

C I R C U L A R

Sub: PEC – Application for Branch Change – Reg.

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Applications are invited for branch change from students of PTU admitted **under Govt. quota/** Self-Supporting (JoSAA) **seats** during the academic year 2020-21. The details of the vacancies department wise are as given below:

Sl. No	Branch Code	Vacancy available	No. of seats In Govt.Quota	No. of seats In SS (JoSAA)
01	CE	Civil Engineering	03	29
02	ME	Mechanical Engineering	04	29
03	EC	Electronics & Communication Engineering	Nil	14
04	CS	Computer Science & Engineering	Nil	09
05	EE	Electrical & Electronics Engineering	02	Nil
06	EI	Electronics & Instrumentation Engineering	04	Nil
07	IT	Information Technology	05	Nil
08	CH	Chemical Engineering	08	Nil
09	MT	Mechatronics	Nil	12
		Total	26	93

2. Students who have **passed in all subjects of first year** of the academic year 2020-21 alone are eligible to apply for branch change.
3. Students can find the application format in the Annexure – I. (page 2)
4. Filled in application and undertaking should be scanned along with mark sheets and mailed to ar_academics@pec.edu
5. The subject of the mail should be "Branch Change"
6. Application should be submitted on or before 14/10/2021. The students who are opting for branch change, shall apply without waiting for the release of the Second semester examination results.
7. Merit list would be drawn based on CGPA of both First and Second semester in the descending order. Second semester marks need not be submitted and it will be taken from the Office of the Controller of Examination. After the release of the Second semester results, the Branch change will be effected.
8. Branch change opted by the student shall be final and request to continue in the previous branch will not be considered under any circumstances.
9. It will be ensured that after effecting the branch change, the vacancies in a particular course shouldn't exceed 25% of the sanctioned strength.
10. The students admitted under Govt. Quota and Self-Support (JoSAA) should be considered against the respective vacancies only.

PRINCIPAL

To

The General Notice Board, PTU

Copy to

1. The Dean (Academic), PTU
2. The Registrar, PTU.
3. The Controller of Exams, PTU.
4. for hosting in the PTU web site.
5. The First year Co-ordinators, PTU. – to inform the class representatives.
6. The Co-ordinator, IIC, PTU – for necessary action
7. The Warden, PTU – to display in the notice board.
8. PA to Principal, PTU

PUDUCHERRY TECHNOLOGICAL UNIVERSITY, PUDUCHERRY – 605 014.

APPLICATION FOR BRANCH CHANGE – (ACADEMIC YEAR 2021-22)

1. Name of the Student :
2. Enrolment Number :
3. Branch already allotted :
4. Branch required : CHOICE (Enter Branch Code)

I		II		III	
IV		V		VI	
VII					

5. I Semester Grade point average (GPA) :
(Attach copies of Mark sheets)

Signature of the Parent/Local Guardian

Signature of the Student

Date:

OFFICE USE

1. II Semester Grade point average (GPA) :
2. Cummulative Grade Points average (CGPA):
(I & II Semester)

UNDERTAKING- I
By Student

I
..... department of
..... hereby undertake to join the branch opted by me, as per my
choice, during branch change counseling.

I understand that refusal to join the allotted branch opted by me during
counseling would amount to discontinuing the course.

Signature of the Student

By Parent

I Parent /
Guardian of state that my son / daughter would join
the branch opted as per his / her choice at the time of branch change counseling. I am
fully aware of the eligibility and terms and conditions of branch change.

Signature of the Parent/Local Guardian

Date:

UNDERTAKING- II

My Son / Daughter
studying in second year(Branch)
had applied for branch change. I am not in a position to attend the branch change
counseling. The choice of branch opted by my son / daughter at the time of
counseling shall be final.

Signature of the Parent / Local Guardian

Date: