

Instructions for Students for UG

1. Applicants can apply/fill the form for UG on the admission portal <https://admission.punjab.gov.in>
2. Registration on Online Admission Portal upto Closing Date is mandatory for UG admission seekers. In no circumstances, admission without registration on portal will be allowed.
3. Applicants will have to pay a one-time non-refundable registration fee of Rs 200 at the time of form submission. Any request of refund/chargeback will not be entertained.
4. Weightage, wherever applicable, would be given after verification of the uploaded documents
5. List of Documents to be uploaded online by the applicant:
 - Scanned copy of Passport size photograph
 - Scanned copy of signature
 - Matric (10th) Marksheet
 - 10+2 Marksheet (in case of manual form filling)
 - NCC/ NSS/Sports Certificate for weightage, wherever applicable
 - Bonafide Resident of Punjab Certificate, if applicable
 - Income Certificate required for claiming benefits of SC / BC category , if applicable
 - Reserved Category Certificate, if applicable
 - Gap Year Affidavit, if applicable
 - Rural Area/Border Area certificate, if applicable
6. Name of the applicant will appear in the Merit List after online verification of documents as per eligibility/merit.

7. After final selection, the admission charges shall be paid through online mode only. There is no provision of payment of admission charges physically at the College during merit.
8. All admissions done are provisional. College / University will cancel any such admission if the information provided by the students is found to be fictitious /bogus at any stage and the student concerned will be held solely responsible for this.
9. If any document of a student is rejected due to some reasons during the process of online verification, a system generated SMS/Email will be sent to the applicant and applicant will be required to re-upload the correct document on the online admission portal by logging in his/her account within 48 hours of receiving that SMS. No physical presence shall be required to revise the document.
10. The admission portal is solely for providing platform to candidates for admission in Govt. Colleges in their preferred courses as per the merit list. However in case of Courses having Combination such as BA and BSC stream, the final discretion w.r.t. to allocation of combination of subject lies with the college only depending upon the availability of seats.
11. Choosing the subjects (combinations) in case of BA and BSC Courses:
 - a. Students who have not studied Math in 12th cannot opt for Math subject in BA
 - b. Student can opt any three subjects from the above groups
 - c. Maximum one subject can be taken from one group
 - d. Subjects chosen in 1st year will remain with the student throughout the graduation (3 years) and it cannot be changed under any circumstances.
 - e. In case of opting Mudla Gyan/History and culture of Punjab as compulsory subject, an applicant cannot opt Punjab (Literature) as an elective subject.

- f. Admission will be offered only if seats in all subjects within a set/combination are available on merit basis.
- g. If seats in any subject are no longer available as per allocation by merit then the student will be offered seat in his/her next preference (subject combination) as per the availability.
- h. Candidate will be given the chance for change of subjects after the admission process is over.
- i. In case of colleges affiliated with Panjab University, Chandigarh and Punjabi University Patiala,
 - i. Mudla Gyan/History and culture of Punjab can only be opted as a compulsory subject, if an applicant has not studied Punjabi upto Metric or an applicant is a ward of defense personnel and central government employee, who are transferrable pan India or Foreigners.