

STEP- BY STEP PROCEDURE TO FILL THE F.Y.J.C ADMISSION FORM

AND PAYMENT OF FEES – OPEN CATEGORY ONLY [2023-2024]

- Before filling the admission form, please be ready with all scanned documents as mentioned below to upload along with the admission form:
- a) **Std X Mark-sheet**
 - b) **School Leaving Certificate.**
 - c) **Aadhaar Card**
 - d) **Address Proof (Back of Aadhaar card if address is given)**
 - e) **Govt. Online Registration Form Part I and Part II.**
 - f) **Photo and sign the declaration (Photo in school uniform will not be accepted. Kindly upload latest passport size photograph.)**
 - g) **An undertaking on a Stamp paper of Rs. 100/- by those who have a gap of one year or more, stating that they have not joined any other institution during the Gap Period.**
- **Step-Wise Procedure:**
1. **Visit the College website: www.standrewscollege.ac.in**
 2. **Click on online OPEN FYJC Admission Link.**
 3. **Enter the mobile number (Note that all correspondence will be done on this registered mobile number)**
 4. **Enter the “**OTP**” received on this registered mobile number.**
 5. **Enter the Application Form Number and name of the student which is in the Part I form filled on Govt. Link.**
 6. **Fill the Admission Form in all respects correctly and upload the required documents.**
 7. **After successful submission of the admission form, Payment link will appear.**
 8. **Pay the Admission Form fee and Admission Fees on the link.**
 9. **After successful payment of fees, “SAVE” the admission form and the fee receipt for further correspondence.**
 10. **Once the Admission form filling and Payment of the fees is done students need to click **(Proceed For Admission)** in the student login ID of Government form.**

Date: 10 July 2023

PRINCIPAL