ONLINE REGISTRATION PROCESS STEPS FOR DEGREE ENGINEERING ADMISSION

Visit to the Admission Committee websitewww.gujacpc.nic.in

- Click on **NEW CANDIDATE REGISTRATION** button.

- If you have already registered then enter LOGIN ID & PASSWORD and proceed further.

- After Clicking on the **NEW CANDIDATE REGISTRATION** 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. 9999999999)

- Enter your valid email address (e.g. ____@gmail.com 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.

   User Id and Password will remain same throughout the admission process

- After Clicking on **SUBMIT** 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 **FINAL SUBMIT** button after cross verifying your entered details.

- After Clicking on the **FINAL SUBMIT BUTTON** - 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.

Directorate of Technical Education, Admission Committee for Professional Courses (ACPC), Gujarat

ACPC Gujarat - Common Registration

☰ Home

Review Page - Sign Up Form

Sign Up Details

Candidate Name

EMail ID

Account Details

Your Password

Verification of Mobile Number is mandatory to get registered successfully. ✖

System has sent One Time Password (OTP) on your mobile no. 991****960

Note: If you did not receive the OTP, you can resend the OTP by clicking on 'RESEND OTP' link.

Enter Mobile One Time Password (OTP)   •••••   RESEND OTP

Security Pin (case sensitive)   W5Q863

Security Pin   W5Q863 🔄

Verify & Final Submit

- Enter the OTP and Security pin and then click on the **VERIFY & FINAL SUBMIT** 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.

☰ Home

User Id: XXXXXXXXX

Candidate Name : XXXXXX

You have successfully completed Registration.
Please note down the UserID shown above for future references.
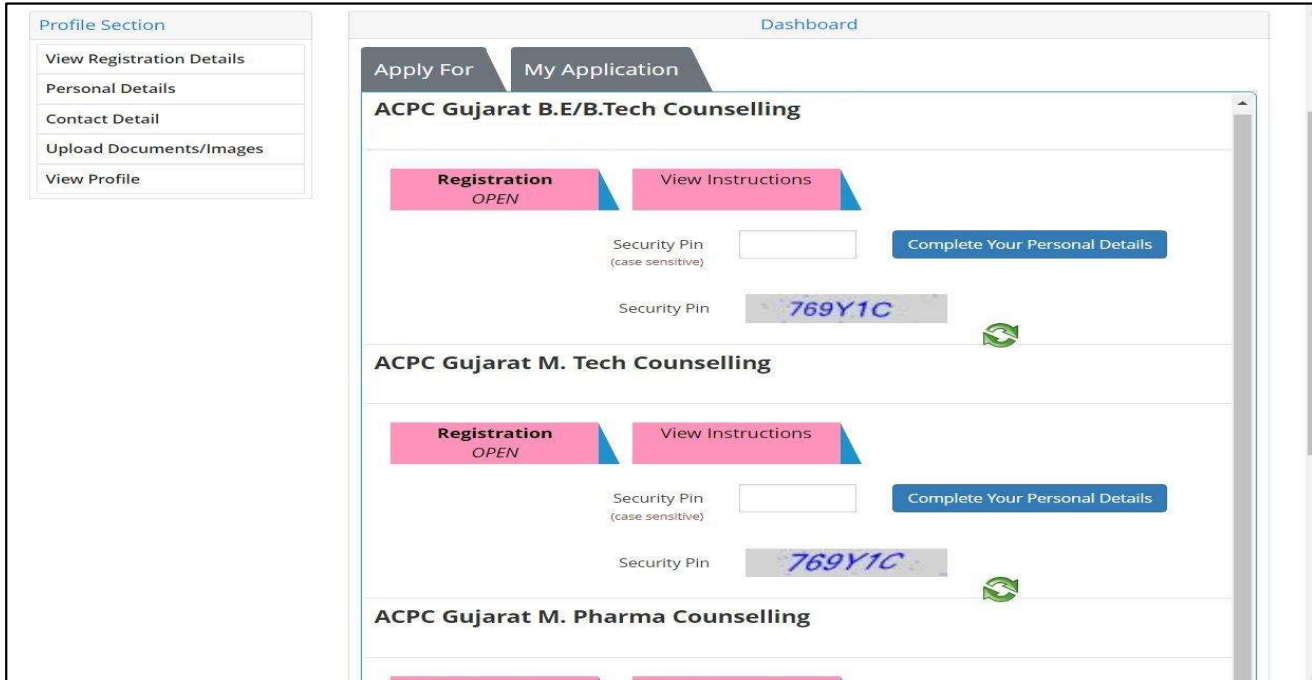Complete your profile.

Click to Login and Complete Profile

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 **Profile Section** and enter your **personal details**

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 40% 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.

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)

<div align="center">

Click on **SUBMIT & PREVIEW** Button

</div>

Save your **APPLICATION NO** for future reference.

Click on **Click Here to Apply** in the option **ACPC Gujarat B.E./B.Tech Counseling**

Directorate of Technical Education, Admission Committee for Professional Courses (ACPC), Gujarat

ACPC Gujarat - Common Registration

- You will see many details which are still incomplete.

Application Forms	Status
Registration Form	Completed
Application Form	Incomplete
Qualification Details	Incomplete
Competitive Exam Details	Incomplete
Contact Detail	Incomplete
Upload Documents/Images	Incomplete
Final Submit	Incomplete
Pay Registration Fee	Incomplete

- Now **Click** on the **APPLICATION FORM** 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 Mark sheet)

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

SID No: Enter SIDNO from the board Mark sheet.

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.
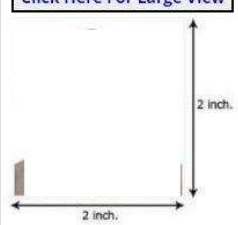- **Name of Candidate as per GUJCET Exam:** Enter Your Name

  (Above Information will be available in GUJCET Hall Ticket)
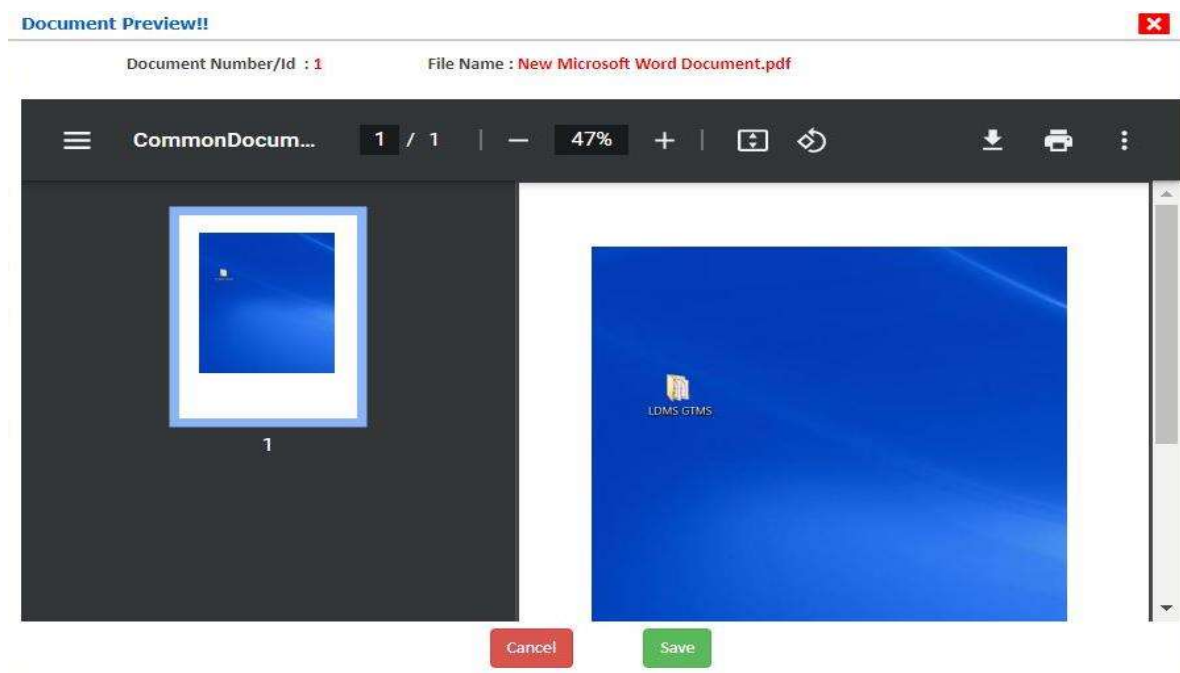

JEE (Main) Examination Details:

- **JEE(Main) Application No:** Enter your JEE(MAIN) Application (From the Hall Ticket)
- **Name of Candidate as per JEE (Main) Exam:** Enter Your NAME.

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

Upload Documents/images:

- To upload documents, write document no. in third column, Click on **Choose file** and upload scan copy to document/ Certificate in fourth column and click on **Preview & Upload** Button in fifth column.
- By clicking on **Preview & Upload** Button, following screen will be displayed.

- In this window you can see uploaded document, click on **SAVE** button.

- In this way you will have to upload every document shown in column one as follows.

1. **Category (Caste) Certificate**
2. **PWD Certificate**
3. **HSC Mark sheet**
4. **Income Certificate**
5. **ESM Certificate**
6. **Free Ship Card Certificate**
7. **non creamy layer Certificate Parishisht -4 in Gujarati**

Uploaded Documents

S.No.	Document Type	Document Number	View
1	Socially and Educationally Backward Classes (SEBC) Certificate	1	Click Here For Large View
2	Person with Disability (PwD) Certificate	1	Click Here For Large View
3	12th Marksheet/Certificate	1	

- 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.**

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

- 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