

Guidelines for filling up Online Application Form for Admission into UG Degree/ PG/ Ph.D/ Integrated/ Diploma/ Certificate Programmes in Tezpur University

Interested eligible candidates may APPLY ONLINE through this admissions portal by paying a fee of Rs. **400/-** for **SC, ST and PWD** candidates, and Rs. **800/-** for other categories. For international candidates fee is **25\$**. Additional bank charges may apply. **Online submission of application for B.Tech (North East quota) is now open.**

The applicants should read the available instructions carefully while filling in the online Application Form. The following major points are to be noted :

Application Fee : The payment of the Application fee is to be made online using credit card/debit card/net-banking. The transaction details may be printed and preserved for later reference. **The submission of the Application Form will remain incomplete until the required Application Fee is transferred successfully.**

Multiple Programmes : Candidates applying for multiple Programmes must apply separately with separate Application Fee for each Programme. However, there will be one entrance test per department for Integrated dual B.Sc. & M.Sc. and Integrated B.Sc. B.Ed. programmes. Similarly, there will be one entrance test for M.Tech (IT) and M. Tech (CSE) programmes.

Students applying for integrated programmes for the same department can apply in single application form. The candidates can give their preference either for a single programme or both the programmes. The one who applies for both the programmes will be considered as applying for two programmes and will have to pay two times the application fee. However for single examination only one time fee will be applicable.

B. Tech. Programmes : In the case of B. Tech. programmes, a candidate needs to apply in a single application form only. The selected candidates will opt for the Programme/ Department based on the availability of seats at the time of their turns during the admission process.

Candidates yet to obtain the last qualifying Degree/Diploma/Certificate : Candidates who have already finished their qualifying examinations or expect to finish all the components, including practical, viva-voce (if any), and backlog courses/ papers of earlier semesters before the date of admission may also apply.

Admit Card for Entrance Examinations : Candidates shortlisted for appearing University entrance examinations (not for B.Tech. Programmes) will be intimated separately through e-mail/SMS on their registered e-mail IDs/mobile numbers to download their admit cards.

DOCUMENTS TO BE UPLOADED :

Copy of the JEE (Main) 2020 admit card, if applying for the B. Tech. Programmes.

Copy of the Permanent Residence Certificate (PRC) issued by the competent authority of any North East State, if applying for the B.Tech. Programmes or M.Sc. Programme in Molecular Biology and Biotechnology under the North East quota.

Copy of the valid GATE score card, if applying for direct admission to any M.Tech. Programme.

Copy of the relevant certificate issued by the competent authority, if seeking admission under any reserved category as mentioned.

Copy of the Sponsorship/No Objection Certificate issued by the employer, if the candidate is employed.

A passport size photograph

Scanned copy of the signature

Relevant certificate as evidence of representing State or Country in sports, if any (**Not applicable for B. Tech, M. Tech and Ph.D programmes**)

STEPS TO COMPLETE THE ONLINE APPLICATION FORM

Step 1: Register using the "Sign Up" process. The email ID and mobile number used for registration must be valid and functional and should belong to the applicant. Communications will be sent only to the registered email address or mobile number.

Step 2: Click "Apply Now" in your dashboard to proceed with the application form fill-up process.

Step 3: Pay the prescribed fee for online registration using the online payment gateway.

Step 4: Take a printout of the information submitted. This printout is to be taken along with the other original documents at the time of admission.

Step 5: Please keep the following documents handy for online submission before filling up the application form. Scan and store the following documents as separate files as they will need to be uploaded as required during the 'Online Application' process.

MANDATORY DOCUMENTS:

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2. Copy of the Permanent Residence Certificate (PRC) issued by the competent authority of any North East State, if applying for the B.Tech. Programmes or M.Sc. Programme in Molecular Biology and Biotechnology under the North East quota.
3. Copy of the valid GATE score card, if applying for direct admission to any M.Tech. Programme.
4. Copy of the relevant certificate issued by the competent authority, if seeking admission under any reserved category as mentioned.
5. Copy of the Sponsorship/No Objection Certificate issued by the employer, if the candidate is employed.
6. Relevant certificate as evidence of representing State or Country in sports, if any (**Not applicable for B. Tech, M. Tech and Ph.D programmes**)
7. Passport size photo (PNG/JPEG/JPG) (height : 250 | Width : 200 Pixels) (100 KB)
8. Scanned Signature (PNG/JPEG/JPG) (height : 150 | Width : 200 Pixels) (100 KB)

Please ensure that the above scanned documents are self attested, legible and readable. Applications submitted with illegible documents are liable to be rejected.