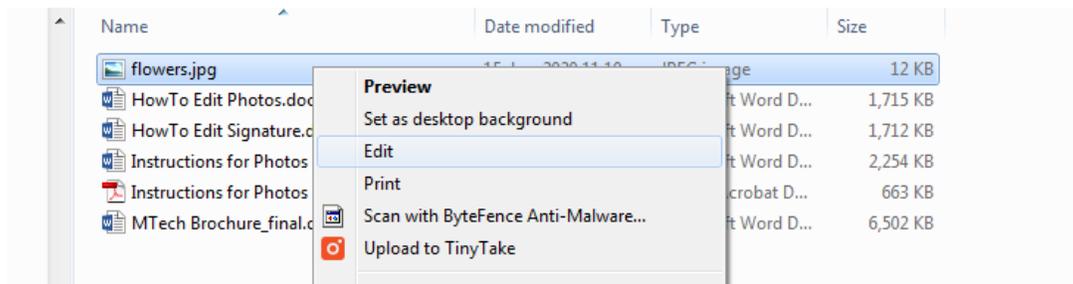


Guidelines on

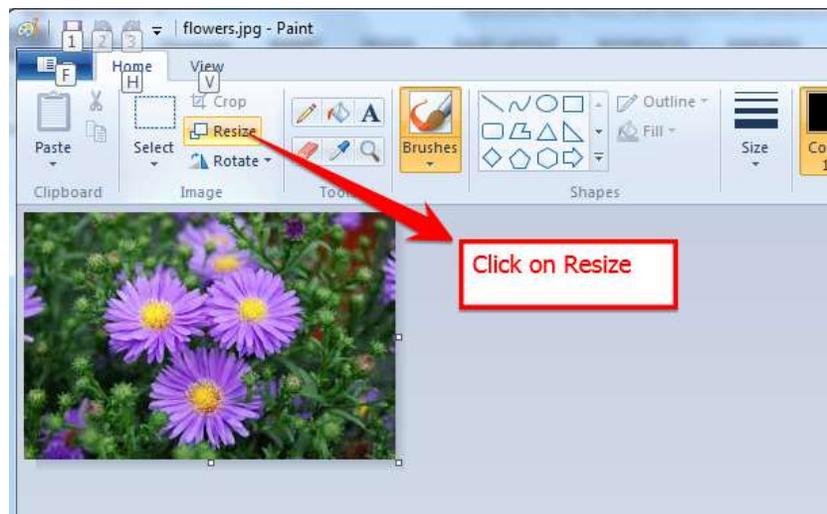
- [How to edit photos to suit the required size / resolution for uploading in the application](#)
- [Uploading Documents](#)

How to edit photos to suit the required size / resolution for uploading in the application

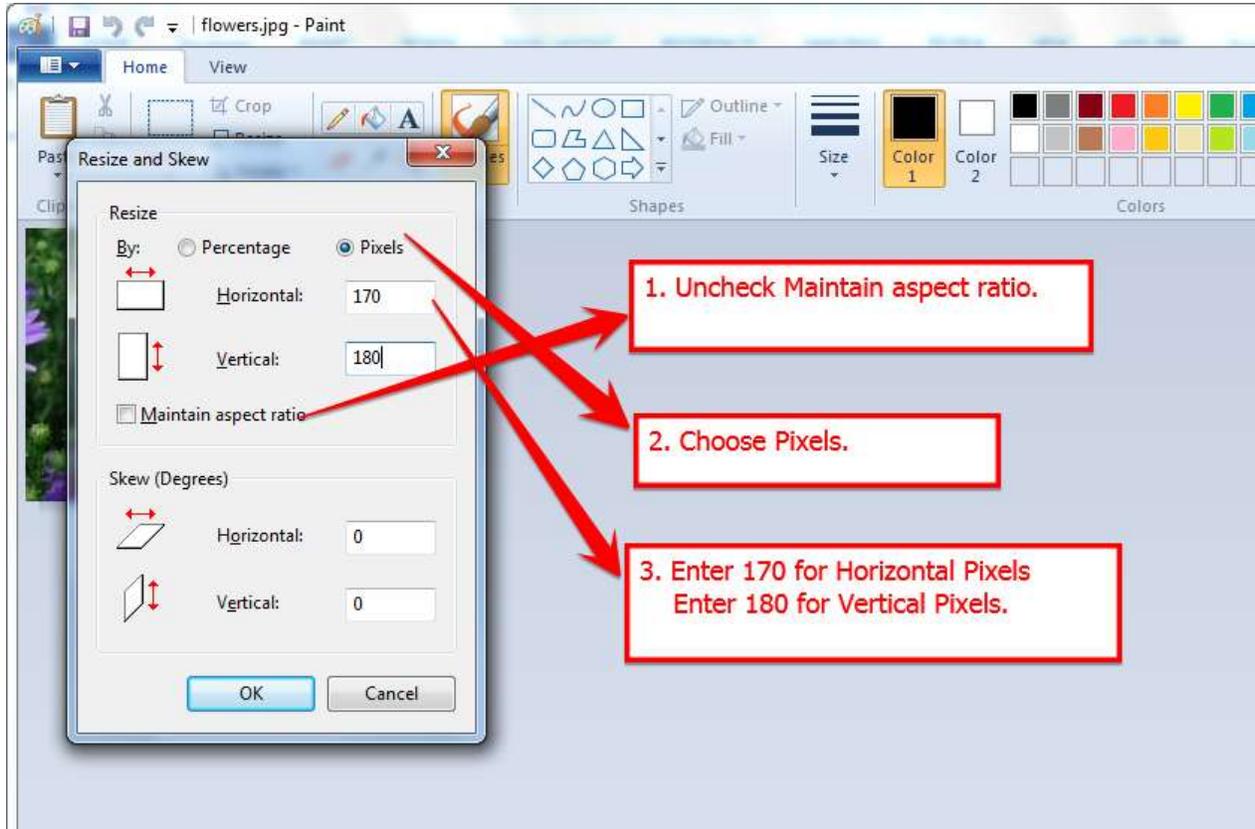
1. First, open File Explorer and right-click on the picture you wish to edit.



2. Click on Resize.



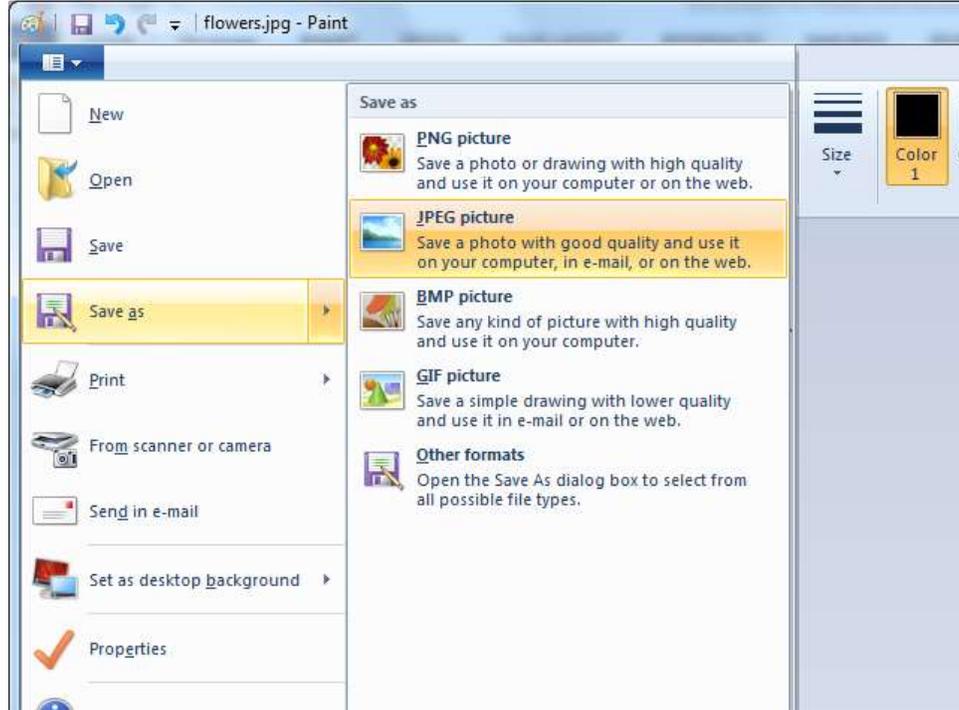
3. Enter the resolution, width=170px,height=180px . (You may use the resolution, width=170px,height=70px for the Signature).



4. Choose OK.



5. Choose Save as JPEG picture. Choose the file name and save. Check the size of the photo.



Candidates are required to scan all the applicable documents into a single pdf file (size not more than 3MB) in the order given below (First 3 are compulsory).

Documents to be uploaded

- i. Copies of the mark lists & Degree certificate of the qualifying examination

OR

Course completion certificate from the head of the institution last studied and copies of all mark lists up to the pre-final semester/ pre-final year for those who have appeared in the qualifying examination and are awaiting results.

- ii. Copy of proof of date of birth.

- iii. Copy of nativity certificate

- iv. Copy of the GATE score card (if applicable).

- v. Copy of community certificate from a competent authority not below the rank of a tahsildar.

OR

Copy of community and non creamy layer certificate i from a competent authority not below the rank of a tahsildar. (in the case of SEBC candidates)

vi. Copy of sponsorship certificate and experience certificate (in the case of sponsored candidates.)

(Any standard tool can be used to combine the individual certificates into a single document).