

Volume 7

Annex 7.103d: MUSOM Policy and Procedures for
International Applicants.

6.16 MUSOM Policy and Procedures for International Applicants

MUSOM welcomes students from the international communities. The admission criteria applied selecting internal applicants are the same as those for eligibility requirements and admission procedures prevalent in Nepal.

Admission Requirements in BBA/BHM/BTTM/MBA/MIT Eligibility for Admission

- Mid-Western University School of Management (MUSOM) accepts applicants having completed their 10+2 (Secondary Education Board) or Proficiency Certificate Level (PCL) or equivalent level certificate from recognized institutes, colleges, or universities with 50% in aggregate to take admission to Bachelor (BBA/BHM/BTTM).
- GCE 'A' level passed applicants with GPA of 'C' or above to take admission to Bachelor (BBA/BHM/BTTM).
- 3 Year/4 Year Bachelor degree in any discipline with minimum 50% or equivalent degree from recognized universities to take admission to Masters (MBA/MIT).
- Applicants must qualify MUSOM Undergraduate Admission Test based on CMAT for BBA/BHM and Graduate Admission Test based on CMAT for MBA/MIT conducted by Mid-Western University School of Management (MUSOM) with a minimum 50 % pass score.

Admission procedures

Application Forms

Applicants need to send inquiries regarding application at least 4-5 months before the proposed date of admission. You are expected to obtain the application forms through the following ways:

- **Via email:** Request application forms from the MUSOM (Mid-Western University School of Management) website.
- **Downloading from the MUSOM website.** MUSOM website provides downloadable and ready to print version of its application forms.

Application Requirements

1. Expected to take mandatorily Certification of MUSOM CMAT as provided by MUSOM.
2. Copy of a School Leaving Certificate (SLC) or equivalent mark sheet
3. Copy of a 10+2 (HSEB) or equivalent transcript
4. Copy of a Migration Certificate (Original during the admission)
5. Copy of a Character Certificate
6. valid Passport
7. Personal Essay/A statement of purpose with a clear picture of career goals, interests, and financial statement
8. Letter of recommendation from the person who knows the students well personally.
9. Copy of Bachelor Degree Original/ Provisional Certificate with mark sheet for admission to MBA/MIT

Note: If the transcripts and other relevant documents are not in English, they must be translated into English and should be bundled with the certified copies of the originals (certified by a person or agency recognized by the law or government of that country).

Admission Tests:

- Applicants are advised to register for all required admission test to MUSOM beforehand.

- You must possess good English language skills.

Follow –up

After applying to the MUSOM along with submitting the relevant documents and application requirements, you are advised to wait as it takes a week's time to get a reply from the MUSOM. Meanwhile, you can go through the visa requirements by visiting local Government Department of Immigration. During this time, you can make the necessary arrangements to pay the course fee and support your living expense during stay in Nepal.

6.17 Scholarship and Financial Assistance

MUSOM offers scholarship and financial assistance to support deserving and financially weaker international students.

Scholarship: Need-based scholarship to help students meet the cost of studying at Mid-Western University School of Management (MUSOM).

Career Support & Exploration: Financial assistance for internship, Graduate Research Project (GRP), Undergraduate Research Project and collaborative research.

MUSOM Fees

Bachelor	NRs. 5 lakh	BBA/BHM/BTTM
Master	NRs. 4 lakh	MBA/MIT
Scholarship	NRs. 3 lakh	
Research support	NRs. 4 lakh	

Note: MUSOM shall provide details on scholarship and research administered by MUSOM Nepal to all candidates who are finally admitted.