

1. REQUIREMENTS FOR SUBMISSION OF FORM:

Candidates must keep following information with him before submission:

- A. Valid Email ID
- B. Active Mobile Number
- C. Photo in JPEG format (Maximum upload size is 50 KB only)
- D. Aadhar Card/ Passport
- E. Academic Record

2. Guidelines for filling up the form

Step 1 Registration: Applicants have to fill the relevant details in the registration form available on website. Fill it and save it. Thereafter applicants will receive their Registration details in a PDF file. Applicants can preview all the entries made at this point. Take a printout of Registration form. If there is some error, it can be edited or they may start the entire process again.

Step 2: Application form: After getting Registration Number, candidate will apply for the course in respective subject.

Step 3: Pay fees: After filling up the form candidate will pay the requisite fee (**Rs. 1000=00 for General & OBC Candidates** (including Web Registration) and **Rs. 700=00 for SC/ST** candidates (including Web Registration). Once they have submitted the application fee the data submitted in the registration page cannot be edited under any circumstances. (If fee is deducted from the Bank Account used by the candidate but **pdf** of his/her Application Form is not generated then he/she is advised to wait for some time, and check through 'Print Duplicate'. If your Application Form is still not generated then pay fee again).

Step 4: Print Application form: Applicants can print their complete application forms with fee details. After successful payment process for Application Form will be available on website.

Step 5 Submission of hard copy. Applicants shall submit (**by speed post only**) the hard copy of application form along with all the relevant documents (Class X, XII, Graduation, Post Graduation, mark sheets, degrees Caste certificate etc.) to:

**Coordinator Admissions 2019,
Dr. Bhimrao Ambedkar University,
Dept. of Mathematics,
IBS, Khandari Campus, Agra 282002.**