



PSG Institute of Technology and Applied Research

(An Autonomous Institution)

Coimbatore - 62

Transport Section

AY 26 – 27 Guidelines for Registration

3TL is the application developed for bus transport registration and will be open from **15.5.26 to 26.6.26 – Seniors (2nd - 5th)** **1.7.26 to 31.7.26 – only FIRST year**

1. Guidelines for Registering in Transport App:

- Registration in the *App* is essential for Students (Day scholar), Staff (Teaching/Non-teaching) and all those who are willing to avail college bus facility.
- *After registration you will receive a confirmation message to your mail along with the login credentials.*
- Registration alone **does not guarantee** the confirmation of seat in college bus.

The BOARDING POINT of all the bus routes are fixed. Choose the Boarding point which is farther away from the college. **For example**, from the college if a boarding point is between A and B, *choose B* which is farther away from the college.

- Allocated seat will be confirmed only on paying the annual bus fees. If the payment is not done before the deadline, the allocated seat will be deallocated.

Suggestions for NEW bus route can be given in the App. The feasibility of operation will be based on the number of demand for a specific route.

2. Norms for the Allocation of Seats (Phase I & II)

- 85 % of the total seats are reserved for students.
9 % is reserved for the teaching faculty and 6% for the non-teaching staff.
- **Phase I** registration is reserved only for (2nd to 5th) year students, faculty and staff of PSG iTech and PSG IAP.
- Phase I seat allocation will be completed tentatively *before 2nd week of July 2026* which will be **communicated through mail**.

The allocation of bus seats will be done based on the following criterion:

- ✓ **Students:** Distance between college and boarding point will be considered. Students commuting from longer distance will be given first priority irrespective of their year of study. **Check Tentative Bus Routes on Page 4**
- ✓ **Faculty (Teaching):** Senior faculty will be given first preference (irrespective of boarding point) followed by the distance matrix from the college.
- ✓ **Staff (Non-Teaching):** Senior staff will be given first preference (irrespective of boarding point) followed by the distance matrix from the college.
- Based on the allocation mail, Annual Bus Fees has to be paid in the accounts section at E1 block ground floor 102 *on or before 10.7.26 (Friday)*.

Note: If the annual bus fee is not paid within the time period, the allotted seat will be deallocated for the other registered commuters in the same *Phase I*.

Phase II registration is exclusively for **FIRST year students** of PSG iTech & IAP admitted in AY 26 - 27. Tentative registration will begin from *1st week of July 2026*.

➤ Allocation of seats for all the FIRST-year students will be done by 1st week of August 2026, based on the above-mentioned criterion.

3. Payment of annual bus Fees, Uploading Fees Receipt No. & Bus PASS No.:

Annual bus fees can be paid in **cash/DD** (**Favoring:** The Principal, PSG Institute of Technology and Applied Research, payable at Coimbatore) before the deadline, in the account's office of PSGiTech, E1block (102) and collect the **Fees Receipt**.

Your seat will be CONFIRMED only after the PAYMENT of bus fees before the specified date of fee payment.

Individual commuters have to get the **BUS PASS** from Transport office by showing the fees receipt.

Further, the **fees receipt number and Bus pass number** have to be **entered** in the **App** to complete the process.

If fees is not paid after registration, the allotted seat stays cancelled and it will be allocated to the other registered commuter.

❖ **NEW BUS PASS** is **mandatory from 20th August 2026** for boarding all the bus routes. Faculty & staff can get the pass based on their allocation mail with unique Transport ID.

NEW Bus Pass can be received from the **Transport Office**

(Located between indoor sports stadium and hostel)

Contact person: **Mr P Venkitupathy - +91 9047176887**



TRANSPORT OFFICE

 <https://maps.app.goo.gl/fTpdUzFL5gUy9gK7>

Transport In charges

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Important Dates

Year of study	Registration dates		Allocation of seats	Last date for FEES payment
	Opening	Closing		
2 – 5	15.5.26	26.6.26	30.6.26	10.7.26
1	1.7.26	31.7.26	1.8.26	15.8.26

* **NEW bus pass** is mandatory from 15.7.26 for boarding the bus for all (2nd to 5th) year students

* Bus pass is mandatory from 20.8.26 for boarding the bus for all First-year students