



पांडिचेरी विश्वविद्यालय  
(पांडिचेरी विश्वविद्यालय नियम, 1985 के अंतर्गत केन्द्रीय विश्वविद्यालय)

**PONDICHERRY UNIVERSITY**

(A Central University established under the Pondicherry University Act 1985)

डा जे संपत्त

Dr.J. SAMPATH, M.A (Soc), M.A (Pub.Ad), M.A.(His), B.L., Ph.D.,

कुलसचिव i/c

REGISTRAR i/c

आर वेन्कटरामन नगर  
R. Venkataraman Nagar,  
पुदुच्चेरी - 605 014.  
Puducherry - 605 014.

सन्दर्भ संख्या

Ref. No. PU/REGR/AR/2013/

दिनांक : June 28, 2013  
Date :

**CIRCULAR**

Sub: PU-Admission process for the year 2013-14-Reg.

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This relates to the admission of students to PG and Ph.D programmes of the University for the Academic Year 2013-14.

For smooth & effective admission process, the Deans / HODs / Centre Heads are kindly requested to follow the procedure given below:

1. A Co-ordinator may be nominated for the admission process in each Department. Wherever more than one programme is offered, more than one co-ordinator may be nominated, preferably, one for each programme.
2. The admission requirements have been displayed in the University website itself so that any postal delay in receiving the admission letter from the Department does not affect the student's preparedness.
3. The admission letter should mention the relevant amount of Course & Hostel Fees, along with the stipulation that an attested copy of the Voter Card / Ration Card / Aadhar Card (for Bank Account opening), as well as the Income Certificate signed by the Tahsildar (for Mess Fee subsidy), should also be brought along with the other pertinent Certificates.
4. The bank will open its extension counters near the Department Complexes identified for the purpose. The schedule of admission has been decided in such a manner that the Departments located nearby have all been given the same date for admission. Groups have been done as follows: -

<u>Date</u>	<u>Place</u>
01.07.2013	- School of Management (New Building)
02.07.2013	- Science Block
03.07.2013	- Science Block
04.07.2013	- Silver Jubilee Complex
05.07.2013	- Science Block & Silver Jubilee Complex

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5. The Hostel officials will also be available in these complexes near the extension counter of the bank, so that the payments towards hostels are also made through the same counter on the same day.
6. The candidates are being advised to bring 3 copies of passport size photographs along with the softy copy, which will facilitate timely issue of ID cards. The library staff will be positioned near the counter so that all the requirements are cleared through a single window.
7. The following Seminar halls may be utilized to seat the waiting parents.
  - (i) Earth Science Seminar Hall
  - (ii) Mathematics Seminar Hall
  - (iii) School of Management Auditorium
  - (iv) Seminar Hall–Humanities
  - (v) Seminar Hall–Social Science
  - (vi) Tamil Department Seminar Hall
8. NCC cadets will be deployed as volunteers at both the main gates and the admission centres to help and guide the students and parents.
9. Additional vehicles will be deployed for the transport of students and parents to the admission centres.

This is issued with the approval of Vice-Chancellor.

  
28/6/13  
REGISTRAR

**All Deans / HODs / Centre Heads**

Copy to:

1. The Librarian
2. The Chief Warden (Hostels)
3. The Assistant Registrar, Vice-Chancellor's Secretariat
4. The P.S. to Director (SEI & RR)
5. The Dean (Students Welfare)
6. The Systems Manager–With a request to host the same in E–Circular
7. The Manager, Indian Bank, Pondicherry University Branch
8. The Assistant Registrar (Transport)
9. The Assistant Registrar (Academic-II)
10. The Assistant Registrar (PCR), Registrar Secretariat.