02.08.2024

LEVEL 2 (PONDICHERRY UNIVERSITY I SEMESTER FEE PAYMENT) INSTRUCTIONS.

NOTE: STUDENTS WHO HAVE COMPLETED THE DOCUMENT VERIFICATION PROCEDURE AND PAID THE COLLEGE FEE OF RS.7,500/- ARE ONLY ELIGIBLE TO FILL THE LEVEL 2 LINK

1. SAMARTH PORTAL LINK

https://pondidladmission.samarth.edu.in/twin/index.php

Students are expected to click the above link and proceed the level 2 process, Pondicherry university has separate admission links for Twinning centers, Conventional mode, and Regular Batch, If any student clicks the wrong link your admission might get rejected, therefore s**tudents are expected to visit only the link which is given above.**

2. DEMO VIDEO

https://drive.google.com/file/d/1avhU3v30ollZdVpoUnRR5VlKT6erHcA4/view?usp=sharing

The above attached link directs you to a demo video on "How to fill the Pondicherry University Application"

All students must watch the complete video without skipping to avoid any doubts while filling out the application.

The Pondicherry University Portal - Samarth Portal is not under the control of St. Joseph's, Bangalore. Therefore, if students make any errors, the college will not be responsible, and students will have to resolve issues directly with the university. To avoid such situations, please watch this demo video completely before proceeding with your application.

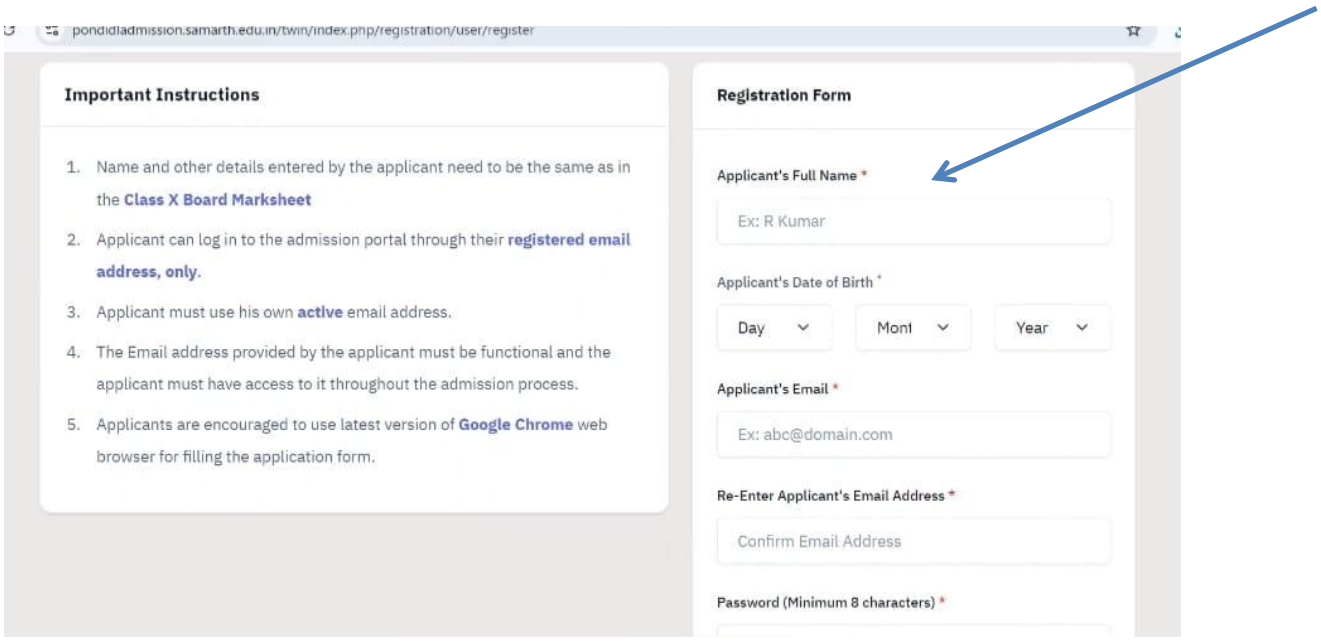
3. GENERAL INSTRUCTION

As the Level 2 application process is quite lengthy students are advised to use Laptop rather than mobile phones in order to complete the application process in time without any hassle.

4. POINTS TO BE CONSIDERED

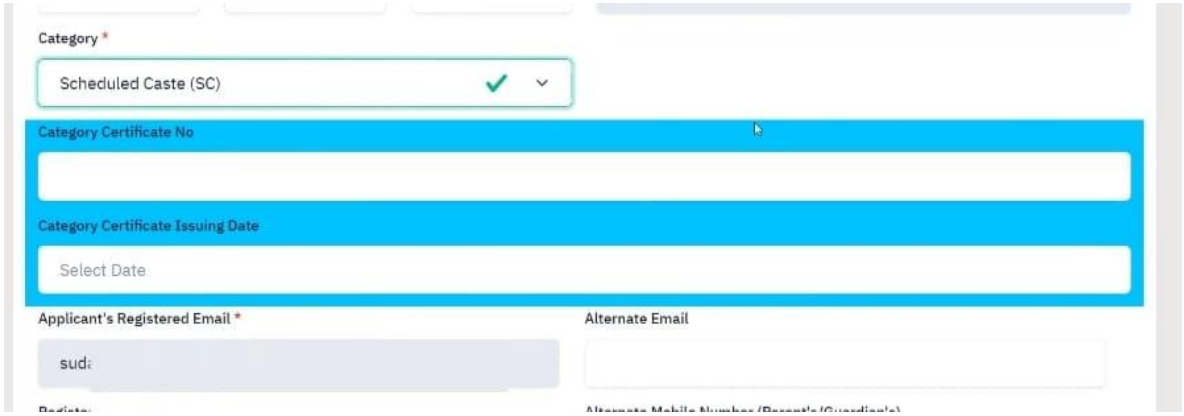
The below listed points are probable doubts/mistakes usually students do while filling the form which results in rejecting the application, therefore concentrate on these parts carefully.

I. **STUDENT NAME**: The name which is been **filled in this application form will be there in all the university documents** (Semester marks cards, PDC, Degree certificate), If any error is made **University/College won't be responsible**. Your name in 10th Mark sheet and in this application should be same



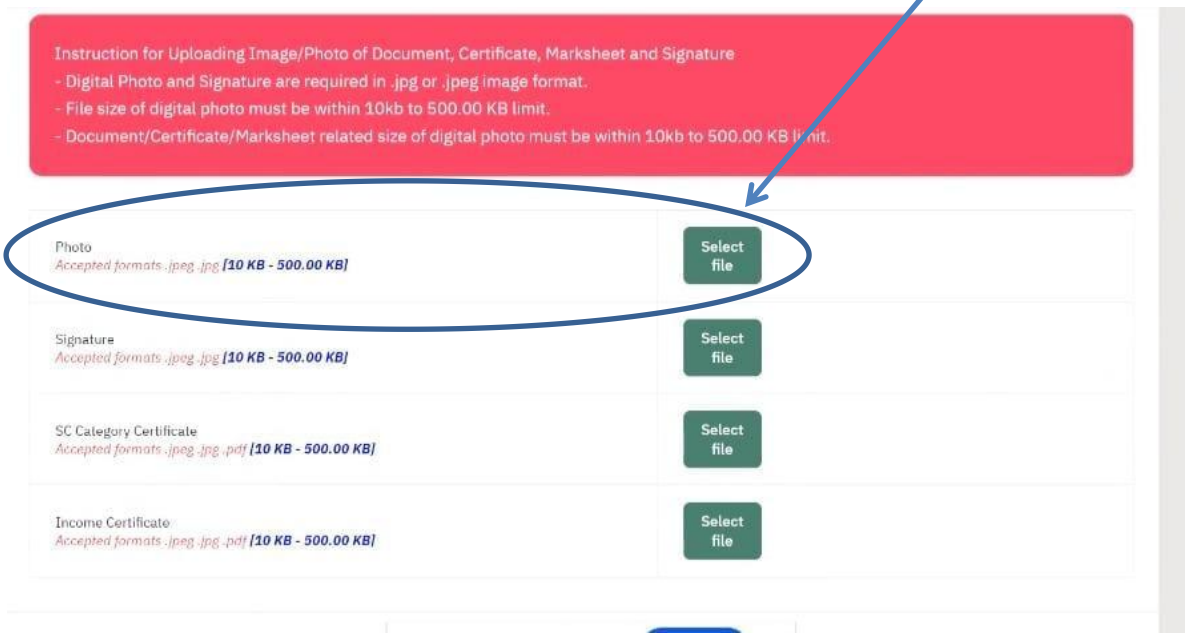
II. **PARENTS NAME:** The student's name, father's name and mother's name will appear on all university documents (semester mark sheets, provisional degree certificate, and degree certificate). Therefore, ensure there are no errors in this information.

III. **CATEGORY**: Students while selecting the category you have to upload the specific category certificate and issued date, in case if a student doesn't have category certificate then student can select "General" as it does not ask for certificate and it won't be mentioned in any University Documents



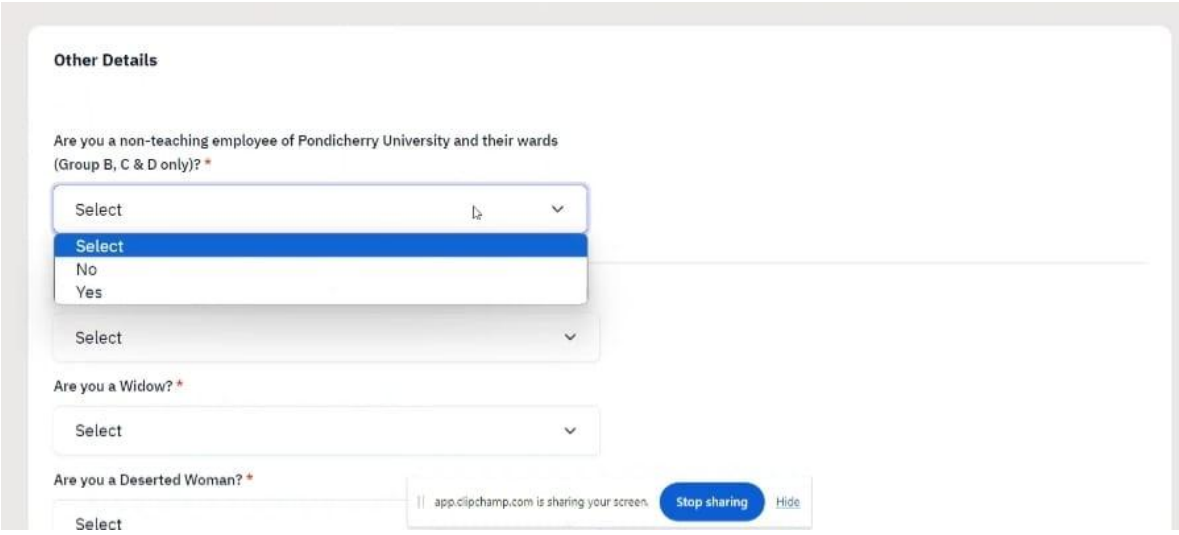
IV. **STUDENT PHOTO**: Recent passport size photo in formal attire need to uploaded in the Uploads section (No selfies)

Many candidates makes mistake in this part by uploading 10th mark sheet in the Photo section instead of passport size photo it results in error which cannot be rectified, therefore upload your passport size photo only.



V. **OTHER DETAILS:**

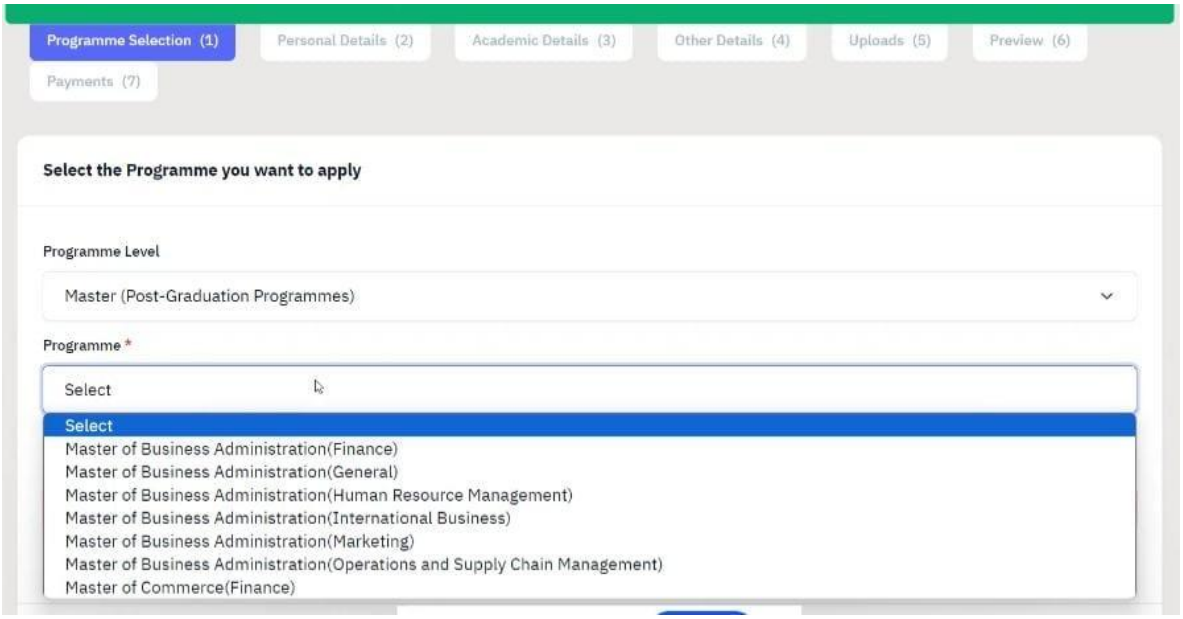
A question on Non teaching employee of University will be asked for that answer will be No only, unless if your parents are not working in Pondicherry University



VI. **PROGRAMME SELECTION:**

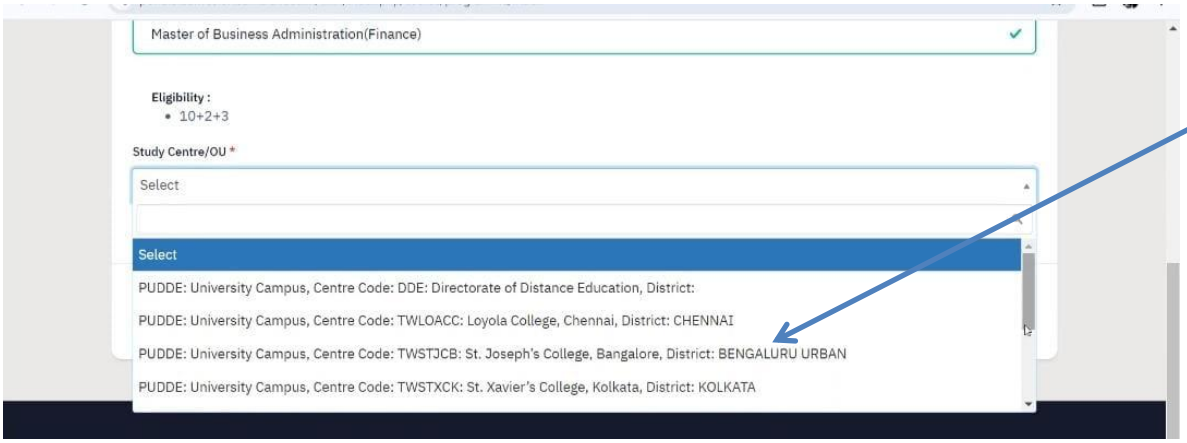
Students should be careful when selecting their specialization in the Pondicherry University Portal. I**f there is a discrepancy between the specialization selected in**

the University portal and the St. Joseph's Portal (for example, selecting Marketing in Level 1 (St. Joseph's Portal) and Finance in Level 2 (Pondicherry University Portal)), the college reserves the right to cancel the admission without refunding the college admission fee.



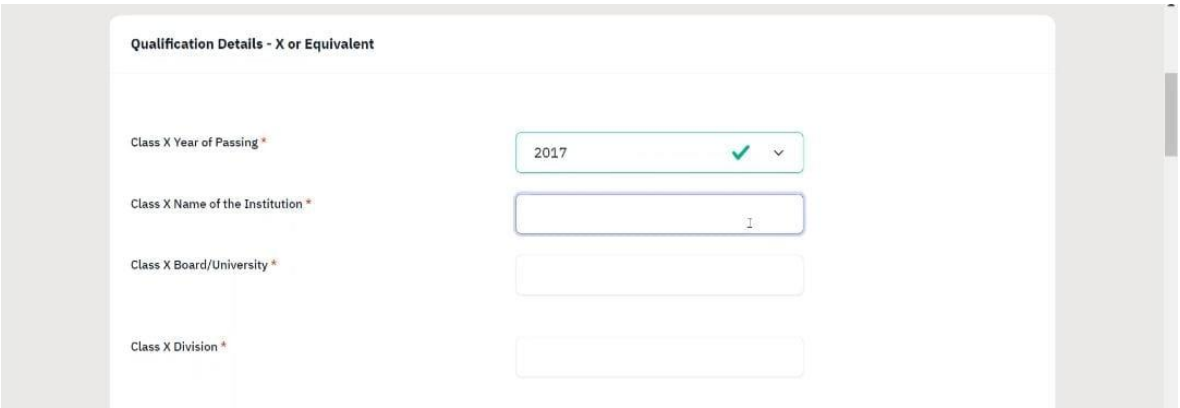
VII. **STUDY CENTRE**

This is the most crucial part in the application, students have to be careful in selecting the study centre, It should be St. Josephs, Bangalore which will be listed as 3rd in the drop down, if any error made in this, the college reserves the right to cancel the admission without refunding the college admission fee.



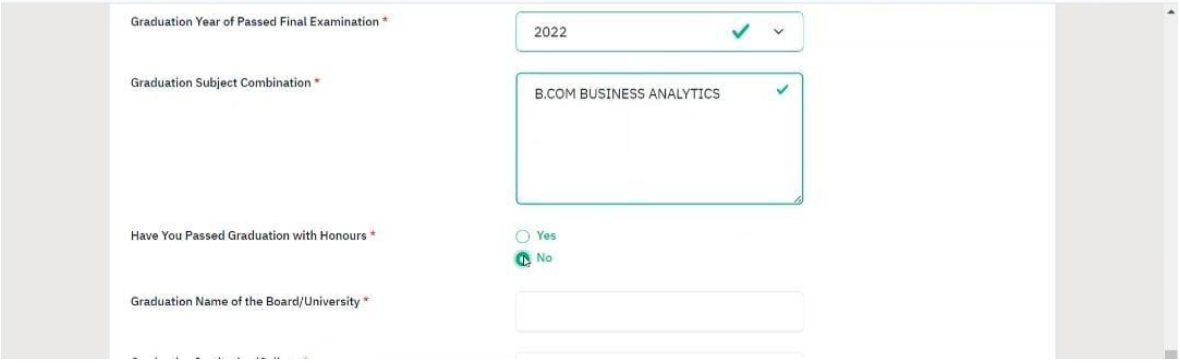
VIII. **DIVISION**

While filling academic details there will be particular question stating the division of Qualification which meas Class (1 st class - 1 division, 2nd Class - 2 division, 3rd class - 3 division) based on the percentage enter the particular division.



IX. **GRADUATION HONOURS**

While filling academic details there will be particular question on "Graduation with Honours" Mostly for this question answer will be "No" only unless you have graduated with Honours in the University



X. **FEE PAYMENT ISSUES**

If students face issues while paying the fee, the most preferred method is selecting a payment portal and completing the payment using a UPI ID which is explained in the demo video. Please watch the video and proceed with the payment accordingly.

XI. **FINAL STEP (MANDATORY)**

Once the application fee is paid, download the application form in PDF format then open the St.Joseph's Admission Portal (https://sjput.collegephins.com/admission/) there will be an option to enter the PUDDE number and Upload the application form, you are expected to **enter the PUDDE number correctly which will be there in the application form top (See the picture attached below) and upload the pdf.** Once you enter the PUDDE number **within 7 working days University 1st sem fee amount**

of Rs.26,450/- will be enabled and you have to login to the Pondicerry University Samarth portal - https://pondidladmission.samarth.edu.in/twin/index.php and complete the fee payment within 15 - 20 working days.

Welcome to DDE-Twinning Admissions (JULY 2024 Academic Session)
ADMISSION-2024-25
Form Number: PUTWN0003234

Transaction Details

Payment/Submission Status : Paid	**Payment/Submission Date :** 2024-07-31 19:26:15
Transaction ID : ZHD52220174825	**Amount:** 300.00

Personal Details

Full Name of the Applicant :	**Applica**
Date of Birth : 27 Februar **Age as on :** Jul 1, 2024: 23	**Catego** Schedule **Certificate Numb** **Certificate Issu**
Blood Group : B+	**Religion :** Hindui
Are you citizen of In	
Applican	**Registered Mobile**
Alternate Ema	**Alternate M** *Not Provided*
Permanent A BENGALU	**Corres** BANG

Place of Birth Detail

Village/Town/City : BANGALORE	**Country :** INDIA
State : KARNATAKA	**District :** BANGALORE

SAMARTH registration details (if applicable)

Have you enrolled in SAMARTH before? : No	**Enter Enrolment/Registration number :** *Not Provided*
Name of School/Department/Faculty/College : *Not Provided*	**Programme registered in :** *Not Provided*

Family Details

Mother's Name : S MALA **Mother's Qualification :** *Not Provided* **Mother's Occupation :** *Not Provided* **Mother's Mobile Number :** *Not Provided* **Mother's Office Address :** *Not Provided*	**Father's Name :** SAMPATH A **Father's Qualification :** *Not Provided* **Father's Occupation :** *Not Provided* **Father's Mobile Number :** *Not Provided* **Father's Office Address :** *Not Provided*
Emergency Contact Number : 9845340423	
Combined Family Income : Up to 2,00,000	

Other Category/Quota

Person with Benchmark Disabilities (PwBD) Category : Not Applicable	
Are you a non-teaching employee of Pondicherry University and their wards (Group B, C & D only)?	No
Are you a Defence /Paramilitary Personnel?	No
Are you a Widow?	No

If any doubts other than the above listed issues, you can approach office for clarification

Office mail: directorsjput@gmail.com

Phone No: 8762193728

Dr. Kanishka K
Coordinator
MBA Twinning Programme
BJES