

PANJAB UNIVERSITY, CHANDIGARH

***INSTRUCTIONS FOR ADMISSION TO
VARIOUS COURSES
SESSION 2024-25***



PANJAB UNIVERSITY CHANDIGARH

<p>From:-</p> <p>The Asstt. Registrar (R&S), Panjab University, Administrative Office, Dewan Anand Kumar Hall, Chandigarh-160014.</p>	<p>To,</p> <ol style="list-style-type: none">1. The Principals of all the affiliated Colleges.2. The Chairpersons of all the Teaching Departments, P.U. Chandigarh3. The Chairperson, Department of Evening Studies, P.U., Chandigarh4. The Chairperson, University School of Open Learning, P.U. Chandigarh.5. The Directors of all Regional Centres, P.U.6. The Dean, College Development Council P.U., Chandigarh.
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No. 531/R&S

Dated: 24.05.2024

By e-mail

INSTRUCTIONS ADMISSION TO VARIOUS COURSES DURING THE SESSION 2024-25.

Respected Sir/Madam,

I am enclosing herewith a copy of Instructions for admission to various courses during the session 2024-25. All admissions are required to be made online/offline by the Colleges/Departments strictly in accordance with the Regulations/Rules contained in latest University Calendars/Guidelines/any other Instructions which have been issued/may be issued by the University, from time to time, for the respective Courses/Examinations. The enclosed Instructions in particular should be adhered to while making admission for the session 2024-25. After admission, the Registration Returns are to be sent in computerized form and it should be prepared as per instructions contained in item No.21 at Page No.21 to 24 of the enclosed instructions for admission to various Courses. **The Registration Returns shall not be accepted without affiliation of Colleges/classes/courses/subjects.**

It is further advised that the Registration fee, Enrolment fee, Migration fee, Continuation fee and Affiliation fee etc. to be deposited in the University Account as per the instructions issued by the Colleges Branch.

Encls: -As above.

Yours faithfully,
Sd/-
Assistant Registrar(R&S)

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PANJAB UNIVERSITY, CHANDIGARH

INSTRUCTIONS FOR ADMISSION TO VARIOUS COURSES (SESSION 2024-2025)

1. **GENERAL INFORMATION:-**

- (i) The candidates be admitted strictly in accordance with the Regulations/Rules contained in the latest University Calendars/Guidelines/any other Instructions which have been issued/may be issued by the University from time to time for the respective courses/examinations and in order of merit. The instructions given in these guidelines should in particular be adhered to while making admission for the Session 2024-25. The list of all such candidates selected for admission/waiting-list be displayed on the Notice Board/Website of the respective College, wherever applicable.
- (ii) The admission forms should have separate columns for Father's and Mother's names. The name of mother and father should be mentioned in all records. However, in case some students do not wish to declare the name of both the parents (either of mother or father) they may not be insisted upon and no one be denied admission on this ground. The admission forms should also have option for Other under Gender column.
- (iii) Where the number of seats are fixed, the total number of students admitted to a particular class must not exceed the number of seats sanctioned by the University.
- (iv) The admission be made according to the schedule of dates approved by the University and circulated by the Deputy Registrar (Colleges) from time to time.
- (v) When an admission notice is given in the Newspapers/Website by the respective College, it should be clearly mentioned therein that the candidates coming from other Universities/Boards/Councils/Bodies must submit their qualifying examination Certificates, in original, at the time of admission. Lower pass examination certificate, Migration Certificate etc. be submitted in the University Office for Under Graduate & Post Graduate courses of **affiliated/constituent colleges latest by 10.09.2024** and for Under Graduate & Post Graduate Courses of **Teaching Departments / Regional Centres latest by 04.09.2024**.
- (vi) For admission, fraction of marks less than the requisite percentage would not be rounded off to the advantage of the candidates, i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40% and 50% etc. respectively.
- (vii) Permission of the Hon'ble Vice-Chancellor is mandatory for admission after the expiry of the last date. However, the candidates be admitted provisionally at their own risk and responsibility, subject to approval of the late admission by the Hon'ble Vice-Chancellor and conveyed to concerned College/Department by the University.
- (viii) A student whose result of +2 examination in February/March conducted by a School Board is published late in the year of admission he/she may be admitted without late fee within 15 working days of the declaration of the result, and his/her attendance shall be counted from the date of admission. This would be applicable to an Open School Board also. (**See Rule 10 at Page No. 363 of P.U. Calendar Volume-III, 2019.**)

In the case of Panjab University students who have already appeared in any of its examination and the result is declared late for one or the other reason, the admission cannot be said to be a case of fresh admission. They are already midway of the class.

In these cases, admissions to the next class/course may be allowed within 10 working days, from the date of dispatch of result, without charging any late fee.

- (ix) To ensure transparency and credibility in their admission procedure, Universities and Institutions of higher education need to make liberal use of notice board, print media, electronic media, website etc. to declare their admission procedure. Therefore, to make admission process more transparent, the Colleges should display fee-structure, merit-list etc. on their notice boards as well as upload the same on their College website.
- (x) Following admission, University and College authorities should take proactive action to communicate to newly admitted SC, ST, OBC, minorities students and students from low income families (regardless of the level of their course), the availability of tuition-waiver, free-ships, loan and scholarship available to these categories.
- (xi) The College(s) Prospectus should contain all the information in respect of different scholarships, in detail, offered by the Panjab University to its affiliated Colleges. The Colleges should display total number of Scholarship Scheme(s) on their notice boards.
- (xii) Those Colleges who are already having Post-Graduate courses/Masters' Degree programme, they can offer 4th Year Hons. Degree programme. Those Colleges who are already having approved research centre or at least two (2) permanent Ph.D. Teachers approved as Research Supervisor/guides, they can also offer 4th Year Hons. Degree Programme with research. However, in other cases, the colleges will offer 4th year Hons. Degree Programme & 4th Year Hons. Degree programme with Research, subject to condition, after getting appropriate approval from the Panjab University, Chandigarh only.
- (xiii) While choosing a subject under Multi-Disciplinary Courses (MDC), students will have to keep in their minds; the following two restrictions, which are mentioned in UGC's document (see page 21, 5.1.3).
 - (a) The student must not have studied that course in 10+2 level.
 - (b) The student must not have taken that course as a core subject (major/minor).

2. **GENERAL CONDITIONS REGARDING ELIGIBILITY:** -

- (i) It must be ensured that the examination passed by a candidate on the basis of which he/she is seeking admission to the next higher class in the College stands recognized by the Panjab University. For this purpose, the Equivalency Booklet printed in the year 1999, be consulted along with the Consolidated Supplementary List, 2004 to 2007 already sent to all the Colleges by the General Branch. However, if any College does not have the printed Equivalency Booklet, 1999, the same may be obtained from the Printing Store of the University on payment of prescribed cost.
- (ii) Only eligible candidates be admitted to the course concerned. Responsibility for making wrong admission or allowing wrong combination of subjects to a student shall lie entirely with the College/Department authorities.
- (iii) All Foreign/NRI Students shall obtain **Eligibility Certificate** from the Deputy Registrar (General), Panjab University in all cases and the admission of the Foreign/NRI students to College/Teaching Departments would be governed by the Guidelines issued by the Dean, International Students. After obtaining the Eligibility Certificate, the candidate should submit the same, in original, to College/Department where he/she is seeking admission. **The eligibility form should be accompanied by a forwarding letter from the Principal of the College/Chairperson of the Teaching Department indicating the reason for denying the admission to the candidate.**

- (iv) An affidavit in duplicate from each candidate having gap year seeking admission to the College/Department to the effect that he/she was not disqualified by any Board/Body/Council/University and he/she was not already registered with the Panjab University (wherever applicable), must be obtained by the concerned College/Department before allowing admission. In case the candidate was disqualified, the period of disqualification and the activities in which the candidate was involved during the period of disqualification, should be indicated by the candidate in the said affidavit. A copy of the affidavit be sent to the University (R&S Branch) along with Registration Return. No candidate be admitted under any circumstances during the disqualification period.

In case of re-admission after a long spell, the candidate must quote his/her old Registration Number/PUPIN of the Panjab University.

- (v) The candidate who is admitted in first/third/fifth semester will be allowed to be promoted to second/fourth/sixth semester respectively. The candidate must fill the Examination form of 2nd or 4th Semester or 6th semester, as the case may be. However, for promotion from second to third or from fourth to fifth semester the candidate will have to clear 50% of the total credits till that semester. It is further clarified that for calculating 50% fraction, like, 2.5, 3.5 or 4.5 will be considered as 3, 4 or 5 respectively.
- (vi) The candidates, who got admission in 1st Semester in a College and after completing the 1st Semester, could not get the admission in 2nd Semester due to one or other reason, are being allowed admission in the 2nd Semester next year with the condition that the candidate must have attended the classes/appeared in examination in the College in 1st Semester, this provision/facility be extended to the candidates of 3rd and 5th Semester as well. Such a facility be extended to Post-Graduate students also. To overcome this problem, few admission dates for 2nd semester should also be allotted in January **i.e. one week after the Winter Break as per P.U. Academic Calendar, 2024-25 (As per Syndicate Para 49 dated 01.05.2016).**
- (vii) The Hon'ble Vice-Chancellor has allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (**Vide Circular No. Misc./A-6/3295 dated 06-04-2018.**)
- (viii) The students who are not domiciled in Punjab and have not passed Punjabi upto class 10th/12th can opt History & Culture of Punjab in place of Punjabi (Compulsory).
- (ix) After the 12th examination are over, the affiliated Colleges be allowed to enroll/register the students provisionally and thereafter make admissions in accordance with the merit list prepared of the enrolled/registered candidates by the date(s) stipulated by the University (**vide Paragraph 6, Minutes of the meeting of the Syndicate dated 25.03.2023.**)

3. RESERVATION OF SEATS/FEE CONCESSION: -

The reservation of seats shall be governed by the Regulation 29.1 and 29.2 given at Page No.169 in Panjab University Calendar Volume-I, 2022 and any intimation sent by the Deputy Registrar (Colleges).

However, it is clarified that the reservation of seats/fee concession is not available in the case of candidates who are seeking admission to the next higher class on the basis of having earned compartment in +2 examinations i.e. in the subject of compartment.

The affiliated Colleges situated in the territorial jurisdiction of U.T. Administration, Chandigarh shall follow the reservation policy of U.T. Administration, Chandigarh for the various categories whereas the affiliated Colleges situated in the State of Punjab shall follow the reservation policy of Government of Punjab.

Relaxation of % of marks for the purpose of determining eligibility for various categories viz. SC/ST/OBC (non-creamy Layer)/BC/Differently abled candidates shall be given as per the guidelines of the respective Governments.

(i) **Wards of Kashmiri Migrants and Kashmiri Pandits/Kashmiri Hindu Families (Non-Migrants living in Kashmiri Valley).**

- a) Relaxation in cut-off percentage upto 10% subject to minimum eligibility requirements.
- b) Increase in intake capacity upto 5% course-wise.
- c) Reservation of at least one seat in merit quota in technical/professional institutions.
- d) Waiving off domicile requirements. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024 (Already circulated by the Colleges Branch).**

The benefit of additional seats under the aforesaid categories **will not** be admissible to the students seeking admission in the courses falling under regulatory agencies such as **MCI, DCI, BCI and NCTE.**

(ii) **Wards of martyrs/permanent disabled of Kargil war.**

- I. Concession be given for admission to various courses in Educational Institutions for those wards of martyrs/permanent disabled (up to 80% leading to incapacitation) of Kargil war who have a valid certificate from the Ministry of Defence to this effect and the same be entered in the Pension Book of the family:-
 - a. 1% seats with minimum of 1 seat in the Departments and affiliated Colleges; (except in partially financed/self-financing courses.)
 - b. Exemption in fee.
 - c. Exemption in hostel fee. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024 (Already circulated by the Colleges Branch).**

(iii) **Additional seats for One Girl child out of only Two Girl Children and patients of Cancer/AIDS/Thalassemia.**

- a) TWO additional seats, per unit, per course, for a Single Girl Child or One Girl Child out of only Two Girl Children, subject to maximum limit of four.
- b) One additional seat each for the student suffers from Cancer/AIDS/Thalassemia. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024 (Already circulated by the Colleges Branch).**

(iv) **Victims of 1984 riots of Punjab.**

- i) Free education to children of persons killed in November, 1984 riots and terrorist violence in Punjab State. **{Approved vide Syndicate Para 5 (Statement 'A') dated 25.04.1987}.**
- ii) That grand-sons and grand-daughters be excluded from the provision made in Syndicate decision dated 18.10.2015, with regard to admission for sons/grand-sons/daughters/grand-daughters/husband/wife/brothers/sisters of persons killed/incapacitated in November, 1984 riot and of persons killed/incapacitated in terrorist violence in Punjab & Chandigarh w.e.f. the Session 2018-19. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024 (Already circulated by the Colleges Branch).**

(v) **Additional seats for Border area and Rural area students:**

- a) Two seats for the candidates belonging to rural areas should have passed the 10th and 12th class examination from the rural area to become eligible for additional seats meant for rural area students.
- b) One seat for the candidates belonging to border areas should have passed the 10th class examination from a school situated in border area and the 12th from a school situated in any other area to become eligible for additional seats meant for border area student. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024(Already circulated by the Colleges Branch).**

(vi) **One Additional seat for Transgender Students:**

One additional seat be created for the transgender students from the session 2024-25 onwards in each course in the Panjab University Teaching Departments, Panjab University Regional Centres, Panjab University Constituent Colleges and the Colleges affiliated to the University, subject to the following eligibility conditions, provided the concerned Regulatory Body Permits.

1. The candidate seeking admission is otherwise eligible as per Panjab University Rules.
2. The claimant candidate will have to submit a validated Transgender Certificate from the Ministry of Social Justice and Empowerment or Certificate of Identity as well as Identity Card issued by the District Magistrate as per the prescribed format given under 'The Transgender Persons (Protection of Rights) Rules, 2020 read with the Transgender Persons (Protection of Rights) Act, 2019. **As per Circular No.Misc./A-1/1327-1627 dated 20.02.2024. (Already circulated by the Colleges Branch).**

(vii) **Blind students who join a regular degree / Post-graduate degree courses at the Panjab University (Campus/Departments) would be allowed exemption from payment of tuition fee & would be provided free accommodation in the University Hostels. {Approved vide Syndicate Para (iv) meeting held on 19.08.1996}.**

The free education to the completely blind student belonging to below poverty line, as described by the relevant Government notification/s, in any course in the University and its affiliated Colleges, subject to the students being otherwise eligible and on merit, but the candidate has to submit an affidavit to this effect issued by the competent authority. Even the free hostel accommodation may also be considered, if required by the students, but he/she will have to pay the mess charges, which are already subsidized. A limited number of course books (one per paper) may also be considered which would be returnable after the completion of the course. **(Syndicate Para-1 dated 18.04.2009).**

4. ADMISSION TO B.C.A./B.C.A (HONS.)/B.C.A.(HONS.) WITH RESEARCH FOUR YEAR (EIGHT SEMESTER) UNDER NEP-2020:

4.1 A person who has passed one of the following examinations shall be eligible to join the First Year class of B.C.A./B.C.A (Hons.) course:

- i. +2 examination in any discipline with at least 50% marks and passed Mathematics as one of the subject at Matriculation level;

OR

- ii. Any other examination recognized by the Syndicate as equivalent to (i) above.

shall be eligible to join B.C.A./B.C.A (Hons.) 1st Semester provisionally subject to his/her qualifying the deficient subject of English from the parent Board/Body/Council/University in **two consecutive chance in the Supplementary Examination held in July/August, subsequent to his/her admission**, failing which his/her admission to B.C.A./B.C.A (Hons.)1st Semester and the result for the examination shall automatically stand cancelled.

iii. Subject to the reservation made by the University, the admission shall be on merit.

Note: 5% weightage will be given for subject of Mathematics/ Statistics or equivalent to the candidate who studied the subject at 10+2 level at the time of admission in B.C.A./B.C.A (Hons.)1st semester.

4.2 A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.C.A./B.C.A (Hons.)/ BCA (Honours with Research) course provided he fulfils the following conditions:-

- i. He/She should have been placed in compartment in one subject only;
- ii. He/she should have obtained at least 20% marks in the subject in which he had been placed in compartment; and
- iii. He/she should have obtained the requisite percentage of marks in aggregate of the examination (subjects) as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in **one consecutive chance** subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

Provided that:-

A candidate joining the B.C.A./B.C.A (Hons.)First Semester should have obtained at least 50% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment, Theory & Practical/s taken together) taken up by him/her at the +2 examination.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.C.A./B.C.A (Hons.) 1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice- Chancellor, provided the seat(s) is/are available.

5. ADMISSION TO B.B.A./B.B.A (HONS.)/B.B.A.(HONS.) WITH RESEARCH FOUR YEAR (EIGHT SEMESTER) UNDER NEP-2020:

5.1 Admission to the first semester of BBA/BBA (Hons.) Degree course shall be open to a person who has passed one of the following examinations conducted by a recognized Board/Council/University:

- (i) +2 examination securing at least 50% marks in aggregate;
- (ii) Any other examination recognized by the University as equivalent to (i) as given above with requisite percentage of marks.

Provided that a candidate seeking admission to the first year of BBA/BBA (Hons.) should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/ Universities in India, the admission of the candidate shall be provisional and will be confirmed only after a candidate has cleared the subject of English as a deficient subject from the parent Board/Body/Council/ University in **two consecutive chances subsequent to the admission**. In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him subsequent to the date of the admission, provisional admission of the candidate to the course shall stand cancelled.

Provided further that:

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Bodies/Councils/University in India shall be eligible to seek admission to the First Year of BBA/BBA (Hons.) Course, provided the candidate fulfils the following conditions:

- (i) should have been placed in compartment in one subject only;
- (ii) should have obtained at least 20% marks in the subject in which the candidate had been placed in compartment; and
- (iii) should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in **one consecutive chance** subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

5.2 Subject to the reservation made by the University, the admission shall be on merit. The merit for this purpose shall be determined on the basis of the score of a candidate to be computed as follows:

- (i) Percentage of marks in the qualifying examination;

Explanation: In case of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed in Compartment.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.B.A. 1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available.

- 5.3 The affiliated Colleges situated in the territorial jurisdiction of U.T. Administration, Chandigarh shall follow the reservation policy of U.T. Administration, Chandigarh for the various categories whereas the affiliated Colleges situated in the State of Punjab shall follow the reservation policy of Government of Punjab.

Relaxation of % of marks for the purpose of determining eligibility for various categories viz. SC/ST/OBC (non-creamy Layer)/BC/Differently abled candidates shall be given as per the guidelines of the respective Governments.

6. ADMISSION TO B.SC./B.SC. (HONS.)/B.SC.(HONS.) WITH RESEARCH FOUR YEAR (EIGHT SEMESTER) UNDER NEP-2020:

- 6.1 A student who has passed the following examination with pass in English as one of the subjects shall be eligible to join in the 1st Semester of B.Sc./B.Sc. (Honours) degree course in a College affiliated to Panjab University. However, a person who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join B.Sc. (Hons.)1st Semester provisionally, subject to his/her qualifying **the deficient subject of English from the parent Board/Body/Council/University in two consecutive chance in the Supplementary Examination held in July/August, subsequent to his/her admission, failing which his/her admission to B.Sc.1st Semester and the result for the examination shall automatically stand cancelled.** The basic requirement for admission to B.Sc./ B.Sc. (Hons.) 1st year programme is as follows:

The +2 examination of a recognised University/Board/Council; OR any other examination recognised by the University as equivalent.

Provided that –

- (i) a person joining the B.Sc./B.Sc. (Hons.) course must have obtained at least 35 per cent marks in the aggregate of the qualifying examination and has studied Science subjects **as per Annexure-I.**
 - (ii) The details of teaching hours, marks and credits allocated to each course (Theory and Practicals) are given in respective Syllabi.
- 6.2. A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.Sc. /B.Sc. (Hons.) course provided he fulfils the following conditions:-
- (i) He/She should have been placed in compartment in one subject only;
 - (ii) He/She should have obtained at least 20% marks in the subject in which he had been placed in compartment; and
 - (iii) He/She should have obtained the requisite percentage of marks in aggregate of the examination (subjects) as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in **one consecutive chance** subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying

examination, the provisional admission of the candidate to the course shall stand cancelled.

Provided that:-

A candidate joining the B.Sc. /B.Sc. (Hons.) First Semester should have obtained at least 35% marks in the aggregate of all the subjects (including the marks obtained by him in the subject of compartment, Theory & Practical/s taken together) taken up by him/her at the +2 examination.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.Sc. 1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available.

7. ADMISSION TO B.A./B.A. (HONS.)/B.A.(HONS.) WITH RESEARCH FOUR YEAR (EIGHT SEMESTER) UNDER NEP-2020

7.1 A candidate who has passed one of the following examination with English as one of the subjects shall be eligible to join the 1st Semester of B.A./B.A.(Hons.) degree course of this University, however, a person who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join B.A./B.A.(Hons.) 1st Semester provisionally subject to his/her qualifying the deficient subject of English from the parent Board/Body/Council/University in **two consecutive chances subsequent to his/her admission**, failing which his/her admission to B.A.(Hons.) 1st Semester and the result for the examination shall automatically stand cancelled.

- (i) B.A./B.A.(Hons.) Part I (Old Scheme)/Pre-Medical/Pre-Engg. Intermediate Arts/Science/Agriculture examination of Panjab University;
- (ii) the +2 examination under 10+2+3 system of education of a recognised University/Board/Council;
- (iii) Prak/Shastri/Vishard examination with Compulsory English;
- (iv) any other examination recognised by the University as equivalent to (i),(ii) or (iii) above.

7.2. A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.A./B.A.(Hons.) Course, provided he/she fulfills the following conditions:-

- (i) He/she should have been placed in compartment in one subject only;
- (ii) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment; and
- (iii) He/she should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the

compartment in **one consecutive chance** subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

Provided that a candidate joining the B.A./B.A.(Hons.) First semester should have obtained at least 35% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment, Theory & Practicals taken together) taken up by him/her at the +2 examination.

NOTE: - The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A. /B.A. (Hons.)1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available.

8. ADMISSION TO BACHELOR OF COMMERCE (B.COM.)/B.COM (HONS.)/B.COM.(HONS.) WITH RESEARCH FOUR YEAR (EIGHT SEMESTER) UNDER NEP-2020:-

8.1 Admission to the first semester of B.Com./B.Com. (Hons.) Degree course shall be open to a person who has passed one of the following examinations conducted by a recognized Board/Council/University:

(a) +2 examination or B.Com Part-I (old scheme) of Panjab University with three of the following subjects securing at least 45 per cent marks in the aggregate:

Accountancy/Book keeping and Accountancy
Accounting for Business
Advance and Foreign Exchange
Advanced Mathematics & Computer Applications
Applied Mathematics
Auditing
Banking
Banking and Trade
Book keeping and Accountancy
Business Economics & Quantitative Method
Business Mathematics
Business Organization/Business Management/Theory and Practice of Management/
Management Business Studies
Business Statistics
Business Studies II
Capital Market Operations
Commerce/ Theory of commerce/Foundation course in commerce
Commercial Geography
Computerized Accounting II
Cost Accounting
Derivative Market Operation
E-Commerce

Economic Geography
Economics
Elements of Accounting
Elements of Cost Accounting
Elements of Cost Accounting and Auditing
Entrepreneurship
Factory Organization/Office Administration
Financial Accounting
Financial Market Management
Fundamental of E-Business
Human Resource Management
Income Tax
Informatics Practices
Insurance/General Insurance/Life Insurance
Introduction to Financial Markets
Investment Management
Legal Studies
Management and Marketing of Insurance
Management of Bank Office
Management of Resources
Marketing
Marketing and Salesmanship
Marketing Management and Retail Business
Materials Management
Mathematics
Mathematics (B)
Mercantile Law/Company Law
Modern Office Practice-II
Office Communication
Office Management and Secretarial Practice/Office Organization and Management
Office Procedures and Practices
Organization of Commerce
Principal of Management & Economics
Principles and Practices of Life Insurance
Retailing
Secretarial Practices and Accounting
Shorthand
Statistics
Store Accounting
Taxation
Theory and Practice of Commerce
Type Writing
Typewriting and Stenography/Computers (for typewriting)

(b) +2 Examination with at least two of the subjects mentioned in (a) securing at least 50% marks in aggregate;

- (c) +2 Examination who does not covered in (a) and (b) securing at least 55% marks.
- (d) Any other examination recognized by the University as equivalent to (a) or (b) or (c) as given above with requisite percentage of marks given under each clause.

Provided that a candidate seeking admission to the first year of B.Com. (Hons.) should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/Universities in India, the admission of the candidate shall be provisional and will be confirmed only after a candidate has cleared the subject of English as a deficient subject from the parent Board/Body/ Council/ University in **two consecutive chances** subsequent to the admission. In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him subsequent to the date of the admission, provisional admission of the candidate to the course shall stand cancelled.

Provided further that:

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Bodies/Councils/University in India shall be eligible to seek admission to the First Year of B.Com./B.Com. (Hons.) Course, provided the candidate fulfills the following conditions:

- (i) should have been placed in compartment in one subject only;
- (ii) should have obtained at least 20% marks in the subject in which the candidate had been placed in compartment; and
- (iii) should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in **one consecutive chance** subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

8.2. Subject to the reservation made by the University, the admission shall be on merit. The merit for this purpose shall be determined on the basis of the score of a candidate to be computed as follows:

- (i) Percentage of marks in the qualifying examination;
- (ii) Add score of 2 for each of the subjects passed from the subjects referred in 8.1 (a) not exceeding a score of 8 in total.

Explanation: In case of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed in Compartment.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.Com. 1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available.

9. ADMISSION CRITERIA FOR B.SC./B.SC.(HONOURS)/WITH RESEARCH AGRICULTURE AND B.SC./B.SC. (HONS.)/WITH RESEARCH DAIRYING AND ANIMAL HUSBANDRY (4-YEAR COURSE) (SEMESTER SYSTEM):-

- 9.1 A student who has passed the following examination (i) with pass in English as one of the subjects shall be eligible to join in the 1st Semester of B.Sc. /B.Sc. (Honours) degree course in a College affiliated to Panjab University. However, a person who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join B.Sc. 1st Semester provisionally subject to his/her qualifying the deficient subject of English from the parent Board/Body/Council/University in **two consecutive chances** in the Supplementary Examination held in July/August, subsequent to his/her admission, failing which his/her admission to B.Sc.1st Semester and the result for the examination shall automatically stand cancelled. The basic requirement for admission to B.Sc. (Honours) 1st year programme is as follows:

The +2 examination of a recognised University/Board/Council; OR any other examination recognised by the University as equivalent.

Provided that –

- (i) a person joining B.Sc./B.Sc. (Honours) Agriculture and B.Sc./B.Sc. (Honours) Dairying and Animal Husbandry courses must have obtained at least 50 per cent marks in the aggregate of the qualifying examination (45% marks in case of SC/ST) and has studied Science subjects.
- (ii) The details of teaching hours, marks and credits allocated to each course (Theory and Practicals) are given in respective Syllabi.

- 9.2. A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.Sc. /B.Sc. (Hons.) course provided he fulfils the following conditions:-

- (i) He/She should have been placed in compartment in one subject only;
- (ii) He/She should have obtained at least 20% marks in the subject in which he had been placed in compartment; and
- (iii) He/She should have obtained the requisite percentage of marks in aggregate of the examination (subjects) as laid down in the relevant regulations.

Provided that:-

A candidate joining the B.Sc. /B.Sc. (Hons.) First Semester should have obtained at least 40% marks in the aggregate of all the subjects (including the marks obtained by him in the subject of compartment, Theory & Practical/s taken together) taken up by him/her at the +2 examination.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in one consecutive chance subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.Sc. 1st Semester, if they cleared their compartment subject/s in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available.

10. ADMISSION TO B.SC. HOME SCIENCE/B.SC. HOME SCIENCE (HONS.)/ B.SC. HOME SCIENCE (HONS.) WITH RESEARCH -1ST SEMESTER (FOUR YEAR) EIGHT SEMESTER UNDER NEP-2020

10.1 A student who has passed +2 examination of 10+2 system of Education of a recognized University/Board/Council; OR any other examination recognized by the Panjab University as equivalent thereto with English as a compulsory subject shall be eligible to join in the 1st Semester of B.Sc. Home Science/B.Sc. Home Science (Hons.)/B.Sc. Home Science (Hons. With Research) course in Govt. Home Science College affiliated to Panjab University.

However, a student who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join 1st Semester provisionally, subject to her qualifying the deficient subject of English from the parent Board/Body/Council/University in **two consecutive chance in the Supplementary Examination held in July/August**, subsequent to her admission, failing which her admission to 1st Semester and the result for the examination shall automatically stand cancelled.

10.2 A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester, provided the student fulfils the following conditions:-

- (i) She should have been placed in compartment in one subject only;
- (ii) The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in one consecutive chance subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

11. ADMISSION TO B.SC. FASHION DESIGNING/B.SC. FASHION DESIGNING (HONS.)/ B.SC. FASHION DESIGNING (HONS.) WITH RESEARCH -1ST SEMESTER:

11.1 A student who has passed +2 examination of 10+2 system of Education of a recognized University/Board/Council; OR any other examination recognized by the Panjab University as equivalent thereto with English as a compulsory subject shall be eligible to join in the 1st Semester of B.Sc. Fashion Designing/ B.Sc. Fashion Designing (Hons.)/ B.Sc. Fashion Designing (Hons. with Research) course in the colleges affiliated to Panjab University.

However, a student who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join 1st Semester provisionally, subject to her

qualifying the deficient subject of English from the parent Board/Body/Council/University in **two consecutive chance in the Supplementary Examination held in July/August**, subsequent to her admission, failing which her admission to 1st Semester and the result for the examination shall automatically stand cancelled.

11.2 A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester, provided the student fulfils the following conditions:-

- (i) She should have been placed in compartment in one subject only;
- (ii) The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after the candidate has cleared the compartment in one consecutive chance subsequent to the qualifying examination. In case the candidate does not clear the compartment at one chance allowed to candidate subsequent to the date of the qualifying examination, the provisional admission of the candidate to the course shall stand cancelled.

12. ADMISSION TO B.SC.-I (BIO-TECH.) & B.F.A (SEMESTER SYSTEM):-

Sr. No.	Class	Eligibility Criteria
1.	B.Sc. (Hons.)-I (Bio.-Tech.) Semester System w.e.f. 2014	Passed +2 with examination 50% marks in Medical or Non-Medical Science Group from recognized board.
2.	B.F.A-4 Year (Semester System) w.e.f. 2014	2.1(a) candidate who has passed one of the following examinations shall be eligible to join the course:- (i) 10+2 examination of the Board of School Education of Panjab or Haryana or Himachal Pradesh, Central Board of School Education, Delhi (for the Union Territory of Chandigarh only) with at least 40% marks in the aggregate. (ii) Any other examination recognized by the Syndicate as equivalent to (i) above with at least 40% marks in subjects. (b) In addition to the conditions laid down in 2.1(a) a candidate must pass such test or tests, written and practical and/or oral as may be prescribed by the Principal.

13. ADMISSION TO B.A. B.ED./B.SC. B.ED FOUR YEAR INTEGRATED COURSE (SEMESTER SYSTEM) (EFFECTIVE FROM THE SESSION 2019-20):-

Minimum qualifications for admission to first semester of the course will be: 10+2 Examination of any Board/University, which is recognized by the Panjab University as equivalent, to it with at least 50% marks (45% in case of SC/ST).

14. ADMISSION TO BACHELOR OF EDUCATION (B.ED.) (GENERAL):-

Admission to B.Ed. shall be made on merit on the basis of marks obtained in the Entrance Test or any other selection process as per policy of State Govt. /U.T. Administration and the University.

A person who possesses the following qualification shall be eligible to join the course:

- (i) Candidates with at least **50% (Fifty Percent)** marks either in Bachelor's degree, and/ **or** in the Master's degree in Science/Social Science/Humanities/Commerce/ Home Science.

OR

Bachelors in Engineering or Technology with specialization in Science and Mathematics with 55% marks.

OR

Candidates who have passed B.A.LL.B.with at least**50% (Fifty Percent)**t marks in a relevant school subject.

OR

A candidate having any other qualification equivalent thereto is eligible for admission to the programme.

- (ii) M.A. or M.Sc. or M.Sc. (Hons. School) or M.Com. degree of this University or any other recognized University with a minimum 50% marks in the aggregate in a relevant school subject. A candidate getting admission on the basis of Postgraduate degree shall have to opt for one of teaching subjects pursued by him/her at Master degree.
- (iii) The candidates who have passed additional subject at graduation level can opt for only those teaching subject, marks of which are taken into account for the purpose of calculating percentage of marks at graduation level.
- (iv) The reservation and relaxation for SC/ST/OBC/PwD and other categories shall be as per rules of the admission policy of State Govt./Chandigarh Union Territory Administration, as the case may be.

*Admission to B.Ed. be made as per N.C.T.E. norms.

15. ADMISSION TO BACHELOR OF EDUCATION (B.ED.) (YOGA):-

Admission to B.Ed. shall be made on merit on the basis of marks obtained in the Entrance test or any other selection process as per policy of State Govt./U.T. Administration and the University.

A person who possesses the following qualification shall be eligible to join the course:-

- (i) A candidate required at least 50% (Fifty Percent) marks having the qualification i.e. B.A. (Yoga), M.A. (Yoga) or Graduation with one year diploma /certificate in Yoga Education equivalent thereto is eligible for admission to the programme and preference will be given to said qualifications.

OR

- (ii) Candidates with at least 50% (Fifty Percent) marks either in Bachelor's degree, and/or in the Master's degree in Science/Social Science/Humanities/Commerce/Home Science/B.A.LL.B.

OR

- (iii) Candidates with at least 55% (Fifty five Percent) marks Engineering or Technology.

OR

- (iv) **A candidate having any other qualification equivalent thereto is eligible for admission to the programme.**

- (v) The reservation and relaxation for SC/ST/OBC and other categories shall be as per rules of the admission policy of State Govt./Chandigarh Union Territory Administration, as the case may be.

*Admission to B.Ed. (Yoga) be made as per N.C.T.E. norms.

16. ADMISSION TO MASTER OF EDUCATION (M.ED.) (GENERAL) TWO YEAR COURSE (SEMESTER SYSTEM):-

A person who possesses one of the following qualifications shall be eligible to join the course:-

- a) A degree in Bachelor of Education/equivalent degree of this University with 50% marks (45% in case SC/ST/BC candidates) or from any other University/Institutions recognized by AIU.

OR

- b) B.A.B.Ed. / B.Sc. B.Ed. (50%)

OR

- c) B.El.Ed. (50%)

OR

- d) D.El.Ed. with an undergraduate degree (with 50% marks).

OR

- e) Any other qualifications recognized by the Syndicate as equivalent to (a).

Reservation and relaxation for SC/ST/OBC/PwD and other applicable categories shall be as per the rules of the Central Government/State Government whichever is applicable.

17. ADMISSION TO B.P.ED. – 2 YEAR COURSE (SEMESTER SYSTEM)*:-

- (i) Bachelor's degree in any discipline with 50% marks and having at least participation in the Inter-College/Inter-Zonal/District/School competition in sports and games as recognized by the AIU/IOA/SGFI/Govt. of India.

OR

- (ii) Bachelor's degree in Physical Education with 45% marks.

OR

- (iii) Bachelor's degree in any discipline with 45% marks and studied Physical Education as compulsory/elective subject.

OR

- (iv) Bachelor's degree with 45% marks and having participated in National/Inter-University/State competitions or secured 1st, 2nd or 3rd position in Inter College/Inter-Zonal/District/School competition in sports and games as recognized by the AIU/IOA/SGFI/Govt. of India.

OR

- (v) Bachelor's degree with participation in International competitions or secured 1st, 2nd or 3rd position in National/Inter-University competition in sports and games as recognized by respective Federations/AIU/IOA/SGFI/Govt. of India.

OR

- (vi) Graduation with 45% marks and at least three years of teaching experience (for deputed in-service candidates i.e. trained Physical Education Teachers/Coaches).

OR

- (vii) Any other qualification recognized by the Syndicate as equivalent thereto.

The relaxation in the percentage of marks in the qualifying examination and in the reservation of seats for SC/ST/OBC and other categories shall be as per the rules of the Central Government/State Government, whichever is applicable.

*Admission to B.P.ED.be made as per N.C.T.E. norms.

18. ADMISSION TO M.P.Ed. COURSE:-

A person who possesses one of the following qualifications shall be eligible to join the course:-

a) Bachelor of Physical Education (B.P.Ed.) or equivalent with at least 50% marks.

OR

Bachelor of Science (B.Sc.) in Health and Physical Education with at least 50% marks.

OR

Any other qualification recognized by the Syndicate as equivalent thereto.

b) The reservation in seats and relaxation in the qualifying marks for SC/ST/OBC/PWD and other categories shall be as per the rules of the Central Government/State Government, whichever is applicable.

19. ADMISSION TO POST-GRADUATE COURSES:-

The Syndicate has approved/amended the eligibility conditions for M.A. Courses (as per Annexure-II)

(a) The admission will be made strictly in order of merit. Where there is no entrance/aptitude test or in case of any ambiguity, the Handbook of Information under "Preparation of Merit List/Normalisation of Marks" may be followed.

(b) For admission to Post-Graduate courses, where admissions are made on the basis of Aptitude/Entrance Test, the following procedure will be followed besides the Rules/Regulations of Panjab University governing eligibility, in a particular subject.

(c) **ACADEMIC WEIGHTAGE: -** : **60%**

- | | | | |
|----|------------------------|---|-----|
| 1. | 10 th class | : | 10% |
| 2. | 10+2 class | : | 10% |
| 3. | B.A./B.Sc./B.Com. | : | 40% |

(d) **WRITTEN AND ORAL/APTITUDE TEST** : **40%**

(e) 15% weightage will be given for Honours subject for pursuing M.A./M.Sc./M.Com. Courses in the related subject.

(f) 5% weightage for graduate student of Panjab University.

The Merit-list of students to be admitted in a College be displayed on the College notice-board and upload the same on the College website.

(i) **ADMISSION TO MASTER OF COMMERCE (effective from the session 2017-18)**

The minimum qualification for admission to the first semester of the course shall be:

(a) A Bachelor's degree in Commerce or Business Administration with not less than 45% marks in the aggregate;

OR

(b) B.Com. (Hon.) Degree with not less than 45% marks in the aggregate;

OR

(c) A graduate with Honours in Economics OR Mathematics OR Statistics OR Commerce with not less than 45% marks in the aggregate;

OR

(d) A graduate with 50% marks in the aggregate having offered either Economics, Mathematics, Statistics or Commerce as a subject in the examination:

Provided that in case of candidates having Bachelor's degree of the University through Modern Indian Languages [Hindi/Urdu/Punjabi (Gurmukhi Script)] and/or in a Classical Language (Sanskrit/ Persian/Arabic) or degree of any other University obtained in the same manner recognized by the Syndicate; 50% marks in the aggregate shall be calculated by taking into account full percentage of marks in all the papers in Language excluding the additional optional per, English and the elective subject taken together;

OR

(e) A candidate who has passed B. Voc. (Banking, Insurance & Retailing) and B. Voc. (Retail Management) shall be eligible to get admission in the course with not less than 45% marks.

OR

(f) An associate of the (i) Institute of Chartered Accountants of India or England or (ii) Institute of Cost and Works Accounts of India or England;

OR

(g) A pass in the final examination conducted by the Institute of Company Secretaries of India;

OR

(h) Any other qualification recognized by the Syndicate for this purpose.

(ii) **ADMISSION TO M.SC. (INFORMATION TECHNOLOGY) SEMESTER SYSTEM COURSE:-**

“A person who has passed **one of the following examinations** shall be eligible to join Part-I of M.Sc. (I.T.) (First Semester):-

(a) B.C.A. examination from the Panjab University.

(b) B.E./B.Tech. in Computer Science/Information Technology from the Panjab University.

(c) B.C.A./B.Sc. (Hons.) in Computer Science/B.Sc. (H.S.) in Mathematics & Computing or any other graduation with Computer Science/Information Technology/Computer Applications and Mathematics in all three years of graduation.

- (d) B.Voc. (Software Development), B.Voc.(Hardware and Networking) & B.Voc. Multimedia (Graphics& Animation) course.
- (e) Any examination of another University recognized by Panjab University, Chandigarh as equivalent to any of the above examination.”

(iii) **ADMISSION TO MASTER OF VOCATION (M.VOC.) [EFFECTIVE FROM THE SESSION 2023-24]:-**

The eligibility criteria for admission to course M. Voc. (Fashion Technology and Apparel Design) from the academic session 2023-24 as under:-

"The candidate graduated in a Bachelors programme with at least 45% (Forty Five) marks in aggregate from Panjab University, Chandigarh, or an examination from any other University recognised as equivalent thereto in the following:

1. B.Voc. Fashion &, Textile or related
2. B.Sc. Fashion
3. Bachelor of Design, which has Fashion as the major thrust area
4. B.A. Fashion Design which has ONE year Plus of Industrial Experience/Training/Graduate Diploma in Fashion Designing (One-year course)"

(iv) **ADMISSION TO P.G.D.C.A. (SEMESTER SYSTEM):-**

(a) Bachelor's degree of Panjab University under 10+2+3 system of examination with atleast 50% marks in any discipline.

OR

(b) B.E. / B.Tech.

OR

(c) B.Voc. (Software Development), B.Voc. (Hardware and Networking) and B.Voc. Multimedia (Graphics& Animation) course with at least 50% marks.

OR

(d) Any other examination recognized by the Syndicate as equivalent to (a),(b) or (c) above.

(v) **ADMISSION TO P.G. COURSES FOR B.VOC. GRADUATES:-**

“Students with B.Voc. Degree should be considered eligible for the trans-disciplinary vertical mobility into such courses where entry qualification is a Bachelor Degree without specific requirement in a particular discipline”, as per U.G.C. Notification No.D.O. No.F.-2-7/2017 (CC/NVEQF)/Misc. dated 3rd/4th August, 2016, Point No.(ii).

(vi) **ADMISSION TO ALL DIPLOMA/CERTIFICATE AND OTHER COURSES FACULTY OF ART/SCIENCE/LANGUAGE etc.-**

Follow the Panjab University Calendar Volume-II, 2007 which is also available at Store Section of Panjab University and also on the website www.puchd.ac.in

20. MIGRATION/DEFICIENT SUBJECT(S):-

A candidate who has passed his/her 1st Semester and 2nd Semester of B.A./B.Sc. (General)/B.Com./B.B.A./B.C.A. Course conducted by another University/College affiliated to another university in India under specific authorization by the University concerned, be allowed to migrate to a college affiliated to this University/Department of Evening Studies/University School of Open Learning in the 3rd semester/5th semester of the respective course (as per rules prescribed under Chapter XIV –‘Migration of Students’ Page No.292 to 309 of P.U. Calendar Volume-III, 2019) on the condition that such a candidate will have to clear the deficient subject(s) if any, within the permissible chances.

Deficiencies should be determined by the Principal/Chairperson at the time of admission under intimation to the University (i.e. on the Registration Return and examination forms) as well as to the students as per University Rule No.6 given at Page No.310-311 of P.U. Calendar Volume – III, 2019.

21. SUBMISSION OF REGISTRATION RETURNS: -

- (i) The Online PUPIN System has been made available to all the Panjab University affiliated Colleges and various Departments of Panjab University. A Web Interface has been made available at <http://pupins.pu.ac.in>
- (ii) Registration Return Data is to be provided Online through this Interface and the PUPIN Cards will be made available Online through this system.
- (iii) The PUPIN should work only as Registration Number. The students are required to retain this PUPIN till they are attached with the Panjab University. The Examination Roll Numbers will be separately made available Online under the U.G. and P.G. examination website i.e. (<http://ugexam.puchd.ac.in>) & (<http://pgexam.puchd.ac.in>)
 - (a) **Registration Return of 1st Year (Semester-I) students is to be submitted through Online PUPIN System (<http://pupins.pu.ac.in>).**
 - (b) **The Students Photograph & Signature is to be uploaded through Online PUPIN System. The CD/DVD of the same is to be submitted by the College to the Computer Unit, as per previous practice.**
 - (c) Separate Online Registration Return for the Add-on courses be sent to the University by the Colleges.
 - (d) PUPIN Number will also be allotted to the regular courses of all U.G. and P.G. Classes/Courses. The same criteria of PUPIN system is adopted for the current session which has been adopted in the previous session i.e. through Online PUPIN Interface.
 - (e) All the affiliated Colleges and Teaching Departments are required to provide the Computerized Registration Return for First semester students of all the U.G. and P.G. Courses and Computerized Continuation Return for all semester students of all the Undergraduate and Postgraduate courses along with the **hardcopy duly checked, signed and stamped by the Principal/Chairperson.**
 - (f) **Student’s Registration-cum-PUPIN Card will be made available Online to all the affiliated Colleges under PUPIN System for downloading and taking the printout by the respective Colleges and Teaching Departments at their own level, as per the previous practice.**

The particulars of the failure students who are already registered with this University and are re-admitted in 1st year course should be sent in the Continuation Fee Return Performa in hardcopy format as well as under Failed PUPIN/Non-PUPIN Category under Online PUPIN System.

- (g) The same PUPIN Web Application will be used for admission for the Current Session which was used in the previous sessions.

The Registration Return and Candidate's Photograph/Signature are to be entered/uploaded on the same PUPIN Web Interface which was used in the previous session.

- (iv) The Registration Return Performa for other courses shall be made available to the College/Department in sufficient number, which should be prepared as per instructions given on reverse of each Performa.

In the Registration Returns, the Registration Return data to be sent by the Colleges/Departments through Web application software the spellings of student's name, father's name and mother's name should be the same as written in the certificate of qualifying examination passed by the students. The Registration/PUPIN cards will be prepared according to the particulars written in the Registration Returns, the wrong data entries in the Registration Return through Web application software entered by the Colleges/Teaching Departments send to wrong entries in Registration Cards and PUPIN Cards.

- (v) (i) The last date for receipt of Registration Return and data entered through Web application software with regard to Registration Returns of Under Graduate courses & Post Graduate courses along with complete documents from the Principals /Chairpersons /Directors of the affiliated & constituent Colleges/ Teaching Departments/ Regional Centres of the University is **10.09.2024 and 04.09.2024 respectively.**

(ii) Thereafter, the requisite documents, in original, shall be accepted, with penalty, per student:

Classes/Courses	Scheduled Dates	Amount (in Rupees)
For Under Graduate Courses	11.09.2024 to 31.10.2024	Rs.1,000/-
For Post Graduate Courses	05.09.2024 to 31.10.2024	Rs.1,000/-
For Under Graduate & Post Graduate Courses	01.11.2024 to 20.11.2024	Rs.2,000/-
For Under Graduate & Post Graduate Courses	21.11.2024 to 30.11.2024	Rs.5,000/-

The Hon'ble Vice Chancellor shall have the authority to accept the documents in the cases of hardship, beyond 30.11.2024 up to 7 working days before the commencement of the semester examinations.

The following documents must be attached with the Return: -

- (a) Original compartment earned certificate of +2 examination for Compartment Cases on the basis of which the student is admitted (in case of compartment candidates).
- (b) Original lower examination pass and Migration Certificate on the basis which the student is admitted (in the case of the students who came from other Universities/Boards/Bodies/Councils).

- (c) Certificate from the Principal of the College concerned regarding the students coming from other Universities.
 1. The deficient subject(s) to be cleared by the candidate.
 2. No deficiency (in case of no deficient subject).
 - (d) Late admission approval from the Hon'ble Vice-Chancellor in case of students admitted, after the normal dates prescribed by the University;
 - (e) Eligibility Certificate (if required) along with other documents required therein;
 - (f) Entrance Test pass certificate, in original, wherever required;
 - (g) Original SC/ST/BC Certificate where 5% concession has been allowed;
 - (h) Original Experience Certificate, wherever required;
 - (i) Any other required document(s).
- (vi) The particulars of the students who are already registered with the Panjab University be sent on **Continuation Fee Return Proforma after proper checking i.e. number of sanctioned seats** and required percentage of marks in the lower examination as required under regulations alongwith prescribed Continuation Fee.

The students earlier registered with this University, but migrated to some other Board/University and now re-admitted, are not to be included in the Proforma. Their particulars be sent on the Green Registration Return Proforma. Such students are required to intimate their old Registration Number. If they do not do so, a second Registration Number is allotted by the University Office being unaware of previous Registration Number. **For the cancellation of Second Registration Number a penalty of Rs.100/- shall be imposed. The students be made well aware of it.**

- (vii) The Registration Return of the candidates admitted in B.Sc. Course should **be sent separately indicated Medical or Non-medical stream.**
- (viii) The name(s) of the candidate(s) admitted under the order of the Court, if any, should be sent on a separate Registration Return Proforma, giving full details of the case along with a Photocopy of the Court Judgment and also late admission approval from the Hon'ble Vice-Chancellor, if required.
- (ix) In the case of Foreign/NRI students, eligibility certificate obtained by the students from this University and the documents required therein (if any), must be attached with the Registration Return. Wherever necessary, a certificate has also to be given by the Principal/Chairperson to the effect that the student visa was checked at the time of admission and it was found in order.
- (x) The information regarding Foreign/NRI students who are to be registered with the Panjab University for the first time be provided on the Registration Return Proforma.

The Foreign/NRI students registering for the first time are required to pay the prescribed Registration Fee as amended from time to time: -

- (a) Foreign/NRI Students admitted against seats in General Categories.
- (b) Students admitted under Foreign/NRI Category irrespective of lower examination passed by them in Foreign/Indian University Board.

The prescribed fee as applicable OR of equivalent amount in Indian Currency out of NRI Account, are to be made through Internet/RTGS, with details be sent by the Principal to the Assistant Registrar (Accounts) with a copy to the Assistant Registrar(R&S). **However, the following categories of students have to pay the prescribed fee as Registration Fee:-**

a) Tibetan refugee students.

b) Foreign/NRI students who have been admitted under the ICCR's various scholarship schemes.

- (xi) Intimation about the criteria and the category-wise distribution of seats in various courses for admission as also the documents on the basis of which different categories are defined must be sent to the University along with returns.
- (xii) The Change in the Student's subject/Medium of Instructions/Option/Faculty is allowed within one month from the commencement of the session or within one month from the date of joining, whichever is later as per the Rules mentioned in **Chapter XXIII Page No.360-361, P.U. Calendar Vol. - III, 2019.**
- (xiii) The Students Returns of any College will be received by the Colleges Branch first and after satisfying itself that the College is currently having the affiliation from the University, it (Colleges Branch) will forward it to the R&S Branch.

22. INFORMATION REGARDING COMPARTMENT CANDIDATES OF OTHER UNIVERSITIES:-

- (i) **A student of any other University who is placed in compartment in 1st & 2nd Semester/ 3rd & 4th Semester of B.A./B.Sc./B.Com./BCA/BBA Course be not allowed to join the 3rd & 5th Semester Course of this University.**
- (ii) **Compartment Candidates of +2 Examination seeking admission to first degree level running parallel utility-oriented certificate/Diploma/Advances Diploma and add-on Courses Programme along with B.A./B.Sc./B.Com./BCA/BBA Part-I Course.**

With a view to vocationalize the education at first-degree level during Xth plan period, parallel utility-oriented certificate/Diploma/Advanced Diploma Programs have been introduced. The candidates who are placed in compartment in +2 examination having been admitted provisionally to B.A./B.Sc./B.Com. Part-I Class shall also be considered to have been admitted provisionally in these courses. The eligibility requirements and Regulations/Rules for certificate/Diploma/Advanced Diploma Courses sanctioned by the U.G.C. under Career Orientation Programme to various affiliated Colleges from the admissions of 2004 as Add-On Courses for B.A./B.Sc./B.Com. (Semester System) (1st, 2nd and 3rd) will be same as for admission to B.A./B.Sc./B.Com. Course (Semester System).

23. ENTRANCE TEST: -

No student be admitted unless he/she had qualified the Entrance Test for the Courses concerned where entrance test is conducted for admission.

24. REMMITANCE OF FEE:-

Remittance of the Registration & Enrolment, Continuation, Migration, Continuation of affiliation fee etc. is to be made through online. The Colleges concerned shall forward the receipt of the same along with the full details of the amount to the Registrar, Panjab University, Chandigarh.

25. REMMITANCE OF COLLEGE DEVELOPMENT COUNCIL FEE:-

Every student enrolled in the affiliated Colleges of Panjab University will make annual contribution to the College Development Council Fee as decided by the Syndicate every year and Principals must remit amount on account of CDC Fee to the Dean, CDC, Panjab University.

26. ENVIRONMENT, ROAD SAFETY EDUCATION AND VIOLENCE AGAINST WOMEN & CHILDREN AND DRUG:-

Environment, Road Safety Education and Violence against Women & Children and Drug is a compulsory paper, which the candidates are required to pass with at least 33% marks either in the First Year (Semester System) or in Second Year/Third Year of the Course, failing which the Degree will not be issued.

27. IMPORTANT NOTE:-

- (i) **University Calendar Volume-I, II and III which contains Rules and Regulations are available at the University website www.puchd.ac.in. The amendments/additions/certain deletion/Rules/Regulations for newly introduced courses which have been sent to the Govt. of India for approval are also available on the University website.**
- (ii) The rules incorporated in the instructions are subject to the overriding effect of the relevant Regulations and Rules contained in the Panjab University Calendars as also the resolutions adopted by the Syndicate. In case of any inconsistency between what is said in instructions and that in the Calendar (Regulations & Rules etc.), the provisions of Calendar shall prevail; if it is rule latest Syndicate decision shall prevail.

**Sd/-
Assistant Registrar (R&S)**