

Guidelines for Registration & Submission of Application Form

Note: Kindly open the Internet Browser (preferably Google Chrome or Firefox) and enter the URL <https://mesacspu.edchemy.com/> in the main address tab

Instructions for Candidates:

- Students who have already given student details earlier (through google form) must also compulsorily submit the online application provided on the website and upload the necessary documents along with a processing fee of **Rs.25/-** per application for one combination.

Combinations Available:

Science: PCMB, PCME

Commerce: MEBA, MSBA

Arts: HELS, HEPsy

- Payment gateway charges are extra.
- Rs.25/- per application

Eg: If candidate applies for MEBA & MSBA Rs.50/- to be paid simultaneously

- Applications are considered only after successful submission. Kindly download a copy of the Print form, mail-acknowledgement for successful payment of **Rs.25/-** and submit the same during admission once the list is announced.
 - There is a single application login for I PUC. You must select the course you are opting for through the dropdown.
 - It is advisable to use Laptop/PC for filling the application form instead of mobiles, since the application preview form must be downloaded and saved for further reference.

Steps to Register

- Click on **Register** button



The image shows a registration form with the following elements:

- A label "USERNAME" above a text input field containing "User Name".
- A label "PASSWORD" above a text input field containing "*****".
- A "Register" button at the bottom left, which is highlighted with a red border.
- A "Forgot Password ?" link at the bottom right.

- Enter the **Name, Mobile Number, Email ID** and click on **Register** button

Applicant Registration

NAME
Name of the Applicant

MOBILE
Mobile number

EMAIL
Email address

REGISTER Have an account? [Login](#)

- Click on **Ok** button

Are you sure you want to Register your account with these details?

OK CANCEL

Steps to Login

- Enter registered mobile number in the **Username** field and enter the one-time password received on your registered mobile number in **Password** field
- Click on **Login** button



The screenshot shows a login form with the following elements:

- USERNAME** section with a text input field containing "User Name".
- PASSWORD** section with a text input field containing "*****".
- Links for "Register" and "Forgot Password ?".
- A "LOGIN" button highlighted with a red box.

- Enter the new password in New Password and Confirm Password fields and click on **Change Password** button (this is the one-time activity)



The screenshot shows a "CHANGE PASSWORD" form with the following elements:

- CHANGE PASSWORD** title.
- NEW PASSWORD** section with a text input field containing "Password".
- CONFIRM PASSWORD** section with a text input field containing "Password".
- A red italicized message: *It is mandatory to change password for your account safety*.
- A "CHANGE PASSWORD" button highlighted with a red box.

- After clicking on **Change Password** button, screen will be redirected to login page again. Kindly login with the same Username and with the new Password

Steps to Submit Application Form

- After logging into your account, click on **Apply Here** button

Admissions for 2023-2024

Applications for the year 2023-2024 are now open. Please click on **Apply Here** button below to fill in the application form for respective courses.

[APPLY HERE](#)


- Select the **Course** from the dropdown given and click on **Apply** & then **Ok** buttons

To Apply select the Class and click the Apply button

I PUC - COM/Eco ▼ [APPLY](#)

- Fill the details in the application form and click on **Submit Application Form** button to submit your application

All the fields which has (*) mark are mandatory.

 Student Photo (Max 1 MB - Supported Formats: jpg, jpeg, png) *
[UPLOAD IMAGE](#) [DOWNLOAD IMAGE](#)

| | | |
|---|---------------------------|---|
| Student Name * Student Name | Gender * Select | Date of Birth * Date of Birth |
| Aadhar Number * Aadhar Number | Mobile * Mobile | Email * Email |

Parent Information

| | | |
|-------------------------------------|---|-------------------------------------|
| Father Name * Father Name | Father Mobile * Father Mobile | Father Email Father Email |
|-------------------------------------|---|-------------------------------------|

[SAVE AS DRAFT](#) [SUBMIT APPLICATION FORM](#) [CLOSE](#)

- Click on **Make Payment** button to pay the application fee

| | | |
|--|--------------------------------|-----------------------------|
| Applied For I PUC - COM/Eco Application Number. 001/2023-24 | Form Status COURSE SELECTED | Student Name Test Shashi |
|--|--------------------------------|-----------------------------|

[MAKE PAYMENT](#)

- Once the application fee is paid, form status will be updated as **Application Fee Received**. Click on **Submit Application Form** button to fill the other details in the application form

| | | |
|--|---|-----------------------------|
| Applied For I PUC - COM/Eco Application Number. 001/2023-24 | Form Status APPLICATION FEE RECEIVED | Student Name Test Shashi |
|--|---|-----------------------------|

[SUBMIT APPLICATION FORM](#)

- Once the application form is submitted, click on **Print Application Form** button to save the submitted application form in pdf or to print the same

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|--|---|-----------------------------|
| Applied For I PUC - COM/Eco Application Number. 001/2023-24 | Form Status APPLICATION FORM SUBMITTED | Student Name Test Shashi |
|--|---|-----------------------------|

[PRINT APPLICATION FORM](#)

Steps to Login (Existing Parents)

Note: Kindly open the Internet Browser (preferably Google Chrome or Firefox) and enter the URL <https://mesacspu.edchemy.com/> in the main address tab

- Enter registered mobile number in the **Username** field and enter the one-time password received on your registered mobile number in **Password** field
- Click on **Login** button



- Enter the new password in New Password and Confirm Password fields and click on **Change Password** button (this is the one-time activity)



- After clicking on **Change Password** button, screen will be redirected to login page again. Kindly login with the same Username and with the new Password