



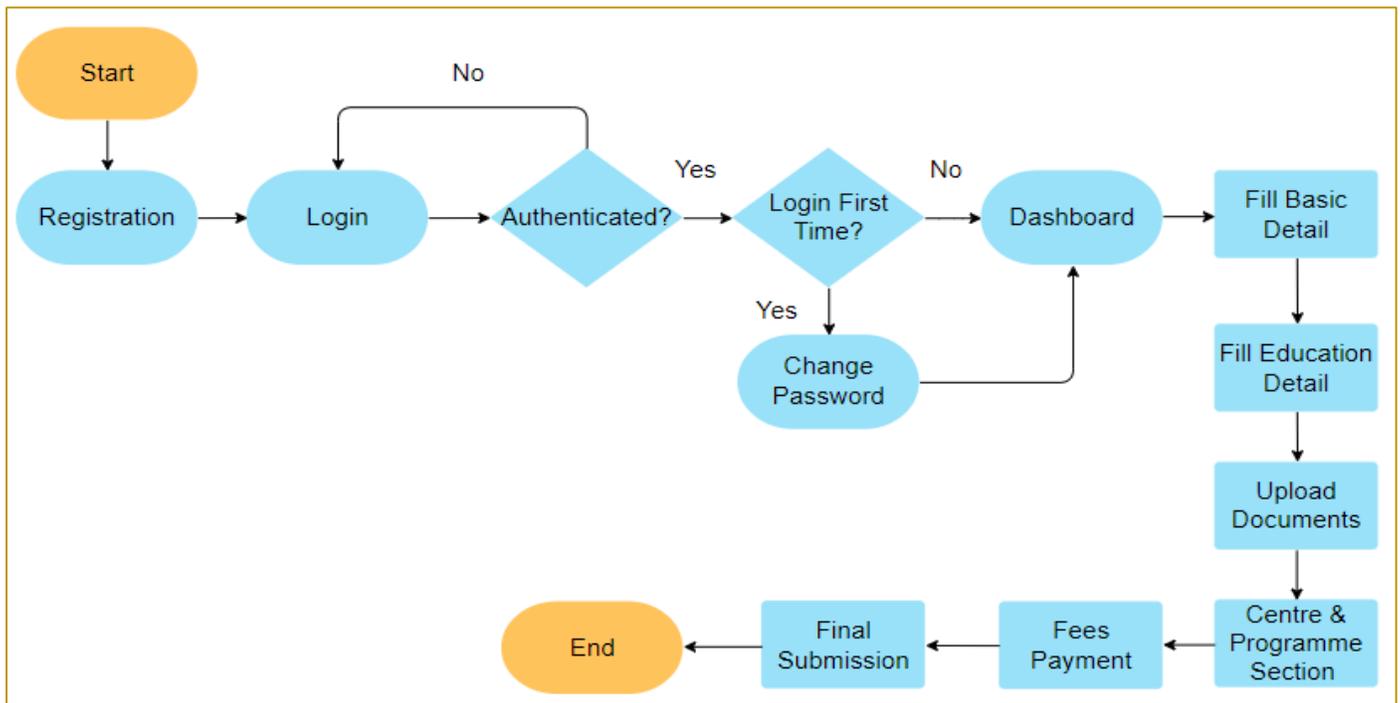
ਜਗਤ ਗੁਰੂ ਨਾਨਕ ਦੇਵ
ਪੰਜਾਬ ਸਟੇਟ ਓਪਨ ਯੂਨੀਵਰਸਿਟੀ
ਪਟਿਆਲਾ

JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY, PATIALA

A State University Established by Govt. of Punjab vide Act No. 19
Of 2019 and Approved Under section 2(f) of UGC

User Manual
Admission for January - 2022 Cycle
Government Colleges of Punjab

Methodology (Admission Process)



Registration cum Admission Steps

(Total Steps - 10)

Step 1 - First of all, User will have to enter the following details for getting the login credentials as explained below. User need to select the program i.e. **Government Colleges of Punjab** through the first option (Registration for).



REGISTRATION FOR ADMISSION (APPLY NOW FOR SESSION JANUARY - 2022)

Registration For *

Name (as per 10th Certificate / Marksheet)*

Email Id*

Confirm Email Id*

Mobile No*

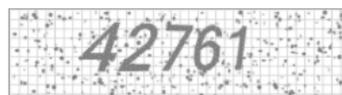
Confirm Mobile No*

Sex*

Nationality*

I have read all the informations and necessary terms & conditions.*

Captcha:



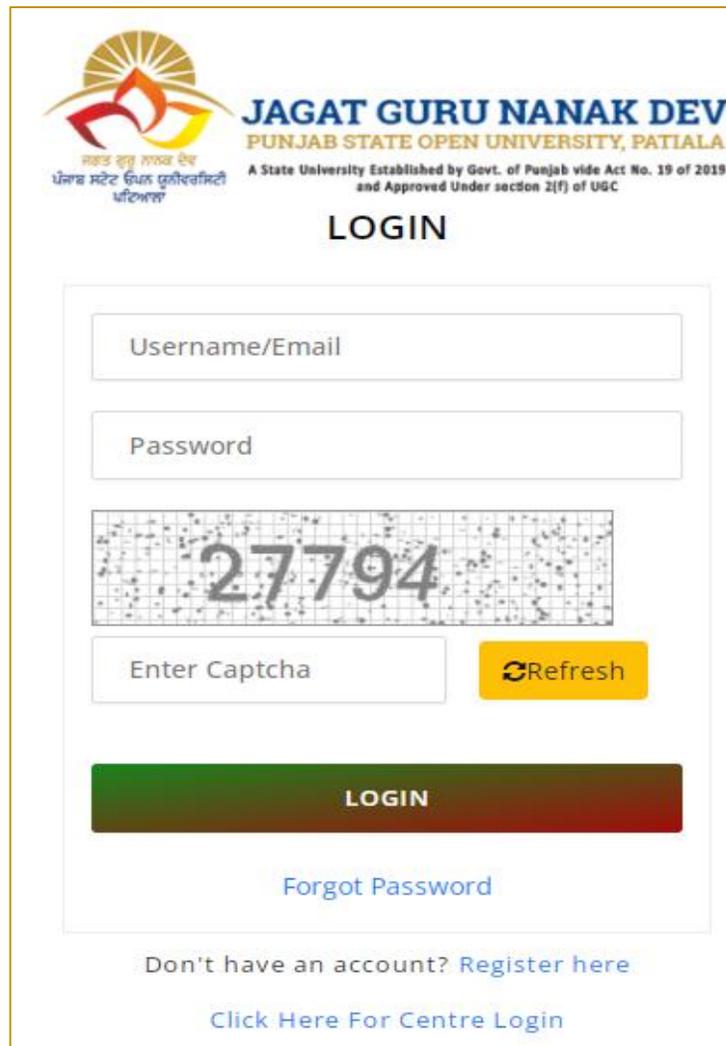
Refresh

REGISTER

Already Registered? [Sign In](#)

Activate Windows
Go to Settings to activate V

Step 2 - After getting the login credentials through email, user will go for the login through following window. When you login for the first time, user will have to compulsory **change the password**.



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LOGIN

Username/Email

Password

27794

Enter Captcha 

LOGIN

[Forgot Password](#)

Don't have an account? [Register here](#)

[Click Here For Centre Login](#)

Step 3 - After successful login, user will be redirected to their respective dashboard which is shown below. Dashboard consists of various steps (Profile, Education Detail, Document Upload, Program selection & Payment, Final Submission & Allotment Letter).



[Home](#) [Change Password](#) [Logout](#)

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 Robin Singh ▼



Profile (Step 1)



Education Detail (Step 2)



Document Upload (Step 3)



Program selection & Payment (Step 4)



Final Submission & Allotment Letter (Step 5)

Activate Windows
Go to Settings to activate Windows.

* Next step is Unavailable after your current step is successfully submitted

Step 4 - In Profile, user will have to fill the following details as shown in below diagram.

[Home](#) [Change Password](#) [Logout](#)



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Basic Details Home

Name (as per 10th certificate / Marksheet) * <input type="text" value="ROBIN SINGH"/>	Date of birth (as per 10th certificate / Marksheet) * <input type="text" value="dd/mm/yyyy"/>	Sex <input type="text" value="Male"/>
Father's Name (as per 10th certificate / Marksheet) * <input type="text" value="FATHER'S NAME"/>	Mother's Name (as per 10th certificate / Marksheet) * <input type="text" value="MOTHER'S NAME"/>	
Place of Birth	Other Country *	City *
Country * <input type="text" value="Other"/>	<input type="text"/>	<input type="text"/>
Contact Information	Mobile (WhatsApp No) *	Email *
Contact Number * <input type="text" value="do not start with 0"/>	<input type="text" value="9888122759"/>	<input type="text" value="robinsingh1275@gmail.com"/>
Alternative Mobile * <input type="text" value="WhatsApp number of the candidate"/>	Alternative Email <input type="text" value="Email of parent"/>	

[Activate Win](#)
[Go to Settings to](#)

Personal Information

Nationality * <input type="text" value="Indian"/>	Religion * <input type="text" value="-Select-"/>	Category <input type="text" value="-Select-"/>
Marital Status * <input type="text" value="-Select-"/>		
Rural/Urban * <input type="text" value="-Select-"/>	Aadhar No * <input type="text" value="Aadhar No"/>	Do you want to take benefit of Post Matric Scholarship * <input type="text" value="-Select-"/>
Are you currently holding any Scholarship? * <input type="text" value="-Select-"/>		
Have you ever been disqualified ? <input type="text" value="-Select-"/>		
Are you studing any other minor/major course form this or any other university ? <input type="text" value="-Select-"/>		
Do you want Printed Study Material ? * <input type="text" value="-Select-"/>		

* NOTE: e-self-study material will be provided free of cost. Student can get printed self-study material at an additional cost of Rs 1000. This cost will be charged later.

Contact Details of the Applicant:

Address for Correspondence

Name *

House No. *

Street / Locality*

City / Village*

Pin Code *

Permanent Address

Same as Correspondence address

Name *

House No. *

Street *

City *

Pin Code *

Total Annual Income of the Household (Gross) Rs.

Save & Next

You can Download Sample Documents for Upload

Affidavit for SC/ST

Single girl child

Affidavit for gap Period

Step 5 - In Education detail, user will have to fill all the education details as shown in below diagram.

[Home](#) [Change Password](#) [Logout](#)

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Educational Qualifications (Academic Record) Home

	Name of the Board / University	Passing Year	Obtained Marks	Maximum Marks	% of marks	Division	Subjects studied
Matriculation (10 th) *	<input type="text" value="pseb"/>	<input type="text" value="2020"/>	<input type="text" value="1145.00"/>	<input type="text" value="1300.00"/>	<input type="text" value="88.07"/>	Distinct ▼	<input type="text" value="10"/>
Higher Secondary / Intermediate(10+2) / Equivalent * <input type="text" value="10+2"/>	<input type="text" value="pseb"/>	<input type="text" value="2021"/>	<input type="text" value="1145.00"/>	<input type="text" value="1300.00"/>	<input type="text" value="88.07"/>	Distinct ▼	<input type="text" value="10+2"/>
Bachelor degree <input type="text"/> <input type="checkbox"/> Result Waiting	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select ▼	<input type="text"/>
*If the candidate is awaiting his result of Bachelor Degree, he must fill the column of 'Obtained Marks' with average of his 1st and 2nd year Marks, 'Maximum Marks' with average of his 1st and 2nd year Maximum Marks. Accordingly, he must enter the value at the "% of Marks"							

Any other	Name of the Board / University	Passing Year	Obtained Marks	Maximum Marks	% of marks	Division	Subjects studied	
<input type="text" value="Name of degree"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select ▼	<input type="text"/>	<input type="text"/>

[Add More](#)

* In case of CGPA, kindly convert it into % and put in relevant columns

[Save & Next](#)
[Home](#)

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↑

Step 6 - In Document Upload, user will have to upload scanned copies of their respective documents as shown in below diagram.

[Home](#) [Change Password](#) [Logout](#)



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Document Upload Home

Upload Photo

Upload Your Passport Size(Max 150KB) Photo:

No file chosen

Upload Signature

Upload Your Signature (Max 150KB):

No file chosen

Upload Documents (self-attested)

Aadhar card *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Identity Proof *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Address Proof *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Date of Birth Proof *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
10 th Certificate *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
10+2 or Equivalent *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Graduation Marksheet	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Graduation Degree	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Post Marksheet	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Post Graduation Degree	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Income Certificate (for EWS /PMS / Minority Scholarship)	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Migration Certificate	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Gap Certificate (If Any)	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>
Residence certificate (only Punjab state)	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>

Save & Next

Previous

* Note:- Result awaited candidates must upload the last year/semester marksheet of particular Degree.

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Step 7 - In Programme & Centre Selection and fees Payment, user can select course type, programme, medium of examination and learning support Centre. After filling these details user will “Save & Make Payment”.

[Home](#) [Change Password](#) [Logout](#)



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Your Payment is Pending

Centre Selection And fees Payment Home

Registration For

Programme *

Medium Of Examination *

Course Type *

Course Fees

Learning Support Centre (LSC) *

Department Name

Payment Gateway * ICICI

Save & Make Payment

Activate Windows
Go to Settings to activate Windows.

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Step 8 - User need to pay fee through the online mode via Net Banking, Debit Card, Credit Card and UPI as shown in below diagram.

eazypay

Merchant : JAGAT GURU NANAK DEV PUNJAB STATE OPEN UNIVERSITY PATIALA
18/01/2022 12:01:377

Payment Mode

- Net Banking
- Debit Card
- Credit Card
- UPI

Transaction ID	220118112338490
Amount	Rs. 6000.00
Convenience Fee	Rs. 0.00
GST	Rs. 0.00
Total Amount	Rs. 6000.00

Mobile No : Email ID :

Payer Name :

**Please provide the mobile number for transaction communication & viewing transaction history.*

ICICI Bank (Retail) Other Bank

Activate Windows
Go to Settings to activate Windows.

Brought to you by ICICI Bank

Step 9 - After fee payment, user can preview and print the application form.

[Print Application](#)



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Application Form

Applicant No : PSOU-STUD-21-03		Name : Hardik Darji	
Programme : ARTIFICIAL INTELLIGENCE AND ITS APPLICATION			
Name of the Learner Support Centre (LSC) : GOVERNMENT RAJINDRA COLLEGE, BATHINDA			


Signature

Personal Details

Name : Hardik Darji		Date of birth : 13-09-1993	Marital Status : SINGLE
State : GUJARAT	City : AHMEDABAD	Father's Name : TEST	Mother's Name : TEST

Contact No. :

Telephone : 9889989898	Mobile : 816088346	Email : infhddev@infibnet.ac.in
Alternate Mob. No. : 8181818181	Alternate Email : TEST@TEST.COM	

Nationality : INDIAN	Religion : HINDU	Gender : MALE
Rural Or Urban ? : RURAL	Total Annual Income of the Household (Gross) Rs. : 800000	
Category : OBC/BC View	Alloted Category (EWS/Others) : OTHERS	

Step 10 - View Provisional Admission letter & Final Submission.



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Provisional Admission Letter

Applicant No : PSOU-STUD-21-03	Name : Hardik Darji	
S/D/o : TEST	Category Applied : OBC/BC	Category Alloted : OTHERS
Address : RR,SD,SD,MAHARASHTRA-121313		
Programme : ARTIFICIAL INTELLIGENCE AND ITS APPLICATION		

Jagat Guru Nanak Dev Punjab State Open University is pleased to inform you that based upon choices opted in the online admission portal '[2020-21]', you have been provisionally allotted the seat as per the details given below

Name of the Learner Support Centre (LSC) : GOVERNMENT RAJINDRA COLLEGE, BATHINDA

Note 1: Confirmation of admission is strictly subject to fulfilling eligibility conditions and verification of certificates.

Note 2: University reserves the right to cancel the admission of the student if certificates/documents uploaded are found to be bogus, forged and tempered with.

Note 3: Learner is requested to check the University website and given email account regularly for latest updates.

Note 4: Your declaration during the online admission process is reproduced below I declare that the information filled by me is correct and I have read all the instructions of JGND PSOU carefully and follow by them. I shall abide by the rules and regulations of JGND PSOU for the admission process.

(Jagat Guru Nanak Dev PSOU)

Date : 8/10/2021

Note: This is computer generated letter and does not require signature of issuing authority

I agree * Once you submit the data then you will not Edit the Application Data. put a note there e-self learning material (soft copy) will be provided for free and printed self learning material (Hard Copy) will provided at additional cost of Rs 1000 at Later Stage.

Submit

Edit

View Allotment Letter

Application Preview

Thanks