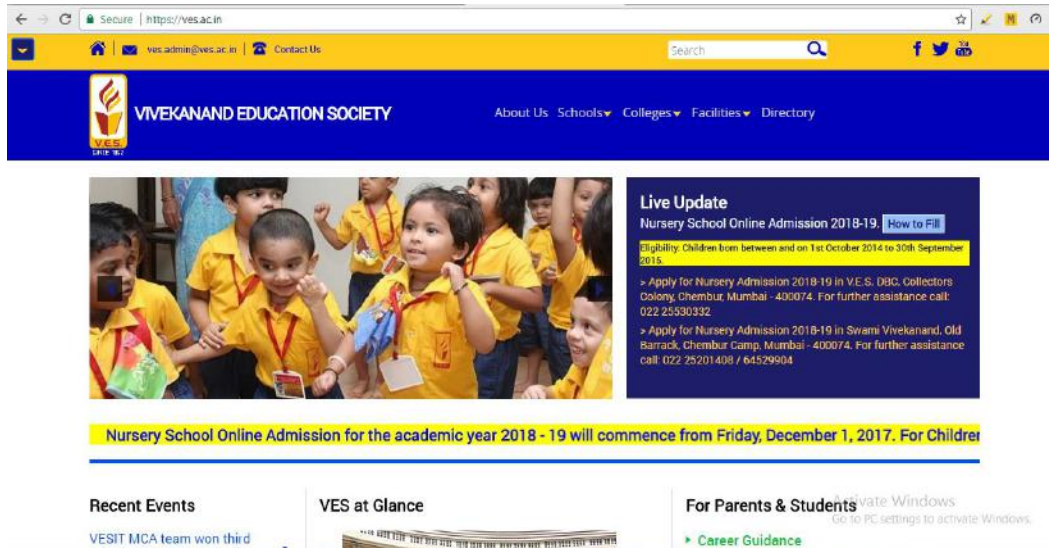


How To Fill Online Application Form:

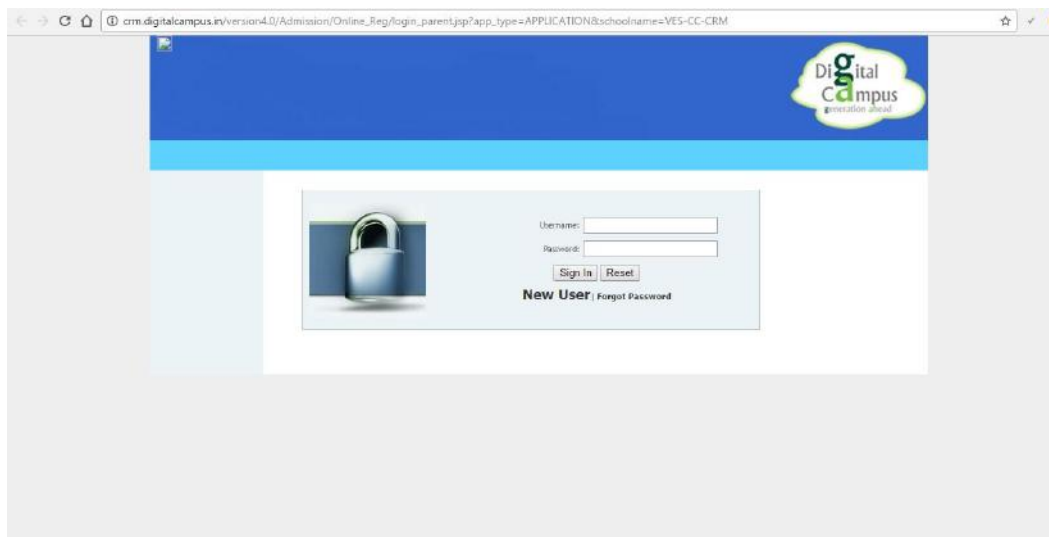
- **Step 1: Open <https://ves.ac.in>. Following page appears.**



- **Step 2 : Under Live Update section , there are two separate links given for Nursery Admissions**

- a) For DBC, Collectors Colony and
- b) Swami Vivekanand Old Barrack, Chembur.

Click the desire link to proceed further.

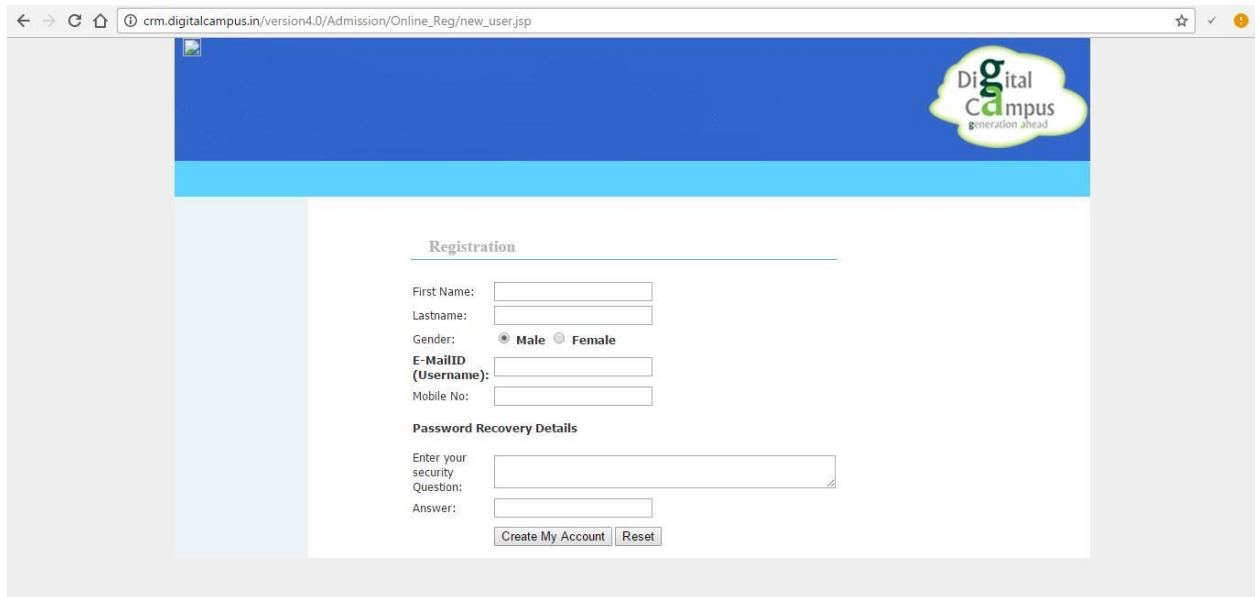


- **Step 3: Click on New User to Register. Following Registration page appears. Fill the details which includes your valid email address and**

mobile no. (You will receive the user name and password on this Email ID as well as on mobile no.)

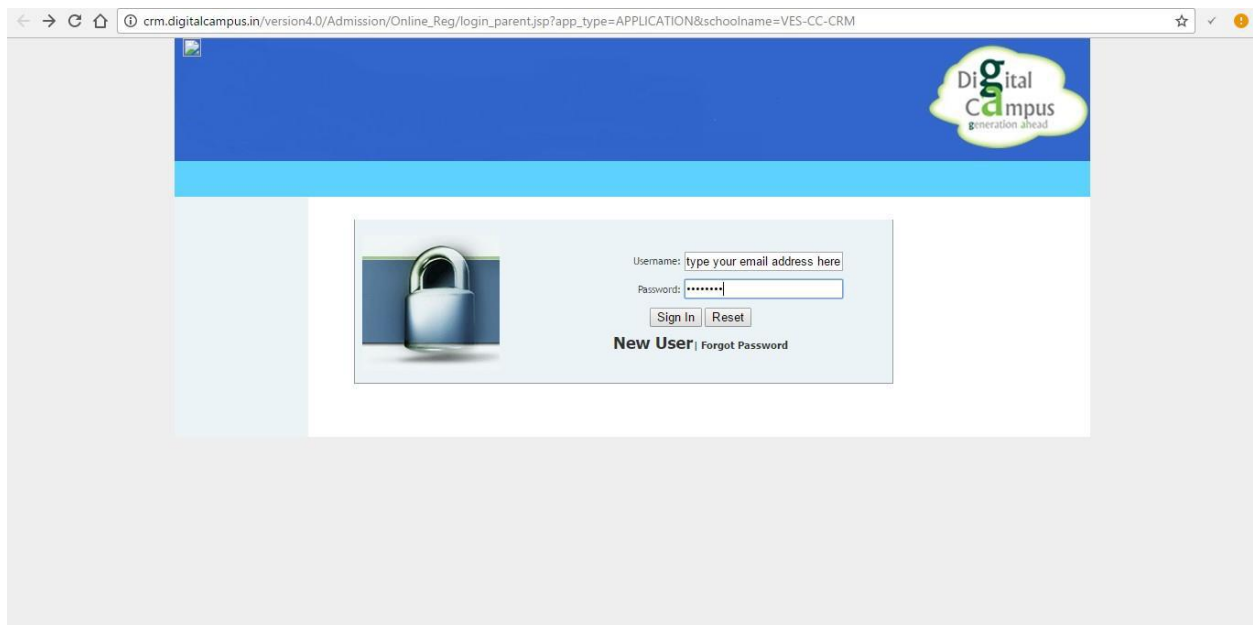
Enter security Q. facilitates to retrieve your password in case you lost your login password.

Finally click on **Create My Account** button.



The screenshot shows a web browser window with the URL `crm.digitalcampus.in/version4.0/Admission/Online_Reg/new_user.jsp`. The page features a blue header with the Digital Campus logo and the tagline "generation ahead". Below the header, there is a "Registration" form. The form includes fields for "First Name", "Lastname", "Gender" (with radio buttons for "Male" and "Female"), "E-MailID (Username)", and "Mobile No.". Below these fields is a "Password Recovery Details" section with fields for "Enter your security Question" and "Answer". At the bottom of the form are two buttons: "Create My Account" and "Reset".

- **Step 4: Login with the user name and password provided to you via email.**



The screenshot shows a web browser window with the URL `crm.digitalcampus.in/version4.0/Admission/Online_Reg/login_parent.jsp?app_type=APPLICATION&schoolname=VES-CC-CRM`. The page features a blue header with the Digital Campus logo and the tagline "generation ahead". Below the header, there is a login form. The form includes a "Username" field with the placeholder text "type your email address here" and a "Password" field with masked characters. Below these fields are two buttons: "Sign In" and "Reset". To the left of the form is a blue padlock icon. At the bottom of the form are two links: "New User" and "Forgot Password".

- **Step 5: Click **Sign in** button, following page appears.**

The screenshot shows a web browser window with the URL `crm.digitalcampus.in/version4.0/Admission/Online_Reg/MainFrame.jsp?schoolname=VES-CC-CRM&app_type=APPLICATION`. On the left, there is a vertical menu with options: INSTRUCTIONS, NEW APPLICATION, SUCCESSFUL APPLICATIONS, FAILED APPLICATIONS, INPROCESS APPLICATIONS, HELP, and LOGOUT. The main content area is titled "INSTRUCTIONS" and contains three steps:

- Step 1:** click on **New Application**, fill up the mandatory fields marked with * and submit the application form.
- Step 2:** You will be automatically redirected to Application Fee payment options where you will make the transaction.
- Step 3:** Once you complete the transaction successfully, your application receipt can be viewed under **Successful applications**. To view the receipt click on the Receipt number.

Please read and follow the Instructions.

- **Step 6: Fill in the Student Details form. Fields marked with * are mandatory.**



The screenshot shows the "NEW APPLICATION" form with the "Student Details" tab selected. The form is divided into four sections: Student Details, Other Details, Parent Information, and Student Address. The "Student Details" section contains the following fields:

- *Student Surname:
- *Student Name:
- *Student Father's Name:
- *Student Mother's Name:
- Caste:
- *Date of Birth:
- *Gender:
- *Mother Tongue:
- Student's Aadhar card No:
- *Nationality:
- *Religion:
- Place of Birth:
- *Campus:
- Enquiry for Year:
- *Curriculum Sought:
- *Class Applied for:
- *Admission Type:
- *Mobile No:
- Identification Marks:

At the bottom left, there is a note: "Note 1 : * Means Mandatory Field". A "Next" button is located at the bottom right of the form.

Click **Next** button

Fill in the Other Details form.

INSTRUCTIONS

NEW APPLICATION

SUCCESSFUL APPLICATIONS

FAILED APPLICATIONS

INPROCESS APPLICATIONS

HELP

LOGOUT

NEW APPLICATION

Student Details
Other Details
Parent Information
Student Address

First Language

Blood Group

Medical History

Special Needs

*Child's own Brother/ Sister studying in same school (Click Yes if any) YES NO

Sibling Name

Class

Second Language

Reason for School Change

Other Schools studied


Achievements

Physically Challenged ? Yes No

Click **Next** button

Fill in the Parent Information form.

Email ID & Mobile number is required (Online Payment it is required.)




INSTRUCTIONS

NEW APPLICATION

SUCCESSFUL APPLICATIONS

FAILED APPLICATIONS

INPROCESS APPLICATIONS

HELP

LOGOUT

NEW APPLICATION

Student Details
Other Details
Parent Information
Student Address

* Father/ Guardian's Surname

* Father/ Guardian's Name

* Father/ Guardian's Father's Name

Father Nationality

Father Religion

Father Occupation

Father Mobile Number

Father Telephone Number

Father Email ID

Father Qualification

Father Working Company Name

Father Designation

Father Office Address

Father Office Contact Number

* Email id for Communication

* Mobile Number for Communication

Mother Nationality

Mother Religion

Mother Occupation

Mother Mobile Number

Mother Telephone Number

Mother Email ID

Mother Qualification

Mother Company Name

Mother Designation

Mother Office Address

Family Annual Income

Click **Next** button

Fill in the Student Address form.

The screenshot shows the 'NEW APPLICATION' form with the 'Student Address' tab selected. The form includes a sidebar with navigation options: INSTRUCTIONS, NEW APPLICATION, SUCCESSFUL APPLICATIONS, FAILED APPLICATIONS, INPROCESS APPLICATIONS, HELP, and LOGOUT. The main content area has a header 'NEW APPLICATION' and sub-tabs: Student Details, Other Details, Parent Information, and Student Address. The 'Student Address' tab contains the following fields and instructions:

- *Applicant Full Address :
- Enter your Complete Address ...
- *Address (text input field)
- *Pincode (text input field)
- Note: *The Address column should not exclude more than 100 characters
- Submit and Reset buttons

Click **Submit** Button

You will be redirected to Payment option screen. Now select payment mode and click on **Pay Now** button. This will redirect you to Payment windows where you will make the payment with your online payment credentials.

The screenshot shows the Payment option screen. It features the same sidebar as the previous screen. The main content area displays a table of fees and a table of payment modes.

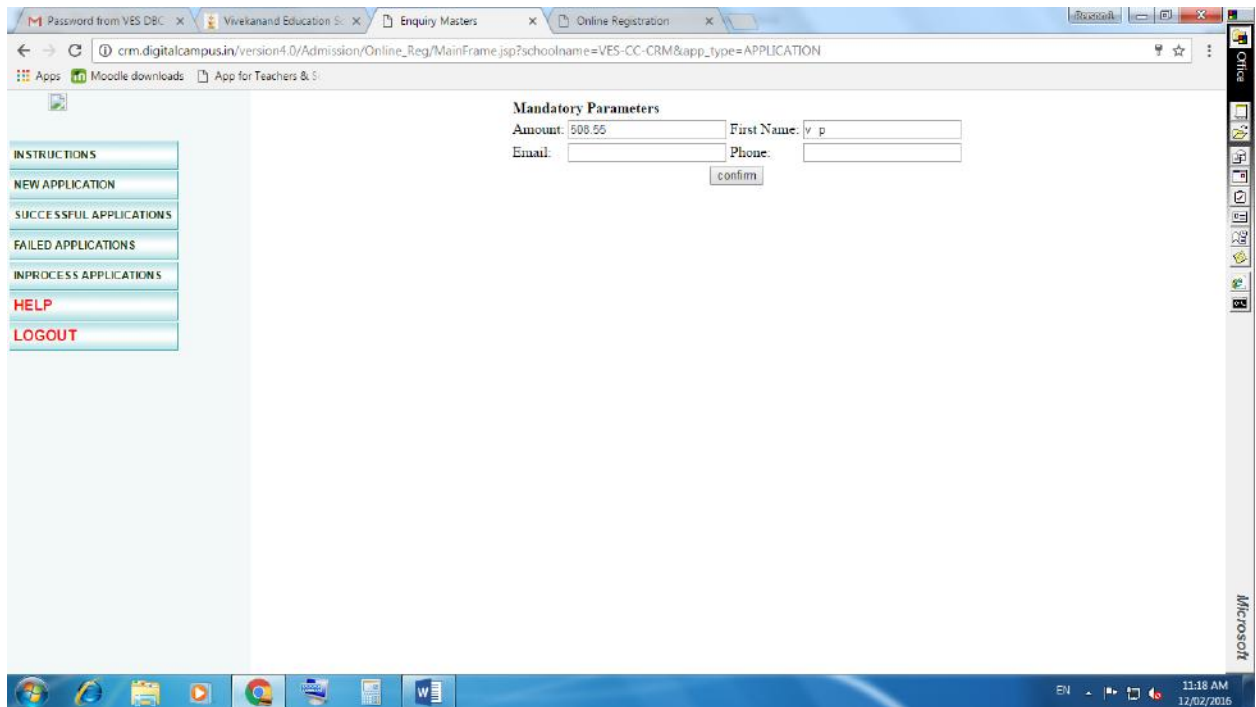
FEE	AMOUNT
APPLICATION FEE	500.0
Total	500.0

Payment Mode	Amount	Transaction Fees	GST	Total Amount
<input type="radio"/> Net Banking	500.0	0.00	0.0 %	500.00
<input type="radio"/> Credit Card	500.0	1.5 %	14.0 %	508.55
<input type="radio"/> Debit Card	500.0	1.5 %	14.0 %	508.55

Note: GST applicable only on Transaction Fees
By Clicking on Pay Now I agree to Payu [Terms and Conditions](#)

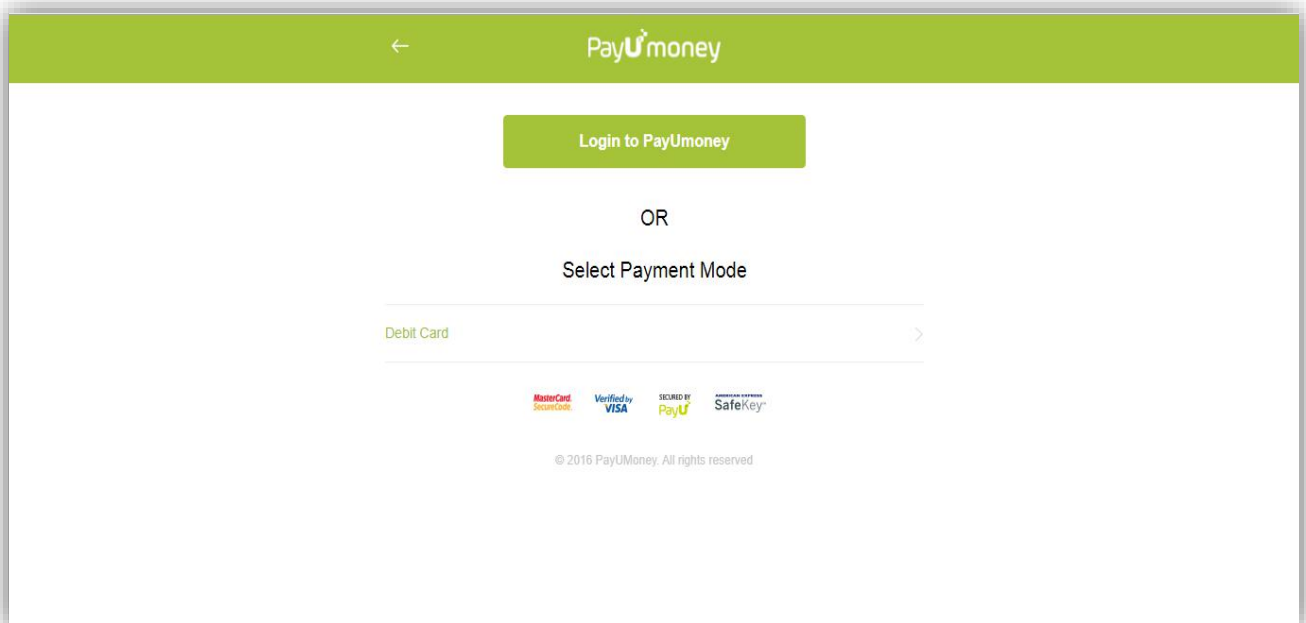
Pay Now button

- **Step 7: After you click on Pay Now following window will appear. Fill your valid Email ID and Mobile No. and click on Confirm Button.**



After Confirming following payumoney window will open.

Click on the tab showing below Select Payment Mode



After Successful Payment you will get a Fee receipt. You will find the receipt by clicking in [Successful Application](#) also.

