



PRESIDENCY UNIVERSITY

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

PU/2024/217

September 26, 2024

CIRCULAR

Sub: Change of Program in the 2nd Year (III Semester) for the students of MBA Program (2023 Batch)

Ref: Circular no.: PU/2024/212 dated September 23, 2024

This is to inform MBA students of Academic Year 2023-2024 batch, who wish to change their current program of study, may please submit an application form for the same available at the Office of the Registrar. Please refer to the checklist below:

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

The above should be submitted to the Office of the Registrar no later than **September 28, 2024**. The approved list for Change of Program based on the Academic Regulations (2021), will be announced thereafter. 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 from the previous academic year.

Important Notes:

- Program change will be permitted based on availability and eligibility.
- 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.
- The Fee for the remaining period of study shall be paid as per the Fee structure applicable to the New program for the relevant batch.
- A migration charge of Rs. 9,000/- is applicable, once approved and accepted.

Registrar



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