



PROF. H.K. CHHBRA
CHAIRPERSON

DEPARTMENT OF PSYCHOLOGY PANJAB UNIVERSITY, CHANDIGARH

☎ 0172-2534542

No. ____/Psy

Dated : __/__/2023

OFFLINE ADMISSION COUNSELLING SCHEDULE

Inviting Offline Admission Form against the vacant seats in Post M.A. Diploma in Professional Counselling and Psychotherapy, Semester – I for the Session 2023-24 as per schedule given below :

1.	Submission of Application Form	29.08.2023 (by 05:00pm)	Department of Psychology, Panjab University, Chandigarh
2.	Date of Counselling (General & Reserved)	30.08.2023 (11:00am)	

- All the candidates who have applied and attend the counseling are advised to report in the department according with the above mentioned schedule alongwith hard copy of their all certificates. All Original Documents, Migration Certificates, Aadhar Card mandatory for verification on the day of counselling.

CHAIRPERSON

DECLARATION BY THE CANDIDATE

1. I declare that I have carefully read the instructions and state that the entries made by me in this form are correct to the best of my knowledge and nothing has been concealed. I understand that my admission is liable to be cancelled and legal action can be taken against me if there is any concealment / misrepresentation in Admission Form or in the attached certificates /undertakings/documents etc.
2. I undertake to observe proper standards of Academic conduct.
3. I shall abide by the prescribed courses of readings and the modes of examinations, which may prevail from time to time, even though these may be at variance with those of the previous years.
4. I understand that incomplete form is liable to be rejected.
5. I shall abide by the rules and regulations as given in the Panjab University Calendars and its revisions, Handbook of Information and Rules for Admission 2023-24.
6. I shall faithfully carry out the instructions issued by the Chairperson of the Department, Faculty members and other University authorities from time to time.
7. I hold myself responsible for prompt payment of fees and all other dues.
8. I understand that I cannot concurrently be enrolled for more than one full-time course of studies.
9. I am fully aware that ragging is strictly prohibited/punishable under Law. If I am found guilty of indulging in or abetting ragging, I shall be liable for expulsion from the University/Hostel and punishment as per law.
10. I certify that I have no criminal background and have not been convicted under any criminal offence. Further, I undertake that no F.I.R. has been registered against me or no criminal proceedings are pending against me.
11. I undertake not to smoke and take drugs on the Campus.
12. I undertake that I will not possess/carry any lethal weapon on the University campus and if any weapon is recovered from me then I can be rusticated from the University and legal action can be taken against me.
13. I shall regularly browse the Online Notice Board of the Department for notifications related to attendance/instructions. Further, I understand that I shall be detained from appearing in the examination if my attendance is below the minimum percentage of attendance required as per the regulations of the course.

Date.....

.....
(Full Signature of the Candidate)

DECLARATION BY THE PARENT/GUARDIAN

1. I certify that my son/daughter/ward is making this application with my permission. I hold myself responsible for his/her good conduct and behavior as a student of the University and for payment of all his/ her fees and dues during his / her stay in the University.
2. I am aware that monthly attendance of my son/ daughter/ward will be available at the Online Notice Board of the department and my son/daughter/ward can be detained from appearing in the examination if his/her attendance is below the minimum percentage of attendance required as per the regulations of the course.
3. I understand that in case of any concealment/misrepresentation by my son/daughter/ward in Admission Form or in the attached certificates/undertakings/documents etc., his/her admission is liable to be cancelled and legal action can be taken against him/her.

Date.....

Mobile No.....

E-mail ID.....

.....
(Full Signature of the Parent/Guardian)
Name:

CHECK-LIST OF DOCUMENTS ATTACHED

In addition to self-attested copies of academic certificates, the candidate should also attach self-attested copies of the documents/certificates listed below:-

- a) Certificates relevant to claim for a Reserved Category Seat (Yes/No)
- b) Character Certificate(Yes/No)
- c) No Objection Certificate from the Employer (Yes/No)
- d) Eligibility Certificate (Yes/No)
- e) Certificate in support of claim for weightage(s)(NSS, NCC, etc.) (Yes/No)
- f) Proof of 10+2 annual fee (including all charges) paid (Yes/No)
- g) Any other certificate / document_____

(Full Signature of the Candidate)

INSTRUCTIONS FOR THE CANDIDATES

- 1) Admission Form is of four pages. Candidates are advised to ensure that they print Admission Form on both sides of the paper.
- 2) **All entries in the Admission Form must be made in the candidate's own handwriting in a clear and legible manner. INCOMPLETE FORMS SHALL BE SUMMARILY REJECTED. If any column in the form is left unfilled or form is unsigned or any information sought is incomplete or the copies of requisite certificate(s) is/are not annexed, the Admission Form will be straightway rejected and no claim will be entertained later on. If any information sought is not applicable to the candidate, the word 'N.A.' should be entered against that column.**
- 3) This form, complete in all respect, must be submitted to the concerned Teaching Department /Centre/ Institute as has been indicated in the Admission Notice of 2023-24 as well as in the Handbook of Information 2022 on or before the last date indicated at the top of admission form, even if, result of the qualifying / Entrance examination has not been declared.
- 4) All candidates will be considered for admission in General Category. The candidates interested to be considered under any other category also, must write the relevant code at Sr. No. 12 of the Admission Form. For Category Codes, see Sr. No. 11. No candidate will be considered for a category whose code has not been entered in the Admission Form, even if the candidate actually belongs to that category.
- 5) If a candidate omits/conceals/misrepresents relevant information, his/her admission is liable to be cancelled and legal action will be taken.
- 6) The format in which various certificates are to be submitted is given in the Handbook of Information 2023-24. Only certificates along these lines will be acceptable. Handbook of Information 2023-24 will be available at <http://admissions.puchd.ac.in/handbookofinformation.php>
- 7) Fees / funds and charges payable for various courses by the students shall be as prescribed by the University from time to time.
- 8) Hostel seats are limited and the same will be allotted exclusively on the basis of merit as per the quota allotted to each Department.
- 9) The filling of Admission Form in no way confirms eligibility. The admission shall be provisional throughout till the candidate's proof of eligibility is confirmed by the University authorities.
- 10) The candidates are advised to collect Acknowledgement Card, duly stamped with date and signed by the concerned official of the department.
- 11) **For filling Sr.No.12 of Admission Form use following codes (one can fill more than one Category Code):-**

Category	Code	Additional seats	Code
General	GN	Wards of Kashmiri Displaced Persons	KDP
Scheduled Castes	SC	One Girl Child out of the Only Two Girl Children**	OGC
Scheduled Tribes	ST	Youth Festival	YF
Backward Classes	BC	Border Area Students	BAS
Sports*	SP	Rural Area Students	RAS
Persons with Disability	PwD	Cancer, AIDS & Thalassemia Patient	CAT
Defence	Def	Economically Weaker Section	EWS
Riots / Terrorist Victims	TV	Wards of Martyrs / Permanent disabled of Kargil War	KW
Freedom Fighter	FF	Non-Resident Indian	NRI

Note: Addition/change in category at a later stage is not permissible under any circumstances, even if the candidate has attached the relevant certificate along with Admission Form.

* Candidate seeking admission under this category shall submit Admission Form along with the relevant documents to the concerned department, and also photocopy of one complete set of Admission Form, and the relevant documents, in the office of the Campus Sports, Gymnasium Building, JawaharLal Nehru Complex, Panjab University, on or before the last date of submission of Admission Form. If the candidate fails to submit the form in the concerned Department and in the Campus Sports, his/her candidature will be rejected. The candidates seeking admission will be asked to appear before the committee, constituted by the Vice-Chancellor, for **sports trails at Panjab University, Gymnasium Hall, Chandigarh on the date mentioned in the prospectus**. Presence of candidate on the notified date and time is **mandatory. No separate intimation will be sent in this regard.**

** Those who can apply under this category are: Single Girl Child **OR** One Girl Child out of the only Two Girl Children. This seat shall not be available to those having three or more girl children, or those having a male child.

(Full Signature of the Candidate)

CERTIFICATE OF EMPLOYMENT

(Essential for Department of Evening Studies – MDRC, University Business School and employees seeking admission to any other Department)

It is certified that I, s/o, has been working as in Govt./Semi-Govt./Private Organization/self-employed (✓ the relevant) for the last years.

I have obtained permission to join the said course and my emoluments are per month.

.....
Countersigned by the Employer

.....
(Full Signature of the Candidate)

Name and Designation (with seal)

**DECLARATION FOR DONATION OF ORGANS/EYES
(OPTIONAL)**

I, _____ son/daughter of _____, resident of (full Address) _____ declare that :

“I want to pledge my organs/eyes for donation after my death. My family members also support my decision.

This is to certify that the above said information given by me is accurate and I know that my name will be displayed in the list of Eye Donors on the official website as I have chosen to pledge my eyes”.

.....
Full Signature of the Candidate
Contact No. _____

ACKNOWLEDGEMENT CARD
PANJAB UNIVERSITY, CHANDIGARH - 160014

Ref No. /

Dated

Name of the Applicant

Father's Name

Your Admission Form to has been received in this department on In all future correspondence please quote the above reference number.

Office Incharge

(Stamp and Signature)

(This self-addressed card duly stamped must be submitted alongwith the Admission Form.)

To

Affix postal
stamp of Rs.6/-