

**भारतीय भेषजी परिषद्**

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय के अंतर्गत सांविधिक निकाय)

भारत सरकार

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कामधेनु द्रुवितलामेन प्रमाणनमर्तनीयवदमसु

**PHARMACY COUNCIL OF INDIA**  
(Statutory body under Ministry of Health & Family Welfare)  
**Government of India**

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E-mail: [registrar@pci.nic.in](mailto:registrar@pci.nic.in)**Circular****7 APR 2025****Ref: 14-56/2024-PCI (Approval Process for 2025-26 a.s.)****To,**

- All Pharmacy Institutions applied for U/s 12
- Examining Authorities (University/Board)

**Sub: Guidelines for submission of additional information by the Pharmacy Institutions applied for U/s 12 in Academic Session 2025-2026 .****Sir/Madam,**

- This has the reference to the subject cited above.
- In this connection it is informed to all the Pharmacy Institutions applied for U/s 12 in the 2025-2026 Academic Session must fill the additional information as available in the module available in the DIGI-PHARMed Portal "U/s 12 Additional Information Form".
- The form will be added on the applicable institution's DIGI-PHARMed profile w.e.f 07.04.2025. All applicable institution must submit the necessary details in the form within 10 days i.e. the last date of submission for the same is 16.04.2025.
- All institution will be required to submit the information regarding following forms as mentioned below in the portal:
  - Faculty Details Information for U/s 12 Application (*Need to update details for each faculty separately*).
  - Academic Summary Information for U/s 12 Application.
  - Examination Information for U/s 12 Application.
  - Library details for U/s 12 Application.
  - Equipment details for U/s 12 Application.
  - Institution Fee Structure details for U/s 12 Application.
  - Student Academic Activity details for U/s 12 Application (*Need to update details for each student separately*).
- For each applicable form, institution is requested to submit the details for the

mentioned tenure as cited under:

- a. Last Two academic session details for the course applied for D. Pharm/  
B. Pharm (Practice).
  - b. Last Three academic session details for Pharm. D (PB).
  - c. Last Four academic session details for the course applied for B. Pharm.
  - d. Last Six academic session details for the course applied for Pharm. D.
6. Institutions must ensure that they must add the faculty and students details as requested in respective forms for each academic session as per the above schedule in the forms by clicking on add information for multiple data entry for all the past records.

Therefore, all the Pharmacy Institutions applied for U/s 12 in the Academic Session 2025-2026 must adhere to this circular with strict compliance.

This issues with the approval of the Competent Authority.

**Yours Faithfully**

Signed by

Anil Mittal

Date: 07-04-2025 10:25:08

**(ANIL MITTAL)**

**Registrar-Cum-Secretary**