

Admission Procedure

The online admission process shall be completed in 2 phases. Before proceeding for Online Admission process keep your Passport size Photograph and Specimen Signature in jpg/jpeg in the range of 5 - 50 KB each ready in soft copy.

Phase-I

Candidates will be required to apply online exclusively through the website: www.clujammu.in. Enter your personal , academic details and the subject combinations preferences very carefully in the Application Form. *(Subject combination once allotted cannot be changed after the admission)* On successful submission of your Application form candidate will get acknowledgement message containing his/her **Name and Admission Code**. Keep record of this acknowledgement message for future reference.

Once the pre-admission application form is submitted online, the candidate is required to pay the requisite fee of Rs 100/- through a payment gateway using Credit/Debit card or through an online generated challan in any Branch of the J&K Bank nearest of him/her through offline mode. On payment of the requisite fee the process for the pre-admission online process will be completed. Student is free to apply for admission in more than one college to secure his/her admission. Students need not to submit the hard copy of pre-admission application form or any document in the college during I phase. The admission of the students is liable to be cancelled in the event of wrong information furnished by him / her in the Application Form submitted online. The students belonging to any reserved category should make its mention only if documentary support to this effect is already obtained from the issuing authority. No under process certificate will be entertained. **Students can "Edit" their particulars in the application form before the last date for submission of forms.**

NOTE: *An pre-admission application form shall be rejected if the payment is not deposited through auto generated challan within the specified time period and in such cases the application form will not be processed and liable for rejection by the committee.*

Phase-II

The select list of students for admission will be drawn up by the college admission committee. The selection status and the subject combination allotted to a student will be sent to him /her through e-mail/SMS alert. Besides, the select list will also be displayed on the college Notice Board.

Student can gain quick access to his / her selection status after visiting the website: www.clujammu.in
If shortlisted, the student should now take the printout of the submitted admission form on A4 paper by clicking the "Print".

Now click the "Print Challan" button to get the printed copy of the prefilled admission fee details for deposition of the fee. ***The admission fee should only be deposited in the bank fee counter of the college after the verifications of the documents by the admission committee.***
Enclose all the documents as required along with affidavit / affidavits, duly attested, and the bank challan, with the signed admission form and then submit the same to the concerned admission committee in the college for verification of the documents and the details contained in the form.
Once approved by the concerned admission committee, the student shall be required to deposit the admission fee at the fee counter in the college.

In case of any problem drop an email at registrarcluj@gmail.com or visit the concerned college and contact the online admission coordinator of that college.