



PONDICHERRY UNIVERSITY

ADMISSIONS 2025-26

Instructions to the candidates attending the **“Final Call For Admission”**

- 1) The candidates who have appeared in the CUET(PG)-2025 for the respective Test Paper Code as per the Information Brochure for PG Programmes 2025-26 as well as the additional test paper codes mentioned at Annexure-I are eligible to attend the Final Call For Admission, physically.
- 2) **A candidate who is already selected for Admission and joined a programme in Pondicherry University and paid the prescribed fees, will not be allowed for transfer of his admission to the other Programme.**
- 3) Reporting through Online mode is not permitted by the University.
- 4) For the Counselling, the candidates need to report in person on the date, time and place as specified in Circular and proxy will not be permitted under any circumstances.
- 5) The admission will be granted based on the available vacant seats by category-wise and as per the order of merit. The candidate is not eligible to claim any right for admission on attending the Counselling.
- 6) Candidates must report in the respective Department on 15.07.2025 for Puducherry Main Campus and 17.07.2025 for Karaikal Campus between 10.00 a.m. and 12.00 noon. If any candidate fails to report to the respective Department, before the closing time i.e., on (or) before 12.00 noon, their candidature will not be considered for Counselling.
- 7) One of the parent / guardian shall be allowed along with the candidate.
- 8) The admission will be granted, based on the merit, on verification of the documents and other relevant documents, subject to fulfilment of eligibility conditions prescribed in the Information Brochure for P.G. Programmes and if the same are found to be in order, the admissions may be offered, the candidate shall complete the admission formalities including payment of fee on the same day.
- 9) The *interse* ranking of the candidates who have got the same marks has been decided based on the following criteria:
 - (a) **First criterion:** 12th standard or equivalent marks
 - (b) **Second criterion:** 10th standard or equivalent marks
 - (c) **Third criterion:** Age of the candidates (in days)

10) Candidates must bring the following documents in original along with self-attested copies (1 set) at the time of Counselling at the respective Department for verification. All original certificates (except the Transfer Certificate & Migration Certificate) will be returned after verification. (The candidates are advised to keep photocopies of the same). At the time of verification all the document must be arranged in the following sequences: -

- a) X Std. or equivalent certificate/mark statement
- b) H.Sc. or its equivalent certificate/mark statement
- c) Degree/Provisional certificate of the qualifying degree along with mark statements
- d) Migration/Transfer certificate and Conduct certificate from the institution last studied
- e) Copy of the Score Card of CUET(PG) – 2025.
- f) Copy of the Application Form applied at the University Portal for P.G. Admissions 2025-26.
- g) Latest caste certificate issued by the Competent Authority (SC / ST Pondicherry Residence/Karaikal Residence certificate. (if applicable)
- h) OBC with Non-Creamy Layer certificate/ EWS recently issued (after 1st April 2025) by competent Authority, in case of OBC/EWS candidates respectively. (if applicable)
- i) Disability Certificate issued by Medical Board of Govt. Hospital (in case of candidates with Disabilities only). Certificate from the Competent Authority of the Defence Department in case of Wards / Dependents of Defence Personnel (DP). (if applicable)
- j) Recently taken two stamp size colour photographs (for Group Medical Insurance Policy)
- k) Identity Proof (except PAN Card) is mandatory for candidates for those who are attending the Counselling.

11) Admitted students are mandated to submit their Anti-Ragging Undertaking through the University Grants Commission (UGC) portal. The Step-by-Step procedure is provided at the University Portal.

[\(https://www.pondiuni.edu.in/university_news/submission-of-online-anti-ragging-undertaking-compliance/\)](https://www.pondiuni.edu.in/university_news/submission-of-online-anti-ragging-undertaking-compliance/)

12) The candidates who have completed their UG / PG Programme of study at Pondicherry University and are taking admission into P.G. Admissions 2025-26 shall be required to produce No Dues Certificate.

13) At any point of time during the admission process (or) later, if any of the certificates / documents submitted by the candidates is found to be fake / fabricated / false, the admission will be cancelled without any notice.

14) The candidates coming for document verification / admission process, the University provides Help Desk at Gate No.1 & 2 and Bus facility for pickup and drop, from the Gate to the Department, Hostels and back (Puducherry Campus.)

15) No TA/DA will be provided for attending the Counselling.

14) Steps for Online Fee Payment for the Selected Candidates

After completion of the admission process, the respective Head of the Department will enable the payment option through online mode, for the selected candidates for admission to the P.G. Programme (online payment link will be generated at the Candidate's Login / Dashboard). If they fail to pay the fees, the offer of Admission shall automatically stand cancelled.

- Refer Information Brochure **2025-26 for details of Fees payable.**
- Candidates selected for Admission into more than ONE programme will be allowed to make payment for only ONE of them. Such Candidates are advised to carefully decide the programme that he/she wants to get admitted into and make payment **ONLY** for that programme.
- Online Fees Payment: Modes of Fee Payment supported in online Debit Card, Credit Card, Net Banking and UPI.

15) SC/ST candidates who are eligible for Post-Matric scholarship/Top class scholarships are permitted to pay the prescribed fees as soon as they receive the scholarship amount on submission of an undertaking to this effect at the time of admission. *However, such SC/ST students should pay the Group Medical Insurance fee and Caution Deposit at the time of admission.* In any case, such SC/ST students should pay the fees within 90 days from the date of admission either through the said scholarship or on their own failing which the admission stands cancelled

16) **Hostel Accommodation:** Hostel accommodation shall be provided to eligible students who are admitted into various programmes, as per Rules and Regulations of the Hostels and the periodic instruction by the Hostel Authorities and based on availability of rooms and payment of prescribed Hostel Fees. Hostel Forms may be collected from the respective Head of the Department subject to availability of the rooms.

17) Commencement of Classes for first year of the Post Graduate programmes is already started on **10th July, 2025**. Hence, the admitted candidates are directed to report to the Department immediately.

18) If Final year/semester results are not available, the Final year/semester mark statements/certificates must be produced by the candidates in the first week of September, 2025, subject to production of Undertaking by him / her.

- 19) Candidates admitted should register in the beginning of every semester as per Academic Calendar and as per the Information Brochure for PG Programmes of the University.
- 20) In case of any dispute, the decision of the University will be final. Any form of canvassing / malpractice will lead disqualification / cancellation of candidature.
- 21) **Visit University web site regularly for any announcements/updates**
- 22) **Cancellation / Withdrawal of Admission:**
- ❖ Admitted students who desire to discontinue from the admitted programme shall login through online Admission portal (and choose **CANCEL ADMISSION**). Once discontinued he/she will not be considered for re-admission for the same programme
 - ❖ The refund of admission fees will be made as per the UGC Refund Policy. The refund will be processed only if the candidate has discontinued through the online Admission portal.

Registrar (i/c)