



## प्रवेशनिदेशालय/Directorate of Admissions

MANUU/DoA/F.No.47/Admissions 2024-25/569

10<sup>th</sup> Sept, 2024

### Notice

**Sub: Spot Admissions 2024-25 for Part time (Diploma/Certificate & PG Diploma programmes) - reg.**  
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The University is opening the online portal for Spot admissions for following Part time (Diploma/Certificate & PG Diploma programmes) for candidates, who wish to apply afresh for admission into different courses and for those candidates who had applied earlier and had not got admissions.

The interested candidates may reach **physically only at the Dean, SLLI** they wish to take admission and report by 10.00am on **17<sup>th</sup> Sept, 2024**.

### Spot Admission Schedule 2024-25 for Diploma/Certificate & PG Diploma programmes

Activities	Dates
Opening of Spot Admission Portal	11 <sup>th</sup> Sept. 2024
Closing of Spot Admission Portal	16 <sup>th</sup> Sept. 2024
Document Verification at Dean, SLLI (in person)	17 <sup>th</sup> Sept. 2024
Submission of eligible candidates list to DoA	18 <sup>th</sup> Sept. 2024
Display list of Eligible/Selected candidates	19 <sup>th</sup> Sept. 2024
Fee payment	20 <sup>th</sup> to 22 <sup>nd</sup> Sept. 2024
Reporting for Classes	23 <sup>rd</sup> Sept. 2024

For all the details visit University website ([www.manuu.edu.in](http://www.manuu.edu.in)).

Tentative Vacancy Positions for Part time Programs (Regular Mode) 2024-25 No. of available Seats (Merit wise)		
Course Name	Campus	No. of available Seats (Merit wise)
Certificate Course in Urdu	Hyderabad	27
Certificate of Proficiency in Turkish		10
Certificate of Proficiency in Arabic		12
Certificate of Proficiency in French		18
Certificate of Proficiency in Russian		26
Certificate of Proficiency in Telugu		15
Diploma in French		27
Diploma in Arabic		16
Diploma in Pashto		26
PG Diploma in Professional Arabic		18
PG Diploma in Functional Hindi		17

### Instructions:

- The candidates can apply for Part time programmes from **11<sup>th</sup> Sept. to 16<sup>h</sup> Sept. 2024** on the Admission portal: <https://manuucoe.in/regularadmission/>
- The candidate who have already applied but not secured seat in applied course need not apply fresh. If candidates want to apply for a new course they can apply again through same registration ID.
- The candidates will have to report **in person** at the respective Departments / Satellite Campuses with the following certificates from 10.00 am to 1.00 pm on **17<sup>th</sup> Sept. 2024**.

- \*Proof of Urdu as a language/subject/medium at 10<sup>th</sup>/12<sup>th</sup> /Graduation or equivalent from Madarasa Board.
- \*Marks sheet of 10<sup>th</sup>/SSC/equivalent Board Examination.
- Marks sheet of 12<sup>th</sup> Board Examination.
- \*Marks sheet of qualifying examination Graduation.
- Transfer certificate (from the Institution last studied).
- Migration certificate (from the Institution last studied).
- \*Valid Category certificates SC / ST / OBC / EWS (as per format prescribed by Government of India), if applicable.
- \*Valid Special category certificate (Kashmiri migrant / PWD / Children of Armed Personnel / Sports / NCC / NSS) if applicable.
- Bonafide / Character certificate (from the institution last studied).

**Note: \* Mandatory as relevant.**

4. On 17<sup>th</sup> Sept. 2024 the Certificate verification will be taken up by Dean, SLLI. The candidates are required to be alert and available in person to respond for any clarification sought by the Verification team.
5. The candidates are requested to check the vacancy position and apply accordingly, mere attending counselling does not guarantee seat. University will not pay any travelling allowances.
6. The Merit list will be displayed on 19<sup>th</sup> Sept. 2024.
7. To complete the admission process, again login to your admission portal and pay the required admission fee. The date of fee payment is 20<sup>th</sup> - 22<sup>nd</sup> Sept. 2024.
8. Reporting for classes on 23<sup>rd</sup> Sept, 2024.
9. In case any candidate finds difficulty in uploading of certificates he/she may send an email to [admissionsregular@manuu.edu.in](mailto:admissionsregular@manuu.edu.in) for assistance.

*Vanjil*  
Director

Directorate of Admissions  
निदेशक / Director

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मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
गच्चीबौली, हैदराबाद- ५०००३२  
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