1. First step for admission is registration process. Students should click on **Register** button if he/she is a new applicant.

2. Submit the details asked and proceed.

3. Once the details are submitted, it will display a message that you have successfully registered. You will also receive login details to the registered email id and mobile number. Click on **Continue** to proceed to next step.

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(Autonomous)
(Estd.1882)

You have successfully registered. Please login with your username and password
which is sent to your registered email to complete the application process.

Continue

4. Once you click the Continue button, it redirects you to the login page. Any registered applicant can login with the credentials sent to you by email. If you need to reset the password, you can use the **Forgot Password** option and you will get an email to this effect to the registered email ID.

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(Estd.1882)
P.O.Box 27094. 36, Lalbagh Road,Bengaluru - 560027 Karnataka

New Applicant? Apply Online.

✔ Fill the application form.

✔ Upload your scanned photo.

✔ Confirm & submit the form.

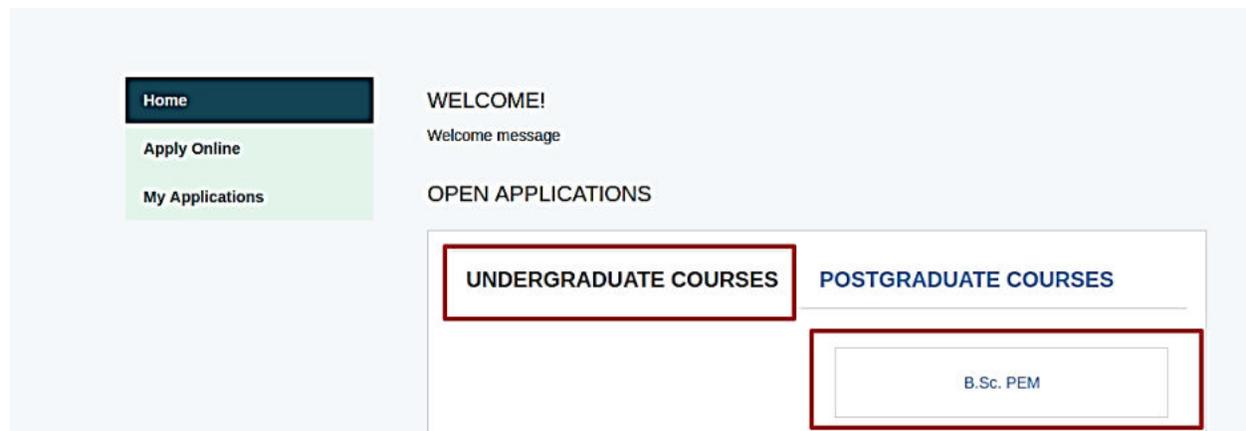Register

Registered Applicant? Login Here.

Email: Email

Password: Password

Sign In

Forgot Password

5. From the home page choose the courses under **Undergraduate** or **Postgraduate** to apply for the same.

6. Read all the **Terms and Conditions** and click on "**I accept the terms and conditions**" and click on **Proceed** button.

7. Online application form has the following parts that need to be completed.
- **Personal Details**
- **Education and other details**
- **Mark details**
- **Payment**

It is strongly recommended to read the guidelines before you proceed to fill the form.

8. The fields marked with ***** symbol are mandatory. You will need a scanned copy of your passport size photo whose size should be less than 100 kb. Please do not use selfies as the same photos will be reflected in all official documents issued by the college

9. After personal details are submitted, fill the **Educational and other details**.

10. Next stage is filling of **Mark details.** Once the marks are submitted and payment is done, you won't be able to edit the marks. Undergraduate Course applicants who are awaiting plus two results can check the box "Result awaiting" and only that field can be edited once the results are available. A similar option is available for applicants of postgraduate courses where 6th semester results can be updated after the results are obtained. If the subject is a "Core Subject" please check the option "**Tick if it is a core subject**" for XI and XII marks.

Applicants for **Postgraduate Courses** have to indicate the cognate subject by clicking on "**Please tick if it is cognate subject**" square while filling up the marks of the degree course. If you are not clear about your cognate subject, please refer to the eligibility criteria given on our webpage. You are also required to indicate second language you studied during your degree course by clicking the square under "**Please tick if it is second language**". Applicants have provision to choose **Semester Wise or Year Wise** mark entry based on system of the last University where the applicant has completed the degree course.

11. In "**Payment option**" students can choose from 2 types of payment methods
   ● **Online Fee Payment**
   ● **South Indian Bank Fee Challan**
For online payment you can pay using Credit Card/Debit Card/Net Banking etc.
In challan method, take the print out of Challan and remit the fee in any **South Indian Bank Branch.** The bank will give a reference ID. After 24 hours, the applicant needs to type the reference ID by logging into his/her account and click submit.

If the amount is deducted and payment status shows unsuccessful , "**Check Payment Status option**" can be used to update your transaction. This will be available by clicking on the "**My applications"** button.

12. Once payment is done you can take a printout of the application form and the status of application can be viewed by going to the **My Applications** option available on the homepage.

			Home	MY APPLICATIONS						
			Apply Online	Sl.No.	Application Name	Applied Course	Appln Number	Payment Status	Check Payment Status	Appln Status	Last Updated	Edit	Details/Prin
			My Applications	1	B.Sc. PEM	PEM		NOT PAID	▢	APPLICATION TO BE COMPLETED	02-03-2019 10:58:45	✏	▣

For courses which have entrance test an additional page is provided after successful payment of application fee. This page will appear on clicking the "proceed" button. The applicant can select one of the two entrance exam dates of his/her convenience. The entrance test date cannot be edited after submission of the application form.