

HOW TO APPLY FOR INDIAN APPLICANTS

A. FOR ADMISSION SOLELY ON THE BASIS OF QUALIFYING EXAM

[To which admission is solely on the basis of qualifying exam, refer column 'Eligibility Criteria (Qualifying Exam)' in Programme Details **Part-B** of Prospectus]

1. Applicants in their own interest must read and understand all the information published in this Prospectus consisting of Part A-1, A-2, B & C, the University Website, and otherwise published by the University from time to time.
2. (a) Prospectus can be purchased on payment of ₹ 900/- (in cash or by DD or Pay Order) from the Admission Office at the University Campus, Phagwara (Punjab) or from the designated camp offices of the University or such other places as specified by the University or Prospectus can be downloaded from the University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>). In case the prospectus is downloaded from the website or in case applying online then the applicant will have to pay the application fee of ₹ 900/- along with the Tuition Fee.
(b) DD or Pay Order for obtaining Prospectus is required to be made in favour of 'LOVELY PROFESSIONAL UNIVERSITY' payable at JALANDHAR.
(c) Application fee is non-refundable in all cases.

3. Procedure for applying for admission

- (a) Applicants are required to submit the Application Form(s) and fees, as mentioned in further clauses herein, as per schedule of admission given in Part-B of the Prospectus unless otherwise announced by the University on the University Website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>) or through advertisement or otherwise.

(b) Application Form(s)

- i. Application Form(s) is (are) appended in Prospectus and is (are) also available on the University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>) for downloading or applying online.
- ii. Following application form(s), as applicable, are required to be submitted along with the fees:
 - a. Application Form for Admission 2015 - by all applicants for admission to any regular programme
 - b. Application Form for LPUTFA -2015- only by applicants applying to avail the financial aid

(c) Fee(s)

- i. Provisional registration for admission and Residential/Laundry/Transport/Parking facility/ Meal Plan (if opted) will be made at the time of submission of Application Form(s).
- ii. Amount payable for provisional registration
 - For admission (For the details of Tuition Fee, refer to the Programme Details provided in the Part-B of Prospectus)

For all programmes with Tuition Fee more than ₹ 30,000 per semester	- ₹ 10,000/-
For all programmes with Tuition Fee upto ₹ 30,000 per semester	- ₹ 5,000/-
 - For availing Residential/Transport/Parking facility/Meal Plan

For Residential Fee (Residence)	- ₹ 10,000/-
For Residential Fee (Meal)	- ₹ 5,000/-
For Transport facility	- ₹ 5,000/-
For Parking facility	- ₹ 5,000/-

[For students availing residential facility with overnight parking (4 wheelers)]
- iii. In case the applicant is admitted, joins and continues the programme and avails the Residential/Laundry/Transport/Parking facility/Meal Plan (if opted), the amount paid for provisional registration, as above, will be adjusted towards the payment of first semester Tuition Fee and first year Residential fee (Residence)/ Residential Fee (Laundry)/Residential fee (Meal)/Transport/Parking Fee (as applicable).
- iv. Full payment (optional)

Applicants, if desire, may deposit the full payment of first semester Tuition Fee and first year Residential fee (Residence)/ Residential Fee (Laundry)/Residential fee (Meal)/Transport/ Parking Fee (if applicable) at the time of submission of application form(s)

(d) Submission of Application Form(s) and Fee(s): Application form(s) can be submitted to the University either Offline or Online.

- I. Offline Submission
 - a. Applicant has to fill up the Application Form(s) downloaded from the University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>) or as available in the Prospectus.
 - b. All columns in Application Form(s) are mandatory to be filled in. No column should be left blank. Write N.A. if not applicable.

- c. Tuition Fee and Residential fee (Residence)/Residential Fee (Laundry)/Residential fee (Meal)/Transport/Parking Fee (if applicable) may be paid in any of the following ways :
- **Cash** - to be deposited only at the cash counter of Admission Office at University Campus, Phagwara (Punjab)
 - **Demand Draft/Pay Order** - to be made in favour of 'LOVELY FACULTY OF _____' (as mentioned in Programme details in Part B of Prospectus) payable at JALANDHAR and must have the Applicant's name, Application No.(if any), Name of Faculty, Programme applied for and Programme Code at the back of DD/Pay Order.
 - **Cash Deposit at Bank** - to be made in the Bank Account, as announced by the University, and receipt of the cash deposited at bank must be provided to University in the specified format. Detail of Bank Accounts and specified format are available in the Part-C of Prospectus-2015 under the head 'Process for Payment of Fee(s) via Cash Deposit at Bank/ Net Banking/ Credit Card/ Debit Card' or can be downloaded from University Website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>).
- d. Application Form(s) and DD/ PO/ Receipt of cash deposit at bank and other requisite documents in a sealed envelope superscribing "Application for Admission – 2015" and having the Applicant's name, Application No.(if any), Name of Faculty, Programme applied for and Programme Code written on it, are required to be submitted :
- either in person at the Admission Office at the University Campus, Phagwara (Punjab) or at the designated camp offices of the University or at such other places as specified by the University;
 - or by registered post/courier addressed to Lovely Professional University, Jalandhar-Delhi G.T. Road (NH-1), Phagwara, Punjab-144411

II Online Submission

- a. Applicant has to access the University website (under the head Admission i.e. <http://www.lpu.in/admissions/admissions.php>) and submit the Application Form(s).
- b. All columns should be filled with due care.
- c. On successful online submission, the applicant must note the computer generated Application No. to be used as reference for further communication purposes.
- d. Tuition Fee and Residential fee (Residence)/Residential Fee (Laundry)/Residential fee (Meal)/Transport/Parking Fee (if applicable) may be paid in any of the following forms :
- **Net Banking/Debit Card/Credit Card**– By using application no. generated during online submission of Application form(s), the fee may be paid through University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>) using Net Banking/Debit Card/Credit Card. Processing fee in addition to the fee applicable, will have to be paid by the applicant as per the details available on University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>)
 - **Cash Deposit at Bank** – Payment of fee may be made in the Bank Account, as announced by the University and receipt / information of the cash deposited must be provided to University in the specified format. Detail of Bank Accounts and specified format are available in the Part-C of Prospectus-2015 under the head 'Process for Payment of Fee(s) via Cash Deposit at Bank/ Net Banking/ Credit Card/ Debit Card' or can be downloaded from University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>)
 - **Demand Draft/Pay Order** – Payment of fee may be made by DD/Pay Order in favour of 'LOVELY FACULTY OF _____' (as mentioned in Programme details in Part B of Prospectus) payable at JALANDHAR and must have the Applicant's name, Application No.(if any), Name of Faculty, Programme applied for and Programme Code at the back of DD/Pay Order.
- e. After online submission of Application Form(s), printout of the Application Form and DD/ PO/ Receipt of cash deposited at bank and other requisite documents, in a sealed envelope superscribing "Application Form for Admission – 2015" and having the Applicant's name, Computer generated Application No., Name of Faculty, Programme applied for and Programme Code written on it, are required to be submitted :
- either in person at the Admission Office at the University Campus, Phagwara (Punjab) or at the designated camp offices of the University or at such other places as specified by the University;
 - or by registered post/courier addressed to Lovely Professional University, Jalandhar-Delhi G.T. Road (NH-1), Phagwara, Punjab-144411

4. Process for applicants whose name appears in the Merit List

Applicants, whose name appears in the Merit List, are required to pay the balance of the Tuition Fee and Residential fee (Residence)/Residential Fee (Laundry)/Residential fee (Meal)/Transport/ Parking Fee (as applicable), within three days after the display of the merit list, except those who have already deposited the full payment at the time of provisional registration.

5. Applicants to be admitted against vacant seats, on the basis of qualifying examination or otherwise are required to submit the application form(s) along with full amount of Tuition Fee, Residential fee (Residence)/Residential Fee (Laundry)/Residential fee (Meal)/Transport/Parking Fee (if applicable) and late fee, if any.