GUIDELINES TO FILL NEW ADMISSION FORM.

- 1. GO TO COLLEGE WEBSITE (<u>http://vivekvidyalaya.org</u>).
- GO TO JUNIOR COLLEGE -> ADMISSION -> F.Y. JC -> APPLY (http://ves.edusprint.in/ves/OnlineEnquiry)
- 3. IF YOU HAVE SECURITY CODE THEN USE YOUR MOBILE NO. AND CODE TO LOGIN AND PROCEED TO STEP 7 ELSE PROCEED FOR BELOW STEPS.
- 4. CLICK GENERATE CODE
- 5. ADD MOBILE NO. AND EMAIL ID CLICK ON GENERATE CODE.
- 6. YOU WILL GET CODE ON YOUR MOBILE THROUGH WHICH YOU CAN LOGIN TO ADMISSION PORTAL.
- 7. CLICK ON NEW ADMISSION BUTTON FOR NEW APPLICATION FORM / CLICK ON FILL APPLICATION FORM FOR UPDATING APPLICATION FORM.
- 8. SELECT VIVEK VIDYALAYA & JUNIOR COLLEGE.
- 9. SELECT YEAR 2020-2021.
- 10. SELECT YOUR DESIRED STREAM(ARTS\SCIENCE\COMMERCE\COMMERCE\IT) AND CLICK NEXT.
- 11. GO THROUGH THE **GUIDELINES** CAREFULLY BEFORE FILLING THE FORM AND **CLICK NEXT**.
- 12. FILL THE PERSONAL INFORMATION AND CLICK NEXT.
- 13. PAYMENT TERMS AND CONDITION AND CLICK NEXT.
- 14. MAKE PAYMENT OF RS 100 BY ONLINE PAYMENT OPTIONS (CREDIT CARD/ DEBIT CARD/ NET BANKING).
- 15. AFTER SUCCESSFUL PAYMENT YOU WILL GET **ADMISSION FORM** AND NEED TO FILL ALL DETAILS.
 - A. STUDENT DETAILS
 - B. PARENT DETAILS
 - C. ACADEMIC DETAILS
 - D. DOCUMENT DETAILS
 - E. ADDITIONAL INFORMATION

16. AFTER FILLING THE FORM YOU NEED TO SUBMIT, CLICK ON SUBMIT BUTTON

17. YOU CAN PRINT PAYMENT RECEIPT AND ADMISSION FORM.

IN CASE OF **ANY QUERIES** REGARDING FILLING UP OF ONLINE ADMISSION FORM, **PLEASE CONTACT** ON BELOW NUMBER BETWEEN **10:00 AM TO 05:00 PM**

1. 9969289054

2. 8928451858

********** ALL THE BEST ***********