

GUIDELINES FOR FORM FILLING FOR ADMISSION 2021-22

<p><b>Note: - 1. Provide a clear passport size colour photograph against WHITE background only . Please do not upload selfies.</b></p> <p><b>2. Provide a clear picture of student's signature (Sign on a plain, white paper in BLACK ink only and upload the signature scanned with your mobile)</b></p> <p><b>3. * Marked Fields are mandatory and must be filled with relevant information only.</b></p> <p><b>4. Keep the required documents handy for uploading in JPG/PDF format.</b></p> <p><b>5. Once you have clicked on the CONFIRM option, further changes cannot be made in the form.</b></p>	
	<p>You will get an <b>SMS</b> regarding <b>Username and Password</b>. <b>Use that Username and password for Registration.</b></p>
Step 1	<p><b>For Registration</b> Click on the: - <a href="https://enrollonline.co.in/Registration/Apply/BSGD">https://enrollonline.co.in/Registration/Apply/BSGD</a> After the link is opened, <b>Use received Username and password and Click on Login.</b></p>
Step 2	<p>After Login, Read the instructions carefully and Select <b>Applying</b> for Aided / Unaided / Self Finance. then click on <b>Continue</b> to proceed.</p>
Step 3	<p>After Clicking on <b>Continue</b>, it will show up menu option for form filling</p>
Step 4	<p><b>Personal Details:</b> Enter relevant and correct personal data, and Click on <b>Save and Next</b>.</p>
Step 5	<p><b>Address Details:</b> Type the complete residential (postal) address with pin code and click on <b>Save and Next</b>.</p>
Step 6	<p><b>Photo &amp; Signature Details:</b> Upload the scanned images of Photo &amp; Signature (according to the specifications mentioned) and click on <b>Save and Next</b>.</p>
Step 7	<p><b>Course Selection:</b> Select your specific Course and click on <b>Save and Next</b>.</p>
Step 8	<p><b>Last Qualifying Exam Details:</b> Enter your Last Qualifying Exam Details (<b>10<sup>th</sup> with Maths marks</b>). (Please enter the details carefully).and click on <b>Save and Next</b>.</p>
Step 9	<p><b>Document Details:</b> Upload all the required documents &amp; for Minority Quota Admission Please Upload Your - Minority Certificate or Affidavit and click on <b>Save and Next</b>.</p>
Step 10	<p><b>Subject Details:</b> Confirm the Subjects of your choice by selecting subject or subject group (3 preferences) and click on <b>Save and Next</b>.</p>
Step 11	<p><b>Payment:</b> Click on <b>Pay Now</b> button to do the registration amount payment.</p>
Step 12	<p><b>Confirm Registration:</b> After <b>Payment</b> is Successful you will get <b>Registration confirmation</b>.</p>
Step 13	<p>Click on <b>PREVIEW</b> button to check all the details entered by you in the form are correct. If any Correction is there then please do the necessary changes and Click on <b>Confirm Application</b>.</p>
Step 14	<p>After Complete Process is done, Click on <b>Print Application</b> to take copy of the form filled also click on the <b>Print Receipt</b> to take the copy of Payment receipt.</p>

**Please Note :**

The success rate for Rupay cards being on the lower side, you are advised to use any other card, in case of awaited/failure of payment.

**\*\*\*\*\* CHANGES CANNOT BE DONE ONCE THE FORM IS CONFIRMED\*\*\*\*\***

**IMPORTANT NOTE: -**

For Queries regarding payment issue, where payment is deducted but shows **"PAY NOW"** option again,

1. Refresh the page by pressing (CTRL + F5) Or wait for Next 24 hrs for Payment Confirmation
2. **(Do not make multiple transactions) unless the amount is credited back to your account.**