



PRESIDENCY UNIVERSITY

Private University Estd. in Karnataka State by Act No. 41 of 2013

PU/2024/124

July 16, 2024

CIRCULAR

Subject:

1. Payment of fee as per Provisional Admission Letter (PADM)
2. Submission of Original Documents / Certificates for verification

Ref: Circular no.: PU/2024/117 dated July 08, 2024 and Circular no.: PU/2024/118 dated July 08, 2024

Dear Students,

Greetings from Presidency University!

A warm welcome to all the students who have been granted "Provisional Admission" to the Under Graduate Programs viz., B.Tech, B.COM, BBA, BCA, BA, B.Des, B.Sc, & LLB at Presidency University for the Academic Year 2024-25.

Please refer the information provided below:

1. Payment of tuition fee as per Provisional Admission Letter (PADM)

The Tuition fee should be paid as per the timelines prescribed in the Provisional Admission Letter (PADM), on priority before the commencement of classes. If already paid, please ignore.

2. Payment fee for Hostel and Transport

Students opting for Hostel/Transport Facility shall remit atleast 50% of the total fee for the full year Immediately.

3. Submission of Original Documents / Certificates for verification

The eligibility for admission to the respective programs is based on the qualifying examination marks/grades. Students are hereby instructed to submit the Original Certificates/Mark sheets of their qualifying examination and other mandatory documents at the office of the Registrar (University Campus) Immediately.

NOTE:

Please carry Provisional admission letter (PADM), Aadhar Card/Government issued ID Card and Fee paid receipt to gain access and entry to the University Campus till you receive the Student ID Card. The Roll number and Student ID Card will be issued only on Submission of Certificates/Documents and payment of fees as per the PADM provided to you.






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Mandatory Documents / Certificates to be submitted immediately for verification:

1. Application form
2. Provisional admission letter (PADM) with Passport size photo attached to it.
2. Mark Sheet - Grade X (Original with 2 Xerox copies)
3. Mark Sheet - Grade XII / PUC (Original with 2 Xerox copies)
4. Transfer Certificate (Original with 2 Xerox copies)
5. Migration Certificate (CBSE/ICSE board & Non-Karnataka Students) (Original with 2 Xerox copies)
6. Study & Conduct Certificate (Optional) (Original with 2 Xerox copies)
7. Income / Caste Certificate (If applicable) (2 Xerox copies)
8. Aadhar Card (2 Xerox copies)
9. Aadhar Card of Parents (2 Xerox copies)
10. Identity & Address Proof - Voter ID / Passport / Driving License (2 Xerox copies)
11. Passport size Photographs (4 copies)
12. Identity Card/Domicile Certificates (For the Wards of J & K / Northeast Migrants/ NRI/ SAARC & FOREIGN) issued by the concerned Deputy Commissioner / Resident Commissioner (2 Xerox copies)
13. Rank Card of the Entrance Examination (2 Xerox copies, if applicable)


REGISTRAR

