

DIRECTORATE OF ADMISSIONS, KAKATIYA UNIVERSITY, WARANGAL, T.S.

## **KUPGCET – 2017**

**GUIDELINES FOR FILLING OF ONLINE  
APPLICATION**

**FOR**

**SCIENCE, ARTS, COMMERCE POST GRADUATE  
COURSES**

**Offered By**

**KAKATIYA UNIVERSITY, WARANGAL**

**Conducted By**

DIRECTOR

**DIRECTORATE OF ADMISSIONS**

**KAKATIYA UNIVERSITY, Warangal  
Telangana State**

## Steps to be followed in filling online **KUPGCET 2017** application form

1. The Online Application for KUPGCET – 2017 is available at website <https://www.kupgcet2017.com>
2. When you fill Online Application, you should have the following necessities with you.
  - (a) Your Mobile Number.
  - (b) KUPGCET – 2017 Information Brochure.
  - (c) Your documents pertaining to your personal details and academic records.
  - (d) Softcopy of scanned passport size photograph and signature.
3. Open the website <https://www.kupgcet2017.com> from your browser (Internet Explorer / Chrome / Firefox).
4. Before proceeding to fill the application, please download and read the Admission Information Brochure.
5. Click on **Registration** link appearing on top menu to register for **KUPGCET–2017** Online Application.
  
6. Then proceed to fill the Name and other personal details with email ID and date of birth. Please fill the details as per SSC or equivalent certificate.
7. While entering the personal details, please give your correct **MOBILE** number and **EMAIL** address, because all the correspondence from Admission Authority (DOA) will be made to Mobile and Email only, No postal correspondence will be made under any circumstances.
8. After completion of registration details entry, you will receive user ID and password on mobile number and email ID.
9. Then click on **PROCEED TO PAYMENT** button and make the payment and after that you will be sent to next page.
10. Fill all other Personal Details, Reservation details , Communication details and upload passport size photograph and signature in jpg/jpeg format and click on **SAVE & CONTINUE**.
11. Fill all the academic details and click on **save**.
  
12. After clicking on save a preview page will open, check all your details entered by you and save or print.
  
13. You can take a print out of the application but do not send the printed copy of application to the DOA. You preserve it until your admission process is completed.
  
14. You can get a printed copy of application at any time using your user ID and Password

## GUIDELINES AND INFORMATION

1. The Online Application will be available on website <https://www.kupgcet2017.com> from 17-04-2017.

**Note:** Candidates are advised to take a printout of the prospectus/instructions to fill online application from the website before proceeding to fill the application form.

2. The online application form can be filled anywhere with internet connection. After going through the prospectus by keeping all the Certificates, Soft Copies of Scanned Photo and Signature.
3. The fee paid by the applicant is Non-Refundable.
4. The system generated application number is displayed for further reference.
5. Application Fee for OC/BC & others candidates are Rs.450/- for each course and for SC/ST/PH candidates is Rs.350/- for each course.
6. All the process will be shown as in Screen Shots below.
7. Follow the Screens to Apply Application and payment.

1. Open the website <https://www.kupgcet2017.com> and you will see the following screen

**DIRECTORATE OF ADMISSIONS**  
**KAKATIYA UNIVERSITY**  
WARANGAL - 506009, TELANGANA, INDIA  
Tel: 0870- 2461467, 2438855 Email: director.pgadmissions@kakatiya.ac.in  
**KUPGCET-2017 ADMISSION**  
(For KAKATIYA & SATAVAHANA UNIVERSITIES)

[REGISTRATION](#) [LOGIN](#)

**Prof.R.Sayanna**  
**Vice-Chancellor**

**Useful Link**  
Instructions to fill Online Application

**IMPORTANT LINKS**  
IMPORTANT DATES  
IMPORTANT INFORMATION

**Support**  
Mobile: 0870 246 1467 , 0981 258 5363  
Contact Us

2. Click on **REGISTRATION** link appearing on top menu to register for **KUPGCET-2017** Online Application.
3. After clicking on **REGISTRATION** you will see the following screen



## Instructions For Submitting KAKATIYA UNIVERSITY Online Application

To fill the Registration Form, Kindly use Internet Explorer (Version 9 to 11) Mozilla (Version 14 to 45) or Google Chrome (20 to 49)

Read the below instructions carefully, before filling the online form:

1. Candidate has to fill in the below mentioned details to receive the User Id and Password.
2. Candidate will receive the User Id and Password in the registered email address.
3. Candidate can login with the User Id and Password to complete the registration process.
4. Candidate must provide Name and Date of Birth as per SSC records, Mobile Number and Email Address as these details cannot be changed once registered.

### Enter your details

Candidate Name*	Date of Birth*	
<input type="text" value="LALIT YADAV"/>	<input type="text" value="01-01-1990"/>	
Email Address	Confirm Email Address	
<input type="text" value="lalityadav@gmail.com"/>	<input type="text" value="lalityadav@gmail.com"/>	
Mobile*	Enter OTP*	
<input type="text" value="9599550480"/>	<input type="text" value="54321"/>	
	<input type="button" value="Send OTP"/>	
Gender*	Caste*	
<input type="text" value="Male"/>	<input type="text" value="OC"/>	
Person with Disability(PHIC)*	Entrance Examination Test Centre*	
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text" value="Warangal"/>	
Person with Disability(PHIC)*	Entrance Examination Test Centre*	
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text" value="Warangal"/>	
Degree*		
<input type="text" value="B.A"/>		
Languages (Part-1)*	Optional (Part-2)*	Entrance Test Applied For*
<input checked="" type="radio"/> English <input type="radio"/> Telugu <input checked="" type="radio"/> Hindi <input type="radio"/> Sanskrit <input type="radio"/> Urdu <input type="radio"/> Tamil <input type="radio"/> Kannad	<input checked="" type="checkbox"/> Business Statistics <input type="checkbox"/> Civics <input type="checkbox"/> Commerce <input type="checkbox"/> Computer Application <input type="checkbox"/> Corp Accounting <input type="checkbox"/> Economics <input type="checkbox"/> ML English	<input checked="" type="checkbox"/> 1-MA.(English) <input type="checkbox"/> 7-MA.(Sociology) <input type="checkbox"/> 8-MA.(Gender Studies) <input type="checkbox"/> 9-Master of Human Resource Management(MHRM) <input type="checkbox"/> 10-Master of Social Work(MSW) <input type="checkbox"/> 12-Master of Tourism Mangement(MTM)
Enter Captcha code*		
<input type="text" value="preheal"/>		
Declaration		
<input checked="" type="checkbox"/> I Agree		
I hereby declare that, I have carefully read the instructions. All particulars stated in this Registration Form are true and correct to the best of my knowledge. If any information is found to be incorrect or false, the decision of the University shall be final and I shall be binding to the norms.		

4. Proceed to fill the Name and other personal details with email ID and date of birth.  
**Note:** While entering the personal details, please give your correct **MOBILE** number and **EMAIL** address, because all the correspondence from Admission Authority (DOA) will be

made to Mobile and Email only, No postal correspondence will be made under any circumstances.

5. After filling all personal details click on **REGISTER NOW**, then page will look like below

**REGISTRATION SUMMARY**

**Registration Details**

Email Id:	yadavlatif1802@gmail.com
Name of Candidate:	LALIT YADAV
Date of Birth:	21-03-1990
Mobile Number:	9599550480

**User Id And Password**

Your User Id and Password has been sent to your given E-Mail Id.

**CONTINUE TO PAYMENT**

6. After completion of registration details entry, you will receive user ID and password on mobile number and email ID.

7. Check your personal details and then click on **CONTINUE TO PAYMENT**. After clicking on you will see the following screen.

**i** Instructions For Submitting KAKATIYA UNIVERSITY Online Application

To fill the Registration Form, kindly use Internet Explorer (Version 9 to 11) Mozilla (Version 14 to 29) or Google Chrome (20 to 29)

Read the below instructions carefully, before filling the online form:

1. Fields marked with \* are mandatory
2. Fill in the important/appropriate details and upload the scanned copy of required documents
3. Click Save & Continue to proceed to the next section
4. Use the mouse to move between fields instead of using Tab key
5. You can do multiple logins to complete your application

1 Payment 2 Personal Details 3 Academic

**Payment Information**

Candidate Name :	LALIT YADAV
Application No. :	170700057
Opted Tests :	1-M.A.(English) 7-M.A.(Sociology)
Total amount to pay :	700

**PROCEED TO PAYMENT**

8. Then click on **PROCEED TO PAYMENT**, after clicking you will be redirected to payment page see the snap shot below.

Credit Card >

Debit Card

Debit Card + ATM PIN

Internet Banking

Pay by Credit Card

VISA

MasterCard

Card Number

Enter card number

Expiration Date

Month

Year

CVV/ CVC

Card Holder Name

Enter card holder name

Make Payment

Cancel

Merchant Name

KAKATIYA UNIVERSITY -  
DIRECTORATE OF  
ADMISSIONS

Payment Amount: ₹ 700.00

BillDesk  
All your payments. Single location.

9. Click on “Make Payment” and then payment will be successful and following page will open.

REGISTRATION STATUS

LOGOUT

Transaction Status

Your payment has been success.

CONTINUE TO APPLICATION

10. Click on **CONTINUE TO APPLICATION**, after clicking following page will open

## **i** Instructions For Submitting KAKATIYA UNIVERSITY Online Application

To fill the Registration Form, Kindly use Internet Explorer (Version 9 to 11) Mozilla (Version 14 to 45) or Google Chrome (20 to 49)

Read the below instructions carefully, before filling the online form:

1. Fields marked with \* are mandatory
2. Fill in the important/appropriate details and upload the scanned copy of required documents.
3. Click Save & Continue to proceed to the next section
4. Use the mouse to move between fields instead of using Tab key.
5. You can do multiple logins to complete your application.



### Personal Details

Candidate Name*	Father's/Husband's/Guardian's Name*
<input type="text" value="LALIT YADAV"/>	<input type="text" value="RAM SINGH YADAV"/>
Mother's Name*	Date of Birth*
<input type="text" value="SHANDI DEVI"/>	<input type="text" value="01-01-1990"/>
Gender*	Mobile No*
<input type="text" value="Male"/>	<input type="text" value="9015752471"/>
	Aadhar Card No.
	<input type="text"/>

**Note:** (Aadhar No. is required for getting scholarship from TS Social Welfare Dept.)

### Reservation Details

Religion*	National Integration (for other state candidates only)*
<input type="text" value="HINDU"/>	<input type="text" value="NO"/>
NCC*	NSS*
<input type="text" value="NO"/>	<input type="text" value="NO"/>
CAP*	Sports*
<input type="text" value="NO"/>	<input type="text" value="NO"/>

### Communication Address

D.No / H.No	Street Name / Colony Name / Village / Mandal
<input type="text" value="H.NO. 123, ROHINI, NEW DELHI 86"/>	<input type="text" value="NEW DELHI"/>



District\*  
NEW DELHI

State\*  
Delhi


Country\*  
India

Pin Code\*  
110086


Upload Documents

Note

- The image size should be 5 KB to 100 KB.
- The image format should be jpeg or jpg



\* Click here to upload scanned copy of passport size photograph.



\* Click here to upload scanned copy of Signature.

SAVE & CONTINUE

11. Fill all other personal details with reservation details and communication address.

12. Then upload your scanned photograph and signature in jpg/jpeg format.

13. Click on **SAVE & CONTINUE**

14. After clicking you will go to the next page where you need to fill all academic details and then click on **SAVE**. See the screen shot below

## **i** Instructions For Submitting KAKATIYA UNIVERSITY Online Application

To fill the Registration Form, Kindly use Internet Explorer (Version 9 to 11) Mozilla (Version 34 to 45) or Google Chrome (20 to 49)

Read the below instructions carefully, before filling the online form:

1. Fields marked with \* are mandatory
2. Fill in the Important/appropriate details and upload the scanned copy of required documents
3. Click Save & Continue to proceed to the next section
4. Use the mouse to move between fields instead of using Tab key
5. You can do multiple logins to complete your application



### Academic Details

#### 10th Class/Equivalent Details

School Name	District*	Board Name*	Hall Ticket No*	Percentage / Grade*	Year of Completion*
DAV PUBLIC SCHOOL	NEW DELHI	CBSC	8767869	80	2004-05

#### Intermediate / Equivalent Details

School Name	District*	Board Name*	Hall Ticket No*	Percentage / Grade*	Year of Completion*
DAV PUBLIC SCHOOL	NEW DELHI	CBSC	6756456	80	2006-07

#### Bachelor Degree Details

College/Institute Name	District*	University*	Hall Ticket No*	Percentage / Grade	Year of Completion*
DELHI UNIVERSITY	NEW DELHI	DELHI UNVESITY	987654	80 Appeared	2009-10

#### Master Degree Details

College/Institute Name	District	University	Hall Ticket No	Percentage / Grade	Year of Completion
					--Select Year--

#### Any Other

College/Institute Name	District	University	Hall Ticket No	Percentage / Grade	Year of Completion
					--Select Year--

SAVE

After clicking on **SAVE** a final preview page will be open.



**DIRECTORATE OF ADMISSIONS**  
**KAKATIYA UNIVERSITY**  
 WARANGAL - 506009, TELANGANA, INDIA  
 Tel: 0870-2461467, 2438055 Email: director.pgadmissions@kakatiya.ac.in  
**KUPGCET-2017 ADMISSION**  
 (For KAKATIYA & SATAVAHANA UNIVERSITIES)

---

APPLICATION FORM TO THE ENTRANCE TEST FOR ADMISSION TO KUPGCET-2017-2018

Application Id: 170700057      Test Center: Warangal      [LOGOUT](#)

Test Name: 1-M.A.(English)-7-M.A.(Sociology)

**Personal Details**

Name of the Candidate: LALIT YADAV  
 Father's Name: RAM SINGH YADAV  
 Mother's Name: SHANDI DEVI  
 Date of Birth: 03-01-1999  
 Gender: MALE  
 Mobile No: 9045752471  
 Email ID: lalit.yadav@gmail.com  
 Address for communication: H NO. 123, ROHINI, NEW DELHI 86 NEW DELHI, NEW DELHI Delhi, India, 110086



**Reservation Details**

Caste: OC      NCC: NO      NSS: NO  
 National Integration: NO      CAP: NO      Sports: NO  
 Religion: HINDU      PHC(S): N.A

**Payment Details**

Fee Paid: 1      Payment Date: 17/04/2017      Trn Id: KUP58

**Qualifying Examination Details**

Qualifying Exam: B.A.      First Language: English  
 Second Language: Hindi      Group Subjects: Business Statistics,Civics,Commerce

**Academic Details**

Course	School/College Name	District	Board name/University	Hall Ticket No.	%age/Grade/Appeared	Year of Completion
10th Class	DAV PUBLIC SCHOOL	NEW DELHI	CBSC	8767869	80	2004-05
Intermediate / Equivalent	DAV PUBLIC SCHOOL	NEW DELHI	CBSC	8756456	80	2006-07
Bachelor Degree	DELHI UNIVERSITY	NEW DELHI	DELHI UNIVERSITY	987654	60	2009-10

Declaration: I hereby declare that, I have studied the prospectus relating to the course for which I am applying and that I satisfy all the eligible criteria prescribed for admission to the course. I also declare that, if I am selected I will abide by the rules and regulation of the University. Take a print out of the application for further processing. You are instructed NOT TO SEND a copy to university.  
 Date: 17-04-17

*Lalit*  
Signature of Student

BACK TO EDIT
SAVE & PRINT

15. After clicking on **SAVE & PRINT** confirmation message will be appeared.

16. After clicking OK your form will be submitted successfully and then you can see the preview of application form.

Here you can save or print for the further process.

**Note:** You can get a printed copy of application at any time using your user ID and Password