

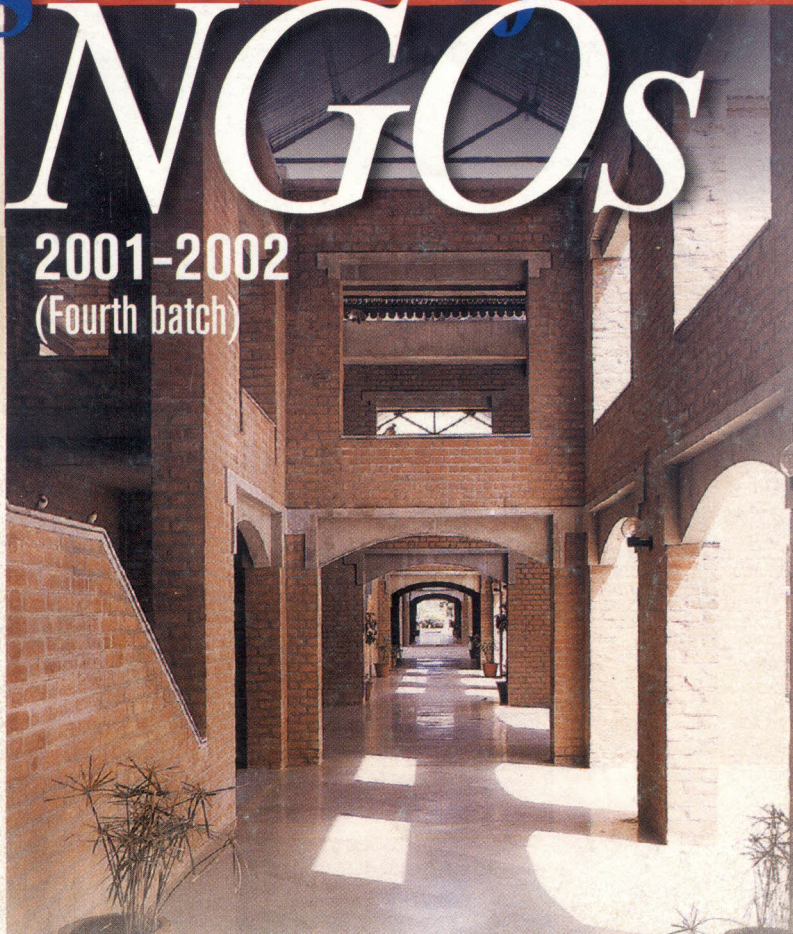
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PGDMN

Post-Graduate Diploma in
Management of
NGOs

Structure,
Faculty &
Forms

2001-2002
(Fourth batch)



ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA
Ahmedabad

Second Convocation of PGDBEM



THE STRUCTURE OF PGDMN (Management of NGOs)

In the recent years, non-governmental organizations have vastly increased in number and scope. They are increasingly influential in communities and grassroots activities, in policymaking, planning and implementation. In today's highly competitive environment of limited resources for the public sector, effective leaders and creative management are crucial. This course has been designed to address the current role of NGOs in development and calls upon NGO leaders and development professionals in their efforts to build their organizational capacity.

The Program aims at providing a learning environment, which will promote the exchange of ideas and experiences and build links among NGO functionaries. Learning activities are based on experiential and participatory methods. These will include study tours, case study analyses, group discussions, games and simulation exercises facilitated by faculty and guest lecturers.

NGOs are now called upon to bring about a transformation in professionalising their voluntary approach so as to fulfill the responsibilities expected and demanded of them. Entrepreneurship Development Institute of India (EDI) and other organisations have been making efforts for bringing greater professionalism in NGOs by building their capacities and creating a cadre of professionals for these NGOs. Using its accumulated wealth of knowledge and expertise in such capacity building exercises for NGOs, in 1998 EDI developed and launched the NGO Management Stream as part of its Post Graduate Diploma in Business Entrepreneurship and Management. It was in the year 2000-2001 that EDI launched an independent Post Graduate Diploma in Management of Non Governmental Organisations (PGDMN).

Over a period of four terms of 10-12 weeks each students are offered the following 22 inputs in both hard and soft skills. These inputs cover the broad areas of;

Development Perspective
 Knowledge and Information
 Tools and Techniques- Development and Managerial
 Skill Development and Application

The courses offered are (figure in parenthesis indicate credit weightage)

Fundamentals of Social and Economic Development (3.0)
 Fundamentals of Development Administration (1.5)
 Legal Framework for NGOs (4.5)
 Social Legislation and Policy (3.0)
 Strategic Management in NGOs (3.0)
 Development Perspective 1 Gender and Poverty (3.0)
 Development Perspective 2 Community Organisation and Participation (3.0)
 Written Analysis and Communication (3.0)
 Computer Application and Information Technology (6.0)
 Financial Management and Accounting System in NGOs (4.5)
 Public Advocacy (3.0)
 Environmental Impact Assessment (3.0)
 Management of Human Resources in NGOs (1.5)
 Entrepreneurial Lab (3.0)
 Management of Development Initiatives (6.0)
 Development Economics (3.0)

Micro Enterprise Development and Management (6.0)
Micro Finance Delivery System (4.5)
Development Communication (4.5)
Social and Rural Marketing (3.0)
Social Engineering and Project Management (3.0)
Resource Mobilisation (1.5)

Having defined input worth of 10 classroom hours as 1 credit, the entire programme is weighted as a 90-credit package. 78 credits of classroom input are offered through subjects mentioned above, over the entire year. During the course of offering the inputs student performance is tested through class tests, quizzes, assignments, group and individual presentations and case discussions. Normally, these constitute 40 percent of overall weightage. The remaining 60 percent weightage is assigned to the term-end examinations.

The project work is a key aspect of the Post Graduate programme. This is weighted for 18 credits and is normally conducted between the last two terms. The student is placed either in his or her own NGO or with NGOs associated with EDI. The PGDMN secretariat identifies project in collaboration with NGOs from all across the country for the purpose of project work on certain specific area of study. During the project work students are assigned guides from within the faculty of EDI.

Teaching and guidance are principally provided by EDI Faculty and selectively supported by a host of experts from leading NGOs and educational institutions and consultancy firms.

THE OBJECTIVES OF VARIOUS INPUTS

Fundamentals of Socio-Economic Development

The course presents the ideologies and philosophies behind various trends that have emerged in the NGO sector in India. It will highlight the historical context and current discourse on the role of the NGO sector in socio-economic development. It helps the students in understanding various approaches and trends in voluntarism.

Fundamentals of Development Administration

Being a welfare state, development efforts have been made by multiple development agencies in India. This paper introduces the students to the concept of development administration and gives them exposure to various administrative structures involved in development.

Legal Framework for NGOs

Societies, trusts, co-operatives and companies registered under sec. 25 of the Companies Act are the legal framework available to NGOs. Each of these laws is dealt with bringing out the legal and managerial aspects and the accountability systems as are incorporated in the Acts. Other laws applicable to NGOs are also covered in the course. The students would thus have an in-depth knowledge of the legal structures for the formation and management of NGOs. This would facilitate the setting up of systems not only as a compliance to the legal requirements but to bring about good governance in an NGO.

Social Legislation and Policy

Social legislation and policies are guidelines for the legislature, the judiciary and the administration to bring about an administrative system of securing justice - social, economic and political. The course helps develop in students a functional knowledge on social legislations and policies enshrined in the directive principles and fundamental rights of our constitution. It also orients the students on various international charters to which the country is a signatory, and will provide a basic orientation to the national policies so as to help the students develop a critical understanding of formulations and operations of such policies and legislations.

Strategic Management in NGOs

The aim of this paper is to develop an understanding of the social, political and economic institutions - both urban and rural - which are critical for successful and sustainable development. Emphasis is laid on the various aspects of the urban and rural societies that foster good planning and successful implementation of projects to facilitate the strategic positioning of the organizations. This involves determining the purpose and direction of the organization, establishing objectives and formulating implementing strategies to achieve them in the context of the changing socio-cultural-political reality of society.

Participation in Development

At a time when people's power and knowledge have been recognized as significant contributory factors to their development, the importance and role of participation in development needs no explanation. The course covers various aspects of participation in development so as to address the isolation and weak bargaining power of the poor through creating alternative organisational spaces for them.

The course will deal with theoretical understanding, methods and processes, constraints and issues involved in organizing the poor and marginalised. The objective is to help students develop a critical understanding of the process of organizing aimed at empowering communities.

Gender and Development

In any marginalised society, women and children are the worst affected. With this in view mainstreaming gender issues in development has globally become an important agenda. This course highlights the inequalities in gender and brings out the need for addressing such concerns in the development process. The course is geared towards the development of various skills and techniques required in understanding the gender concerns and to bring about the necessary changes in approaching the development concerns of the poor and marginalised.

Written Analysis and Communication

The course is offered to help students understand the requirement of and to develop skills in oral and written communication, relevant to all types of organisations.

Computer Applications and Information Technology

Information technology has been bringing about a radical transformation in the society, questioning the conventional wisdom. The technology has been successfully applied to improve efficiency, elegance and sophistication. Students in this course will be oriented towards the inevitability of the use of computers and information technology in organisations. Students will be able to understand the elements of computer systems and information technology, the role and scope of computer and other IT applications in an organisation, and will gain hands-on exposure to the usage of various computing and software packages.

Financial Management and Accounting Systems for NGOs

Accounting is an important information system designed to help an organisation in its functioning towards achieving its goals. The course emphasizes, in the context of the effective use of limited resources, the need, significance and importance of designing an appropriate accounting and financial system of management in NGOs. The course familiarizes the students with mechanics of book-keeping upto the final accounts and all the aspects of financial management, which contributes to the financial sustainability of an NGO.

Public Advocacy

Most organisations are engaged in some form of public advocacy actions without being aware of the fact that they are engaged in public advocacy. A systematic understanding of this emerging science would strengthen the efforts of these organisations. The students will be guided in identifying the issues and will be exposed to various forms of public advocacy actions.

Environment Impact Assessment

With the growing environmental concerns globally, various interventions have been initiated to conserve the environment. Environment Impact Assessment has emerged as a powerful tool to substantiate the levels of its damage. The course is introduced as an effort to understand the various aspects and dimensions of the environment and to simplify and de-mystify this understanding so that even that common people understand its implications. The course would bring out the role of EIA plays in public hearing and the role of participation of the local people in such a process.

Economics

With capital, labour and goods moving much more rapidly across national boundaries, with the speed of technological change revolutionizing production and information systems, and with the transition of societies from production of goods to production of knowledge, poor, women and rural population are operating as economic actors in a distinctly changed environment. Old strategies must thus change in order to suit these changing contexts. Economic empowerment has been one of the major thrusts and a chosen strategy to remove poverty. This subject aims at orienting students towards various theories that have relevance for the third sector. It also covers the mechanism used by the national government in planning development interventions and the economic theories that guide nation's development strategies and choices.

Organizational Behaviour

The course deals with different types of leadership styles and covers aspects like organization culture and structures so as to provide a framework for understanding the nature and variety of work in organisations and behaviour of the individuals within organisations.

Management of Human Resources

The character of the Human Resource is a critical factor in an NGO towards fulfilling its objectives. It is thus important to familiarise students with the key issues of management and development of human resource in an organisation, and to enable them to analyse the dynamics of the same. The students would thus be capable of channelising the strengths of the human resource as a team so as to become a force towards bringing about social changes.

Entrepreneurial Lab

The Lab is conducted to help students identify their entrepreneurial potential and to facilitate those factors which contribute to making of an outstanding entrepreneur. The lab also provides the students with the tools and techniques required for the creation of indigenous and resilient entrepreneurs who can perceive and seize opportunities available to convert them into successful enterprises. These tools and techniques are related to the course on micro-enterprise development and management.

Management of Development Initiatives

Addressing the issues of poverty alleviation and socio-economic development call for various types of interventions. This course emphasizes the need for such interventions and equips the students with a sound understanding of the issues involved in each such initiative and the methodologies of addressing them. Major initiatives included are: health, environment, social forestry, non-formal education, watershed development, social justice, agriculture development, infrastructure development and disaster management.

Micro-Enterprise Development and Management

Micro enterprise has emerged as an important strategy to address the twin issues of unemployment and poverty. This course develops the capabilities of the students to foster entrepreneurship among the communities traditionally not know for entrepreneurial quest in rural and urban areas. The students are equipped with various tools and techniques to identify viable opportunities and potential

entrepreneurs and to match the two to create successful entrepreneurs. The various aspects of the development and management of micro enterprises are also covered in this course.

Micro- Finance Delivery System

Globally Micro-finance is emerging as a very crucial factor in development. Micro finance is seen as a very significant component in the development of the marginalized sections of society. This course brings out the significance and growth of the a micro finance institutions and provides knowledge and skills required to implement and manage a sustainable micro-finance delivery system through NGOs.

Development Communication

Having been sensitized about various developmental issues in the courses on Public Advocacy and Environment Impact Assessment, this course helps equip the students to use media as an effective tool for documentation and communication and to address the NGOs' need to communicate effectively. By providing hands-on experience in producing a video, the students are exposed to this medium as a communication tools and their skills are developed for designing effective video in the context of development initiatives.

Social and Rural Marketing

With a view to augment people's livelihood the focus of rural marketing is on the role NGOs can play in the marketing of rural products covering agriculture, horticulture, cooperatives, cottage and industry products. The social marketing component deals with aspects such as social marketing process, analysing the social marketing environment and developing and managing social marketing programmes.

Social Engineering and Project Management

Various tools and techniques for social engineering and project management have been developed and effectively used by NGOs in understanding the socio-economic-political reality of society. These tools and techniques are dealt with in this course so as to equip the students with the skills necessary for effective and efficient management of the NGO and its projects.

Resource Mobilisation

Human, material and financial resources are the backbone of any organisation. Resource mobilization to meet the organisation's needs in the context of the internal requirements and external reality is thus an area that has to be approached in a systematic and methodical manner. After providing information and knowledge of the resource availability the students will be guided through various avenues and methods of resource mobilization.

Academic Requirement for Entry

- ◆ Minimum requirement - first degree from university - B.A, B.Sc, B.Com.
- ◆ Students who have appeared and awaiting their results can also apply. They have to submit their results latest by 30th October 2001.
- ◆ Must be proficient in English.
- ◆ Work experience in the area of management of NGO/ Programme Management.
- ◆ NGO nominees requesting for fellowship support should have a minimum of three-year experience in the development sector.

Admission to PGDMN : Formalities

The basic objective to the Post Graduate Diploma in Management of NGOs (PGDMN) is to prepare trained and qualified persons in the NGOs so as to stand up to the challenge of managing the NGOs and to respond to the needs of communities and groups. The aim is to establish a well managed proactive and people oriented developmental organisations that are suited to address the developmental issues of the nation. This calls for very distinct personal qualities in individual.

The interview is therefore is not geared towards trying to gauge the intellectual capabilities or the cramming power of the candidates as is normally expected in the competitive exams. The interview is directed in identifying motivation, commitment, positive attitude, self confidence, perseverance, dedication and other such personality traits and character that are suited to the NGO sector. These are coupled with a certain understanding of the environment one is living in and also with a certain amount of analytical power, logic and operating with numbers. The overall scheme of the Entrance formalities thus includes (a) assessment of qualities and traits suited to the NGO sector, (b) general awareness of the overall environment, (c) knowledge about development sector.

We would like you to appear for the interview either at EDI campus in Ahmedabad or at our Regional Centres, Lucknow / Bangalore / Guwahati. The advantages of facing the personal interview at EDI will be that you will get the first hand feel of the overall academic environment and ambiance that prevail here. The added charm will be to get to know the AGA KHAN AWARD WINNING campus of the institute located in a serene environment away from the hustle and bustle of the city.

Well-designed, comfortable on-campus rooms are made available for students. Food and hospitality at EDI are always acclaimed.

Diploma

Participants, who successfully complete the course, including submission of the final report, will be awarded a Post Graduate Diploma in Management of Non Government Organisations. (PGDMN)

Fellowship

Fellowships are awarded to deserving candidates. The fellowship ranges from fifty percent to almost the entire cost of the study. NABARD, SIDBI, IDBI, RGVN and The Sir Ratan Tata Trust, Mumbai have provided fellowships to students.

The students provided with fellowship as a matter of EDIs policy enters into a bond with EDI whereby they declare their desire to serve the social sector for a minimum period of three years.

The last batch provided fellowship support to all the twenty-five NGO management students.

All Students even those nominated by NGOs are expected to fill in the attached form of Application for Fellowship. They are also expected to provide all necessary details (photocopies) without which the application will not be considered for fellowship. They are also required to bring the originals during the interview for scrutiny.

Date for Interview: 30 July, 2001 (Monday)

Place: Ahmedabad, Bangalore, Guwahati and Lucknow.

FACULTY PROFILE

Dinesh N. Awasthi, Ph.D (Economics) Gujarat University

Chief Faculty

An economist with extensive experience in evaluation studies and policy research. Responsible for planning and co-ordinating micro enterprise development and micro-finance related activities through NGOs.

Arupjyothi Rai Baruah, B.E. (Mech.), PGDRM (IRMA)

Asst. Faculty

Extensive experience in Public Sector & Corporate House in the field of Production & Marketing. Currently involved in promoting Rural Industries through technology and marketing inputs.

Ramesh Dave, B.Sc., M.A., LL.B.

Distinguished Visiting Faculty

Has over two decades of hands-on-experience in developing potential entrepreneurs. Specialises in institution building and management. Executes 'Concept-to-Completion' assignments on entrepreneurship in India and abroad.

Raman Jaggi, P.G. Dip (Rural Management)

Associate Senior Faculty

Specialises in small enterprise training and consultancy, business opportunity identification & cluster-oriented SSI development. Incharge of EDI's Northern Regional office at Lucknow. Currently on long term international assignment with UNIDO, Bahrain.

KVSM Krishna, Ph.D. (Economics), IIT, KGP

Associate Sr. Faculty

An economist involved in teaching Economics, Entrepreneurship and Strategic Planning, Value Systems and Multinational Management. His economic research has spanned a variety of topics including human relations at doctoral level, transactions costs, sectoral policy analysis, irrigation management and tenancy agreements, entrepreneurship and small business, turnaround strategies and quality standards in management education. Currently looking after the PGDBEM course at EDI.

Prabhat Labh, PGDFM (Indian Institute of Forest Management, Bhopal)

Assistant Faculty

Specialises in Forest Management. Over 5 years of work experience in micro enterprise development, agriculture development, and natural resource management projects. Authored several papers on agriculture development and NGO-Government collaboration. On behalf of ILO, carried out a pioneering research study on job quality in micro and small enterprises in India. Currently involved in Rural Industries Project (RIP) at Lucknow.

Umesh K Menon, M.Com., MBA (Finance), Grad. C.W.A.

Associate Faculty

Specializes in the areas of Finance and Accounts. Has extensive experience of working in Government and Industry. Presently involved in counseling existing entrepreneurs for growth, training Bankers and Investment Promotion Officers in the area of project appraisal, teaching finance, accounts and small business management in PGDBEM course. As Project Director, Entrepreneurship Training and Information Exchange for Small Business in India and Europe (ENTRIXIE) Project, involved in partnership promotion between Indian and European Entrepreneurs.

Rahul J. Mitra, M.A.(Psychology)

Asst. Faculty

Specialises in providing training support to Development Organisations in the area of Micro-Finance and Entrepreneurship Development. Has field experience in training, research and project management in income generation and health programmes. Has organised several capacity building programmes for NGOs and S&T institutions. Specialises in adapting corporate training techniques and tools for the developmental initiatives and institutions.

B.P. Murali, PGDM, Indian Institute of Management, Ahmedabad

Chief Faculty

Specialises in Enterprise Growth, Small Enterprise Development, various aspects of Industrial Project Development Cycle starting from Investment Opportunity Identification to Project Formulation and Appraisal. Involved in designing and conducting programmes for trainers, business counsellors, bankers, investment promotion professionals and existing entrepreneurs in India and abroad. As Project Director, looking after the activities of the Inter-Regional Centre for Entrepreneurship & Investment Training. In-charge of EDI Southern Regional Office in Bangalore.

V. Padmanand, M. Phil. CRENIEO; M.Phil., Cambridge, UK, PGDMM

Associate Sr. Faculty

An economist specialising in business economics and management, applied macro economics and environmental economics; currently engaged in research, consultancy and programmes related to growth and business strategy of small and medium enterprises. Elected to the status of Fellow in national and international bodies.

Sanjay Pal, M.Sc.(Economics), MBA (Marketing)

Assistant Faculty

Experience in Marketing in the corporate sector. Involved in devising strategies for marketing of rural products. Presently working on ILO project on Enterprise Development and Productivity Improvement for Moradabad Brassware Cluster.

V. G. Patel, Ph.D. (Economics) Wisconsin

Vice-President & Director

An economist and international figure in the sphere of entrepreneurship, small industry policies and growth management. Has been the Chief Economic Advisor to Gujarat Industrial Development Corporation and Managing Director of Gujarat Industrial & Technical Consultancy Organisation Limited. Has authored several books and reports on entrepreneurship and small industries related subjects.

Mauli Patel, M.S. (School Counselling)

Assistant Faculty

Licensed counsellor, trained in school counselling at University of Scranton, USA. Presented a research paper at the American Counselling Association on 'Adolescents at Risk'. For last five years engaged in counselling children, parents and teachers.

J. B. Patel, B.Sc. (Chem.), B.Sc. (Tech.)

Distinguished Visiting Faculty

More than 3 decades of experience in the areas of business opportunity identification, project formulation, project appraisal, counselling and guiding the entrepreneurs. Conducted more than 10 international programmes and

worked as an expert in a number of developing countries in the above fields.

C. R. Patnaik, PGDM

Associate Faculty

Thirteen years of experience in conducting Rural Entrepreneurship Development Programmes. Currently involved in imparting behavioural input in REDPs

S. B. Sareen, Diploma in Textile Technology, D.I.M, D.I.M.O.(Hons.), D.M.M

Faculty

Has eighteen years of experience in conducting entrepreneurship related training programmes for New Enterprise Creation, Business Counselling and Growth for Existing Entrepreneurs. Specialises in training Resource Persons (trainers) at national and international level.

Nabarun Sen Gupta, M.A. (Social Work), BSW (Bachelor of Social Work)

Associate Faculty

9 years of experience in providing conceptual and functional support to NGOs in management of non-profit organisations, developing training modules and conducting training programmes. Involved in field based research on processes involved in Institutional Initiatives and Reforms in Management of Forest.

Prashant Sharma, MMS, B.Sc.

Assistant Faculty

Specialises in the areas of corporate finance and project appraisal. Areas of interest include financial innovation and biotechnology based entrepreneurial initiatives..

K. K. Shaw, B.E. (Hons.) Mechanical, PGDBM

Faculty

Specialises in the areas of design development of machines, plants, equipment and tools to improve productivity of engineering units. More than 30 years of experience in metallurgy, metal science, surface engineering and process planning of engineering equipment. Experience in transfer of technology from advanced countries for manufacturing high-tech aero-space equipments, machine tools and automobiles.

Sunil Shukla, Ph.D(Psychology), Utkal University

Associate Senior Faculty

Behavioural Scientist, specializing in Entrepreneurship Education and Corporate Entrepreneurship. Currently involved in various programmes for corporate houses. Developed modules on personality development, motivation, leadership, personal effectiveness, managerial competencies and organization development. Recently completed research projects on Curriculum of Entrepreneurship and Entry Barriers to Entrepreneurship.

B. B. Siddiqui, Ph.D. (Psychology), Gujarat University

Senior Visiting Faculty

Psychologist, specialising in Clinical and Organisational Psychology. Trained to conduct Personal Growth Laboratory Training Programmes and Group Dynamics. Currently involved in programmes on HRD, Organisational Behaviour, Personality and Leadership Development. A registered Counsellor-Psychologist with Rehabilitation Council of India, New Delhi.

Naresh Singh, M.Phil. (Sociology), Ph.D., Institute of Advanced Studies, Meerut University

Faculty

Specialises in Rural Finance & Rural Development. Receipt of UGC-NET

research fellowship and winner of the Social Scientist Award by Indian Social Science Association. Associated with micro finance sector for almost a decade. Extensive experience of managing developmental projects and working with NGOs and research/training institutes. Participated in the Advanced Training Programme on Micro Finance in the University of Queensland, Brisbane - Australia.

Pramod Srivastava, M.A. (Economics)

Associate Faculty

Specialises in promoting micro enterprises in rural areas and provides extensive back-up support to NGOs in their capacity building.

P. N. Srivastava, M.Com

Associate Faculty

Has work experience with Agriculture Finance Corporation. At present involved in REDP, RIP & STED activities.

V. S. Sukumaran, LL. B, PGDHRD, PGDTD, PGDM

Associate Faculty

Currently involved in training potential as well as established entrepreneurs and providing resource support to NGOs.

Mayank Upadhyay, ACWA

Distinguished Visiting Faculty

Specialises in the areas of finance, project planning and strategic management with extensive experience in Development Banking and Commercial Banking. Involved in conceptualising and conducting a number of national and international programmes in corporate financial strategy formulation and management, investment decisions, risk analysis, management accounting and control system.

Kirti Vakil, B.Com.

Faculty

More than two decades of field experience in promoting the concept of self-employment among youth at the grassroots level. Specialises in Entrepreneurship Development Training. Expertise in Institutionalisation of REDPs through voluntary organisations.

GUEST FACULTY

- Mr. Anil C. Shah**, President, Development Support Centre, Ahmedabad
- Mr. Ajit Sahijwani**, AGM. SIDBI, Ahmedabad
- Mr. Ashoke Bhargava**, Institute for Development Education and Learnings, Ahmedabad.
- Prof. A.A. Shaikh**, Nav Gujarat College, Ahmedabad
- Mr. Barry Underwood**, CEO, Aga Khan Rural Support Programme India, Ahmedabad
- Mr. Binoy Acharya**, Diector, UNNATI - Organisation for Development Education, Ahmedabad
- Mr. Biplab Paul**, Lok Vikas, Ahmedabad
- Mr. Debdoot Mohanty**, Programme Specialist (Credit), Aga Khan Rural Support Programme India, Ahmedabad
- Mr. Chandravadan Shah**, M/S. Chandravadan A. Shah & Co
- Mr. H.M. Mishra**, Director, Kamdar Swasthya Suraksha Mandal, Ahmedabad
- Mrs. Indu Kapoor**, Director, CHETNA, Ahmedabad
- Mr. M.S. Vohra**, Programme Specialist (Agriculture) Aga Khan Rural Support Programme, India, Gujarat
- Mr. Manoj Mishra**, Programme Manager, Saline Area Vitalisation Enterprises, Ahmedabad
- Mr. Mahesh C. Gupta**, M/S. M.C. Gupta & Co, Ahmedabad
- Ms. Nafisa Barot**, Director, UTTHAN, Ahmedabad
- Prof. N.K Pathak**, School of Law, Gujarat University, Ahmedabad
- Prof. N.S. Viranandani**, Department of Environmental Engineering, L.D Engineering College, Ahmedabad
- Mr. R.E. Patil**, DGM. NABARD, Ahmedabad
- Mr. Sudhir Bhatnagar**, Scott Wilson (I) P. Ltd. Ahmedabad.
- Dr. Suresh Mehta**, BoB STAFF TNG. COLLEGE
- Mr. S.S. Patel**, ANaRDe FOUNDATION, Gujarat.
- Dr. Sudharshan Iyengar**, Director, Gujarat Institute of Development Research, Ahmedabad
- Mr. Stalin K. Drishti**, Media Collective, Ahmedabad
- Mr. Sanjay Dave**, Charkha, Ahmedabad
- Mr. Srinivas M.** Director, VIKSAT, Ahmedabad
- Mr. Pinakain Vyas**, Development Support Centre, Ahmedabad
- Mr. Rashmi Joshi**, Director of Cooperative, Gujarat Government
- Ms. Vijayalakshmi Das**, FWWB (INDIA), Ahmedabad

ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA

AHMEDABAD

**Application for Admission to
Post-Graduate Diploma in Management of Non-Government Organisations****I Personal Data**1. Name:

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(Enter one letter in each block with title/surname first. Leave a block after every word in the name)

2. Father's/Husband's/
Guardian's Name:

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3. Address:

PIN/ZIP
Phone Fax
E-mail

4. Date of Birth: Day

--	--

 Month

--	--

 Year

--	--

5. Name & Address of Nominating
NGO
(if applicable)

PIN/ZIP
Phone Fax
E-mail

II Choice of Centre for the Written Test and Interview:

(Tick in the box)

Ahmedabad

Bangalore

Lucknow

Guwahati

III Educational Background

Title of the Award	Name of the Institution/ University	Period of Study		Major Field of Study	Marks Obtained (%)	Grade Division
		From	To			

IV Work Experience

Nature of Work	Name of the Organisation	Period

V Extra curricular achievements

Nature of Activity	Recognition, if any

VI References

(Provide names & addresses of two persons who could assess your suitability to the course)

VII Declaration

I declare that the above information is true and correct to the best of my knowledge and belief. I also declare that in the event of any sickness, accident or any other mishap during my stay at EDI, I shall not hold EDI responsible in any way and would bear all costs/damages arising out of any such eventuality.

Date:

Place:

Signature

Notes:

Please mail the application form to The Course Director (PGDMN), EDI, Ahmedabad, P.O. Bhat 382 428, Gujarat along with the following documents:

Photocopies of testimonials.(Academic)

Two copies of passport size photograph.

Copy of Memorandum of Association of NGO

Statement of Accounts of NGO - Last financial year

Nomination Letter from NGO

} In case of NGO nominees only

ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA

PGDMN : Application for Fellowship

Note: Developmental banks and donor agencies such as IDBI, SIDBI, SBI, NABARD, Sir Ratan Tata Trust and RGVN offer fellowships to students nominated from NGOs and those with weak economic background. If you wish to avail this provision, fill in this application form and send along with the application for admission to the Course Director, PGDMN. Submitting this application does not automatically ensure sanction of the fellowship. A Committee, formed to assess the desirability of each claim, will recommend the cases for fellowship consideration. Following which the award of fellowships will be declared.

1. **Name :**

(Enter one letter in each block with title/surname first. Leave a block after every word in the name)

Address :

PIN/ZIP	
Phone	Fax
E-mail	

3. **Date of Birth :** Day Month Year

4. **Current Occupation** Studies Business Service Professional Others
(Tick in the box)

5. **Educational Background:**

Title of the Award	Name of the Institution/ University	Period of Study		Major Field of Study	Marks Obtained (%)	Grade Division
		From	To			

6. **Father's Name:**

7. **Mother's Name:**

8. **Father's Occupation:** Business Service Professional Others
(Tick in the box)

9. **Mother's Occupation:** Business Service Professional Others
(Tick in the box)

10. Family Details :

Name of the Family Member	Relationship with Father/Mother	Whether Dependent on Father/Mother

11. Details of Guardian:

(in case the applicant is dependent on a person other than parents)

Name	
Occupation	
Relationship with the applicant	
Nature of Dependency	
Address	
PIN/ZIP	
Phone	Fax
E-mail	

12. Details of Income & Property:

	Total Income from all sources during the financial year 2000-2001 in Rs. (Attach statement)	Total value of all assets (Both Movable & Immovable) held as on 31-3-2001 in Rs. (Attach statement)
Father		
Mother		
Guardian		
Self		

13. Amount of Fellowship sought Rs _____

14. State three most important reasons, why this fellowship should be awarded to you.

- i. _____
- ii. _____
- iii. _____

I, the undersigned, solemnly certify that the information given above is true to the best of my knowledge. If any of the same is found false, EDI is authorized to withdraw the fellowship amount and I may be disqualified for the PGDMN Course.

Place:

Date:

Signature

- ◆ Income statement should also be supported by a copy of the last Income Tax Return filed. In the absence of I.T. Return, income details may be supported by Salary Certificate in the case of employees and Income Certificate, certified by a Chartered Accountant/Bank Manager in case of others.
- ◆ Property statement should be certified by a Chartered Accountant/Bank Manager/Certified Valuer.
- ◆ Performance at various examinations in PGDMN will be considered while releasing the instalments of fellowship.

EDI's Other Training Programmes



