

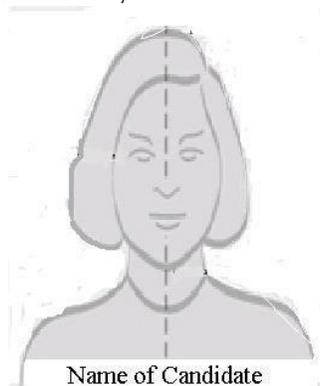
## Simple Steps to Fill On-Line Application Form

Read The Information Brochure and check you eligibility and other requirements carefully. Application to UPSEE-2015 can be made Online through following stages.

1. Filling of particulars in Application Form as per eligibility
2. Payment of Examination fee either through e-Challan or through credit /debit cards
3. Uploading scanned images of the Photograph, signature and thumb Impression
4. Printing of the "Confirmation Page"
5. Sending the "Confirmation Page" to the University at given address

Before, a candidate starts filling the On-Line application Form, he/she is supposed to be ready with the following:

- (i) A personal mobile phone number and/or a personal E-Mail id.
- (ii) Photograph: A clear scanned image of his/her recent color passport size photograph (3.5cm X 4.5cm) in JPEG Format with a maximum size of 20 KB. The photograph must be front facing to the camera in a manner that full face shows. The background should be either white or off-white and uncluttered. The photograph should be colour with name of the candidate printed on it as shown in the sketch below. It should be without cap or goggles. Spectacles are allowed. Candidates with unclear photograph are liable to be rejected. Candidates may keep 6-8 identical photographs in reserve for use at the time of entrance examination,



- (iii) A clear scanned image of his/her signature (3.5cm X 1.5cm) in JPEG Format with a maximum size of 10 KB.
- (iv) A clear scanned image of his/her left thumb impression (3.5cm X 1.5cm) in JPEG Format with a maximum size of 10 KB

Once ready with this, he/she may proceed to following steps.

Step1: Filling of particulars in Application Form:

Visit the website <http://www.upseeuptu2015.in> or <http://www.seeuptu.in> and through the link "Apply Online" followed by the link "Online application Form for UG Courses" for B.Tech/B.Arch/B.Pharm/BHMCT/BFAD/BFA or "Online application Form for PG Courses" for MBA/MCA/MAM. Fill up the particulars in the application form as per your eligibility.

Review all the entries filled by you by clicking on "NEXT to REVIEW" button" before submitting it.

In case of mistakes, correct the same through "back" button and again review all the entries once again before submitting it. Here, it is clarified that you may change the entries as many times as you want before submitting the Form by clicking the "FINAL SUBMIT" button.

Note that, once "FINAL SUBMIT" button is pressed and application form is submitted, entries in the form can not be modified/changed/corrected in any way. Therefore before clicking the "FINAL SUBMIT" button, make it doubly sure that all the entries are filled correctly.

Step 2: On submission of application, a registration number will be generated. Please note down this registration number for all future correspondences.

Step 3: Payment of Examination Fee

A candidate can pay examination fee in one of the following manner.

- (i) Through Bank-Challan
- (ii) Through Credit Card / Debit Card

If you want to make payment through bank-Challan then, click the required link (download e-challan) to generate the challan in triplicate. Go to the designated bank with challan for the payment on next day (Day 2), if the form is filled till 5 pm. In case application is filled after 5 pm, go to the bank with challan for the payment on Day 3 to the Bank.

The bank will provide you a transaction number. Note down this transaction number for future correspondences.

If you want to make payment through Credit Card / Debit Card, then click the link "payment through credit/debit card" and make the payment. All VISA/Master cards are accepted. You should be ready with your credit, debit card details. The payment in this mode can be done on the same day (Day-1). A transaction number is generated. Note down this transaction number for future correspondences

Step 4: Uploading of scanned Images

If the payment is made through credit card / debit card then proceed for uploading of scanned images Photograph, Signature and Thumb Impression, may be immediately on the same day.

If payment is made through e-challan, visit the website <http://www.upseeuptu2015.in> or <http://www.seeuptu.in> ON next day of the payment (Day 3 or Day 4) for uploading of scanned images Photograph, Signature and Thumb Impression through the link "Uploading of Scanned Images of and Printing of the "Confirmation Page"

Review the uploaded images by clicking on "NEXT to REVIEW" button on the page before submitting it. In case of mistakes, correct the same through "back" button and again review once again before submitting it. Once satisfied, submit the same by clicking the "FINAL SUBMIT" button.

Step 5: Printing of "Confirmation Page"

Once you are done with uploading of images, the "confirmation page" is generated. Take the printout of the "Confirmation Page" in two copies.

Step6: One copy of the "Confirmation Page" has to kept safely by the candidate for future use. The "Confirmation Page" will contain a "Registration Number". Note down this registration number for all future correspondence.

Step7: Take the second copy of Confirmation Page, paste your recent passport size photograph, put your signature & thumb impression (left thumb), parent/ guardian signature at the space provided on the confirmation page. Post the duly signed completed confirmation page along with copy of challan (if the payment is made through bank challan) so as to reach

**Registrar (UPSEE-2015),  
Uttar Pradesh Technical University,  
IET Campus, Sitapur Road, Lucknow –  
226021, Uttar Pradesh**

on or before 31<sup>st</sup> March 2015.