

STUDENTS - FAQs

→ **What is the full name of the Post Graduate course?**

The full name of the course is **Post Graduate Diploma in Personnel Management (PGDPM)**.

→ **What is NIPM?**

NIPM is considered as the expert body in the vital area of management of Human Resources. NIPM has been conducting this academic course and conferring Post Graduate Diploma in Personnel Management (PGDPM) since 1978.

→ **Is NIPM a recognized Institute for conducting the course?**

NIPM is recognized by Government of India and the State Governments of Kerala, Andhra Pradesh, Rajasthan, Bihar, Tamil Nadu, Punjab, Goa, Orissa and West Bengal.

→ **Is the PGDPM course recognized?**

The PGDPM Course is recognized by the Universities of Andhra, Bihar and Kerala as equivalent to Master Degree.

→ **Who regulates the functions related to the conduction of PGDPM course?**

Board of Studies regulates the functions related to the conduction of PGDPM course.

→ **Who and how the semester examinations are conducted?**

Semester examinations are conducted under the stringent supervision and control of the Institute.

→ **Where the contact classes are held?**

Contact classes are held in different locations of the Chapter premises.

→ **What about the study materials?**

The study materials will be provided to the students free of cost.

→ **What are the eligibility criteria for the PGDPM course?**

Candidates should be at least a graduate from a recognized University or its equivalent with a minimum of 50% marks in the degree examination. The professionally qualified as Chartered/Costs/CS/ Management Accounts will also be eligible for the course.

→ **What is the required work experience?**

The candidate having 3 years of working experience in HR or 5 years of working experience in the industry.

→ **Where do I get the prospectus?**

Prospectus along with the application is available from the National Office by sending a demand draft for Rs.550/- drawn in favor of National Institute of Personnel Management-DPM Trust payable at Kolkata. The prospectus is also available from the center of National Office against the payment of Rs.500/- by cash.

→ **What is the duration of the course?**

The duration of the course is two years.

→ **What is a course fee?**

Total course fee for two years is Rs. 30,000/- one-time payment if paid along with the Application form. The course fee is payable in two installments, 15,000/- each with six months.

→ **What is the examination fee?**

The examination fee is Rs.400/- for each paper and this is not refundable.

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→ **How the entire course is structured?**

The entire course is divided into four semesters and twelve papers.

→ **What is the duration and total marks for each examination?**

Each of the examinations will be of 100 marks and it will of 3 hours.

→ **When do I have to prepare the RPP?**

After passing all the papers of 1st to 3rd semester the student has to prepare the Research Project Paper which is one of the three subjects in the last semester.

→ **What are the dates of RPP submission?**

The Diploma in Personal Management Examination and submission of the RPP has to be done within the date of last semester examination.

→ **When is the Viva voce test held?**

The viva voce test is held normally in the month of March and September each year.

→ **Where do I get the guidelines for preparation?**

The guidelines for the preparation of RPP are available in the prospectus.

→ **For how many years the registration of the candidate remains valid?**

For five years from the date of issue the registration of the candidate remains valid.

→ **What is the minimum mark to pass in any paper?**

The candidate has to obtain at least 50% for passing any paper.

→ **What is the medium of PGDPM examination?**

Only English is the medium of the examination.

→ **Who decides the examination centers of the PGDPM?**

The Board of Studies decides upon the examination center at the NIPM Chapter offices located in different parts of the country.

→ **Where are the examination held at present?**

At present the examinations are held in Bangalore, Kolkata, Mumbai, Delhi, Chennai and Trivandrum.

→ **What are the months of admission?**

The months of admission are July and January every year.

→ **When is the study materials supplied?**

The study materials are supplied in August and February every year.

→ **When are the semester examinations held?**

In the month of December and June the semester examinations are held.

→ **Which are the last dates of submission of the Application form?**

The last dates of submission of the application are 15th April and 15th October every year.

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→ **When do I have to submit the RPP?**

In the months of January and July the RPP has to be submitted.

→ **When is the Viva voce Test held?**

The Viva and voce test is held in March and October every year.

→ **When do the students get final results?**

The final results are declared in April and November every year.
