



Central Institute of Management

Nepal University

(Established by 2015 an Act 2049(1992))

APPLICATION FORM

(For Admission to Regular Full Time Programmes of study for Foreign Students)

Academic Session 2023-24

Note: Please read the guidelines before filling the Application Form on Page No. 4.

To

Dean (CIM)
Central Institute of Management Nepal
University , Surkhet Road .Near Rangha
Airport,Nepalgunj,Nepal 21900
Website: <https://cim.edu.np/>
E-mail: info@cim.edu.np

Please paste
(do not staple)
a recent
Passport size
photograph

Sir/Madam,

I wish to seek admission in Central Institute of Management Nepal of Nepal and submit the following particulars for consideration:-

1. Name in full (Capital letters) _____
2. Sex: Male / Female _____
3. Marital Status: Married / Unmarried _____
4. Date and Place of Birth _____
5. Nationality _____
6. (a) Date and place of issue of Passport: _____ Date of Expiry: _____
(b) Passport number & name of the country issuing the same: _____
(c) If presently in Nepal, details of visa & date of issue# _____
7. Permanent address _____

8. (a) E-mail: _____ (b) Contact: Mobile/ Landline _____
9. Father's Name / Husband's Name _____
10. Father's / Husband's / Guardian's occupation & permanent address _____

11. Mother's Name _____
12. Mother's occupation & permanent address _____
13. Address in (if any) of relative / family friend _____

14. Course to which admission is sought (visit <https://cim.edu.np/> for the list of programmes)

(i) _____

(ii) _____

(iii) _____

#ADMISSION WILL NOT BE GRANTED ON TOURIST VISA/X-VISA

Details of Qualifying Examination:

Particulars		Name of University/Board	Year of Passing*	Percentage / Grade**	Equivalent Degree in Nepal
Higher Secondary					
UG	If results of the final year of the qualifying degree exam is declared OR				
	If results of the final year of the qualifying degree exam is not declared	First Year			
		Second Year			
		Third Year			
		Fourth Year			
PG (If any)	If results of the final year of the qualifying degree exam is declared OR				
	If results of the final year of the qualifying degree exam is not declared	First Year			
		Second Year			
		Third Year			

15. Have you applied for any course of study **in Nepal** prior to this year? Yes / No
If yes, Name of the Course _____
Board / University / Institute _____
Year of admission _____ Year of completion _____
Any other information _____
16. Language (s) known _____
17. Proficiency in spoken English (Tick on appropriate one) Good / Fair / Poor
(Attach certificate of English proficiency, if any)
18. The following certificates must be submitted along with this application:
(i) Two photocopies of school / Degree Certificates.
(ii) Two photocopies of marks / Grade Statements.
(iii) Two photocopies of Date of Birth Certificate.
(iv) Two photocopies of the syllabi of the last qualifying examination.
Note: Certified copies of above in English, wherever necessary, must be submitted.
*If results are not declared, mentions "Results Awaited" .
**If the final year degree exam result is not declared, mention aggregate percentage for the 1st, 2nd, 3rd and 4th year, as applicable.

19. Declaration by the Applicant:

1. The information provided above is true and accurate.
2. All documents attached with this Application Form are authentic.
3. I further affirm that I have not been involved in any malpractice/ use of unfair means in any examination taken by me and no judicial proceeding is pending against me.
4. I understand that in the event of not fulfilling all requirements, the Central Institute of Management Nepal may not consider/ may cancel my candidature.
5. I declare that I shall submit myself to the disciplinary jurisdiction of the authorities of the University which may be vested with the powers to exercise discipline under the Act, the Statutes, the Ordinances and the Rules that may be framed by the University/ Board from time to time.
6. I have read and understood the guidelines given on page 5.

Date: _____

Place: _____

Signature of Applicant

Certificate to be furnished by the Nepal Diplomatic Representative or a responsible Official of the Ministry of Education of Applicant's Country or an Official of the Applicant's Country's Embassy/in Nepal.

1. Certified that the Board / University from which the applicant has passed the examination is legally constituted and duly recognized.
2. Certified that the entries in the application form particularly about examination passed, marks and division obtained, subject studied etc. are correct.

Date: _____

Place: _____

**Signature
Designation & Seal**

Central Institute of Management Nepal
Health related Information

1.	Are you experiencing any of the following symptoms?	-		Yes	No
			Cold / cough		
			Fever		
			Sore throat		
			Breathing problem		
2.	Have you ever had any of the diseases mentioned aside?	-		Yes	No
			Diabetes		
			High Blood Pressure / Hypertension		
			Lung disease		
			Heart disease		
	Any other disease and how long is it, give details.				
3.	Any type of operation / surgery has been done in the last six months, if yes, give details.	-			
4.	Are you or your family members have been infected/availed treatment for COVID-19.	-			
5.	Are you taking any medication (kindly provide the information)				
6.	Have you taken vaccination for COVID, if yes please provide a copy of the certificates	-	Name of Vaccination: Date of First Dose: Date of Second Dose: Date of Booster Dose:		

I hereby declare that -

- 1. The above information given by me is completely true and I have not hidden any kind of fact of my personal health and other related information.**
- 2. I will strictly follow the guidelines, advisories and instructions issued from time to time by the appropriate authorities regarding COVID-19 specially for prevention against COVID-19, wear Mask, maintain social distancing etc.**

Date:

(Name of the Applicant with Signature)

Mobile No..... (Self)

Mobile No..... (Parent)

Mobile No. (Guardian)

APPLICATION GUIDELINES

1. A Foreign National seeking admission to a programme in Central Institute of Management Nepal is required to send his/ her application in the prescribed Application Form. The form can be down loaded from University Website <http://www.cim.edu.np/>. The duly filled application form along with relevant documents must reach at university latest by 2023. In case of scanned application form, it should be sent through email along with the scanned e-copies of relevant documents to cimniversity@gamil.com , info@cim.edu.np .
2. The Admission Committee will meet to finalize the admissions and successful candidates will be intimated on phone/email. He / She will have to accept the admission by paying the fee and submitting the original documents at University immediately.
3. Application Form should be filled neatly and legibly in **English** only by the applicant in his / her own hand writing.
4. The applicant should write his/ her name, father's name, mother's name as given in the school certificate of Board / University.
5. No column should be left blank in the Application Form. Incomplete Application Forms will be summarily rejected.
6. The Application Form should be attested by the Nepal Diplomatic Representative or a responsible official of the Ministry of Education of applicant's country or an official of the applicant's Country's Embassy /in Nepal.
7. Photocopies of certificates and copies of syllabi as mentioned in the Application Form should be enclosed. If admitted, the student will be required to produce original certificates/ documents at the time of taking admission.
8. Mere submission of application form does not guarantee admission.
9. All admission offers are provisional. The students are advised to arrive in Kathmandu Nepal with a valid Student / Research Visa, whichever is applicable.
10. English is the medium of instruction in Central Institute of Management Nepal except studies in Languages. A good knowledge of English is essential for successful completion of a course of study.

IMPORTANT DATES:

1. Last date for receipt of Application Form (through email/hard copy) for admission is..... 2023
2. In case any information furnished in the application is found to be false or incorrect, at any time during or after completion of the programme, the university reserves the right to cancel the admission and take other steps as may deem fit.