

[Deccan Education Society's](#) [Fergusson College](#) [First Year\(F.Y.\) Online admission registration process](#)

Step 1-Registration

For the Registration students need to follow the following steps

Go to the following link for the registration

Link - <https://fcadmission.deccansociety.org/>

After clicking on link Students can see the following screen

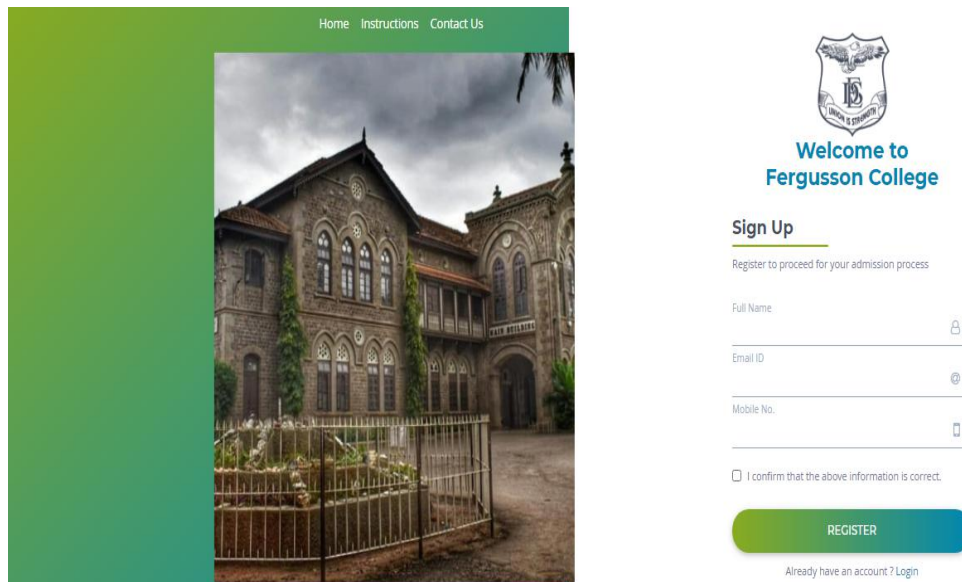
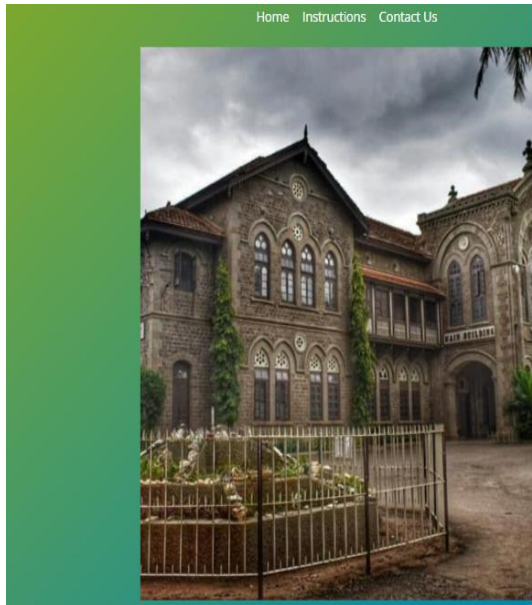


Fig: Online Registration Portal Page

Now Students has to enter the details mentioned on that page.After entering details students has to click on the confirmation option and then click on the **Register** button. After clicking on **Register** button user can see the following image.



Welcome to Fergusson College

Sign Up

Register to proceed for your admission process

Confirmation Details
Your Registration completed successfully,
Your Application ID is '00028708'.
Please check your Email/ SMS for
Application ID and OTP for further
communication/ Sign In.

Note : If you are unable to find the confirmation e-mail in
your inbox, please check your "Junk/ Spam Mail".

SIGN IN

Fig: Application ID and Sign in Option

After clicking on **<Sign in>** button, user has to enter the OTP and Generate the password for the application no. You can see this in the following image



Welcome to Fergusson College

Sign Up

Register to proceed for your admission process

One Time Password Confirmation

Application Number
00029168 

Enter OTP 

Create Password 

Confirm Password 

SUBMIT **CANCEL** **BACK**

Fig: Password Generation option

Step 2 - SIGN IN

After Generating the password, user can now login in the portal by the application id and password.

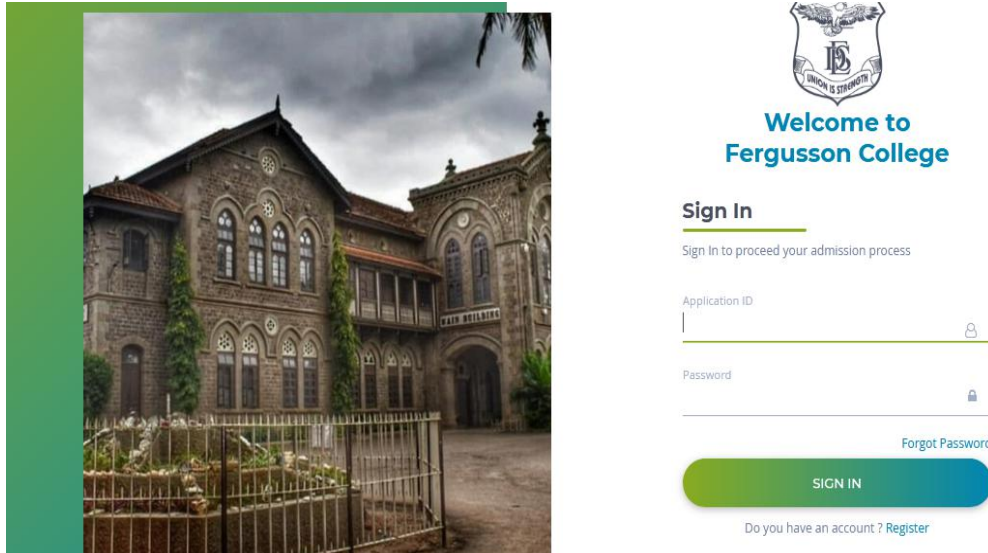


Fig: Sign IN Screen

Step 3 - Personal Details

After Sign In User Has to enter the all personal details Like Name, Father name, Mother name and all other details. You can see this in the following image

Personal Details

* Full Name (First, Middle, Last Name)	* DOB (DD/MM/YY) 16-07-2020	* Mobile Number 9082580442	* Email ID sagar.pandya@mastersofterp.co.in
* Gender <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Others	* Father's Name Please Enter Father's Name	* Mother's Name Please Enter Mother's Name	* Parent's Contact Number Please Enter Parent's Contact No.
* Nationality Please Select	* Religion Please Select	Special Reservation Please Select	* Is Specially Abled <input type="radio"/> Yes <input type="radio"/> No
* Is Sports Person? <input type="radio"/> Yes <input type="radio"/> No	* Do you have Domicile certificate of Maharashtra state from government competent authority? <input type="radio"/> Yes <input type="radio"/> No		
* Admission Type Please Select	* Category Please Select		

Fig: Personal Details Screen

Once you complete entering the fields, Click on “**Save & Continue**” button.

Step4 - Address Details

Then user have to fill the address details. Students who are localities can select the “ Same as permanent address” option while filling the local address whereas, Students who are from another city or state need mention there local address, where they are currently residing. Please Note that all the marked “ * “ fields are necessary. After that click on “ **Save & Continue**” Button.

The screenshot displays the 'Address Details' form, which is divided into two main sections: 'Correspondence Address' and 'Permanent Address'. Each section contains a text input field for the address (with a maximum length of 100 characters), a dropdown menu for 'Country', and another dropdown menu for 'State'. Below these, there are dropdown menus for 'City/Village', 'Tehsil', and 'ZIP/PIN'. A checkbox labeled 'Copy Correspondence Address' is present, with a note '(If same as permanent address)'. At the bottom of the form, there is a 'Note: Select (any other) if not found in (Country, State, City) List.' At the very bottom of the screen, there are two buttons: 'CANCEL' and 'SAVE & CONTINUE'.

Fig: Address Details Screen

Step 5 - Photo and Signature Details

Here you need to add or upload your Photo, Click on browse option and select a valid image file in JPG/GIF/PNG format,remember that the file should not exceed 50 KB

Similarly for adding/uploading Student Signature the maximum size for file is 25 KB

Once you add then click on “**Upload And Continue**” to proceed.

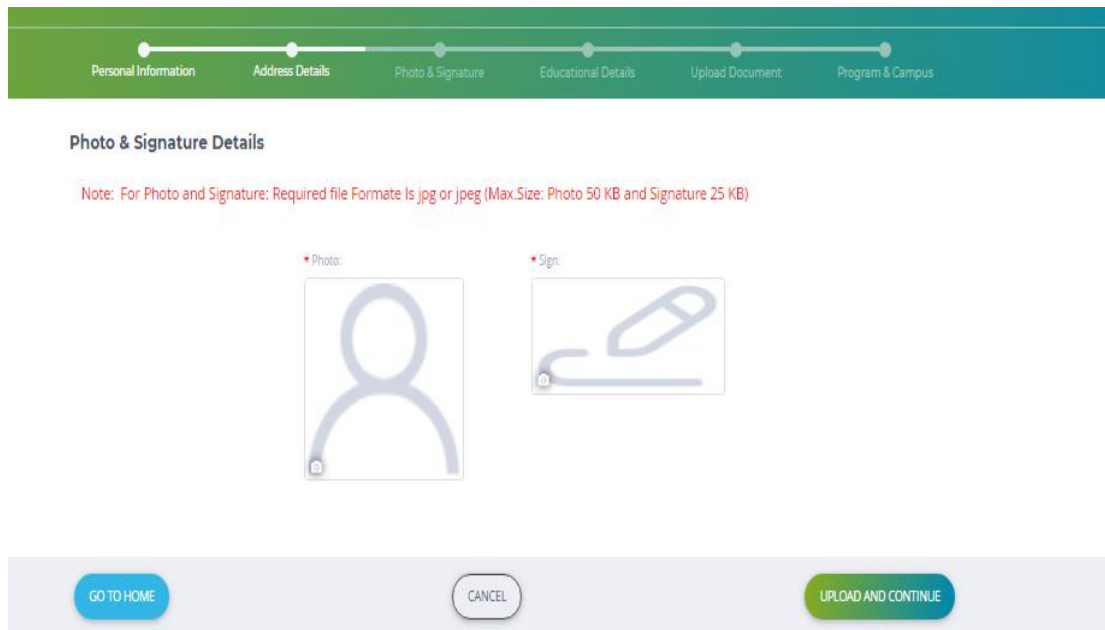


Fig: Photo & Signature Upload Screen

Step 6 - Educational Details.

Here you need to fill your Educational Details like Exam Name for example : SCC, HCC, Board/University, School/College, Year Of Admission, Date of Passing, Year Of Passing, Exam Seat Number Passing Certificate Number, HSC/+2 with Maths, Obtained Marks, Total Marks, Percentage, Result extra. Please Note that all the marked “ * “ fields are necessary. After that click on” **Submit**” Button to add your educational details. Once you complete entering the fields, click on **Submit** button.

Where do you want to take admission?

UG PG

Educational Details

12th Qualification / Diploma

* Qualification Level Please Select	* Stream Please Select	<input type="radio"/> Grade Point <input checked="" type="radio"/> Percentage	* Out of Marks Enter Out of Marks
* Marks Obtained Enter Marks Obtained	* Percentage Enter Percentage	* Month of Passing Please Select	* Year of Passing Enter Year E.g. 2011
* Number of Attempts Please Select	* School/College Name Enter School/College Name	* Board Name Enter Board Name	* Exam Roll Number Enter 12th Exam Roll Number

Do you have PCM Group?

10th Qualification

* Qualification Level CLASS X	<input type="radio"/> Grade Point <input checked="" type="radio"/> Percentage	* Out of Marks Enter Out of Marks	* Marks Obtained Enter Marks Obtained
* Percentage Enter Percentage	* Month of Passing Please Select	* Year of Passing Enter Year E.g. 2011	* Number of Attempts Please Select
* School Name Enter School Name	* Board Name Enter Board Name	* Exam Roll Number Enter 10th Exam Roll Number	

Fig: Education Details Upload Screen

Step 7 - Document Upload Details.

Here you need to add or upload your Documents like Caste Certificate, 12th Mark sheet Please click on browse button and select valid file in PDF format only remember that the file should not exceed 10MB Please Note that all the marked “ * ” fields are necessary. Once you Select then click on “**Upload Documents**” button.

Personal Information Address Details Photo & Signature Educational Details Upload Document Program & Campus

Upload Documents

* Document List
Please Select ▼

Choose File No file chosen
(Required file Format: pdf Format. Max. Size Up To 10 MB)

Note: After uploading documents Click on the Program & Campus Option to add the program

CANCEL UPLOAD DOCUMENTS

Fig: Document Upload Screen

Step 8 - Program * & Campus Selection

Now User Can Apply for the Multiple programs as required. Select the program from the list and then click on “**Save & Continue**” Button.

Personal Information Address Details Photo & Signature Educational Details Upload Document Program & Campus

APPLY FOR THE PROGRAM

Program

Please Select

- BA(GENERAL-ENGLISH MEDIUM) (Grant-in-aid)
- BA(GENERAL-MARATHI MEDIUM) (Grant-in-aid)
- B.A (GENERAL ENGLISH MEDIUM) (Self Finance)
- B.Sc.(GENERAL) Grant-in-aid
- B.Sc.(ANIMATION)
- B.Sc.(BIOTECHNOLOGY)
- B.Sc.(COMPUTER SCIENCE)
- B.Sc.(ENVIRONMENTAL SCIENCE)
- B.Sc.(MICROBIOLOGY)
- B.VOC.(MEDIA AND COMMUNICATION)
- B.VOC.(DIGITAL ART AND ANIMATION)

CANCEL PAY FEES SAVE & CONTINUE

Fig: Apply for the Program Screen

Step 9 - Pay fees

After Applying tp Program Click on **“Pay fees”** button to pay the fees.So it will show you the following screen.

Confirm Payment

Application Id.:	Student Name:	Order Id.:
00028708	SAGAR PANDYA	28708015981

Amount To be Paid:

100.00

By Clicking on Pay Now Button, You

PAY NOW GO BACK

Fig: Confirm payment Screen

Step 10 - Application Report

After that user have to enter the card details and pay the fees for the application. And after paying the fees student can generate the application report, see the following image



Fergusson College (Autonomous), Pune

Fergusson College, F.C. Road, Pune 411004

ADMISSION FORM (BA(GENERAL-ENGLISH MEDIUM) (Grant-in-aid))

2020-2021

Form No.00003


Personal Information				
	Full Name	ISHITA ANKALKOTE		
	Date of Birth	16/07/2003	Gender	FEMALE
	Email ID	office3@fergusson.edu	Nationality	Indian
	State of Domicile	-	Religion	Hindu
	Mobile Number	8857007177	Admission Type	Maharashtra
	Category	SC		
Father's Name	CHETAN	Parent Contact No.	9860336236	
Mother's Name	ARCHANA	Social Reservation	-	
Is Specially Abled?	NO	Abled Type	-	
Is Sport's Person?	NO	Sports Type	-	
Correspondence Address	Sgnmk			
Country	INDIA	State	Maharashtra	
Tehsil	Shirpur	City/Village	Pune City	
Zip/ Pin	411043			
Permanent Address	Sgnmk			
Country	INDIA	State	Maharashtra	
Tehsil	Shirpur	City/Village	Pune City	
Zip/ Pin	411043			

Fig: Application Report Screen