

## INSTRUCTIONS

- ❖ A candidate can apply for any number of programmes in Aided or Self-Supporting Stream.
- ❖ Candidates should apply separately for Aided and Self Supporting Streams.
- ❖ SC/ST candidates applying for Aided Stream only will be exempted from payment of one application form. Payment paid for the above will be reimbursed later on submitting necessary documents in person.
- ❖ Candidates seeking accommodation on campus should come in person after securing admission only. The number of hostel seats is limited for each course in both Aided and Self Supporting Streams.
- ❖ Applications may be filled by paying the prescribed fee through online payment only.
- ❖ Candidates should start the registration process with the following documents:
  - \* Scanned image of photograph taken recently (file size 100 KB and jpg / gif format)  
Preferred dimensions are 125×165 pixels (4.4×5.8cm)  
Your application will be processed only after the payment is verified.  
Only completed application forms with the marks scored in the qualifying examination will be processed.

### **NOTE:**

- ❖ Candidates are advised to apply online much before the closing date and not wait till the last date to avoid the possibility of disconnection/inability/failure to log on the college website on account of internet/website jam.
  - ❖ A valid e-mail ID or Mobile Number is mandatory for registration. E-mail ID should be kept active. Status of successful registration will be sent through the registered e-mail ID.
  - ❖ Candidates are requested to fill in the online application form with utmost care as no modifications will be allowed after submitting the application form.
  - ❖ Request for change/correction in the Application Form shall not be entertained under any circumstances after submitting the application form. College will not be responsible for any consequences arising due to furnishing incorrect / incomplete details or failure to provide the required details.
  - ❖ Submitting the application does not guarantee a seat in the college.
- **Payment instructions for Self Supporting Courses**
- \* Payment of fees for selected candidates is through ONLINE only
  - Mode of payment
    - \* Net banking of any bank
    - \* Credit card of any bank

**Payment limit through debit card is only upto Rs.25000/-.**

**If it exceeds Rs.25000/- net banking facility to be obtained well in advance.**

**Net Banking service charges are less than Debit /Credit Card charges.**