

Date: 15-01-2020

To **Dr Sweta Surabhi**,

Congratulations! We are happy to inform that you have been selected to join the Two Year **Full-time AICTE-approved Post Graduate Diploma Programme in Hospital Management (PGDHM)** Batch 15(2020-22) offered by the Administrative Staff College of India (ASCI), Hyderabad

You are requested to kindly ensure the following:

1) Intimate your willingness to join the programme by sending us a letter of acceptance by email to **subodh@asci.org.in** at the earliest.

2) Send a crossed Demand Draft for Rs.**50,000/-** (Rupees Fifty Thousand only) Enrollment Fee in favor of 'Administrative Staff College of India' payable at Hyderabad before **January 22nd 2020**. Please be informed, this amount is the enrollment fee and is a part of the total fees of Rs 5 lakhs tuition fees. You can also pay fees online (Please send the online transaction details to shyamala@asci.org.in).

3) For Day scholars, the second installment of Rs.**2, 00,000/-** (Rs.**1, 50,000/-** first year tuition fee+ Rs. 50,000/- towards catering/food charges) will be due on or before June 30th2020. The third installment of Rs**1,50,000/-** (Rs. **1,50,000/-** part of tuition fee) will be due on or before December 01 2020. The fourth installment of Rs. **1, 80,000/-** (Rs. **1,50,000/-** second year tuition fee + Rs. **30,000/-** towards catering/food charges) will be due on or before July 1st, 2021.

4) For college residents Rs. **2,50,000/-** (Rs. **1,50,000/-** tuition fee + 1,00,000/- towards hostel/catering / food charges) will be due on or before June 30th 2020. The third installment of (Rs **2, 50,000/-**(Rs.**1,50,000/-** part of tuition fee plus Rs.**100,000/-** towards hostel/catering mess charges) will be due on or before December 01-2020. The fourth installment of Rs**2, 00,000/-** (Rs**1, 50,000/-** second year tuition fee + Rs **50,000/-** towards hostel/catering / food charges) will be due on or before July 1st2021.

5) If you wish to avail educational loan facility we will be facilitating that for you by providing letter to the bank.

6) It may kindly be noted that payments have to be made either online or by demand draft and in favor of 'Administrative Staff College of India' payable at Hyderabad.

Note: The admission offer is subject to submission of valid qualifying examination score before April 30th 2020. The course will commence on the first week of July 2020.

We wish you the very best and look forward to receiving you as an integral part of the ASCI-PGDHM Programme.

With best Regards



DrSubodhKandamuthan