



KONKAN GYANPEETH URAN COLLEGE OF COMMERCE AND ARTS

Permanently Affiliated to University of Mumbai,
Re-Accredited with 'B' Grade by NAAC, u.s.2(f) & 12(B) by U.G.C.
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GUIDELINES FOR FORM FILLING FOR ADMISSION 2024-2025.

IMPORTANT NOTE: -

- Note: -** 1. Please provide clear passport size black and white photo. **Please do not upload selfies.**
Please provide clear picture of signature (for signature use a plain paper and with the black pen put your signature and scan it with the help of your mobile)
3.* **Marks Fields are mandatory to be filled.**
4. Once the form is confirmed no changes can be done.

Step 1	Click on the URL: - https://enrollonline.co.in/Registration/Apply/UCCA
Step 2	After link is opened, For Login Credentials, Click on GO TO SIGN UP.
Step 3	Create User Name and Password. and You will get a SMS with username and password use that for login.
Step 4	After Clicking on Login and it will show up menu option for form filling
Step 5	Your personal data, as recorded during last year admission will appear. This parameter is editable for changes if any desired by the student. (for e.g. address and mobile, Aadharcard Number etc.) and Click on 'Save Next'
Step 6	Fill the address details and click on save and next.
Step 7	Fill the Education details and click on save and next.
Step 8	Upload Proper Photo and Signature and click on save and next (PHOTO Size 40kb JPGE GIF) (Signature Size 20 kb)
Step 9	Select Course of apply and click on save and next.
Step 10	Fill the Last Qualifying details and click on save and next.
Step 11	Upload Proper Documents and click on save and next (Document Size 200 kb JPG, JPEG, GIF, PNG, PDF) for eg. Cast Certificate, Marksheet, NOC/ TC etc.
Step 12	Fill the Subject details and click on save and next.
Step 13	After Complete form is filled, do the payment by Clicking on PAY NOW
Step 14	After Payment is Successfully, accept terms and conditions & click on Confirm
Step 15	Once the form is confirmed no changes can be done
Step 16	After Complete Process is done, Click on Print Application to take copy of the form filled

- In Queries regarding payment issue, where payment is deducted but still shows **"PAY NOW"** option again,
 1. Refresh the page by pressing (CTRL + F5)OR
 2. Kindly go to Requery option in the menu and Click on **"Verify payment"**

Online Fees Payment Guidelines

Note:- If you have completed payment process with after step 14 of Admission process then don't go for this link

- 1) Go to www.feepayr.com
- 2) Enter 10 digits **Registered Mobile Number**.
- 3) Enter Received OTP.
- 4) Student will be logged into the system.
- 5) Click on Pay Now Proceed to Payment.
- 6) Use the given options for payment of fees.
- 7) A confirmation message will be displayed after successful payment of fees.
- 8) To view / print the receipt: Click go to Home page – payment History –. Detail receipt – print. Also, the receipt will be sent to your registered email id.

----- Thank You -----