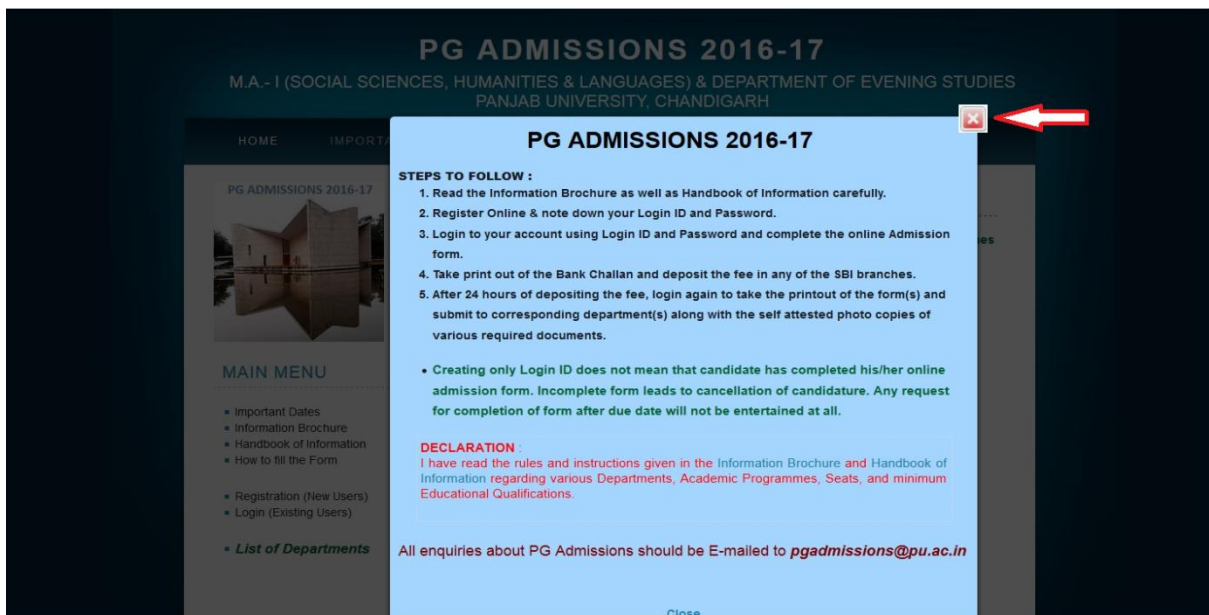


# PG Admissions 2016-17

## Help Manual

1. Go to the website <http://pgadmissions.puchd.ac.in/>



2. Read the Instructions carefully.

3. Click on "Close" as shown.

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### WELCOME

Admissions for the academic session 2016-17 to the following PostGraduate(PG) Programmes leading to M.A. will be made on the basis of UnderGraduate(UG) marks/Interview/Entrance Test/Aptitude Test:

- Bachelor in Library and Information Science
- M.A.(Ancient Indian History Culture and Archaeology)
- M.A.(Centre for Human Rights and Duties)
- M.A.(Centre for Police Administration)
- M.A.(Comparative Study of Religions)
- M.A.(Defence and National Security Studies)
- M.A.(Economics)
- M.A.(English)
- M.A.(French)
- M.A.(Gandhian and Peace Studies)
- M.A.(Geography)
- M.A.(Hindi)
- M.A.(History)
- M.A.(Indian Theatre)
- M.A.(Instrumental)
- M.A.(Journalism and Mass Communication)
- M.A.(Philosophy)
- M.A.(Political Science)
- M.A.(Psychology)
- M.A.(Public Administration)
- M.A.(Punjabi)
- M.A.(Sanskrit)
- M.A.(Social Work)
- M.A.(Sociology)
- M.A.(Urdu)
- M.A.(Vocal)
- M.A.(Womens Studies)
- Masters in Disaster Management
- Masters in Remote Sensing and GIS

All enquiries about PG Admissions should be E-mailed to [pgadmissions@pu.ac.in](mailto:pgadmissions@pu.ac.in)

4. Click on "Registration" link as shown.

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## GENERATE LOGIN ID & PASSWORD (STEP-1)

Read Instructions and Eligibility Criteria carefully before registration.

Do not prefix the title such as Shri / Smt. / Mr. / Mrs. / Dr. etc. along with names.

# Mandatory information

Name#

Father's Name

Mother's Name#

Date of Birth #   [dd/mm/yyyy]

E-mail#

Gender#  Male  Female  Transgender

PUPIN No./P.U. Regd. No.

Aadhar No.

Family Annual Income(Rs.)#

Consent for SMS  Yes  No  
By indicating 'Yes', you would like to receive text message notifications from <http://pgadmissions.puchd.ac.in> on your mobile number provided below.

Whether belong to Economically Weaker Section#  Yes  No

Are you Employed?#  Yes  No

Are you applying for hostel accommodation#  Yes  No

Categories other than General

- Backward Classes (NOT OBC)
  - Border Area
  - Freedom Fighter
  - Kashmiri migrants
  - Nominated/In-service Police Personnel
  - One Girl Child out of the only two girl Children
  - PIO/NRI/Foreign National
  - Riot Victims
  - Rural Area
  - Scheduled Caste
  - Scheduled Tribe
  - Sports
- Defence
- Sons/Daughters/Spouses of such defence personnel, para-military personnel like CRPF/BSF and Police personnel etc. who died in action while on duty. Only those who were wholly dependent on such personnel shall be considered.
  - Sons/Daughters/Spouses as are wholly dependent on such Defence Personnel who were incapacitated/died while in service.
  - Such Sons/Daughters/Spouses of ex-servicemen (Defence and Para-military personnel like CRPF/BSF etc.) as are wholly dependent on them.
  - Defence personnel incapacitated while in service.
  - Such Sons/Daughters/Spouses of serving defence personnel and para-military personnel like CRPF/BSF etc. as are wholly dependent on them.
  - Ex-servicemen
  - Serving defence personnel/paramilitary personnel like CRPF/ BSF etc.
- Persons with Disability (PwD)
- Blind
  - Orthopedic
  - Hearing
  - Visually Handicapped

Submit



5. Fill all the required details and then click on “Submit” as shown.

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### LOGIN DETAILS


**ALERT!!!** Do not refresh this page until you note down your Application Number, Login ID and Password. Use this Login ID and Password to update/view other required information in admission process.

Application No:	300001
Login ID:	300001
Password:	k\$2w36ac

Your Login ID and Password have also been sent to your Email ID.

- Use the login and password to upload photograph and signature and fill other important information. You must have scanned photograph and signature with less than 100KB size. Use login menu to complete these processes.
- Please do not disclose your login ID and password. Keep it till the end of the admission process.

• [Click Here to Login](#) 



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6. Your Login ID and Password will be displayed on the screen and will be sent to your registered E-mail also.

7. Note down your Login ID and Password (Do not refresh this page until you note down your application number, Login ID and Password) and then click on “Login” as shown.

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### SIGN IN

Login ID	<input type="text" value="300001"/>
Password	<input type="password" value="*****"/>
	<input type="button" value="Sign In"/>
	<a href="#">Forgot your password?</a>
	<a href="#">Registration (New Users)</a>



8. Please fill your Login ID and Password and then click on "Sign In".

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## CANDIDATE HOME

Candidate Name: Test | Application No.: 300001

Course(s) opted	Pending...
Photograph	Pending...
Signature	Pending...
Admission Form	Form is Incomplete ( <a href="#">Click here to Complete</a> )
Fee	Pending...



9. Click on "Click here to complete".

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## STEP-II

Did you take admission in any of the departments of the Panjab University in the last three years?

Yes  No

Summary of Educational Qualifications from 10th Class Onwards

Previous Exam. Passed	Name of Degree	Year	Roll No.	Percentage OR Marks Obtained / Max. Marks		Uni./Board
	Matric	1965	r123	60.5	%	Central Boar
	+2	1967	r456	75.1	%	Central Boar
Graduation	B.A.	1970	g789	1800	2400	A.P. Universi
Post Graduation	Select Degree	Select		Mks Obt	Max.Mks	Select Unive

Select the courses you want to opt:

Course	Entrance Test Roll No.(if any)	Do you want to opt this course in Evening Studies dept?*	Have you studied subject in graduation on the basis of which you can claim weightage, If yes select subject?	Hons/Hons school in subject, If yes select subject?
(1)	(2)	(3)	(4)	(5)
M.A.(Ancient H		N.A.	Ancient History	Ancient History
M.A.(Hindi)		N.A.	Hindi Elective	Hindi
Please select		Please select	Please select	Please select
Please select		Please select	Please select	Please select
Please select		Please select	Please select	Please select
Please select		Please select	Please select	Please select
Please select		Please select	Please select	Please select
Please select		Please select	Please select	Please select

\*\* Male candidates are required to fill Employment/Self Employment certificate

Save

10. Enter your Educational Qualification details from class 10<sup>th</sup> Onwards.


11. Choose courses for M.A.-I you want to opt and fill all the required fields corresponding to every course you opt.



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### STEP-II (CONTINUED)

**Educational and Qualification Details have been Updated**

Application No. 300001

Enter graduation marks for the subject selected

Please select

Please select

**Economics**

Police Administration

**Note:**

- After adding marks for each subject click "Submit"

Subject Marks: Economics		
S.No	Marks Obtained	Max Marks

Subject Marks: Police Administration		
S.No	Marks Obtained	Max Marks

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12. If you have any subjects on the basis of which you can claim subject weightage then select the subject one at a time.

13. Select whether yearly or semester wise.



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## STEP-II (CONTINUED)

Educational and Qualification Details have been Updated

Application No.	300001
Enter graduation marks for the subject selected	Economics
Select whether graduation is Yearly/Semester Wise	Year(3)
	Please select
	Year(3)
	Year(4)
	Semester(6)
	Semester(8)

Year	Marks Obtained	Maximum Marks
1		
2		
3		

Add

Note:

- After adding marks for each subject click "Submit"
- If you have passed Economics with Hons. then please enter the total of all Economics papers each of the three years

### Subject Marks: Economics

S.No	Marks Obtained	Max Marks
------	----------------	-----------

### Subject Marks: Police Administration

S.No	Marks Obtained	Max Marks
------	----------------	-----------

Submit

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## STEP-II (CONTINUED)

Educational and Qualification Details have been Updated

Application No. 300001  
Enter graduation marks for the subject selected Economics  
Select whether graduation is Yearly/Semester Wise Year(3)

Year	Marks Obtained	Maximum Marks
1	150	200
2	200	300
3	170	200

Add

Note:

- After adding marks for each subject click "Submit"
- If you have passed Economics with Hons. then please enter the total of all Economics papers each of the three years

Subject Marks: Economics

S.No	Marks Obtained	Max Marks
------	----------------	-----------

Subject Marks: Police Administration

S.No	Marks Obtained	Max Marks
------	----------------	-----------

Submit

14. Enter the marks of subject and click on "Add" button.

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pu.chd.ac.in/important-documents.php

## STEP-II (CONTINUED)

### Graduation Subject details related to Economics added

Application No. 300001  
Enter graduation marks for the subject selected Police Administration  
Select whether graduation is Yearly/Semester Wise Year(4)

Year	Marks Obtained	Maximum Marks
1	120	200
2	170	400
3	200	300
4		

Add

Note:

- After adding marks for each subject click "Submit"
- If you have passed Police Administration with Hons. then please enter the total of all Police Administration papers each of the three years

### Subject Marks: Economics

Year S.No	Marks Obtained	Max Marks
1	150	200
2	200	300
3	170	200

### Subject Marks: Police Administration

Year S.No	Marks Obtained	Max Marks
1	120	200
2	170	400
3	200	300
4	0	0

Submit

15. Similarly, Enter the marks for all the subjects.

16. The marks you entered for all the subjects will be displayed as above.

17. You can also modify the subject marks.

18. After entering all the subject marks, click on "Submit".

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## (STEP-III)

Application No.	300001
Belongs To (Area of Residence)*	Urban
Nationality*	Indian
Correspondence Address*	H.No 1234 Sector - 14, Chandigarh
Permanent Address*	Your permanent Address same as Correspondence Address? <input checked="" type="checkbox"/> Yes H.No 1234 Sector - 14, Chandigarh
Photograph* (Only jpg/jpeg) (Size <100 KB)	Browse... Profile-Picture.jpg
Signature* (Only jpg/jpeg) (Size <100 KB)	Browse... sign.jpg
Are you enrolled in or seeking admission to any course concurrently?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you studied M.A. or Other Professional Course	<input checked="" type="radio"/> Yes <input type="radio"/> No
Are you claiming weightage on any of the following?	<input checked="" type="checkbox"/> N.C.C.-A <input type="checkbox"/> N.C.C.-B <input type="checkbox"/> N.C.C.-C <input type="checkbox"/> N.S.S.-A <input checked="" type="checkbox"/> N.S.S.-B <input type="checkbox"/> N.S.S.-C <b>Youth welfare/Cultural Festival</b> University Zonal Festival(First Posit(c Please Select Please Select Please Select Please Select Please Select
<input type="button" value="Save"/>	

\* Mandatory information

19. Fill all the required fields and click on "Save".

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### CONFIRM

Application No.:	300001					
Course(s) Opted	S.no	Course	Applied in Deptt. of Evening Studies?			
	1	M.A (Ancient Indian History Culture and Archaeology)	Not Applicable			
	2	M.A (Hindi)	Not Applicable			
Category(s):	General					
<b>Basic Information</b>						
Candidate Name:	Test					
Father's Name:	Test					
Mother's Name:	Test					
Gender:	Male					
Date of Birth:	31 May 1980					
Nationality:	Indian					
Correspondence Address:	H.No 1234 Sector - 14, Chandigarh					
Permanent Address:	H.No 1234 Sector - 14, Chandigarh					
Phone No./Mobile No.:						
E-mail Id:	test@gmail.com					
PUPIN No:						
AADHAR No:						
Weightage	N.C.C.-A, N.S.S.-B, University Zonal Festival(First Position)					
<b>Education Details</b>						
S.no	Qualification	Pass Year	Roll no.	University/Board	Percentage or Obtained Marks/Max. Marks	
1	10th	1965	r123	Central Board of Secondary Education	60.5	
2	12th	1967	r456	Central Board of Secondary Education	75.1	
3	B.A.	1970	g789	A.P. University of Law, Palace Layout, Pedawallair, Visakhapatnam	1800	2400
<b>DECLARATION:</b>						
I have gone through the rules as given in the prospectus. I know that I am applying for admissions at my own risk and responsibility subject to final eligibility at the time of admission. It is also certified that the information given in this form is correct to the best of my knowledge.						
I Agree: <input checked="" type="checkbox"/>						
		<input type="button" value="Confirm"/>		<input type="button" value="Edit"/>		

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20. Please check whether all the details you entered are correct, if not click on "Edit" otherwise check the "I Agree" box and click on Confirm as shown above.

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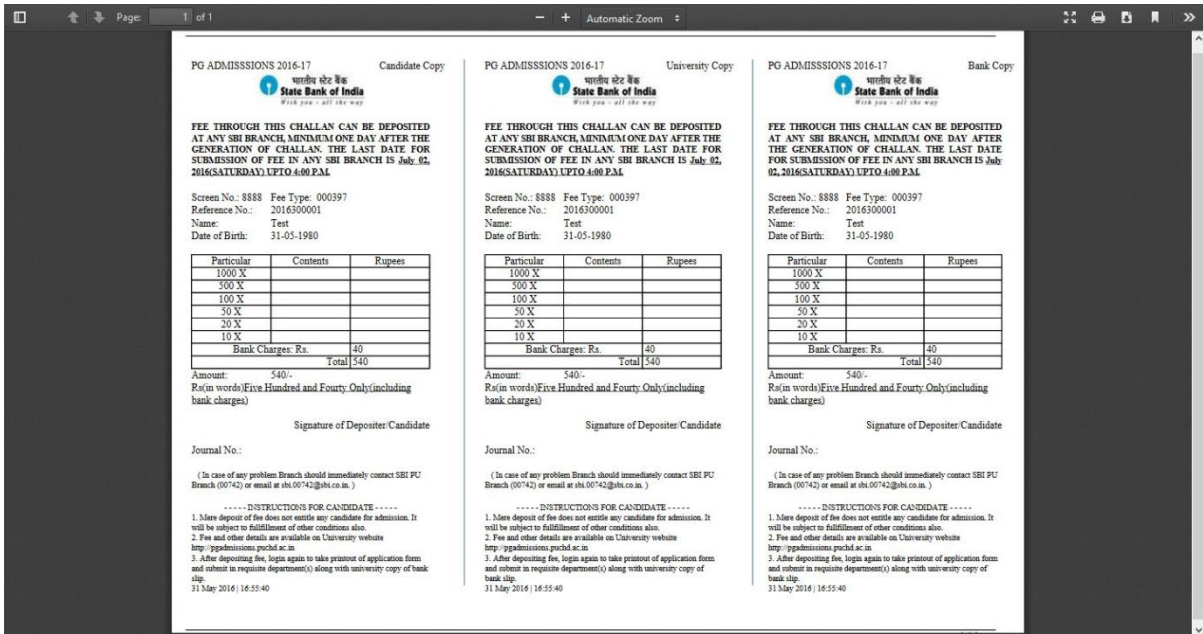
Candidate Name: Test | Application No.: 300001

Your Online Application form has been submitted successfully!!

Course(s) opted	S.no	Course	Applied in Deptt. of Evening Studies?
	1	M.A (Ancient Indian History Culture and Archaeology)	N.A.
	2	M.A. (Hindi)	N.A.
Photograph	Available		
Signature	Available		
Admission Form	Successfully Completed		
Fee	Pending...		
Bank Challan	Download Bank Slip		



21. Click on "Download Bank Slip".



22. Take print out of the bank slip. Deposit the fee minimum one day after confirming your form.



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## CANDIDATE HOME

Candidate Name: Test | Application No.: 300001

Course(s) opted	S.no	Course	Applied in Deptt. of Evening Studies?
	1	M.A (Ancient Indian History Culture and Archaeology)	N.A.
	2	M.A. (Hindi)	N.A.
Photograph	Available		
Signature	Available		
Admission Form	Successfully Completed		
Fee	Deposited		
Admission Form	<a href="#">Take Print Out</a>		



23. After depositing fee, login again (after 24 hours) to take printout of application form and submit in requisite department(s) along with photocopies of required documents and university copy of bank slip.