

Guidelines for Online Admission Registration.

List of Document Soft copy should be ready before starting with Online Form Registration

How to reduce size of Documents or Photo for upload:

1. Take photo in your Mobile phone through Camera.
2. Select all photo taken, Send to one contact person on Whatsapp App.
3. Ask the contact person to whom you sent all photos to forward all photos to you back.
4. Go to Photo Gallery on your phone, In "Whatsapp Images" folder you will get reduced sized photo of all document or photo. Use the same photos from "Whatsapp Images" folder while uploading form.

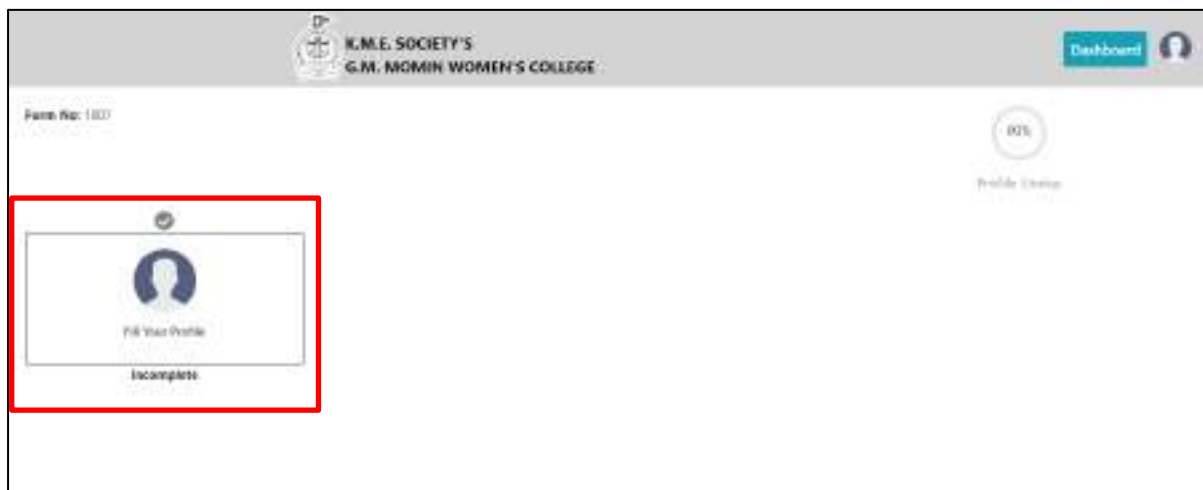
Step 1: Student has to on enter Username & Password & Click on Login

FY DEGREE – USERNAME & PASSWORD is given on Brochure

SY & TY DEGREE – Student ID No on your ID Card is Username & Password for eg – If student ID NO is 2001 than USERNAME is 2001 & Password is 2001

A screenshot of a login and registration form. It features two input fields: 'Username' with a person icon and 'Password' with a key icon. Below these is a link 'Forgot username or password?' with a lock icon. At the bottom are two buttons: a green 'Login' button and a blue 'Register' button. The 'Login' button is highlighted with a red rectangular border.

Step 2: Click on "Fill your Profile" tab.

A screenshot of a student profile page. The header shows the college name 'K.M.E. SOCIETY'S G.M. NOMIN WOMEN'S COLLEGE' and a 'Dashboard' link. The main content area has a 'Profile View' indicator at 00%. A red rectangular box highlights a section with a profile icon, the text 'Fill Your Profile', and the status 'Incomplete'.

Step 3: Fill all personal details

Welcome SUDESH MOHITE

First Name SUDESH	Last Name MOHITE	Father First Name SANTOSH
Mother First Name SARITA	Date Of Birth 13-03-1985	Blood Group Select Blood Group
Mobile Number should be Active & in Use as SMS of Username, Password, Application approval, fees payment, etc. will be sent on this mobile number.		
Student Mobile 1234567890	Father Mobile 1234567890	Mother Mobile 1234567890
Email sudesh123@gmail.com	Gender MALE FEMALE TRANSGENDER	Guardian Income 10000
Aadhar Number 1234567890123	Medium of Appearance / Instruction ENGLISH	Physical Disability NO
Name of Applicant's on SSC mark sheet SUDESH SANTOSH MOHITE	Name in Regional Language सुदेश संतोष मोहिते	

Step 4 CONTINUE...: Upload Passport size photo & Signature. Photo & Signature should be Only JPG or PNG format file (Size less than 500 KB) and Click on **“SAVE”**

Profile Photo (Please select proper passport size photo)

Choose File 1.jpg

Signature

Choose File 2.jpg

SAVE

Step 4 CONTINUE...: Verify all details filled & Click on **“SAVE & NEXT”**

Profile updated successfully

SAVE & NEXT

Welcome SAJID KHAN

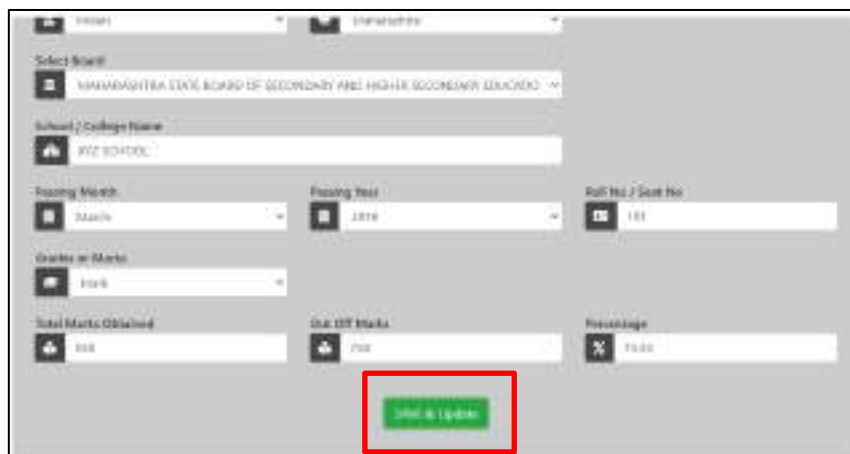
First Name SAJID	Last Name KHAN	Father First Name ABDUL
Mother First Name SALAM	Date Of Birth 01-05-1985	Blood Group A+
Mobile Number should be Active & in Use as SMS of Username, Password, Application approval, fees payment, etc. will be sent on this mobile number.		
Student Mobile 1234567890	Father Mobile 1234567890	Mother Mobile 1234567890
Email sajidkhan123@gmail.com	Gender MALE FEMALE TRANSGENDER	Guardian Income 0

Step 5: You will be directed to Next Page “Education Details” or Click on Academic Details tab on Dashboard. Click on Add to fill details



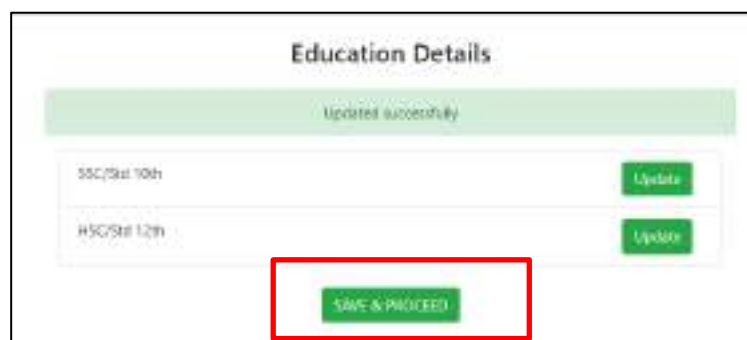
The screenshot shows the 'Education Details' page. At the top, a green banner displays 'Profile updated successfully'. Below this, there is a table with two rows. The first row is for 'SSC/Std 10th' and the second row is for 'HSC/Std 12th'. Each row has an 'Add' button to its right, which is highlighted with a red rectangle.

Step 6: Fill all details click on “**SAVE & UPDATE**” button.



The screenshot shows a form for filling education details. It includes fields for 'Select Board' (MAMMAMETRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION), 'School / College Name' (XYZ SCHOOL), 'Passing Month' (March), 'Passing Year' (2019), 'Roll No./ Seat No' (101), 'Grades or Marks' (100%), 'Total Marks Obtained' (100), 'Out of 100 Marks' (100), and 'Percentage' (100%). A green 'Save & Update' button is highlighted with a red rectangle at the bottom.

Step 6 Continue...: After successfully filling details, click on “**SAVE & PROCEED**” button



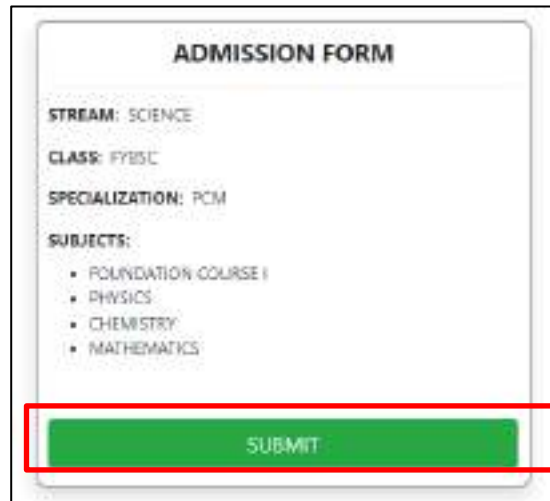
The screenshot shows the 'Education Details' page. At the top, a green banner displays 'Updated successfully'. Below this, there is a table with two rows. The first row is for 'SSC/Std 10th' and the second row is for 'HSC/Std 12th'. Each row has an 'Update' button to its right. At the bottom, a green 'SAVE & PROCEED' button is highlighted with a red rectangle.

Step 7: You will be directed to Next Page “Upload Documents” or Click on “Upload Documents” tab on Dashboard. **Read below important points without fail**

1. Student must read carefully document format “PDF OR JPG OR PNG” and document size “Size less than 500 KB” before uploading any document.
2. Student must upload proper scan copy of documents required otherwise document will be rejected & student has to upload again.

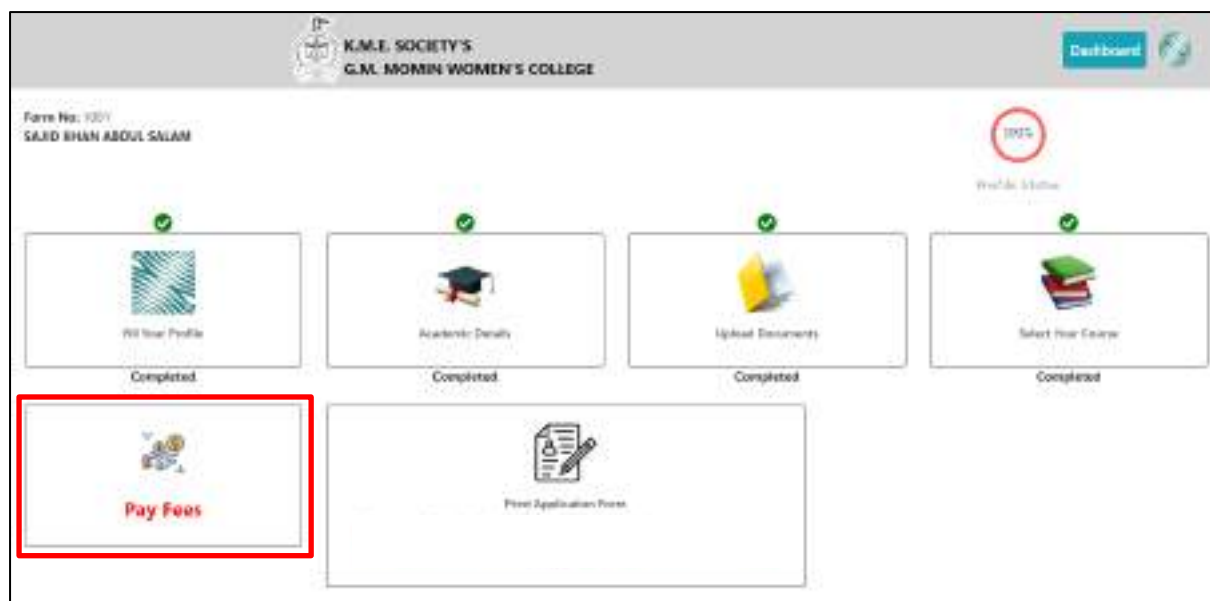
Upload all documents and click on “**SAVE**” button then student will redirect to dashboard page.

Step 9 : Click on “**SUBMIT**” button to complete admission form submission.



The image shows a web form titled "ADMISSION FORM". It contains the following text: "STREAM: SCIENCE", "CLASS: FYBSC", "SPECIALIZATION: PCM", and "SUBJECTS:" followed by a bulleted list: "FOUNDATION COURSE I", "PHYSICS", "CHEMISTRY", and "MATHEMATICS". At the bottom of the form is a green button labeled "SUBMIT", which is highlighted with a red rectangular border.

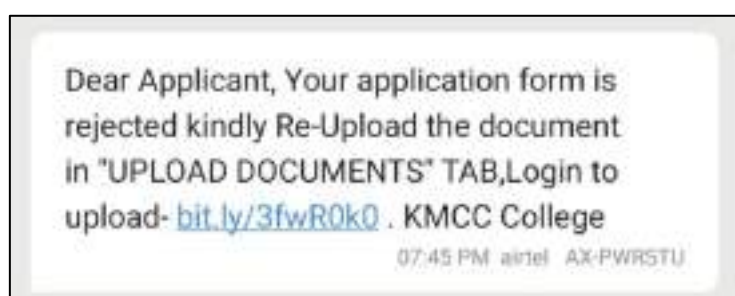
Step 10: After College approves your application, you will get below SMS on your registered mobile number. Click on Link given in SMS and Login with Username and Password which you used at the time of admission form filling to pay fees



The image shows a student dashboard for "K.M.E. SOCIETY'S G.M. MOMIN WOMEN'S COLLEGE". At the top, it says "Form No: 1001" and "SAJID KHAN ABUL SALAM". There is a "Dashboard" link in the top right. Below the header, there are four completed tasks, each with a green checkmark: "Fill Your Profile", "Academic Details", "Upload Documents", and "Select Your Course". Each task is in a box with an icon and the word "Completed" below it. Below these, there are two more boxes: "Pay Fees" (highlighted with a red border) and "Print Application Form". The "Pay Fees" box has a red icon and the text "Pay Fees" in red. The "Print Application Form" box has a document icon and the text "Print Application Form".

DOCUMENT REJECT GUIDELINE

Step 11: IF student received below SMS that means document submitted with admission form is rejected. Follow step 12 & 13 to Re-upload document rejected



The image shows a text message from "KMCC College". The text reads: "Dear Applicant, Your application form is rejected kindly Re-Upload the document in 'UPLOAD DOCUMENTS' TAB, Login to upload- bit.ly/3fwR0k0 . KMCC College". The time and network information at the bottom are "07:45 PM airtel AX-PWRSTU".

Step 12: Click on link given in SMS , Login with Username & Password and Click on “**UPLOAD DOCUMENTS**” Tab.

NOTICE

USERNAME: 21-22FYDEC01
PATIL KETAN MANGHAR

00% Profile Status

Fill Your Profile Incomplete

Academic Details Incomplete

Upload Documents Incomplete

Select Your Course Incomplete

Step 13: Those document rejected will have comment with Blue Colour, student has to upload only those document again.

Upload Documents

FY Sem I and II Marksheet* (Compulsory)
Choose File No file chosen
Only PDF file (Size less than 100 KB) - Upload PDF file even if multiple results
UPLOADED SEM I & II MARKSHEET AGAIN (Rejected K)

Aadhar Card* (Compulsory)
Choose File No file chosen
Only PDF (JPG, PNG) file (Size less than 100 KB)

HSC Marksheet* (Compulsory)
Choose File No file chosen
Only PDF (JPG, PNG) file (Size less than 100 KB)
UPLOADED DOCUMENT (Rejected K)

University Registration Form
Choose File No file chosen
Only PDF (JPG, PNG) file (Size less than 100 KB) Can be uploaded later

Any other address proof if address is different from aadhar
Choose File No file chosen
Only PDF (JPG, PNG) file (Size less than 100 KB)

Caste Certificate (If Any)
Choose File No file chosen
Only PDF (JPG, PNG) file (Size less than 100 KB)