Paperless Admission in Colleges of Punjab

Do's for Students

- Do make sure you double-check all your opted course deadlines. This registration process has certain deadlines. So, don't push it to last minute rush or penalty fee.
- Do download the prospectus/brochure of college and read it carefully. Go through the entire prospectus/brochure of college before you opt/select any college.
- Do use "forgot password link" on Login page to recover your password.
- Do make every entry of your application form is filled correctly.
- Do fill out your own details yourself to avoid crucial mistakes.
- Do fill your particulars correctly as per your School Leaving Certificate or 12th certificate.
- Do upload latest Passport sized photograph. Your photograph should be in .jpg format/extension and should not exceed 20 KB. Photograph should be uploaded in photograph column only.
- Do upload properly scanned signature. Your signature should be in .jpg format/extension and should not exceed 20 KB. Signature should be uploaded in signature column only.
- Do register only once to select your college(s) for multiple courses. Register only once and apply to any number of courses you wish.
- Do lock your options after completion. An email and SMS will be sent to you.
- Do use your 13-digit Student ID, if you are already registered in student portal.
- Do use latest version of internet browsers such as Google Chrome, Mozilla Firefox etc.

- Do take help of Help desk centres. Help desk centres have been set up in the colleges and in the university, contact them for proper and correct advice.

- Do read directions/error message prompted on the screen carefully and respond accordingly. For example, directions usually specify a minimum and maximum number of characters/digits in fields.

Don'ts for Students

- Don't be in rush while filling the form. Rushing through your registration form and other crucial information can cause you to skip key sections and leave typos and misspellings of particulars.

- Don't enter fake information.

- Don't use wrong mobile number and email Id.

- Don't register as a new student, if you have a 13-digit student ID. Already registered Existing students of this system should not register as a new student.

- Do not share your student ID, password and reference ID with anyone.

- Do not share your referral id/code to anyone except college officials.

- Don't let others, like Cyber cafe personnel or stranger to fill your registration form or other details. They can make mistakes in typing particular and other important details etc, which can later create problems in obtaining roll number slip and mark sheets.

- Don't upload casual photograph. Uploading selfies or photos taken using Mobile/ Ipad/ Digicam may not be accepted.

- Don't swap photograph and signature. Signature and photograph should be uploaded in their appropriate columns only as mentioned on the form.

- Don't register more than once with the same name. You can use the same student Id to apply for any number of courses in different colleges affiliated to GNDU, Amritsar.

- Don't use Smartphone. Using a Smartphone to fill your registration form can lead you to miss out some important details required to be filled up.

- Don't use older version of internet browsers. The software may not enable you to fill some crucial details using an older version of browser.

- Don't take help from Cyber cafe personnel or from some stranger. You can use the facility of helpdesk/Computer Centre in a college.

- Don't leave vital information. Missing information may cause your application to be sent back or delayed.