ANURCET – 2015

GUIDELINES FOR FILLING OF ONLINE APPLICATION

FOR

Ph. D Courses (Full Time / Part Time/ Extra-Mural)
Offered By

ACHARYA NAGARJUNA UNIVERSITY, GUNTUR, AP.

Conducted By

DIRECTOR

DIRECTORATE OF ADMISSIONS

ACHARYA NAGARJUNA UNIVERSITY, GUNTUR, AP.

Steps to be followed in filling ONLINE **ANURCET 2015** application form

Online Application form filling process:

1. The online application for **ANURCET 2015** is available at website http://www.anudoa.in

2. When you fill online application, you should have the following with you.

    (a) Your Mobile phone. (b) **ANURCET - 2015** 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://www.anudoa.in** from browser (Internet Explorer / Mozilla Firefox)

4. After clicking the required button, you will get a detailed menu options screen

5. Before proceeding to fill the application, please download and read the *Admission Information brochure* and *Guidelines to fill online application*.

6. After reading the Guidelines, Click on **Filling of Online Application** button in the left menu navigation panel.

7. There it will open a form for application for Ph.D.: There fill the personal information, Qualifications details, Additional information, Study particulars, Details of fee paid, uploading photo and signature. The Name and other personal details with present address and date of birth. Please fill the details as per SSC or equivalent certificate.

8. 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.

9. 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 color.

10. Fill the entire academic, Study, Reservation and other personal details and submit the application. Select the terms and conditions box, click the **Continue** 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,

11. Now your mobile will receive a message "Your Applic ation is submitted successfully with Appl.No : xxxxx (5 digits) and Payment reference ID is : 99999999 (8 digits)".

12. Take the printout of this Acknowledgement 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.
    Fee paying process: Click on **Online Payment** Button from left side navigation panel.. Read the instruction and Click check box to proceed payment and click the **proceed** button.

13. After completing fee payment, your mobile will receive a message " **Your Application is submitted successfully with Appl.No : xxxxx with Payment Ref.Id: xxxxxxxx**".

14. 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 **SBI**. 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.

15. Send the printed copy of application to the DOA and preserve one printed copy with you until your admission process is completed.

16. Online application submission process is completed only after paying the required fee and sends the printed application to DOA center in the university.

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 Filled in Application" option. This option is only for the candidates who paid the fee.

Before filling the ANURCET 2015 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 9th 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.*

DIRECTORATE OF ADMISSIONS
ACHARYA NAGARJUNA UNIVERSITY, GUNTUR
ANURCET-2015
For Admission into M.Phil/Ph.D.(PART-TIME/FULL-TIME/EXTRA-MURAL) for the academic Year 2015-2016
WELCOME TO ACHARYA NAGARJUNA UNIVERSITY, GUNTUR

GUIDELINES TO FILL THE APPLICATION FOR ANURCET - 2015

1. *The online application form will be available on the websites* **http://www.anudoa.in** *from 27.06.2015.*

   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.1200/- + Bank commission per test) should be made either by SBI 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. *Last date for Online Application Submission is 25-07-2015*

9. *Entrance test(Tentative) is in August 6th,7th, 8th & 9th August 2015.*

Sample Screen shot for Home Page – Next Page

DIRECTORATE OF ADMISSIONS
ACHARYA NAGARJUNA UNIVERSITY, GUNTUR
ANURCET-2015
For Admission into M.Phil/Ph.D.(PART-TIME/FULL-TIME/EXTRA-MURAL) for the Academic Year 2015-2016

WELCOME TO ACHARYA NAGARJUNA U

- Home
- Notification
- Instructions
- Information Brochure
- Online Application
- Online Payment
- Print Application
- Syllabus

Important Dates

- ANURCET-2015 Notification
- Online application Starts from: 27-06-2015
- Last date for online application without late fee of Rs.1200/- : 25-07-2015 at 5.00 pm.
- Last date for online application with late fee of Rs.1700/-(Application fee Rs.1200/- Plus Late fee Rs.500/-) : 31-07-2015
- Tentative Examination Schedule : 06-08-2015 to 09-08-2015

For Technical Problems Please Contact on following numbers

- +91 8125111998, +91 9160666721
- On Working Days between 10.00 am to 06.00 pm

For Complaints Regarding Filled in Paid Applications Email: diranuadmissions@gmail.com

- On Working Days between 08.00 am to 01.30 pm

For Clarification on regulations and eligibility rules contact
0863 - 2346171, 2346138
on working days between 10.00 am and 06.00 pm

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

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

DIRECTORATE OF ADMISSIONS ACHARYA NAGARJUNA UNIVERSITY, GUNTUR, A.P.

The above Filling of Online Application link will display a form as shown below

This form allow you to fill your details like, personal details, education qualification details and other details.

The applicant has to upload his/her Photo & Signature in the prescribed format by clicking the browse button

in the application form.

·   Click the scanned and stored photograph 'Sample Image' (JPEG image) to upload from the computer.

Upload Passport size Photograph with Signature

*After Verification of Mobile no, Then click " **continue**" for filling the application*

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.

After pressing the **continue** button, it will display **the application preview** as like below screen.

Are you applying for M.Phil(Part-Time) Research

1.
Name of the Institution :
Designation :
Service After Completion of P.G. From   To
:

2.
Name of the Institution :
Designation :
Service After Completion of P.G. From   To

Total Service :Year   Month   Total Service :Year   Month

Applied Course Details :

a)Test Exemption claimed due to qualifying in the following exams with score

Test	GATE	UGC NET	CSIR NET	APSET	OTHERS
Score/Percentage	NO	NO	NO	NO	

b) Provisional admission claimed due to award of the following fellowship

Award	DST INSPIRE	MOULANA AZAD FELLOWSHIP	Are You Employee of ANU?
PG Percentage Marks	NO	NO	NO

Special Reservation category

PH :None	NCC :No	Sports :No
CAP :No	NSS :No	

Local Area :*Local*

Study Particulars :

Course	Period of Study	District
2nd Year PG	2013	Guntur
1st Year PG	2012	Guntur
3rd Year Degree	2011	Guntur
2nd Year Degree	2010	Guntur
1st Year Degree	2009	Guntur
2nd Year Inter	2008	Guntur
1st Year Inter	2007	Guntur

Details of the DD paid :

Amount1200

Photo	Signature :

Back To Edit   Save and Print

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.

Now it generates the Acknowledgement slip, Take the printout of this Acknowledgement slip and pay the test fee by online using **SBI** Collect

The image of Acknowledgement slip

Take the print out of this acknowledgement slip for further references.

DIRECTORATE OF ADMISSIONS

ACHARYA NAGARJUNA UNIVERSITY, GUNTUR

Application for admission into M.Phil/Ph.D Programme for the Year 2015-16

Application Submission Receipt

Application No :	**30000**	Payment Ref.ID. :	**15271088**

Name of the Applicant	:	KRISHNA
Address	:	#4-15-117/4,8th Line,Barathpet,Guntur#4-15-117/4,8th Line,
Subject Name	:	Chemical Engineering
Date of Birth	:	10/10/1990
Mobile No	:	9978456128
State	:	Andhra Pradesh
Amount	:	1200.00

Note: At the time of Online Payment, Please enter Application No, Name, Mobile No, Payment Reference ID and Amount as per above registered details.This Part is to be retained by Candidate until completion of the Admissions.

2. Now your mobile will receive a message " **Your Application is submitted successfully with Appl.No : xxxxx. Your Payment Ref.Id : xxxxxxxx**".

Application filling process is completed. Application submission process is completed only after paying application fee. After paying application fee, automatically your application is submitted and you will get SMS to your Registered mobile number and your will get Email to your registered mail id. After getting mail to your mail id take to print out of your filled submitted application copy, take two copies of your application.

Fee payment process.

Select the **online payment option** from left side menu bar in the Home page.

- *You have two ways to proceed for the payment*

1. By Online Payment.
2. By CASH Payment mode after collecting SBI generated challan.

Select the **check box** and click on the **proceed** Button for continuing fee payment process.

Note: The candidate can use any Bank Card (Debit / Credit) provided his / her Card is a VISA or MASTERCARD or MAESTRO type.

After entering the correct and mandatory details the web page of Payment through Credit card /Debit card, select the card type (VISA or MasterCard or Maestro) mentioned on the card. Be ready with the Card related details (Card number, Expiry date / From date, Security Code / CVV number etc).

1. Select State : Andhra Pradesh and Type of Institution : Educational Institutions as given below

Select Institutional name : "ANU – DIRECTRORATE OF ADMISSIONS" From the list provided.

2. Select Payment Category : A.N.UNIVERSITY-DIRECTORATE OF ADMISSIONS
3. After selecting Payment Category ANURCET 2015, then screen will display the form like this.

4. After entering the all fields' details press submit button. Then the screen will display details of the applicant as entered in registration process. Check the details and proceed to the next step by filling the other details required. And press submit button

5.After verifying the details, press confirm button
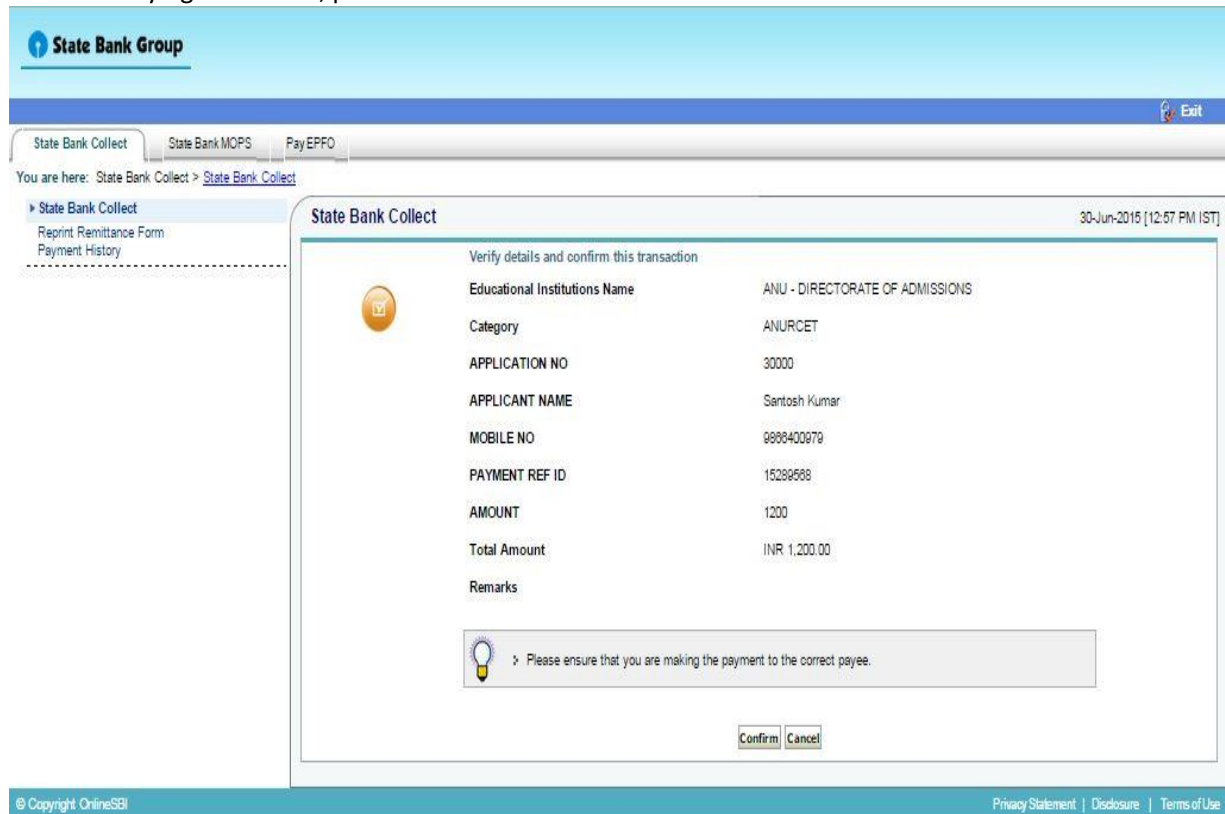
Select the type of payment mode: Net banking / SBI Debit Card / Other Bank Debit Card / Any bank Credit Card / Other bank Net-Banking.

The bank charges are displayed on the respective option. Please check and proceed for the payment by selecting the required option
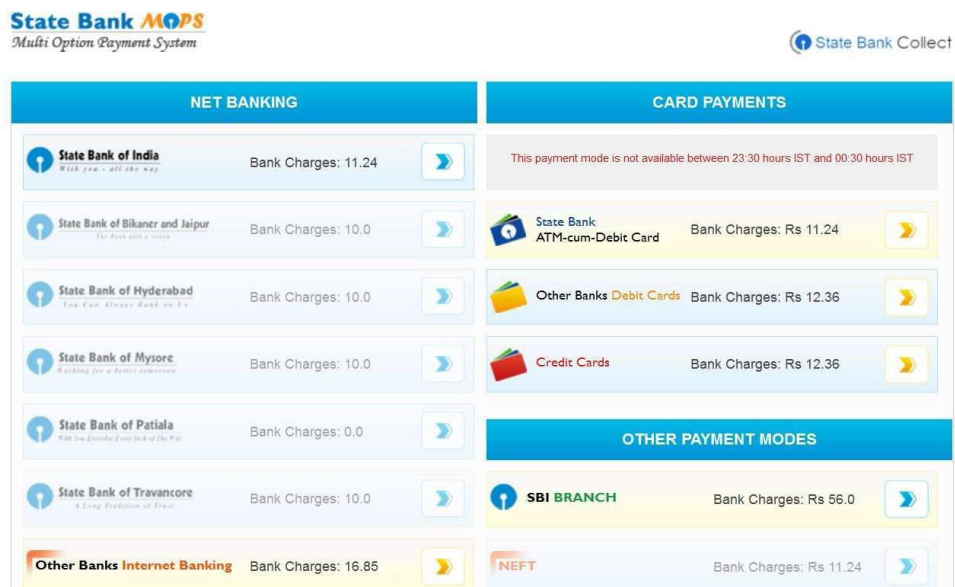
Select any one of payment option (net banking/card payment) for online payment or select SBI Branch option from other payment modes option for paying through SBI challan.

If you select other payment modes options, SBI branch options it display the SBI Payment details, as like below image.To download the challan form of sbi-collect click on the link.

After clicking on the link a challan form will download.
Sample Challan form Sample is shown below.

If you want to pay the fee through Net Banking. Select Net Banking mode.

Here you will be asked to enter your username and password of netbanking.

Give your details and submit. It will redirect to payment gateway page, here you can pay the fee.

If you want to pay through Credit Card mode.Select Card Payment Mode.

Enter Details as requested by the screen and select PAY Button for online payment

Follow the screens for paying fee on online.

HOW TO TAKE PRINT OUT OF FILLED APPLICATION FORM

· *After payment of fee 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 / A*pplicants can also to 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 Filled in 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.*

Select the print filled application button from left menu bar in the home page. Then it will display the screen like this. Enter the required details and press the submit button.

Login for Application Print :

Application No :

Date of Birth :

Date of Birth Format(DD/MM/YYYY) eg.27/07/1984

Submit

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

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.

Your submitted application looks like this. Your application submission process is completed automatically after paying the fee. Your application PDF file is generated automatically and it is send to the registered mail id.

Preview of your submitted application form.

DIRECTORATE OF ADMISSIONS
ACHARYA NAGARJUNA UNIVERSITY, GUNTUR

Application for admission into M.Phil & Ph.D Programme for the Year 2015-16

ANURCET-2015

Application No :	30000		Office Use Only
Subject Name :	Chemical Engineering		Registration No :
M.Phil	Ph.D		
Full-Time	Full-Time		Test Center : Guntur

Personal Details

Name : KRISHNA
Father Name : SATYA
DOB : 10/10/1990
Address : #4-15-117/4,8th Line,
Barathpet,Guntur
#4-15-117/4,8th Line,
Pin code : 522002
District : Guntur
State : Andhra Pradesh
Phone No : 08632254212
Mobile : +91 9978456128

Special reservation category

PH : None   NCC : No
Sports : No   CAP : No
NSS : No

Local Area : Non-Local

Gender : Male
Community : BCA

PG COURSE DETAILS

Course : M.E. Chemical Engineering/Equivalent
University : ANU

Passed/Appearing :	Appearing	Year :		% :	

M.Phil COURSE DETAILS

Course passed :
University :
Class Award :   % :

Name of the Organisation/Institution	Designation	Service After Completion of P.G.		Total Service	
		From	To	Year	Month

Additional Information: Have you qualified in any of the following examination

Test	GATE	UGC NET	CSIR NET	APSET	OTHERS
Score/Percentage	NO	NO	NO	NO	---

Provisional admission claime due to award of the following fellowship

Award	DST Inspire	Moulana Azad Fellowship		Are You Employee of ANU?
Indicates YES/NO	NO	NO		NO

Fee Details	Bank	SBI	Trans.ID	DU14324568	Date	26-Jun-2015	Amount(Rs.)	1200.00

Declaration : I declare that the particulars given in my applicaton for admission to M.Phil / Ph.D programme are correct. In case they are found to be incorrect at a later date after verification. I am liable for action as per University rules.

Place : Guntur
Date : 29-Jun-2015

Signature of the Candidate

1. P.G. Degree/Provisional Pass Certificate.
2. P.G. Marks Statements.
3. Degree/B.Tech. Provisional Certificate.
4. Intermediate Pass Certificate.
5. Caste Certificate in case of SC/ST/BC candidates.
6. Xerox Copy of Certificate of having passed UGC/CSIR NET/GATE/APSET etc.
7. Service Certificate in case of Part-Time candidates.
8. Xerox Copy of First page of Service Register of Employee.
9. Service Certificate for ANU Employee.
10. MPhil Degree/Provisional Pass Certificate.

Note : The copy of the filled online application along with necessary enclosures shall be sent to, The Director, Directorate of Admissions, Acharya Nagarjuna University, Nagarjuna Nagar, Guntur. so as to reach before the last date.

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 SBI branch option, it generates the SBI CHALLANA to pay the fee at any SBI Branch. Print out of your application form is generated after paying the application fee (online payment / SBI challana).*

- *If you won't get the SMS or Email, your application is not submitted successfully. Please contact help-line for the details.*

- *Online Application is available from 27-06-2015.*

- *Application fee Rs 1200/- should be paid through SBI I-Collect Online using Net banking, Debit card, Credit card of any bank after filling the application.*

- *Last date for Online Application Submission is 25-07-2015*

  Summarily rejected and the cost of application will not be refunded. The Director is not responsible for any postal delay or loss in postal transit

- *Entrance tests(Tentative) in August 2015.*

For Clarification on regulations and eligibility rules contact

Ph:0863 - 2346138, 2346171

On working days between 10.00 am and 05.00 P.M