

Guidelines for Online Admission Registration.

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

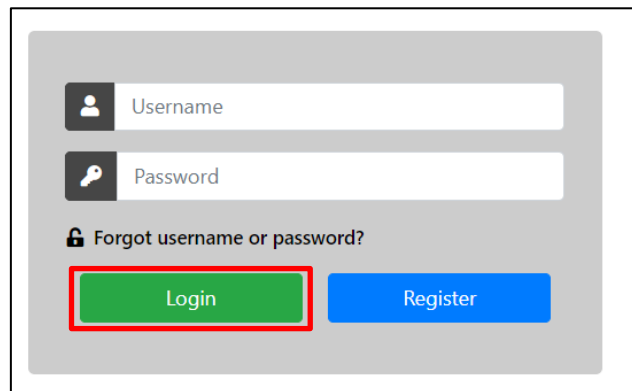
How to reduce size of Documents or Photo for upload:

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

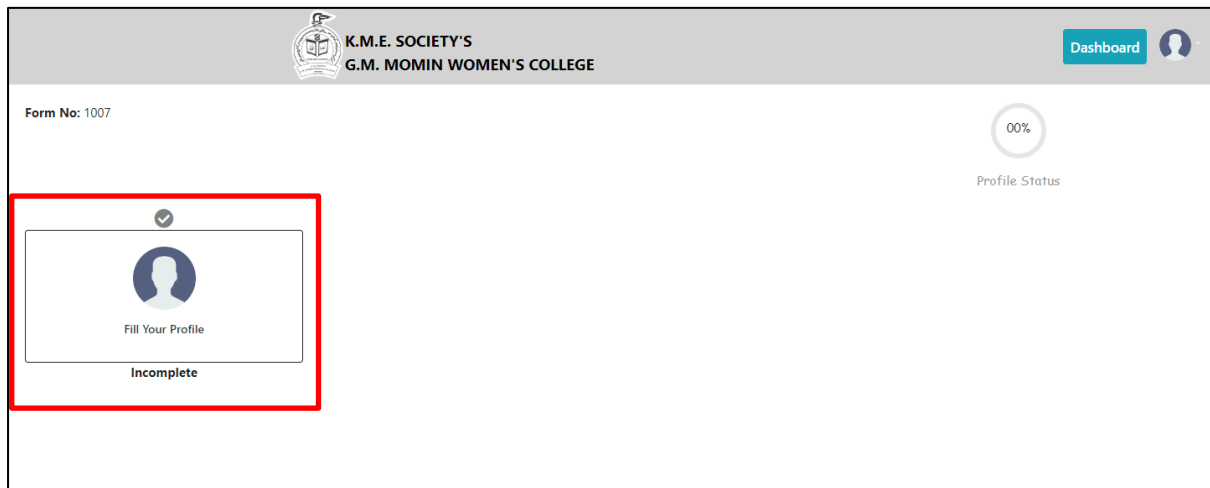
FY DEGREE – USERNAME & PASSWORD is given on Brochure

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' and 'Password'. Below the password field is a link that says 'Forgot username or password?'. At the bottom, there are two buttons: a green 'Login' button and a blue 'Register' button. The 'Login' button is highlighted with a red border.

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



A screenshot of a student profile page. At the top, it shows the college name 'K.M.E. SOCIETY'S G.M. MOMIN WOMEN'S COLLEGE' and a 'Dashboard' button. The page displays 'Form No: 1007' and a 'Profile Status' indicator showing '00%'. A central box contains a profile picture placeholder with a checkmark icon, the text 'Fill Your Profile', and the word 'Incomplete' below it. This central box is highlighted with a red border.

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
<small>Mobile Number should be Active & In Use as SMS of Username, Password, Application approval, fees payment, etc.. will be sent on this mobile number.</small>		
Student Mobile 1234567890	Father Mobile 1234567890	Mother Mobile 1234567890
Email sudesh123@gmail.com	Gender <input checked="" type="radio"/> MALE <input type="radio"/> FEMALE <input type="radio"/> 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**”

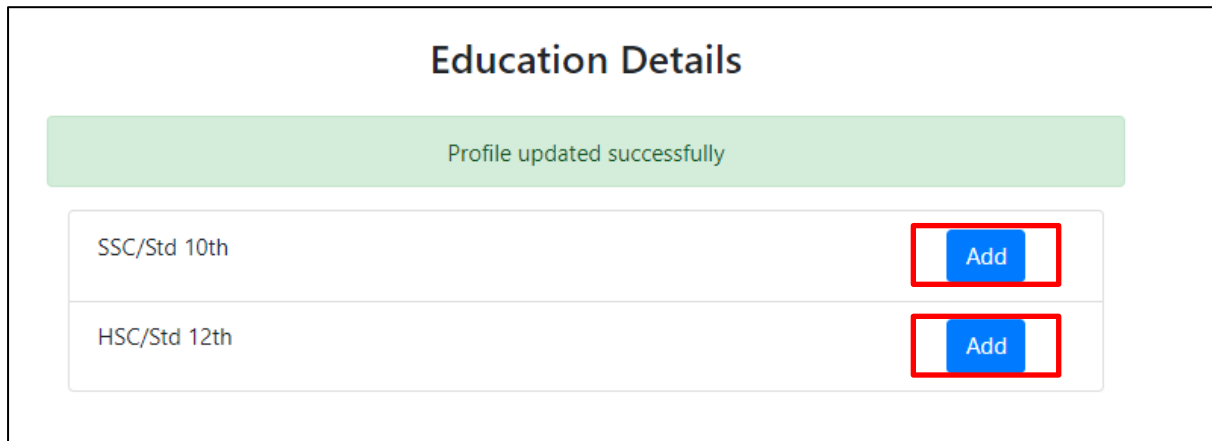
Profile updated successfully

SAVE & NEXT

Welcome SAJID KHAN

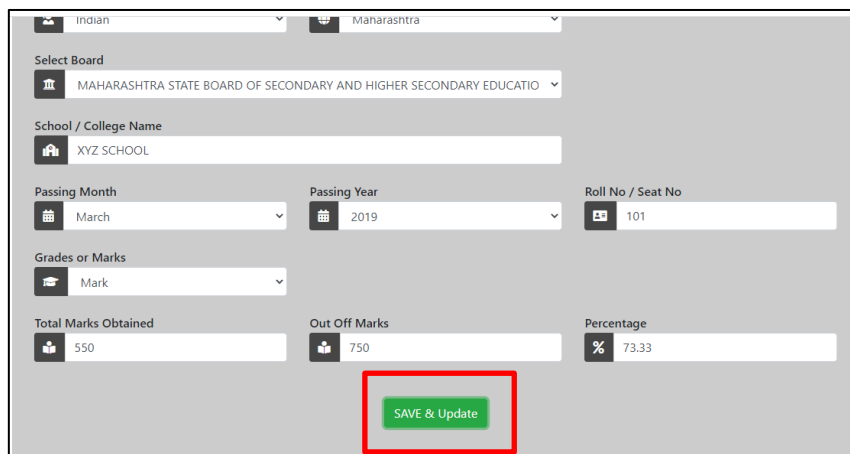
First Name SAJID	Last Name KHAN	Father First Name ABDUL
Mother First Name SALAM	Date Of Birth 01-05-1985	Blood Group A+
<small>Mobile Number should be Active & In Use as SMS of Username, Password, Application approval, fees payment, etc.. will be sent on this mobile number.</small>		
Student Mobile 1234567890	Father Mobile 1234567890	Mother Mobile 1234567890
Email sajid.uclindia@gmail.com	Gender <input checked="" type="radio"/> MALE <input type="radio"/> FEMALE <input type="radio"/> 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



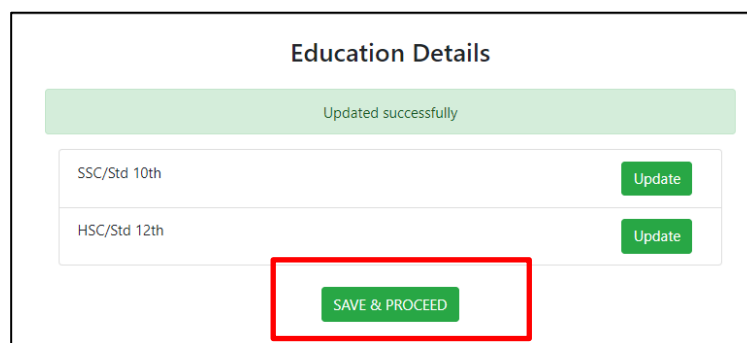
The screenshot shows the 'Education Details' page. At the top, there is a green banner that says 'Profile updated successfully'. Below this, there are two rows of educational details. The first row is for 'SSC/Std 10th' and the second row is for 'HSC/Std 12th'. Each row has a blue 'Add' button to its right, which is highlighted with a red box.

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



The screenshot shows a form for filling educational details. The form includes fields for 'Select Board' (MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATIO), 'School / College Name' (XYZ SCHOOL), 'Passing Month' (March), 'Passing Year' (2019), 'Roll No / Seat No' (101), 'Grades or Marks' (Mark), 'Total Marks Obtained' (550), 'Out Off Marks' (750), and 'Percentage' (73.33). A green 'SAVE & Update' button is highlighted with a red box at the bottom of the form.

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



The screenshot shows the 'Education Details' page after successful update. At the top, there is a green banner that says 'Updated successfully'. Below this, there are two rows of educational details. The first row is for 'SSC/Std 10th' and the second row is for 'HSC/Std 12th'. Each row has a green 'Update' button to its right. At the bottom of the page, there is a green 'SAVE & PROCEED' button, which is highlighted with a red box.

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.

Upload Documents

<p>10th Marksheet* (Compulsory) ✓</p> <p><input type="button" value="Choose File"/> document 2.jpg</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>	<p>12th Marksheet* (Compulsory) ✓</p> <p><input type="button" value="Choose File"/> document 2.jpg</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>
<p>12th Leaving Certificate* (Compulsory) ✓</p> <p><input type="button" value="Choose File"/> document 2.jpg</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>	<p>Aadhar Card* (Compulsory) ✓</p> <p><input type="button" value="Choose File"/> document 2.jpg</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>
<p>Migration Certificate (Optional) ✓ <small>(If Student 12th (HSC) Pass in Outside Maharashtra Board)</small></p> <p><input type="button" value="Choose File"/> document 2.jpg</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>	<p>Caste Certificate (Optional) <small>(If Student Admission in Reserve Category)</small></p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>
<p>Income Certificate (Optional) <small>(If Student Admission in Reserve Category)</small></p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>	<p>Domicile Certificate (Optional) <small>(If Student Admission in Reserve Category)</small></p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>
<p>Physical Disability Certificate (Optional) <small>(If Student Admission in Physical Disability Category)</small></p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>	<p>ABC ID certificate (Optional)</p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><small>Only PDF/JPG/PNG file (Size less than 500 KB)</small></p>

Step 8: You will be directed to Dashboard, click on **“Select Your Course”** tab.

[Dashboard](#)

Documents uploaded successfully

Form No: 1005
KHAN SAJID ABC

75%
Profile Status

 Fill Your Profile Completed	 Academic Details Completed	 Upload Documents Completed	 Select Your Course Incomplete
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Step 8 Continue...: You will be directed to “Select Your Course” page. Select Class then Select your Subjects/Category. Click on **“SELECT”** button.

[Dashboard](#)

Select Your Course

Select Class

CLASS	SPECIALIZATION	SUBJECTS	SELECT COURSE
FYBSC	PCM	<ul style="list-style-type: none"> FOUNDATION COURSE I PHYSICS CHEMISTRY MATHEMATICS 	<input type="button" value="SELECT"/>
FYBSC	CBZ	<ul style="list-style-type: none"> FOUNDATION COURSE I CHEMISTRY BOTANY ZOOLOGY 	<input type="button" value="SELECT"/>

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

ADMISSION FORM

STREAM: SCIENCE

CLASS: FVBSC

SPECIALIZATION: PCM

SUBJECTS:

- FOUNDATION COURSE I
- PHYSICS
- CHEMISTRY
- MATHEMATICS

SUBMIT

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

K.M.E. SOCIETY'S
G.M. MOMIN WOMEN'S COLLEGE

[Dashboard](#)

Form No: 1001
SAJID KHAN ABDUL SALAM

100%
Profile Status

Fill Your Profile

Completed

Academic Details

Completed

Upload Documents

Completed

Select Your Course

Completed

Pay Fees

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

Dear Applicant, Your application form is rejected kindly Re-Upload the document in "UPLOAD DOCUMENTS" TAB,Login to upload- bit.ly/3fwR0k0 . KMCC College

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: 21-22FYDEG1
PATIL KETAN MANOHAR

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 Marksheets* (Compulsory)
Choose File No file chosen
Only PDF file (Size less than 500 KB) | Single PDF file even if multiple results
UPLOAD SEM II MARKSHEET AGAIN (Reupload it)

Aadhar Card* (Compulsory)
Choose File No file chosen
Only PDF/JPG/PNG file (Size less than 500 KB)

HSC Marksheet* (Compulsory)
Choose File No file chosen
Only PDF/JPG/PNG file (Size less than 500 KB)
WRONG DOCUMENT (Reupload it)

University Registration Form
Choose File No file chosen
Only PDF/JPG/PNG file (Size less than 500 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 500 KB)

Caste Certificate (If Any)
Choose File No file chosen
Only PDF/JPG/PNG file (Size less than 500 KB)