

## **IMPORTANT NOTICE FOR BACHELOR OF ENGINEERING (B.E.) PROSPECTIVE STUDENTS YEAR 2020**

### **CHITKARA UNIVERSITY INSTITUTE OF ENGINEERING & TECHNOLOGY CHITKARA UNIVERSITY, PUNJAB**

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B.E. Programs</b> (CSE/CE/ECsE/ECE/ME/EE/Mechatronics) XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2020 (January/April) mandatory	<b>4 Years</b>	<b>82,000</b>	<b>10,000</b>
<b>Integrated B.E-MBA</b> XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2020 (January/April) mandatory	<b>5 Years</b>	<b>1,27,000</b>	<b>10,000</b>
<b>Integrated B.E-M.E. in CSE by Research</b> XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2020 (January/April) mandatory	<b>5 Years</b>	<b>82,000</b>	<b>10,000</b>

### **CHITKARA UNIVERSITY SCHOOL OF ENGINEERING & TECHNOLOGY CHITKARA UNIVERSITY, HIMACHAL PRADESH**

PROGRAMS	COURSE DURATION	1st SEMESTER FEES <sup>^</sup>	2nd SEM ONWARDS <sup>^</sup>
<b>B.E. Programs</b> (CSE/CE/ECE) XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2020 (January/April) mandatory	<b>4 Years</b>	<b>80,000</b>	<b>70,000</b>
<b>Integrated B.TECH-M.TECH in collaboration with VIRTUSA</b> XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2020 (January/April) mandatory	<b>5 Years</b>	<b>80,000</b>	<b>75,000</b>

THE FEES FOR ANY OF THE ABOVE PROGRAMS IS SUBJECT TO REVISION.

\*ONLY AT THE TIME OF ADMISSION.

<sup>^</sup> SUBJECT TO APPROVAL BY HIMACHAL PRADESH STATE GOVERNMENT.

**Rs. 2500/- COUNSELING FEE ONLY AT THE TIME OF ALLOCATION  
FOR B.E. PROGRAMS (NON REFUNDABLE).**

[www.chitkara.edu.in](http://www.chitkara.edu.in) | [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in)

Admissions Helpline +91 95011 05714 | 95011 05715

# IMPORTANT INFORMATION

For B.E. programs the seats shall be allocated based on merit ranking of the student in the JEE-MAINS 2020 (January/April). The eligibility criteria for admission to any one of the programs in Engineering is a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Maths in class XII. A candidate must have passed his/her 10+2 with Physics, Chemistry and Mathematics as compulsory subjects. It is mandatory for the candidate to have Pass grade in each subject of qualifying examination. The marks will not be rounded off to determine the eligibility criteria e.g. 59.99% will not be considered equivalent to 60.00%.

- Only candidates born on or after October 01, 1998 can apply. (Date of Birth as recorded in the High School/ Secondary School Education Board only will be taken as authentic)
- Only those candidates are eligible to apply who have passed 10+2 or equivalent examination in 2018 or later including those who are appearing in it in 2020. It is mandatory for all candidates to produce proof for having passed the qualifying examination (10 + 2) and valid JEE-MAINS 2020 (January/April) score card at the time of counseling, failing which their candidature for admission will stand cancelled.
- The counseling schedule will be displayed after the declaration of JEE-MAINS 2020 (January/April) result. It is mandatory for the candidates who apply in the prescribed form for admission to the undergraduate program in Engineering to visit the website [www.chitkara.edu.in](http://www.chitkara.edu.in) regularly to check the counseling schedule. No separate intimation shall be sent to the candidates regarding the counseling schedule.
- Seats in the above programs shall be allotted on the basis of preferences indicated at the time of counseling and in the order of merit obtained in JEE-MAINS 2020 (January/April) ranking subject to availability of seat.
- All candidates granted admission to Bachelor of Engineering (B.E.) and Master of Computer Applications (MCA) are required to be in possession of a laptop computer. The configuration of the laptop will be available on the University website. A student is free to buy the laptop of the required configuration from the place of his/her own choice.
- The candidates should bring the original and two attested copies of following documents for verification at the time of counseling:
  - Certificate and Mark sheet of Class X and Class XII.
  - Migration Certificate from the Board / University last attended.
  - Rank Card of JEE-MAINS 2020 (January/April)
  - Copy of Aadhaar Card.
  - Character Certificate from the institution last attended.
  - Medical fitness Certificate from the authorised medical centres, format of the same is given on Chitkara University website.
  - Reserve Category Certificate (if applicable).
  - Affidavit attested by Executive Magistrate/ Notary Public required in case of gap of one year or more in studies for not being involved in any criminal activities during the gap period.
  - Two additional passport sized recent photographs with your name & date of birth clearly written on the reverse. Photograph need not be attested.
  - Photocopy of the Application form.
  - Bonafide certificate/others sports/defence proof of the authority.
- For Fee Refund Rules and other details please refer to Admission Procedure for the Academic Year 2020

Counseling venue and counseling schedule will be given on website.  
For all important instructions please visit Admissions micro site at  
[www.chitkara.edu.in](http://www.chitkara.edu.in) | [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in)

## ADMISSION INFORMATION & FEES FOR ACADEMIC YEAR 2020

### CHITKARA BUSINESS SCHOOL

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>BBA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>3 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>BBA FINTECH</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>3 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>B. COM (Hons)</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>3 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>B.A. Economics(Hons)</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>3 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>Integrated MBA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>5 Years</b>	<b>1,02,000</b>	<b>8,000</b>

### CHITKARA UNIVERSITY INSTITUTE OF ENGINEERING AND TECHNOLOGY

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>BCA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview.	<b>3 Years</b>	<b>52,000</b>	<b>8,000</b>
<b>BCA-MCA Integrated</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview.	<b>5 Years</b>	<b>52,000</b>	<b>8,000</b>
<b>MCA Lateral Entry</b> Graduation in BCA / B. Sc.-IT / B.Sc. Computer Science with a minimum aggregate of 55% and should have passed in Mathematics as compulsory subject in Class XII/Graduation.	<b>2 Years</b>	<b>77,000</b>	<b>8,000</b>

### CHITKARA COLLEGE OF APPLIED ENGINEERING

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B.Tech Programs</b> (IT/EE/ME/CE/Fire Safety) XII passed with a minimum aggregate of 50% or secures 50% in Physics, Chemistry and Mathematics in Class XII	<b>4 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>B.Tech Programs (Lateral Entry)</b> (CE/EE/ME) Candidate with minimum aggregate of 50% in the Engineering Diploma.	<b>3 Years</b>	<b>77,000</b> (1,2 & 3 Sem) <b>52,000</b> (4,5 & 6 Sem)	<b>10,000</b>

THE FEES FOR ANY OF THE ABOVE PROGRAMS IS SUBJECT TO REVISION.

\*ONLY AT THE TIME OF ADMISSION

## ADMISSION INFORMATION & FEES FOR ACADEMIC YEAR 2020

CHITKARA SCHOOL OF HEALTH SCIENCES			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B.Sc Allied Healthcare</b> XII passed (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal Interview	<b>3 Years</b>	<b>52,000</b>	<b>8,000</b>
<b>B. Optometry</b> XII passed (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal Interview   Rs. 50,000 will need to be paid at the end of the 1st year for the Mandatory Optometry kit.	<b>4 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>B. Physiotherapy</b> XII passed (Physics, Chemistry, Biology as compulsory subjects)   Personal Interview	<b>4.5 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>B. Occupational Therapy</b> XII passed (Physics, Chemistry, Biology as compulsory subjects)   Personal Interview	<b>4.5 Years</b>	<b>57,000</b>	<b>8,000</b>
<b>B.Sc Nursing (Basic)</b> XII passed (Physics, Chemistry, Biology as compulsory subjects)   Personal Interview	<b>4 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>B.Sc Post Basic Nursing</b> XII passed along with certificate in General Nursing and midwifery (GNM) and registered as R.N.R.M. with the State Nurses Registration Council.   Personal Interview	<b>2 Years</b>	<b>42,000</b>	<b>8,000</b>
<b>M. Physiotherapy</b> BPT degree from institutions where the mode of study is a full time program, with minimum 4½ years duration from this university or any other university in India or abroad as equivalent with not less than 50% of marks in aggregate and have completed 6 months of compulsory rotatory internship.	<b>2 Years</b>	<b>42,000</b>	<b>8,000</b>
<b>M.Sc Nursing</b> The candidate should be a Registered Nurse and Registered midwife or equivalent with any State Nursing Registration Council. B.Sc. Nursing/B.Sc. Hons. Nursing/Post Basic B.Sc. Nursing recognized by Indian Nursing Council with minimum of 55% aggregate marks. Min. one year of work experience after Basic B.Sc. Nursing. Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.	<b>2 Years</b>	<b>42,000</b>	<b>8,000</b>

### CHITKARA COLLEGE OF PHARMACY

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>D. Pharm</b> XII with a minimum aggregate of 50%   (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal interview.	<b>2 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>B. Pharm</b> XII with a minimum aggregate of 50%   (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal interview.	<b>4 Years</b>	<b>82,000</b>	<b>8,000</b>
<b>B. Pharm (Practice)</b> A pass in Diploma course in Pharmacy from an institution approved by the Pharmacy Council of India   A registered pharmacist   Minimum of 4 years of pharmacy practice experience along with experience proof and 'No Objection Certificate' from the employer.	<b>2 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>M. Pharm</b> B. Pharmacy from a recognized University with a minimum aggregate of 50%. A candidate has to appear for the Entrance exam followed by a personal interview.	<b>2 Years</b>	<b>77,000</b>	<b>8,000</b>
<b>M. Sc. (Pharma Co-Vigilance)</b> B.Sc.   B Pharm with a minimum aggregate of 50%   Personal interview.	<b>2 Years</b>	<b>77,000</b>	<b>8,000</b>
<b>Pharm D</b> XII with a minimum aggregate of 50%   (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal interview.	<b>6 Years</b>	<b>1,17,000</b>	<b>10,000</b>
<b>Pharm D (Post Baccalaureate)</b> B. Pharm with a minimum aggregate of 50%. The candidate will join the program in the 4th year of Pharm D and will subsequently complete the course.	<b>3 Years</b>	<b>1,17,000</b>	<b>10,000</b>

### CHITKARA COLLEGE OF EDUCATION

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B. Ed</b> Graduate/Post Graduate with a minimum aggregate of 50%	<b>2 Years</b>	<b>32,000</b>	<b>8,000</b>
<b>M. Ed</b> 50% marks or equivalent grades in B.Ed., B.A-B.Ed., B.Sc-B.Ed, B.El.Ed, D.El.Ed (with an undergraduate degree)	<b>2 Years</b>	<b>32,000</b>	<b>8,000</b>

THE FEES FOR ANY OF THE ABOVE PROGRAMS IS SUBJECT TO REVISION. \*ONLY AT THE TIME OF ADMISSION.

## ADMISSION INFORMATION & FEES FOR ACADEMIC YEAR 2020

### CHITKARA SCHOOL OF PLANNING & ARCHITECTURE

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B. Arch</b> Candidates should have passed/appearing in class XII or equivalent with PCM subjects. Candidates must obtain a minimum of 50% aggregate marks in PCM along with a minimum 50% in class XII. Or 10+3 Diploma (any stream with Mathematics as compulsory subject) recognized by Central/State Government with 50% aggregate marks. Admissions shall be carried out on MERIT based on the valid NATA or JEE MAINS 2020 (January/April) Paper 2 Score   No fees will be charged for the 10th Semester.	<b>5 Years</b>	<b>82,000</b>	<b>10,000</b>
<b>B. Des Interior Design</b> XII passed (Any stream)   Valid UCEED scores for admission to the B.Des course. Students without valid UCEED scores must opt for B. Sc Interior.	<b>4 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>M. Des Interior Design</b> Graduate with minimum requirement of 50%. Personal Interview.	<b>2 Years</b>	<b>77,000</b>	<b>10,000</b>

### CHITKARA SCHOOL OF MASS COMMUNICATION

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>BA in Journalism</b> XII passed (Any stream)   Personal Interview	<b>3 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>MA in Journalism</b> Graduation passed   Personal interview.	<b>2 Years</b>	<b>62,000</b>	<b>8,000</b>

### CHITKARA SCHOOL OF ART & DESIGN

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>BFA Applied Art</b> XII passed (Any stream)   CUDAT   Personal Interview   Valid UCEED scores	<b>4 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>B.Sc Animation</b> XII passed (Any stream)   CUDAT   Personal Interview   Valid UCEED scores	<b>3 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>B. Des Animation/Game Design</b> XII passed (Any stream)   Personal Interview   Valid UCEED scores	<b>4 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>B.A Photography &amp; Visual Arts</b> XII passed (Any stream)   CUDAT   Personal Interview   Valid UCEED scores	<b>3 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>B.Sc Fashion Design</b> XII passed (Any stream)   CUDAT   Personal Interview   Valid UCEED scores	<b>3 Years</b>	<b>62,000</b>	<b>10,000</b>
<b>M. Des User Experience</b> Graduate with minimum requirement of 50%. Personal Interview.	<b>2 Years</b>	<b>77,000</b>	<b>10,000</b>
<b>MFA (Master of Fine Arts)</b> BFA with minimum requirement of 50%. Personal Interview.	<b>2 Years</b>	<b>77,000</b>	<b>10,000</b>

### CHITKARA COLLEGE OF HOTEL MANAGEMENT

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	ERP*
<b>B.Sc Hospitality Administration</b> XII Passed (Any Stream)   Personal Interview	<b>3 Years</b>	<b>62,000</b>	<b>8,000</b>
<b>B.Sc Culinary Art</b> XII passed (Any stream)	<b>3 Years</b>	<b>1,02,000</b>	<b>8,000</b>
<b>B.Sc Culinary Art</b> (Bakery & Pastry Art Mgmt) XII passed (Any stream)	<b>3 Years</b>	<b>1,02,000</b>	<b>8,000</b>

THE FEES FOR ANY OF THE ABOVE PROGRAMS IS SUBJECT TO REVISION. \*ONLY AT THE TIME OF ADMISSION

For other important instructions please visit [www.chitkara.edu.in](http://www.chitkara.edu.in) regularly.

**ADMISSION INFORMATION & FEES FOR ACADEMIC YEAR 2020****CHITKARA UNIVERSITY SCHOOL OF COMPUTER APPLICATIONS**

PROGRAMS	COURSE DURATION	FEES PER SEMESTER
<b>BCA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview.	<b>3 Years</b>	<b>50,000</b> (Day Scholar) <b>70,000</b> (Residential)
<b>BCA-MCA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview.	<b>5 Years</b>	<b>50,000</b> (Day Scholar) <b>70,000</b> (Residential)

**CHITKARA UNIVERSITY SCHOOL OF HOSPITALITY MANAGEMENT**

PROGRAMS	COURSE DURATION	1st SEM FEES	2nd SEM ONWARDS
<b>B.Sc Hospitality Administration</b> XII Passed (Any stream)   Personal Interview	<b>3 Years</b>	<b>60,000</b> (Day Scholar) <b>80,000</b> (Residential)	<b>50,000</b> (Day Scholar) <b>70,000</b> (Residential)

**CHITKARA UNIVERSITY COLLEGE OF NURSING**

PROGRAMS	COURSE DURATION	FEES PER SEMESTER
<b>B.Sc Nursing (Basic)</b> XII passed (Physics, Chemistry, Biology as compulsory subjects)   Personal Interview	<b>4 Years</b>	<b>60,000</b>

**CHITKARA UNIVERSITY SCHOOL OF BUSINESS STUDIES**

PROGRAMS	COURSE DURATION	FEES PER SEMESTER
<b>BBA</b> XII with a minimum aggregate of 50% (Any stream)   Personal Interview	<b>3 Years</b>	<b>50,000</b> (Day Scholar) <b>70,000</b> (Residential)

THE FEES FOR ANY OF THE ABOVE PROGRAMS IS SUBJECT TO REVISION.

For other important instructions please visit [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in) regularly.

## GENERAL INFORMATION

### Counseling Process

Candidate would have to personally appear before the Counseling committee on the date and time specified. Failure to do so will result in rejection of the application. The candidates would be required to be in possession of the documents as given in the IMPORTANT INSTRUCTIONS at the time of counseling. Please note that for the programs with no entrance tests the seats will be allocated based on the marks obtained by the candidate in the qualifying examination specified under eligibility criteria and entrance test/interview conducted by Chitkara University (where ever applicable).

### Registration

The candidate must get registered for a program on the first day of the academic session. If a student fails to register and continuously absents himself/ herself for a period of one week or more then his/her name shall be struck off the rolls of the University.

### Reservation

- (a) 25% of the seats are reserved for bonafide candidates of Himachal Pradesh in Chitkara University (Himachal Pradesh).
- (b) 15% seats are exclusively reserved for the candidates of Punjab Domicile in Chitkara University, Punjab.
- (c) Allocation of seats for the reserved categories (SC/ ST/ OBC/ Physically Handicapped/Others) shall be as per the policy of the State Govt.

### Payment of Fees & Confirmation of Seat

Students will be admitted only after receipt of full fee at the time of counseling.

1. The fee shall be paid either by Netbanking / Debit Card / Credit Card or Demand Draft in favour of "Chitkara University" payable at Chandigarh. Cheques shall NOT be accepted.
2. All enrolled students shall pay their fees semester-wise in the months notified by the University.
3. Delayed payment of fee will attract a fine as per the rules and regulations of the University.

### Fee Refund Rules

All request for cancellation/withdrawal of admission must be made in writing along with the original fee receipt quoting the branch in which admission was granted. Requests made verbally or by fax shall not be entertained. The detailed guidelines are as follows:

- a. if a student chooses to withdraw from the program of study in which he/she is enrolled, the University shall follow the following four-tier system for the refund of fees remitted by the student.

Sr. No	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to Chitkara University
1.	100%	15 days before the formally-notified last date of admission.
2.	80%	Not more than 15 days after the formally-notified last date of admission.
3.	50%	More than 15 days but less than 30 days after the formally-notified last date of admission.
4.	0%	More than 30 days after the formally-notified last date of admission.

\*{(Inclusive of course fees and non-tuition fees- 100% ERP fees will be refunded in all cases)}

In case of (1) in the table above, the University shall deduct an amount not more than 10% of the aggregate fees as processing charges exclusive of counseling fees from the refundable amount.

- b. Fees shall be refunded by the University to an eligible student within fifteen days of commencement of classes for the relevant program.

**The last date of admission will be considered one day before the orientation of the program as notified on the website.**

## IMPORTANT INSTRUCTIONS

### Candidates should note the following :

1. Attested copies of the following documents must be attached with the admission form:
  - Certificate and Mark Sheet of Class X & Class XII.
  - Certificate and Mark Sheet of graduation (only for post graduate programs).
  - Migration certificate from the Board/University last attended.<sup>^</sup>
  - Rank card of qualifying examination, if result is not declared then attach Admit Card (where ever applicable).<sup>^</sup>
  - Copy of Aadhaar Card
  - Character certificate as per the format given on the website.<sup>^</sup>
  - Medical fitness certificate as per the format given on the website.<sup>^</sup>
  - Reserve category certificate, if applicable.
  - Affidavit signed by Executive Magistrate/ Notary Public required in case of gap in the studies for not being involved in any criminal activities during the gap period.
2. Incomplete Admission forms will not be accepted.
3. Attach two additional passport sized recent photographs with your name & date of birth clearly written on the reverse. The photographs need not to be attested.
4. The marks will not be rounded off to determine the eligibility criteria e.g. 59.99 % will not be considered equivalent to 60.00%.
5. If two or more candidates have equal marks in the qualifying examination then marks of the next lower examination will be taken into consideration. In case there is any tie then the candidate senior in age will be given preference.
6. All admissions are given on provisional basis subject to the verification of eligibility for the program as laid down by the University.
7. Since no mid-course admissions can be made by the University to fill a vacancy caused by mid course withdrawal. No objection certificate or Migration/Transfer Certificate for a mid course withdrawal to a student of any category including child/ward of NRI/ International students shall only be given by the University to a student after he/she has deposited the balance years fees and any other dues outstanding to the University.
8. Candidates must bring the Photostat copy of the application form filled and all the original certificates with them at the time of counseling. Failure to do so will debar them from attending the counseling process.
9. All admissions will be subject to verification of facts from the original certificates/documents of the candidate.
10. All disputes will be subject to jurisdiction of the Courts at Chandigarh City only.
11. Last date of receipt of application form shall be notified on [www.chitkara.edu.in](http://www.chitkara.edu.in) | [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in)
12. Candidates are advised to visit the University website [www.chitkara.edu.in](http://www.chitkara.edu.in) | [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in) regularly for the updates.
13. Kindly submit the application form along with relevant documents in the enclosed self-addressed envelope. Students applying for the B.E. program should also submit the OMR sheet along with the application form. OMR sheet should not be stapled or folded.

### Uniforms

The students of Chitkara University are required to wear the prescribed uniform on all working days.

### Attendance

University is of the view that regular attendance of the classes would go a long way in ensuring that a student derives full benefit from the academic delivery at the University. Accordingly, University lays a lot of emphasis on regular attendance of the classes. To be eligible for any university course examination, 75% attendance is mandatory.

<sup>^</sup> In case documents are not available at the time of admission they may be submitted at the commencement of the session.  
For other important instructions please visit [www.chitkara.edu.in](http://www.chitkara.edu.in) | [www.chitkarauniversity.edu.in](http://www.chitkarauniversity.edu.in) regularly.