प्रवेशनिदेशालय/Directorate of Admissions

MANUU/DoA/F.No.47/Admissions 2024-25/ **579**   11ᵗʰ Sept, 2024

Revised 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 **17ᵗʰ Sept, 2024.**

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

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

For all the details visit University website (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		27
Certificate of Proficiency inTurkish		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
Certificate of Proficiency in Kashmiri		30
Certificate of Proficiency in Pashto		30
Certificate of Proficiency in Persian		30
Diploma in Persian		30
Diploma in Russain	Hyderabad	30
Diploma in French		27
Diploma in Arabic		16
Diploma in Pashto		26
Diploma in Islamic Studies		30
Diploma in Tahseen-e-Ghazal		30
PG Diploma in Professional Arabic		18
PG Diploma in Functional Hindi & Translation		17
PG Diploma in Functional Urdu		30
PG Diploma in Translation		30

Instructions:

1. The candidates can apply for Part time programmes from **11th Sept. to 16h Sept. 2024** on the Admission portal: https://manuucoe.in/regularadmission/

2. 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.

3. 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 **17th Sept. 2024**.

- *Proof of Urdu as a language/subject/medium at $10^{th}/12^{th}$ /Graduation or equivalent from Madarasa Board.
- *Marks sheet of 10th/SSC/equivalent Board Examination.
- Marks sheet of 12th 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 17th 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 **19th 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 **20th - 22nd Sept. 2024.**

8. Reporting for classes on **23rd Sept, 2024.**

9. In case any candidate finds difficulty in uploading of certificates he/she may send an email to admissionsregular@manuu.edu.in for assistance.

Director,
Directorate of Admissions

निदेशक /Director
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MAULANA AZAD NATIONAL URDU UNIVERSITY
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