

# IMPORTANT NOTICE FOR BACHELOR OF ENGINEERING (B.E.) ADMISSIONS 2023

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

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*

B.E. Programs 4 Years 1,00,000 20,000

(Computer Science/Electronics & Communication/Mechatronics/Mechanical/Mechanical with ARAI/Electrical/Civil) XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2023 (January/April) mandatory.

B.E. CSE in Al 4 Years 1,25,000 20,000

XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2023 (January/April) mandatory.

B.E. Mechanical | Electrical 4 Years 1,10,000 20,000 with minor in CSE

XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2023 (January/April) mandatory.

Integrated B.E. - MBA 5 Years 1,27,000 20,000

XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2023 (January/April) mandatory.

B.E. (Lateral Entry) 3 Years 1,00,000 20,000

(Civil/Electrical/Mechanical)

Candidate with minimum aggregate of 60% in the Engineering Diploma.

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

PROGRAMS	COURSE DURATION	1st SEMESTER FEES	2nd SEM ONWARDS^
B.E. Programs	4 Years	80,000	70,000
(Computer Science Engineering)			
XII passed with a minimum aggregate of 60% o	r secures 60% in Physics, (	Chemistry and Mathematics ir	n Class XII,JEE-MAINS 2023
(January/April) mandatory.			

Integrated B.E. - M.E. 5 Years 80,000 75,000

in collaboration with VIRTUSA

XII passed with a minimum aggregate of 60% or secures 60% in Physics, Chemistry and Mathematics in Class XII, JEE-MAINS 2023 (January/April) mandatory.

# IMPORTANT INFORMATION

For B.E. programs the seats shall be allocated based on merit ranking of the student in the JEE-MAINS 2023 (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, 2001 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 2021 or later including those who are appearing in it in 2023. It is mandatory for all candidates to produce proof for having passed the qualifying examination (10 + 2) and valid JEE-MAINS 2023 (January/April) score card at the time of counselling, failing which their candidature for admission will stand cancelled.
- The counselling schedule will be displayed after the declaration of JEE-MAINS 2023 (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 regularly to check the counselling schedule. No separate intimation shall be sent to the candidates regarding the counselling schedule.
- Seats in the above programs shall be allotted on the basis of preferences indicated at the time of counselling and in the order of merit obtained in JEE-MAINS 2023 (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 self attested copies of following documents for verification at the time of counselling:
  - Certificate and Mark sheet of Class X and Class XII.
  - Migration Certificate from the Board / University last attended.
  - Rank Card of JEE-MAINS 2023 (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 2023.



# **CHITKARA BUSINESS SCHOOL**

PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
BBA with specialisation in BFSI   BBA Professional XII with a minimum aggregate of 50% (Any stream) We also accept Pearson Test Score and SAT Score		60,000	20,000
BBA with specialisation in  Retail Operation   Logistics & Supply Chain  XII with a minimum aggregate of 50% (Any stream)  We also accept Pearson Test Score and SAT Score		60,000	20,000
BBA in Fintech   Business Analytics Digital Marketing   Aviation XII with a minimum aggregate of 50% (Any stream) We also accept Pearson Test Score and SAT Score		65,000	20,000
B. COM (Hons.)  XII with a minimum aggregate of 50% (Any stream) We also accept Pearson Test Score and SAT Score		60,000	20,000
<b>B.A.</b> Economics (Hons.) XII with a minimum aggregate of 50% (Any stream) We also accept Pearson Test Score and SAT Score		57,000	20,000
Integrated MBA (IPM)  XII with a minimum aggregate of 50% (Any stream) We also accept Pearson Test Score and SAT Score		1,02,000	20,000
M.A. Economics  Graduation with a minimum aggregate of 50% (Any Personal Interview	2 Years v stream)	57,000	20,000



CHITKARA COLLEGE OF PHARMACY			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
B. Pharm XII with a minimum aggregate of 50%	4 Years (Physics, Chemistry, Biology/Maths a	<b>82,000</b> s compulsory subjects)   Personal interview	20,000
M. Pharm B. Pharmacy from a recognized University interview.	<b>2 Years</b> sity with a minimum aggregate of 50%.	<b>77,000</b> A candidate has to appear for the Entrance exa	<b>20,000</b> am followed by a personal
M. Sc. (Pharmacovigilance) B.Sc.   B Pharm with a minimum aggre	<b>2 Years</b> gate of 50%   Personal interview	77,000	20,000
Pharm D XII with a minimum aggregate of 50%	<b>6 Years</b> (Physics, Chemistry, Biology/Maths a	1,17,000 s compulsory subjects)   Personal interview	20,000
Pharm D (Post Baccalaureate) B. Pharm with a minimum aggregate of		<b>1,17,000</b> in the 4th year of Pharm D & will subsequently	<b>20,000</b> complete the course.

CHITKARA SCHOOL OF MASS COMMUNICATION			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
B.A. in Journalism XII passed (Any stream)   Pe	<b>3 Years</b> rsonal Interview   We also accept Pearson	<b>62,000</b> Test Score and SAT Score for admission.	20,000
M.A. in Journalism Graduation passed   Person	2 Years al interview	62,000	20,000

CHITKARA COLLEGE OF HOTEL MANAGEMENT			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
<b>B.Sc. Hospitality Adminis</b> XII Passed (Any Stream)   Person	tration 3 Years nal Interview   We also accept Pearson Test S	<b>62,000</b> Score and SAT Score for admission.	20,000
B.Sc. Culinary Art XII passed (Any stream)   We als	<b>3 Years</b> so accept Pearson Test Score and SAT Score	1,05,000 for admission.	20,000
B.Sc. Culinary Art [Bakery & Pastry Art Mgmt.]	3 Years	1,05,000	20,000

XII passed (Any stream) | We also accept Pearson Test Score and SAT Score for admission.

CHITKARA COLLEGE OF EDUCATION				
PROGRAMS	COURSE DURAT	ION FEES 1st SEM	2nd SEM ONWARDS	CAS/ERP*
<b>B. Ed.</b> Graduate/Post Graduate	<b>2 Years</b> e with a minimum aggregat	<b>22,000</b> e of 50%	32,000	20,000
M. Ed. B.Ed./B.A.B.Ed./B.Sc.B.		30,000	40,000	20,000

B.El.Ed. / D.El.Ed. with a minimum aggregate of 50%



C	HITKARA SCHOOL OF H	EALTH SCIENCES	
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
	4 Years mistry, Biology as compulsory subjects) istry, Biology/Maths as compulsory subje		20,000
B. Optometry KII passed (Physics, Chemistry, Biology/ Personal Interview   Rs. 50,000 will need	<b>4 Years</b> Maths as compulsory subjects) I to be paid at the end of the 1st year for t	<b>57,000</b> the Mandatory Optometry kit.	20,000
B. Physiotherapy XII passed (Physics, Chemistry, Biology	4.5 Years as compulsory subjects)   Personal Inter	<b>57,000</b> rview	20,000
B.Sc. Nutrition & Dietetics XII passed (Physics, Chemistry, Biology	4 Years as compulsory subjects)   Personal Inter	<b>57,000</b> rview	20,000
B.Sc. Nursing (Basic) XII passed (Physics, Chemistry, Biology	4 Years as compulsory subjects)   Personal Inter	<b>65,000</b> rview	20,000
B.Sc. Post Basic Nursing  XII passed along with certificate in Gene registered as R.N.R.M. with the State No	<b>2 Years</b> ral Nursing and midwifery (GNM) and urses Registration Council.   Personal Ir	<b>45,000</b> nterview	20,000
M. Physiotherapy BPT degree from institutions where the with minimum 4½ years duration from tor abroad as equivalent with not less that have completed 6 months of compulsory	his university or any other university in In an 50% of marks in aggregate and	<b>45,000</b> odia	20,000
with any State Nursing Registration Cou recognized by Indian Nursing Council wi	Basic B.Sc. Nursing. Minimum one year o	Post Basic B.Sc. Nursing	20,000
M.Sc. Allied Healthcare MLS, MRIT, OTT B.Sc. MLS   MRIT   OTT with minimum o Min. one year of work experience after E		65,000	20,000
<b>M. Optometry</b> B.Sc. OPTOM with minimum of 55% agg	<b>2 Years</b> regate marks.	65,000	20,000

Min. one year of work experience after B.Sc. OPTOM



PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP
B. Arch  Candidates should have passed class XII or equivalent with Physics, Chemistry & Mathematics subjects.  Or 10+3 Diploma (any stream with Mathematics as compulsory subject) recognized by Central/State Government with 50% aggregate marks.  Candidates shall be required to qualify NATA to be eligible for admission to the B.Arch program.   No fees will be charged for the 10th Semester.		90,000 (Till Semester 9)	20,000
<b>B.Des Interior Design</b> XII passed (Any stream)   Valid UC We also accept Pearson Test Score	<b>4 Years</b> EED scores for admission to the B.Des course and SAT Score for admission.	90,000	20,000
M.Des Interior Design Graduate. Personal Interview	2 Years	90,000	20,000

CHITKARA DESIGN SCHOOL			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
B. Des Animation/Fashion Design User Experience (UX)/ Communicati XII passed (Any stream)   CUDAT   F We also accept Pearson Test Score a	Personal Interview   Valid UCEED scores	90,000	20,000
Bachelor of Fine Arts  XII passed (Any stream)   Personal I We also accept Pearson Test Score a		90,000	20,000
M. Des User Experience Graduate. Personal Interview	2 Years	90,000	20,000
Master of Fine Arts Graduate with minimum requiremen	<b>2 Years</b> at of 50%. Personal Interview	90,000	20,000



CHITKARA UNIVERSITY INSTITUTE OF ENGINEERING AND TECHNOLOGY			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
	<b>3 Years</b> of 50% (Any stream)   Personal Interview Score and SAT Score for admission.	52,000	20,000
	<b>5 Years</b> of 50% (Any stream)   Personal Interview Score and SAT Score for admission.	52,000	20,000
	<b>2 Years</b> / B.Sc. Computer Science with and should have passed in Mathematics s XII/Graduation.	77,000	20,000
· · · · · · · · · · · · · · · · · · ·	AI 2 Years rum 50% in B.E/B.Tech/AMIE in ruction/Manufacturing Mechatronics.	75,000	20,000

CHITKARA SCHOOL OF MARITIME STUDIES			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	
B.Sc. Nautical Science	3 Years	<b>1,75,000</b> (Residential)	
60% in Class XII with Physics, Chemis 50% in English either in 10th/12th sta Medical Fitness: As per Directorate G		CM	

75,000

20,000

1,95,000 **GP RATING** 6 Months 40% in 10th standard with Science, Mathematics and English Age: 17-25 | 2 years ITI course from a govt. recognized institute with

a minimum aggregate 50% in the final year and 40% in English

A Diploma or Degree holder from a recognized university by any Sttae/Central Government or the AICTE

Medical Fitness | Passport mandatory for process INDoS.

Preference is given to industry sponsored candidates

2 Years

M.E. CSE with Virtusa

60% in Class X and XII | Minimum 55% in B. Tech (CSE | ECE | Software & IT | Electronics)



CHITKARA SCHOOL OF PSYCHOLOGY AND COUNSELLING			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
B.A. (Hons.) Applied Psychology XII passed (Any stream) minimum aggrega		57,000	20,000
<b>B.Sc. Clinical Psychology</b> XII passed (Any stream) minimum aggrega	3 Years ate 50%   Personal Interview	57,000	20,000
M.Sc. Clinical Psychology Graduation passed (Any stream) minimum	2 Years n aggregate 50%   Personal Interview	57,000	20,000

CHITKARA LAW SCHOOL			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	
B.A. LL.B.  The applicant for admission should have studied regular full the preceding two years in schools lishould have passed in Higher Seconthe State / Central Board of Seconda equivalent examination with a minim Candidates whose date of birth falls are eligible to apply	time and formal education in ocated in India. The student dary Examination conducted by Education or its num of 50% overall aggregate.	1,75,000/-	

CHITKARA SCHOOL OF LIBERAL ARTS			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
Bachelors (B.Sc. / BBA / B.A. ) XII passed (Any stream) minimum	3 Years / 4 Years for Hons.	1,00,000	20,000



CHITKARA UNIVERSITY SCHOOL OF COMPUTER APPLICATIONS			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	
BCA	3 Years	<b>50,000</b> (Day Scholar)	
XII with a minimum aggregate We also accept Pearson Test Scor	of 50% (Any stream)   Personal Interview e and SAT Score for admission.	<b>70,000</b> (Residential)	
BCA-MCA	5 Years	<b>50,000</b> (Day Scholar)	
XII with a minimum aggregate We also accept Pearson Test Scor	of 50% (Any stream)   Personal Interview e and SAT Score for admission.	<b>70,000</b> (Residential)	

CHITKARA UNIVERSITY COLLEGE OF NURSING			
PROGRAMS	COURSE DURATION	FEES PER SEMESTER	
B.Sc. Nursing (Basic)	4 Years	<b>60,000</b> (Day Scholar)	
		<b>85,000</b> (Residential)	
XII passed (Physics, Chemistry, Biology as compulso	ry subjects)   Personal Interview		

CHITKARA SCHOOL OF PHARMACY				
PROGRAMS	COURSE DURATION	FEES PER SEMESTER		
B. Pharm	4 Years	<b>60,000</b> (Day Scholar)		
		<b>85,000</b> (Residential)		
	XII with a minimum aggregate of 50%   (Physics, Chemistry, Biology/Maths as compulsory subjects)   Personal interview			



4-Year B.E. in- Software Engineering in Academic Mentorship with Deakin University



PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
B.E. Computer Engineering	2 Years	Rs. 1,75,000/- (Per Sem)	20,000
Bachelor of Software Engineering (Honours)	2 Years	\$36,400* (Per Year)	

- Students who will continue in the 3rd Year of the program at Chitkara University will be required to pay a nominal examination fee of Rs.25,000/- (per semester) for the 3rd & 4th Year respectively and will graduate with a B.E degree in Software Computer Engineering from Chitkara University.
- Successful completion of Class XII with Physics, Chemistry & Mathematics with a minimum 60% aggregate and 65% in English

OR

- Achievement of a minimum score of 6.0 bands on the IELTS English proficiency test with no band less than 6
   OR
- TOEFL (Test of English as a Foreign Language) score of at least 570 (or 230 if computer-based score), plus a minimum TWE (essay) score of 4.0, or IBT score of 88 with no section below 20.
- ▶ Mandatory personal Interview with our Academic Team.



Bachelor of Commerce (Honours) in Academic Mentorship with



PROGRAMS	COURSE DURATION	FEES PER SEMESTER	CAS/ERP*
Bachelor of Commerce (Honours)	2 Years	Rs. 1,75,000/- (Sem 1-4)	20,000
B.Comm (Honours Business Administration)	2 Years	\$ 34,340.00* (Per Year) Approx. Fees as in 2022 (CAD)	

Fees mentioned may change and should only be used as an estimate for the fees in the future. The cost is calculated per term and will vary depending on the units you choose, your study load and the length of your course.

#### Other Incidentals (Additional Costs)

Name	Amount (CAD)	Name	Amount (CAD)
International Health Insurance (Annual)	\$ 729.65	Recreation Fee FT (Term)	\$ 110.86
Sport & Rec Capital FT (Term)	\$ 20.64	Student Wellness Fee Full Time (Term	\$ 34.25
UWSA Buss Pass	\$ 150.78		

#### Society Fees

Society i ces			
Name	Amount (CAD)	Name	Amount (CAD)
Commerce Student Society (Term)	\$ 50.00	International Student Society (Term)	\$ 3.50
UWSA Student Society (Term)	\$ 33.13	UWSA Student Society -	\$ 26.71
		3rd Party Fees (Term)	

- Students who will continue in the 3rd Year of the program at Chitkara University will be required to pay a nominal examination fee of Rs. 50,000/- for the 3rd year and will graduate with B.Comm (Honours) from Chitkara University.
- Successful completion of Class XII in any stream with a minimum of 60% aggregate overall (CBSE, ISC, IB Diploma, State Boards, Cambridge) with 60% in Mathematics. Eligibility into the program will also consider those students without Mathematics in XII since B.Com curriculum will have 2 Mathematics courses that all students are required to study and clear with requisite passing grade which is a mandatory requirement for transferring to UWindsor in Canada in the third year.
- A minimum 65% in English in Class XII
- Achievement of a minimum score of 6.5 bands on the IELTS English proficiency test with no band less than 6
   OR
- TOEFL (Test of English as a Foreign Language) score of at least 570 (or 230 if computer-based score), plus a minimum TWE (essay) score of 4.0, or IBT score of 88 with no section below 20.
- Mandatory personal Interview with our Academic Team.



# Bachelor of Business Administration

in Academic Mentorship with



PROGRAMS	COURSE DURATION	FEES	CAS/ERP*
BBA	2 Years	Rs. 1,90,000/- (Per Sem)	20,000
BBA specialisations	2 Years	<b>\$26,191* (Per Yea</b> approx. base fee in Canadian Dollars	nr)

- Students who will continue in the 3rd year of the program at Chitkara University will be required to pay a nominal examination fee of **Rs 50,000/-** for the 3rd year and will graduate with BBA degree from Chitkara University.
- Successful completion of Class XII in any stream with a minimum of 65% aggregate overall (CBSE, ISC, IB Diploma, State Boards, Cambridge) with 60% in Mathematics. Eligibility into the program will also consider those students without Mathematics in XII since BBA curriculum will have 2 Mathematics courses that all students are required to study and clear with requisite passing grade which is a mandatory requirement for transferring to TrentU in Canada in the third year.
- Minimum of 65% in English in Class XII.
- Achievement of a minimum score of 6.5 bands on the IELTS English proficiency test with no band less than 6
   OR
- TOEFL(Test of English as a Foreign Language)- score of at least 570 (or 230 if computer-based score), plus a minimum TWE (essay) score of 4.0, or IBT score with no section below 20.
- Mandatory personal Interview with our Academic Team.



# Bachelor's in Culinary Management in Academic Mentorship with



PROGRAMS	COURSE DURATION	FEES	CAS/ERP*
B.Sc. in Culinary Management	2 Years	Rs. 2,05,000/- (Per Sem)	20,000
Honours Bachelor of	2 Years	\$20,933* (Per Year)	
Commerce Program		approx. base fee	
(Culinary Management)		in Canadian Dollars	

- Students need to pay **Rs.15,000/-** towards Knife set charges and **Rs.15,000/-** towards Uniform charges at the start of the 1st Semester.
- Students in the 3rd Year of the program at Chitkara University campus will be required to pay a nominal examination fee of Rs.10,000/- and will graduate with B.Sc degree in Culinary Management from Chitkara University.
- Successful completion of Class XII in any stream with a minimum 60% aggregate and 65% in English
   OR
- Achievement of a minimum score of 6.5 bands on the IELTS English proficiency test with no band less than 6
   OR
- TOEFL (Test of English as a Foreign Language) score of at least 570 (or 230 if computer-based score), plus a minimum TWE (essay) score of 4.0, or IBT score of 88 with no section below 20.
- ▶ Mandatory personal Interview with our Academic Team.



# **GENERAL INFORMATION**

### **Counselling Process**

Candidate would have to personally appear before the Counselling 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 counselling. 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 counselling.

- 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

# For Engineering, Architecture, Health Sciences (all), BPT, Optometry, Nursing, Pharmacy and Global Programs

Fees once paid will be refunded in full subject to a deduction of Rs 1000/- towards processing charges if application of withdrawal is made on or before commencement of the session, i.e September 30, 2023. In case a withdrawal application is made on or after October 01, 2023, fees will be refunded after a pro rata deduction along with deduction of Rs 1000/- towards processing charges.

The fee shall be refunded within 90 days of the commencement of the academic session if the refund application is submitted before the start of the session.

### For all other programs

Fees once paid will be refunded in full subject to a deduction of Rs 1000/- towards processing charges if application of withdrawal is made on or before commencement of the session, i.e August 31, 2023. In case a withdrawal application is made on or after September 01, 2023, fees will be refunded after a pro rata deduction along with deduction of Rs 1000/- towards processing charges.

The fee shall be refunded within 90 days of the commencement of the academic session if the refund application is submitted before the start of the session.



# 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.^
- Rank card of qualifying examination, if result is not declared then attach Admit Card (where ever applicable).^
- Copy of Aadhaar Card
- Character certificate as per the format given on the website.^
- 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 counselling. Failure to do so will debar them from attending the counselling 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. | www.chitkarauniversity.edu.in
- 12. Candidates are advised to visit the University website **www.chitkara.edu.in** | **www.chitkarauniversity.edu.in** regularly for the updates.
- 13. Kindly submit the application form along with relevant documents in the enclosed self-addressed envelope.

## **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 | www.chitkarauniversity.edu.in regularly.



# **NOTES**
