



**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

Memo No: DU/DR-A/2<sup>nd</sup> Admission- PGDCA/23/925

Date: 08.09.2023

**2<sup>nd</sup> ADMISSION NOTICE for  
One Year PGDCA Programme  
for the academic session 2023-2024**

Online Applications are invited for **few vacant seats** from the intending eligible Candidates for admission into the One Year Post Graduate Diploma in Computer Application (PGDCA) Programme for the Academic Session 2023-2024.

**Eligibility:**

Graduate in any stream with at least 40% marks in aggregate. Relaxation of 5% marks will be given to the candidates of reserved categories.

**Application Procedure:**

1. Application for Post Graduate Diploma in Computer Application (**PGDCA**) Programme shall be through online mode only. No other means of application shall be accepted.
2. Online Registration for submission of Application Form will begin from **08.09.2023**. The last date for submission of application is **17.09.2023 (till 11.59 p.m.)**
3. For submission of the **Online Application Form**, intending candidates are advised to follow the following instructions:
  - a) For Online Application, please login to Admission Portal on <https://dibru.ac.in> or <https://erp.dibru.work/>
  - b) The Candidate needs to register on the portal by clicking the “Register” button and providing his/her name, mobile number and a password. The mobile number will be verified through an OTP. Please remember the password for login.

- c) After successful registration, the candidate needs to login using his/her mobile number and the password.
  - d) After login, the candidate needs to click on the “Apply” button corresponding to the link of “**PGDCA Programme**” which will lead to an application form. *The candidate needs to fill up the application form step by step.*
  - e) After completion of the filling-up the Form Candidate needs to click the button “Submit and Review”. A preview of the filled-up form will be displayed. Candidates are advised to carefully cross-check the information and if anything needs to be corrected at this stage, they can go back and edit
  - f) After ensuring that all the information displayed on the Preview is correct, the candidate needs to click ‘*Pay now & Submit the application*’ and the pay the application fee of Rs 750/- only through online mode (Debit Card/Credit Card/Internet Banking).
  - g) The application form will be considered finally submitted only when the application fee is successfully paid by the candidate and an online receipt is generated confirming the payment.
  - h) There will be a button to download your Application Form for future reference.
  - i) The Submission of Online Application Forms shall be automatically closed after the last date.
4. There shall be no alternative procedure for Application for applying to the **PGDCA Programme** and the University shall not receive the Application except the procedure mentioned at (2) above.

#### **Admission Procedure:**

Candidates eligible for admission shall be selected on merit basis. The merit list will be displayed at the Office of Centre for Computer Science and Applications, D.U. and in the websites: [www.dibru.ac.in](http://www.dibru.ac.in) and [www.ccsdu.in](http://www.ccsdu.in)



**Important Note:**

The applicant may join the PGDCA Whatsapp group by scanning the above QR Code after successfully filling up the application form through *Admission Portal*. The University shall not verify the eligibility of a candidate at the time of receiving their Application Forms for admission into the PGDCA Programme. However, the candidate shall not be considered at the time of admission to the PGDCA Programme offered by Dibrugarh University if he / she fail to fulfill the eligibility criteria. Hence, the intending candidates are requested to ensure themselves regarding fulfillment of the minimum eligibility for admission to the PGDCA Programme.

**Important Dates:**

Online Application process will begin from	08.09.2023
Last date of receiving the online filled in application form	17.09.2023 (till 11:59 p.m.)
Declaration of Merit List of PGDCA	18.09.2023
Date of admission of PGDCA	20.09.2023

Issued with due approval.

*Alsynta* 08/09/2023  
Deputy Registrar (Academic)  
Dibrugarh University.  
*Alsynta*

Copy to:

1. The Vice-Chancellor, Dibrugarh University, for kind information.
2. The Deans, Dibrugarh University, for kind information.
3. The Registrar i/c, Dibrugarh University, for kind information.
4. The Chairperson, Centre for Computer Science & Applications, Dibrugarh University for kind information.
5. The Advertising Manager, The Assam Tribune, with a request to publish the notice exactly as per Annexure – A attached herewith in one issue of your esteemed dailies on 09.09.2023 and submit bills in triplicate for reimbursement.
6. The Deputy Registrar (F&A) i/c, Dibrugarh University for information and necessary action.
7. The Senior Accounts Officer, Dibrugarh University, for information and necessary action.
8. The Programmer, Dibrugarh University, with a request to upload the notice on the Dibrugarh University website.
9. Files.

*Alaynka 08/09/23*  
Deputy Registrar (Academic)  
Dibrugarh University.  
*Alaynka*