User Manual for Students

1.Go to Admission Portal (https://admissions.highereduhry.ac.in) and click on Student Registration

Student Registration Page

NOTE: 1. The mobile number and Email ID shall be unique for every registration.

2. OTP will be sent on given Mobile no.

Enter OTP	337392
Password (Minimum 8 characters)	•••••••••••

Student can create their own password

Password must contain at least 8 characters, one digit [0-9], one upper case [A-Z], one lower case letter [a-z] and one special character such as [@#&*$!]

Re-Enter Password ••••••••••

Click here for

₹ 100 ← Registration Fee which is non-refundable

Register

Student Login Page

Online ADMISSION PORTAL
Department of Higher Education, Haryana

Home   Search College/Course

Click on Student Login to fill the Application form

👤 Student Login   🏛 College Login

Instructions:
1. **New Users:** Please click on **"New Registration**
2. **Already Registered User :** Please enter User ID
3. **Forgot Password:** Click on **"Forgot Password"**

Enter Registration ID/Mobile No/Email for login

List of Documents to be uploaded online by the applicant:
1. Passport size photograph
   (Only JPG/JPEG/PNG and upto 50 KB file allowed)
2. Applicant signature
   (Only JPG/JPEG/PNG and upto 20 KB file allowed)
3. 10th & 12th Marksheet
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
4. Migration Certificate (In case of other than Haryana Board)
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
5. NSS/NCC 'B'/Bharat Scouts & Guides / Sports Certificate, if applicable
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
6. Bonafide Resident of Haryana Certificate, if applicable
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
7. Reserved Category Certificate, if applicable
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
8. Income Certificate, if applicable
   (Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)
9. Gap Year Undertaking/Affidavit, if applicable

List of required Documents

Student Login

User ID
Registration Id or Mobile Number or Email Add

Password
••••••••

VZQEK

Enter Capcha here

Click here for login

New Registration   Log In

Registration Fee Payment Page

Dashboard   Change Password

Click here to pay Registration Fee

Registration No: 1000 (Muna)   ⏻ Sign Out

Activities

👤Student Dashboard   ✓
₹Registration Fee Payment

Registration Fee Payment

Registration Id	1000
Student Name	Muna
Gender	Male
Father's Name	DS
Mobile No	9988138852
Email Address	muna@gmail.com
Payment Status	**Pending**
Payment Amount	**100/-**

Click here for Payment

💳Proceed for Payment

Payment Page

Once the Registration Fee will be paid, the Application Form option will open.

Application form - Personal Details

Application Form Steps

- 👤 Personal Details
- 🎓 Educational Details
- 🏆 Weightage
- ☁ Document Upload
- 🏫 College/Course Preferences
- 🗎 Review & Final Submit

Basic Info

Name
Romi

Mobile No
8872697444

Email Id
abc@gmail.com

Gender
Male

Father Name
Father

Nationality
India

Domicile of Haryana
Yes

Identity Type

Enter Family Id
9HNX9109

Select Your Name
Romi

Generate OTP

Click here to get OTP

Application Form Steps

- 👤 Personal Details
- 🎓 Educational Details
- 🏆 Weightage
- ☁ Document Upload
- 🏫 College/Course Preferences
- 🗎 Review & Final Submit

Basic Info

OTP Sent to your registered mobile No. ******7444. It is Valid for 10 min   ✕

Name
Romi

Mobile No
8872697444

Email Id
abc@gmail.com

Gender
Male

Father Name
Father

Nationality
India

Domicile of Haryana
Yes

Identity Type
Parivar Pehchan Patra

Enter Family Id
9HNX9109

Select Your Name
Romi

Enter OTP
5407

Verify OTP

Click here to verify the OTP

Note: The details filled at the time of Registration will be pre-filled in the personal details

Other Infomation

Date of Birth
11-04-1983

Mother Name
CHANCHLA DEVI

Marital Status
UnMarried

Religion
Hindu

Reservation Category
General

Caste Category
General

Name of Caste
General

Family Income
700000

Do you fall in BPL Cateogry
No

Blood Group
A+

Are you a Kashmiri Migrant?
No

Do you belong to any minority?
No

Aadhaar Number
XXXXXXXX8838

Address

State
CHANDIGARH

District
CHANDIGARH

Block / Town
Other

Ward / Village
Other

House / Flat No.
25

Locality
Sector-21

Pin Code
123554

Click here to Save the details

Save & Next

Application form - Educational Details

Click here for enter the Educational Details

Application Form Steps

- Personal Details ⊘
- Educational Details
- Weightage
- Document Upload
- College/Course Preferences
- Review & Final Submit

10th or equivalent Qualification Details

Class	Year of Passing	Roll No.
10th or Equivalent	2021	123456

Board/University
Central Board of Secondary Education(CBSE)   Search

Result Mode	Maximum Grade Point	Grade Point Obtained
CGPA	10	8

CGPA (%)	Institute Name & Address.
76	BPS

12th or equivalent Qualification Details

Class	Stream	Year of Passing
12th or Equivalent	Arts	2023

Roll No.	Board/University	
124578	Central Board of Secondary Education(CBSE)	Search

Result Mode	Institute Name & Address.	Result Status
Percentage	BPS	Pass

Have you done 12th or Equivalent from Haryana?	GAP Year
Yes	0

Subject wise Marks (Best of five, wherever applicable)

Subject 1	English	100	80
Subject 2	Physics	100	80
Subject 3	Chemistry	100	90
Subject 4	Biology	100	85
Subject 5	Math	100	90
	Total	500	425

Save & Next

Weightage Page

Click here to enter Weightage

Application Form Steps

- Personal Details ⊘
- Educational Details ⊘
- Weightage
- Document Upload
- College/Course Preferences
- Review & Final Submit

Weightage (Maximum 10 Marks)

1	Recipient of National Talent Award from NCERT	(5 Marks)	Yes ● No
2	NCC Cadets who possess the 'B' Certificate	(5 Marks)	● Yes No
	OR		
	Holders of Bharat Scouts & Guide Certificate awarded by the President of India		Yes No
	OR		
	Holder of Sports Certificate		Yes No
	OR		
	NSS Merit Certificate Holder (Student of 12th Class)		Yes No
3	Does your institute situated in **Rural Area of Haryana** from where you passed the 12th/Equivalent Diploma	(5 Marks)	Yes ● No
4	Students who have passed l0+2 examinations with Commerce (For B.Com only)	(5 Marks)	Yes ● No

Save & Next

Note: The applicant can click on "YES" or "NO", according to the options mentioned in the form. Maximum weightage given to the applicants is 10%.

Application form - Documents Upload

Application Form Steps

- Personal Details ⊘
- Educational Details ⊘
- Weightage ⊘
- **Document Upload**
- College/Course Preferences
- Review & Final Submit

Document Upload

Applicant Photo

WhatsApp Image 2023-06-16 at 12.00.246.png | Browse
(Only JPG/JPEG/PNG and upto 50 KB file allowed)

Applicant Signature

WhatsApp Image 2023-06-16 at 12.00.248.png | Browse
(Only JPG/JPEG/PNG and upto 20 KB file allowed)

Character Certificate

DELJFKDEL.pdf | Browse
(Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)

Domicile Certificate

DELJFKDEL.pdf | Browse
(Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)

Secondary (10th) Certificate

DELJFKDEL.pdf | Browse
(Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)

Sr. Secondary (12th)/Diploma Certificate

DELJFKDEL.pdf | Browse
(Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)

B Certificate

DELJFKDEL.pdf | Browse
(Only JPG/JPEG/PNG/PDF and upto 300 KB file allowed)

Save & Next

> **Click here to upload Documents**

Note: If the applicant has filled any of the categories in the "WEIGHTAGE" tab, then he/she shall have to upload a scanned copy of the original documents, as required.

Application form - College/Course Preference

Application Form Steps

- Personal Details ⊘
- Educational Details ⊘
- Weightage ⊘
- Document Upload ⊘
- **College/Course Preferences**
- Review & Final Submit

> **Click here to select the College & Course**

College & Course Preferences

College District
Ambala

College
GC Naraingarh [Govt] | Bachelor of Arts (Govt)

Subjects Grouping, if any
Economics (CC/DSC), History (CC/DSC), Polit | Add

> **Click on "Add" to make more choices of Colleges & Course combination**

List of Choosen Colleges & Courses

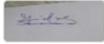| Sr No.	College	Course Name	Course Type	Subject	Preference No.	Reorder	Action
1	GCW Ambala City	Bachelor of Arts	Govt	Economics (CC/DSC), Mathematics (CC/DSC), Hindi (CC/DSC), English (Minor/VOC)	1	⬆⬇	🗑
2	GC Saha	Bachelor of Arts	Govt	English (CC/DSC), Economics (CC/DSC), Geography (CC/DSC), Hindi (Minor/VOC)	2	⬆⬇	🗑
3	GC Naraingarh	Bachelor of Arts	Govt	Economics (CC/DSC), History (CC/DSC), Political Science (CC/DSC), English (Minor/VOC)	3	⬆⬇	🗑

Save & Next

Note: Applicant can use **"Reorder"** option to set the College & Course Preference.

Application form - Review & Final Submit

Application Form Steps

- Personal Details ⊘
- Educational Details ⊘
- Weightage ⊘
- Document Upload ⊘
- College/Course Preferences ⊘

Review & Final Submit

Click here to Review & Final Submit

Personal Details

Name : Romi
Father Name : Father
Gender : Female

Mobile No. : 8872697444
Email Id : abc@gmail.com
Nationality : India

Haryana Domicile : Yes
Identity Type : Parivar Pehchan Patra
Identity No. : 9HNX9109-MGOM2732

Basic Info

Date of Birth : 11/04/1983
Mother Name : CHANCHLA DEVI
Marital Status : UnMarried
Religion : Hindu

Reservation Category : General
Caste Category : General
Name of Caste : General
Family Income : 700000

BPL Cateogry : No
Blood Group : A+
Kashmiri Migrant : No
Belong to any minority : No

Aadhaar Number : 900787118838
State : CHANDIGARH
District : CHANDIGARH
Block / Town :

Ward / Village :
House / Flat No. : 25
Locality : Sector-21
Pin Code : 123554

10th or equivalent Qualification Details

Class : 10th or Equivalent
Year of Passing : 2021
Roll No. : 123456
Board/University : Central Board of Secondary Education(CBSE)

Result Mode : CGPA
Max Marks : 10
Marks Obtained : 8
Marks (%) : 76.0000

Institute Name & Address : BPS

12th or equivalent Qualification Details

Class : 12th or Equivalent
Year of Passing : 2023
Roll No. : 124578
Board/University : Central Board of Secondary Education(CBSE)

Result Mode : Percentage
Stream : Arts
Institute Name & Address : BPS

Result : Pass
GAP Year : 0

Sr.No	Subjects	Max Marks	Marks Obtained
1	English	100	80
2	Physics	100	80
3	Chemistry	100	90
4	Biology	100	85
5	Math	100	90
	Total	500	425

Weightage Detail

1	Recipient of National Talent Award from NCERT	No
2	NCC Cadets who possess the 'B' Certificate **OR** Holders of Bharat Scouts & Guide Certificate awarded by the President of India **OR** Holder of Sports Certificate	Yes

Documents Attached

Sr No.	Document Name	View Documents
1	Character Certificate	Click here
2	Domicile Certificate	Click here
3	Secondary (10th) Certificate	Click here
4	Sr. Secondary (12th)/Diploma Certificate	Click here
5	B Certificate	Click here

Choice of Colleges & Courses Preferences

Sr No.	College	Course Name	Course Type	Subjects	Preference No.
1	GCW Ambala City	Bachelor of Arts	Govt	Economics (CC/DSC), Mathematics (CC/DSC), Hindi (CC/DSC), English (Minor/VOC)	1
2	GC Saha	Bachelor of Arts	Govt	English (CC/DSC), Economics (CC/DSC), Geography (CC/DSC), Hindi (Minor/VOC)	2
3	GC Naraingarh	Bachelor of Arts	Govt	Economics (CC/DSC), History (CC/DSC), Political Science (CC/DSC), English (Minor/VOC)	3

Click on Declaration

Click here to make Final Submission

Declaration

☑ I hereby declare that I have filled up this online application after carefully reading the admission guidelines and fully understanding the provisions/ procedures mentioned therei particulars given by me in this application are true to the best of my knowledge and belief. I agree that my admission may automatically stand cancelled, in case it is found at any point of time in future that false information has been furnished in this application. I shall abide by instructions/guidelines issued by the Directorate of Higher Education Haryana regarding centralized online admission from time to time.

[Final Submit]

Note: No changes can be made after Final Submission of the admission form.

Dashboard	Change Password		Registration No: 1041 (Romi) Sign Out

Activities

🔘 Student Registration	⊘
₹ Registration Fee Payment	⊘
🗐 Application Form	⊘

Current Status

Step 1 - Student Registration	Completed
Step 2 - Registration Fee Payment	Completed
Step 3 - Application Form	Completed

Note: All the uploaded documents shall be verified by the colleges at the time of admission.