

Applicants are advised to register and apply online for admission into various degree programmes of AAU only at this official website. The University has not authorized any other institute, organization or agency, through their websites, to aid in the application process on University's behalf. If the applicants apply or do any payment transaction in other websites, other than this site, that will be exclusively on their personal risk and responsibility.

ADMISSION PROCEDURE

How to apply

- 1) Download the Information Bulletin and read it carefully before filling up the Online Application form.
- 2) Students must register themselves for admission into any Degree Programme under the University.
- 3) There are 3 steps in filling the Application Form.
 - a) Register yourself
 - b) Pay the required Application Fee using Payment Gateway
 - c) Fill in the Application Form online

Step 1 – Registration

- 1) The information filled in the Application Form once finalized/submitted cannot be changed afterwards. It cannot be corrected /modified at our end also, and hence no request for changing data/information of a submitted application shall be entertained. A candidate can however register afresh.
- 2) You must have a valid EMAIL ID and a Phone Number for registration. These will be required for communication during selection and after admission.
- 3) If you are a domestic candidate from Assam, you have to provide State Unique ID. If you don't have the **State Unique ID**, visit <http://dheonlineadmission.amtron.in/sp/> and get yourself registered. Keep the digital acknowledgement copy for upload during the application process.
- 4) Upon successful registration, the Applicant should receive a confirmation message with the credentials in the Registered Mobile Number and an email in the registered email ID.

Step 2 - Payment of Fee

- 1) Login with the Registration ID, Username and Password. You shall land in category /quota page of the application form. Select your appropriate category and quota (if applicable) and proceed.
- 2) Pay online through payment gateway integrated with the application form. Candidates from outside Assam and all International candidates need to pay ₹ 500/- (**\$ for International candidates**) only as application fees. Candidates from Assam need not to pay any application fees. You shall have to provide your **State Unique ID** in its place at the time of registration.
- 3) You shall receive a confirmation after payment transaction which shall also be shown in the '**Payment History**' on your Dashboard.

Step 3 - Fill in the Application Form

- 1) After successful completion of payment, you need to upload your photo & signature each with a maximum size of 100KB in **JPEG format**. While uploading, you can also crop your photo and signature online.
- 2) Enter your personal and academic information in relevant pages (you need to upload your certificates in PDF format with a maximum size of 150KB). Fill all the miscellaneous information.
- 3) Upload your documents in PDF file with a maximum uploadable size of 150KB each.
- 4) You can fill or update the entered data for any number of times.

PLEASE NOTE: Do not Finalize the Application Form until all the information are correctly entered. The Application Form cannot be edited after Final submission.

- 5) **Submit** the Application Form if all Information are correctly entered.
- 6) **After final submission, a confirmation sheet will appear. Take a printout of this confirmation sheet and get it signed by one of your parents and upload this document from your login panel within the application deadline (PG candidates should sign the declaration themselves in place of parents).**
- 7) The online application requires **JavaScript to be enabled** in your browser to function properly. Some functions of the online web submission programme will not work properly if JavaScript is disabled in your Web browser. **Please enable your JavaScript.** For any help, see the following website for help on “how to enable JavaScript in your browser- <http://enable-javascript.com/>”.
- 8) **Applicants interested for undergraduate degree programme in Veterinary Science stream, should indicate their interest in the relevant place. If opted, they shall be contacted after deciding whether the admission will be based on entrance or academic merit.**

5.2 You should be ready with the following documents at the time of application:

- a) Passport photograph, scanned to a size of max. 100KB (in JPEG format)
- b) Your signature, scanned to a size of max. 100KB (in JPEG format)
- c) Acknowledgement sheet for State Unique ID in pdf (max. 150KB)
- d) Mark sheets from Class X to the last examination passed in pdf (max. 150KB each)
- e) Pass Certificate of last examination passed in pdf (max. 150KB) (If the applicants for UG programme do not have this document in-hand, they must submit it at the time of reporting at the college in the event of admission. Failure to do so, will result in cancellation of their admission status)
- f) Age Proof Certificate (e.g. Birth Certificate, Class-X Admit Card etc.) in pdf (max. 150KB)
- g) Permanent Resident Certificate (PRC) / Nativity Certificate in pdf (max. 150KB) (If the applicants do not have this document in-hand, they must submit it at the time of reporting at the college in the event of admission. Failure to do so, will result in cancellation of their admission status)
- h) Medical Fitness Certificate in pdf (max. 150KB) (If the applicants do not have this document in-hand, they must submit it at the time of reporting at the college in the event of admission. Failure to do so, will result in cancellation of their admission status)
- i) Gap Certificate (from the competent authority) in pdf, if applicable (max. 150KB)
- j) Economically Weaker Section (EWS) Certificate in pdf, if applicable (max. 150KB)
- k) Migration/Transfer certificate in pdf, if applicable (max. 150KB) (If the applicants do not have this document in-hand, they must submit it at the time of reporting at the college in the event of admission. Failure to do so, will result in cancellation of their admission status)
- l) Caste certificate in pdf, if applicable (max. 150KB)
- m) International/NRI candidates need to upload their Passport along with all the blank pages in pdf (max. 3MB)
- n) Valid Visa and Passport of the financial sponsor of NRI sponsored candidate in pdf, if applicable (max. 150KB)
- o) International candidates need to upload their Financial Resource Documents in pdf (max. 150KB).
- p) Sponsorship letter from the Registrar of AAU for in-service candidate, if applicable (max. 150KB)
- q) Relevant certificate from appropriate authority in pdf against the quota provisioned in **Para 7.1 of the Information Bulletin.**
- r) NRI-status Certificate of the financial sponsor issued by the Embassy of the respective country under their seal for NRI/NRI sponsored candidate in pdf, if applicable (max. 150KB)
- s) Valid NRI Bank Account passbook/ Account Statement of the financial sponsor for NRI/NRI sponsored candidate in pdf, if applicable (max. 150KB)

- t) Undertaking by the sponsor of the NRI sponsored candidate in the form of Affidavit in pdf (max. 150KB)