

Goa Institute of Management

FACT SHEET 2025-2026

Administrative Services & Student mobility

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Address	Goa Institute of Management Sanquelim Campus, Sattari Goa (403 505), INDIA	

Incoming and outgoing exchange students:

Kanupriya Katyal	International Exchange Chairperson	+91 832 2366 762
	internationalexchange.chair@gim.ac.in	
Dr. Vishwesh Singbal	International Exchange Committee Member	+91 832 2366 953
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Course & Study Information

Prof. Manas Mayur	PGP Chairperson	+91 832 2366 883
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Exchange Program Information for Academic Year 2025-26

Academic System	Trimester	
Academic Dates	July – September & October to December	Includes exam dates
Orientation Day	June 27 th , 2025	

Academic Levels	Post Graduate	
ECTS equivalent at GIM	18 credits (minimum 15)	
Language of Instruction	English (No Preparatory course at GIM)	
Language Requirements	Students from partner institutions can submit a language certificate provided by sending institution. IELTS - 6.0 TOEFL - 80 iBT, 550 PBT or 460 ITP Letter from Partner Institution (by International Exchange Office) stating English Proficiency	
Scholarships & Internships	No	
Attendance & Grading System	Refer Appendix on attendance & grading	
Transcripts	A transcript of records will be issued 6 - 8 weeks after the assessment period.	

Accommodation

At GIM Hostel /MDP Hostel

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Living Costs

Hostel Fee for Each Term	Rs. 60,000/-	Single Occupancy with air conditioner
Food Expenses for Each Term (at GIM Cafeteria)	Veg Food: Rs. 19620/- Non-veg Food: Rs. 22320/-	Food includes Indian and Continental food
Learning Material for full Term	Rs. 7000 - Rs. 8000	
Transport (by Taxi)	Rs 25 per Km(Minimum 80 Kms)	

Appendix

ATTENDANCE AND LEAVE OF ABSENCE

1. The Institute requires every student to be punctual and be regular in attendance for all courses. This is an important part of the training of students who need to have sense of duty and personal responsibility in all their managerial roles. It is also critical to the learning process in each course which follows a particular sequence. Attendance has to be taken very seriously and it has to be given top priority. In principle, attendance is compulsory for all students in all courses.
2. Under exceptional circumstances, two absences may be condoned without affecting the grades in any way. Any student who absents more than two sessions in a 2.0 or 3.0 credit course would have 0.20 grade points reduced from the grade for the course. For a course which has only 1.5 or 1 credit, one absence would be condoned.
3. Under exceptional circumstances, and in order to accommodate absence on account of exigencies, additional absences may be condoned by the Dean / Chair PGDM without affecting the grades in any way. (upto a maximum of the 40% norm) Following are the exigencies which will be applicable:
 1. Hospitalization of self for serious illness or accident
 2. Hospitalization for sudden serious illness or demise of parent, grandparent, brother, sister, spouse or child
 3. Natural and other disasters which prevented travel to Goa at the end of term breaks, for example.
 4. Appropriate proof of such exigencies will be required to be provided by the student.
4. If the percentage of absence in a course is more than 40% then the student will be barred from appearing for the End Term Exam and he/she will repeat the course as and when it is offered again by the Institute.
5. The Institute will use the Table shown below in all matters of attendance:

Credits per course	Total No. of Sessions	40% of Sessions
3.0	24	10
2.5	20	8
2.0	16	6
1.5	12	5
1.0	8	3

6. Students should apply for leave in the form as prescribed by the PGP Office.
7. Students should keep in mind that the final grade assigned to them for a course takes into account their class participation.
8. Electronic data kept would be used as the basis for attendance and therefore it is in the interest of the students that they keep a track of the RFID attendance marked. In case an instructor does mark the manual attendance, it shall prevail over the RFID records.
9. The students' attendance in all courses will be continuously monitored during the term. Students will receive feedback about any foreseeable problem in this regard. The Instructor may keep a written record of the attendance in every class session, and this will be filed in the Dean/Chair-PGDM's office at the end of the Term.

Students must have the written approval of the faculty member for missing a class. Absence without permission is considered a serious breach of discipline, and the student is liable to disciplinary action. If the absence concerns more than one course, the student should submit a written application to the faculty members whose classes he/she will miss, and on getting the signatures from the Instructors, notify the Dean/Chair-PGDM's office.

10. In case a student has missed an assignment/ test/ exam with the permission of the concerned faculty member, the faculty member has the discretion to give the student an opportunity to make up for the missed assignment/ test/ exam. Such an opportunity will be given only if the student deserves it. If the student fails to avail, within the time specified by the Instructor or Dean/Chair-PGDM, of the facility to make-up the test(s) missed by him/her, he or she will forfeit the opportunity, and will receive zero marks for the missed evaluation component of the course.

NO MAKE UP FOR THE END TERM EXAM WILL BE ALLOWED AND ZERO MARKS WILL BE GIVEN FOR THE MISSED END TERM EXAM COMPONENT.

11. The Instructor must be informed in case a student is absent from class due to illness. Even in this case, if the absence extends to 40 percent of the class sessions, the student will be required to repeat the course next year. There would be no appeal entertained on this issue, whatever be the circumstances leading to such an attendance shortfall. If in any term, a student has missed 40 percent of the classes in three or more courses, he/she will be required to repeat the term.
12. In case the absence concerns just one class, the Instructor may grant leave, but the Dean/Chair-PGDM's office should be notified.

THE EVALUATION SYSTEM

1. The major objective of the Institute's evaluation system is to motivate all students to excel. We seek to achieve this objective by keeping all the students continually informed of their performance in relation to the required and expected standards. Apart from the end-term examination, a student's performance is continually assessed on the basis of class participation, term papers, mid-term test and surprise quizzes. The grading synthesizes, on an eight-point scale, the continual process of assessment.
2. Each Instructor evolves his/her criteria for grading student's performance, which is appropriate for the course he/she teaches. In general, for a course of 2 credits or more, evaluation should be based on a suitable combination of quizzes, assignments, fieldwork, class presentations, term papers, mid-term and end-term tests. The end-term test, with a weightage of 30% to 40% of the total, is compulsory. Instructors are however free to decide on the other components of their evaluation system and the relative weightage to be assigned to each of them. No single component, other than the end-term test, should have a weightage of more than 30%. For courses below 2.0 credits, the course faculty can evolve an appropriate evaluation framework, subject to at least 2 evaluation components, one of which should be the end term test, with no component exceeding a weightage of 50%.
3. In general, the grade represents the student's combined performance in quizzes, assignments, reports, projects, fieldwork, class participation, mid-term and end-term exams.
4. (a) The grading follows a system of eight points. A relative grading system is followed at GIM. The point value of the grades and their significance is as follows:

Grade Points Significance

A+	8	Outstanding performance
A	7	Superior performance
B+	6	Very good
B	5	Good
C+	4	Fair
C	3	Satisfactory
D+	2	Unsatisfactory
D	1	Quite Unsatisfactory
F	0	Failure
I		Incomplete
AUD		Audited the course

(b) In addition to the core and elective courses, the other components required for the successful completion of the programme is the Summer Internship Project. In the case of the Summer Project, the student is awarded a Satisfactory or Unsatisfactory grade, which is entered in the grade sheet. An Unsatisfactory grade awarded to the Summer Project will also be counted as disqualifying along with the other disqualifying points of the First Year. The number of disqualifying points will be as per the credit hours of weight assigned to the SIP.

5. The notation AUD is entered in the transcript only when the student has obtained at least a B grade in the course he/she audits.

6. A student's performance in a term is indicated by the Grade Point Average (GPA), which is obtained by averaging the Grade points earned by the student in all courses of that term, weighted by the number of credits. The cumulative performance of the student in all the terms he/she has completed is shown as Cumulative Grade Point Average (CGPA). The "audit" (AUD) grade is not included in computing the GPA or the CGPA.

7. The Institute insists on submission ON TIME of all written reports, projects, and other assignments. Delayed submissions would not be accepted in case of assignments and projects done during a course. However, in case of delays in dissertations and summer projects, due to uncontrollable circumstances late submission would be considered by the Dean / Chair-PGDM and may be permitted with / without a suitable penalty depending on the details of the case.

8. The Instructor will give the students periodic feedback on their performance through comments on the answer papers and through individual meetings.

9. A student wanting clarification on the grade awarded to him/her for any segment of evaluation or for the course should meet the Instructor concerned within a week of receiving the grade.

Request for re-evaluation of a test or term paper will normally not be entertained. In an exceptional case, if a student considers that the grading has been unfair, he/she may apply to the Dean/ChairPGDM in writing, explaining the reasons for seeking re-evaluation. If the Dean/ChairPGDM approves, a committee consisting of three faculty members will be appointed to investigate the matter. Their decision will be final.

10. The term grades obtained by the students will be communicated to them by the Dean/ChairPGDM's office within one month of the last end-term examination.

11. The grades of the sponsored candidates will be communicated to the sponsoring organization if so requested by the organization or by the student.