

# How to apply

- ❖ Go the address bar and type [www.mangalkotegovtcollege.org](http://www.mangalkotegovtcollege.org) and press **Enter**
- ❖ Online admission page will open and click on **Online Admission Form Fill up**
- ❖ Admission form will open, then carefully fill up the form and upload **Passport size photo (Less than 30 KB)** and **scanned signature (Less than 20 KB)**
- ❖ Put carefully your Mobile No and Email ID because **User ID** and **Password** will be sent to your Mobile No.
- ❖ After fill up the form click on **Proceed** option.
- ❖ After click on proceed option your form will be displayed, if you want to change any fill up data, go to the **Edit** option otherwise click on **Final Submit** option.
- ❖ After click on **Final Submit** option, you could not change any data of your form.
- ❖ After final submit of the form choose option page will be displayed. You can choose either Honours or General or Both in a single form fill up.
- ❖ After choosing Honours or General or Both, Click on **Next** option.
- ❖ After click on **Next** choose Honours subjects will be open. Here, you can choose maximum three (03) Honours subjects.
- ❖ After choose honours subjects, click on **Submit** option, then **Payment** option mode will be open.
- ❖ After click on **Payment**, a **Bank Challan will be generated**.
- ❖ Applicants can pay registration fees only through **Bank Challan**, which is payable at any branch of **Canara Bank**.
- ❖ After completion of payment, applicants will have to wait until merit list is published.
- ❖ After publication of merit list, you may get SMS alert if your name is enlisted in the merit list or follow our website regularly for further notification.

# Admission Procedure

- ❖ If your name is enlisted in the merit list, then go to our college website [www.mangalkotegovtcollege.org](http://www.mangalkotegovtcollege.org) and our admission portal will open.
- ❖ Click on **Student Login** option, then your login page will open.
- ❖ Put your **User Id** and **Password** which you have got earlier during form fill up. Then click on **Login** option.
- ❖ After **Login**, you will see your status either **confirmed** or **waiting** position in the published merit list.
- ❖ If you are confirmed, you have to accept honours subject of your choice for taking admission; otherwise your name will be delisted from that honours subject list (The applicants for B.A. General / Pass also have to **accept** for securing admission confirmation). You have to wait for confirmation in other honours subjects in the subsequent merit list to be published.
- ❖ After the choice of honours subjects choose any combination of general subjects provided and then proceed for **Online Payment of Admission fees** through Bank Challan.
- ❖ Registration and admission fees will not be refundable and admission processes will be completed only after verification of your original documents. You will bring all the original testimonials, print out of registration and admission fees payment slip, one copy colour passport size photograph, blood group report and application form during scheduled date and time of verification of testimonials.
- ❖ Date and time of verification of testimonials will be published later on in our college website [www.mangalkotegovtcollege.org](http://www.mangalkotegovtcollege.org) .