

ADMINISTRATIVE STAFF COLLEGE OF INDIA (ASCI), HYDERABAD

Guidelines for Sponsoring Candidates

Post Graduate Diploma in Sustainable Collectives Management (PGD-SCM) – Batch 2026-27

1. Target Audience & Eligible Sectors

Organizations can sponsor internal employees or external candidates to build specialized managerial and leadership capacity in agricultural value chains and sustainable collectives. This program is specifically structured for:

- **Sponsored Employee Graduates:** Working professionals currently employed within collective enterprises, cooperatives, NGOs, producer companies, or promotional agencies who are seeking advanced management competencies.
- **Sponsored Graduates:** Candidates backed and supported directly by Government, Non-Government, Development, or Community-based Organizations.
- **Target Institutional Domains:** Eligible personnel working within Grassroots Enterprises (FPOs, PACS, Dairy Cooperatives), Enabling Institutions (CBBOs, Incubators, SRLMs, NRLM, SFAC, SIDBI, CSR Foundations), or Apex Strategic Bodies (NDDDB, NCDC, NABARD, IFFCO).

2. Candidate Eligibility Requirements

Sponsoring entities must verify that all nominated candidates satisfy the following entry criteria before application submission:

- **Academic Background:** A graduate degree from any recognized discipline. Preferential consideration is given to candidates with qualifications or work experience in Agriculture, Horticulture, Dairy Science/Technology, Veterinary Sciences, Food Sciences/Technology, Science, Engineering, Commerce, Arts, or Social Sciences.
- **Minimum Academic Marks:** A minimum CGPA of 5.00/10.00 or 50% aggregate marks (or equivalent) in graduation.
- **Management Entrance Exam Requirement:** Candidates must hold a valid score from a recognized management entrance exam for the 2026-27 batch, such as CAT, MAT, CMAT, ATMA, GMAT, or XAT.
- **Alternative Route (For candidates without an active test score):** If an otherwise qualified candidate has not yet appeared for a management admission test, they can still fulfill this requirement by appearing for the upcoming **ATMA Test scheduled on July 12, 2026**. Sponsoring organizations must ensure that the candidate completes their online ATMA application **on or before the June 30, 2026 deadline**.
- **Final-Year Candidates:** Final-year students may be sponsored, provided they complete all graduation requirements prior to the commencement of the program in July 2026 and submit formal proof of meeting the minimum eligibility criteria by September 2026.

⚠ Withdrawal & Fee Forfeiture Policy: If a selected candidate fails to meet the minimum eligibility criteria upon verification, they will be required to withdraw from the program. In this event, paid fees will be forfeited unless the Administrative Staff College of India (ASCI) successfully fills the vacant seat via new admissions.

3. Financial Commitments & Fee Structure

Sponsoring organizations assume full financial responsibility for clearing the non-refundable program fees according to the official installment plan:

Fee Component	Amount (INR)	Payment Timeline
Admission Fee	₹50,000	Paid within 7 days of admission confirmation
1st Installment	₹1,00,000	Paid at the beginning of Term I (On or before July 15, 2026)
2nd Installment	₹1,50,000	Paid at the beginning of Term II (On or before January 31, 2027)
3rd Installment	₹1,00,000	Paid at the beginning of Term III
Total Program Fee	₹4,00,000	—

* **Residential Accommodations (Optional):** An additional fee of ₹1,80,000 applies for double-occupancy, non-AC rooms. This fee includes campus catering/food provision and must be paid in parallel with the program fee installments (1st installment due on/before July 15, 2026; 2nd installment due on/before January 31, 2027).

4. Selection Criteria & Component Weightage

Nominated candidates will go through a competitive evaluation process based on the following weighted criteria:

- Common Admission Test Score (CAT / MAT / CMAT / ATMA / GMAT): **40% weightage**
- Graduation Marks (Minimum 50% or 5.00/10.00 CGPA equivalent): **30% weightage**
- SCM Aptitude Test / Group Processes: **15% weightage**
- Admission Interview: **15% weightage**

5. Step-by-Step Admission Process for Sponsors

1. **Online Registration:** Ensure the candidate registers online via the official application link (<https://forms.gle/Wse5Li5impccTxqE7>).

2. **Aptitude Testing:** The candidate must complete the online SCM Aptitude Test following successful registration. (Candidates utilizing the July 12 ATMA route will have their admission provisionally processed pending official test results).
3. **Interview & Group Processes:** Shortlisted nominees will attend an Admission Interview (online or in-person) along with any supplementary group evaluations.
4. **Provisional Offer Confirmation:** Upon selection, a provisional offer letter will be sent via email and post. The sponsor or candidate must pay the ₹50,000 admission fee within 7 days to secure the seat.
5. **Document Verification:** During their campus visit, candidates must present original academic certificates, valid entrance test scores (including the July ATMA scorecard once released), identification documents (Aadhaar Card), and a formal organizational sponsorship letter.

6. Critical Dates & Deadlines (2026-2027 Batch)

- **Program Application Deadline:** June 30, 2026
- **ATMA Application Deadline (Alternative Entry):** June 30, 2026
- **ATMA Exam Date (Alternative Entry):** July 12, 2026
- **Admission Processing Window:** June 15, 2026 – July 15, 2026
- **First Installment Due Date (Fee & Hostel):** On or before July 15, 2026
- **Program Commencement (Induction):** July 20, 2026

Official Contact Information for Sponsors:

Sponsoring organizations should forward online transaction details, formal sponsorship letters, and candidate credentials to the **ASCI Admissions Team** via email at card@asci.org.in or connect directly at **+91 9000147252**.