



புதுவைப் பல்கலைக்கழகம் पांडिच्चेरी विश्वविद्यालय PONDICHERRY UNIVERSITY

(மத்திய பல்கலைக்கழகம் / केंद्रीय विश्वविद्यालय / A Central University)

இரா. குணசேகரன்
பதிவாளர்
ஆர். குணசேகரன்
कुलसचिव

R. GUNASEKARAN
REGISTRAR

டாக்டர். பி.ஆர். அம்பேத்கர் நிர்வாகக் கட்டிடம்
डॉ. बी.आर. अम्बेडकर प्रशासनिक भवन

DR. B.R. AMBEDKAR ADMINISTRATIVE BUILDING

ஆர்.வெங்கடராமன் நகர்/ஆர்.வெங்கடராமன் நகர்/ R.VENKATARAMAN NAGAR

காலாப்பட்டு/காலாபேட்/KALAPET

புதுச்சேரி/புதுச்சேரி/PUDUCHERRY-605014

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ச/ No. PU/REGR/Aca-3/2026/64

दिनांक/Date: 14.05.2026

CIRCULAR

Sub: Procedures for ICCR nominated students/scholars to Pondicherry University, for the academic year 2026-2027 – Reg.

Note for PG Applicants under ICCR Scholarship:

The ICCR nominated scholars for PG Programme are advised to see the University website regularly for the date of commencement of the PG Programme for the Academic Year 2026-2027 and plan travel accordingly. Once they get to know the date of commencement of the semester, the PG ICCR Scholars can contact the concerned Head of the Department/Centre through an email with a copy to the Dean office (office.irpondiuni@gmail.com) and the Deputy Registrar, Academic (dracademic@pondiuni.ac.in) with supporting documents that include:

1. Letter from ICCR confirming the admission
2. Details of Travel Plan

Note for Ph.D. applicants under ICCR Scholarship:

The ICCR nominated Ph.D. Scholars can contact the concerned Head of the Department/Centre through an email with a copy to the Dean Office, International Relations and the Deputy Registrar, Academic, with supporting documents such as:

1. Letter from ICCR confirming the admission
2. Details of Travel Plan

Pre-departure

The applicant is advised to contact the ICCR with a request to make arrangements for obtaining a visa and tickets from their home country. To facilitate the arrival of ICCR sponsored Foreign Students from the nearest Airport/ Railway Station/ Bus Stop, etc., to the Pondicherry University and depart after completion of the course from the Pondicherry University to nearest Airport/ Railway Station/ Bus Stop, etc., the transport arrangements may be made by the concerned office of the Dean/HoD/Centre Head.

Foreign Students may send an email to the concerned Head of the Department/Centre with a request for Hostel accommodation, who can forward the request to the Chief Warden and copy to the Dean office. ICCR will pay Hostel fee to students directly. Hence, the ICCR Scholars are instructed to make their payments for the hostel upon their arrival.

After Arrival at Pondicherry University

ICCR Scholars must submit all original documents to the concerned Head of the Department/Centre after arrival at the University. The Head will forward the documents (duly attested) and Travel arrival report form to the Deputy Registrar, Academic, who will send the documents by post to the Head, Zonal Office South ICCR 7/2, First Floor, Second Main, Palace Cross Road, Bengaluru 560020. For information from the ICCR, the scholars may contact the Programme Officer, ICCR Regional Office, Bengaluru, Whatsapp No. +919940666286.

The Checklist for the Documents to be sent to ICCR, Bengaluru:

1. Submission of arrival report and joining report to ICCR through the University. The format to be obtained from ICCR, Bengaluru.
2. The Fee Structure of the University relating to the Programme of Study.

Residential Permit Procedure:

After arriving in India (Chennai International Airport, the nearest airport to Pondicherry University) with a valid student/research (applicable for PhD) visa, the foreign student must apply for a residential permit from the Foreigners Registration Regional Office (FRRO), Pondicherry. The entire process is completed online through e-FRRO portal. The procedure of obtaining a residence permit must be completed within 15 days after landing in India. Students need to buy a Mobile SIM card to complete the procedure because they will receive a confirmation SMS on their cell phone number. The Dean office of International Relations will support in obtaining the following document and uploading it to the e-FRRO portal.

Documents required for Residential Permit:

1. Obtain Form-S (from the Dean office, International Relations) and Form-C from the University Hostel Chief Warden. If the ICCR fellow opts to stay outside, Form C shall be generated by the Property owner.
2. Submit the prescribed form of undertaking (available in the department) to the concerned Head of Department for the required certificates: Bonafide / Residential / Undertaking.
3. Copy of Passport, Admission order and Visa
4. Letter from ICCR Regional Office already received.

Note: Scholars have to open an Account in State Bank of India, Kalapet Branch, ECR Main Road, Kalapet, Puducherry, to receive a monthly fellowship from ICCR and Bank details to be communicated to the ICCR, Bengaluru.

Sd/-
REGISTRAR

To:
The Deans/Heads of Departments/Centre Heads, PU

Copy to:

1. The Dean, International Relations (IR), Pondicherry University
2. The Chief Warden (Boys & Girls), Pondicherry University
3. The OSD (i/c) (V&S), Pondicherry University,
4. The Assistant Engineer (Transport), Pondicherry University
5. The Assistant Registrar, VC's Secretariat – for kind information of the Vice-Chancellor, PU.
6. The Section Officer, Director (S) – for kind information of the Director (S), PU.
7. O/o Director (CC&R) – for kind information of the Director (CC&R), PU.
8. The Deputy Registrar (Academic), Pondicherry University.
9. The Head (i/c), Computer Centre, PU ---- *with request to host in the University website*