

Indira Gandhi National Open University

Centre for Corporate Education, Training and Consultancy (CCETC)

in collaboration with

Chartered Institute of Management Accountants (CIMA)



MBA in Management Accounting and Finance

Two-Year Masters Degree Programme

Prospectus and Application Form

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Message from Deputy Director

Dear Student,

Global economic conditions continue to dominate business life. The prediction that economic trends, environmental concerns, geopolitical volatility and demographic profiles along with technological breakthroughs are bound to pose significant threats, challenges and opportunities for all leading organisations during the next decade. This has necessitated all companies to put in place a holistic and strategic risk management capability, and to undertake this daunting task, the most sought after human capital are the "Management Accountants".

The role of Management Accountants in any organisation is to support competitive decision making by collecting, processing and communicating information that would help the management to plan, control, evaluate and integrate business processes with company's goals and strategies.

The IGNOU-CIMA MBA in Management Accounting and Finance programme is perfectly in sync with this need of small and large companies. The programme aims to provide graduates with an optimum level of functional and technical competence 'at par' with global standards. It is in line with the axiomatic belief that, "the income generating power of an organisation resides primarily in its intellectual resource rather than mere physical and financial attributes".

The MBAMAFCI programme offered through the ODL mode provides the desired academic rigour and impetus through a carefully designed and conceptualised curriculum for creating and using cost, quality and time-based information to make effective decisions within each organisation.

The programme targets at equipping all future Management Accountants with broad-based knowledge of business management along with indepth accounting skills. I am truly confident that upon completion of this much sought after professional programme, our students will be truly committed to support financial responsibility, transparency and accountability at all levels of society, from individuals to business to governments.

I wish you all the best.

Dr. Neeta Kapai
Deputy Director (In charge CCETC – IGNOU)

About IGNOU

Since its establishment in 1985 through an Act of Parliament, IGNOU has contributed significantly to the development of higher education in the country through the Open and Distance Learning (ODL) mode. The 'People's University' follows a learner-centric approach and has successfully adopted a policy of openness and flexibility in entry qualifications, time taken for completion of a programme, and place of study.

The University, at present, offers over 400 programmes of study through approximately 4,000 courses to a cumulative student strength of over 30 lakh students.

One of the biggest contributions of the University has been making available to long-distance learners, courses which were hitherto exclusively limited to face-to-face classroom transactions. The University develops its academic programmes through 21 Schools of Study. A dedicated faculty, trained in distance education methodology, is responsible for planning, designing, developing and delivering academic programmes.

The University has established a network of 63 Regional Centres (RCs) and 3,000 regular Study Centres (SCs) all over the country to provide easy access and effective support services to its learners. These include Programme Study Centres (PSCs), and Special Study Centres for SCs/STs, minorities, differently-abled learners, jail inmates, and personnel of different wings of Defence and Para-military services.

The University has also extended its outreach beyond the borders of the country. It has entered into bilateral and multilateral alliances with several countries, especially in Asia and Africa: Australia, United Kingdom, France, United Arab Emirates, Qatar, Kuwait, Oman, Bahrain, Abu Dhabi, Seychelles, Mauritius, Maldives, Ethiopia, Madagascar, Papua New Guinea and Liberia.

The academic programmes of the University have multi-media support. The University has facilities for audio, video, radio, television, interactive radio and video counselling, as well as tele-conferencing. IGNOU has also been identified as the nodal agency for running a 24-hour educational TV channel — Gyan Darshan — in collaboration with other institutions of higher learning. Gyan Vani has emerged as a mega cooperative network comprising of FM radio stations, exclusively devoted to education.

Apart from teaching, research and training, extension education is an important component of academic activities at IGNOU. Extension education provides the much-needed linkages between community and the University. Various literacy programmes focusing on community awareness and education and training in need-based and relevant areas have been successfully executed by the University. This is part of the University's strategy for social intervention, and building skills and knowledge capability of the society.

IGNOU has the unique distinction of combining the conventional role of a University with that of an apex body in the promotion, coordination and maintenance of standards in distance education, through continuous assessment and accreditation of the ODL institutions. The University established the DEC in 1991 as a statutory authority to ensure high-quality education through the ODL systems. The DEC has developed the ethos of sharing professional capabilities and resources with its peers.

About CIMA

CIMA (Chartered Institute of Management Accountants) is a leading membership body that offers a globally recognised professional management accounting qualification. The CIMA professional qualification has an emphasis on creating financially qualified business leaders. It is committed to upholding the highest ethical and professional standards of members and students, and to maintaining public confidence in management accounting.

CIMA, founded in the UK in 1919, is the voice of over 195,000 students and members in 176 countries and is responsible for education and training of management accountants who work across the sectors - industry, commerce, and the public sector and not-for-profit organisations.

CIMA qualified management accountants have an excellent understanding of finance and business. They use this to shape the future of their organisations. They have a broad business perspective, and excellent employment opportunities around the world. With its emphasis on strategic business skills, a CIMA qualification widens career options, within and outside of finance.

CIMA works with some of the world's leading employers and course providers to educate, qualify and support first-class financial managers. CIMA prides itself on the commercial relevance of its syllabus, which is in tune with the activities of the high profile organisations, and evolves continually to reflect the latest developments in global business.

For more information about CIMA, please visit www.cimaglobal.com

About the Course

Name of the programme (MBAMAFCI)

MBA in Management Accounting and Finance

Unique Features

1. Leads to a dual qualification, i.e. an MBA from IGNOU and an Advanced Diploma in Management Accounting from CIMA
2. The CIMA qualification is recognised by employers worldwide.

Mode of delivery

Distance learning mode.

Course Structure

Semester 1 - July to December 2012

Management Concepts and Processes
Accounting for Managers
Managerial Economics
Marketing for Managers
Management of Human Resources
Quantitative Analysis for Managerial Application

Semester 2 - January to June 2013

Research Methodology
Financial Management
Information System for Management
Operations Management
Business Ethics
Organisation Design, Development and Change

Semester 3 - July to December 2013

Project - Financial Appraisal and Management
Management Control Systems
Cost Planning and Analysis for Competitive Advantage
Advanced Financial Accounting and Reporting
Analysis of Financial Accounts and External Reporting

Semester 4 - January to June 2014

Electives - any 3 out of 5

International Financial Management
International Financial Markets
Working Capital Management
Security Analysis and Portfolio Management
Risk Management and Insurance

Compulsory

Project Report

Eligibility

Graduate in any discipline with a minimum of 50% aggregate marks from a recognised university (45% for reserved category). Final Year students may also apply for provisional admission. They must submit their final year results not later than 30 June 2012.

Application Process

1. The application form is attached at the end of this prospectus. Alternatively, the prospectus and application form can be downloaded from the following link www.cimaglobal.com/ignou
2. Fill in the application form in CAPITAL letters
3. Send the application form with the following:
 - a. Eight passport size photographs (paste one in the space marked in the application form and attach the rest to the application form with your name written behind it)
 - b. Attested copy of Graduation certificate/provisional certificate issued by university
 - c. Attested copy of marksheets of each year/semester of graduation. (In case of final year students, provide copies of all marksheets available till date)
 - d. Downloaded application forms must be accompanied with a DD of ₹ 750 favouring IGNOU payable at Delhi towards application fee
 - e. Please provide the following details on the back side of the DD: Name, Application No./Enrolment No., Date of Birth.

The completed application form with above mentioned documents should be sent to:

The Programme Coordinator
MBA in Management Accounting and Finance
CIMA India Liaison Office
303, 3rd Floor, VIBGYOR Towers, C-62, G Block,
Bandra Kurla Complex, Bandra East, Mumbai 400 051.

Selection Process:

All eligible applicants are required to appear for a written test to be conducted by IGNOU on 27 May 2012 (tentative). The exam centres will be in the following cities. Please indicate the cities in order of preference in the application form.

Agartala	Ahmedabad	Aligarh
Bengaluru	Bhopal	Bhubaneswar
Chandigarh	Chennai	Cochin
Darbhanga	Dehradun	Delhi
Guwahati	Hyderabad	Imphal
Itanagar	Jabalpur	Jaipur
Jammu	Karnal	Khanna
Kohima	Kolkata	Koraput
Lucknow	Madurai	Mumbai
Nagpur	Noida	Panaji
Patna	Pune	Raipur
Rajkot	Ranchi	Shillong
Shimla	Siliguri	Srinagar
Trivandrum	Varanasi	Vijaywada

NOTE: IGNOU reserves the right to alter/cancel any entrance examination centre and examination date.

Fee Structure

Application fee:	₹ 750
The total course fee will have two components:	
1) Fees payable to CIMA	£1300
2) Fees payable to IGNOU	₹ 55000
Semester-wise breakup of course fee payable:	
Semester 1:	£ 400
	₹ 17500
Semester 2, 3 and 4:	£ 300
	₹ 12500

Fee in INR (₹) by demand draft favouring IGNOU, payable at Delhi.

Fee in GBP (£) by demand draft favouring CIMA, payable at London.

NOTE: Final fee payable will be communicated to candidates in July 2012.

Schedule / Important Dates

Prospectus / Application form available from	27 March 2012
Last date for receiving completed application form	4 May 2012
Entrance exam	27 May 2012
Result of successful candidates	30 June 2012
Admission period	1 to 15 July 2012
Dispatch of study material	July-August 2012

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Application for admission to
MBA in Management Accounting and Finance
Two-Year Masters Degree Programme (Distance learning)

(Fill in Capital letters only)

1. First Name:

Middle Name:

Last Name:



2. Date of Birth: 3. Gender: Male Female

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4. Nationality: 5. Religion:

6. Category: SC ST OBC General 7. Social status: War widow Ex-serviceman

8. Physically challenged: Yes No If yes, please mention the disability.

9. Father's Name:

10. Address for Communication:

City:

State: Pincode:

11. Email:

Mobile Number: Landline Number with STD code:

12. Graduation percentage: Year: Awaiting results

13. University / College, Institute Name:

14. Employed: Yes No

15. Preferred city for exam centre in order of preference:

1. 2. 3.

Application fee details:

DD Number:

Date:
D D M M Y Y Y Y

Drawn Bank:

Location:

I hereby declare that the information furnished in the application form is true. I agree that admission to the course will be subject to the written exam conducted by IGNOU and decision of IGNOU in this regard will be final.

I agree that information provided in this form will be shared between IGNOU and CIMA.

Signature of the candidate

Place:

Date:

Checklist (Kindly ensure whether you have enclosed the following items and tick the boxes.)

- Application form, duly completed and signed.
- DD of ₹ 750 drawn in favour of IGNOU payable at Delhi.
- All passport size photographs with your first and last name written at the back
- Attested copy of Graduation/Provisional certificate issued by the university.
- Attested copy of marksheets of each year/semester. In case of final year students, provide copies of all marksheets available till date.

NOTE: Send the filled in application form along with the enclosures mentioned above, to The Programme Coordinator, MBA in Management Accounting and Finance, CIMA India Liaison Office, 303, 3rd Floor, VIBGYOR Towers, C-62, G Block, Bandra Kurla Complex, Bandra East, Mumbai 400 051.

For internal office use only

Received on:
D D M M Y Y Y Y

Application signed:

Document verified:

Application No.:

Verified by:

Name

Signature

Contact Details

To apply or to know more, visit:

www.cimaglobal.com/ignou

or

contact:

The Programme Coordinator

MBA in Management Accounting and Finance

CIMA India Liaison Office

303, 3rd Floor, VIBGYOR Towers,

C-62, G Block, Bandra Kurla Complex,

Bandra East, Mumbai 400 051.

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