GURU NANAK COLLEGE OF ARTS, SCIENCE AND COMMERCE G.T.B. Nagar, Mumbai - 400 037

Steps in filling Online College Admission Form

Go to - https://enrollonline.co.in/Registration/Apply/GNCM

- 1. Fill the details as required. Create "Username" & "Password" of your choice.
- 2. Click on "Register" You will get a message as "Registered successfully!".

 Username and Password sent on Registered Mobile No. "OK".
- 3. Click on "OK". You will get a Page for "Username and Password"
- 4. Enter Username and Password and Click "Login" and "Accept"
- 5. A new page opens with the following: Apply for "Please Select"
- 6. Click on "Please Select". You will get "Postgraduate"
- 7. Select "Postgraduate" and click "Continue"
- 8. Fill in all the details under various sections: Personal Details, Address, Education, upload Photo & Signature, Course Selection, Last Qualifying exam., Documents, Subject, Payment and Confirm application in the subsequent pages as per the instructions.
- 9. Documents to be uploaded with admission form:-
 - 1) University of Mumbai Online Pre-Admission Form:

Link: mumoa.digitaluniversity.ac (Steps to fill in is displayed separately)

- 2) Grade Cards: Sem-I to VI
- 4) Aadhar Card
- 6) NOC from previous College
- 8) Caste Certificate (if applicable)
- 3) H.S.C. Marksheet
- 5) Eligibility Status Report
- 7) Gap Certificate (if applicable)

Note: Transfer Certificate (only for students of other colleges to be submitted after admission)

- 10. In each section, Click "Save & Next" after filling the required details to proceed to the next section.
- 11. Students must pay the registration fees of Rs.100/- only through the online process. At the last stage, Click "CONFIRM APPLICATION"

(Note: Before clicking confirm application, Click "PREVIEW APPLICATION" to ensure the correctness of entire process and information filled in.)

12. Keep printout of both Application Form and Registration Fees Receipt for your reference.

Note:

The fees shouldbe paid immediately on receiving the confirmation message/mail.

The <u>claim will be lost if the payment is not done by the next day</u> after receiving the confirmation message/mail.

Dr. Pushpinder G. Bhatia Principal