

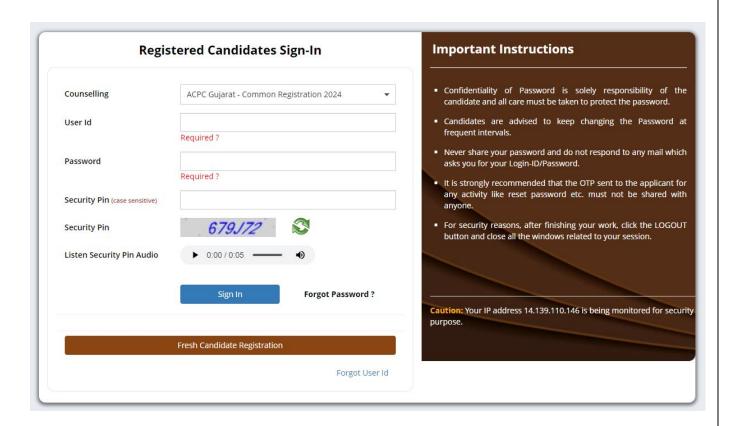
Admission Committee for Professional Courses (ACPC), Gujarat



Registration Edit or Query Redressal System

Registered candidates have query in Registration or modification required in Registration profile then candidates can go to www.gujacpc.nic.in and click on Common Registration ACPC.

By clicking on **Common Registration ACPC** you will directed to following page.



Candidate can long in to module by using his/her User Id and password.

After successful sign in, next page open as below.



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In **My Application** candidate can see registered application and go to application in which candidate wants to edit or raise query by entering security pin and clicking on **Click Here to Proceed.**



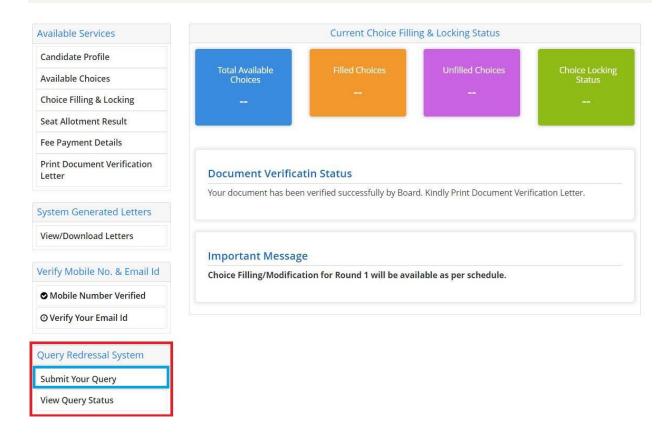
By clicking on Click Here to Proceed next page will open, this page is home page for candidate's registration in respective course.

In this page bottom left side **Query Redressal System** menu is available.

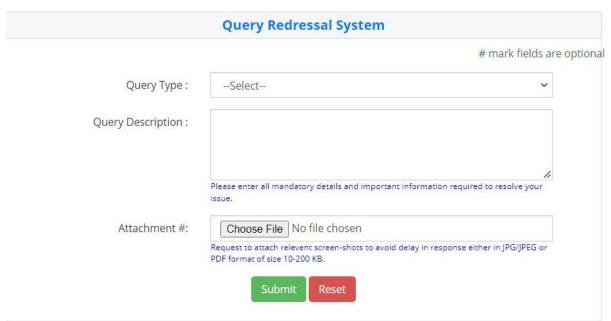


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In this candidate has to click on **Submit Your Query**. By clicking on **Submit Your Query** next page will open as below.

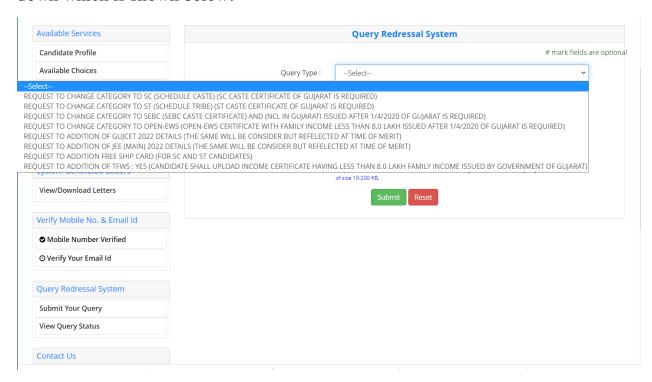




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In **Query type** candidate can select any one option from available list in Drop down which is shown below.



In **Query Description** candidate can write description about query.

In **Attachment** candidate can attach required documents in pdf format.

After that candidate will click on **submit** button.

By Clicking on submit button next page will open with message <u>"Your query has</u> been registered successfully and token No. is: XXXXXXXXXX".

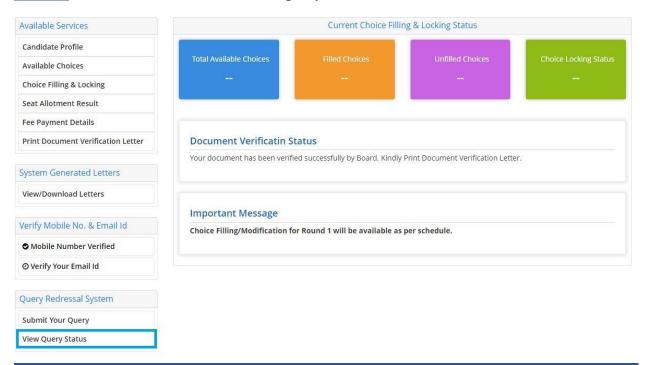




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In home page <u>Query Redressal System</u> menu, candidate can go to <u>View Query</u> <u>Status</u> to check status of submitted query.



By Clicking on View Query Status candidate can check status of submitted query.



Submitted query and documents will be verified by Verifying officer, after successful verification of query and documents, query will be resolved <u>within 10</u> working days after submission and pending status will be change to <u>Closed</u>.