



Approved Training Partner of



Application Number

**POST GRADUATE
DIPLOMA IN INTERNATIONAL LOGISTICS**

Student Application Form (PGDIL)

Please affix your
Passport size photo in
FORMAL DRESS

- Name of Student Nationality.....
- Age Date of Birth Male Female
- Aadhar Card Number
- Driving License Passport
- Student Address
- Student Mobile Number..... Email-ID.....
- Parent Name..... Occupation
- Parent Mobile Number..... Email-ID.....
- Education Details

Level	College Name / Institution name	University	Year	Pass %
UG/PG				
Professional:				

- Any Work Experience - Yes No Where.....Since.....
- Is there any other details you would like to share.....

Declaration

I hereby declare that the above details provided by me are true and accurate to the best of my knowledge. If there is an omission, commission, suppression, distortion or false information from my side, then I am aware of the fact that it will lead to my expulsion from BSLs and that I will not be entitled to any refunds of fees in full or pro-rata. Consequently, I would also be liable to make good the loss, that may be caused to BSLs due to the false information furnished by me. I also agree that I would lose all my rights and claims consequently whatsoever as a student of BSLs.

Applicants Signature

Date

For BSLs Office use	
Received Application No _____ from Mr. /Ms _____	
Bank Details of Cheque/DD _____ Rs _____	
Allotted Registration Number _____	Authorized Signatory



Rules & Regulations and Terms for Admission into the Diploma in International Logistics

- 1. Business School of Logistics and Shipping** (*hereinafter referred to as BSLs*) is an autonomous education enterprise offering short term diploma course in Logistics and its related fields. A person aspiring to pursue for the award of this Diploma offered by **BSLS**, hereinafter shall be referred as an '*applicant*'.
- 2. BSLs** offers its own diploma in international logistics, for a duration of 3 months through class-room *and/or* online sessions at **BSLS** premises *and/or* through online teaching modes respectively, to an aspiring applicant, who must attend & complete the required percentage of attendance as outlined in Point # 8. As a partial fulfillment for the award of the Diploma by **BSLS** an applicant must also complete a 3 month unpaid-internship as outlined in Point #9.
- 3.** An applicant must be a graduate to apply for this course. An applicant may be considered, for admission only after the approval of the Academic-Governing Council of **BSLS**. The Academic-Governing Council reserves the rights of accepting or rejecting an application of any applicant without assigning any reasons thereof.
- 4.** By signing this application, an applicant confirms to have accepted and states expressly, to abide by the rules & regulations and terms stated herein. Upon payment of the course fee in full, an applicant is said to have become a registered-student.
- 5.** A registered student is deemed to have enrolled with **BSLS** for the entire duration of course as mentioned in Point # 2 in a single continuous-term. For whatsoever reason, if a student discontinues the course, **BSLS** will not refund the course fee, in full or *pro-rata*. No refund of fees or adjustment *thereof*, in any form will be done by **BSLS** under any circumstances. When a student wishes to re-join the discontinued course, he/she has to again pay a full course-fees existing then.
- 6.** The syllabus of the course shall be completed according to the **BSLS** schedule of timetable. A student must participate in all the learning activities, which includes submission of online written-assignment-report as per the stipulated deadlines and passing in the continuous-assessment-test and final-assessment-test, for **BSLS** to consider awarding of the diploma.
- 7. Assessment** – A student has to secure a combined score of 50 percent, aggregated over the written-assignment-report, continuous-assessment-test & final-assessment-test of each prescribed syllabus paper, and also complete his three-month unpaid internship, for **BSLS** to consider awarding of the diploma. A student has to abide to the date/time fixed by **BSLS** for the continuous-assessment-test & final-assessment-test. Medical certificate needs to be produced, if a student is unable to write/attend any test due to medical reasons on the designated date/time fixed by **BSLS**. In such medical cases a revised date/time will be given for writing/attending the tests. In the event of a non-medical grounds or any other reason thereof, if a student is unable to write/attend a test on the date/time fixed by **BSLS**, he/she can request for a revised date/time for an individual test writing/attending, by paying Rs 1000/-per paper. If a student does not appear for the test on the revised date/time fixed for individual test writing, he/she has to pay Rs 5000/- per paper for another date. If a student fails in any paper, he/she has to reappear for test by paying Rs 1000/- The student has to agree for the date/time fixed for by **BSLS** for such test again. If a student fails in the re-test, then he/she has to appear again for the test in the subsequent batch by paying Rs 5000/- as test fees.
- 8. Attendance** – A student must have 90 percent mandatory-attendance-required, to qualify to write the final-assessment-test of the course, for **BSLS** to consider awarding of the diploma. When a student is unable to attend classes due to medical reasons, a medical certificate needs to be produced from a qualified medical practitioner. Based on the medical certificate the attendance will be relaxed, not exceeding 10 percent of the mandatory-attendance-required stated here. If the attendance percentage is below 85 but above 70, then a student has to complete the mandatory-attendance-required hours by attending classes in the subsequent batches to qualify for writing the final-assessment-test. If attendance percentage is less than 70, **BSLS** will not award the diploma to the student and **BSLS** mandates such student to again apply & attend the whole course, by paying full course fee existing then.
- 9. Internship** – As Partial fulfillment and as aforesaid in Point # 2, every student has to do a 3-month *unpaid* internship after he/she satisfies the condition laid out in Point # 7 & 8. **BSLS** will arrange only one internship opportunity for a student, in any company of its discretion and a student has to go for the internship, no later than 7 working days after completing the class-room/online-session training, failing which the student has to find an internship by themselves. Once the class-room/online-training is completed and when student joins as an intern, the relationship between the student and **BSLS** ceases and the same thereafter is regulated by the terms of contract/agreement between prospective-intern and company, where the student joins for the internship. When a student completes his/her internship successfully in a single continuous term of 3 month, then the student has to obtain a letter from the company certifying that he/she has completed the internship of three-month period, after which alone **BSLS** to consider awarding of the diploma. If student discontinues internship before a three-month period for whatsoever reason, **BSLS** will not arrange for another internship.
- 10.** The agreement, responsibility and obligation of **BSLS** ceases immediately after the three-month class-room/online-session is completed by **BSLS** and it is considered that **BSLS** has discharged its duties fulfilling all the terms *stated herein* with the registered student. It is now the responsibility of the student to complete his internship and obtain the internship-completion-certificate from the Company in order for **BSLS** to award the diploma to the registered student. Once this process is done and completed, the legal relationship between **BSLS** and the registered student ceases to exist.
- 11.** Course materials in the form of hand-outs, files, case-studies and audio-visuals, given to the students are the intellectual property of **BSLS**, to be used only for academic and study purpose. The students should not circulate this, in print, electronic or social media, to anyone or use this for any unlawful purpose. A student will be legally sued, if he/she uses or is found using, any of these properties stated herein, detrimental to the interest of **BSLS**.
- 12.** A student should bear all the financial cost, if he/she causes any damage, occurring as a result of his/her negligence or willful misconduct to the property, equipment, teaching equipment and study materials of **BSLS** or any related organization where a student is sent by **BSLS** for training purposes.
- 13.** Use of Mobile phones or cameras are prohibited in the **BSLS** class-room or online-sessions for recording any portion of the LIVE Trainings or Presentations.
- 14.** Any misbehavior in form of an act of assault, ragging, intimidation, coercion, interference, racist comments, sexual misconduct (*in action or verbal comments*) with fellow students or staff of **BSLS**, will result in criminal action as per law. Under such circumstance a student will be expelled immediately from the course and there will no refund of fees in *full or pro-rata*.
- 15.** Students should take care of their belongings in the class room. **BSLS** will not be responsible for any loss of such belongings carried by student or left behind at **BSLS**.
- 16.** Use of tobacco or drugs by students in **BSLS** is prohibited and shall lead to legal action & immediate expulsion from the course with no refund of fees in *full or pro-rata*.
- 17.** Dress code for Male-students is business-formals with formal shoes. Lady-students may wear formals or neat ethnic attire. Torn Jeans and Slipper are not allowed.
- 18.** Students should not hold any political or religious meeting/activity at the **BSLS** premises or hold any demonstration or protest against **BSLS** for whatsoever reason.
- 19.** These rules & regulation and terms together with the website-disclaimer and course-specific terms & conditions are the entire agreement between **BSLS** & the Applicant. The applicant is aware that any agreement outside the scope of the above rules & regulation and terms (written or verbal) is not binding on **BSLS** at any time. An Applicant confirms that he/she has not relied on any other representations in entering into these and any other terms and conditions with us
- 20.** **BSLS** is not be liable to any applicant/registered student for any breach of its obligations or termination under these rules & regulation and terms arising from causes beyond its reasonable control due to fires, floods, earthquakes, and other Acts of God, terrorism, riots, strikes, delay caused by transport systems, pandemics, epidemics, lockdowns, curfew and Government rules & restrictions.
- 21.** In all matters pertaining to the functioning of **BSLS**, and the rules & regulation and terms, the decision of the **BSLS** shall be final and binding on all the registered students.
- 22.** All the disputes arising out of the above rules & regulations and terms will be subject to the exclusive jurisdiction of Courts in Chennai only.
- 23.** I have fully understood the above rules & regulations and terms. I accept to agree and abide by all the terms mentioned herein with my full and free consent.

Date _____

Applicant Full Name

Applicant Signature