



PRESIDENCY UNIVERSITY

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

PU/2022/59

September 26, 2022

CIRCULAR

Subject: Submission of Original Documents / Certificates

We congratulate all the Students who are provisionally admitted to various **Under Graduate B.Tech Programs** in our University for the academic year 2022-23. Since the eligibility as per qualifying examination marks / grades secured for admission in various courses has to be verified by the University administration, the students are hereby instructed to submit the original certificates/mark sheets of their qualifying examination and other relevant documents (as per the below list) at the office of the Registrar (University Campus) immediately.

If you are unable to visit the campus physically to submit the Original Certificates / Documents, you can send through Courier (Blue Dart / DTDC only) to the address as given below and E-mail to muraleswaran.r@presidencyuniversity.in with details of Courier receipt number to enable us to track your Courier and acknowledge the same.

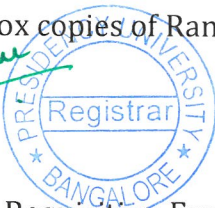
**THE REGISTRAR,
PRESIDENCY UNIVERSITY,
ITTAGALPURA RAJANAKUNTE, YELHANKA
BENGALURU - 560064 (PH: 080-23093500)**

Please find enclosed the ID Card request form and the same may be duly filled, signed and sent along with your certificates. Please go through the below list carefully and ensure that all the documents / certificates are submitted at the earliest. The office of the Registrar will be functioning on all working days from 09:00 AM to 04:30 PM.

List of documents / certificates to be submitted:

1. Mark Sheet - Grade X (Original with 2 Xerox copies)
2. Mark Sheet - Grade XII / PUC (Original with 2 Xerox copies)
3. Transfer Certificate (Original with 2 Xerox copies)
4. Migration Certificate (CBSE/ICSE board & Non-Karnataka Students) (Original with 2 Xerox copies)
5. Study & Conduct Certificate(Optional) (Original with 2 Xerox copies)
6. Income / Caste Certificate (if applicable) (2 Xerox copies)
7. Aadhar Card (2 Xerox copies)
8. Identity & Address Proof - Voter ID / Passport / Driving License (2 Xerox copies)
9. Passport size Photographs (4 copies)
10. Identity Card/Domicile Certificates (For the Wards of J & K / North East Migrants/ NRI/ SAARC & FOREIGN) issued by the concerned Deputy Commissioner / Resident Commissioner (2 Xerox copies)
11. Two Xerox copies of Rank Card of the Entrance Examination (CET/COMED-K/JEE, ETC)

REGISTRAR



Encl: ID Card Requisition Form.

City Office : University House,8/1, King Street, Richmond Town, Bengaluru - 560025

Campus: Presidency University, Ittagalpur, Rajanakunte, Yelhanka, Bengaluru - 560064

Phone : +91 080 23093500 Email : info@presidencyuniversity.in

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