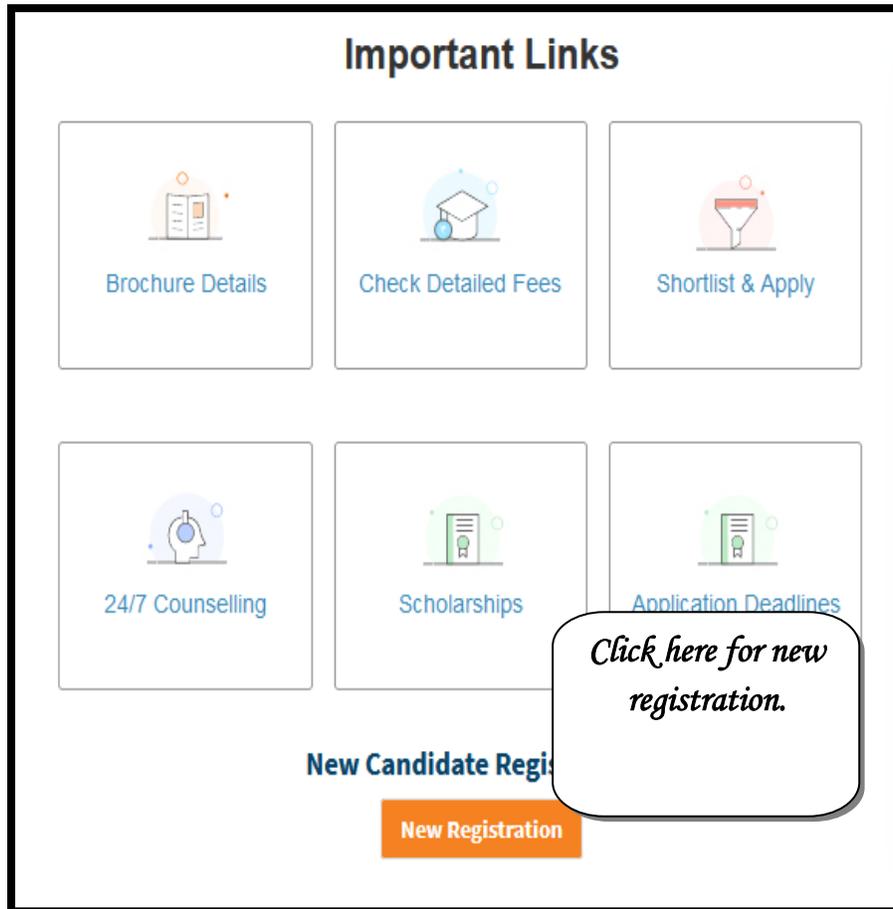


Important Instructions for Filling the Form

(Before filling the form please read the INSTRUCTION given below carefully)

Steps for Registration

- 1) Click on the tab “*New Registration*”.



Important Links

Brochure Details

Check Detailed Fees

Shortlist & Apply

24/7 Counselling

Scholarships

Application Deadlines

New Candidate Registration

New Registration

Click here for new registration.

2) You will be directed to the registration form page.

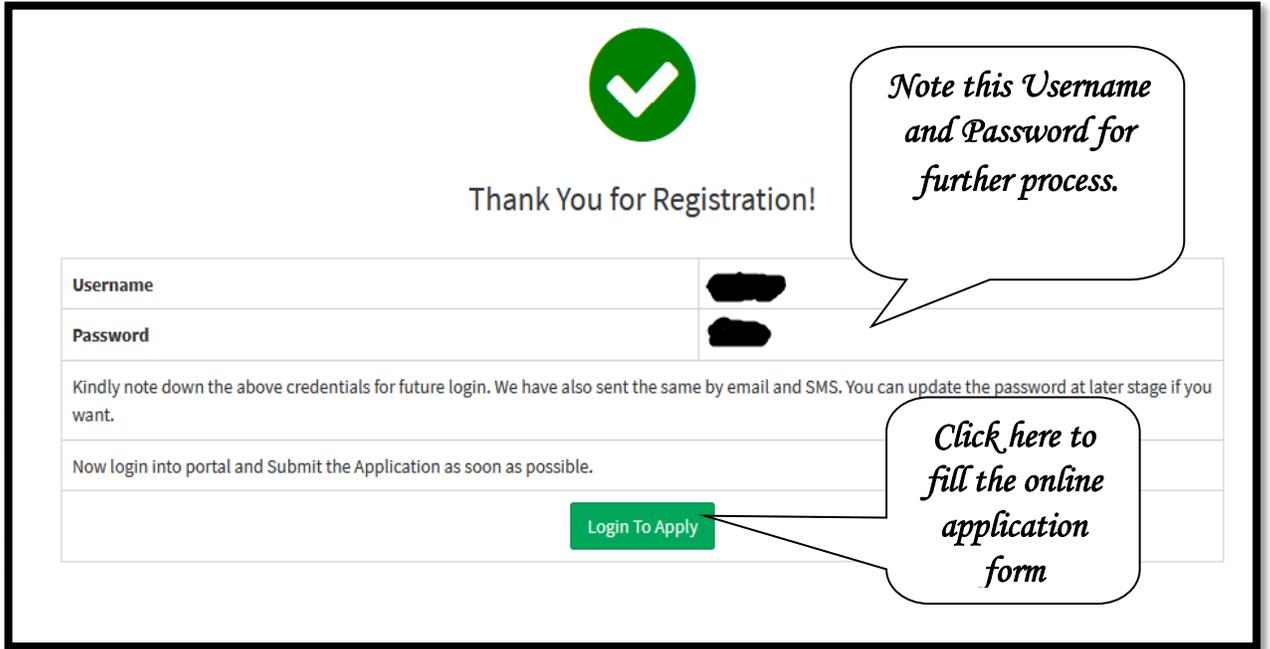
Here fill all the details required in this form.

The image shows a 'New Registration' form with the following fields and elements:

- New Registration** (orange header)
- Select Course Level*** (dropdown menu)
- Select Course (Interested In*)** (dropdown menu)
- First Name*** (text input)
- Last Name** (text input)
- Select Gender*** (dropdown menu)
- Date of Birth*** (text input)
- Email Address*** (text input)
- Mobile Number*** (text input)
- Adhaar Number*** (text input)
- Confirm Adhaar Number*** (text input)
- Security Pin as shown below** (text label)
- 5580** (security pin image)
- (security pin input field)
-  (refresh icon)
- REGISTER** (blue button)

- A valid own Mobile number. Please keep it active, at least until the admission process is complete, as all communication will be sent through SMS.
- Mobile number must belong to the candidate himself/herself or someone in the family. DO NOT fill in friend's or Cyber CAFE's Mobile number.
- An E-Mail ID belonging to the candidate or someone in the family.
- UID Aadhar number or Enrollment number.

3) Note down your username and password. And click on “*Login to Apply*”.



The image shows a registration confirmation screen. At the top center is a green circle with a white checkmark. Below it, the text "Thank You for Registration!" is displayed. To the right, a speech bubble contains the text: "Note this Username and Password for further process." Below this is a form with two fields: "Username" and "Password", both containing blacked-out text. Underneath the form, there is a paragraph of text: "Kindly note down the above credentials for future login. We have also sent the same by email and SMS. You can update the password at later stage if you want." Below this is another line of text: "Now login into portal and Submit the Application as soon as possible." At the bottom center is a green button labeled "Login To Apply". A second speech bubble points to this button with the text: "Click here to fill the online application form". On the left side of the screen, there is a vertical column of ten small black dots.

Thank You for Registration!

Note this Username and Password for further process.

Username [Redacted]

Password [Redacted]

Kindly note down the above credentials for future login. We have also sent the same by email and SMS. You can update the password at later stage if you want.

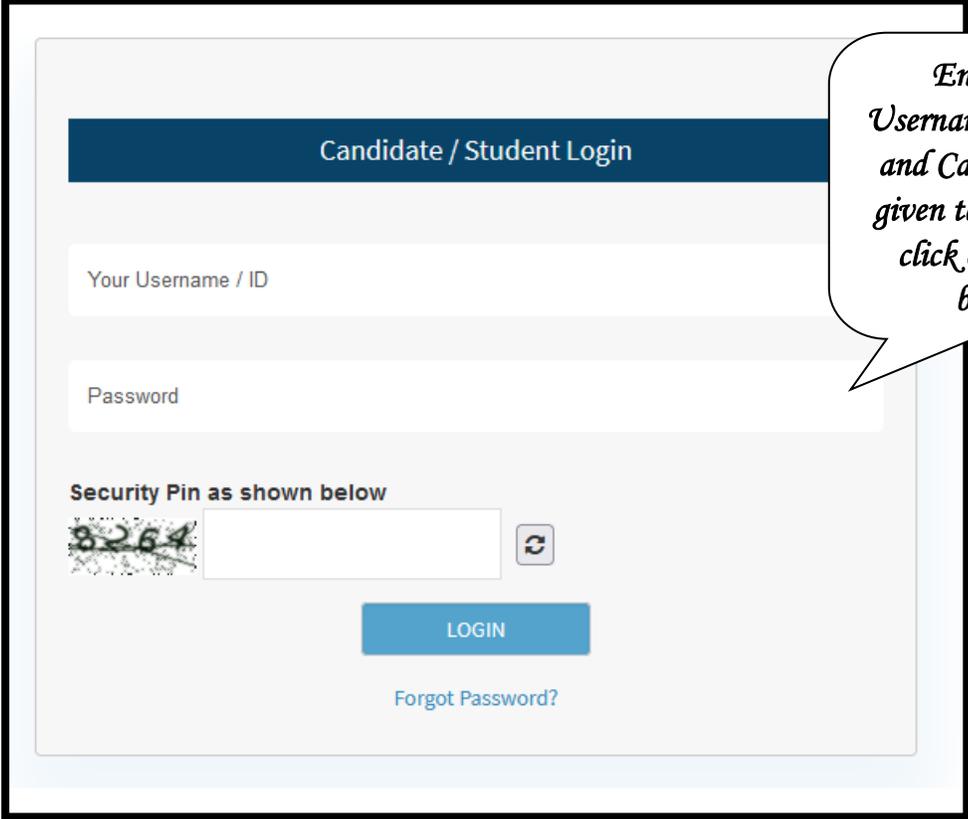
Now login into portal and Submit the Application as soon as possible.

[Login To Apply](#)

Click here to fill the online application form

Steps for Filing Online Application Form

- 1) Now enter your **“Username”** and **“Password”** to fill the application form.



The screenshot shows a login interface with the following elements:

- Header:** A dark blue bar with the text "Candidate / Student Login".
- Username Field:** A text input box labeled "Your Username / ID".
- Password Field:** A text input box labeled "Password".
- Security Pin:** A section titled "Security Pin as shown below" containing a captcha image showing the number "8264", an empty input box, and a refresh icon.
- Login Button:** A blue button labeled "LOGIN".
- Forgot Password Link:** A blue link labeled "Forgot Password?".

Enter your Username, Password and Captcha in the given text box. And click on "Login" button.

- 2) Enter all your **“personal details, permanent address, and educational qualifications”** asked in this form. Check the subsequent sub category in which you fall. And Click on **“Save and Next”** button.

The screenshot shows a web application interface for filling an application form. On the left is a dark blue sidebar with a user profile icon, a 'Welcome' message, an email address, a 'Log Out' button, and a 'Main Navigation' menu with items: 'Application Form', 'Upload Documents', and 'Payment'. The main content area has a light blue header 'Instructions for filling in the Application Form' containing five numbered steps. A callout bubble points to these instructions with the text: 'Fill your personal details in this form. After filing click on “Save and Next” button'. Below the instructions is the 'COURSE SELECTION' section, which includes two dropdown menus for 'Select Course you are Applying For*' and 'Select Semester/Year*' (set to '1st Year'). A blue button labeled 'DSC-1/DSE-1 Subject' is positioned below these. Underneath are three dropdown menus for 'First Preference', 'Second Preference', and 'Third Preference', each with the placeholder text '--Select DSC-1/DSE-1 Subject--'. The 'PERSONAL' section at the bottom contains input fields for 'Full Name*', 'Date of Birth*', and 'Gender*', followed by 'Email*', 'Mobile No*', and 'Whatsapp No (If available)'. The user's name and date of birth are partially visible in the input fields.

- 3) In next page upload the scanned copy of original documents in the desired columns as per the format given below:

Instructions for Uploading

1. Only file types - jpg, jpeg, png and pdf of size 200KB are supported.
2. Upload recent and clear photographs/documents.
3. Your photo should be of passport size in jpeg/png format with minimum dimensions as 200 x 200 pixels and your face should be clearly visible.
4. In case you don't have certificate for a selected category just go back, unselect that category and save the form.
5. After uploading, you may also upload again if required.
6. Documents uploaded will be examined by Admission Committee. You may receive remarks for any modification/update.

Character Certificate:	NO FILE	Upload Character Certificate
10+2 Certificate:	NO FILE	Upload 10+2 Certificate
HP-Bonafide Certificate:	NO FILE	Upload HP-Bonafide Certificate
Matric Certificate:	NO	

- a) Only file types - jpg, jpeg, png and pdf of size 200KB are supported.
- b) Upload recent and clear photographs/documents.
- c) Your photo should be of passport size in jpeg/png format with minimum dimensions as 200 x 200 pixels and your face should be clearly visible.
- d) In case you don't have certificate for a selected category just go back, unselect that category and save the form.
- e) After uploading, you may also upload again if required.
- f) Documents uploaded will be examined by Admission Committee. You may receive remarks for any modification/update.
- g) Click on ***“Next”*** button.

4) Here check all the documents if they were uploaded correctly or not. You can also upload any document again if it was not uploaded correctly. After checking click on “*Next*” button.

Your Signature:	July 24, 2021, 12:31 p.m.		Verification Pending	View
Matric Certificate:	July 24, 2021, 12:31 p.m.		Verification Pending	View
Plus2 Certificate:	July 24, 2021, 12:31 p.m.		Verification Pending	View
HP-Bonafide Certificate:	July 24, 2021, 12:31 p.m.		Verification Pending	View

[Back](#) [Upload Again](#) [Next](#)

5) Here in this page check all the details filled by you in the form; you can edit any column here if data is not filled correctly. After checking check all the boxes in the check list, and click on “**Continue**” button. After this your form will be submitted. You are advised to download the copy of submitted form for future reference.

CHECKLISTS

Please check the following checkboxes to confirm you are going to submit the correct information. Edit

I confirm my name is [REDACTED]

I confirm my mobile number is [REDACTED]

I confirm my e-mail address is [REDACTED]

I hereby declare that all the information stated in this application are true and I have read the prospectus available on the website and I shall abide by the terms and conditions therein. In the event of distortion of any fact like Category, Qualification, Age, Date of Birth, Nationality etc. filled in my application form, I understand that I will be denied admission to College and if already admitted, my admission acquired is liable for cancellation. I allow the college administration to send SMS on my given Mobile Numbers. Further, I promise to abide by rules and norms of discipline of the College.

मैं घोषणा करता हूँ कि इस आवेदन में दी गई सभी सूचनाएँ सत्य हैं और मैंने वेबसाइट पर उपलब्ध प्रॉस्पेक्टस पढ़ लिया है और मैं प्रॉस्पेक्टस में लिखे गए सभी नियमों का पालन करूँगा। मेरे आवेदन पत्र में श्रेणी, योग्यता, आयु, जन्म तिथि, राष्ट्रीयता आदि जैसे किसी भी तथ्य के विरूपण की स्थिति में, मैं समझता हूँ कि मुझे महाविद्यालय में प्रवेश नहीं मिलेगा। और अगर मेरे को पहले ही प्रवेश मिल चुका है तो मेरा प्रवेश रद्द कर दिया जाएगा। मैं कॉलेज के प्रशासन को अपने दिए गए मोबाइल नंबर पर एसएमएस भेजने की इजाजत देता हूँ। इसके अलावा, मैं महाविद्यालय के नियमों और मानदंडों का पालन करने का वादा करता हूँ।

Continue

- 6) Now candidate needs to pay the registration fee **Rs. 50 for B.A., B.Sc., B.Com, and Rs. 400 for all Self Finance Courses as Registration Fee.** Only after paying Registration fee the candidate will finally be able to submit the application form.
- 7) Now the admission committee will verify the application form. In case of any discrepancy found in the online admission form, it will be communicated to the student by **SMS** and **Email** in the registered mobile number and email address provided by candidate at the time of registration.
- 8) If candidate will receive any message regarding form rectification then he/she need to rectify the form from his/her account using their “**username and password**”. Hence, they are again requested to retain their account information with them until the completion of admission process.

- 9) After receiving any updates from the admission committee regarding approval of application form, candidate needs to pay the admission fee online from their user account.
- 10) Students are directed to retain the hard/soft copy of filled application form and fee receipt with them. In case, if any discrepancy found at later stage they need to submit it in the college office.
- 11) It is advised to regularly check email, SMS and visit College site for latest updates over admission process.