MTECH APPLICATION SUBMISSION PROCESS

Applicant id and Password

Name, email and password

Applicant id

Registration

Login

Home Page

[Proceed to Application]

Add Personal Information -- > SAVE

Add Educational Qualification -- > SAVE

Add Other Details -- > SAVE

Upload Documents -- > SAVE

Log out and login again

Session Time out Error

Select Check box and Click "Final View and Submit"

[Applicants are advised to Verify the data in detail before submission, Application once submitted cannot be edited.]

View Application

[Confirm All data entered]

Confirm Submission

Select check box and Click "Payment"

Payment Gateway

Failed/Aborted

Failed/Aborted

Success

Make Payment Again

Home Page

Status updated as

"**Application Submission Completed Successfully, Payment Completed**"

Payment Confirmation mail
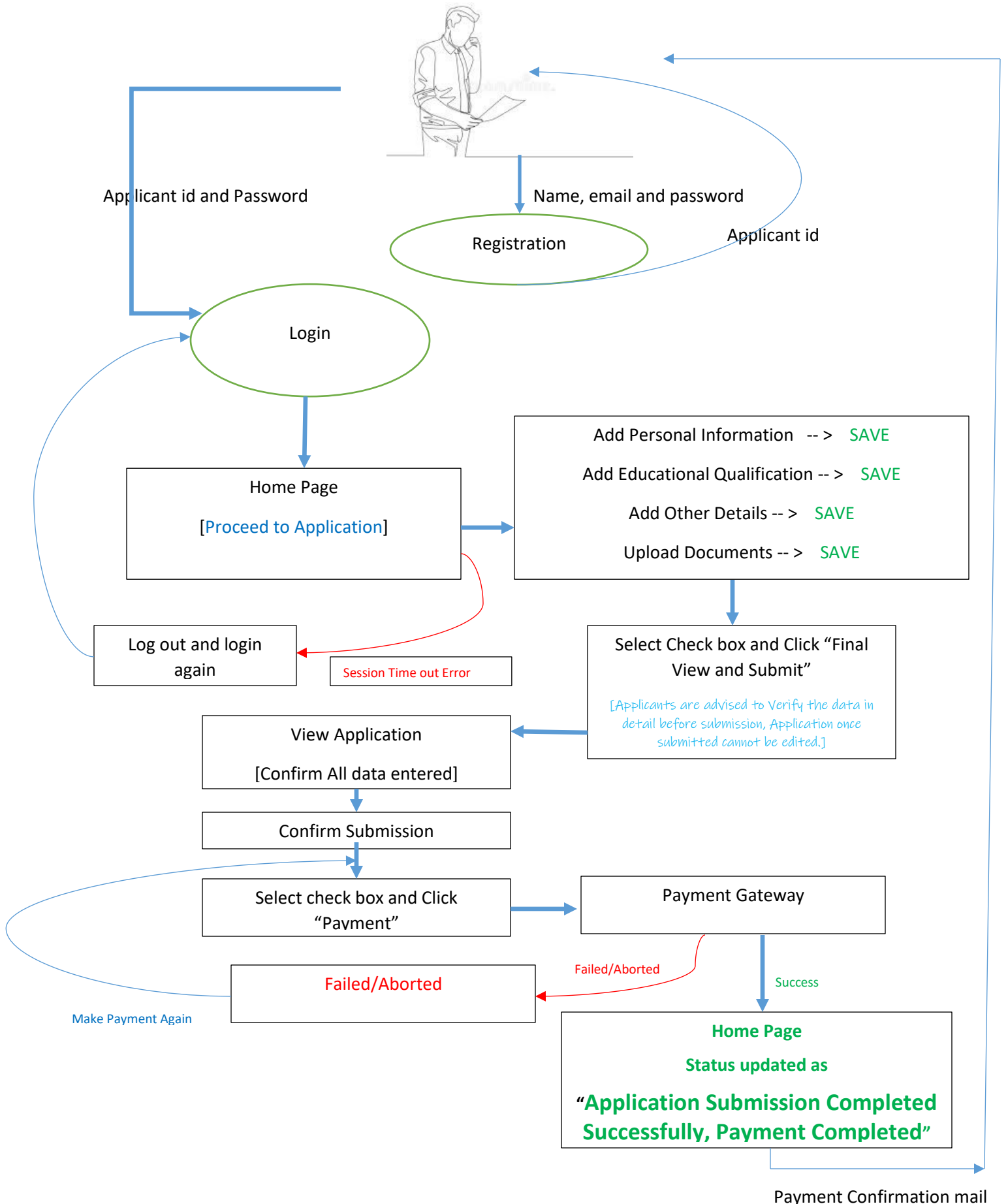
Steps for Online Registration:

STEP 1: Registration Process.

STEP 2: Submission of Applicant's Details [Personal Information, Educational Qualifications, Other Details, Photo, Signature and Documents upload]

STEP 3: Payment of application fee online.

The application shall be treated as complete only if all the three mandatory Steps (Step1, Step2 and Step3) are completed successfully.

In case candidate is not able to submit fee by closing date and time, or the application is otherwise incomplete, his/her candidature will summarily be rejected.

Applicant can view the Application details from the View/Print Application menu option available on the home page.

Applicant is required to make sure that 'Application Status' on application form is **"Application Submission Completed Successfully, Payment Completed"** otherwise application will be treated as incomplete and summarily rejected.