



MOUNT TIYI GOVT. COLLEGE, WOKHA

GUIDELINES FOR ONLINE ADMISSION

2020 - 2021

The admission process highlighted in this document is a provisional arrangement to mitigate the challenges in conducting admissions due to the COVID-19 pandemic. This document outlines general instructions and the steps to be taken for securing admission to B.A. Course at Mount Tiyi Govt. College, Wokha, for the Academic Year 2020 – 2021.

IMPORTANT DATES

- 1) **Dates for Online Admissions: 08/06/2020 – 20/06/2020**
- 2) **Commencement of Classes (Online): 01/07/2020**

GENERAL INSTRUCTIONS

- 1) Admission will be accepted ONLY through this online mode.
- 2) Candidates seeking Admission shall follow the process outlined below.
- 3) Admission shall be on first-come first-serve basis.
- 4) After the college re-opens or as and when the college authorities notify, supporting documents required need to be submitted. You are advised to keep required documents and proof of payment of admission fee payment.
- 5) **Fees:**
 - a. For details of fees to be paid, kindly refer to the Prospectus 2020 (link below).

- b. If opting for hostel facility, the total fee to be paid shall be the admission fee for the respective Semester plus the hostel fee.

6) IMPORTANT: Candidates are advised to first go through the Prospectus thoroughly before applying for admission online to avoid any mistakes.

Kindly refer to the prospectus for the details of the courses offered, fees, documents required etc.

Prospectus 2020: <https://mounttiyicollege.com/content/prospectus-2020>

ONLINE ADMISSION PROCESS

1. PRE-REQUISITE:

1.1. You will need a Gmail Email Address to fill the Online Admission Form.

1.2. If you don't have a Gmail Account already, create one from here for free.

<https://accounts.google.com/SignUp>

1.3. After creating the Gmail account, note down the Gmail address you created, the password etc. so that you won't have problems logging in later.

1.4. The email address will also be asked on the Admission Form. A copy of the admission form submitted will be sent to that email address.

2. ONLINE ADMISSION PROCESS

Read the instructions carefully before submitting the Admission Form.

2.1. Firstly, Payment of Admission Fee.

Fee can be paid at the bank or via NetBanking.

PAYEE NAME: Principal, Mount Tiyi College

A/C NUMBER: 912010049579744

IFSC: UTIB0001865

BANK: Axis Bank, Wokha

2.2. Get the **bank counterfoil** for the payment of admission fee and scan it. In case of NetBanking, take screenshot of the payment success screen.

2.3. Go to this link [<https://forms.gle/cWuBiP3WKrvtZ6jk6>] and fill up the online Admission Form.

2.4. Upload the '**proof**' of Admission Fee payment (Bank Counterfoil or Screenshot) at **Upload Payment Receipt** field. *The admission fee payment shall be verified based on the proof you upload here.*

2.5. **Submit** the form.

This completes the Admission Form submission process.

Note:

- 1) A copy of the Admission Form you submitted will be sent to the Gmail address you provided at the beginning of the form.
- 2) Login to Gmail.com and open the email to view or print out the submitted form.

WHAT NEXT?

After the college resumes normally, relevant documents will be sought by the college. Therefore, it is advised to keep copies of the following documents handy.

- 1) Printed copy of the online admission form submitted by you and received in the email.
- 2) The original copy of the counterfoil from the bank or the printout of the screenshot if paid by Netbanking.
- 3) Required document as mentioned in the Prospectus.

SUPPORT CONTACTS

**For queries regarding admission process,
please contact the Admission Committee Members:**

Amos Ovung, VP	76408 22734
Khyopenthung Tsopoe	70051 63327
Dr. Rosanna Kikon	98629 19397
Zuchonthung Yanthan	88373 68892
Imdakinla, LDA	70050 89001

GUIDE

1. How to print or save as PDF, the admission form submitted received in the email?

- Open the email
- Click on the print icon
- At Destination, choose “Save as PDF” to save the email in PDF form to print it later.
- Or at the Destination, choose the printer connected to the computer to print.

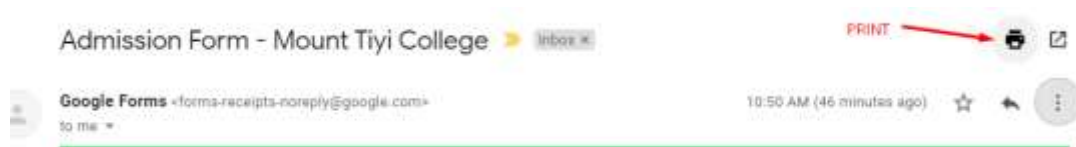


Figure 1: Print

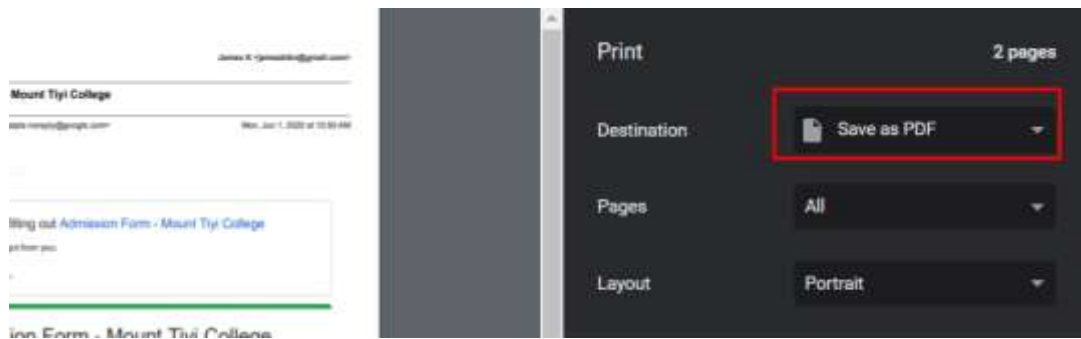


Figure 2: Save as PDF
