

GUIDELINES FOR FILLING OF ONLINE APPLICATION FOR

SCIENCE, ARTS, COMMERCE, POST GRADUATE COUSES

Offered By

KRISHNA UNIVERSITY, MCHILIPATNAM

Conducted By

DIRECTOR DIRECTORATE OF ADMISSIONS KRISHNA UNIVERSITY, MACHILIPATNAM

Steps to be followed in filling ONLINE KRUCET 2016 application form

Online Application form filling process:

- 1. The online application for KRUCET 2016 is available at website HTTP://KRUDOA.IN
- 2. When you fill online application, you should have the following with you.
 - (a) Your Mobile phone. (b) KRUCET 2016 Information brochure and guidelines
 - (c) Your documents pertaining to your personal details and academic records
 - (d) Softcopy of scanned passport photo and your signature.
- 3. Open the website http://anudoa.in from browser (Internet Explorer / Mozilla Firefox)
- 4. Select the button KRUCET 2016 (Entrance Test for Science/Arts/Commerce/Law Post Graduate Courses) for apply.
- 5. After clicking the required button, you will get a detailed menu options screen
- 6. Before proceeding to fill the application, please download and read the *Admission Information brochure* and *Guidelines to fill online application*.
- 7. After reading the Guidelines, Click on **Registration** button in the left menu
- 8. Select the Test Name(s) you want to appear, degree passed / appearing and fill the required details with elective subjects, then you will find the list of eligible and not-eligible courses.
- 9. Then proceed to fill the Name and other personal details with present address and date of birth. Please fill the details as per SSC or equivalent certificate.
- 10. While entering the personal details, please give correct **MOBILE** number and **Email** address, because all the correspondence from Admission authority (DOA) will be made to Mobile and Email only, No Postal Correspondence will be made under any circumstances.
- 11. After completion of registration details entry, your mobile will receive **SMS** of a security code, please type the security code in the box provided in the **registration form** and immediately your screen will display a message "**verified**" in green colour.
- 12. Then click "**Register & Proceed**" for filling the application with all academic and other details along with scanned Passport photo and scanned signature (signed on white paper only)
- 13. Fill the entire academic, Study, Reservation and other personal details and submit the application. Select the terms and conditions box, click the preview button. Now it displays the application preview. There it gives two buttons one for **Back-Edit** for editing any mistakes, **Save and print** for continuing applying the application. Now it generates the

Acknowledgement slip, Take the printout this print and pay the test fee by online using SBI Collect. After payment of fee in bank, you will get a mail with all the details submitted by online as a PDF file. You have to take a printout of the same and retain the same until completion of admission.

<u>Fee paying process:</u> Click on **Online Payment** Button from left side navigation panel..

Now Click on the Online Payment through SBI Collect Button.

Read the instruction and Click check box to proceed payment and click the **proceed** button.

- 14. Now your mobile will receive a message "Your Application is submitted successfully with Appl.No: xxxxx with Payment Ref.Id: xxxxxxxxx".
- 15. If you want to pay by challan, you have to take a printed copy of the challan and pay the application fee at any branch of **Andhra Bank**. After payment of **challan**, the applicant has to wait for **one** working day for getting your application successfully registered after which you will receive application to your registered email.
- 16. If you select the **online payment** and after successful payment is done using **Debit/Credit** card / Net banking process. You will get an **SMS** to your registered mobile number and also get an **e-mail** to registered email-id with complete application details as **PDF** file
- 17. Please Do Not Send the printed copy of application to the DOA. You preserve it until your admission process is completed.

You can get a printed copy of registered application at any time using your <u>Application No</u> as <u>User ID</u> and <u>Date of Birth (DDMMYYYY)</u> as password using "<u>Print Filled in Application</u>" option. This option is only for the candidates who paid the fee.

Before filling the KRUCET 2016 Online Application Form, keep the following mandatory details ready to fill in the appropriate fields: The Mandatory details are as follows:

.No	Details Required	Document to be referred
1	Credit or Debit card / Net banking login details (If payment is being made through Credit/Debit card by online) (if not online payment, fee can pay later by using sbi generated challan)	Credit Card / Debit Card/ SBI-Collect
2	Qualifying Examination : Month & Year of Passed, Percentage of Marks Scored or Qualifying Examination : Month & Year of Appearing, Hall Ticket No.	Marks Memo of the exam passed or Hall ticket of the examination appearing
3	Date of Birth	Birth Certificate / SSC or Equivalent Document
4	SSC/ X Std : Month & Year of Passed, RollNo	SSC / X Std Marks Memo
5	Local Status (AU or Outside AU Area) certificate for past 7 years (i.e. from 2007 to 2015)	Study Certificate from 9 th to Degree or Certificate issued by MRO with District of living
6	Income of Parents (Income Less than 1 Lakh, Income Between 1 Lakh to 2 Lakhs, Income More than 2 Lakhs)	Income Certificate issued by MRO or competent authority – issued in 2015 For Above 2 Lakhs Certificate is not required
7	Category Certificate (SC / ST /BC Etc.)	The certificate issued by MRO or competent authority
8	Special Category (NCC, PH, Sports, CAP etc)	The certificate issued by competent authority
9	Aadhar Card Number if available	Aadhar Card Issued by Govt. of India
10	Scanned Passport Photo and Signature	Scanned copy of the Photo and Signature (signed on white paper only) Each Image is not more than 150 KB in size.
11	Details of PG – Studied if any	Pass / Marks memo Certificate awarded by the university / institution
12	Mobile No & Email ID Note: All the correspondence is done to Mobile SMS / Email only	Valid Working Mobile Number and Valid Active Email ID Note: Mobile should be accompanied with the applicant while filling the application by on-line.

KRISHNA UNIVERSITY COMMON ENTRANCE TEST

Conducted by Krishna University, Machilipatnam

For Admission into Postgraduate Courses of Krishna University, Machilipatnam for the Academic year 2016-2017

GUIDELINES TO FILL THE APPLICATION FOR ANUPGCET - 2015

1. The online application form will be available on the websites http://www.krudoa.in from 11.03.2016 - 11.00 a.m.

Note: Candidates are advised to take a printout of the prospectus / instructions to fill the application form from the above websites before proceeding to fill the Application form.

- 2. The online application form can be filled through any computer with internet connection (home/internet café/net center). After going through the prospectus by keeping all the Certificates, soft copies of Scanned Photo and Scanned Signature.
- 3. The payment of registration and processing fee (Rs.350/- + Bank commission per test) should be made either by AB generated challan or by online payment gateway (like credit / debit card/netbanking). Bank Charges applicable as per the payment option selected by you.
- 4. e-challan is generated after submitting the personal details through **Online payment** Link (Sample Screen is shown below).
- 5. The fee paid by the applicant is non-refundable.
- 6. The system generated Application number is displayed for future reference.
- 7. If candidate is unable to view PDF document Adobe Reader (for PDF files) may be downloaded.
- 8. The last date for payment of challan is 20.04.2016 without late fee and 20.04.2016, with late fee 24.04.2016
- 9. Application can be filled by using online payment gateway upto 20.04.2016 without late fee and 20-04-2016.

Sample Screen shot for Home Page - Next Page



KRISHNA UNIVERSITY COMMON ENTRANCE TEST

Conducted by Krishna University, Machilipatnam

For Admission into Postgraduate Courses of Krishna University, Machilipatnam for the Academic year 2016-2017

Site Visitors 39

Online Users: 3

Instructions to fill Online
Application
Admission Information
Brochure
Registration
Print Application

Important Note

Online Application for Admission into Post Graduate Science, Arts and Commerce Courses.

Online Application Starts from 11-03-2016

Last Date for KRUCET-2016 Applications without late fee is 20-04-2016

Note: Recommended Browsers Internet explorer 8 and above, Mozilla Firefox 10.0 and above.

Note: Internet Speed must be above 512 kbps. For Speed Test ClickHere

For Technical problems Please contact on following numbers

+91 81251 11998, 91606 66721,

For Complaints regarding Filled in Paid Applications E-Mail : dirkruadmissions@gmail.com on working days between 10.00 am and 06.00 pm

For Clarification on regulations and eligibility rules contact

08656 - 232560

on working days between 10.00 am and 06.00 pm

Steps to be followed in filling ONLINE application form

Click on Registration link for Application filling

- Select the Tests for which you are willing to apply.
- Select your qualifying examination.
- > Select your relevant group subjects. Then the Eligible courses list will be displayed. You have to select the courses from the list. The payable fee is depending on the no. of courses selected.

> The above Registration link will display a form as shown below

KRISHNA UNIVERSITY COMMON ENTRANCE TEST

Conducted by Krishna University, Machilipatnam

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Site Visitors: 394 2017 Online Users: 6

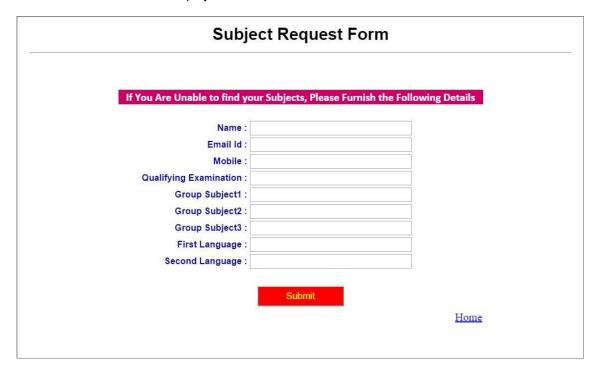
Instructions to fill Online
Application
Admission Information
Brochure
Registration
Print Application

Qualifying Examination: 03-B.Sc.	7.	Medium	of Study English	•	
	First Languag	e : English	•		
102-M.Sc.Biochemistry 104-M.Sc.Organic Chemistry 201 201 201 201 201 201 201 20	Second Language	V200 100 100 100 100 100 100 100 100 100	•		
105-M.Sc. Analytical Chemistry	and 100 may 17 m to the control				
106-M.Sc.Chemistry (Pharmaceutical	Subjec	1 : Mathematics		•	
Chemistry) 123-M.Sc.Physical Chemistry	0000000	2: Physics		,	
124-M.Sc.Inorganic Chemistry		3 : Chemistry		•	
109-M.Sc.Mathematics	<u> </u>				
Selected Courses: 102-M.Sc. Biochemistr	n 104 M Sc Organic Chan	istry 105 1/ Se	Inalytical Cham	ichni	
Selected Courses: 102- <u>W.Sc. Biochemistry</u> , 04-Cher	DIV. III. TO	1811 y, 100-141.50.1	глатункан Спет	wiry	
Amount for the Selected Courses: 700	nou ,				
	ble to find your Subjects in a	ove list, Please	Click Here		
	SSC / X std Records Other		And the second s		
Name : Balakrishna	- Odio		Name : Nagamm	na	
Surname : Ravella			iender : Male	•	
Eathor's / Guardian's			04.4	od -	
Srinivasulu		Marital	Status: Unmarri	eu v	
Father's / Guardian's Name : Srinivasulu			Status : Unmarri eligion : Hindu	€u r	
Date of Birth: 10/06/1993	7/07/1984		eligion : Hindu		
	7/07/1984	R	eligion : Hindu tegory : OC	<u> </u>	onder
Date of Birth: 10/06/1993	7/07/1984	R	eligion : Hindu tegory : OC Addres	•	onder
Date of Birth: 10/06/1993 Date Format(dd/MM/yyyy) eg. 2	7/07/1984	R Reservation Ca	eligion : Hindu degory : OC Addres	•	onder
Date of Birth: 10/06/1993 Date Format(dd/MM/yyyy) eg. 2' House No: #1-1	7/07/1984	Reservation Ca Village/Town : G City : G	eligion : Hindu degory : OC Addres	•	onder
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Date of Birth: 10/06/1993 Date Format(dd/MM/yyyy) eg. 2* House No: #1-1 Street: Brundava Gardens District: Gntur Pin Code: 522002 Email Id: sssinbox@yahoo.co	om.	Reservation Ca Village/Town : G City : G State : A Country : I Mobile :+ 91 9	eligion : Hindu legory : OC Addres untur untur Indhra Pradesh	v v ss for Corresp	onder
Date of Birth: 10/06/1993 Date Format(dd/MM/yyyy) eg. 2* House No: #1-1 Street: Brundava Gardens District: Gntur Pin Code: 522002 Email Id: sssinbox@yahoo.co	om	Reservation Ca Village/Town : G City : G State : // Country : I Mobile :+ 91 9	eligion : Hindu legory : OC Addres untur untur undhra Pradesh ndia 848366721	v v ss for Corresp	onder

> If you are unable to find your Group subjects in the above, go to the link 'Click Here' as shown below

If you are Unable to find your Subjects in above list, Please Click Here

The above link will display a form as shown below



- This form allows you to furnish your required Group subjects. After submitting this form you have to wait for 24 hours, the Directorate of Admissions (DOA) will check with your requested Group subjects and you will get an alert to your Mobile / email about status of your requested Group subjects.
- > If the DOA is willing to allow you, then you will get an alert to your Mobile / Email and then you can Register.
- Enter the Details as per SSC / X std Records and fill up the Other Personal Details

En	ter Details As per SSC / X std Record	S — Other Personal Details —		
Name:	VENKATA SUBBARAO			
Surname :	KATTEPOGU	Mother's Name :	Sridevi	
Father's /		Gender :	Male	1.
	VENKATESWARLU	Marital Status :	Unmarried	•
:		Religion :	Hindu	•
Date of Birth:	25/04/1990	Reservation Category :	ОС	ו
Date Form	nat(dd/MM/yyyy) eg. 27/07/1984		The state of the s	——#/ ———#/

> Give the valid Address for Correspondence

own: tenali	Village/Town:	15-150	House No:
City: tenali	City:	CHINA RAVURU	Street :
tate: Andhra Pradesh	State:	guntur	District:
ntry : India	Country:	522201	Pin Code:
: + 91 9966361989	Mobile :+ 91	kvsubbaraocse@gmail.com	Email ld:

Please provide the valid Mobile No because you will get an SMS with a 'security code'

adhaar Number :	Enter the SecurityCode sent to your MobileNo.
(Optional)	Not Verified
You have to enter that code here and only you can proceed for filling appli	if it is valid it will display as 'Verified' as shown below. Then cation form
	1

> After Verification Mobile no, Then click "Register & Proceed" for filling the application with all academic and other details.

> Upload Passport size Photograph with Signature

NOTE: You must upload photograph and signature to the correct specified fields. Do not make any mistake in uploading candidate signature and photograph. Photo/Sign should be in ".jpg "format.

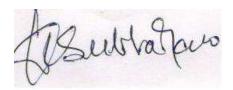
- 1. Candidate must have scan / soft copy of passport size photograph "photo.jpg" and signature (Sign on white paper and scan it) as per the sample given below. Maximum limit is 150 KB for photograph.
- 2. Put candidate signature in an area of 2" X 1" on paper with a black ball point pen. Scan that paper. Cut Signature area of 2" X 1" and save it as Signature.jpg". Maximum size **limit is 150 KB for** Signature.

A sample of quality of acceptable photograph / signature is given below for the guidance of the applicant.

Sample Photo

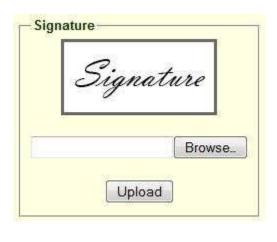


Sample Signature



The applicant has to upload his/her Photo & Signature in the prescribed format by clicking the browse button in the application form. By clicking browse button the following screen appears.





- · Click the scanned and stored photograph 'Sample Image' (JPEG image) to upload from the computer.
- Select the **Test Centre** where you are willing to write the exam.
- Enter the SSC Roll No, Month & Year of passing.
- Select the Annual Income of your parents from given options. (As shown below)

10. Test Centre :	Guntur			¥	Annual Income of Parents in (Rs)
11. SSC/ X std Details :					Below One Lakh
Roll No.(SSC):	123456				 Between one Lakh & two Lakhs
Month & Year of Passing :	Mar	*	2008	*	More than two Lakhs

Select Special Reservation category from the below Options

12. Special Re	eservation category		
PH:	None ▼	NCC : No	Sports : No
CAP:	No 🔻	NSS: No •	

- Select the First Language and Second Language.
- Select the Degree Result Status (Appearing or Passed). If passed you need to enter the Year of Passing and % of Marks Secured.

13. Qualifying Examination particulars			
First Language : English	Second Language : Telugu		
	Result Status :	Appearing Passed	

• Select the Option from the below screen (Regular or Distance Mode)

	• Ocicot the Option from the below selectif (regular of Distance Wode)	
	14. Particulars of Study	
1	14. Faiticulais of Study	
ı	The law are a law as	
ı	Regular Distance Mode	
ı	o regular o Distance mode	

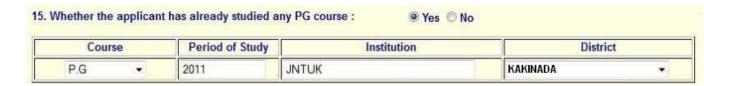
- If you opt for the Regular, the screen looks like below.
- Enter Period of Study, Institution and District from IX to 3rd Year Degree.
- The Local Area Calculation will be based on the Districts selected for these 7 Years.



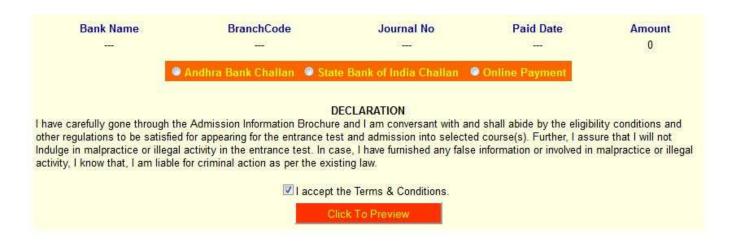
- If you opt for Distance Mode, the screen looks like below
- You need to select the Districts as per the **Residence Certificate** issued by MRO.

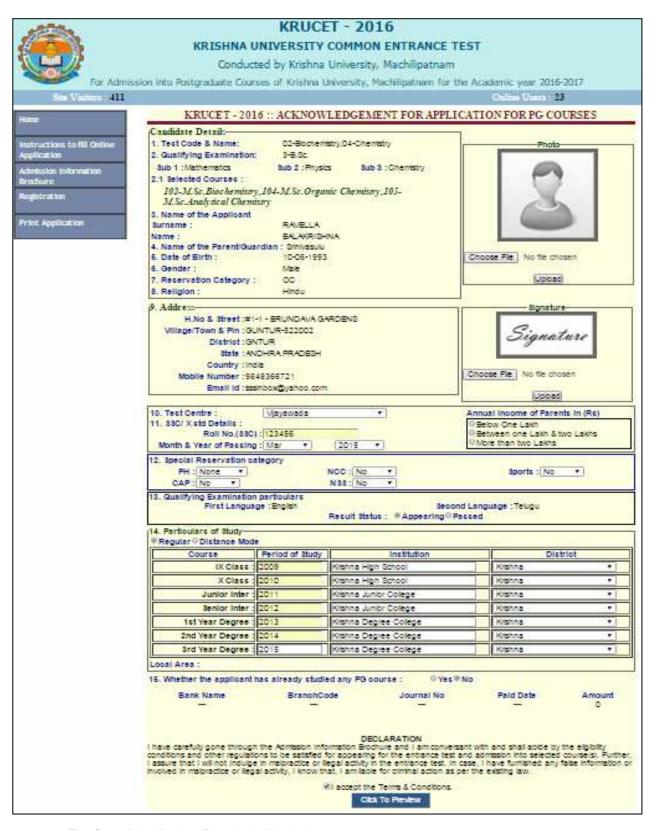


if you already studied any PG course Select the Option Yes or else left it as No



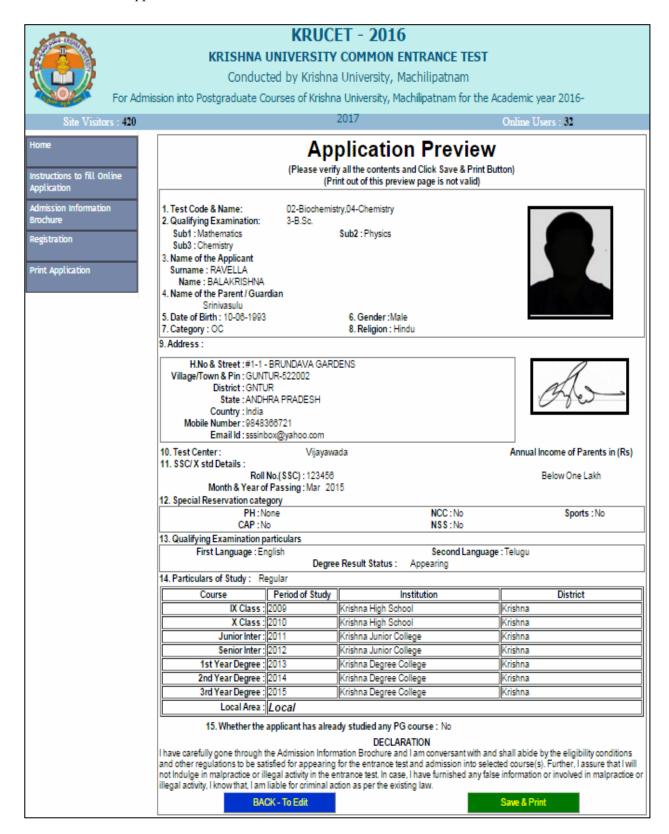
 Read the DECLARATION carefully and click I accept the Terms & Conditions and Continue for the Preview of your Application.



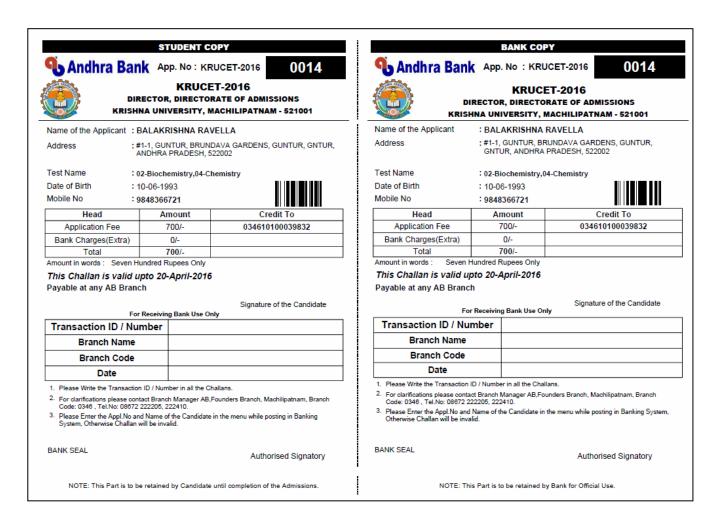


The Overall Application Form looks like below

• The overall Application Preview looks like below screen.



- 1. If there is any modification you can go to 'Back To Edit' button. Application Page will appear, Otherwise you can go to Save & Print button. The Application will be saved when you click Save & Print button. After Saving the Application you will not be allowed for any other modification and you will get a Andhra Bank Challan.
- 2. Now your mobile will receive a message "Your Application is submitted successfully with Appl.No: xxxxx. Your Payment Ref.Id: xxxxxxxx".
 - > You have two ways to proceed for the payment
 - 1. By Online Payment.
 - 2. By CASH Payment mode after collecting AB generated challan.
- 1). Net Banking
- 2). Card Payment
- 3). Other Payment mode to Pay by Bank Challan at any AB Branches.
- 1. The AB BANK Sample CASH PAYMENT Challan are given below:
- 2. the AB BANK Sample Challans are given below:



3. If you want to take another copy of Challan for application fee payment. You can Click on "Print Application" then the screen will display as follows:

Co	KRUCET - 2016 HNA UNIVERSITY COMMON ENTRANCE TEST anducted by Krishna University, Machilipatnam e Courses of Krishna University, Machilipatnam for the Academic year 2016-2017
Site Visitors: 424	Online Users: 36
Instructions to fill Online Application Admission Information Brochure Registration Print Application	Login for Application Print Application No: Date of Birth: Date of Birth Format(DDMM/YYYY) eg.27/07/1984 Submit NOTE: You can able to get the complete application print after 24 hours from fee payment only. Applicants who paid the fee and not able to get the print application are requested to submit the details of challan paid with following link. Click here to submit challan payment details

By Entering Your Application No which is sent to your Mobile No / Email and your Date of Birth then you will get a challan again for application fee payment.

Those Candidates who have paid through Andhra Bank Challan, those applicants are wait for one working day for getting your application successfully registered after which you will receive application to your registered email, take the print out of application after 24hours.

4. HOW TO PAY THROUGH BILLDESK (ONLINE PAYMENT: will come soon

HOW TO PRINT APPLICATION

- After payment of fee you can visit the website **next working day** to print the application.
- You can get a printed copy of registered application at any time using your Application No as User ID and Date of Birth (DDMMYYYY) as password using, "Print Application" option. This option is only for the candidates who paid the fee. (Example: 02101984 for 02/10/1984) to proceed for the application submission.



The candidate will be allowed to take a copy of printout at any time, but editing / adding information is not allowed once the application is submitted, Sample Printout of Application is given below.



DIRECTORATE OF ADMISSIONS KRISHNA UNIVERSITY, MACHILIPATNAM KRUPGCET-2016

ANUPGCET - 2016 :: ACKNOWLEDGEMENT FOR APPLICATION FOR ENGINEERING COURSES

Application No : 00014

Name: BALAKRISHNA RAVELLA

Gender: Male

Father Name : Srinivasulu DOB : 10-06-1993

Address: #1-1, BRUNDAVA GARDENS

GUNTUR, 522002

Town & Dist : GUNTUR, GNTUR

State: ANDHRA PRADESH

Mobile No : 9848366721

Email Id: sssinbox@yahoo.com

Reservation Category: OC Religion: Hindu

SSC Details Roll No : 123456

Test Name :

Test Centre: Vijayawada

Special reservation category

PH : None

NCC : No

Sports : No

CAP : No

NSS : No

Local Area: Local

Month & Year of Passing: Mar - 2015

Qualifying Examination Particulars : Appearing

a) Degree: 3-B.Sc.
b) First Language: English
c) Second Language: Telugu

c) Second Language : 1

Eligible Courses:

d) Group subjects

Subject 1 : Mathematics Subject 2 : Physics

Subject 3: Chemistry

Particulars of study : Regular

Course	Period of Study	Institution	District
VI Class	2009	Krishna High School	Krishna
VII Class	2010	Krishna High School	Krishna
VIII Class	2011	Krishna Junior College	Krishna
IX Class	2012	Krishna Junior College	Krishna
X Class	2013	Krishna Degree College	Krishna
Junior Inter	2014	Krishna Degree College	Krishna
Senior Inter	2015	Krishna Degree College	Krishna

Challan Details				
Bank Name	BranchCode	Journal No	Paid Date	Amount
- 23			No. 3	700.00

Declaration: I have carefully gone through the Admission Information Brochure and I am conversant with and shall abide by the eligibility conditions and other regulations to be satisfied for appearing for the entrance test and admission into selected course(s). Further, I assure that I will not Indulge in malpractice or illegal activity in the entrance test. In case, I have furnished any false information or involved in malpractice or illegal activity, I know that, I am liable for criminal action as per the existing law.

Place : GUNTUR Date : 12-Mar-2016





Signature of the Candidate

Important Note:

- Read the instruction before filling the application
- *Fill the application with accurate details*
- Pay the fee through online payment.
- If fee payment is not through online, pay the fee through by selecting other payment option in the payment mode section, select the Andhra Bank branch option, it generates the Andhra Bank CHALLANA to pay the fee at any Andhra Bank Branch. Print out of your application form is generated after paying the application fee (Andhra Bank challana).
- If you won't get the SMS or Email, your application is not submitted successfully. Please contact help-line for the details.
- Online Registration is available from 11.03.2016, 11.00 A.M. onwards.
- The payment of registration and processing fee (Rs.350/- + Bank commission per test) should be made either by Challan in any Andhra Bank.
- The last date for payment of Challan is 20.04.2016 without late fee and 24.04.2016 with late fee of Rs.500/-.

For Clarification on regulations and eligibility rules contact 0863 –232560

On working days between 10.00 am and 06.00 P.M