

After clicking on the link provided in the website related to admission, you will be presented with the following screen



After successful creation you will be presented with this following message box and a SMS as well as e-mail will



----- Sample Email-----

From: **Government College Of Art and Craft,Calcutta** <gac@applythru.net.co.in>  
Date: Tue, May 9, 2017 at 7:26 PM  
Subject: Account Info of Online Govt. College of Art and Craft  
To: hari123@gmail.com

This is an autogenerated email.

Your Account with Online Govt. College of Art and Craft has been successfully created.

Your Account Info as follows.

**Login Name** : 9837740891

**Password** : Hari@1234

Use this login details for further communication.

Regards

-----  
Disclaimer : The name & number shown above , in case having any semblance with anybody living/dead is purely coincidental

Choose the course you want to apply for ( in the event of being presented with the two options)



After clicking on the desired course , you will be presented with the screen below. The date ranges are fictitious and for your understanding of the screen only. Please refer to the actual dates , when presented with the screen real time.



There are four TABS , namely Personal Details , Upload & Submit, Preview Application & Payment Details for completion of the application process.

Please have a look into the first TAB

**GOVERNMENT COLLEGE OF ART & CRAFT, CALCUTTA**  
**ADMISSION TEST FORM: B.F.A FOUNDATION COURSE (SESSION 2017-18)**  
**Applicant's Name : HARIPADA MONDAL**

Personal Details    Applicant's Details    Previous Applications    Applicant's Profile

**Personal Details**

Information once entered in the Name of the Candidate field cannot be changed after saving.

1. Profile applied for: B.F.A FOUNDATION COURSE (SESSION 2017-18)

2. Name of the Candidate: HARIPADA MONDAL  
(All Alphabets in Block Letters; Leave Space after First Name, Middle Name, Last Name)

3a. Father's/Guardian's Name: ASHUTOSH MONDAL  
(Father's Name OR Guardian's Name)

3b. Father's/Guardian's Contact No.:  
Enter 10 digit numbers, Please do not leave +91 or 02

3c. Occupation of Father/Guardian:

4. Nationality: Select Nationality

5. Gender: Select

6. Religion: Select Religion

7. Caste: Select Caste

8. Whether Physically Challenged?: Select PWD

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Enter 10 digit numbers, Please do not leave +91 or 02

3c. Occupation of Father/Guardian:

4. Nationality: Select Nationality

5. Gender: Select

6. Religion: Select Religion

7. Caste: Select Caste

8. Whether Physically Challenged?: Select PWD

9. Gender: Male

10. Religion: HINDUISM

11. Caste: SCHEDULED CASTE

12. Whether Physically Challenged?: Select PWD

13. Sexuality: No

14. Date of Birth: 1994

Age as on 01-07-2017: 22

15. Address (Current):  
Station: State: District: Pincode: 1

16. Address (Permanent):  
Station: State: District: Pincode: 1

17. Email ID (personal email address is better as default):

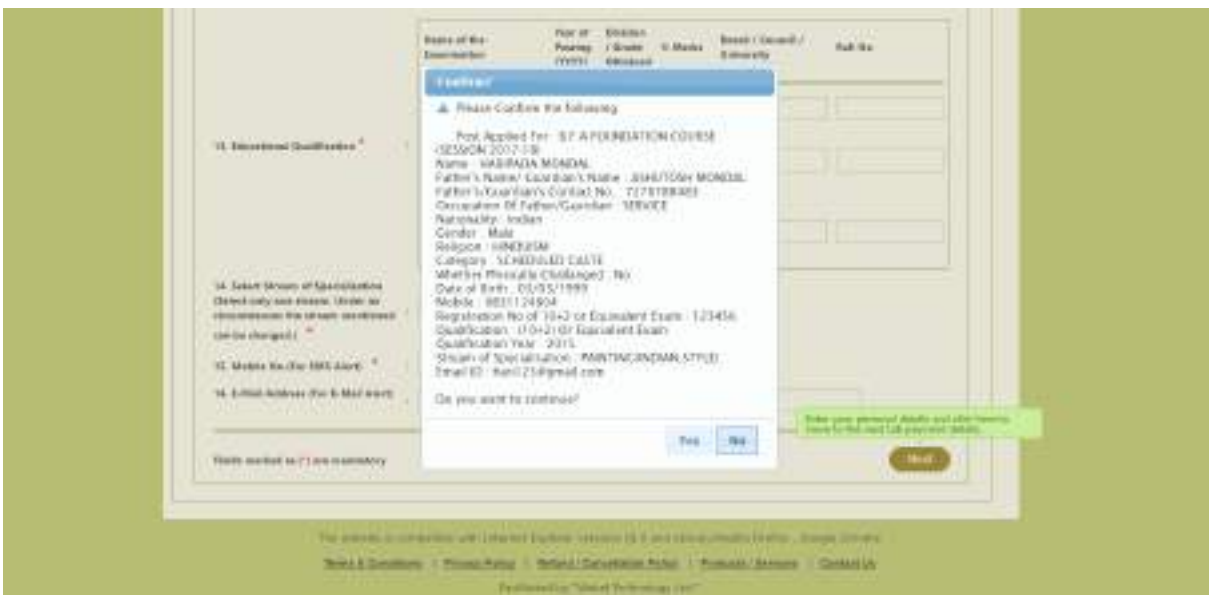
18. Address:  
Pincode: 1

19. Mobile No.:



Please note that the sl.no. 15 cannot be edited , it flows from the registration screen.

Once you click on the next button , you will be presented with message box , seeking your confirmation. In case of any editing required , please click on the “No” button and do the needful. If “Yes” is selected it will take you to the next tab



The next TAB is the Upload TAB

**APPLICANTS & FORMS - UNIVERSITY OF CALICUT**

Previous Section    **Uploads & Certificates**    Personal Information    Registration Details

**Upload Photo, Signature and Certificates**

<b>20. Upload Photo *</b> Size between 10KB to 100KB (Dimension: 104 W X 111 H) (3.5 cm Height x 2.5 cm Width)	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>21. Upload Admit Card / Registration Certificate</b> From Recognized Board/Council For Agra Road *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>22. Upload Mark Sheet *</b> Size between 100KB to 1000KB (Dimension: 1434 W X 2339 H) (36.7 cm Height x 21 cm Width) at 200dpi	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>23. Upload PWD Certificate *</b> Size between 100KB to 1000KB (Dimension: 1434 W X 2339 H) (36.7 cm Height x 21 cm Width) at 200dpi <i>(Applicable only for the candidates who have selected the PWD field as 'YES' in the first page of the application form.)</i>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>

<b>22. Upload Mark Sheet *</b> Size between 100KB to 1000KB (Dimension: 1434 W X 2339 H) (36.7 cm Height x 21 cm Width) at 200dpi	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>23. Upload PWD Certificate *</b> Size between 100KB to 1000KB (Dimension: 1434 W X 2339 H) (36.7 cm Height x 21 cm Width) at 200dpi <i>(Applicable only for the candidates who have selected the PWD field as 'YES' in the first page of the application form.)</i>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>24. Upload Category Certificate *</b> Size between 100KB to 1000KB (Dimension: 1434 W X 2339 H) (36.7 cm Height x 21 cm Width) at 200dpi <i>(Applicable only for the candidates other than Unreserved Category)</i>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>25. Upload Candidate's Full Signature *</b> Size between 10 KB to 100KB (Dimension: 100 W X 60 H) (3 cm Width X 1.5 cm Height)	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	<input type="text"/>
<b>26. Place *</b> (P/F)	<input type="text"/>		
<b>27. Declaration:</b> <input type="checkbox"/> I solemnly declare that: (a) All statements and particulars above are true and correct to the best of my knowledge. (b) I have not submitted any other application through this online system. (c) In case any of the documents is subsequently detected false or fake, my candidature may be cancelled by college authority in any time.			
Fields marked as (*) are mandatory		<input type="button" value="Next"/>	
<b>Please Preview Your Application Carefully before Submitting.</b> <i>Applications Once Submitted will not be available for any modification.</i>			

The next tab will display all information entered from your end.

**ADMISSION TEST FORM: B.F.A FOUNDATION COURSE (SESSION 2017-18)**  
**Applicant's Name : HARIPADA MONDAL**






**Preview Application**

Personal and Qualification Details		
Post Applied For	B.F.A FOUNDATION COURSE (SESSION 2017-18)	
Name	HARIPADA MONDAL	
Father's Name/Qualifiers Name	HARIPADA MONDAL	
Father's/Qualifiers Contact No.	977039481	
Occupation of Father/Qualifiers	TEACHER	
Nationality	Indian	
Gender	Male	
Religion	HINDUISM	
State	WEST BENGAL	
Wishes to Study Abroad?	No	
Married	No	
Date of Birth (DD/MM/YYYY)	25/03/1999	
Home Address	Address	12 BANGORAHY BLDG ROAD
	P.O.	SARWATI STREET
	Post Office	SAKTI STREET
	Pincode	700016
Address Hereafter	Address	12 BANGORAHY BLDG ROAD
	P.O.	SARWATI STREET
	Post Office	SAKTI STREET
	Pincode	700016

Age Proof	
Marksheet	
Category Certificate	
AYD Certificate	
Signature Candidate	
Name	KOLKATA
Declaration	Accepted

**Print**

After verifying all the entries in the Preview Tab , you will be required to move on to the “Payment Details” page for completion of the submission procedure.



Once you click on “Yes” button you will be taken to the Billedesk online payment option screen. Please note in case of UBI challan payment , you will be provided with a challan copy , which you need to take to any UBI branch **after 48 banking hours.**

- Credit Card
- Debit Card
- Debit Card + ATM PIN
- Internet Banking

**Pay by Credit Card**

**Card Number**

**Expiration Date**      **CVV/CVC**

Month      Year     

**Card Holder Name**

**Make Payment**

Cancel

**Merchant Name:**  
Govt. College of Art & Craft

**Payment Amount: ₹ 350.00**

If your online payment is a success , you will be presented with the following screens.



Please click on the “Click Here” note and you will be presented with your submitted application form. You will also get SMS & e-mail in the number & e-mail provided from your end. Delivery of the same is entirely depended on the correctness of the details provided by you & service providers(sms & e-mail)



Kindly note , if your payment is a failure at our end , you need to pay once more. In this regard, kindly two following things

- Your failed transaction will be rolled back by your banker in due course of time
- We do not accept multiple payment, hence be rest assured, if any duplicate payment is there, it is returned from our end.