



Symbiosis Institute of Management Studies

www.sims.edu/realestate

One Year Certificate Programme in Real Estate Management (CPREM)

(9 Month Classroom and 3 Month Internship)

Programme Objective:

To bridge a gap and create gainful employment for fresh graduates in real estate and construction Industry for engineering and non-engineering students. Freshers would get groomed and trained through this course to grab well-paying jobs and entrepreneurial opportunity available within real estate Sector.

Need:

Real Estate industry is an ever growing and one of the top employment generating sector, unfortunately, fresh graduates either struggle or ignore this sector due to many reasons. Some surveys found out that there is a huge gap between fresh talent getting attracted to this sector for employment and recurring need of the sector to hire trained graduates having hands on skill and competency to work in this industry right from the day one.

There is also huge requirement of non-Engineering Students for non-technical positions in the real estate and construction industry i.e. area of Project Management, Business Development, Sales and Marketing, HR, Accounting Finance Supply Chain and Logistics etc.

In addition to employment opportunities, this sector boots maximum number of multi-millionaire entrepreneurs in India who have created niche in this sector like DLF, GMR, and Lohad Group etc.

Programme Highlights

Focus and structure of this entire curriculum is dedicated to real estate business management. Our recent analysis shows that there is a gap between available talent and required manpower in this sector and this Programme will definitely bridge this gap.

Programme offers a good mix of management, administration understanding of an organisation and various business functions.

Students will get specialisation in following areas

- 1) Real Estate Marketing
- 2) Digital Marketing
- 3) Housing Finance
- 4) Real Estate Construction Management
- 5) Real Estate Entrepreneurship

This Programme offers input as per New Real Estate Regulation Bill 2013, which will be now back bone of real estate and construction industry.

Industry Participation

CPREM is one of its kind industry led Programme in India which allow students to learn and interact with real estate and construction companies while studying and they will also get opportunity to get placed during their internship Programme on basis of their performance.

Academic Partnership

Symbiosis Institute of Management Studies (SIMS) has partnered with Institute of Real Estate and Finance (IREF), India's leading e- learning platform in real estate to create India's best real estate management Programme and is supported by real estate Industry across India. SIMS and IREF together will create next generation student managers who will create difference in real estate sector.



Career Opportunities

Real estate industry is one of the fastest and ever growing sector and would grow even faster in coming year due to government's focus on housing and infrastructure. Students completing this Programme would be fully oriented with acquired skills and competencies to enter into entry level management cadres. Lots of established and upcoming real estate and construction companies would be happy to hire these fresh trained graduates, a need for any growing organisation.

One of the greatest advantage for choosing career in real estate industry is local job across India with great opportunity to become entrepreneur in a location of your choice.

Programme Structure

Semester I

Sl No	Modules
1	Real Estate Sales & Marketing (25 Hrs)
2	HRM (20 Hrs)
3	Laws in Construction (25 Hrs)
4	Introduction to Construction Management (20 Hrs)
5	Business Communication 1 (15 Hrs)
6	IT 1(Excel & Advance Excel) (25 Hrs)
7	Basics of Accounting (25Hrs)
8	Real Estate and Home loan Fundamentals (25Hrs)
9	Principles of real Estate business Management (25 Hrs)
10	English language Proficiency (15 Hrs)
11	Current Affairs (10 Hrs)
12	Construction Material & Methods (20 Hrs)
13	Supplementary Subject

Supplementary Training in the following areas

Office, Current Affairs, Enhancement of Self Esteem, English language Proficiency etc.

Semester II

Sl No	Modules
1	Tendering & Contract Management (25 Hrs)
2	Business Development of Project (20 Hrs)
3	Quality & Safety Management (15 Hrs)
4	Construction Maintenance & Facility Management (20 Hrs)
5	Housing Finance (20 Hrs)
6	Construction Equipment & Technology (20 Hrs)
7	Direct & Indirect Taxation (15 Hrs)
8	Customer Service Management (10 Hrs)
9	Real estate Entrepreneurship (10 Hrs)
10	Introduction to Infrastructure Development (10 Hrs)
11	Digital Marketing (15 Hrs)
12	Advance Real Estate Management(20 Hrs)
13	Supplement Courses

Total Hours of Course – 450 Hours

Supplementary Training

Company analysis, How to become good Intern, Leadership and team Building, English Language Proficiency etc.

Internship

Summer Project Presentation

Supplementary Training – On job Training to get hands on experience on respective field.

Admission Process

Programme with a focus on creating real estate professionals (Certificate Programmeme in Real Estate Management)

CPREM Eligibility

Any Graduate from Statutory University and or Students appearing for final year examination MAY 2016 are eligible to apply.

Intake - 60 Students

Session - Winter Session – March 17 & Summer Session - July 17

Important Dates:

Last Form submission date - 21st Feb 2017

Assessment and Interview date – 14th Jan to 25th Feb 2017 every Saturday, 2:00pm to 5:00pm.

Programme commencement dates:

Winter Session - 6th Feb 2017

Summer Session - 15th July 2017

CPREM Admission Process

How to Apply

Application Form can be downloaded as a PDF document from the website without any charge. The applicant will then need to take a print out of the application form and fill in the required details.

Payment of ₹1,000 ((By online payment /by cash / DD) towards course registration fees will be required to be made at the time of submitting the application form.

(There will be no hardcopy of the prospectus available. Application form is available in hard copy at the institute's office.)

1. The applicant is required to download and fill the Application Form to initiate the Admission process for the CPREM course.
2. The applicant is required to submit the filled form along with the Registration Fee Rs 1000/- by Online Payment /Cash or Demand Draft of any Nationalised Bank. The demand draft should be in favour of **Director SIMS**, payable at Pune.
3. No documents are required to be attached along with the Admission form before Interview. However, students are required to keep one set of documents which comprise of their educational qualification, entrance test scores & work experience (if applicable) ready while attending the interview. This shall be required for verification later.
4. The Application Form can be submitted in person at the institute counter or dispatched through courier / speed post to - Symbiosis Institute of Management Studies, Range Hills Road, Khadki, Pune – 411020.
5. In case of any query / assistance required while submitting the form, please contact us on Phone No: 020 - 69339903, 957930844 or e-mail us to pravink@sims.edu

Selection Process

- Submit the Application Form
- Symbiosis Entrance Test /SIMS Individual Interview and assessment
- A Special Questionnaire will be given or an Entrance Examination will be conducted for students who have not appeared for any of the above recognized tests
- Students will be selected on the basis of an Objective Evaluation by the Panel
- **All Personal Interviews and assessment will be held at SIMS campus at Pune from 14th Jan to 25th Feb 2017 every Saturday from 2:00 pm to 5:00 pm by appointment.**

Students are requested to note only after payment of Registration Fees and submission of duly filled hard copy of Application Form for the course you can appear for Personal Interview.

All Personal Interviews will be held at SIMS campus at Pune as per modes chosen by student.

- ↷ Note - Institute reserves the right to add or delete or change the interview dates or interview centre based on filled in applications received for CPREM course. Candidates will be informed accordingly.
- ↷ Note: Students are required to submit the Application Form on or **before 21st Feb** at least one week prior to the date for appearing for the Interview by paying necessary Registration Fees by Online Payment /Cash/Demand Draft.

Admission Confirmation Procedure

After conduct of Personal Interviews, students selected by Interview Panel for admission to CPREM course will be issued selection letter.

Students upon receipt of their selection letter from the institute are required to confirm their admission by completing the following procedure:

Programme Fees

Fees	INR1,38,000 Lakh Plus Inclusive of Service Tax
Registration Fees	INR 1000/- Plus Service Tax
Caution Money	INR 10,000/- Refundable

Admission confirmation & payment of first instalment of fees:

- Students are required to pay total Fees of INR 1, 38,000/- Inclusive Service Tax as applicable and INR 10000 as caution money which will be refundable. For Seat confirmation, they need to pay INR 15000 within one week on result declaration by cash /cheque/DD/NEFT and rest they can pay on or before date of joining of that course.
- Selection letter will be mailed and couriered. Students are requested to check mails regularly for admission information. It is mandatory on the part of students to first pay the fees and then apply to bank for education loan if they so desire. Or alternatively before the stipulated date mentioned in selection letter obtain education loan and pay the necessary fees.
- First instalment of INR 74,000 plus Service Tax as applicable should be paid on or before

30th Sept or in dates informed.

- Second instalment of INR74, 000 plus Service Tax as applicable should be paid on or before 30th Jan or in dates informed.
- For bank loans, all documents will be provided after seat confirmation payment.
- Seat Confirmation payment is non-refundable in case of admission confirmation form SIMS.
- In case of cancellation of admission form SIMS on any technical ground , Fees will be refunded.

Submission of necessary documents as below:

Along with the requisite fees they must submit:

- 1) Two passport size colour photographs.
- 2) Copy of mark-sheet of 10th & 12th.
- 3) Copy of Degree Certificate & All Semester Mark sheets of Qualifying Examination in case of Final Year students Mark Sheets up to 7th Semester and Bonafide Certificate from the College / Institution of having appeared in the Qualifying Examination whose result has not been declared till the date of admission.
- 6) Experience Certificate, if applicable
- 7) Industry sponsorship letter in case of sponsored student.
- 8) Certificate form concern authorities in case of defence personal and their dependents.
- 9) Documents required to be submitted on course commencement
 - a. Certificate for change of name, if applicable.
 - b. Declaration that the student has not taken admission for more than one full time course as format provided by institute.
 - c. Students whose results are awaited are required to submit their final mark sheet & provisional passing certificate on or before 30th Sept. 2016.

Important: It is the responsibility of the candidates to ascertain whether they possess the requisite qualifications for admission.

Examination Fees

Examination and Marks Statement fees per semester will have to be paid separately. INR 600/- plus Service Tax as applicable per semester payable as examination fees including fees for marks statement as per notification issued semester wise.

Fee Payment Option

Demand Draft or Online Banking only.

Net banking/Debit/Credit Card payment through online payment gateway can also be made available. Demand Draft should be favouring “Director SIMS” payable at Pune.

Offline Payment

1. Direct Deposit in Bank Account:

You can deposit registration fees directly account of SIMS. Charges as per bank rules will be charged by bank towards making payment directly in to our account.

2. Demand Draft:

Get a demand draft for INR1000 from any Nationalised Bank in favour of SIMS Symbiosis institute of management studies payable at Pune.

3. Cash:

You can directly pay registration fees of INR 1000 by cash at institute counter.

Education Loan Facility

You may get in touch with the SIMS Programme in Charge of the institute for detailed procedure of the education loan application. However students are requested to first pay the fees at the time of admission without fail.

The SIMS will authenticate the payment details and will send you an email confirming the payment of registration fees. Only after payment of registration fees and submission of duly filled hard copy of application form for the course you can appear for personal interview.

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