



Instruction to Chairpersons/Principals

Information regarding filling the details of the students in Online form for forfeiting the already allotted Open Elective course

The allotment of Open Elective courses for Third Semester PG students is displayed on the website. Students who want to change their Open Elective course are allowed to do so as per the following procedure:

Chairpersons and Principals are requested to make arrangements to fill the details of those students who want to change their Open Elective courses in the form available **ONLINE at <https://mangaloreuniversity.ac.in/open-elective>** on or before **9th September 2025 , 5pm.**

Please note that once the data of the students is submitted online, those students will forfeit the already allotted Open Elective course. They can only get those courses for which there are vacancies and they will not have any claim on the already allotted Open Elective course. Those who apply should compulsorily attend the **ONLINE counseling** to be held on **11th September 2025 at 10.30am** (Link will be sent to the Chairperson/Principal). If they fail to attend the counseling they will be allotted only the left out Open Electives. The vacant seats list available in the website will give present vacant seats only. This will only give some idea about the chance of getting these courses but not for sure.

Chairpersons and Principals are requested to note the following:

1. Students have to be instructed to read the instructions carefully before filling up the applications and submit the same to the Chairperson/Principal of the Department/College respectively.
2. Verify the filled applications submitted by the students and advise them that they may not get what they really desire.
3. Students have to submit for Change of Open Elective course through Department/College as applicable. **Individual request directly from students to us will not be considered.**

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