

This Privacy Policy and Terms of Use is effective from 12th March 2017

Manonmaniam Sundaranar University, Tirunelveli ("University") – a Govt University under the control of Govt of Tamil Nadu established under a law is committed to protecting your privacy and accelerating online facilitation of quicker and reliable communication to the applicants / colleges who are to submit examination application / admission application / other application and pay fees online for semester examination starting from April-May 2017 examinations onwards till the current period of examinations and admissions by using third party innovative online solutions.

This Privacy Policy and Terms of Use ("Policy & Terms") applies to those persons ("Students" or "Colleges") who submit online application / information and pay exam fee for the examination to be conducted by the University or other fee being collected by the University since April and May 2017 hitherto and visiting Manonmaniam Sundaranar University website and www.msupayment.in to have access of the web interface ("Website") that contain relevant application format fields to be filled in online and submit the same as well as to make online payment of the required fee and convenience charge through authenticated login ("Service"). This service offered by the website is meant only for the relevant applicants both current and private students and colleges under the affiliation / supervisory / constituent control of the University entering the relevant of the students to apply for admission or appearing for examination from April and May 2017 semester onwards hitherto as per the schedule of instructions and / or time table published by the University. The applicant students of current batches are required to provide the registration number, email ID and mobile number as part of online submission of application. As soon as the above details are submitted, he/she will be allowed with a valid OTP (one time password) the access to the interface for transaction. In the case of current students, the interface would display the pre-existing details regarding the subjects to appear for the examinations so as to confirm and pay the fees. The private students are also allowed access in the same manner and he/she has to provide various details about the subject code etc., to appear for the examinations and pay the fee. Any person other than an applicant student as stated above or colleges directed to pay fee by the university or applicant for admission into university and its constituent colleges, is specifically prohibited to use or attempt to use the service or this website.

For providing you an authenticated access, we collect your mobile number that belong to you or currently being used by you or authorized to be used by you as mandatory requirement. On submitting the mobile number, you will be receiving One Time Password (OTP) in the mobile entered by you for verification and authentication. On applying the OTP received, you will be provided an authenticated access for using the service. The information submitted by you is used for the Service and will be used only for the purpose meant here. At the end of online application with details before submission, you will be asked to declare the statement as shown in the screen

as well as agree to the Policy & Terms to further proceed to use the service and confirm the submission. If the displayed details in the screen before the declaration do not match to your details or what you have provided, you may provide additional information as allowed by the interface or do the edit, if allowed by the interface and change the details OR If you do not agree to the declaration and / or the Policy & Terms (you are advised to click open and read the same), then you shall revert back by clicking the "Cancel" button available in that webpage. NO PERSONS SHOULD USE OR ATTEMPT TO USE THE SERVICE KNOWINGLY THAT THE DETAILS ENTERED AND /OR THE DETAILS DISPLAYED ON THE SAID SCREEN DO NOT BELONG TO HIM/HER, THEN SUCH PERSON IS PROHIBITED TO CONFIRM THE DETAILS TO PROCEED FURTHER AND DOING SO WOULD AMOUNT TO VIOLATION OF THE TERMS OF USE AND LIABLE FOR APPROPRIATE LEGAL ACTION EITHER CIVIL OR CRIMINAL OR BOTH AS THE CASE MAY BE. Once the submitted details are of yours and of complete as well as you agree to the declaration and Policy & Terms, then you may click the "Confirm" button after ticking the check box provided therein. If any applicant ticks the checkbox and clicks "Confirm" button, it is concluded that the/she had made the declaration and agreed to the Policy & Terms. In case you have anything to resolve in this regard, please contact by email furnished in the website.

In the case of private students, your intended use of the service for the first time itself, the mobile number entered by you will be registered and linked to your details for future authentication also. Hence you are advised to enter only Indian mobile number that is being used by you or authorized to be used by you. Anyone trying or attempting to violate this mandatory requirement may be treated as violating the Policy & Terms and liable for appropriate legal action either civil or criminal or both as the case may be.

Once you confirm and proceed to make the payment, you will be directed to a third party served secured socket layer web page the Payment Gateway or Online Payment Collection and Settlement service provider to do the payment transaction of the required fee and convenience charge. By choosing any one of the modes of payment options, namely by credit card or by debit card or through net banking as the case may be, you can complete your payment. For security reasons the UPI payment will be disabled by default unless otherwise the website offers the same as a method of payment solely in the opinion of the web administrator. Once payment is successful, you will be directed to a page where you can download your application in PDF format for your record. Depending upon the choice of the mode of payment the convenience charge may vary. While transacting the payment, you are required to provide only the credit / debit card or net banking details that are genuine. Any applicant trying or attempting to misuse this page will be treated as violating the terms of usage and liable for appropriate legal action either civil or criminal or both as the case may be. By choosing to proceed with payment and visiting the relevant webpage of the

payment gateway provider, you are also bound by their terms of usage and privacy policy.

You are advised not to make double payment or attempt to make another payment for the same service once you have already made the payment and in case the connectivity snaps or you have not waited for the usual notification of success payment. However, if a double payment is made knowingly or unknowingly by you, the extra payment made will be refunded to you after verifying and confirming that you have not availed or provided with the service for which payment has been made. Accordingly, the refund cases to be submitted to the University for getting the refund or otherwise. In the case of charge back also the same verification will be carried out before deciding the status of the refund. While this being the refund policy adopted in general, the direct refund by the University through the gateway dashboard facility, if available, can also be adopted for exigency situation on case-to-case basis on merit as the case may be. Such exigency refund mode cannot be claimed by you as a matter of right but to seek the refund as per the procedure laid down by the University

We have the discretion to capture other information such as end user device models, IP, usage pattern etc., for analytical purpose and improving the service. The content of your information shall be retained and used for future communication; conduct of examination / admission and shall be available for limited period as determined by the University

You may note that third party software is used for analytics of usage of this site. All matrix information collected from your usage of the Service shall be used for improving the service and evaluating as to how the users use the service to compile statistical information. The matrix information and statistical information shall never be divulged to you for any reasons whatsoever.

We will use this information in order to maintain, enhance, or add to the functionality of the Service and to personalize the experience for you.

When you use the website or service, we may store some information on your computer. This information will be in the form of a "cookie" or similar file. Cookies are small pieces of information stored on your hard drive. These cookies are essential for the basic functionalities offered by the Service. Various categories of cookies (including third party cookies) are used in the website and Service. We do not use cookies to spy on you or otherwise invade your privacy. They cannot invade your hard drive and steal information. We use cookies to help you navigate the website and service as easily as possible, and to remember information about your current session. These are the Session Cookies and they are removed from your system when you close the web browser or turn off the computer. You may also note that an advice has been provided in the website as to which of the browsers are supported by the website for optimal performance and you shall access using these browsers only and the website will not entertain any request for you

optionally using a browser which is not supported by the website. Also, you should follow the instruction given in the index page of the website to successfully complete the online submission. You must enable cookies, if required, on your web browser to use the Service. You can set your browser to either reject all cookies, to allow only "trusted" websites to set them, or to accept only those cookies from those websites you are currently on.

The Website and Service have the required standard security measures in place to protect against the loss, misuse, and alteration of the information under our control. While there is no such thing as "perfect security" on the Internet, we take all reasonable steps to ensure the safety of your personal information. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to the website or via the Service and any transmission is at your own risk. Once we receive your personal information, we will use strict procedures and security features to try to prevent unauthorized access. Additionally, you retain all rights of ownership to your personal data we collect. Except as set forth herein, we will not sell or share your personal data with any third parties or use your personal data to compete with you. Your privacy is of utmost importance to us. We retain your data as long as needed to provide the Service. We reserve the right to disclose your personal data as required by applicable law and when we believe that disclosure is necessary to protect our rights and/or to comply with a judicial proceeding, court order, or other legal process served on us.

Amendments to the Policy & Terms will be posted to this URL and will be effective when posted. If you have questions or clarification regarding the service, please send email to msuexamaplicationhelp@gmail.com

The Privacy Policy and Terms of Use are governed by Indian laws and subject to Jurisdiction of appropriate courts in India.