



**PONDICHERRY UNIVERSITY**  
**DIRECTORATE OF DISTANCE EDUCATION**

Photo to be  
affixed and  
attested by the  
Candidate

**EXAMINATION APPLICATION FORM**  
**(ALL ENTRIES SHOULD BE IN CAPITAL LETTERS)**  
*Refer Instructions and Timetable before filling up the form*

01. Examination Session  Year

02. Course Code & Name of the Course

03. Enrolment Number  (As per Identity Card issued by this University)

04. Name of the Candidate (As per School / College Records)

05. Email Id  (In Capital Letters)      06. Mobile No.

07. Enter the Subject code for which the candidate is appearing (Refer Time Table for Paper code)  
(Candidates should fill the Practical / Project / Viva-voce Paper Code if applicable)

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

			Amount in Rs.
No. of Theory papers Register	<input type="text"/>	Fees per paper	<input type="text"/>
Total fees (No. of Theory Papers x Fees per paper)			<input type="text"/>
Project Report / Viva Voce --- fees (Final Semester Students only – Rs. 500/-)			<input type="text"/>
08	Statement of Marks --- fees (Each Student should pay compulsorily Rs.50/-)		50
**Provisional Certificate --- fees (Final Year / Final Semester Students only – Rs. 500/-)			<input type="text"/>
**Consolidated Mark Sheet-- fees ( Final Year/Final Semester Students only – Rs.500/-)			<input type="text"/>
**Degree Certificate -- fees ( Final Year/Final Semester Students only – Rs.1000/-)			<input type="text"/>
Last Date for receipt of application (on or before 17 <sup>th</sup> January 2022 )			<input type="text"/>
(Students should pay the Exam fees only) Total Amount			<input type="text"/>

\*\*Note: 1 These are all compulsory one time payment. If you have already paid the fee, mention 'Yes' in the box. Otherwise pay for the above mentioned certificates.

Note: 2 The Examination fees once paid will not be carried forward.

09. Details of Examination fees.

Demand Draft / Challan No	Demand Draft / Challan Date	Name of the Bank	Place	Amount (Rs.)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

10. Whether tuition fee paid in full        11. Aadhar No. :

**DECLARATION**

I declare that the particulars furnished by me are true to the best of my knowledge. I have read the instructions and I understand that my candidature shall be cancelled if any of the information given by me is false.

Station : \_\_\_\_\_ Signature of the Candidate

Date : \_\_\_\_\_

**Exam Application Form to be forwarded to :**  
The Assistant Registrar, DDE – Exam Wing, Pondicherry University, Kalapet, Pondicherry – 605 014. Before 17<sup>th</sup> January 2022 Note: Filled-in Exam applications received after the last date, shall not be accepted. The Project Report submitted on or before 20<sup>th</sup> February 2022.

(Note : Use photocopy / Down loaded Exam Application form whenever required)





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**INSTRUCTIONS TO CANDIDATES**

*(To be retained by the Candidates)*

1. Application for admission to the examination together with the Demand Draft, must be forwarded directly to **THE ASSISTANT REGISTRAR, DDE - EXAMS, PONDICHERRY UNIVERSITY, PONDICHERRY - 605 014, not later than 17<sup>th</sup> January 2022.**
2. Demand Draft for the Examination fees, Mark-Statement fee, Provisional Certificate fee etc., should be obtained in favour of **The Finance Officer, Pondicherry University, Pondicherry - 605 014, payable at Pondicherry.** The Examination fees once paid, under any circumstances, will neither be refunded nor carried over for the subsequent examination. **(Demand Draft should be drawn on or after the Notification.)**
3. Candidates should **write their name and enrolment number** on the backside of the demand draft in block letters. **Examination fees should be paid separately and should not be paid along with tuition fees.**

4. **Details of Examination Fees.**

Particulars	U.G.	P.G	M.B.A.	P.G. Diploma
a. Each Written Paper	75.00	160.00	250.00	250.00
b. Project Work (Final Semester / Final Year Students)	-----	250.00	500.00	-----
c. Statement of Marks	50.00	50.00	50.00	50.00
d. Provisional Certificate (Final Year Students)	**500.00	**500.00	**500.00	**500.00
e. Consolidated Statement of Marks (Final Year / Final Semester students only)	**500.00	**500.00	**500.00	**500.00
f. Degree Certificate (Final Year / Final Semester students only)	**1000.00	**1000.00	**1000.00	**1000.00

**\*\* These are all one time payment. If you have already paid the fee, mention 'Yes' in the Sl.No.9 in application form. Otherwise pay for the above mentioned certificates.**

5. Candidates should not send more than one examination application form.
6. Candidates are advised to possess copies of filled-in application form and demand draft for verification and proof of mailing.
7. For any clarification regarding Examinations, Statement of Marks, Re-totalling, Re-valuation, Provisional Certificate, Correction of Name, candidates are advised to write only to **The Assistant Registrar, DDE-EXAMS by Designation. Candidates are requested to write their Enrolment Number, Full Name and Address with phone number in all correspondence.**
8. **PROJECT REPORT ::** Each Student should submit individual project report. Joint work or Group work will not be accepted. One copy of the Project Work has to be sent directly to **THE ASSISTANT REGISTRAR, DDE-EXAMS, PONDICHERRY UNIVERSITY, PONDICHERRY-605 014** by Registered Parcel / Speed Post on or before **20<sup>th</sup> February 2022.**
9. The University shall have the right to cancel or modify any of the above instructions and such decision shall be binding on all the candidates appearing for the University Examination.
10. **Students are advised to download the Exam Application and the Time Table from the University website [www.pondiuni.edu.in](http://www.pondiuni.edu.in) only.**
11. **The Candidates who are enrolled with Twinning Institutions should send their examination applications only through the concern Institutions.**