

Pondicherry University
Admission 2021-22
Online Admission & Fee Payment

Guidelines for Candidates

Link: https://backup.pondiuni.edu.in/StudentAdmissionAcademicHostelFeesPaymentSystem/OAFPS_2021/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



 **PONDICHERRY UNIVERSITY**
பாண்டிச்சேரி விஸ்வவித்யாலய புதுவைப் பல்கலைக்கழகம்

Student Online Payment

Registration Id

DateofBirth(dd-mm-yyyy)

Login

2. Student Dashboard

- Dashboard menu on Left Side
 - ✓ ViewDetails ○ Personal Details ✓ FeeStructure
 - Academic Fees
 - ✓ Fee (Paid) Receipt ○
 - Print Receipt

Fee Structure

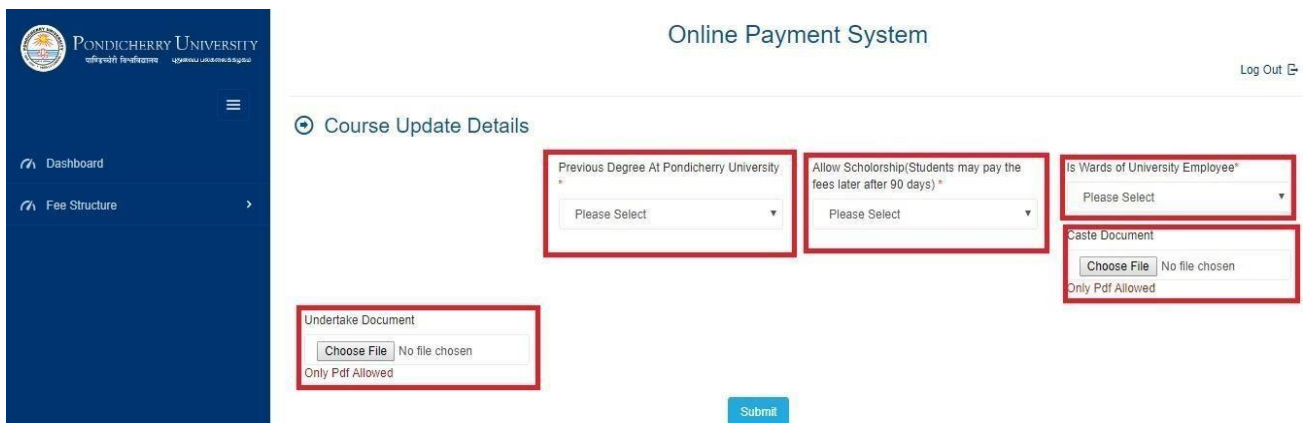
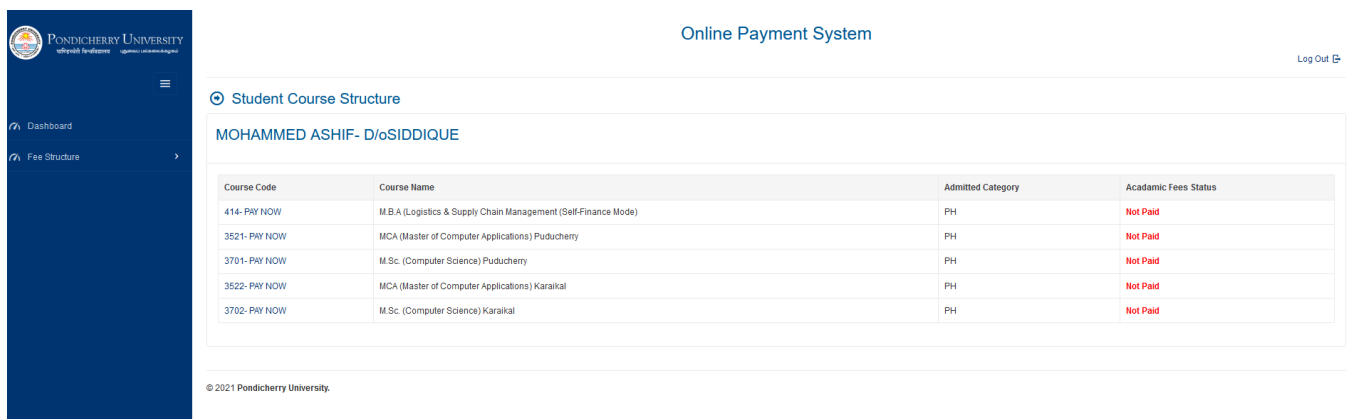
Click Fee Structure

○ Academic Fees



3. Click Academic Fees

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



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. 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

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

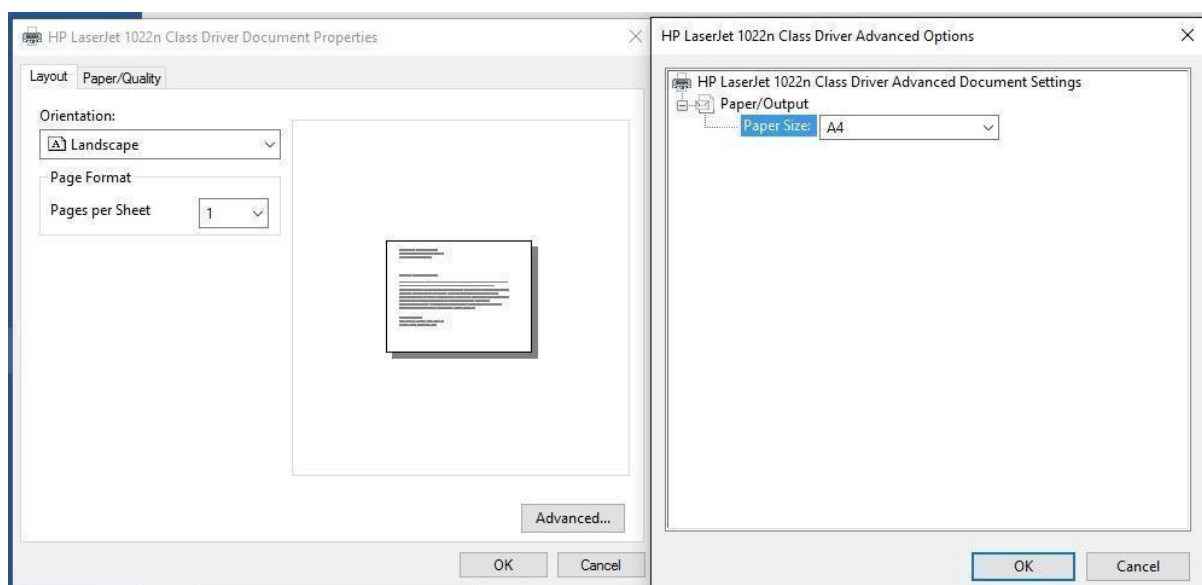
✚ If Candidate Pays Offline through Challan, after payment into the Bank,

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



Discontinuation & Refund of Admission Fees:

- ❖ Admitted students who desire to discontinue from the admitted programme shall login online to the Admission portal and choose **DISCONTINUE**. Once discontinued he/she will not be considered for re-admission for the same programme
- ❖ The refund of admission fees will be done only if the candidate has discontinued through the online Admission portal, as detailed below:

Discontinued on or before 31st October 2021	Full Fees paid shall be refunded
Discontinued thereafter and on or before 31st December 2021	Rs.1000 + Group Medical Insurance Fee amount shall be deducted from the Fees paid and balance shall be refunded