



Aliah University  
আলিয়া বিশ্ববিদ্যালয়  
جامعة عالية

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STUDENT  
ADMISSION PORTAL  
USER MANUAL

HELP LINE: 7044606457

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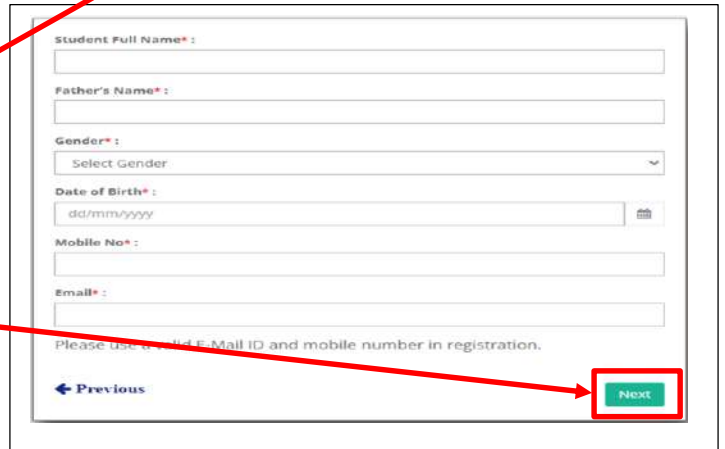
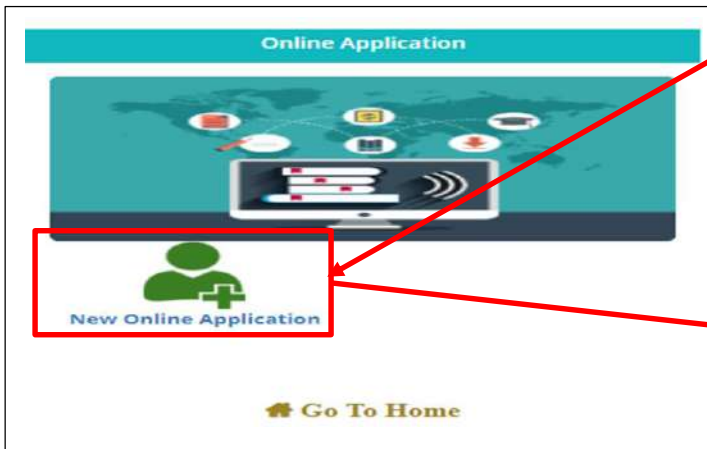
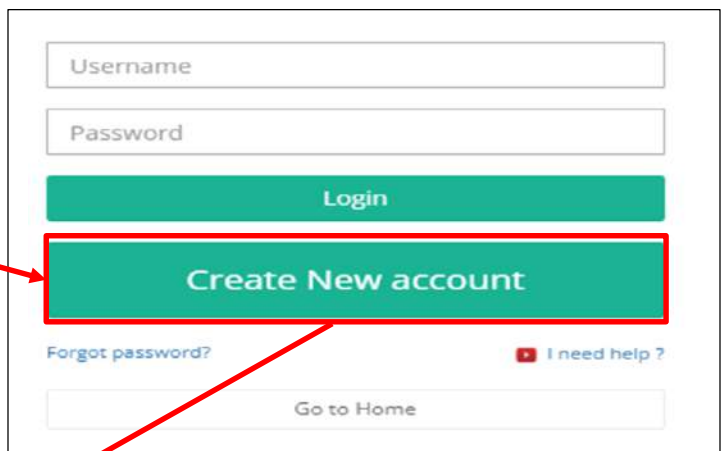
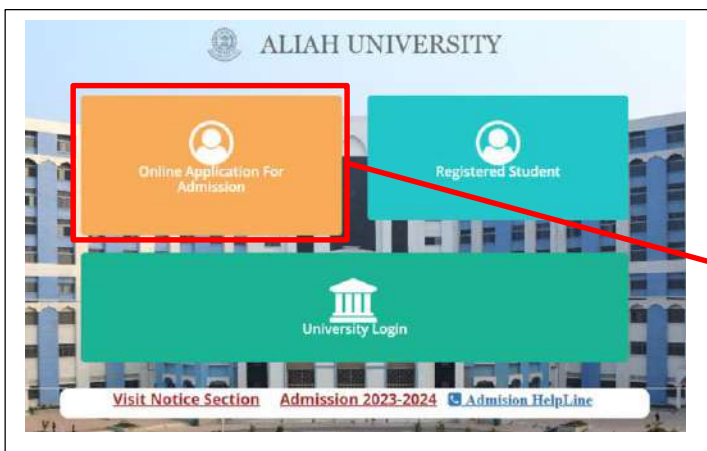
**Webel Technology Limited**  
ওয়েবেল টেকনোলজি লিমিটেড  
BP - 5, BP Block, Sector V, BIDHAN NAGAR, KOLKATA,  
WEST BENGAL 700091



## STEP BY STEP STUDENT ADMISSION PROCESS

Go to <https://aums.aliah.ac.in> > Click on **Online Application for Admission** > Click on **Create New Account** button > Click on **New Online Application** > Fill Up the form and Click on the **Next** Button > Click on **Login** Button with your **User Name & Password**> To select 'Apply For New Program' option, click on Menu Button > Fill up the form > click on "Click Here to Complete Your Application"> Fill Up and apply for "Eligibility Status" / "Basic Details" / "Qualification" / "Upload Document" / "Preview Form" / "Payment Details".

- ✓ Go to <https://aums.aliah.ac.in>
- ✓ Click on **Online Application For Admission** button
- ✓ Click on **Create New Account** button
- ✓ Click on **New Online Application**
- ✓ Fill up mentioned filled and click on "NEXT" button





- ✓ You will receive an **OTP** on your registered mobile number and Email, so put a valid mobile number and email address.
- ✓ Click on **Verify OTP** button.
- ✓ You can custom by your own **User Name** or you can choose your register **Mobile Number** or **Email** address for login.
- ✓ You will get a popup with your **User Name** and **Password**. Please note down your **Username** and **Password** for future usage.
- ✓ You will directed to the **login** page, put your registered **User Name** and **Password**
- ✓ Click on "**Login**" button.

The screenshots show the following steps:

- OTP Verification:** A form with fields for 'Enter Mobile OTP\*' and 'Enter Email OTP\*'. A 'Verify otp' button is highlighted in red.
- Registration Selection:** A form with 'User Name As:' options: 'Custom' (selected), 'Mobile No', and 'Email'. A 'Submit' button is highlighted in red.
- Confirmation Popup:** A modal window showing 'Username : \*\*\*\*\*' and 'Password : \*\*\*\*\*'. It includes the instruction 'Please note down Username and Password or take a screenshot for future reference' and an 'OK' button.
- Login Page:** A form with 'Username' and 'Password' fields. Red error messages 'username required' and 'password required' are shown. A 'Login' button is highlighted in red.



- ✓ Click on the “**Apply For New Program**” button

Student Admissions

\*\*\*\*\* Log out

Apply For New Program

Copy CSV Excel PDF Print

Search:

Academic Session	Phase	Name	Admission Program	Subject	Faculty	AIN NO	Department	Application Form	Application Status
No data available in table									

Showing 0 to 0 of 0 entries

Previous Next

- ✓ **Caution:** Before applying, please read the Information Brochure (available in the website (<https://www.aliah.ac.in/>)) very carefully to check the eligibility criteria.
  - ✓ Select Degree / Programme / Course / Subject, the Department name / Faculty Name and Admission Session will appear after your selection. You can “**Reset**” or “**Confirm Apply**” button for further process.
- \*\*\* A candidate can apply for maximum of three Programmes / Courses / Subjects

Degree\* :  
Under Graduate  
Select Degree  
Under Graduate  
Post Graduate  
2-Year BEd

Programme\* :  
B. Tech / BCA  
Select Programme  
B. Tech / BCA  
B. Sc.  
B. A.  
B.A / B.Sc.  
5-Year Integrated MBA (BBA-MBA)

Course of Study\* :  
B.Tech / BCA - U21  
Select Course of Study  
B.Tech / BCA - U21  
Lateral entry to the 2nd year of B.Tech programmes in Civil Engineering (CEI) - U22  
Lateral entry to the 2nd year of B.Tech programmes in Electrical Engineering (EEI) - U22  
Lateral entry to the 2nd year of B.Tech programmes in Electronics & Communication Engineering (BCE) - U22  
Lateral entry to the 2nd year of B.Tech programmes in Computer Science Engineering (CSE) - U22  
Lateral entry to the 2nd year of B.Tech programmes in Mechanical Engineering (MEI) - U22

Subject\* :  
B.Tech / BCA  
Select Subject  
B.Tech / BCA

Department Name : Department of Engineering / BCA  
Faculty Name : Faculty of Engineering and Technology  
Admission Session : 2023-2024

Reset Confirm Apply



- ✓ Now you are eligible to fill up the application form, to fill up the form click on **“Click Here to Complete Your Application”** link. You can delete your existing program (If not paid and submitted) by clicking on the **“Delete”** button and can apply for the new program too.
- ✓ Please note a candidate can apply for maximum of three Programmes / Courses / Subjects.

The screenshot shows the 'Student Admissions' interface. At the top right, there is a 'Log out' button and a masked user ID '\*\*\*\*\*'. Below the header, there is a green bar with 'Apply For New Program' button. A table lists application entries. The first entry has the following details:

Academic Session	Phase	Name	Admission Program	Subject	Faculty	AIN NO	Department	Application Form	Application Status
2023-2024	1	AVIJITROYD	B.Tech / BCA	B.Tech / BCA	Faculty of Engineering and Technology		Department of Engineering / BCA	<a href="#">Click Here To Complete Your Application</a>	Application Not Complete

Below the table, there is a 'Delete' button circled in red. Navigation buttons 'Previous', '1', and 'Next' are at the bottom right.

- ✓ You can able to see a synopsis of your selected program.

The screenshot shows the 'Application' synopsis page. At the top right, there is a 'Log out' button and a masked user ID '\*\*\*\*\*'. The page is titled 'Student Admission' and displays the following details:

Name:	Father's Name:	Date of Birth:	Academic Session:	Email:	Mobile:
***	****	****	****	*****	*****

<b>Course of Study</b>	: B.Tech / BCA	<b>University Name</b>	: Aliah University
<b>Subject</b>	: B.Tech / BCA	<b>Academic Session</b>	: 2023-2024
<b>Department Name</b>	: Department of Engineering / BCA	<b>Faculty Name</b>	: Faculty of Engineering and Technology

- ✓ Fill up the **“Eligibility Status”**.

The screenshot shows the '1. Eligibility Status' form. The 'Basic Information' section includes the following fields:

- Category\***: A dropdown menu is open, showing options: General, OBC-A Certificate From West Bengal, OBC-B Certificate From West Bengal, SCHEDULED CASTE Certificate From West Bengal, SCHEDULED TRIBE Certificate From West Bengal, OBC from Other State, SC from Other State, ST from Other State.
- Whether employed to any organization\***: A dropdown menu with 'No' selected.
- Person With Disability\***: A dropdown menu with 'Select' selected.
- Percentage**: A text input field with '0' entered.
- PH Certificate No**: A text input field.
- PH Certificate Valid Upto**: A date input field with 'dd/mm/yyyy' placeholder.



- ✓ Fill up the “Eligibility Status” form properly and click “Next” button.

Last Examination Passed in Year\* :  Result Declared\* :

You can select multiple Exam Center from the bellow list and click add and then provide your preference(e.g only number 1-2) in the below grid.

Exam Center\* :

Select your exam center carefully. Once Application is submitted Exam Center will get freezed for all the application you are applying for.

Exam Center	Choice Order	Action
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Previous

- ✓ You will redirect to the next page (Basic Details)

1. Eligibility Status **2. Basic Details** 3. Qualification 4. Upload Documents 5. Previous Form 6. Payment Details

Profile

Gender\* :  Nationality\* :

Marital Status\* :  Passport No. :

Country Name :  Aadhaar Card No. :

Do You Belong Minority? :  Religion\* :

Other Religion\* :  Mothers Name\* :

Blood Group :  Mother Tongue\* :

Father Profession\* :  Mothers Profession\* :

Guardian Name\* :  Relation With Guardian\* :

BPL or Antyodaya\* :  Annual Income of the family\* :



✓ Fill up the Profile details of the Basic Details section.

1. Eligibility Status    **2. Basic Details**    3. Qualification    4. Upload Documents    5. Previous Form    6. Payment Details

**Profile**

Gender*	1	Male		Nationality*	1	Indian
Marital Status*	1	Married		Passport No.	1	
Country Name	1	Select Country		Aadhaar Card No.	1	784522114453
Do You Belong Minority?	1	No		Mothers Name*	1	SADSA
Religion*	1	OTHEPS		Mothers Profession*	1	dsadasd
Other Religion*	1			Relation With Guardian*	1	dsdsada
Blood Group	1	A+		Annual Income of the family*	1	50000
Mother Tongue*	1	dsdsas				
Father Profession*	1	dsadsad				
Guardian Name*	1	dsdsada				
BPL or Antyodaya *	1	No				

✓ Fill up the Permanent Address details of the Basic Details section properly. If Present Address is same then click on the "Correspondence Address" check box.

**Permanent Address**

Address*	1	PUJA APARTMENT, JHAWTALA ROAD, FLAT-B 1ST FL	City/Locality/Village*	1	TEGHARIA
P.O.*	1	BAGUIATI	Country*	1	India
State*	1	WEST BENGAL	District*	1	North 24 Parganas
PIN Code*	1	700157			

Correspondence Address :  [Click here if permanent address same as present address](#)

**Present Address**

Address*	1	PUJA APARTMENT, JHAWTALA ROAD, FLAT-B 1ST FL	City/Locality/Village*	1	TEGHARIA
P.O.*	1	BAGUIATI	Country*	1	India
State*	1	WEST BENGAL	District*	1	North 24 Parganas
PIN Code*	1	700157			



- ✓ Fill up the complete form and click on “Next”.

Local Contact Person(In case of Emergency)(If any)

Name:  Mobile No:

Address:

Pin / Zip:  Relationship with Applicant:

Sports Proficiency\*  If Yes Then Select Below List Sports Type:

District:   
State:   
National:

To select Multiple sports proficiency use control Key.

Availing any Scholarship\*

Identification Mark(If any)

Distance From The Nearest Railway Station / Bus Stop To The University in K.M.

Previous **Next**

- ✓ Select “Qualification” Details and Upload scanned images of the following documents. Upload Exam wise Mark sheet (combined file of all semesters) of both sides. Allowed Format: pdf. File size must be greater than 40KB and less than 10240 KB. Click on the “Next” Button.

1. Eligibility Status 2. Basic Details 3. Qualification 4. Upload Documents 5. Preview Form 6. Payment Details

Previous Academic Qualification(s) Details

Upload scanned images of the following documents. Upload Exam wise Marksheet(combined file of all semesters) of both sides. Allowed Format: pdf. File size must be greater than 40KB and less than 10240 KB

Exam Qualification	Source of Exam	Board/University/Qualifying Exam Name	Year of Passing	Total Full Marks	Pass Marks	Total Obtained Marks	Merit score	Upload Marksheet	Action
Class 10	Select	Board/University/Qualifying	Year	0	0	0	0		<a href="#">Add Marks Details</a> To add marks and subject details click this button
Class 10 + 2	Select	Board/University/Qualifying	Year	0	0	0	0		<a href="#">Add Marks Details</a> To add marks and subject details click this button
UG (Qualifying exam)	Select	Board/University/Qualifying	2022	0	0	0	0		<a href="#">Add Marks Details</a> To add marks and subject details click this button





- ✓ Upload the documents (Like Photo / Signature / Age Proof Certificate / Photo ID Proof / PWD Certificate).
- ✓ **File Format :**
  - **Photo & Signature:** file type should be in **.jpg | .png | .jpeg | .JPG | .PNG | .JPEG** And Size should be **between 20KB and 1024KB**.
  - **Other Documents (Like Age Proof Certificate / Photo ID Proof / PWD Certificate (If any)):** file type should be in **PDF** format and Size **between 40KB and 10240KB**.

Sl. No.	Document Name	Document	Upload	Preview
1	Photo*	<input type="button" value="Choose File"/> No file chosen [ Size between 20KB and 1024KB ] [ File type .jpg   .png   .jpeg   .JPG   .PNG   .JPEG ]	<input type="button" value="Upload"/>	
2	Signature*	<input type="button" value="Choose File"/> No file chosen [ Size between 10KB and 1024KB ] [ File type .jpg   .png   .jpeg   .JPG   .PNG   .JPEG ]	<input type="button" value="Upload"/>	
3	Age Proof Certificate*	<input type="button" value="Choose File"/> No file chosen [ Size between 40KB and 10240KB ] [ File type .pdf ]	<input type="button" value="Upload"/>	
4	Photo ID proof like Voter card or Aadhar Card or Passport*	<input type="button" value="Choose File"/> No file chosen [ Size between 40KB and 10240KB ] [ File type .pdf ]	<input type="button" value="Upload"/>	
5	PWD Certificate*	<input type="button" value="Choose File"/> No file chosen [ Size between 40KB and 10240KB ] [ File type .pdf ]	<input type="button" value="Upload"/>	



- ✓ Now you can review all your entered information from “**Preview Form**” and if you confirm then click on the “**Next**” Button for further process.

**Previously Admitted to Aliah University**

Whether previously admitted in Aliah University : Yes

**Uploaded Document List**

Documents :

Sl. No.	Document Name	Preview
1	Age Proof Certificate	
2	Photo ID proof like Voter card or Aadhar Card or Passport.	
3	Document Related to Sports	

Declaration: I hereby declare that all the particulars stated in the application are true to the best of my knowledge and belief. If any of these information provided is found false/incorrect, I shall abide by the actions/decisions taken by the University.

Previous **Next**

- ✓ Go to Payment details, check and confirm the payment details by clicking on the “**I Agree**” check box and click “**Pay & Submit**” Button.

1. Eligibility Status 2. Basic Details 3. Qualification 4. Upload Documents 5. Preview Form 6. Payment Details

**Payment Details**

**Payable Amount**

Available	:	400
Total Amount	:	400

I hereby declare that all the particulars stated in the application are true to the best of my knowledge and belief. If any of these information provided is found false/incorrect, I shall abide by the actions/decisions taken by the University.

I Agree.

Previous **Pay & Submit**



- ✓ You will get the following pop-up. Click on the “**Submit**” button.
- ✓ If application once paid and submitted, will not be allowed for any further changes.

Confirm

Please make sure all the information (like basic details, educational details, subject, centre choice etc.) are correct before final submission, once payment is done further changes will not be possible.

Are you sure you want to proceed with the payment and submit the application form ?

Submit Cancel

- ✓ It will redirect you to the following “**Payment Portal**”. Select your appropriate option and pay accordingly.

Payment Methods

- Credit / Debit Cards
- Net Banking
- Wallets

Cards

VISA Mastercard RuPay Debit Club

Card Number

Expiration Date MM/YY CVV/CVC

Card Holder Name

Make Payment for ₹ 400

Merchant name  
ALIAH UNIVERSITY

Order Id  
30C46B0C851D4187A784EE204  
A406D43

Payment Amount  
₹ 400

BillDesk  
Privacy policy | Terms & conditions



- ✓ If your payment transaction will complete successfully, then the following status will appear as **GREEN (Application Complete)**.
- ✓ After successful submission, download and print your application form. You can download your **"Application PDF"** from the following link.
- ✓ In case of applying for more than one Programme, the candidate must pay separately for each Programme.

Academic Session	Phase	Name	Admission Program	Subject	Faculty	AIN NO	Department	Application Form	Application Status
2023-2024	1		M. Tech	Computer Science Engineering	Faculty of Engineering and Technology		Department of Computer Science & Engineering (CSE)	<a href="#">Click Here To Download Your Application PDF</a>	Application Complete
2023-2024	1		B. A.	English	Faculty of Humanities & Social Sciences		Department of English	<a href="#">Click Here To Download Your Application PDF</a>	Application Complete
2023-2024	1		B. Sc.	Physics	Faculty of Basic Science		Department of Physics	<a href="#">Click Here To Download Your Application PDF</a>	Application Complete

