

Instructions for Online Application Process (M.Sc. Admission 2026–27)

Note: The M.Sc. programme is currently being offered exclusively at the Jais Campus.

Step 1: Registration

Candidates are required to complete the registration process by entering details such as Applicant's Name, Mobile Number, Email ID, JAM Qualified Subject, Programme Applying For, Password, etc. After filling in all required details and captcha verification, click on the Register button to proceed further.

Step 2: Account Verification (OTP Verification)

After successful registration, an OTP will be sent to the registered Mobile Number and/or Email ID. Candidates must verify their account by entering the OTP correctly to activate their login credentials.

Step 3: Basic Information

Candidates need to fill in personal and communication details such as Applicant's Name, Father's Name, Mother's Name, Gender, Date of Birth, Aadhaar Number, Category, Nationality, Correspondence Address, Permanent Address, Bank Details, Alternate Mobile Number, Blood Group, etc. Candidates belonging to EWS, OBC, SC, or ST category must enter certificate number and certificate issue date and upload a valid category certificate. Applicants applying under PwD category must also upload a valid PwD certificate.

Step 4: Qualifying Examination Details

Enter academic qualification details including Class X, Class XII, Graduation/Post Graduation, Board/University Name, School/College Name, Subject/Specialization, Passing Year, Percentage/CGPA, etc. In case of CGPA, candidates should convert it into percentage as per university norms before entering the details.

Step 5: JAM Details

Candidates must provide JAM examination details such as JAM Registration Number, JAM Score/Marks Obtained, All India Rank (AIR), etc. The information entered should exactly match the JAM Score Card.

Step 6: Work Experience

Applicants having prior work experience may provide details such as Organization Name, Designation, Duration of Experience. All work experience certificates/documents must be uploaded in a single PDF file only. Internship or training periods will not be considered as valid work experience.

Step 7: Upload Documents

Candidates are required to upload scanned copies of important documents including Passport Size Photograph, Signature, Class X Marksheet, Class XII Marksheet, Graduation

Marksheet (All Semesters), JAM Score Card, Category Certificate (if applicable), PwD Certificate (if applicable), Work Experience Certificate(s), etc. All documents should be clear, readable, and uploaded in the prescribed format and size.

Step 8: Preview Application & Declaration

Before final submission, candidates must carefully preview all entered information including Basic Information, Qualifying Examination, JAM Details, Work Experience, Uploaded Documents and declaration. Ensure that all information is accurate and free from errors.

Step 9: Checklist

Candidates should carefully check the checklist and click button to next steps.

Step 10: Payment

Proceed to pay the application fee using the available online payment methods such as UPI, Net Banking, Debit Card, Credit Card, etc. Candidates are advised not to refresh or close the browser window during the payment process.

Step 11: Download Application Form

After successful submission and payment, candidates can download and print the final submitted application form and payment receipt for future reference and admission-related activities.

Important Instructions

- Use a valid and active Mobile Number and Email ID throughout the admission process.
- Keep all required documents ready before starting the application form.
- Incomplete applications or incorrect information may lead to rejection of candidature.
- Ensure that all uploaded documents are clear and legible.
- The institute reserves the right to verify the submitted information/documents at any stage of the admission process.