



CENTRE FOR STUDENT AFFAIRS
ANNA UNIVERSITY
CHENNAI - 600 025

Dr. R. BASKARAN M.E., Ph.D.
Director

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Lr. No. AU / CSA / SA4 / 2024-25

Date: 16.09.2024.

CIRCULAR


Sub: Anna University - Centre for Student Affairs - Provisional Eligibility Certificate - Reg.

Students admitted to UG / PG course in affiliated colleges of Anna University for the academic year 2024-2025 under NRI/CIWGC/FN/PIO categories are requested to submit their duly filled Provisional Eligibility Certificate (PEC) application form, available at www.annauniv.edu/dsa to the Director, Centre for Student Affairs, Anna University, Chennai, on or before 30.09.2024.

The following steps should be followed:

1. Login to the of Anna University webportal at www.auegov.ac.in/CollegeHub/
2. Enter the number of students who have applied for the Provisional Eligibility Certificate (PEC).
3. Upload the request letter with students name, category and country, duly signed by the Principal.
4. Simultaneously, physically submit the application form along with supporting documents.
5. After verification, the payment option will be enabled in the portal by the Centre for Student Affairs. The college may pay the processing fee.
6. The scrutiny committee will schedule a date to verify the original documents.
7. If all documents are in order, the PEC will be issued.


DIRECTOR


16/9/24

6. Qualifying Examination (for UG admission):

a. Name of Board and Country :

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b. Register No :

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c. Year of Passing:

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d. Medium of Instruction :

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e. Details of Marks obtained in English, Maths, Physics, Chemistry/ Marks in the qualifying examination.

Sl. No.	Subject	Maximum Mark/grade	Mark/grade obtained in qualifying Examination	Minimum prescribed mark/grade	Equivalent Marks for the grade obtained
1.	English				
2.	Mathematics (M)				
3.	Physics (P)				
4.	Chemistry (C)				

f. Total Percentage in (P+C+M) = _____ (%)

* Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together

7. Qualifying Examination (for PG admission):

a. Name of the University:

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b. Register No :

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c. Year of Passing:

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d. Total Percentage obtained in the qualifying examination = _____ (%)

8. Date of admission in the College :

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9 . Name of the Programme & Branch : -----

PAYMENT DETAILS AND DOCUMENTS TO BE ENCLOSED WITH THE APPLICATION FORM

- Application processing fee of Rs. 6,300/- should be processed through Anna University web portal www.auegov.ac.in/CollegeHub/
- AICTE approval copy to admit students under NRI
- Mark sheet of the qualifying examination
- Provisional / Degree Certificate (for PG)
- Transfer certificate / Migration certificate
- Sponsor's passport
- Sponsorship Letter in original
- NRI certificate of the sponsor issued by the Indian embassy of the respective Country under their seal (in original)
- Recently obtained Employment Certificate of the Sponsor with date (original)
- Bank account (NRE) statement of the Sponsor for a period of last six months (Name should be as in passport)
- Relationship Certificate between the NRI sponsor and the candidate (In the case of Legal Guardian)
- Syllabus of subjects pertaining to Sl. 6(e) should be produced (Applicable for students studied in Foreign National Board)
- Range of marks of grades need to be attested by the respective college Principal
- The Principal of the respective colleges should attest all the Xerox copies of the above documents except the original documents

DECLARATION BY THE SPONSORER

I, (Sponsor's Name), Aged (Sponsor's Date of birth.....) holding an Indian Passport bearing No. (Sponsor's passport No.) residing at, solemnly affirm and state that(Student's Name) who is seeking admission to B.E /B.Tech. (.....) course 2024-25 session under NRI Management Quota is my son/daughter.

I would wish to state that I shall be sponsoring the said candidate for the entire course of study.

Bank Account details

Nature of Account :

Name of the Bank and address:

.....

.....

(Signature of the Sponsorer)

Date :

Place :

EMBASSY CERTIFICATE

(In the Letterhead of the Embassy Office)

No.

Dated:

CERTIFICATE

This is to certify that (**Sponsor's Name**)....., holder of Indian Passport No..... dated..... issued at ...(**Place of issue**)..... is residing in this country since He / She is a Non-Resident Indian.

(Signature, Designation & Seal of the issuing authority)

EMPLOYMENT CERTIFICATE

(In the Letterhead of the Company / Organization)

No.

Dated:

This is to certify that (Sponsor's Name), holder of Indian Passport No..... dated..... is an employee of our Company / Organization, since (Date of joining)..... in the position of (Designation).

He draws a salary of per month.

(Signature, Designation & Seal of the issuing authority)

6. Qualifying Examination (for UG admission):

a. Name of Board and Country :

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b. Register No :

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c. Year of Passing :

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d. Medium of Instruction :

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e. Details of Marks obtained in English, Maths, Physics, Chemistry/ Marks in the qualifying examination.

SI. No.	Subject	Maximum Mark/grade	Mark/grade obtained in qualifying Examination	Minimum prescribed mark/grade	Equivalent Marks for the grade obtained
1.	English				
2.	Mathematics (M)				
3.	Physics (P)				
4.	Chemistry (C)				

f. Total Percentage in (P+C+M) = _____ (%)

* Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together

7. Qualifying Examination (for PG admission):

a. Name of the University :

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b. Register No :

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c. Year of Passing:

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d. Total Percentage obtained in the qualifying examination = _____ (%)

8. Date of admission in the College :

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9. Name of the Programme & Branch : -----

Declaration

The information given in the application are true and belief. If any information is found to be incorrect, the admission of the candidate shall be liable to cancel at any stage of the programme.

Place:

Date:

Signature of the Parent/Guardian

Signature of the Candidate

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Certified that

1. The information given above are verified with originals and found to be correct
2. The candidate is admitted to the respective course within the permissible intake under the category concerned, as prescribed by the AICTE.

Date:

Signature of the Principal
(with College seal)

PAYMENT DETAILS AND DOCUMENTS TO BE ENCLOSED WITH THE APPLICATION FORM

- Application processing fee of Rs. 6,300/- should be processed through Anna University web portal www.auegov.ac.in/CollegeHub/
- AICTE approval copy for admitting students under FN/PIO
- Mark sheet of the qualifying examination
- Provisional / Degree Certificate (for PG)
- Transfer certificate / Migration certificate
- Valid passport
- Valid visa / PIO card
(Passport Number mentioned in VISA should be produced for verification)
- Citizenship card for Nepal and Bhutan candidates
- Refugee card/NOC from Police administration/certificate from Tahsildar
(if applicable)
- Equivalence certificate obtained from the Association of Indian Universities (for UG) / the Director, Academic Course, Anna University, Chennai-25 (for PG).
(in original)
- Syllabus of subjects pertaining to Sl. 6(e) should be produced
(Applicable for students studied in Foreign National Board)
- Range of marks of grades need to be attested by the respective college Principal
- The Principal of the respective colleges should attest all the Xerox copies of the above documents except the original documents