

## **Admission Procedure for Backlog or DC students of following Branches and years is activated:**

- 1. BE 2<sup>nd</sup> ,3<sup>rd</sup> and 4<sup>th</sup> year all branches**
- 2. MBA 2<sup>nd</sup> year**
- 3. MCA 2<sup>nd</sup> and 3<sup>rd</sup> year**
- 4. MTech 2<sup>nd</sup> year all branches**
- 5. MBA-Integrated**

### **Procedure:**

**Step1:** Login to GEMS

**Step2:** Click on Fees Detail

**Step3:** Click on Academic Fees Details

**Step4:** Click on I **accept the above Invoice details checkbox**

**Step5:** Then system shows options for payment.

**Step6:** Select your mode of payment

**Step7:** Make your payment (if you do online payment then print transaction successful receipt)

**Step8:** Go to home page

**Step9:** Click on Profile

**Step10:** Click on Print Profile

**Step11:** Click on Print student profile for re-registration

**Step12:** Print the PDF of Application form generated by system.

**Step13:** The Student and his/her parent should submit online antiragging undertaking at [www.antiragging.in](http://www.antiragging.in) or [www.amanmovement.org](http://www.amanmovement.org) and get a printout and submit the same duly signed by both Student & Parent along with Print of Application Form, Transaction successful receipt, Challan Receipt (If case of ICICI bank Challan Payment), Xerox copy of mark-sheet of all Previous Attempts/ Years( Previous Examination ) to Registrar Office.