

Following are important points for External Students while generating Online Exam Form.

- Every External student (Except First Year Fresh) who wish to apply for Online Exam Form need to be registered on Student Profile System (SPS).
- Eligibility number and PRN are compulsory.
- Only one Exam Form will be generated.
- Please verify your basic details and subject details before confirm the Exam Form. **If any corrections are expected in subjects then please do not confirm Exam Form. Click on Cancel button. Send Email.**
- Please make sure about optional subjects selection (if any) is correct or not before confirm the Exam Form. **If any corrections are expected in optional subjects then please do not confirm Exam Form. Click on Cancel button. Send Email.**
- Please verify fees details before confirm the Exam Form. **If any corrections are expected in Fees then please do not confirm Exam Form. Click on Cancel button. Send Email.**
- If any corrections are expected before generating/confirm the Exam Form, please send mail to externalsupport@pun.unipune.ac.in. The mail must contain following details
 - Full Name of Student
 - Course Name
 - PRN
 - Eligibility Number
 - Detailed description of the issue occurred while generating Exam Form Online.
- **Following three options are provided for Challan Payment Mode.**
 - Cash Payment Mode(HDFC Bank)
 - Cash Payment Mode(Bank of Maharashtra)
 - Online Payment
- If you selected Online Payment and Payment was not done Online or some error occurred or if you want to remove exam form after confirmation then please send email on externalsupport@pun.unipune.ac.in regarding this. The mail must contain following details
 - Full Name of Student
 - Course Name
 - PRN
 - Eligibility Number
 - Exam Form Number and Challan Number.
 - Detailed description of the issue in Exam Form Online.
- If you want to remove exam form after confirmation please send email on externalsupport@pun.unipune.ac.in.
- After your challan payment is cleared/paid then only your Exam Form will be proceed for Hall-Ticket process.