



Confederation of Indian Industry

Since 1895

CII Institute of Logistics

(A National Center of Excellence in Logistics & Supply Chain)

(Recognized by Distance Education Council, Government of India, as recommended by the joint expert committee of UGC-AICTE-DEC)

PROSPECTUS

The Confederation of Indian Industry (CII) works to create and sustain an environment conducive to the growth of industry in India, partnering industry and government alike, through advisory and consultative processes.

To address the need of sharpening India Inc's competitive edge through better Logistics and Supply Chain practices, **CII Institute of Logistics** (CII-IL) was established in 2004 by the Confederation of Indian Industry as a Center of Excellence in Logistics and Supply Chain.

The Vision of CII Institute of Logistics is to become an International Centre of Excellence in Logistics and SCM and to facilitate Indian industry to be referred in Global Business for its Best Practices in SCM and Logistics.

The Mission of CII Institute of Logistics is to be a platform to create and share intellectual capital for reducing transaction cost and improving competitiveness, in the process nurture the skills of Logisticians and ensure adoption of Best Practices in Logistics and SCM through online and offline activities.

Our services include Education, Training, Advisory, Events, Research and Information Services.

Education Programs

With a view to facilitate Indian industry to be referred in Global Business for its best practices in Logistics and SCM and as an attempt to bridge the

skill gap in the Logistics industry by providing competent and knowledgeable human resource, CII Institute of Logistics is offering the following programs through Distance Mode:

Normal Track (Modules I to VI)

- Post Graduate Diploma in Supply Chain Management (Three Years) *(Approved by DEC)*
- Certificate Programs (Six Months each)
 - Certificate in General Management *(Approved by DEC)*
 - Certificate in Logistics Management *(Approved by DEC)*
 - Certificate in Supply Chain Management *(Approved by DEC)*
- Advanced Certificate Programs (Six Months each)
 - Advanced Certificate in Supply Chain Management *(Approved by DEC)*
 - Advanced Certificate in General Management
- Specialized Certificate Programs (To be introduced)

Fast Track (Modules A to D)

- **Advanced Diploma in Supply Chain Management (Two Years)**
- **Diploma in Supply Chain Management (One Year) *(Approved by DEC)***

Industry Career Opportunities

The objective of our program is to develop professionals who intend to assume leadership positions in supply chain management and contribute to the competitiveness of firms operating in the global, dynamic, 21st century marketplace. Our program is suitable for junior middle and senior level managers, executives, who aspire to excel in their current and future managerial corporate assignments.

Recognition for Employment

All the qualifications awarded through Distance Education by private as well as public institutions/universities stand automatically recognized for the purpose of employment to posts and services under the Central Government, provided they have been approved by Distance Education Council, Government of India.

The concerned government notification can be seen at this URL:

<http://education.nic.in/dl/dl-Recdeg.asp>

IIMM, our Knowledge Partner

Indian Institute of Materials Management (IIMM) Mumbai, is the knowledge partner for our PGDSCM program. IIMM with its Headquarters at Mumbai, is the National Apex body representing a wide spectrum of professionals engaged in various facets of Material Management, responsible for planning, sourcing, Logistics & Supply Chain Management.

To have more effective global interaction, Institute is a chartered member of International Federation of Purchasing and Supply Management (IFPSM), Atlanta (USA) Incorporated in Switzerland, which has its members in over 44 countries.

Academic Year

We follow modular (semester) system with two semesters in an academic year, one from 1st July to 31st December and another from 1st January to 30th June of the academic year. Every year, admissions to our programs are offered in two batches as detailed below:

Particulars	Batch A	Batch B
Semester Period	July – December	January – June
Admission opens	Preceding May	Preceding November
Admission Closes	July	January
Exams held in	December	June

Exemption from Specific Subjects

(Applicable to Direct Admission to Module 3 of PGDSCM)

- Exemption from Specific Subjects may be offered to candidates who have earlier obtained 50% marks in PG programs in Management from reputed institutions recognized by UGC/AICTE/DEC. However modules 3 and 5 are not considered for exemption.
- Complete documentary evidences like provisional certificates

and consolidated mark sheets should be furnished while applying for exemptions. Decisions on exemptions are at the sole discretion of our institute and no student can claim any exemption as a matter of right.

Entrance Exams for PGDSCM

- Admissions to PGDSCM are based on qualifying marks in the entrance examination conducted by the institute or any other national / state level entrance exam for management programs.
- CII-IL entrance exams will be held in Preceding June / December

Continuous Evaluation

- Assignments: In order to encourage continuous learning by the students, a continuous evaluation system is adopted. Students will be required to complete two assignments one by second month and another by the fourth month during the semester. Assignments are compulsory. A weightage of 10% is given for each of the two assignments in each subject (20% in total) in the final evaluation.
- Virtual Classes: Interactive virtual classes will be organized on all Saturdays and Sundays during the third & fourth months. Attendance is optional and a bonus mark up to 10% for each subject is given in the final evaluation.
- Written Examinations: Written examinations of three hours duration, with a weightage of 80% are held at selective centers, during every June and December. The questions will be of a combination of objective as well as descriptive pattern. Separate examination guidelines are available in our website.
- The student will be declared PASSED in a specific course (subject) provided he gets a minimum of 40% in aggregate of all the above components pertaining to that course (subject).

Automatic Sliding to Next Module (Semester)

(Applicable to all programs with duration of two semesters & above)

Students once admitted for a specific program will be automatically

sliding to the next module (semester), subject to payment of applicable fees. However, final certificate will be given only after passing all applicable courses (subjects) and fulfilling all applicable academic requirements

Online Exams

- Online exams are given for students from abroad, over internet, according to the original schedule for regular exams, as per Indian Standard Time.
- Students from India, if transferred abroad, should convert their category by applying with supporting documentary evidence of such transfer and by paying the differential fees from the current year; then only they will be given online exams
- Decisions on category conversions are at the sole discretion of CII-IL and no student can claim any conversion as a matter of right.

Examination Centers

We have more than 20 exam centers spread all over India : Ahmedabad, Bengaluru, Bhubaneswar, Chandigarh, Chennai, Coimbatore, Dehradun, Gurgaon, Hyderabad, Indore, Jaipur, Kochi, Kolkata, Lucknow, Madurai, Mumbai, Pune, Panaji, Tiruchy and Vizag. Centers may be added or deleted according to feasibility at the sole discretion of CII-IL. The students are required to make their own arrangements to take the exams at the nearest center as registered by them. The exact address of the allotted center will be intimated to the concerned students through the hall ticket.

Program Fee Payment Norms

- **All fees are payable in terms of Indian Rupees, only by Demand Draft drawn in favour of CONFEDERATION OF INDIAN INDUSTRY payable at Chennai.**
- DD can be obtained from any nationalized / private bank.
- Fees once paid are not refundable under any circumstance.
- The first installment fees need to be sent along with the

application for admission; subsequent payments fall due on the first day of the module (semester) as specified above.

- A fine of Rs. 1000 is payable, if the fee is paid within 30 days after the due date
- Beyond 30 days after the due date, no extension of time is permitted for payment of fees and the student will be removed off the rolls and he/she will be presumed to discontinue. If the student wants to continue further, a readmission fee of Rs. 5000 is payable along with all other regular fees applicable, which should be paid in a single installment.

Examination Fees for subsequent appearances

All the program fees include examination fees for the first time appearance for each subject in the exams to be held at the end of each semester during the program period. Subsequent appearances involve payment of examination fees as described below:

- Rs.600 per course (subject) for written exams in India
- Rs.1000 per course (subject) for on-line exams for overseas category students
- Rs.1000 for Project Evaluation in final semester
- Rs.1500 for Project Viva Voce, additional, if opted for Virtual Conferencing mode. No additional fee for viva voce attended in person.
- Exam fee covers dispatch of mark sheets and certificate
- Exam fee payable while registering for the exams during module (semester) end

Fees Concessions

- Serving defense personnel and ex-servicemen are eligible for 20% concession.
- Serving CII employees are eligible for 10% concession
- Fees concessions are applicable for Program Fee, Tuition fee and Administration fee only and not applicable to examination fees.

Admission Procedure

- Candidates seeking admission for CII-IL programs are required to visit our website www.ciilogistics.com and to look for relevant information.
- Application for admission can be downloaded free of cost from our website; duly filled-in application along with enclosures should be sent to our address.
- Enclosures to the Application Form:
 - (Xerox) photocopies of following certificates ;
 - Qualifying Degree / Diploma / Provisional Certificates
 - Marks sheets of the above
 - Experience / service certificate if applicable
 - Photographs : passport size 2 copies and stamp size 1 copy
 - DD for the amount of first / single installment of Program Fee as applicable
- Those seeking admission to PGDSCM should submit Score card of any entrance exam for Management program. Otherwise they have to appear for an entrance exam to be held by CII-IL
- Incomplete applications will be summarily rejected; CII-IL will not assume any responsibility further in those cases
- CII-IL reserves the right to offer admission for all its programs. Any applications can be summarily rejected by CII-L without assigning any reason whatsoever
- If found eligible, the candidate admitted will be sent Admission Letter followed by the ID Card and study materials
- If not found eligible, the Regret Letter will be sent to the candidate; in such cases, either the DD submitted by them will be returned if not realized; or else, the amount paid would be refunded as per norms of our Accounts Department

General Instructions

- The entire course banks on distance mode and to be specific, based on internet and web technology.

- The candidates should furnish the correct and full postal address along with contact phone numbers and working email id. They should check up their email inbox regularly and they should also watch our website for updates on information and guidelines to be released periodically.
- General notifications will be posted on the Student Notice Board in our website. Students are advised to view the Student Notice Board and keep themselves updated on our programs. Such notifications will not be sent to the students individually every time.
- For handling attachments of bigger sizes, students are advised to open their email account with GMAIL.
- All communications will be sent by email id furnished by the candidates and therefore in their own interest, the candidates are required to update the email id given to CII-IL. Hard copies of communications will not be sent to the students unless when it could not be sent by email.
- The study material will be either soft copy in the media of CD or hard copy in print as decided by CII-IL according to feasibility.
- Each student will be allotted a Registration Number which will be unique and valid for the program. This Registration Number should be quoted as reference in all communications sent to us.

Course Completion

Every student is deemed to have completed the course on the last day of last module (semester) applicable. However, beyond this period, every student is given an automatic extension of one more year from that last date, for appearing for the arrear courses. If due to some reason the student is unable to get through all papers, the student will be dropped from our rolls once for all. Subsequently he/she will not be permitted to apply / appear for any examination. If he /she wants to pursue the course further, he /she has to get himself / herself re-registered by paying an additional fee of 50% of the prevailing program fee for one year.

Choice Based Credit System (CBCS)

We adopt CBCS with options to choose from a host of courses enabling the students to select as per their interests and aspirations. Appropriate credits will be awarded according to the combination of courses opted. This will also enable transfer of credits with other national & international institutes of repute.

Options for Switching over / Continuing Education

High flexibility in learning is facilitated under the following terms and conditions.

- Students can switch over to or continue in our higher level programs by adhering to all the norms applicable for the higher level program including payment of additional fees.
- Strictly, there will be no refund of fee under any circumstances.
- Decisions made by CII-IL based on the merits of the case and CII-IL's decision will be final and binding.
- This option is extended by CII-IL as a value addition and this cannot be claimed by the students as a matter of right.

Post Graduate Diploma in Supply Chain Management (in Distance Mode)

(Recognized by Distance Education Council, Government of India.)

Three years Post Graduate Diploma in Supply Chain Management program is spread through six modules (semesters) each comprising of four courses (subjects), except the sixth module exclusively focusing a project work (equivalent to two courses) for hands on experience related to Supply Chain Management.

Eligibility for Admission to PGDSCM

- Graduates / Post Graduates from any stream

Eligibility for Defense Personnel for Admission to PGDSCM

- Commissioned Officers of any branch / corps (or)
- Non-commissioned officers with 10 years of service

Eligibility for Direct Admission to Module 3 of PGDSCM

- MBA with or without any specialization (or)
- Two Year Diploma / PG Diploma in Management (or)
- Graduates with GDMM / PGDLM from IIMM (or)
- Graduates with PG Programs in Materials /Operations Management (or)
- MBA students in final year

Program Fee for PGDSCM

Installment No.	Students Living in India	Students Living Abroad	When Payable
<i>For Students Admitted in Module 1</i>			
Installment 1 of 3	Rs.20,000	Rs. 30,000	On application
Installment 2 of 3	Rs. 20,000	Rs. 30,000	Before commencement of Module 3
Installment 3 of 3	Rs. 20,000	Rs. 30,000	Before the Commencement of Module 5
Total (3 installments)	Rs. 60,000	Rs. 90,000	
<i>For Students Admitted directly in Module 3</i>			
Single Installment	Rs. 30,000	Rs. 45,000	On application

Advanced Diploma in Supply Chain Management

Two Years Advanced Diploma in Supply Chain Management is spread through four Modules (Semesters) each comprising of five courses (Subjects)

Eligibility for admission to Advanced Diploma in SCM

- Diploma Holders from any stream (or)
- Graduates / Post Graduates from any stream
- Third year students of BE /BTech programs

Program Fee for ADSCM

Installment No.	Students Living in India	Students Living Abroad	When Payable
Installment 1 of 2	Rs.20,000	Rs. 30,000	On application
Installment 2 of 2	Rs. 20,000	Rs. 30,000	Before commencement of Module

Diploma in Supply chain Management (in Distance Mode) **(Recognized by Distance Education Council, Government of India)**

One year Diploma in Supply Chain Management Program is spread through two modules, (semesters) each comprising of five courses (subjects).

Eligibility for Admission to Diploma in Supply Chain Management

- Diploma Holders from any stream (or)
- Graduates / Post Graduates from any stream

Program Fee for DSCM

Installment No.	Students Living in India	Students Living Abroad	When Payable
Single Installment	Rs. 30,000	Rs. 45,000	On application

Certificate Programs

(in Distance mode)

(Recognized by Distance Education Council, Government of India)

In the Logistics and Supply Chain discipline, managers need to be trained and developed with specific focus to customer relation. The needs in terms of knowledge level and understanding of concepts would vary across the chain depending upon where you are in the supply chain, whether you are supplier or OEM or distributor or a service provider. It varies even within a firm from marketing to purchasing.

Based on the Industry need, we are offering the following certificate programs:

- Certificate in General Management
- Certificate in Logistics Management
- Certificate in Supply Chain Management
- Advanced Certificate in Supply Chain Management

Eligibility for Admission to Certificate Programs

- 10th standard with 2 years experience (or)
- 12th standard passed (or)
- Diploma Holders (or)
- Final Year UG students
- Graduates from any stream

Eligibility for Defense Personnel for Admission to Certificate Programs

- Ex-servicemen who are eligible to apply for class C posts of Govt. of India (or)
- Non-commissioned officers with 10 years of service (or)
- Commissioned Officers of any branch / corps

Eligibility for Admission to Advanced Certificate Programs

- 12th Standard with 2 years experience (or)
- Final Year UG students
- Graduates / Post graduates

Program Fees Structure for Certificate Programs of six months duration

Program fee for each Certificate: **Rs. 12,000** for students from India and **Rs.18,000** for students from abroad, payable along with the application. This fee includes first time examination fee.

Learner Facilitation & Resources Centers

For the benefit of students, a few Learner Facilitation and Resources Centers are being authorized at selected locations. All academic and administrative assistance will be facilitated /coordinated through these centers.

For Further Details, Please Contact:

CII Institute of Logistics

Confederation of Indian Industry

New No. 33, Velachery Main Road, Near Guru Nanak College
Velachery, Chennai – 600 042 Phone : 91-44-4292 8903 / 4292 8900
Fax 91-44-2255 1341 Email : m.kamakshi@cii.in; s.ramani@cii.in
Website : www.cii logistics.com Mobile : **M Kamakshi 98409 08953**