

Instructions for filling Online Application Form

Name of the Candidate: The applicant shall enter the full name as it appears on the applicant's class X certificate.

Email ID: Applicants who do not have a valid Email ID must create an Email ID before proceeding further. The applicant must also ensure that the Email ID and password are kept handy for all future correspondence/reference regarding the admission process.

Gender: Select the gender from the drop-down list.

Date of Birth: Select the correct date of birth from the drop-down list.

Place of Birth: Enter Location details.

Category: Select the category from the drop-down list.

Primary Phone Number: Applicant shall also provide a valid mobile phone number (10-digit number **without any prefix**, i.e., 0 or +91). The mobile number provided will be used for communicating with the applicant.

Alternate Phone Number: Enter If any.

Aadhar Number: 16-digit number provided on the Aadhar Card

Father's Name: The applicant shall enter the full name of their father

Mother's Name: The applicant shall enter the full name of their mother

Parent's Mobile: The applicant shall enter the mobile number of their parents

Correspondence Address: Address where you are residing currently

Permanent Address: Your permanent residence address

Exams

CAT 2021 Registration Number (User ID): Enter the CAT registration number (User ID) received at the time of Application for CAT. It is an eight-digit number starting with the digit '21'. CAT 2021 score will be considered for admissions into DoMS, NALSAR.

XAT 2022 ID: The applicant must enter the XAT ID. The score of XAT 2022 will be accepted for admission at DoMS Nalsar.

GMAT ID (12 digits): If you have taken GMAT after 1st June 2020, enter GMAT-ID. If not taken yet and will be taken before 28 February 2022, leave it blank now. Your application will be processed provisionally until verified.

GRE: If you have taken GRE after 1st June 2020, enter your Score. Your Application will be processed provisionally until verified.

CMAT 2022: Kindly update your CMAT 2022 Roll number and Score. Your Application will be processed provisionally until verified.

Education Details

Class X

- Kindly enter the complete board name.
- Please enter the full name of the school passed out from.
- Please mention the aggregate percentage of marks for all subjects (including optional subjects) irrespective of your Board regulations.

Class XII/ Pre-University

- Board Name: Kindly enter the complete board name.
- Name of School Please enter the full name of the school passed out from.
- Percentage of Marks Obtained -Aggregate (###. ##): Please mention the aggregate percentage of marks for all subjects (including optional subjects) irrespective of your Board regulations.

Graduate Degree

- Percentage of Marks (###. ##): Applicant pursuing three years Bachelor's course must provide an aggregate percentage of marks obtained in the first year and second year.
- If pursuing a four-year degree course, kindly provide an aggregate percentage of all three consecutive years, i.e., first, second and third year.
- If pursuing an integrated course of five years (Undergrad +Masters) and pursuing the final year (fifth year), please aggregate the percentage of the first four years.
- If completed graduation (three years, four years, or integrated course), please provide the final aggregate percentage.
- The Bachelors' Degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education, after completing higher secondary schooling under the 10+2 system or any equivalent.

Post-Graduate Degree (if applicable)

- University Name: Please enter the University's complete name from where you have completed or pursued graduation.
- College Name: Enter the college's full name.

- Percentage of Marks (###. ##): Applicant pursuing a postgraduate degree and in the final year, please provide an aggregate percentage of the first year of Postgraduation. If completed Postgraduation, please provide the final aggregate percentage of postgraduation.

For conversion from CGPA to Percentage:

Please follow your university/institution stated guidelines for the conversion of CGPA into a percentage. In case your university/institution does not have any guidelines to convert CGPA into a percentage, the same can be done by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.

Work experience

In case the Applicant has work experience, the candidate must calculate and enter the work experience details done after completion of graduation. The candidate can select a suitable date from the date picker in the portal. Only professional (company, designation, profile, etc.) would be considered as relevant work experience. If you work in a family business, then designation and role should be well defined. DoMS NALSAR welcomes both fresher's and those with relevant work experience for its Admission process. It is not mandatory to have work experience for the Common Admissions process.

Document Uploads

- Upload Professional Photo (* Size should not exceed 1MB)
- Upload Copy of 10th Certificate (* Only .pdf allowed, max 500KB)
- Upload Copy of 12th Certificate (* Only .pdf allowed, max 500KB)
- Upload Copy of Graduation Certificate (* Only .pdf allowed, max 500KB), If still pursuing upload the latest Marks Sheet
- Upload Copy of Masters Certificate (Only .pdf allowed, max 500KB), If still pursuing upload the latest Marks Sheet
- Copy of Aadhaar Card/PAN Card/Voter ID (* Only .pdf allowed, max 500KB)
- Copy of Caste certificate if applicable ID (Only .pdf allowed, max 500KB)
- Copy of Experience certificate if applicable (Relieving letter)(Only .pdf allowed, max 500KB)
- Copy of CAT – 2021/ XAT- 2022/ GMAT – (After June 2020) / GRE – (After June 2020) / C- MAT- 2022.

Submit Application

After completing the application click on save progress and preview the application form, once the application is submitted you cannot make any further changes.