two subjects (class room teaching) and project work. The participants would be expected to remain available at AJNIFM throughout the duration of Programme.

The structure of the curriculum is given below:

1ST YEAR

TERM - I

Code	Title of the Paper	Credit	Sessions
101	Financial Accounting	3	40
102	Managerial Economics	3	40
103	Management of Information Technology	3	40
104	Marketing Management	3	40
105	Public Financial Management	3	40
106	Business Communication	1.5	20
107	Organizational Behavior	1.5	20

TERM - II

Code	Title of the Paper	Credit	Sessions
201	Cost and Management Accounting	3	40
202	Financial Management - I	3	40
203	Data Analysis & Decision Tools	3	40
204	Management Information Systems	3	40
205	Macro-Economic Environment of Business	3	40
206	Human Resource Management	3	40

TERM - III

Code	Title of the Paper	Credit	Sessions
301	Financial Institutions and Markets	3	40
302	Production and Operations Management	3	40
303	Project Planning, Evaluation, Financing and Management	3	40
304	Research Methodology and Intellectual Honesty	3	40
305	Financial Management - II	3	40
306	Legal Environment of Business	3	40

2ND YEAR**TERM - IV**

Code	Title of the Paper	Credit	Sessions
401	Security Analysis and Portfolio Management	3	40
402	Financial Derivatives	3	40
403	Quantitative Analysis for Financial Decisions	3	40
404	International Financial Management	3	40
405	Optional Paper - I	3	40
406	Optional Paper - II	1.5	20
407	Optional Paper - III	1.5	20

TERM - V

Code	Title of the Paper	Credit	Sessions
501	Fixed Income Securities	3	40
502	Regulatory Environment for Financial Sector	3	40
503	Merger, Acquisition and Corporate Restructuring	3	40
504	Corporate Governance and Business Ethics	1.5	20
505	Optional Paper - I	3	40
506	Optional Paper - II	3	40
507	Optional Paper - III	1.5	20

TERM - VI

Code	Title of the Paper	Credit	Sessions
601	Corporate Strategy & Risk Management	3	40
602	Business Valuation and Analysis	3	40
603	Dissertation/ Capstone Project	6	

Attachments	Duration
International Attachment (subject to extant rules of DoPT)	Two weeks
Domestic Attachment	One week
Report Writing	One week

Total Credits: 102

Optional Subjects

TERM - IV

Title of the Paper	Credit	Sessions
International Trade and Finance	3	40
Microfinance and Insurance	3	40
Corporate Tax Planning including GST	3	40
Data Analytics & Use of ICT in Government	1.5	20
Supply Chain Management	1.5	20
Behavioural Finance	1.5	20
Accounting in Government and Autonomous Bodies	1.5	20
Data Science using Python	1.5	20

TERM - V

Title of the Paper	Credit	Sessions
Treasury Management	3	40
Alternative Investments	3	40
Strategic Cost Management	3	40
Financial Econometrics	3	40
Financial Analytics	3	40
FinTech	1.5	20
Total Quality Management	1.5	20
Public Private Partnership	1.5	20

Note:

Each Term will have 18 Credits excepting Term VI which will have 12 Credits. Optional Courses will be offered in Term IV & V. Candidates have to ensure that they take such optional courses which will help them to complete 18 credits in Term IV & V. Only such optional papers will be offered where there are minimum participation of 15 candidates. The institute may modify the optional subjects on offer.

The duration of each term will be 17 weeks. However, the duration of the term will increase if domestic / foreign attachment is planned in that term.

Scheme of Evaluation: We follow CGPA system of evaluation and the evaluation scheme includes both Continuous Evaluation and End Term Examination with 50 per cent weightage for each.

TRAINING ATTACHMENTS

The following two attachments are part of training:

- Two week International Attachment to any of the Foreign University/Institution that has collaborated with AJNIFM (subject to extant orders of DoPT). Alternatively, attachment with a reputed domestic institution.
- One week Domestic Attachment with RBI, SEBI, NSE and other Financial Institutions at Mumbai.

If permitted by Government of India, the participants may be taken for a two week international attachment in which an intensive coverage of International developmental perspective in critical areas of governance, financial management etc. is provided.



Participants of PGDM (Financial Management) 2017-19 Batch and 2018-20 Batch visited two weeks International Attachment at Seneca College, Canada



Participants of PGDM (Financial Management) 2021-23 Batch - one week domestic visit at Mumbai



Participants of MBA (Financial Management) 2022-24 Batch - one day training at V.V. Giri National Labour Institute, Noida



During the sixth trimester of the programme, each participant is required to undertake a research/ Capstone project. A research problem of contemporary relevance to finance function (theoretical / action oriented) is identified by the participants in consultation with AJNIFM faculty and / or senior level officers of their respective department / organization. However, the final decision on the project work is taken by AJNIFM. The timing and duration of the project work is 16 weeks.

AJNIFM faculty guides the participants in research, analysis, preparation and completion of the project. The participants are expected to remain in regular touch with their faculty guides for timely completion of the project work. The project work is required to be completed and submitted before the notified due date.



Group Photo of PGDM(FM) 2021-23 Batch



Group Photo of MBA(FM) 2022-24 Batch

ELIGIBILITY CRITERIA

For officers from Central Governments/ State Governments/ Union Territories/ Central PSUs/ State PSUs/ Autonomous Organizations under State or Central Governments/ Other bodies of the Central/ State Government from India or Abroad

- a) All participants must have completed Graduation or a degree equivalent thereto from an Indian/foreign university (institution) recognized by the Association of Indian Universities, Ministry of HRD, Government of India. For General Category, OBC and EWS candidates, a minimum of 50% marks in aggregate (of all the years/semesters) or equivalent CGPA in the qualifying degree is required. For SC/ST/PWD candidates, a minimum of 45% marks in aggregate (of all the years/semesters) or equivalent CGPA in the qualifying degree is required.
- b) The upper age limit for all participants is 50 years on the last date of submission of the application form for the programme.
- c) The Officers should be working at middle/ senior level in their respective organisation with work experience of at least three years (officers in the pay level 11 and above or equivalent in PSUs).

SELECTION PROCESS

Admission forms may also be downloaded from AJNIFM website. Applications, complete in all respect should reach by post to **Ms. Nupur Saxena Kulshrestha, Professor & Programme Director, PGDM(FM)/ MBA(FM), Arun Jaitley National Institute of Financial Management, Sector - 48, Pali Road, Faridabad, Pin code – 121001 (Haryana)** by the due date in a sealed envelope superscripted as "**Application for MBA(FM) 2023-25**". Aspirants also have the option to apply online through website link <http://www.nifm.ac.in/user/register> or may send scanned copy of their application at E-mail: mbafm2023@nifm.ac.in followed by hard copy. In case of sponsored candidates the letter from the sponsoring organizations should be sent by the due date. The 'Date Schedule' stated at the last page of the prospectus has to be followed in all the cases.

Applicants will initially be shortlisted by the Institute. This would be communicated to the candidates and/or their sponsors through email and/or phone. The sponsors would be requested to depute their candidates well in time for attending the Group Discussion & Interviews, meant for short listing the candidates (if required).

All supporting documents / testimonials (date of birth and letter from sponsoring organization) in original shall be required at the time of screening and/or final admission to the programme. Mere fulfilling the minimum eligibility qualifications by the candidate shall not bind AJNIFM for offering admission to the candidate to the Programme. Selected Candidate shall be required to join the programme a day prior to starting of the course.

Decision of AJNIFM regarding admission of the candidates to the programme shall be final.

PROGRAMME FEE

The programme fee is as under:

A. Sponsored Candidates from Central Government/ State Governments/ Union Territories/ other bodies of the Central/ State Government.

B. Officers from PSUs

C. Overseas Participants

Fees is reimbursed to AJNIFM by Department of Expenditure, Ministry of Finance, Government of India

Rs.18 Lakh

US\$ 32,000

The programme fee for the officers from PSUs and the overseas participants is to be paid through Demand Draft in favour of Accounts Officer, AJNIFM payable at Faridabad or through electronic transfer as per following schedule (detail relating to electronic transfer appears on the last page of the prospectus:

Installment	Fee Payment Schedule Due Date	Amount
First	Commencement Date	50%
Second	6 months from date of commencement	30%
Third	14 months from date of commencement	20%

The above **fee include** tuition fee, cost towards study material, and institutional charges for various attachments, economy class air fare for international attachment (if any), single/double occupancy room accommodation in AJNIFM Hostel for those wishing to stay on Campus.

The **fee does not include** DSA on foreign attachment and per diem and expenses on accommodation and travel for the domestic attachment etc. Such expenses shall be borne by only their sponsoring organizations.

In the case of participants opting to avail hostel facility the expenses on food and power consumption in the hostel are to be borne by them. However, wherever applicable the participants may claim reimbursement from their sponsoring organizations.

Application Fee/ Cost of Prospectus:

For Indian National: Applications for the programme have to pay application fees (non-refundable) of Rs.2000 (Rs. two thousand only). This is to be paid only by the candidates from PSUs and Overseas Participants.

LIBRARY FACILITY



AJNIFM Library is committed to provide widest possible access to information and this commitment is reflected in the range of services provided by it. Its website <https://library.nifm.ac.in/> is linked to various online databases that are available from any device within the institute network. Library works tirelessly to fulfill its mission to address the interests and need of the institute, students, and participating members by providing and maintaining access to a collection of materials and electronic resources.

AJNIFM Library is fully automated and has a collection of over 38,000 books on Finance, Management, Economics, Public Policy, Financial Management, Accounting, Computer and Taxation etc. In addition, AJNIFM library has invaluable collection of books on literature, fiction, etc., both in English and Hindi.

The library holds a rich collection of electronic resources which include different type of full-text on-line database(s) related to Social and Management Science covering more than 5000 Journals/Periodicals and E-books on different subjects. AJNIFM library also subscribes to Company and Industrial Database, and Socio-economic database for their users. The library is also providing different type of services viz circulation, reading facilities, mail alert service, reference and information service, database search service, document delivery, inter library loan, photocopying, orientation programs, Online Public Access Catalogue (OPAC), Current Awareness Services (CAS), and Research Assistance Service.

AJNIFM Library is a member of DELNET (Developing Library Network). It provides access to more than 3.5 crore records comprising of books, E-Journals, E-books etc. to facilitate the users/researchers.



RESIDENTIAL FACILITY

The programme is residential. Appropriate accommodation is provided to the participants of the programme. AJNIFM has self-contained hostel facilities in two separate blocks viz. Yamuna and Ganga hostel block. Catering, laundry, house-keeping and maintenance services have been outsourced and are professionally organized. Mess is compulsory for those participants who are residing in hostel.

Subject to availability, allotment of family accommodation is also made to the participants desirous of staying with family. The family suites are allotted on first come first serve basis on payment regulated as per extant orders of AJNIFM.



AJNIFM FACULTY



Acharya, Prabhat Ranjan
Director, AJNIFM
Public Finance, Strategy,
Risk Management & Corporate Governance

PROFESSORS



Agrawal, Namrata, Ph.D
Professor
Computer & MIS



Sherry, A M, Ph.D
Professor
Finance & Accounts



Kumar Ashok
Jt. Director/ Professor



Kulshrestha Hupur Saxena
Jt. Director/ Professor

ASSOCIATE PROFESSORS



Agrawal, Rajesh Kumar
Sr. Dy. Director / Associate
Professor (SG)



Bhalla, Jaya, Ph.D
Assistant Professor
Human Resource



Kumar, Brajesh, Ph.D
Associate Professor
Economics

ASSISTANT PROFESSOR



Arora Ashima (Dr.)
Assistant Professor



Yadav Sachita (Dr.)
Assistant Professor

CHIEF ADMINISTRATIVE OFFICER



Chawla, D K
Faculty-cum-Chief Administrative Officer

DEPUTY LIBRARIAN



Gautam Vinod, Ph.D
Deputy Librarian
Library & Info. Sc.

Professor of Practice



Datta, Amitabh, IRSS (R)
Professor of Practice
Public Procurement



Pandey, B K, IES (R)
Professor of Practice
Economics



Bhattacharjee Govinda (Dr.)
Professor of Practice,
Public Finance



Singh Mukesh Kumar
Professor of Practice,
Public Finance



Madhu Ranjan Kumar (Dr.)
Team Leader/ Professor
Procurement Research Centre



Mishra Sanjeev (Dr.)
Professor of Practice,
Finance & Accounts

ELECTRONIC FUND TRANSFER DETAILS

Name of the Account Holder	ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
Name of the Bank	Bank of Maharashtra
Address of Bank	1-2 Chowk, NIT, Faridabad
Bank Account No.	200 205 00 760
IFSC	MAHB0000365
MICR No.	110014017
PAN	AAAAN2489D
GSTIN	06AAAAN2489D1ZQ

INTERNATIONAL WIRE TRANSFER DETAILS

Name of the Account Holder	ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
Name of the Bank	HDFC Bank Ltd.
Address of Bank	Shop No. 3, Crown Complex, 1-2 Chowk, NIT 2, Faridabad-121001.
Bank Account No.	50100083121045
IFSC	HDFC0002445
MICR No.	110240246
SWIFT Code	HDFCINBBDEL
For foreign remittance	
PAN	AAAAN2489D
GSTIN	06AAAAN2489D1ZQ

Arun Jaitley National Institute of Financial Management Faridabad

(A Government of India Institution)



APPLICATION FORM Master of Business Administration (FINANCIAL MANAGEMENT) 2023-25

Affix recent
Passport size
Photograph
(self-attested)

TO BE FILLED IN BY THE APPLICANT

Name: First _____ Middle _____ Last _____

Father Name: _____ Mother Name: _____ Category: _____

Male: (Tick) ☐ Female: (Tick) ☐ Age in years Date of Birth

Designation _____

Organization _____

Address _____

City _____ State _____
Pin/Zip _____ Country _____ Fax _____
Email _____ Phone _____ Mobile _____

Educational Qualification (Graduation onwards)

Sl. No.	Qualification	University	Year of Passing	Specialization	% Marks

Work Experience: (Starting with your present position)

Sl. No.	Post held	Organization	From	To	Job Profile

I undertake that upon my admission to Master of Business Administration (Financial Management) programme conducted by AJNIFM, I would abide by rules and regulations governing the conduct of the programme.

Date: _____

Signature of the Applicant _____

Continued _____

**TO BE FILLED IN BY THE SPONSOR
(Only for Sponsored Government Executives)**

Name of the Sponsor	
Designation Organization	
Address for communication	----- ----- -----
City	
Country Pin	
Phone (O)	
Mobile Number(s)	
Email	
Fax	

This organization undertakes to declare that upon admission of the candidate to Master of Business Administration (Financial Management) programme conducted by AJNIFM the participant would abide by rules and regulations governing the conduct of the programme.

Date:

Signature of the Sponsor
& stamp of the Organization

Please return the completed form to
DIG Nupur Saxena Kulshrestha, Professor and Programme Director, MBA (FM)

For queries, please contact
+91-129-2465268/ 2465290/ 2465229
Mobile: 9210764043
Email: mbafm2023@nifm.ac.in

**अरुण जेटली राष्ट्रीय वित्तीय प्रबन्धन संस्थान
ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT**

ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
Sector-48, Pali Road, Faridabad-121 001, Haryana (INDIA)
Fax: 0129-2418867
URL: <https://www.nifm.ac.in/>
URL: <https://www.nifm.edu.in/>

IMPORTANT DATES

Last Date for the submission of form/ Nominations from their Sponsoring Organization	01 st June, 2023
Group Discussion & Interview	15 th June, 2023 from 10 a.m. on- wards
Start of the programme	03 rd July, 2023

* The schedule will be displayed at AJNIFM website and Notice Board.

The Selected candidates shall report at the Institute a day prior to start of the course. The names of successful candidates will be available on the official website of AJNIFM and they along with their sponsor may also be informed by e-mail.





मनुष्यवती भूमिरर्थः

अरुण जेटली राष्ट्रीय वित्तीय प्रबन्धन संस्थान

ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT
(A Government of India Institution)

Department of Expenditure, Ministry of Finance

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