

Instructions for Online Admission in NOU

Please Read the following instructions carefully, before Filling up the Online Admission application Form:

1. Visit the NOU website at www.nou.nic.in.
2. Click on “ADMISSION NOTICE-2017-18”, after that click on “ADMISSION-2017-18 (APPLY ONLINE)”.
3. Register yourself by filling up your personal information such as Name (as in H.S.C. Certificate), Father's name, Mother's name, Date of Birth, Mobile Number and e-Mail id.
4. After successful registration, you will be directed to the Login Page showing your Application ID and Password.
5. **DO NOT forget to save your Registration ID and Password. Note it down for your future reference.**
6. LOGIN using the Registration ID and Password issued.
7. Do not press back button of your browser, this may result in loss of filled data.
8. The Application Form is now ready to be filled up by YOU. Keep the following information handy before filling up the application form:
 - a. Campus where you want to study whether Baripada or Keonjhar.
 - b. Subject you want to apply for
 - c. Gender, Nationality, Religion, Marital Status
 - d. Category (Gen/SC/ST/SEBC/Ex-serviceman/Differently Abled (DA)/Outside state. In case of SC/ST/SEBC, keep the scan of required certificate ready. For Ex-Serviceman ; for Outside State, keep the scan of domicile certificate ready
 - e. Present and Permanent Address
 - f. Career Details: High School Equivalent, Higher Secondary/Equivalent, Three Years Degree, (PG in case of Pre-Ph.D. and M.Phil. Admission)
 - i. Name Of Board /University
 - ii. School/College from which appeared
 - iii. Year of Appearing
 - iv. Maximum Marks
 - v. Total Marks Obtained
 - vi. Whether Honors/Pass (only for Three Years Degree) and if distinction there.
 - vii. Percentage of mark
 - viii. CGPA(Max. CGPA 10). In case you are filling up the Grade/CGPA, you will also be required to Upload the CONVERSION Formula from Grade/CGPA to Percentage (%). **Note: May be at the backside of your mark sheet.**
 - g. For Pre-Ph.D. Admission, you need Record of Last Employment (only if candidate is working) such as Designation, Organization, Nature of work, Period of work
 - h. If you want to reside in Hostel, you need Name, Address, Email and Phone number of your local Guardian.

9. On completion of the form, you will be required to upload your Photo and Signature (jpeg/jpg format;5-50 KB), all certificates & mark sheets(10th ,+2,+3), proof of claimed reservation category (for eg. SC/ST/SEBC, Ex-serviceman, Differently Abled [DA], Outside state) of maximum size 200KB.
10. Now, you are ready to make payments.
- 11. You can use your Debit/Credit card of any nationalized bank, to pay the application fee.**
12. The payment collection is via State Bank Collect.
- 13. Once payment is successful, you will get a payment Receipt after 24 hrs which you have to upload in order to complete the application process.**
14. Once your Admit Card is ready, you shall receive intimation by *SMS* and *e-mail*.
Alternatively you can login to e-Admission portal and download your admit card.
15. You need to print the Admit Card and bring it on the day of the Entrance Examination.

Note: Please visit our Website regularly, for Entrance Examination Detailed Schedule and any further updates.