



# Fatima College

**(Autonomous)**

College with Potential for Excellence  
Re-Accredited with 'A' Grade by NAAC  
65<sup>th</sup> Rank in India Ranking 2018 (NIRF)

## HOW TO APPLY?

### **SUBMISSION OF APPLICATION: THROUGH ON-LINE MODE ONLY**

1. Candidates seeking admission to Fatima College are required to **apply on-line mode only**.
2. Log on to link in the Home page [www.fatimacollegemdu.org](http://www.fatimacollegemdu.org) and navigate to the link "Apply on-line admission - 2018".
3. Read the prospectus and instructions carefully.
4. The procedure for filling application on-line given below.
5. The candidate should acquaint / herself with all requirements with regard to filling up the application on-line.
6. Incomplete application and application with false details will be rejected.
7. For any up-to-date information Fatima College website [www.fatimacollegemdu.org](http://www.fatimacollegemdu.org) may be checked from time to time.

## APPLICATION FEES

- Application fees of Rs. 100 /application for UG course and Rs. 150/- for PG course to be paid by the candidate using ANY ONE of the following mode of payment.
  - a) Challan
  - b) NEFT
- No other mode of payment will be accepted.
- Applications received without the application fee as mentioned above will not be accepted.

## BEFORE FILLING THE FORM

1. It is the responsibility of the candidate to read these instructions and to ensure completeness of the application forms. **An incomplete form will be summarily rejected.**
2. **Create an email id if you do not have one. All communications will be sent by email only. It is your responsibility to ensure that the email id is correct.**
3. **You must scan and keep ready a soft copy of your photograph, Plus Two attested result sheet (for UG), Five semester mark sheets (for PG), Community certificate, Sports certificates (if applying under sports quota), Letter from the current Parish Priest (for RC and RCD candidates).**
  - **Specification for photograph:** Recent colour passport size photograph with light background, JPEG format not exceeding 100 KB and not below 10 KB.
  - **Specification for other certificates:** The size of the scanned certificates should not exceed 100 KB
4. Please note that Application cum Registration Fee for each course will have to be paid.
5. **Please note the application number on your forms.** Quote this for any enquiry that you may have and when communicating in all further correspondence.

6. **Entrance test** will be conducted on **May 21, 2018** for the following PG Courses:

- M.A. English
- M.A. Tamil
- M.A. Economics
- M.Sc. Physics &
- M.Com.

- **THE INFORMATION PROVIDED ON THE APPLICATION FORM WILL BE TAKEN AS FINAL**
- **NO CHANGES WILL BE PERMITTED**
- **STEPS TO FILL THE ON-LINE APPLICATION FORM**

- 1. Register as new user and select the courses you want to apply.**
- 2. Make payment by any one method mentioned above.**
- 3. Login using user name and password sent to your email and mobile.**
- 4. Fill Profile details.**
- 5. Enter your marks.**
- 6. Upload needed documents and save it.**
- 7. Visit College website for time-to-time information.**
- 8. Visit College website and your Login Page Status for latest updates about your application.**
- 9. For Additional Applications enter your already registered Login page.**

## GUIDELINES TO APPLY

1. **VISIT THE WEBSITE:** [www.fatimacollegemdu.org](http://www.fatimacollegemdu.org)
2. **CLICK *Apply On-Line Admission - 2018.***



FATIMA COLLEGE (AUTONOMOUS)

SISTERS OF ST. JOSEPH OF LYONS INSTITUTION  
MARY LAND, MADURAI - 625018, TAMIL NADU, INDIA



COLLEGE WITH POTENTIAL FOR EXCELLENCE  
RE-ACCREDITED WITH 'A' GRADE BY NAAC  
65<sup>TH</sup> RANK IN INDIA RANKING 2018 (NIRF)

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APPLY ON-LINE ADMISSION – 2018 **NEW**

INFORMATION TO THE CANDIDATES



**3. CLICK ON NEW REGISTRATION.**

Login

Reg No.\*

Password\*

[Login](#) [New Registration](#)

[Forgot Password](#)

## 4. APPLICATION REGISTRATION (FILL ALL THE DETAILS).

Application Registration

Reg. No. (For +2) / University No. (For PG) / Passport No. (For Abroad) :

DOB. :

Applicant Name (Initial & Name):

Parent Mobile No. (Do not provide Jio number):

Student Mobile No. (Do not provide Jio number):

Email Id. :

SC / ST :    
(Certificate No.)

Graduation Applying for :

State :

District :

Payment Mode

Payment Mode:

Sl.No.	Division	Course Name	Click Additional Applications 
1.	<input type="text" value="--Select--"/>	<input type="text" value="--Select--"/>	
Total :		<input type="text" value="0"/>	

**5. SELECT YOUR PAYMENT MODE. FOR THE CANDIDATES BELONGING TO SC/ST, APPLICATION FEE IS NIL FOR FIRST APPLICATION.**

Payment Mode

Payment Mode: --Select--  
--Select--  
Challan  
NEFT

Sl.No.	Division		Click Additional Applications 
1.	<span style="border: 1px solid gray; padding: 2px;">--Select--</span>	<span style="border: 1px solid gray; padding: 2px;">--Select--</span>	
Total :		<input type="text" value="0"/>	

**6. SELECT THE COURSE(S) & CLICK SUBMIT.**

Sl.No.	Division	Course Name	Click Additional Applications 
1.	<span style="border: 1px solid gray; padding: 2px;">Regular</span>	<span style="border: 1px solid gray; padding: 2px;">M.Sc. PHYSICS</span>	
Total :		<input type="text" value="150"/>	

**7. IF YOU SELECT PAYMENT BY NEFT, NOTE DOWN THE ACCOUNT NUMBER & IFSC CODE**

**NEFT ACCOUNT NO : 6622932525**

**IFSC CODE : IDIB000K150**

**BANK : INDIAN BANK**

**OR**

**IF YOU SELECT PAYMENT BY CHALLAN, DOWNLOAD THE CHALLAN AND PAY THE AMOUNT IN ANY INDIAN BANK BRANCH.**

**8. CHECK YOUR MOBILE / EMAIL FOR YOUR LOGIN USERNAME & PASSWORD.**

**Fatima College - On-line Application Details**

Registration No.(Username) 123456  
DOB (Password) 01011994  
Trxn. No LS-1524544718-123456  
Amount 150  
Date/Time 24-04-2018 10:08:38

**YOU WILL RECEIVE  
EMAIL LIKE THIS**

<u>S.NO</u>	CAMPUS	DIVISION	GRADUATION	<u>APPLICATION.NO</u>	COURSE NAME
1	MARY LAND	REGULAR	POST GRADUATION	2018-ENG-1	<u>M.SC</u> PHYSICS

9. **i) Visit the Website: [www.fatimacollegemdu.org](http://www.fatimacollegemdu.org), Click **Apply**  
**On-Line Admission - 2018****

**OR**

**ii) Visit the Website: [http://fatimacollegemdu.org/fatima\\_preadm/login\\_adm.php](http://fatimacollegemdu.org/fatima_preadm/login_adm.php)**

**10. TO LOGIN INTO YOUR ACCOUNT: GIVE YOUR USERNAME &  
PASSWORD & CLICK LOGIN.**

The image shows a login form with the following elements:

- Title: Login
- Field 1: Reg No.\* (with an asterisk indicating it is required)
- Field 2: Password\* (with an asterisk indicating it is required)
- Buttons: Login and New Registration
- Link: [Forgot Password](#) (underlined in green)

**11. IF YOU HAVE PAID USING NEFT, ENTER YOUR NEFT TRANSACTION ID & AMOUNT AND SAVE. IF YOU HAVE PAID USING CHALLAN, NO NEED TO ENTER ANYTHING.**

STATUS

PROFILE

MARKS ENTRY

CERTIFICATE UPLOAD

BUY ADDITIONAL FORMS

CHANGE PASSWORD

NEFT DETAIL UPDATION

S.NO	TRACK ID	APPLICATION.NO	COURSE NAME	AMOUNT
1	LS-1524633039-2015C45	2018-PGC-29	M.SC. CHEMISTRY	150

NEFT Transaction Code:

Amount:

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## 12. CHOOSE PROFILE TO ENTER YOUR DETAILS.

STATUS	<b>STUDENT PROFILE</b>	
PROFILE	Student Name:	<input type="text"/>
MARKS ENTRY	Father/Guardian Name:	<input type="text"/>
CERTIFICATE UPLOAD	Email Id:	<input type="text" value="sample@gmail.com"/>
BUY ADDITIONAL	Occupation of Parent/Guardian:	<input type="text"/>
CHANGE PASSWORD	<input type="checkbox"/> Same as Contact Address	
	Contact Address:	<input type="text"/>
	Permanent Address:	<input type="text"/>
	Pincode:	<input type="text"/>
	Pincode:	<input type="text"/>
	MobileNo:	+91 <input type="text"/>
	D.O.B:	<input type="text" value="15-12-2000"/>
	Gender:	<input type="text" value="SELECT"/>
	Age:	<input type="text" value="17"/>
	Religion:	<input type="text" value="SELECT"/>
	For Christian Candidates only:	<input type="text" value="SELECT"/>
	Community:	<input type="text" value="SELECT"/>
	Sub Caste:	<input type="text"/>
	Aadhaar No.:	<input type="text"/>
	Passport No.:	<input type="text"/>
	Marital Satus:	<input type="text" value="SELECT"/>
	Comm.Certificate No:	<input type="text"/>
	Place & District to which the applicant belongs:	<input type="text"/>
	Differently Abled:	<input type="text" value="SELECT"/>
	Ex-Serviceman	<input type="text" value="No"/>
	Nationality:	<input type="text" value="SELECT"/>
	Country:	<input type="text"/>

Annual income of the parent:

Father/Guardian Mobile No:

Mother/Guardian Mobile No:

Do you apply under Sports Quota:

Are you a first generation learner?

Do you need hostel accommodation?

Are you of Tamil origin from Andaman Nicobar Islands?

Name & Location(Dist)of School Last Studied:

Whether the school is located at:

Year of Completion of Higher Secondary/Equivalent Course:

Medium of instruction in the School:

Are you in NSS/NCC/SPORTS person?

Medium of study

Photo Upload:

# 13. ENTER THE DETAILS OF MARKS & UPLOAD THE CERTIFICATE(S)

STATUS	MARK DETAILS							
PROFILE	Parts	Subject	Marks Obtained	Max. Marks	Year	Month	Register No.	Certificate No. (Max Semester)
MARKS ENTRY	Part-I	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
CERTIFICATE UPLOAD	If Any Break in Study.		<input type="text"/>					
BUY ADDITIONAL	Part-II	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
CHANGE PASSWORD	Part-III	Major/Anc <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
							Upload Your Marks Upto 5th / Max Semester	<input type="button" value="UPLOAD"/>
			<input type="button" value="SUBMIT"/>	<input type="button" value="RESET"/>				

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- 14. UPLOAD ADDITIONAL CERTIFICATE(S) IF NEEDED (COMMUNITY, SPORTS)**
- 15. IF YOU WANT TO APPLY FOR ADDITIONAL COURSE(S), CLICK [BUY ADDITIONAL](#).**
- 16. VISIT [STATUS](#) MENU FREQUENTLY TO VIEW THE APPLICATION STATUS.**

STATUS

PROFILE

MARKS ENTRY

CERTIFICATE UPLOAD

[BUY ADDITIONAL](#)

CHANGE PASSWORD

### APPLICATION STATUS

S.NO	CAMPUS	DIVISION	GRADUATION	APPLICATION. NO	COURSE NAME	SELECTION LIST	STATUS	CALL LETTER	APPLICATION PAYMENT
1	MARY LAND	SELF FINANCING	POST GRADUATION	2018-PGC-29	M.SC. CHEMISTRY	--	--	--	--

**Mandatory Documents / Details to be updated to consider in Selection Process**

S.No.	Details Required	Status
1	Profile	Updated
2	Mark Details	Updated
3	Mark Sheets Upload	Uploaded
4	Other Certificates Upload	Uploaded

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