

INSTRUCTIONS/GUIDELINES FOR FILLING ONLINE APPLICATION FORM FOR ADMISSION

Before applying online, a candidate should have:-

- A. Scanned copy of their Photograph and Signature
- B. Mobile Number & E-mail id
- C. Keep the necessary details/document(s) ready (like DMC of Matriculation, Senior Secondary and Degree etc.)
- D. Go to complete presentation- "How to Apply Online for Admission" available on the website.

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- a. Go to website www.crsu.ac.in
- b. A candidate can apply online for a course **OR** come to University premises for filling her application form free of cost. (Please bring all necessary docs/photograph)
- c. **Venue:** UCIC Lab, Swami Vivekanand Academic Block, First Floor, University Campus
- d. **Date & Timings:** June 04, 2016 to June 30, 2016, 9:00AM to 5:00PM

- 2. Please read the Prospectus of Chaudhary Ranbir Singh University carefully before you start filling the Online Application Form.
- 3. No registration will be allowed before or after stipulated registration dates.
- 4. **A candidate can apply for multiple courses through single registration. (Fee will be charged on per application basis.)**
- 5. On application form, items marked with * are compulsorily to be filled in.
- 6. On Successful registration, your Registration number will be flashed on the screen. Please save the Regn No & OTP carefully, the candidate use the same for filling her application form.
- 7. The candidate can deposit the Online Admission Application Fee either Online (Debit/Credit Card/Net Banking) or through E-Challan.
- 8. Information about fee confirmation, Application Form, Admit card etc .will be available on the candidate's login page (My page) itself.
- 9. The admit card for appearing in entrance test(if applicable) shall be available online only at candidate's login before 24hrs of the scheduled exam date. University shall not send admit card to any registered candidate for entrance test by POST.
- 10. You will not be informed about any activity by post. It is solely your responsibility to check web site for all activities including downloading or printing of Admit Cards and for any updates.
- 11. A tentative merit list of students will be uploaded on the University website on the dates mentioned in the Admission Brochure 2016-17 & also displayed on the Notice Board of the concerned department.
- 12. **Candidates as per tentative merit list shall reach to the department for verification of documents along with their original Documents, a copy of all documents (like downloaded application form, a paid copy of e-Challan of application fee, additional documents list is available on website) & Admission fee of the course/programme as mentioned in the Admission Brochure. The tentative Merit list may change after verification of original documents.**

13. Stay connected with <http://crsu.ac.in> for updates. For any support you may contact to **01681-241021** or mail us at **admission@crsu.ac.in**