# **USER GUIDE FOR DCET-2015 ONLINE APPLICATION**

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Candidate has to visit the website http://kea.kar.nic.in. In the home page of the KEA website click on the link "DCET-2015 Online Application". The candidate will be directed to DCET-2015 Online Application home page.

#### The HOME Page comprises of

- ➢ How to Apply
- > Login
- Sample Application
- ➢ Contact Us
- New User-- > Click here to Register
- Calendar of Events

# **Home Page**



#### Sample Application

User/Candidates can download the Blank Sample Application form, fill up the details once and then make entries in the online application to avoid committing mistakes.

#### e-Brochure

> To know the details about instructions and guidelines on DCET-2015 Online Application

#### Calendar of Events

DCET - 2015 dates are mentioned in the Calendar of events so that candidates can keep track of the events.

# Instructions

- After click on New User? Click Here to Register, the User/Candidate will directed to the Page shown below
- Instructions mentioned in this page are must to be read by User/Candidate before proceeding to apply Online.

4. Examinatio	on Fee Details and last date for	submission of Online A	pplication Fo	rm :	
	E	/ENT		DATE	
Comm	encement of Entry of Applicat	t of Entry of Application Online		11.06.2015	
Last D	ate to Enter Application detail	s online		25.06.2015	
Last d	ate to pay the fees in the Bank	Post Office		26.06.2015	
Downi	oading of Admission Tickets (	FEE DET	All S	30.06.2015	
-		TEE DEI	FEE	BANK/ POSTAL CHARG	ES
FOR G	ENERAL/OBC		Rs.650	Rs.10	
FOR S	C/ST/Category-1	na ann an Sal	Rs.500	Rs.10	
v. Signatu	re and left hand thumb impres h be remitted through e-Challa Bank name	asion image dimension sl an by depositing fee in an	hould be 3.5 by one of the f	cm x 1.5 cm only. following banks or e-post office g	iven in the list:
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### **Registration Form**

CANDIDATE	EREGISTRATION
User - Id (Minimum 6 Characters) *	Create your own user-Id (minimum of 6 and maximum of 16 characters).
Password (Minimum 8 characters) *	
Re-enter Password *	Create your own password (minimum of 8 and maximum of 20
Name of the Candidate (As per SSLC/10th Marks Card) *	characters) with at least 1 alphabet, 1 number and 1 special character
Name of the Father (As per \$\$LC/10th Marks Card) Name of the Mother (As per \$\$LC/10th Marks Card) *	(like: !, @, #, \$, %, ^, &, *) in it.
Gender*	Male <sup>O</sup> Female
Date Of Birth (As per SSLC/10th Marks Card) *	DD/MM/YYYY (DD/MM/YYYY)
Contact Mobile Number*	Select a secret question and answer the same and remember the
E-Mail-Id	answer entered. This will be helpful
Secret Question *	Select in case if the candidate forgets the password.
Answer*	
Enter Security Code*	
Security Coo	le FVZ9E
Note: All fields marked with * are mandatory	()
	Submit Clear

- > All fields marked with \* are mandatory.
- Enter the Candidate's Name, Father's Name, Mother's Name and Date of Birth as it is in SSLC/10<sup>th</sup> Marks card.
- ➤ User Id: Create your own User-Id which should contain minimum of 6 characters and maximum of 16 characters.
- Password: Create your own password. Password should contain minimum of 8 and maximum of 20 characters, with at least 1 letter of English alphabet, 1 number and 1 special character. Password minimum length should be 8 characters and maximum is 20 characters.
- Please make a note of User Id and the Password created at the time of registration for future logins and filling up and editing of online application.
- Enter valid contact Mobile phone number in the Registration form, to receive SMS alerts related to ongoing DCET-2015 process.
- Select a secret question and answer the same and remember the answer entered. This will be helpful in case if the candidate forgets the password.
- After successful registration, the candidate will get a "Registration Successful" message with User Id and Application number to his/her Mobile number provided during registration.
- Candidates are required to make a note of their User Id and Application number for further DCET processes.

## Login form

- > After successful registration the candidate / user will be directed to Login page.
- To login, please enter user-id, password and security code. After successful login, candidate can fill up the details in Application form.



## **Forgot Password**

- If the candidate/user forgets the Password, by clicking the Forgot Password? Link he/she can create a new Password by entering the following details User Id, Application Number, Secret Question, answer and enter the security code and finally click on submit.
- Then the user/candidate will be directed to a new window "Create Password". Enter User-Id, Application number, New password, enter the new password in the confirm new password field. Finally click on Change password button.
- Once the user/candidate clicks Change Password the password will be changed as per user/candidate's given credential and can Log In with his/her New Password.

	Forgot Password	
User Id		Create Password
Application Number		User Id:
Secret Question	Select V	Application Number:
Answer		New Password:
Enter Security Code		Confirm New
Security Code	ZCHUC	Password:
	0	Change Password
	Submit	
		·····
	After successful subn	nission of forgot password details, candidate
	will be directed to cre his/her new passwor	eate password page. Here candidate can create d.

#### \* Main Application Form

- Once the user/candidate has entered Login credentials, he/she will be directed to the filling of online application from for entering the details.
- In this form, there are tabs namely Student Information, Study Details, Photo & Signature Upload, Declaration, Challan, Payment status, Save as draft and Print Application.
- Before logging out user/candidate has to click on "save as draft" button without fail. Whenever, user/candidate logs in again, the previously entered and saved data will be available.

Your student information section	on is incomplete. Please check	Save As Draft	Print Draft Application
tudent Information Study Details	Photo & Sign Upload Declarat	ion Challan Payment Status	
Name of the candidate	Application number of	f the candidate.	
Online Applic	cation Form - Student I	nformation	
1. Name of the Candidate *			
2. Name of the Mother *			
3. Name of the Father			
4. Date of Birth*	(DD/MM/YYYY)	5. Gender	®Male ◎Female
6. Contact Mobile Number *		7. E-Mail-Id	
8. Mother Tongue			
<b>9. Annual Income of the family</b>	y from all sources *		
10. Religion *	Select 🔻	11. Nationality *	Select V
12. Reservation Category *	Select 🔻	13. Name of the Caste	*
List of Other Government Oro Click here List of Caste which comes un	ders for OBC Category (Cat <sup>-1</sup> , 2 ders for OBC Category (Cat-	-1, 2A, 2B, 3A and 3B) ck here	
14. Eligibility Clause Code *	Select To Know Y	Your Eligibility Clause Clic	k
		Click her	e to know your reservation catego
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### **Student Information**

	Select 🔻	(If Karnataka)	Select 🔻
17. Course Type *	Select 🔻	or other and the second second	For Course Type as Day
18. Place where you wish to diploma	appear for	Select 🔻	Engg. College, user/
19. Diploma register numbe	r		18 as soon horo
0. Diploma Course holder i	n* Select	•	To as seen here
1. Are you appearing for N	ATA on or before 30-06-2015	Yes No	
Note : Candidates who wish Note 30-06-2015	to apply for B.Arch course mus	t appear for NATA on or	Select the Total number of
Study Informaton .			completed years study in
2. Total number of complet	ted years of study in Karnataka	Select Y	Karnataka
3. Have you studied in Rur	al area in Karnataka from	●Yes ●No To know about the areas	not included under rural
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4. Have you studied in Kan standard? *	nada Medium from 1st to 10th	©Yes ⊛No	
5. Are you claim reserve	ation under Article 371(j)	©Yes ⊛No	
itudents Claiming Reservati	ion under Hyderabad-Karnataka	Region (Article 371(j)) -	
ligibility Certificate Format.	Please refer KEA website for d	etails	
26. Candidate's Posta	Address for Communicat	ion:	
Address : *		•	
		]	
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istrict *	Select V	If other than Karnataka enter District	
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## Study details



- ➢ In the Year column the candidate has to enter which year he/she has studied.
- > In the Status of Result column the candidate has to enter the result as Pass or Fail.
- In the Month of Passing column the candidate has to mention the Month of Passing of that particular year.
- > In the Year of Passing column the candidate has to mention the Year of Passing.
- > In the Maximum Marks enter the Maximum Marks of that year.
- > In the Total Marks Obtained enter the Marks obtained in that particular year.
- > Percentage will be automatically calculated on the marks entered by the user/candidate.
- > After making the entries click on Add button, the entries made will be automatically saved.

After making the entries click on Add button, that particular details saved as shown in below figure. After Entering all 3 years/ 6 semesters details, Click on Save & Next



# Photo and Signature

	the second second second second second			
Candida	te	Ins	tructions to upload	Photo and Signature
Choose Photo Choose Files No file chosen	Upload	• The sca hand th • Size of	anned images of ph numb impression shou the photo image mu	otograph, Signature and left Ild be in jpg/jpeg format only. Ist be greater than 5 kb and
Choose Signature Choose Files No file chosen	Upload	less the should l Size of t less that be 3.5 of	an 40 kb and dim be 3.5 cm x 4.5 cm o the signature image r in 40 kb and dimens cm x 1.5 cm only	ension of photograph image nly. nust be greater than 5 kb and ion of signature image should
Choose Left hand Thumb Choose Files No file chosen	Upload	Size of greater left han cm only	the left hand thum than 5 kb and less d thumb impression /.	b impression image must be than 40 kb and dimension of image should be 3.5 cm x 1.5
Bravious				Caus & Navé
Frevious				Save & NEXL

## Declaration

- Before clicking on submit button in declaration tab, please read the instructions given in the how to apply carefully and make sure that all the details entered are correct to the belief and knowledge of user/candidate.
- If the user/candidate is willing to make any changes in his/her application, he/she is advised to do so before declaration. No modification is allowed in the application after Declaration.
- If the user/candidate is sure about the details entered by him/her is correct and feels no changes are required, and then he/she can select the Check box and click on the Submit button. This will be the final submission.

Note: No modification is allowed in the application once Declaration is complete.

		Save As Draft	Print Draft
Student Information Stud	ly Details Photo & Sign Upload Declaration	Challan Payment Status	Application
We declare that the belief. We have read Online Application". In forfeit the claim to be action, that the State	DECLARA e information furnished through online the Instructions carefully hosted on t a case any of the information furnished e considered or a seat selected and al Government or the KEA may take again	TION e is true and correct to the he KEA website "Informat d online by us is found to b lotted by KEA. We are also ist us in this regard.	e best of our knowledge and ion Bulletin for Filling up of e false or incorrect, we shall b liable for civil and criminal
Signature of Father or	Mother Left hand thumb impr	ession of the candidate	Signature of Candidate
Previous	s	ubmit	Next
Select t	he Checkbox, before		
clicking	on Submit button		
After click on che message carefully	eck box below shown message	will appear on the sci	reen, please read that
After click on che message carefully	Please read it carefully Please you and if any changes are requisame before selecting the decla yourself you will not be able to application.	will appear on the sca verify the entries made by uired please carry out the eration. After declaring edit or make changes in yo	reen, please read that
After click on che message carefully After click on sub that message care	Please read it carefully Please void of the second of th	werify the entries made by uired please carry out the aration. After declaring edit or make changes in yo OK age will appear on the	reen, please read that
After click on che message carefully After click on sub that message care The page at ht This is the final sul Application. Once	Please read it carefully Please void of any changes are requised in the selecting the declar yourself you will not be able to application.	verify the entries made by uired please carry out the oration. After declaring edit or make changes in your ok cage will appear on the says: X Click OK enough correct. further of	reen, please read that

### Challan

> After clicking on the Submit button, in the Declaration candidate will be directed to the Challan

tab where he/she can download the Challan by selecting the bank.

Payment	is not done. Ple	ease make the payment		Sa	we As Draft	Print Final A	pplication
Student Information	Study Details	Photo & Sign Upload	Declaration	Challan	Payment Status	//	
Ban <mark>k N</mark> ame				12			
				Sel	ect the Bank/E-I	Post office to	view Branches
Axis Bank				Axis B	ank		
<sup>©</sup> Indian Bank				Indiar	Bank		
State Bank of N	lysore			State	Bank of Mysore		
●State Bank of H	lyderabad			State	built of Mysore		
				State	Bank of Hyderal	bad	
Download Challan		Click he	ere to dow	nload		c	lick here to download
		the cha	llan			tł	ne final application

### **Change password**

- Candidate can change password if necessary by filling up the User Id, Application Number and Old Password.
- > He/She can create a New Password and that New Password can be used for future Logins.

Char	ige Password
Jser Id:	
pplication Number:	
ld Password:	
lew Password:	
onfirm New Password:	
nter Security Code	
Security Code	A4 HP X
	Change Password

## **Application Printout**

> Candidate can download the printout of the application at any stage of the filling of online application.



# GOVERNMENT OF KARNATAKA KARNATAKA EXAMINATIONS AUTHORITY

ONLINE DIPLOMA LATERAL ENTRY APPLICATION - 2015



Candidate's Details										
Application Number :			11966	4			]	Candi	date	
1. Name of the Candidate [As in SSLC or 10th Std Marks Card] *	*:		PRAS	ANNA	L			Pho	to	
2. Name of the Mother *:			PRASANNA			1				
3. Name of the Father :			PRASANNA			]				
4. Date of Birth [As in SSLC or 10th Std Marks Card] * : 5/7/19			990 12	:00:00 AM						
5. Gender * :		Mal	е							
6. Contact Mobile Number * :		123	456789	91						
7. E-Mail-Id :		mpr gma	asanna ail.com	akuma	r@	8. Mother Tongue :		ue :	KANNADA	
9. Annual Income of the family from a	II sources * :	888	88			10. Relig	ion * :		Hindu	
11. Nationality * :		Indi	an							
12. Reservation Category *:		Cat	egory-3	BA		13. Nam	e of th (	Caste * :	GOWDAS	
14. Eligibility Clause Code * :		а								
15. Native state *:		KAF	KARNATAKA			16. Nativ	e Distri	ict *:	BANGALORE RURAL (BENGALURU)	
		Cour	se De	tails						
17. Course Type * :					Eveniı	ng Engg C	ollege			
18. Place where you wish to appear fo	or Diploma Cl	ET * :			GULB	ARGA				
19. Diploma register number * :			<b>CA</b> 111							
20. Diploma Course Holder in * :					AE - A	ERONAU	RONAUTICAL ENGINEERING			
21. Are you appearing for NATA on or	r before 30-06	6-2015 :			Yes					
		Study	Inforr	natio	n					
22. Total number of comleted years of	f study in Ka	nataka *	:				10			
23. Have you Studied in Rural Area fro	om 1st stand	ard to 10t	h stan	dard ?	? No					
24. Have you Studied in Kannada Med	dium from 1st	standard	d to 10	h star	ndard ? No					
25. Are you claiming reservation under	er Article 371	(j)Hyde	erabad	-Karn	ataka ? No					
26. Ca	andidate's	Postal A	Addre	ess fo	or Co	mmuni	cation	1		
Full Address * : CTA, CTA, CTA, CHITRADURGA, CHITRADURGA , KARNATAKA - 112323										
27. Special Category : NCC	,EX-CENTRA	L ARMED	POLIC	CE FO	RCE					
		Stud	ly Det	ails						
28. Do you possess a certificate of Di	ploma or Equ	ivalent E	xamina	ation 7	? *		No			
29. Are you Awaiting for any Diploma	results or Eq	uivalent	Examir	nation	?*		Yes			
30. Name and Place of the Board / University * :						bangal	ore			
31. Name of the College * :						bangal	ore			
32. College Address :							bangal	ore		
33. IS your qualification marks card is	sued in grad	e points 1	? *				No			
Year	Status of Result	Month Passi	of ing	Yea Pas	r of sing	Max. Marks	s T	otal Marks obtained	Percentage	
1	Pass	NOVEM	BER	19	985	1		1	1	
2	Fail	NOVEM	BER	20	003	9		9	9	
3	Pass	JUNE		20	001	1		1	1	

Declaration



## **GOVERNMENT OF KARNATAKA** KARNATAKA EXAMINATIONS AUTHORITY



**ONLINE DIPLOMA LATERAL ENTRY APPLICATION - 2015** 

I declare that the information furnished through online is true and correct to the best of our knowledge and belief. We have read the Instructions carefully hosted on the KEA website "Information Bulletin for Filling up of Online Application". In case any of the information furnished online by us is found to be false or incorrect, we shall forfeit the claim to be considered or a seat selected and allotted by KEA. We are also liable for civil and criminal action, that the State Government or the KEA may take against us in this regard.

Stee

Signature of the Candidate

Ster-

Left Hand Thumb impression of Date: the Candidate

10:06:2015 05:55:30

**Payment Status** Application Number: 119664 Name of the Candidate: PRASANNA **Application Fees:** 650 Bank Name: Axis Bank Bank Charges: 10 Bank Ref Number: 568074 **Total Amount:** 660 Date of Payment: 10-06-2015

Note (For Evening Engg College): candidate after obtaining the diploma, must have minimum of Two Years Full Time Work experience in a registered firm / Company / Industry / Educational and / Government Autonomous Organizations in the relevant field in which admission is sought by he / she and in which he/she holds a Diploma as on 1st July, 2015, of the year of admission.

#### **Bank Copy**

Karnataka DCET-2015 Online Bank Challan For Diploma Courses



KARNATAKA **EXAMINATIONS** AUTHORITY

SBM CBS SCREEN : 88	88
FEE COLLECTION NO : 4	53
Application Number	119666
Student Name	TESTUSER
Bank Ref Number	
Paid into the credit of KEA AccNo:	64172130866
Bank Name:	
Particulars:	Amount
Application Fees(Rs)	500
Bank Charges(Rs)	10
Total(Rs):	510
Amount in Words: Five F Signature	lundred Ten rupees of Remitter/Applicant
Date and Seal:	Signature of Receiving Authority

**Candidate Copy** Karnataka DCET-2015 Online Bank Challan For Diploma Courses KARNATAKA **EXAMINATIONS** AUTHORITY SBM CBS SCREEN : 8888 FEE COLLECTION NO: 53 Application Number 119666 Student Name TESTUSER Bank Ref Number Paid into the credit of KEA 64172130866 AccNo: Bank Name: Particulars: Amount Application Fees(Rs) 500 Bank Charges(Rs) 10 Total(Rs): 510 Amount in Words: Five Hundred Ten rupees Signature of Remitter/Applicant Date and Seal: Signature of Receiving Authority

LAST DATE FOR PAYMENT OF FEE: 30-06-2015

6/11/2015 1:34:08 PM

	Karnataka DCET-2015 Online Bank Challan For Diploma Courses KARNATAKA EXAMINATIONS AUTHORITY	
	SBM CBS SCREEN : 8888	
	FEE COLLECTION NO: 53	
	Application Number	119666
	Student Name	TESTUSER
	Bank Ref Number	
	Paid into the credit of KEA AccNo:	64172130866
	Bank Name	
	Particulars:	Amount
	Application Fees(Rs)	500
	Bank Charges(Rs)	10
	Total(Rs):	510
	Amount in Words: Five Hundred Ten rupees	
	Signature of Remitter/Applicant	
	Date and Seal:	Signature of Receiving

KEA Conv

Date and Seal:

LAST DATE FOR PAYMENT OF FEE: 30-06-2015

Authority