



Panjab University

Established in 1882

Online Admission Management System User Guide

For Updation of Result Awaited

This guide contains step by step instructions on how to complete the online admission process and make a payment in order to apply for admission at Panjab University.

If you have any technical queries about this process please contact the Technical Support on 1800-233-2661 or mail your queries at admnsupport@pumail.ac.in



NOTE : This utility/option is available only for the students who fulfil **BOTH** the given below criteria:

1. Applicants who have filled and successfully made the payments of the Application form.
2. Applicants who had selected “Result Awaited” option in their application form.

Follow the instructions below to update the details of “Result Awaited” for Online Admission.

Open your web browser and go to the following URL:

<http://onlineadmissions.puchd.ac.in/>

And select “Registered Candidate Login” to login into your account as shown in figure 1.



Figure - 1



Following screen will be displayed, where the registered user can login into their account by using the correct credentials.

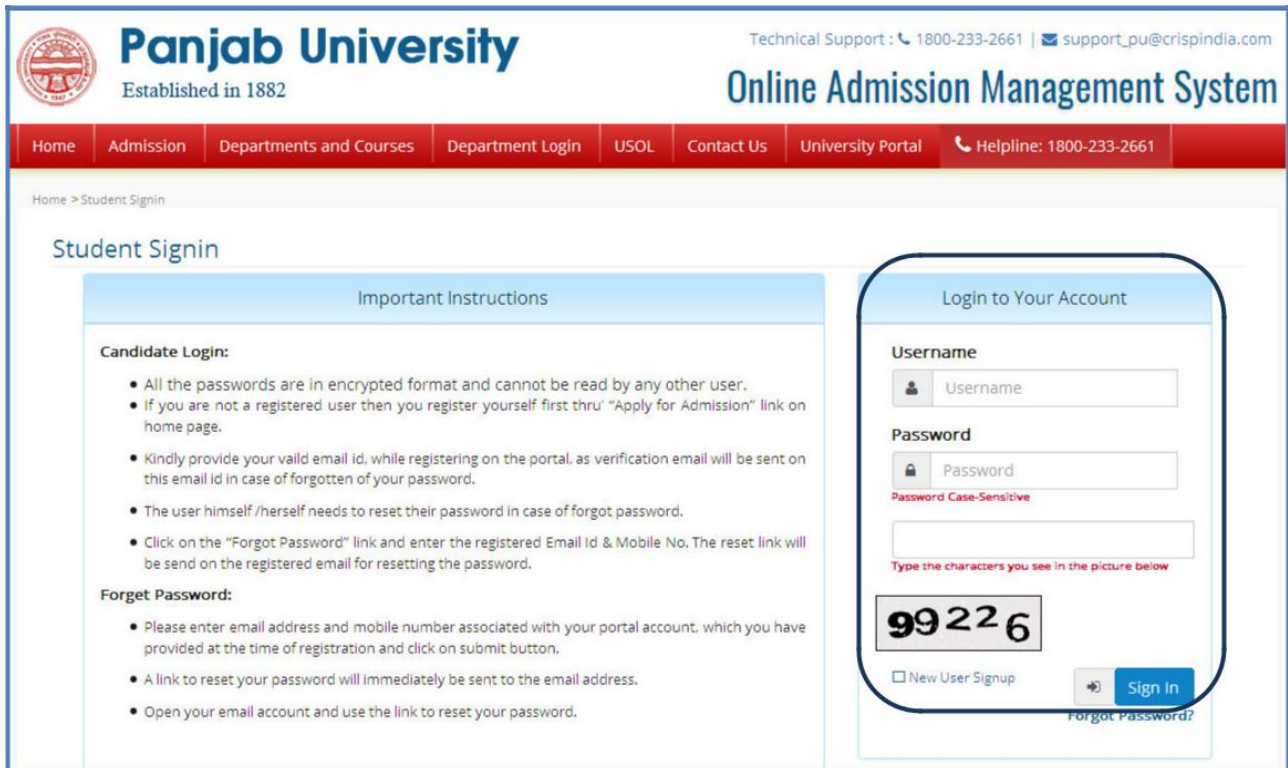


Figure - 2

On logging into the account, the Candidate Dashboard will be displayed as shown in figure 3. Select the "Edit Result Awaited Details" link from the dashboard.

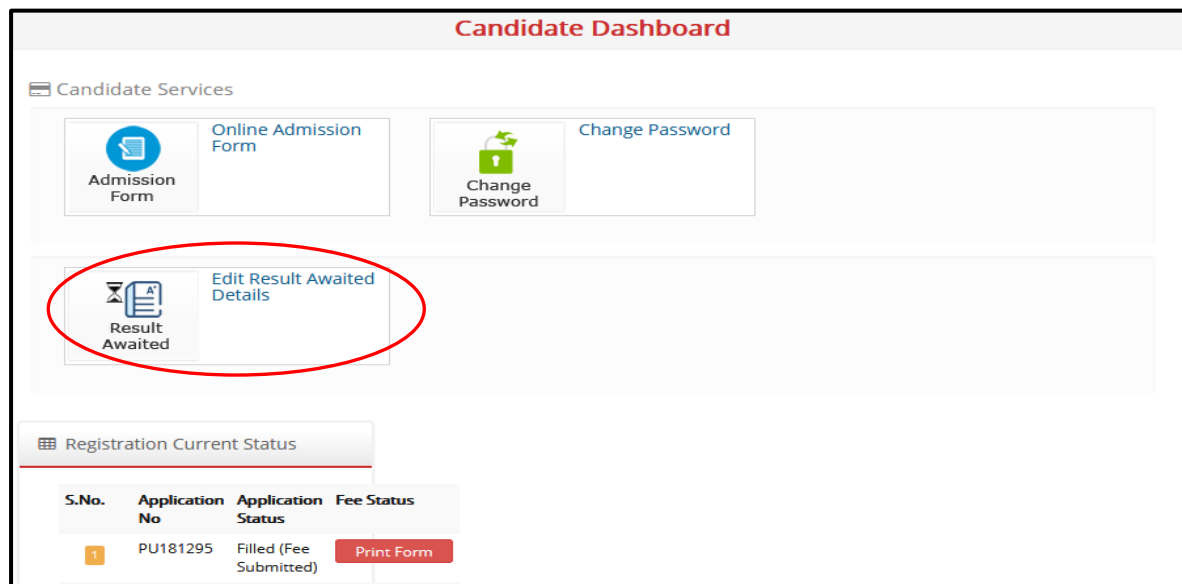


Figure - 3



On clicking the "Edit Result Awaited Details" link, the following screen will be displayed as shown in figure 4 and the candidate has to enter his application number.

A screenshot of a web application interface. At the top, there is a red header bar with the text "UPDATE CANDIDATE QUALIFICATION" in white. Below the header, the page content is on a light blue background. It starts with a search icon and the text "Update Candidate Qualification". Below that, there is a radio button icon followed by the text "Search Application No.". Underneath, there is a label "Application No." followed by a white text input field containing the value "PU181295". To the right of the input field is a blue button with a white search icon and the text "Search".

Figure - 4



On selecting the course type, the Step - I of the Application Form is displayed with personal details and details of educational qualification as shown in figure 5.

Instructions :

- Fields are marked with (*) are mandatory
- Please enter Percentage(%) for 10th & 10+2 Qualification
- Please enter Marks obtd./ Max. Marks for UG & PG Qualification
- If you want to apply for Diploma Course/Advance Diploma course then select Certificate course / Diploma Course respectively and enter required details
- If your score is based on cumulative grade point average (CGPA), then first convert CGPA to equivalent percentage as per the conversion formula of your institute/university . For Eg : If after conversion your percentage comes out to be 73.36% then please enter marks obtd/ Max marks as 7336/10000 (Multiply 73.36 by 100)

Personal Details

Full Name of the Applicant* : **S ABISHEK**

Father/Husband's Name* : **S SRIKANTH** Mother's Name* : **S RADHA**

Name of Guardian : Date of Birth* : **25/09/1997 (DD/MM/YYYY)**

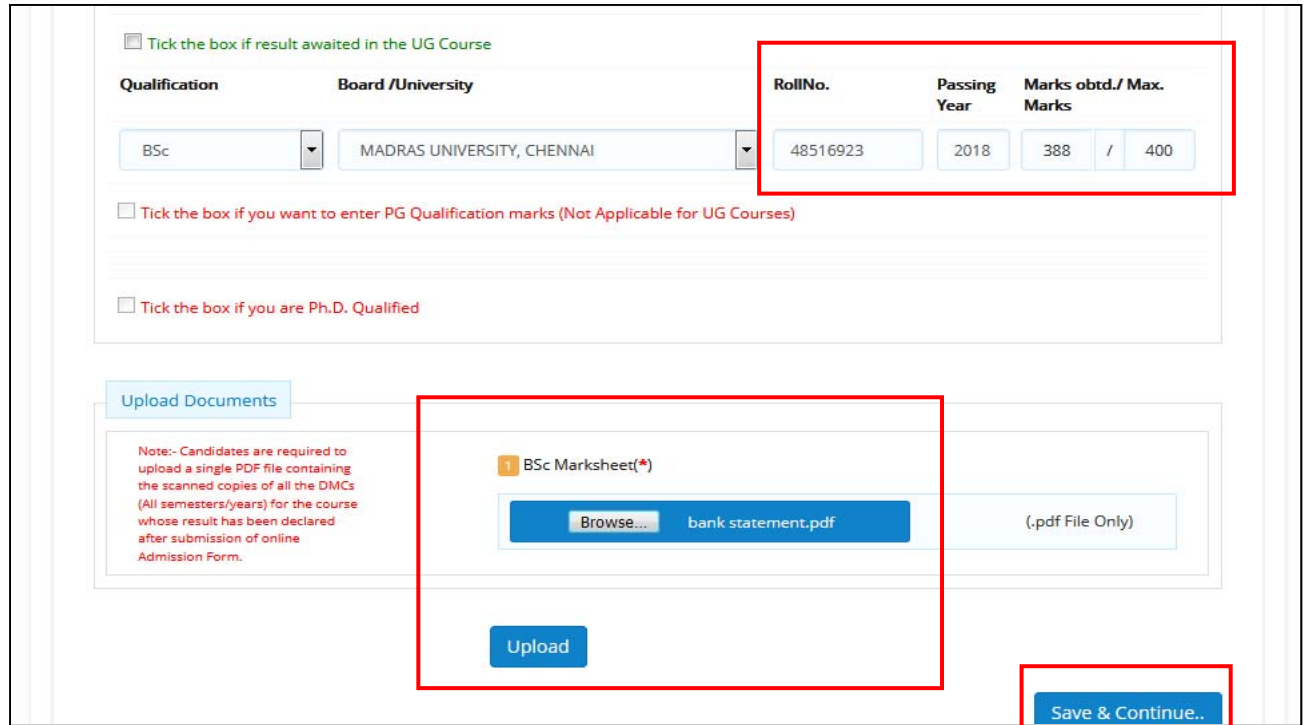
Details of Educational Qualification *

Qualification	Board /University	RollNo.	Passing Year	Percentage (%)
10th	CENTRAL BOARD OF SECONDARY EDUCATION	4111881	2013	94.000 %
School you studied for Class 10*		Public		
<p>• (*) Candidate having passed 10+2 or equivalent exam such as PREP/Higher Secondary/ Diploma, may submit those information in 10+2 column</p> <p><input type="checkbox"/> Tick the box if result awaited in the 10+2 Course</p>				
12th	CENTRAL BOARD OF SECONDARY EDUCATION	4606525	2015	92.000 %
School you studied for Class 10+2*		Public		
<p><input checked="" type="checkbox"/> Tick the box if you want to enter UG Qualification marks (Not Applicable for UG Courses)</p> <p><input checked="" type="checkbox"/> Tick the box if result awaited in the UG Course</p>				
Qualification	Board /University	RollNo.	Passing Year	Marks obtd./ Max. Marks
BSc	MADRAS UNIVERSITY, CHENNAI	0	2017	0 / 0
<p><input type="checkbox"/> Tick the box if you want to enter PG Qualification marks (Not Applicable for UG Courses)</p> <p><input type="checkbox"/> Tick the box if you are Ph.D. Qualified</p>				

Figure - 5

Uncheck the check box for “Tick the box if result awaited”, which would enable the Roll No., Passing Year and Marks obtd./Max. Marks text box for filling as shown in figure 6.

Enter your details accordingly and upload your DMC and click on “Upload” button and then click on “Save and Continue” as shown in figure 6.



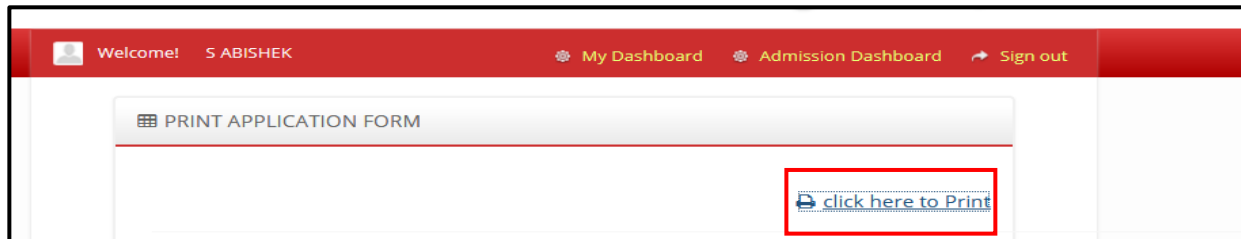
The screenshot shows a web form for entering academic details. At the top, there is a checkbox labeled "Tick the box if result awaited in the UG Course". Below this, there are two dropdown menus for "Qualification" (set to "BSc") and "Board /University" (set to "MADRAS UNIVERSITY, CHENNAI"). To the right, there are input fields for "RollNo." (48516923), "Passing Year" (2018), and "Marks obtd./ Max. Marks" (388 / 400). Below these fields are two more checkboxes: "Tick the box if you want to enter PG Qualification marks (Not Applicable for UG Courses)" and "Tick the box if you are Ph.D. Qualified".

The "Upload Documents" section contains a note: "Note:- Candidates are required to upload a single PDF file containing the scanned copies of all the DMCs (All semesters/years) for the course whose result has been declared after submission of online Admission Form." Below the note is a file upload area with a "Browse..." button, a text input field containing "bank statement.pdf", and a ".pdf File Only" label. An "Upload" button is located below the file input area.

At the bottom right of the form, there is a "Save & Continue.." button.

Figure - 6

The updated application form will then be available for print as shown in figure 7.



The screenshot shows the top navigation bar of the system with "Welcome! S ABISHEK" on the left and "My Dashboard", "Admission Dashboard", and "Sign out" on the right. Below the navigation bar, there is a button labeled "PRINT APPLICATION FORM". At the bottom right of the page, there is a button labeled "click here to Print" with a printer icon.

Figure - 7



The updation will be reflected in the application print out as shown in figure 8.

Summary of Educational Qualifications				
Qualification	Board/University	Roll No	Passing Year	Result
10th	CENTRAL BOARD OF SECONDARY EDUCATION	4111881	2013	94.00%
10+2th	CENTRAL BOARD OF SECONDARY EDUCATION	4606525	2015	92.00%
BSc	MADRAS UNIVERSITY, CHENNAI	48516923	2018	388/400

Figure - 8