DEVI AHLYA VISHWAVIDYALAYA, INDORE
INSTRCUTION FOR ONLINE APPLICATION FORM FILLING
GENERAL ADMISSION 2016
(For Applicants)

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The Online Application form filling for General Admission 2016 in NON-CET Courses of Devi Ahilya Vishwavidyalaya is divided into two major steps

1) Registration of the Applicant

   Steps to be followed by the Applicant for registration

   Step 1: Logon to MPOnline Official Portal www.mponline.gov.in
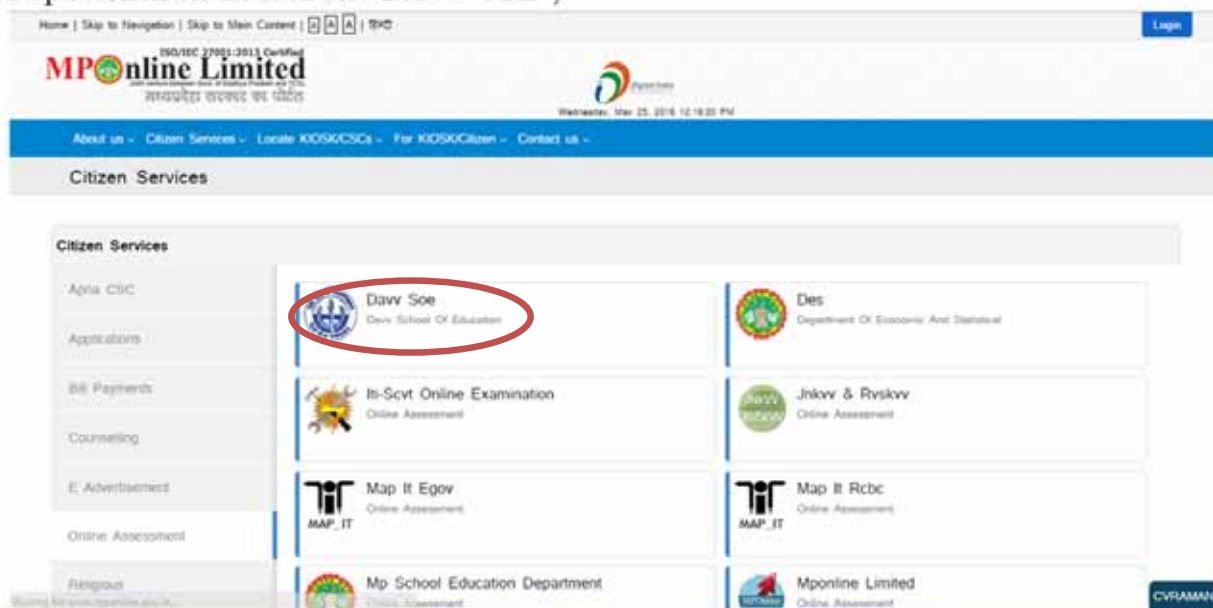

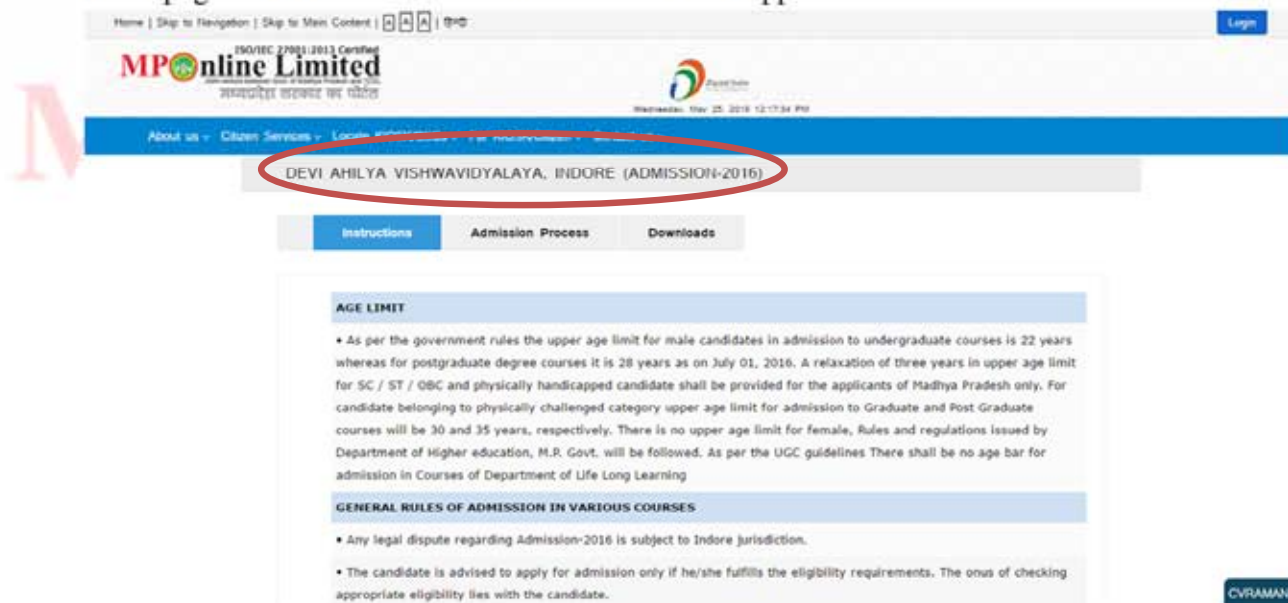Step 2: Go on to "Citizen Services" and click on "Online Assessment"

Step 3: Click on the Icon for "DAVV SOE",

Home page for DAVV General Admission 2016 will appear

AGE LIMIT

• As per the government rules the upper age limit for male candidates in admission to undergraduate courses is 22 years whereas for postgraduate degree courses it is 28 years as on July 01, 2016. A relaxation of three years in upper age limit for SC / ST / OBC and physically handicapped candidate shall be provided for the applicants of Madhya Pradesh only. For candidate belonging to physically challenged category upper age limit for admission to Graduate and Post Graduate courses will be 30 and 35 years, respectively. There is no upper age limit for female, Rules and regulations issued by Department of Higher education, M.P. Govt. will be followed. As per the UGC guidelines There shall be no age bar for admission in Courses of Department of Life Long Learning

GENERAL RULES OF ADMISSION IN VARIOUS COURSES

• Any legal dispute regarding Admission-2016 is subject to Indore jurisdiction.

• The candidate is advised to apply for admission only if he/she fulfills the eligibility requirements. The onus of checking appropriate eligibility lies with the candidate.

Step 4: Kindly go through the Instructions for General Admission 2016 for NON-CET Courses of DAVV, Indore and then Click on "Admission Process"

The Applicant will then see a link for "Registration" with start date & End date mentioned against the name. Please do click on "Click Here" to proceed further with registration.

Step 5: For the Applicant Registering for the first time kindly click on "Click Here" mentioned under the head of "For New Registration". For Registered Applicant kindly Log in using the "Registration No." and "Date of Birth" for Applying for various Courses & Schools of DAVV

Step 6: For the Applicant Registering for the First time Kindly fill on the details as asked on the form and upload recent colored photograph and signature in the required format.

Format in which the Photograph and signature is to be uploaded is as shown

MPOnline Ltd.

Photo

Sign

Note: Please take the Printout of this Page, Stick your **Photograph** (in MIDDLE box) and **Signature** (in LOWER box) and scan it and save as **.jpg** format .

Print

Click on "Save & Next Button" to submit the details on the application form.

Step7: Registration Form will appear Containing the system generated "Registration No" .kindly note it down for future reference starting with "R16........." as shown.

Kindly enter the Educational Qualification i.e. 10th & 12th (The applicant whose 12th Result is AWAITED kindly click on "Yes" in the second column).

Now, The Applicant needs to select the department/School/Institute mentioned under the head of "Application Apply for" then select "Course/Program", Select "Eligibility Qualification" and fill in the details of the Qualification required and click "Add your Qualification Details"

As soon as the above is complete the details of the Qualification added will be displayed at the bottom of the page as shown below:

If an Applicant is willing to apply for multiple courses in a single School, The applicant again needs to select the Courses/Program the applicant is willing to apply in and enter the Eligibility /Qualification Details and Then Click on "Add your Qualification details.

Note: An Applicant needs to pay the fee only when applying for different department/applying for a department, The applicant applying for the courses/program for only one school but multiple courses needs to pay the fee once for the multiple application for courses of a single school.

The Applicant then needs to click on "Click here for Submit and Preview Details" to submit the application for the School and the applied course for the application and make payment as shown.

To make payment applicant needs to click on "Proceed Payment". The payment can be made by using Paytm wallet, Net banking and Using Debit and Credit Card, and by cash through any of the nearby MPOnline KIOSK centre.

The applicant also has an option of going back and applying for any of the new school/new course the applicant is eligible and willing to take admission in by clicking on the link for "**Click here to apply for new department/course**" and can make payment or generate duplicate receipt for any unpaid application of any department pending by clicking on "**Go for other department payment/Duplicate Receipt**". These links are available at the bottom of the above page.

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After making payment the Registration Form will be available for print having "Registration No." and "Application No." and the transaction details mentioned on it with QR Code as shown.