



# LALIT NARAYAN MITHILA UNIVERSITY

Kameshwaranagar, Darbhanga

## Instructions on filling in the P.G. Online Admission Application form -2020

### Important Dates at a Glance

- |  |   |                          |
|--|---|--------------------------|
| 1. Advertisement in papers   | - | 25.11.2020               |
| 2. Commencement of online Application process  | - | 25.11.2020               |
| 3. Last date of online Application   | - | 05.12.2020               |
| 4. Publication of list of application subject wise   | - | 09.12.2020               |
| 5. Offline submission of objections<br>against list, if any (to be submitted in DSW office)                        | - | 10.12.2020 to 11.12.2020 |
| 6. Publication of first selection list   | - | 14.12.2020               |
| 7. Date of document verification   | - | 15.12.2020 to 17.12.2020 |
| 8. Admission at the University<br>Department/Colleges imparting P.G. teaching                                      | - | 16.12.2020 to 23.12.2020 |
| 9. Publication of 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> selection list as per availability of seats. |   |                          |

**Note: Applicants are advised to visit university official website ([www.lnmu.ac.in](http://www.lnmu.ac.in)) for updates relating to PG Admission-2020.**

**Before filling in the Online Application Form candidates must go through the instructions carefully.**

### Instructions to the Candidates:

1. As a first time user, applicants should create the user account by clicking on the “Create an Account” link. It will open the “Create User” Page.
2. Under the “Create User” page, all fields marked by asterisks (\*) are mandatory to be filled in. **Applicants who do not have a valid email-id must create an email-id before creating new account. The applicant must also ensure that the email-id and password is kept handy and safely for all the future correspondence/reference regarding admission process.**
3. Applicant shall enter his/her name exactly as mentioned in Matriculation / Degree documents.
4. After completing the “Create User” Page, click “Sign Up” button given at the bottom of the Page.
5. For confirmation an OTP will be sent to your mobile number. Fill that OTP to confirm creation of the new user account.
6. Before proceeding further, keep scanned copy (jpg/jpeg format) of your passport size photograph and signature ready. Size of scanned Photograph & Signature should be 30 kb to 50 kb. Signature should be made only with **black ink ball pen**.
7. Upload the Photograph and Signature, as and when required, and then proceed to fill the Form.
8. The entire online application process contains five tabs (sections/pages) and applicant needs to enter details in each of the sections correctly.
9. There is a Preview option before going to the payment gateway. The entire information filled in by the candidate can be viewed and edited here, if any correction is needed. Ensure that all required fields have been entered correctly. At the time of Preview do ensure that your personal mobile number, email id and

AADHAR Number have been filled in by you at appropriate field for recovery of your account and for future communication.

10. After verifying the Preview Section, make payment through payment gateway process and after payment please download two copies of the completed Application — one to be used at the time of counselling / admission and another to be kept safely by the candidate for future reference.
11. Online Application Fee is Rupees 750/- + Bank processing fee per subject. If a candidate decides to apply for more than one subject, he / she will be required to apply separately and pay the Online Application Fee separately for each of the subject applied for. This is not the Admission Fee. It is only Online Application Fee and this fee is **non-refundable** in all cases. Admission Fee will be charged at the time of admission.
12. Candidates are required to select at least one concerned University Department / PG Teaching College for each subject. However, they can choose maximum of 3 PG teaching Institutions.
13. University reserves the rights to revise, amend, update, or delete any part of this Instruction List or Programme/Course-wise requirements without giving any prior notice to the candidate. Any change so made shall be updated on the PG Admission portal. Applicants must regularly check the portal / email for updates.
14. **List of Documents required at the time of Admission**
  - Marksheet of qualifying exam (Bachelor degree exam)
  - Admit card of qualifying exam (Bachelor degree exam)
  - CLC and Character Certificate from the institution last attended.
  - Caste and Domicile Certificate wherever applicable (in the name of the Applicant) issued by the competent authority
  - OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) by competent authority.
  - Income and Asset Certificate for Economically Weaker Section (EWS)
  - Migration Certificate from University where ever applicable.
  - Four passport size self-attested photographs.
  - Any other Document required by the University/College.
15. Reservation Rules of the State Government will be strictly followed in the admission process. To avail the facility of reservation in any category, it is essential to submit relevant certificate at the time of admission.
16. For other details, click the link below :

[DOWNLOAD GUIDELINES AND SUBJECT WISE INSTITUTION LIST](#)