

Application for Certificate HNDM

01. Name with initials Mr./Miss./Mrs. :-
02. Name donated by Initials :-
03. National Identity Card No :- Telephone No.....
04. Admission No :-
05. Type of certificate needed (Following/followed/Result sheet) :-
06. Personal address of the applicant: -
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08. When requesting a result sheet give following details

1st Year 1st Semester						
Subject Code	Subject	Credits	1st Attempt	Repeat 20....	Repeat 20....	Specified in the Result Sheet
MAN1101	Writing Business Documents	3				
MAN1102	Introduction to Computing	3				
MAN1103	Management	3				
MAN1101	Maintaining Financial Records	3				
MAN1102	Applying Statistical Techniques for Business Decision Making	3				
MAN1103	Fundamentals of Marketing Management	3				

1st Year 2nd Semester						
MAN1207	Making Presentations	3				
MAN1208	Introduction to Information Technology	3				
MAN1210	Cost and Management Accounting	3				
MAN1209	Fundamentals of Human Resource Management	3				
MAN1211	Business Economics	3				
MAN1212	Business Law	3				
MAN1213	Human Values	2				

2nd Year 1st Semester						
MAN2113	Writing Specialized Business Documents	3				
MAN2114	Understanding Individual Behaviour at work	3				
MAN2115	Information Technology Application	3				
MAN2121	Employee Resourcing	3				
MAN2122	Managing Human Resource Training & Development	3				
MAN2123	Labour Law	3				
MAN2131	Promotional Marketing	3				
MAN2132	Marketing Research	3				

2nd Year 2nd Semester

MAN2216	Managing Organizational Change	3				
MAN2217	Team work and Diversity Management	3				
MAN2224	Ensuring a Safe Work Place	3				
MAN2225	Managing Industrial Relations	3				
MAN2226	Reward Management	3				
MAN2234	Merchandising and Logistics Management	3				
MAN2235	Implementing and Monitoring Marketing Activities	3				
MAN2236	Analysing Consumer behaviour for specific Markets	3				
MAN4106	Managing Projects	3				
MAN4104	Leadership	3				

3rd Year 1st Semester

MAN3118	Research Methodology	3				
MAN3119	Managerial Economics	3				
MAN3120	Strategic Management	3				
MAN3228	Contemporary HRM Issues	3				

3rd Year 2nd Semester

MAN3221	Research Project	3				
MAN3222	Total Quality Management	3				
MAN3227	Managing International HRM Policy and processes	3				
MAN3238	Evaluating and Managing International Marketing Programs	3				
MAN4101	Managing Work place Information and Knowledge Management Systems	3				
MAN4104	Leadership	3				
MAN4106	Managing Projects	3				
	Viva Internship					

I assure that the above information are true & correct and request you to issue me a certificate (if the request is for a certificate for a course Followed/Following the course)

Date :

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Signature of the Applicant

Library books are returned / are not regular in returning.

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Librarian

Handover the work shop or other instruments

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Store keeper

Cancelled of Registration

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Subject MA