

Pondicherry University
Admission 2019-20
Online Admission & Fee Payment
Guidelines for Candidates

Link: http://www.pondiuni.edu.in/StudentAdmissionAcademicHostelFeesPaymentSystem/OAFPS_2019/student

1. Login with your credentials (Only Selected Candidates)

- User Name is Registration ID
- Password is your Date of Birth in dd-mm-yyyy format only



2. Student Dashboard

□ Dashboard menu on Left Side

- ✓ View Details
 - Personal Details
 - Academic Details
- ✓ Fee Structure
 - Academic Fees
- ✓ Fee (Paid) Receipt
 - Print Receipt



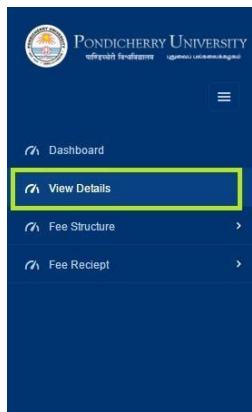
Online Payment System

Student Dashboard

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a. View Details

o Personal Details



Online Payment System

Log Out

My Details

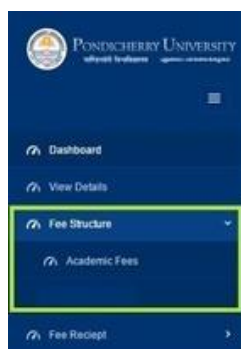
Personal Details Academic Details

Personal Information		Contact Information	
Registration ID	210709	Mobile No	9442395891
Application No	158472	Address Line1	NO 43
Application Course	P.G.	Address Line2	IV CROSS STREET
Course Name	M.B.A Banking Technology	Address Line3	GANDHI NAGAR
Name	AHILA JASMIN W	City	PUDUCHERRY
Email	ahilajasmminbio@gmail.com	Landline No	0-0
Gender	Female	State	Puducherry
Father Name	WINSTON SAMUEL S	Belongs to Defence	No
Mother Name	SUSEELA WINSTON		

b. Fee Structure

Click Fee Structure

o Academic Fees



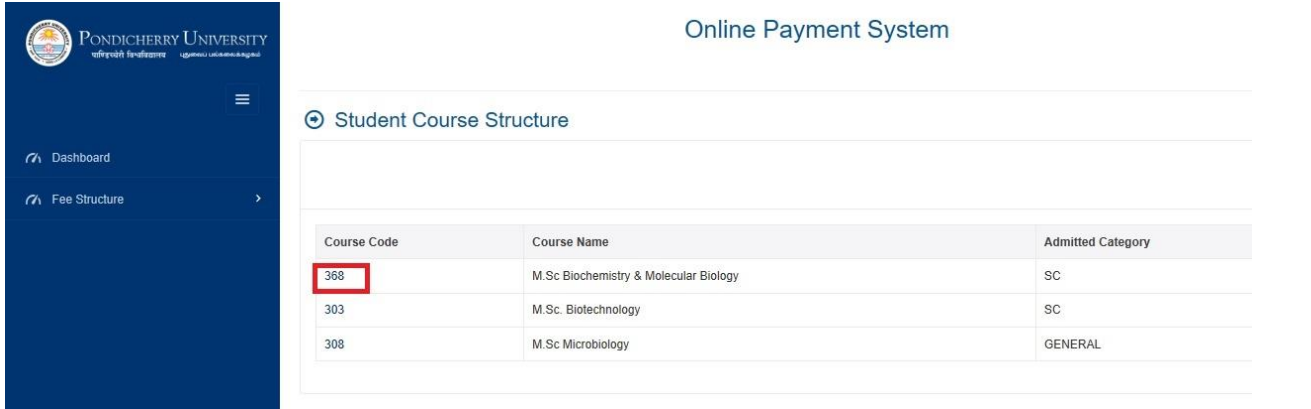
Online Payment System

Student Dashboard

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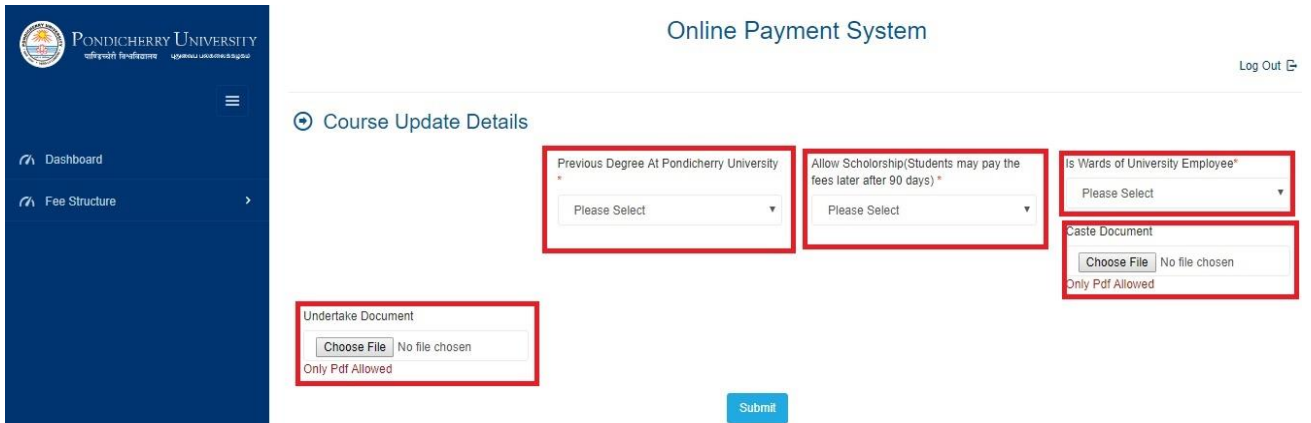
3. Click Academic Fees

a. Click Course Code He/She wish to Pay Fee



The screenshot shows the 'Online Payment System' interface. On the left is a dark blue sidebar with the Pondicherry University logo and navigation links: 'Dashboard' and 'Fee Structure'. The main content area is titled 'Student Course Structure' and contains a table with three columns: 'Course Code', 'Course Name', and 'Admitted Category'.

Course Code	Course Name	Admitted Category
368	M.Sc Biochemistry & Molecular Biology	SC
303	M.Sc. Biotechnology	SC
308	M.Sc Microbiology	GENERAL



The second screenshot shows the 'Course Update Details' form. It includes several input fields and a 'Submit' button. The fields are: 'Previous Degree At Pondicherry University' (dropdown), 'Allow Scholarship(Students may pay the fees later after 90 days)' (dropdown), 'Is Wards of University Employee*' (dropdown), 'Caste Document' (file upload), and 'Undertake Document' (file upload). The 'Submit' button is blue and located at the bottom right of the form area.

4. Click Previous Degree at Pondicherry University

I. If the Candidate has obtained Previous Degree at Pondicherry University than select 'YES' else 'NO'

5. Click Allow Scholarship (Students are allowed to pay remaining fees within 90 days from the date of admission) *

(Note : only for SC, ST)

I. If Yes, then select Yes option

II. If NO, then select NO option

6. Click **Ward of University employee**

Ward of University employee means (Children of the University Employee)

I. If Yes, then select Yes option

II. If NO, then select NO option

Note : If the candidate is ward of University Employee -50 % of reduction in Tuition fee .

7. **Candidates Files Upload**

- a. All candidates shall upload duly filled Undertaking form
- b. Upload Proof of reservation (For EWS, OBC,SC,ST,PH)if claimed

Click **Submit**

8. **Payment**

There are Two options to pay fees

1. **Online**

- a. Other Net Banking (Credit Card/Debit Card/Net Banking)

2. **Offline**

- a. Indian Bank Challan

✚ If Candidate Pays Fees Online, and the Transaction is Successful, Take a Print of Receipt for payment and submit to concerned HoD at the time reopening

✚ If Candidate Pays Offline through Challan, after payment into the Bank, Return the Department copy of Challan to the concerned HoD (otherwise the Admission will not be confirmed)

Note: Once student selected offline payment mode, later He/she cannot pay in online mode.

Challan Print Settings

- ✓ In printer Property keep paper size in A4
- ✓ Landscape
- ✓ Margin → minimum

