

Volume 7

Annex 7.101a: The MUSOM Academic  
Operating and Development  
Implementation Guidelines -  
2019, (PP. 74-75).

**The MUSOM Academic  
Operating & Development Implementation  
Guidelines- 2019**

**MUSOM Operating Guide to  
Academic/Administrative/Financial/Research/Innovation**



**MU SCHOOL OF  
MANAGEMENT**

Approved by MUSOM Governing Council on 22 of the July 2019

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**Mid-Western University School of Management (MUSOM)  
Surkhet, Karnali Province, Nepal**

## 5. 13 MUSOM Enrollment Policy and Procedures

### Eligibility:

Students from any stream who have completed Grade 12 or equivalent level with a minimum of Grade "C" in all subjects or 50% overall aggregate score may apply for the program. Students who have successfully completed Grade 11 (with 50% or above) and are awaiting Grade 12 results may apply for admission on provisional basis.

### Admission Procedure

#### Step 1: Required Documents

An applicant must complete the application form with copies of the following documents:

- ❖ Transcripts and certificates of Grade 12 or equivalent examinations
- ❖ Certificate and transcript of Grade 10 (SLC or equivalent)
- ❖ Character certificate (SLC and Grade 12)
- ❖ Provisional certificate
- ❖ Migration certificate
- ❖ Citizenship certificate

#### Step 2: Written Test

Shortlisted candidate will have to appear for a written test that will be held on 24th August 2019 (Bhadra 7, 2076) to evaluate qualitative, quantitative and communication abilities.

#### Step 3: Interview

Candidates who pass the written test will be called for interview.

To apply for admission, you need to consider the following things:

- ❖ Visit the school, obtain the form, complete it and submit it to the school's front desk with all the required documents.
- ❖ Download the application form from the ....//, print it , complete it and submit it to school's front desk with required documents.
- ❖ Apply online by clicking on the link..... or apply online at .....

## 5. 14 MUSOM Entrance Interview Question Modality

**Set: 1 Self-Reflective Question** (past and present work experience, accomplishment, and career goal)

**Question:** 1. Tell me a little bit about yourself. (4 Marks)

**Question:** 2. Why do you want to earn a BBA degree? (4 Marks)

**Set: 2 Analytical Question**

**Question:** 1. Why are you interested in MUSOM BBA program? (4 Marks)

**Question:** 2. Why should we admit you? (4 Marks)

**Set: 3. Comprehensive Question**

**Question:** 1. What are your strengths and weaknesses? (2 Marks)

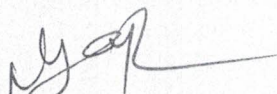
**Question:** 2. What are short term and long term goals? (1 Marks)

**Set: 4. Subjective Question**

**Question:** Do you have any question about MUSOM? (1 Marks)

### List of Questions

- Why do you want to take admission to this course?
- What are the roles played by a business administrator?
- Why do you want to join our institution?
- What are your hobbies?



- How does business contribute to economic development?
- Could you describe your best high school experience? Or your biggest challenge?
- What is your philosophy towards work?
- Tell me about your dream job.
- What kind of person would you refuse to work with?
- What is more important to you: the money or the work?
- Have you displayed your leadership in school?
- Which is your favorite book and why?
- Where do you see yourself five years from now?
- What do you mean by business administration?
- Differentiate between qualitative and quantitative decisions.
- What is the difference between centralization and decentralization?
- What is the main difference between Vertical and Horizontal Organizations?
- How will you differentiate between a manager and a leader?
- What do you expect to gain from the course?
- How do you plan to utilize the course as a foundation for your dream career?
- What are the key skills a candidate requires to excel in the field of business administration?
- How a manager can motivate his employees to perform better?
- Explain the importance of an organization?
- What are the qualities of a good manager?
- Give me an example of any major problem you faced and how you solved it?
- Can you work under pressure or deadlines?
- What do you think is your major accomplishment?
- Have you ever worked with someone that you did not get along with as part of a team? How did you handle that?
- Any question you want to ask from us?