

Online Application for Admission – Guidelines for Applicants
 For the convenience of the applicants (**Women Candidates Only**)
 Online Application facility is made available.

Instructions to be followed before filling in the online Application (U.G. Degree Programmes)

- Physically challenged candidates must upload the Certificate of proof.
- Eminent Sports persons and Children of Ex-Service Men must upload Certificate of proof.
- Academic Certificate, Transfer Certificate, and Community Certificate must be uploaded by all the candidates.
- The candidate must upload a **recent passport size photo** in JPEG and PNG Format (50KB–300KB of size only). Photo background should be in white color.
- Application Fee for all the UG Degree Programmes is Rs 50/- (For SC/ST Candidates no Application Fee, Rs.2/- for Registration)
- Correct Aadhar number and Blood group should be entered.

Instructions to be followed before filling in the online Application (P.G. Degree Programmes)

- Physically challenged candidates must upload the Certificate of proof.
- Eminent Sportspersons and Children of Ex-Service Men must upload Certificate of proof.
- Academic Certificate, Transfer Certificate, and Community Certificate must be uploaded by all the candidates.
- The candidate must upload a recent passport size photo in JPEG and PNG Format (50KB – 300KB of size only). Photo background should be in white color.
- Application Fee for all the Aided PG Degree Programmes is Rs 60/-(For SC/ST Candidates no Application Fee, Rs.2/-for Registration)
- Correct Aadhar number and Blood group should be entered.

Application Procedure (Under Graduate Degree Programmes)

- Visit college admission portal and select “Apply for UG”
- Page 1: Fill in your Personal Details and submit. Immediately you will receive a OTP on your registered mobile number.
- Page 2: Enter the OTP. Your mobile number will be verified as your “User Name” and your DOB as your “Password”. Next you will be directed to the next page.
- Page 3: Fill in your Academic Details (Fill in your Plus Two Marks and upload all your certificates)

Application Procedure (Post Graduate Degree Programmes)

- Visit college admission portal and select “Apply for PG”
- Page 1: Fill in your Personal Details and submit. Immediately you will receive a OTP on your registered mobile number.
- Page 2: Enter the OTP. Your mobile number will be verified as your “User Name” and your DOB as your “Password”. Next you will be directed to the next page.
- Page 3: Fill in your Academic Details (Fill in your UG Marks and upload all your certificates)

<ul style="list-style-type: none"> • Your registration will be complete and your filled in Application will reach the “Select Programmes” section. • Page 4: (Apply online : Select Programmes) You may apply for any number of Programmes. But you must separately apply for every single Programme and pay for each programme and submit (Single Registration process is enough for each programme applied.) • After your online submission you will be directed to the “Home” page. • (You may apply for Unaided UG Programmes if you select “Apply Unaided Programmes” on the Home page) 	<ul style="list-style-type: none"> • (Note: Those who waiting for final semester results fill in sem.1 to sem.5 marks and upload all the five semester certificates) • Your registration will be completed. After your online submission you will be directed to the “Home” page.
<p><u>Download process of filled in Application</u></p> <ul style="list-style-type: none"> • Now, you must select “Download” on the “Home” page. • You may now download from “My Programmes”, you may get your filled in application by clicking print option. • Now your filled in Application is ready. 	<p><u>Download process of filled in Application</u></p> <ul style="list-style-type: none"> • Now, You must select “Download” on the “Home” page. • You may now download from “My Programmes”, you may get your filled in application by clicking print option. • Now your filled in Application is ready.
<p><u>Documents needed at the time of interview</u></p> <p>When you are asked to attend an interview in person in the college, bring your</p> <ul style="list-style-type: none"> • Filled in Application(Original) • Transfer Certificate(Original) • Self-attested copies of your Plus One & Plus Two Mark Statements (2 Copies) • Community Certificate • Aadhar Card & its Copy • Physically Challenged • Special Certificates(Sports, NCC,NSS, Ex-Service men, etc.,) 	<p><u>Documents needed at the time of interview</u></p> <p>When you are asked to attend an interview in person in the college, bring your</p> <ul style="list-style-type: none"> • Filled in Application(Original) • Transfer Certificate(Original) • Self-attested copies of your UG Final Mark Statement (2 Copies) • Community Certificate • Aadhar Card & its Copy • Physically Challenged • Special Certificates(Sports, NCC, NSS, Ex-Service men, etc.,)