



PRESIDENCY UNIVERSITY

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

PU/2023/79

September 22, 2023

CIRCULAR

Sub: Change of Program option for 2nd Year (III Semester) students of School of Management - MBA program (2022 Batch)

Students belonging to the 2022 Batch of School of Management – MBA Program, who wish to change their current program of study, may please submit an application in the prescribed form enclosed for the same at the Office of the Registrar. Please refer to the checklist below:

- The duly completed and signed Application Form for change of program.
- Copies of grade sheets for the 1st and 2nd Semesters.
- Payment receipt of Rs. 1,000/- as a processing fee (non-refundable to be paid at the Cash Counter).

The above documents should be submitted to the Office of the Registrar no later than **Wednesday, September 27th, 2023**. The approved list for Change of Program based on the Academic Regulations (2021), will be announced by **Thursday, October 05th, 2023**. Incomplete application forms and those submitted after the deadline will be rejected.

Eligibility Criteria:

- A minimum CGPA of 7.0 or higher at the end of the II Semester is required.
- The student should not have any backlog in Semester I and Semester II.
- The student should not have fee dues/ arrears for the previous academic year.

Important Notes:

- Program changes will be permitted based on availability of seats and eligibility as above.
- Once a program change is approved, it is mandatory for the student to continue in the new program until graduation as well as adhere to the Academic Regulations and new fee structure applicable to the same.
- A migration charge of Rs. 9,000/- is applicable, once approved and accepted.

S. Srinivas
Registrar



Encl: Application Form for Change of Program.

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