

Admission Schedule

Last date for submission of Admission Forms for
B.Voc, B.Com, BCA, M.Sc (Mathematics), M.Sc IT & M.Com

: June 30, 2014

Merit lists & interview/admission schedule for these courses will be displayed ONLY on the college notice board on July 04, 2014. No personal/separate intimation will be sent to any candidate.

Admission Schedule

College opens on	: July 07, 2014
Normal admission for ongoing and new classes	: July 07, 2014 to July 15, 2014
Late admission to be allowed by the Principal with late fee of Rs. 500/-	: July 16, 2014 to July 28, 2014
Late admission to be allowed by the Vice-chancellor with late fee of Rs. 1800/-	: July 30, 2014 to August 20, 2014
Teaching starts for ongoing classes	: July 10, 2014
Teaching starts for new admission classes	: July 15, 2014

Admission Procedure

Application for admission to a class should be made on the prescribed Admission Form appended to the prospectus. The following documents must be attached to the Admission Form:

- i) attested copy of the university/board certificate of the last examination passed by the candidate.
- ii) attested copy of the Character Certificate from the Head of the institution last attended.
- iii) proof for claiming any type of reservation: Single Girl Child, Sports Quota, Minority etc.
- iv) attested copy of certificate regarding date of birth.
- v) caste certificate issued by the SDM or Class I Magistrate (for SC/ST Students only).
- vi) migration certificate and original certificate of the examination passed in the case of students from a university other than Panjab University.
- vii) two passport size photographs (4 photographs for bus commuters).
- Viii) Residence proof: Adhaar Card/Voter Card/Passport along with self declaration be attached with the admission form.

● **All original certificates must be produced before the Admission Committee at the time of admission.**

Admission Rules

- i) Failed/Compartment students from other institutions will not ordinarily be admitted.
- ii) A failed student who re-joins the college as a regular student will be permitted to appear in the university Examination as a regular student, only if he fulfils the eligibility conditions in the year of re-joining.
- iii) Stagnant cases/candidates with a gap year/s after passing the last examination are required to furnish an affidavit stating that they were not involved in any unlawful activity during the gap period.
- iv) Students selected for admission are required to deposit fees and other dues on the spot failing which they may have to forgo their right to admission.
- v) Change of faculty or subject may be allowed strictly in accordance with University rules.
- vi) A candidate whose result is declared late by the Panjab University may join the college within 10 days of the declaration of his/her result.
- vii) If as a result of re-evaluation, a candidate passes an examination or becomes eligible for the supplementary examination he/she shall be eligible to seek admission to the next higher class within 10 working days of the declaration of his/her result.
- viii) Students coming from foreign countries must supply particulars of their passport, long term students visa from Home Ministry and Eligibility Certificate from the Panjab University.
- ix) **The name of a student who remains absent for a continuous period of 7 days in any subject, without leave, shall be struck off from the college rolls. He/she can seek re-admission after paying the arrears, re-admission fee and re-registration fee etc.**
- x) Reservation of seats in different categories will be made in accordance with the rules and instructions by PU Chandigarh/Punjab Government.

Admission to all the classes is provisional and subject to approval of the Panjab University, Chandigarh