



M.Sc. HOSPITALITY ADMINISTRATION

INFORMATION BROCHURE

Batch 2024-26

(Admission through Direct and M.Sc. JEE)

Offered by

**National Council for Hotel Management and
Catering Technology (NCHMCT)**



Recognized by

Jawaharlal Nehru University (JNU)

to award Degree

**A golden opportunity to cover up your Bachelors
Degree in any Stream from any recognized
University by a post Graduation Degree from JNU**

ABOUT US

National Council for Hotel Management and Catering Technology (NCHMCT) was established by Ministry of Tourism, Government of India in 1982 to oversee hotel management and catering education offered by Institutes set up by it. The Council has been responsible in providing professional and skilled human capital to the hotel and tourism industry through its eleven academic programs. In 2002, the Council and Indira Gandhi National Open University joined hands and launched the 3-Year B.Sc. Degree in Hospitality and Hotel Administration and this cooperation further graduated with commencement of M.Sc. Hospitality Administration Program in 2003. On 23rd February 2023, NCHMCT entered into an MOU with JNU towards recognizing of its B.Sc. and M.Sc. programs and awarding Degrees by JNU. Accordingly, the earlier collaboration with IGNOU ended now.

ABOUT JNU

Jawaharlal Nehru University (JNU) 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) and accredited with A++ Grade by NAAC (highest grade by NAAC). JNU was ranked No. 2 among all Universities in India by the National Institutional Ranking Framework, Government of India, in 2022. JNU also received the Best University Award from the President of India in 2017. JNU established by an act of Parliament in 1966, the strength, energy, and reputation of the 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. UGC granted Graded Autonomy (Category-I) to JNU. Now, JNU recognizes NCHMCT's B.Sc. and M.Sc. programs to award Degrees to the pass-outs.

ABOUT THE M.SC. HOSPITALITY ADMINISTRATION PROGRAM

The M.Sc. Program run by NCHMCT has specific focus on the services sector as against majority of MBA programs which concentrate on merchandise and manufacturing businesses. Experimental components such as team project, mentorship under the guidance of industry specialists positions the M.Sc. scholar current with entire spectrum of hospitality and service industry.

ROLE OF 'NCHMCT' AND ROLE OF 'JNU' IN THE PROGRAM

NCHMCT's role is to design the course content, admissions, registration of students, conduct physical classed at the Institutes, conduct of semester-end exams, declaration of results and issue of mark-sheets. Whereas, JNU's role is to recognize the results declared by NCHMCT and award the PG Degree to the successful candidates. However, the admitted candidates will have to register with JNU separately by paying the prescribed fee.

INDUSTRY INTERACTION AND MENTORSHIP

The M.Sc. Program's interface with industry is through built-in mentorship. Such an interface keeps the scholar current with industry trends and offers scope for building case studies and write dissertation in the elected area of specialization by the scholar. The mentor's relevant industry experience combined with one-to-one interaction immensely contributes to the scholar's professional growth and development. The mentorship experience also offers valuable networking opportunities.

THE PROGRAM IS DESIGNED TO PROVIDE

- ❖ Opportunity for Post Graduate studies to Degree holders in Hospitality/Hotel Management/Hotel Administration/Any stream, who are keen to enhance their knowledge base and eye for opportunities of work in industry besides faculty positions in Hotel Management and Tourism Management Institutes. Those who have qualified through earlier programs have been placed in industry both in India and abroad in the area of training, sales and marketing and in human resource management;
- ❖ Avenue for in-service sponsored candidates from industry who wish to pursue higher studies in the field. Such in-service candidates can work their way to shoulder managerial responsibilities in their area of specialization;
- ❖ Opportunity for the faculty from recognized Hospitality/Hotel Management and Tourism Institutes for enhancement of professional qualification towards advancement in teaching careers.

DIRECT ADMISSION

DIRECT ADMISSION TO THE PROGRAM

Direct admission is provided to the candidates who are having two-years or more working experience in 3-star and above rated hotel industry (Industrial training which is part of Degree not to be counted as working experience) after passing the Degree in Hospitality and Hotel Administration from NCHMCT-IGNOU; **OR** Bachelors Degree in Hotel Management from a recognized University and the Institute is approved by AICTE by securing 55% or more aggregate marks. **Such candidates are not required to appear in M.Sc. JEE 2024 for admission to the program.**

10% of seats in each Institute will be filled up under Direct Admission policy. Only eligible candidates fulfilling the eligibility criteria indicated above will be considered for allotment of Institute based on their merit in the qualifying exam i.e. UG Degree.

HOW TO APPLY FOR DIRECT ADMISSION

Interested candidates can apply online only through admission notification in our website www.nchm.gov.in up to **15th April 2024** by paying **application fee of Rs.500/-** irrespective of category, which can be paid through online payment gateway mode. Eligibility of the applicants will be communicated through e-mail by **20th April 2024** enabling the ineligible candidates (in terms of industry experience) to apply for M.Sc. JEE 2024 for which the online portal will remain open till **30th April 2024**. In this case, the application fee of Rs.500/- shall not be adjusted. Last date for reporting at allotted IHM for fee payment and verification of documents is **10th May 2024** failing which the seat will be cancelled and re-allocated to M.Sc. JEE counselling.

Eligible candidates can apply for both modes i.e. direct admission as well as for M.Sc. JEE for which they will have to fill/submit separate applications by paying application fee separately. For direct admission the rank list will be drawn on the basis of

merit in the qualifying examination, whereas for JEE the ranking will be drawn on the basis of merit in the M.Sc. JEE. However, merit list drawn for direct admission will not be comparable with the M.Sc. JEE merit list.

ALLOTMENT OF SEAT

Allotment of seat under direct admission category to the candidates fulfilling the prescribed eligibility criteria will be based on merit in the qualifying exam and choices of IHMs opted while filling up the online application form. Once the seat allotted, the candidate will have to pay the fee and undergo for verification of original certificates as per the date given in the confirmation mail, which will be sent to the registered e-mail of the candidate with a copy to allotted IHM. Candidates who fail to deposit the fee within the prescribed date and complete verification of their original certificates, the allotment will be cancelled and the seat will be allotted to next candidate in the merit list, if available, or the seat will be transferred to JEE and allotted through online counselling to the candidates who appeared in the JEE. **Fee once paid shall not be refunded as the seat allotted is under direct admission in single round.** Seat allotted is final and no request for upgradation/change of IHM will be entertained. In case candidates not willing to join the IHM allotted under direct admission, such candidates are advised not to pay the fee as the fee will not be refunded on withdrawal of admission.

For candidates applied under both the categories i.e. direct admission and JEE, in case the IHM allotted under direct admission is not suitable and wish to have the admission in other IHMs based on the rank in JEE, such candidates may register for online counselling as per the counselling schedule to be notified in due course.

INSTITUTES WHERE THE PROGRAM IS OFFERED

1	NCHM-IH, Noida
2	IHM, Pusa, New Delhi
3	IHM, Bengaluru
4	IHM, Chennai
5	IHM, Kolkata
6	IHM, Lucknow
7	IHM, Bhopal
8	IHM, Bhubaneswar
9	AIHM, Chandigarh

10	IHM, Guwahati
11	IHM, Gwalior
12	IHM, Gandhinagar
13	IHM, Hajipur
14	IHM, Hyderabad
15	IHM, Jaipur
16	IHM, Mumbai
17	IHM, Shimla
18	IHM, Trivandrum

ADMISSION THROUGH M.Sc. JEE

ELIGIBILITY FOR ADMISSION TO THE PROGRAM THROUGH JEE

- Graduation in any discipline including Hospitality from a recognized University.
- Candidates appearing in the final semester/final year exam (but passed all the papers in all earlier semesters/years) of the Graduation and able to submit their complete Bachelor's Degree latest by 31st October 2024 can also apply.
- There is no age bar to get admission in the M.Sc. HA Program.

CRITERIA FOR SELECTION

Admission to the program will be based on merit in the joint entrance examination and choice of IHMs exercised by the candidates. Allotment of IHM will be done through a centralized online counselling process. Registration for centralized counselling will open from mid June 2024 (refer counseling schedule to be notified in due course).

ABOUT WRITTEN TEST

M.Sc. JEE will be conducted by the Council either through CBT mode or through online mode (depending on number of applicants) comprising of 100 MCQs on field related generic questions of graduate level as well as general knowledge, general English and numeric aptitude. Each question of this MCQ will carry one mark and there will be 0.25 negative marking for each wrong answer. However, the question not attended will fetch zero marks. The written test (M.Sc. JEE) will be held on **18th May 2024 from 10.00 AM to 12.00 Noon** at **Bengaluru; Bhopal, Bhubaneswar, Chandigarh, Chennai, Delhi/Noida, Gandhinagar, Guwahati, Hajipur/Patna, Hyderabad, Jaipur, Srinagar, Kolkata, Lucknow, Mumbai and Trivandrum** in case of CBT mode, otherwise online mode). The Council will allot the written exam center as preferred by the candidate, but in case of any unpredicted circumstances, NCHM reserves right to change the centre (for CBT only).

PATTERN OF MCQS IN THE WRITTEN TEST

Subject	No. of MCQs	Marks	Source
Application of Computers	10	10	Graduation level
Communication Skills in English & Numeric Aptitude	20	20	
Human Resource Management	5	5	
Marketing Management	5	5	
Financial Management	5	5	
Strategic Management	5	5	
Research Methodology	5	5	
Hospitality Aptitude Generic	10	10	

General Hotel Operations	10	10	
Current Affairs/General Knowledge	10	10	
Sustainable Tourism & Environmental Science	10	10	
Appreciation of Cultural Diversity	5	5	
Total	100	100	

Merit List

All India merit list of candidates shall be prepared on the basis of marks secured in the M.Sc. JEE. In case candidates secure equal marks, the merit will be determined as under;

- i) Year of passing the Qualifying examination (Graduation),
- ii) If year of passing also same, Percentage of marks obtained in the Qualifying examination (Graduation) will be taken
- iii) If passing year and percentage of exam also same, then date of birth will be taken.

RESERVATION OF SEATS

- a. NCHMCT is following the reservation policy of Govt. of India, **to fill the seats for the above programme in the affiliated Institutes** as given below along with merit list of NCHM JEE Results.

EWS (General)	-	10%
OBC (NCL)	-	27%
SC	-	15%
ST	-	7.5%
- b. Reservation for Kashmiri Migrant (subject to notification from Ministry of Education)-1 seat in each IHM;
- c. For PWD Candidates : Each category will have 5% reservations for the candidates with 40% or more disability as defined in the Persons with Disabilities Act. 2016.

M.Sc. Counselling and Seat Allotment

There shall be four rounds of Counselling (Online) on the basis of M.Sc. JEE merit (All India Rank) for eligible candidates only.

Eligible candidate from the merit list of M.Sc. JEE, to participate in the Counselling process, have to register and pay one time **non-refundable registration fees for Rs 2,000.**
Very Important : Choices of IHMs opted by the candidates at the time of registration for online counselling shall be considered for allotment.

First Round Counselling

- (a) The registered candidate opt their choices of institutes during the schedule. The candidate may select their choice institute one or more. The seat will be allotted based on their M.Sc. JEE All India Rank, Reservation Category and choice / preference of choice of Institute opted by the candidate by the online system.
- (b) Those who are allotted the seat, as per the candidate choice, the candidate may confirm and lock the seat on payment of Seat Acceptance Fee of Rs.20,000/- and upload the required documents for online Document Verification by Document

Verification Centre (DVC). The SAF of Rs. 20,000/- will be adjusted in the first semester fee.

- (c) **Those who are allotted seat in the first round and not deposited the seat acceptance fee in the counselling schedule, the seat will be automatically cancelled but the candidate can participate in the subsequent rounds based on the available vacant seats.**
- (d) Those who are allotted seat, but candidate is interested to upgrade the choice of Institute without lock. The candidate should pay Seat Acceptance Fee of Rs.20,000/- along with uploading the required documents for online Document Verification by Document Verification Centre (DVC) may participate in the subsequent rounds of counselling for their better choice of Institute and revise the new choice.
 - If seat is allotted in the new choice, the paid SAF will be transferred to the new Institute.
 - If seat is not allotted in the new choice, existing allotment will be maintained.
- (e) Candidate who have been deposited seat acceptance fee in first round of Counselling but not completed the document verification process towards seat confirmation, such seat will automatically be cancelled and will be eligible to participate in subsequent rounds and the fees will be adjusted.
- (f) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. the candidate may give the undertaking to provide the entire necessary certificate on or before **31st October** of the year in the allotted Institute.
 - The candidate should submit all the required documents to the allotted Institute by 31st October of the year. If failed to submit, the candidature may be cancelled and submitted SAF of Rs.20,000/- will be forfeited.
- (g) If any candidate registered in the first round and allotted seat based on the category and not able to submit the required category based documents during the document verification, the category will be converted into open category seat will be cancelled and the candidate may participate in the subsequent rounds of counselling under open category.
- (h) If any candidate allotted the seat on the first round of counselling and withdraw seat within the stipulated date (during the first round counselling), the candidate may participate in the final round after making re-registration along with fees of Rs.2,000/. However, The SAF of Rs. 20,000/- will be adjusted in the first semester fee.
- (i) If seat is not allotted, the candidate may participate in the subsequent rounds and the registration fees will be carry forwarded.
- (j) If the candidates not lock/freeze the seat, it may be treated as floating to the further rounds.

Second and Third Round of Counselling

- (a) Candidates, who have not registered and not participated in first round of Counselling, can registered by depositing the registration fee of Rs.2000/- through the portal and participate in the second / third round of counselling for the vacant seats.
- (b) If any better rank (AIR of M.Sc. JEE) candidate, who, either not registered or not filled the choice in first round counselling will not have any right to make claim of against such a seat allotted to a lower rank candidate (who participated and got seat in the first round of counselling).

- (c) Those who are registered and participated in the first round counselling not allotted seat candidate also participate in the second / third round of counselling for the vacant seats and need not to pay any registration fees.
- (d) Before filling the choice, the candidates are advised to view the vacancy position of seats in the Institutes after first / second rounds allotment in the portal.
- (e) If any candidate registered in the first round and allotted seat based on the category and not able to submit the required category based documents, the candidate may convert the category into open category and participate in subsequent rounds along with open candidate.
- (f) Candidates who have given floating option after acceptance of first round allotted seat, will also be allowed to participate in second round for up-gradation or even choice modification and need not to go for document verification process exercise, except to download the new allotment letter.
- (g) If any candidate allotted the seat on the second / third round of counselling and withdrawal seat within the stipulated date, the candidate may participate in the final round after making re-registration along with fees of Rs.2,000/- against available vacant seats. However, The SAF of Rs. 20,000/- will be adjusted in the first semester fee.
- (h) **Those who are allotted seat in the Second / third round and not deposited the seat acceptance fee in the counselling schedule, the seat will be automatically cancelled and the candidate can participate in the final round based on the available vacant seats.**
- (i) Those who are allotted seat, but candidate is interested to upgrade the choice of Institute without lock. The candidate should pay Seat Acceptance Fee of Rs.20,000/- along with uploading the required documents for online Document Verification by Document Verification Centre (DVC) may participate in the subsequent rounds of counselling for their better choice of Institute and revise the new choice.
 - If seat is allotted in the new preferred choice in the second / third round, the candidate may lock the seat and it will be treated as final.
 - If seat is not allotted in the new preferred choice, existing allotment will be maintained.
- (j) Candidate who have been deposited seat acceptance fee in second / third round of Counselling but not completed the document verification process towards seat confirmation, such seat will automatically be cancelled and will not be eligible to participate in subsequent rounds and the fees will be adjusted.
- (k) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. the candidate may give the undertaking to provide all the necessary certificate on or before 31st October of the year in the allotted Institute.
 - The candidate should submit all the required documents to the allotted Institute by 31st October of the year. If failed to submit, the candidature may be cancelled and submitted SAF of Rs.20,000/- is being forfeited.
- (l) If seat is not allotted in this round, the candidate may participate in the subsequent rounds and the registration fees will be carry forwarded.
- (m) If the candidates not lock/freeze the seat, it may be treated as floating to the further rounds.

Final Round of Counselling :-

- a. Candidates should note that, Fourth round is the final round of Admission and there will be no further round of Counselling for seat allotment.
- b. Candidates, who have not registered and not participated in first/Second/Third rounds of Counselling, can registered by depositing the registration fee of Rs.2000/- through the portal and participate in the final round of counselling for the vacant seats.
- c. Before filling the choice, the candidates are advised to view the vacancy position of seats in the Institutes after third round allotment in the portal.
- d. The candidate should deposit the Seat Acceptance Fee of Rs.20,000/- to get the link to fill the choice of the Institute.
- e. Those who are allotted seats in the First / Second / Third rounds of counselling, and deposited the SAF of Rs.20,000/- neither deposit the fees again nor exercise the document verification process again.
- f. Those who are allotted seat in the Third round of counselling, but candidate is interested to upgrade the choice of Institute without lock may participate in the final round and opt the choices of Institute as per their preference.
 - If seat is allotted in the new preferred choice is the final and not provision to go the previous allotment.
 - If seat is not allotted in the new preferred choice, existing allotment will be maintained.

M.Sc. Refund Rules

- a. The Registration fees of Rs. 2000/- for participation of **counselling are not refundable**.
- b. Those who are allotted the seat during the counselling and paid Seat Acceptance fee of Rs.20,000/- will be transferred to the concerned institute and adjusted with the First semester fee of the course.
- c. **Full Refund :**
 - i) No seat allotted upto final round, the SAF of Rs.20,000/- will be refunded.
 - ii) Seat Cancelled during first round of counselling due to not uploading the required document / rejected by document verification centre.
 - iii) Allotted the seat in First round but withdrawn through online-portal in the stipulated schedule period.
- d. **No Refund :**
 - i) Participated and allotted seat in final round, whether candidate like withdrawn will not be eligible for refund of SAF.
 - ii) Participated and allotted seat in final round, whether document uploaded / not uploaded are not eligible for refund of SAF.
 - iii) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. and the candidate is not able to submit the necessary certificate on or before 30th September of the year in the allotted Institute are not eligible for refund of SAF.

- e. The refund amount will be released after 45 days from the closing of final round of Counselling process as per the schedule. The refund amount will be released by NCHMCT through RTGS in favour of candidate. The eligible candidate may send their Name, Roll No., AIR & bank details to NCHMCT JEE CELL through E-mail : jeenchm@gmail.com for refund.

HOW TO APPLY

Interested candidates can apply online only through admission notification in our website www.nchm.gov.in Last date for applying through online is **30th April 2024**.

APPLICATION FEE

Candidate will have to pay following application fee at the time of applying in the online portal, which can be paid through online payment gateway mode:

General (UR) / OBC (NCL) as per central list	Rs.1000/-
General EWS	Rs.700/-
Scheduled Caste / Scheduled Tribe / PwD	Rs.500/-
Transgender	Rs.500/-

GENERAL

FEE STRUCTURE

- Those who are allotted under direct admission should be pay the fees directly to the Institutes as given below.
- Candidates allotted seats through M.Sc. JEE should make the rest of the fee of first semester to the allotted Institute excluding the Seat Acceptance Fee of Rs. 20,000.
- There is no concession in fee for Category students.
- Caution money, locker fee, library fee and other charges, if any will be charged by the Institute, which will have to be paid separately at the time of admission.

Components	First Year		Second Year	
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
Admission/Enrolment Fee (One time)	Rs.1,800	NIL	NIL	NIL
NCHM Fee (Enrolment and Parchment)	Rs.2,900	Nil	Nil	Nil
JNU Fee (Registration and other)	Rs.10,215	Nil	Nil	Nil
Tuition Fee	Rs.41,000	Rs.49,000	Rs.49,000	Rs.49,000
Examination Fee	Rs.2,500	Rs.2,500	Rs.2,500	Rs.2,500
Caution Deposit	Rs.5,000	Nil	Nil	Nil
TOTAL	Rs.63,415	Rs.51,500	Rs.51,500	Rs.51,500

Note: -

i) The above is a common fee structure for all the Institutes those who are running the M.Sc. Programme is a standard fee fixed by the Council. However, the cities in India have been divided in three categories according to the status of the city. The IHMs are located in A and B category cities, have been given discretion of charging higher rate of tuition fee. The categorization of the cities and the discretion of charging increased tuition fee is as under.

Category	Cities where the IHMs are located	Maximum discretion allowed to the respective Board of the IHM
"A"	Delhi NCR, Mumbai, Kolkata, Chennai, Bengaluru and Hyderabad	Maximum up to 25% in the Tuition fee component only.
"B"	Gandhinagar, Jaipur, Lucknow, Bhopal and Chandigarh	Maximum up to 15% in the Tuition fee component only.
"C"	Rest of the cities where the IHMs are located	No discretion

(ii) Caution money, locker fee, library fee and other charges, if any will be charged by the Institute, which will have to be paid separately at the time of physical reporting at the last allotted Institute.

INTER INSTITUTE TRANSFER/MIGRATION

NCHM does not allow inter-institute transfer or migration on any ground during the entire duration of the course since the allotment of Institute is done on merit-cum-choice only. No request for transfer or migration will be entertained after allotment of seat.

AVAILABILITY OF HOSTEL

Separate hostel for boys and girls is available at almost all the Institutes. Hostel will be allotted to the candidates after completion of final admission process, based on the rank in the written test. However, allotment of hostel is at the discretion of the Principal of the Institute. Details of hostel/mess and other charges could be obtained from the concerned Institute.

ATTENDANCE REQUIREMENT

Each student will have to secure at least 75% attendance in each semester to be eligible for appearing in the semester-end exam.

ANTI RAGGING REGULATIONS

Candidates admitted to the Program will abide by anti-ragging regulations of NCHMCT. Any violation of these regulations will attract punishment as per the clause according to the gravity of misconduct.

IMPORTANT DATES (for M.Sc. JEE 2024)

Last date for applying through online portal	30 th April 2024
Download Admit Card from the online portal	10 th to 18 th May 2024
Conduct of JEE (through CBT or online mode)	18 th May 2024
Declaration of JEE results	31 st May 2024
Online registration and centralized counseling	To be notified in due course
Commencement of classes at allotted IHM	