



ONLINE REGISTRATION PROCESS STEPS FOR DEGREE ENGINEERING ADMISSION

acpc.gujarat.gov.in

Notifications, Eligibility and merit preparation Rules, Advertisements and all types of announcements and updates related to entire admission process, e-Booklet etc.



List of Institutes and courses offered

List of designated Cyber Space centers

Admission Schedule, Common Merit List, Cut-off marks, Allotment result, Analysis of allotment results etc.

gujacpc.admissions.nic.in

Online registration, payment of registration fees, Choice filling, Payment of token Tuition Fees for admission confirmation



Result of allotment, Admission Confirmation and cancellation (if required)

Payment of token Tuition Fees for admission confirmation





Keep Following Documents ready in digital format before start registration.

Type of Document	Format and Size			
Passport Size Photo	.jpg (upto 200 KB)			
Candidate Sign Photo	.pdf (upto 200KB)			
School Leaving / Student I'D Card / other photo I'd proof	.pdf (upto 200KB)			
HSC Mark sheet / Hall Ticket	.pdf (upto 150KB)			
For TFWs Scheme: Income Certificate issued after 01.04.2022	.pdf (upto 200KB)			
For category documents				
General EWS: Category Document issued after 01.04.2022				
SC/ ST : Caste certificate				
SEBC : Caste certificate				
SEBC : NCL certificate : issued after 01.04.2022 .pdf (upto				
Free-ship Card (For SC/ST): Certificate issued by welfare officer OR Income Certificate issued after 01.04.2022	200KB)			







Create User I'D and Password Verify Mobile or E-mail



Create common profile by entering basic details

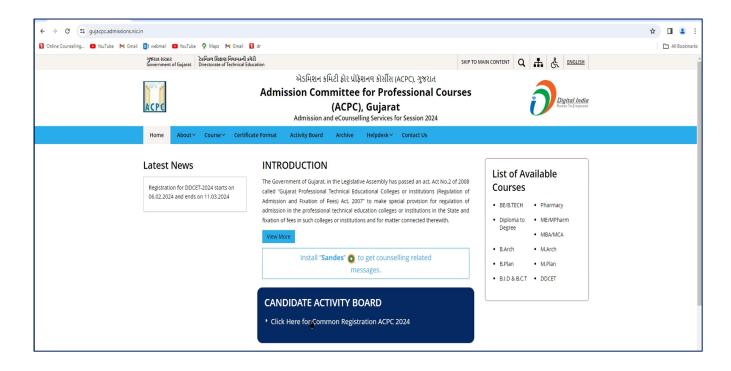
details

Utilize the same for more than one admission



Update
academic details
Upload
documents
Pay the
registration fees

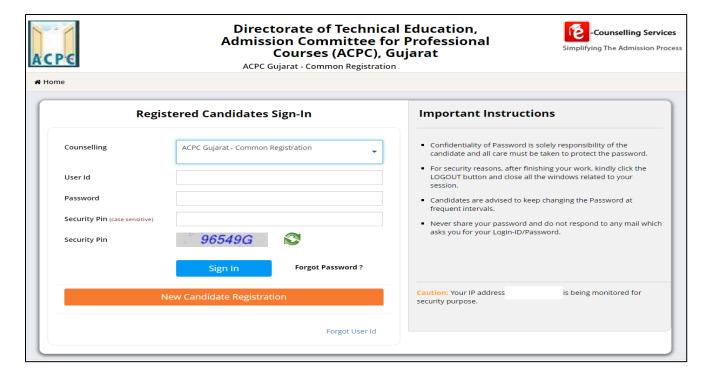
Step: 1 : User I'D Creation



- Visit to the Admission Committee website : www.gujacpc.nic.in
- Click On: Click here for common registration ACPC 2024



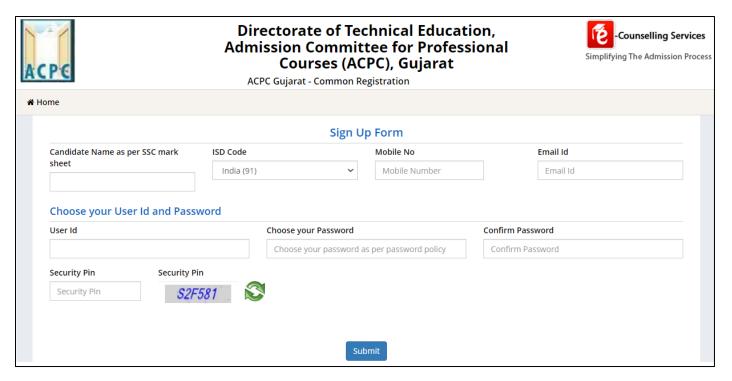




- Click on <u>NEW CANDIDATE REGISTRATION</u> button.
- If you have already registered then enter LOGIN ID & PASSWORD and proceed further.
- After Clicking on the <u>NEW CANDIDATE REGISTRATION</u> button you will be redirected to the page as shown below.







- Enter your name as per qualifying examination in Candidate Name.
- Choose ISD Code: for India (India (91)) (enter correct code as mobile will be verified)
- Enter Mobile number (ten digit number e.g. 999999999)
- Enter your valid email address (e.g. <u>@gmail.com</u> or _____@yahoo.co.in etc.)
- Create your own User Id. In case the User Id is not available the portal will display a message. You need to choose an alternate User Id immediately.
- Create your own password and then enter the Security PIN as shown in the image.
- Finally Click on the **SUBMIT** button.

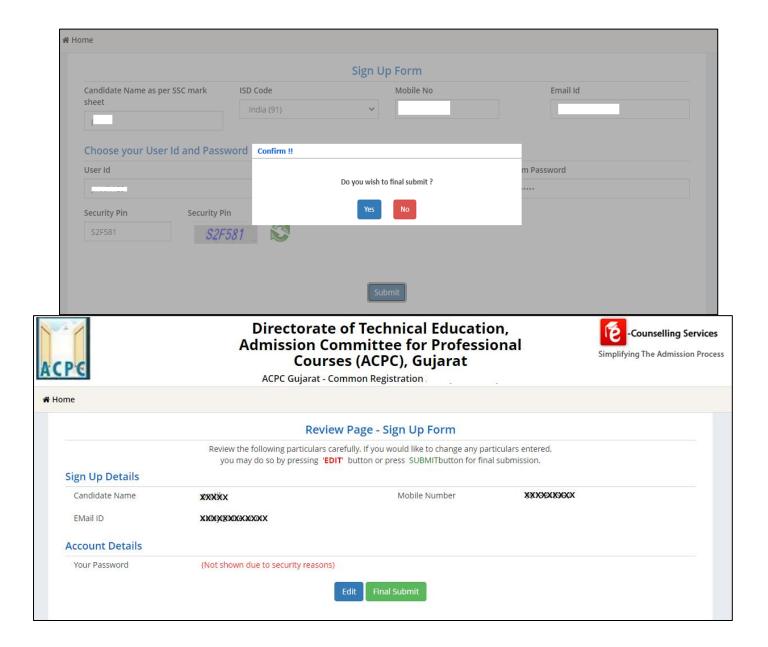
<u>IMPORTANT</u>: USER ID AND PASSWORD WILL REMAIN SAME THROUGHOUT THE ADMISSION PROCESS

• After Clicking on <u>SUBMIT</u> button you will be redirected to next page as shown below





• Software will ask you to confirm your entered details - If it is correct then press YES button otherwise press NO button.

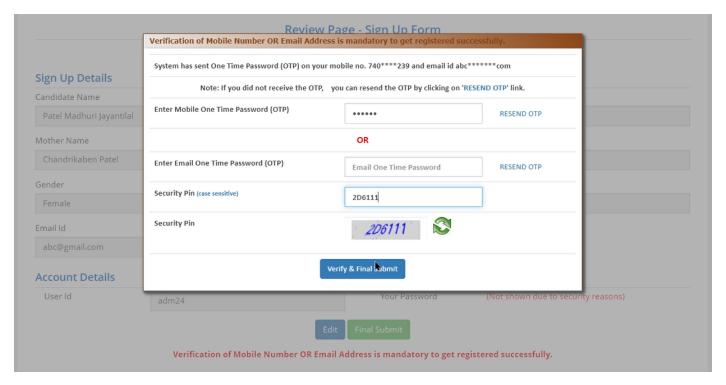


• Click on the <u>FINAL SUBMIT</u> button after cross verifying your entered details.





 After Clicking on the <u>FINAL SUBMIT BUTTON</u> - Software will proceed with the mobile number verification, OTP will be sent to the number which you have provided. The OTP will be valid for 15 Minutes. You have to submit the OTP.



- Enter the OTP and Security pin and then click on the <u>VERIFY & FINAL SUBMIT</u> button. (SAVE your USER ID for future reference).
- You will receive the confirmation message for creation of user profile with ID on the registered mobile number.

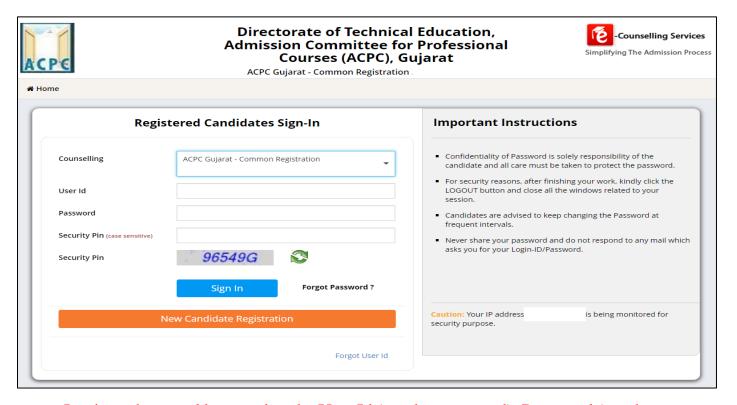


Now click on the CLICK TO LOGIN & COMPLETE PROFILE button





You will be redirected to the page as shown below



- Login to the portal by entering the User Id (you have created), Password (you have set) and security PIN as shown below it.
- After Login you will see the screen as shown below.

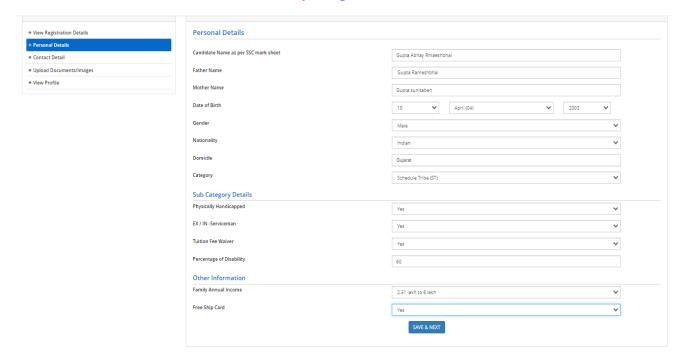




You will see all the available courses like B.E/B.Tech, B.Pharma/D.Pharma,
 MBA/MCA, Diploma TO Degree Engineering, ME/M.Tech/M.Pharm.



• Click on <u>Profile Section</u> and enter your <u>personal details</u>







Personal Details:

• Enter your name, Father Name, Mother Name, Date of Birth, Select the Gender and Select your NATIONALITY and your State.

Category:

 General /General-EWS /Schedule Caste (SC) /Schedule Tribe (ST) / Socially and Educationally Backward Class (SEBC) (For the category other than General You need to upload relevant documents as provided in the section of document uploading.

Sub Category Details:

- **Physically Handicapped: Yes/No** The Candidate needs to have more than 45% of Physical Disability certificate issued by Civil Surgeon and the same needs to be uploaded in the document uploading section.
- In-Servicemen / Ex-Servicemen: Yes/No The Candidate needs to upload the serving certificate of father/mother who is serving in defence services for in serviceman. The Candidate needs to upload the certificate of father/mother issued by District Sainik Welfare board for ex serviceman.
- **Tuition Fee Waiver: Yes/No** The candidate who is willing to avail benefits of TFW scheme should have family income of less than 8 Lakh. The candidate needs to upload the valid income certificate issued by the Government as mentioned in the document uploading section. This must be issued after 01.04.2022.

Other Information:

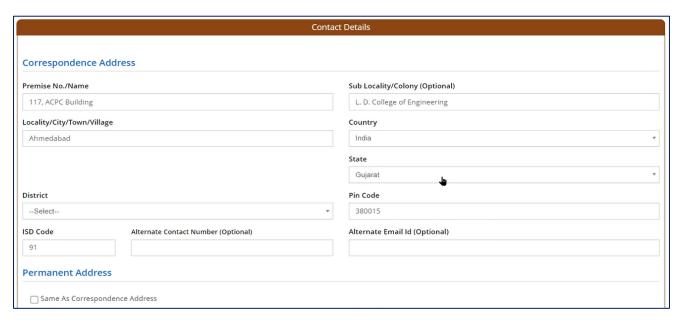
- Family Annual Income: The candidate needs to enter the annual family income here in INR.
- Free Ship Card: If you belong to SC or ST Category and Family Income is less than 2.5 Lakh then select the YES option.

Click on the SAVE & NEXT button.



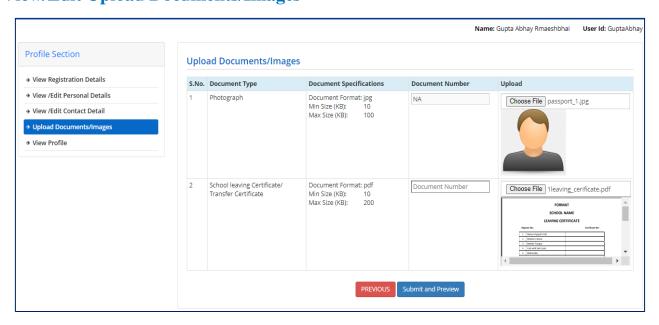


View/ Edit contact details



- Correspondence Address The candidate needs to enter his current residential address here. The candidate can also provide alternate email addresses and mobile numbers.
- **Permanent Address** The candidate needs to enter his permanent residential address here. The candidate can also choose the same as correspondence address if both are same.

View/Edit Upload Documents/Images







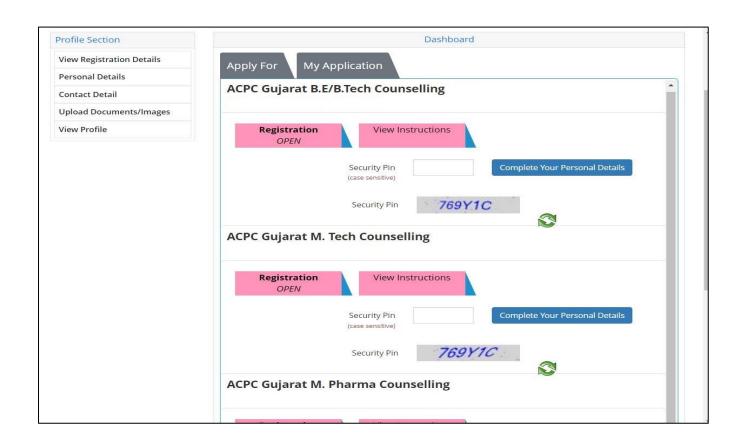
- (a) **Photograph:** Upload recent passport size photograph in .jpg format. Size of photograph should be 10KB to 100KB.
- **(b)** School leaving certificate: Upload school leaving certificate in format of .pdf format. Size of file should be 10KB to 200KB.

(Document Number will be the GR Number)

Click on **SUBMIT & PREVIEW** Button

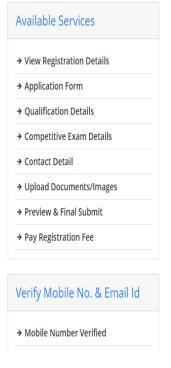
Save your <u>APPLICATION NO</u> for future reference. This will start from (2411901XXXXX).

Click on **Complete Your Personal Details** in the option **ACPC Gujarat B.E./B.Tech Counseling 2024**



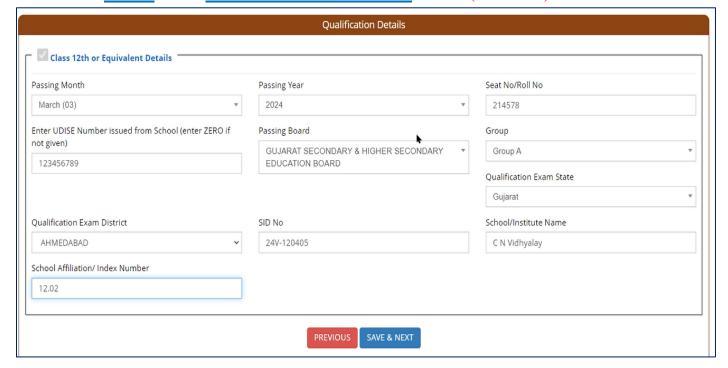








- You will see many details which are still incomplete.
- Now <u>Click</u> on the <u>APPLICATION FORM</u> button (Left Side)



Qualification Details

Class 12th or Equivalent Marks Details:

Passing Status: Select the PASSED option.





Passing Month: Select the PASSING MONTH from the available list.

Passing Year: Select the PASSING YEAR from the available list.

Seat NO: Enter the seat no (from board 12th Marksheet)

UDISE Number: The UDISE Number will be mentioned on your school leaving

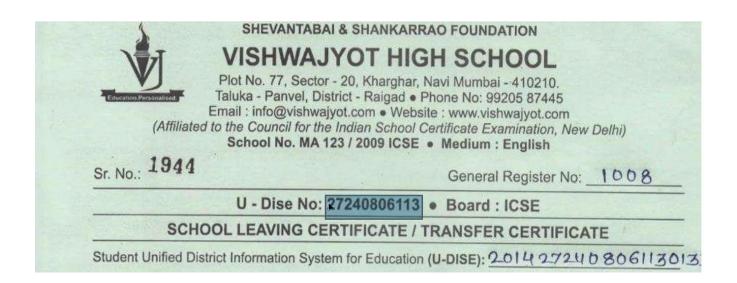
certificate or it is available with school.

Passing Board: Select the Passing Board Name from the available list.

SID No: Enter SIDNO from the board Marksheet.

School index Number: Enter School Index Number of your school.

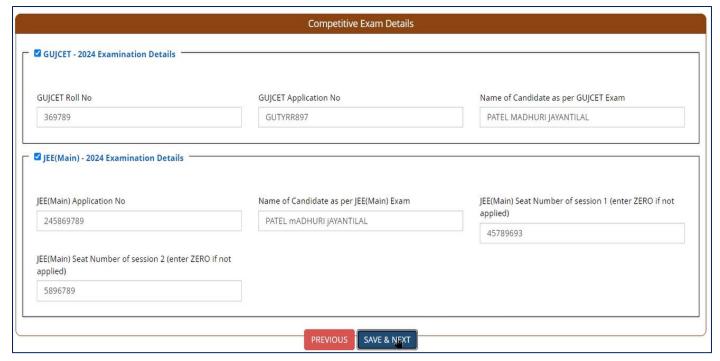
School/Institute Name: Enter the name of School.



- Click on **SAVE & NEXT** Button
- Now you will be redirected to the **Competitive Exam Details** page as shown below







GUJCET Examination Details:

- GUJCET Roll No : Enter your GUJCET Roll No
- GUJCET Application No: Enter your GUJCET Application No.
- Name of Candidate as per GUJCET Exam: Enter Your Name

(Above Information will be available in GUJCET Hall Ticket)

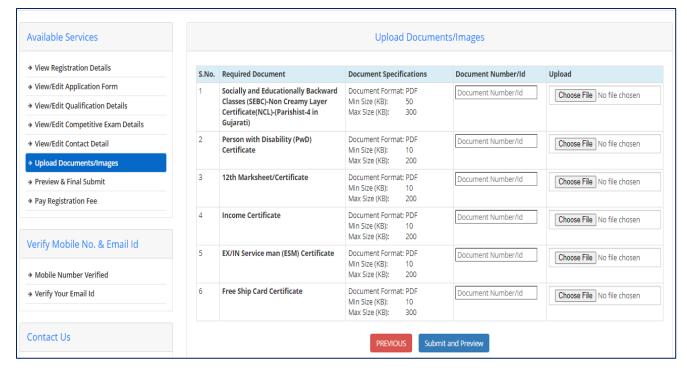
JEE(Main) Examination Details:

- **JEE(Main) Application No:** Enter your JEE(MAIN) Application (From the Hall Ticket)
- Name of Candidate as per JEE (Main) Exam: Enter Your NAME.
- **JEE** (Main) **Seat Number of Session 1**: Enter seat number or enter ZERO ("0") in case you have not appear for session 1.
- **JEE** (Main) **Seat Number of Session 2**: Enter seat number or enter **ZERO** ("0") in case you have not appear for session 2.

Click on **SAVE & NEXT** and you will be redirected to the Document Upload page.





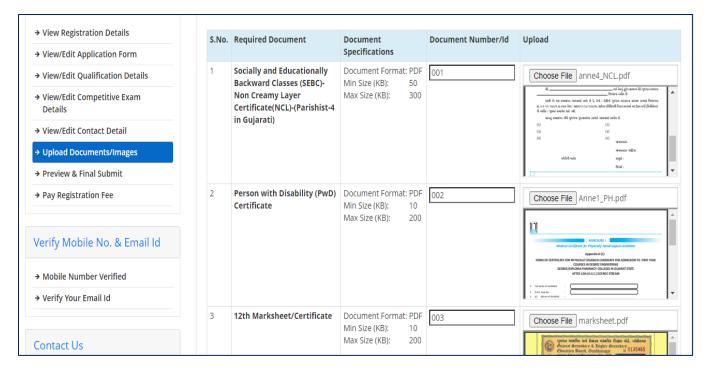


Upload Documents/ Images:

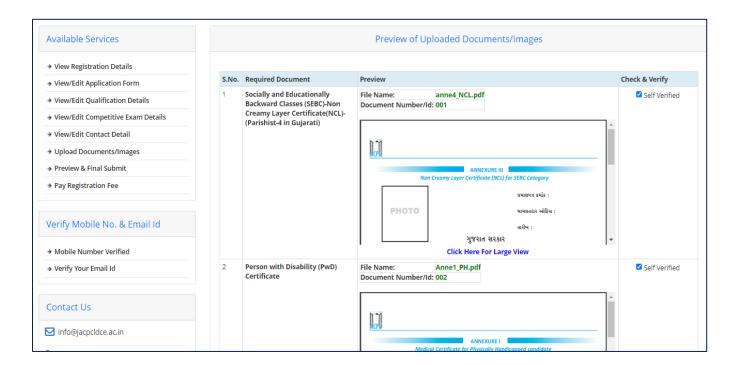
- **1. Category Certificate:** Click on **Choose File** Button and upload the scanned copy of category certificate
- **2. PWD Certificate:** Click on **Choose File** Button and upload the scanned copy of PWD certificate issued by Civil Surgeon
- **3. HSC Mark sheet:** Click on **Choose File** Button and upload the scanned copy or Internet Copy of your HSC Result.
- **4. Income Certificate :** Click on **Choose File** Button and upload the scanned copy of Income certificate
- **5. ESM Certificate:** Click on **Choose File** Button and upload the scanned copy of ESM certificate issued by Commanding Officer (In-service) or District Sainik Welfare Board (Ex-servicemen).
- **6. Free Ship Card Certificate:** Click on **Choose File** Button and upload the scanned copy of Free Ship Card (for SC/ST Category)
- **7.** ENTER the **Document Number** in the 3rd Column.







- Click on **SUBMIT & PREVIEW** Button
- Click on the **Self Verified** for the every uploaded document







			Sr. No. : Certificate iss	S
6		File Name: leaving_cerificate.pdf Document Number/Id: 006 FORMAT SCHOOL NAME LEAVING CERTIFICATE		■ Self Verified
		Register No: 1 Name of pupil in full 2 Mother's Name 3 Mother Tongue 4 Cast with Sub Caste 5 Nationality 6 Place of Burth Click	Certificate No:	•
SAVE FINALLY & NEXT				

• Finally Cross verify all the details and select on the Declaration option check-box and then Click on **SAVE FINALLY & NEXT** button.



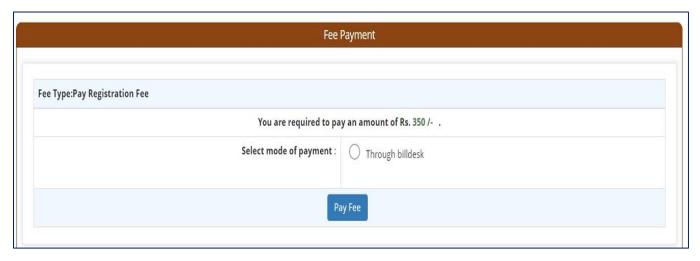
• Now you will be redirected to the **PAYMENT PAGE.**





Application Progress Status				
Step	Status			
Registration Form	⊘ Completed			
Application Form	⊘ Completed			
Qualification Details	⊘ Completed			
Competitive Exam Details	Completed			
Contact Detail	⊘ Completed			
Upload Documents/Images	Completed			
Final Submit	⊘ Completed			
Pay Registration Fee	⊙ Incomplete			
Your Registration Process has not been completed yet. For completion, kindly pay the required Fee. Only after payment of required Fee your Application will be considered for further processing. Pay Registration Fig.				

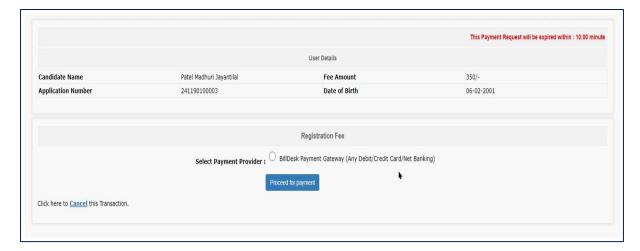
• Click on **PAY REGISTRATION FEE** Button and pay the fees via CREDIT CARD/ DEBIT CARD/ NETBANKING or any UPI.



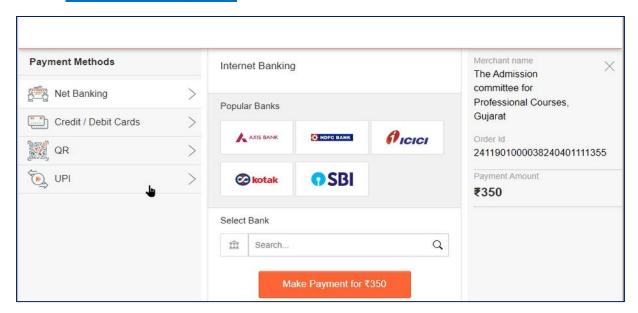
• After click on PAY REGISTRATION FEE, candidate will be directed to choose the mode of payment or agrregrator.







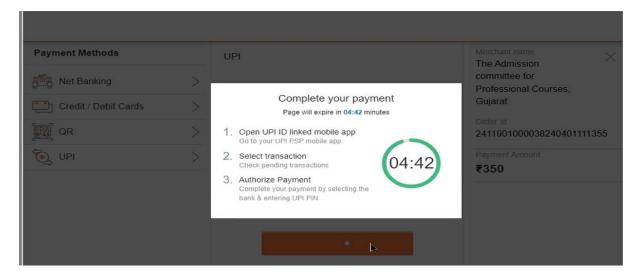
• Select Proceed to Payment.



• Candidate will have multiple options for collection of fees like Net Banking, Credit card, Debit Card, QR code or UPI, You need to choose option amongst it.







• Do not press any button till payment confirmation received.









• Registration Process will be completed once the payment process of REGISTRATION FEE is completed.

Keep Application Number, User Id and Password at safe place. These details are required many times during admission Process.