

BIMS ADMISSION

When you enrol in any course with BiMS or use any BiMS services (such as the website, online campus, or offline services), you agree to the following terms and conditions. Accessing our courses and/services means you have accepted these terms & conditions.

COURSE REGULATIONS

Course Duration: BiMS PGD courses last six (6) months. Class schedules and exam dates are fixed during this period. The total fees strictly cover services only for this six-month period.

Course Assessment: The PGD courses are assessed via a single MCQ exam of 100 questions.

Number of Exam Attempts: Each student has three (3) chances to pass the exam: an initial attempt and two (2) re-sit opportunities.

Fixed Exam Schedule: All exams are held on fixed dates typically on Fridays and/ Saturdays within the course duration of six months. Exam dates cannot be adjusted for individual students.

Absence Equals "FAIL": Missing an exam counts as a "FAIL". This applies to both the initial and re-sit exams.

Completion Deadline: If a student does not pass within three (3) exam attempts, they cannot complete the course with their batch. If they want to continue, they must enrol in a new batch and pay the full course fee again just as a new student.

Unfair Practices: Using unfair means during exams leads to immediate cancellation of admission. No refund will be provided or no re-sit opportunities will be allowed.

FEES

No Refund or Transfer: Course fees are non-refundable and cannot be transferred to another student.

Batch Transfer Restriction: Students must complete the course with their assigned batch. Switching to another batch requires re-admission and full fee payment.

Admission Fee: A 50% admission fee (first instalment) is required to secure a seat in a batch.

Second Instalment Fee: The second instalment is payable within three (3) months of admission. Failure to pay the second instalment results in cancellation of enrolment, loss of online campus access, and ineligibility for exams. All payments are non-refundable, even if the student does not attend the online classes and/or exams.

CERTIFICATIONS

Certificate Design: Sample certificates are shown on the website. The final design may differ due to updates or changes in global accreditation partnerships.

Types of Certificates: Students receive both digital and hardcopy certificates. Digital certificates require an active email address, while hardcopy certificates must be collected in person by visiting BiMS.

Collection Deadline: Hard-copy certificates must be collected within one (1) month after the course ends. Unclaimed certificates are destroyed after this period.

Digital Certificates Platform: Digital certificates are issued through a secured and cloud software provider. BiMS is not responsible for issues related to the cloud platform.

Lost Certificates: Lost hardcopy certificates are not reissued. The students themselves can download digital certificates from the third-party platform at no additional cost.

OTHER CONDITIONS

Change in Class / Exam Schedule: If required, BiMS reserves the right to change exam dates and the online class schedule. Updated schedules, including changes in exam dates or times, will be communicated to students through website and/ online campus.

Communication: Students must provide accurate contact information during enrolment. However, it is their responsibility to check BiMS website and online campus for information about changes on exams and class schedules.

No Liability: BiMS is not responsible for any issues arising from the use of its online platform or any of its services unless mandated by local law.

Copyright: BiMS owns all digital and printed materials, exams, videos, and resources. Sharing these resources is prohibited and may result in legal action.