

# Application procedure for submission of Online Application Form & Admission 2017-18:-

Step 1	Open the website <a href="http://www.beldacollege.org.in">www.beldacollege.org.in</a>	
Step 2	Read the <b>Admission Notification 2017-18</b>	
Step 3	Scan your Recent Colour Passport Size Photo (within 100 KB), H.S. Mark sheet (within 200 KB), Cast Certificate (within 200 KB) (if applicable) & PH Certificate (within 200 KB) (if applicable).	
Step 4	Click on <b>UG Online Admission 2017-18</b>	
Step 5	Click on <b>Apply Online</b>	
Step 6	Click on <b>Apply in Honours Courses including B.C.A. &amp; B.Voc.</b> or click on <b>Apply in General Courses</b> (for all B.A./B.Sc./B.Com.)	
Step 7	Input correct data in BLOCK LETTER in the respective field	
Step 8	Attach Photo, H.S. Marksheet, Cast Certificate (if applicable) & PH Certificate (if applicable)	
Step 9	After select Hons. Subject with General subject combination, click on <b>Calculate Merit</b> . However, if the candidate after submitting one/two subjects in one application form and download Bank Challan, decides to apply another two/ one more subjects, separate ID will be generated and separate fees will be charged.	
Step 10	Click on <b>Submit Application</b> button	
Step 12	Choose Payment (select any one)	
	<b>Offline Payment</b>	<b>Online Payment</b>
Step 13	Click on <b>Please confirm your details then submit your Application Form</b>	Click on <b>Please confirm your details then submit your Application Form</b>
Step 14	<b>Print Application Form (A4 Size)</b>	Select any one payment mode (Credit Card, Debit Card, etc.) then input details and click on <b>Pay Now</b> .
Step 15	Print Bank Challan	<b>Print Application Form (A4 Size)</b>
Step 16	Submit Fees at any PNB Branch	Print Bill
Step 17	You can check <b>Payment Status</b> from online portal after the day	
Step 18	Check Provisional Merit List on 16.06.2017 at 2 p.m.	
Step 19	Check Final Merit List on 20.06.2017 at 3 p.m.	
Step 20	See <b>Counselling &amp; Admission Schedule</b>	
Step 21	Appear in the Counselling in schedule time & date	
Step 22	If Select in the Counselling then take your authenticated Bank Challan for Admission Fees and pay any PNB Branch within schedule date.	
Step 23	Take <b>Final Admission</b> in the College Office as per Admission Schedule date and collect Money Receipt with Class Roll Number & College Identity Card.	
Step 24	Wait for SMS/Notification from college for Commencement of your class in the session 2017-18.	