


STEP: I

- This sort of interface will open:



काशी हिन्दू विश्वविद्यालय

BANARAS HINDU UNIVERSITY

Helpline Number :
7839888164 / 7839888165
admissionenquiry@bhu.ac.in

Welcome to BHU PG Admission Registration 2023-24


BHU PG Admission Registration 2023-24 (From 23/06/2023 To 15/07/2023)

IMPORTANT INSTRUCTIONS FOR THE CANDIDATES BEFORE REGISTERING ONLINE

- Use Laptop or Desktop for hassle-free experience.
पर्याप्तनी मुक्त अनुभव के लिए सर्वोपयोगी है डेस्कटॉप का उपयोग करें।
- Candidate must ensure that he/she has opted for Banaras Hindu University (BHU) at the time of filling up of CUET 2023 form of NTA and has appeared/is appearing in the concerned test for the PG Programs of BHU.
आवेदक को यह सुनिश्चित करना चाहिए कि उन्हें परीक्षा के सांकेतिक-2023 फॉर्म में भरने के समय काली डिग्री निशानिवाह (कॉलेजियम) का विकल्प चुनने और कॉलेजियम के परास्नातक पाठ्यक्रमों के लिए संबंधित परीक्षा में या सम्मिलित हुआ है / हो रहा/रही है।
- Candidate's Date of Birth, Gender, Category claim (if applicable) and the selection of PG Program should be the same as opted in the NTA entrance examination. Any mismatch information will lead to the cancellation of the candidate's candidature.
आवेदक की जन्म तिथि, लिंग, वर्ग का उल्लेख (यदि लागू हो), और परास्नातक पाठ्यक्रमों का चयन सही होना चाहिए जो प्रवेशी प्रवेश परीक्षा में चुन गए हैं अथवा आवेदक की उपस्थितिवादी प्रवेश परीक्षा द्वारा रख कर दी जाएगी।
- Candidates must safely keep their NTA Application Number, registration for BHU will be based on the NTA Application Number.
आवेदकों को अपनी सुरक्षित आवेदन संख्या समुचित रूप से रखाई जाएगी। कॉलेजियम के लिए पंजीकरण परीक्षा आवेदन संख्या पर आधारित होगा।
- Candidate must keep ready a scanned copy (jpeg or pdf) of passport size Photograph, Signature, 10th Marksheets, 12th Marksheets, UG Marksheets (All semester marksheet), Birth Certificate and other relevant documents such as Caste, Income, TC/Migration and CC.
आवेदक को पासपोर्ट साइज का फोटोग्राफ, हस्ताक्षर, 10वीं का अंक-पत्र/उत्तरा प्रमाण पत्र, 12वीं का अंक-पत्र, स्नातक का अंक-पत्र (एम्बी सोमेयर का अंक-पत्र), जाति, आय, स्थानांतरण/प्रवास और वकील प्रमाण पत्र जैसे अन्य प्रासंगिक दस्तावेजों की खोज कोभी तैयार रखनी चाहिए।
- Candidate must be prepared to pay the registration fee online before filling up the registration form. Registration process has several steps, including payment of the registration fee (Non-refundable) for PG programs.
पंजीकरण शुल्क भरने से पहले आवेदक को पंजीकरण शुल्क का अनिवार्य भुगतान करने के लिए तैयार रहना चाहिए। पंजीकरण प्रक्रिया के कई चरण हैं, जिसमें पंजीकरण शुल्क का भुगतान (रेच-बाराही योग्य) शामिल है।
- Candidates must read, understand and familiarize themselves with the NTA PG Information Bulletin, NTA Public Notice, BHU Information Bulletin and BHU Admission Guidelines and before proceeding with the registration. The following links can be accessed for the same:
आवेदकों को पंजीकरण से पहले परीक्षा की सूचना बुकीट, परीक्षा सर्वजनिक सूचना, कॉलेजियम की सूचना विवरणिका और कॉलेजियम प्रवेश दिशानिर्देशों को ध्यानपूर्वक पढ़ना, समझना और आत्मसात करना चाहिए। इसके लिए निम्नलिखित लिंक का उपयोग किया जा सकता है:

- NTA PG Information Bulletin
- Public Notice NTA UG
- BHU PG Information Bulletin
- BHU PG Admission Information

Applicant Login



Existing user?

[Log In](#)

[Forgot Password? Click Here](#)

New Registration

[Activate Your Account](#)

[Continue with WhatsApp](#)

8. The basic eligibility for admission in Postgraduate Program is based on the following:
परास्नातक पाठ्यक्रमों में प्रवेश के लिए मूल पात्रता निम्नलिखित पर आधारित है:

- Entrance Test Subjects chosen at the examination conducted by NTA.
प्रवेशी द्वारा आयोजित प्रवेश परीक्षा में चुने गए विषय।
- NTA score obtained for specific Postgraduate Program of BHU.
कॉलेजियम के परास्नातक पाठ्यक्रमों के लिए प्रवेशी प्रवेश परीक्षा में प्राप्त स्कोर।
- Subjects studied at graduation level.
सनातन स्तर पर अध्ययन किए गए विषय।

START AS NEW REGISTRATION and fill the details:

काशी हिन्दू विश्वविद्यालय BANARAS HINDU UNIVERSITY

Helpline Number : 7839888164 / 7839888165 admissionenquiry@bhu.ac.in

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Registration

Note: Kindly fill the detail's as you had furnished in NTA application form.

NTA Application Number: NTA Application Number
Please Enter your Correct NTA Application Number.

Re-Type NTA Application Number: Re-Type NTA Application Number

Name of Applicant: First Name Middle Name Last Name

Date of Birth:

Gender: - Select -

Father's Name: Father's Name
Please Don't add any salutation like Mr./Dr. etc before the Name.

Mother's Name: Mother's Name
Please Don't add any salutation like Ms./Mrs./Dr. etc before the Name.

Email ID: Email
Please note that all communication related to your Application including the Verification link for registration will be sent to this email id.

Create Password: Create Password

Confirm Password: Confirm Password
Your password length should be 8-20. (It must contain at least one letter, one number and one special character).

Country Code: + 91 Applicant's Mobile No.: Mobile

Captcha: tafionera
Not readable? Change text.

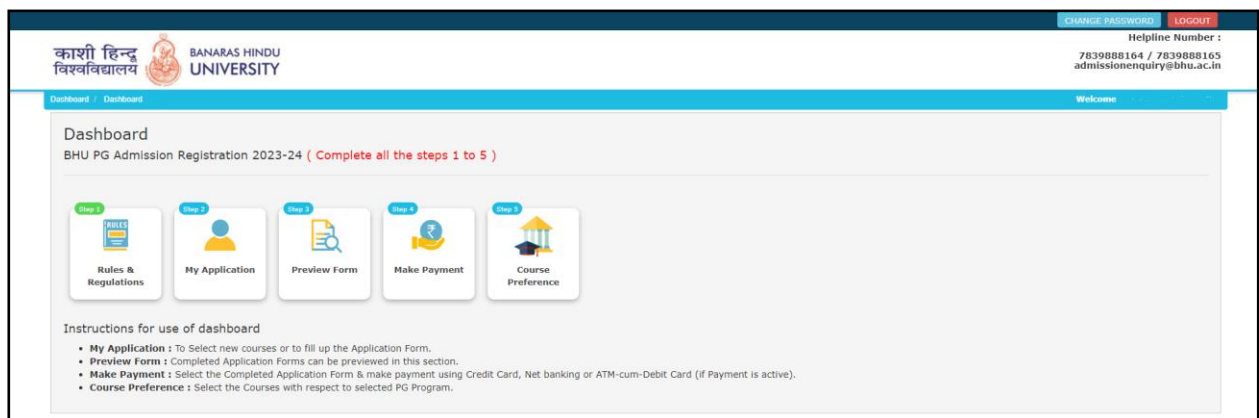
Enter captcha word here: Enter Captcha

Sign up

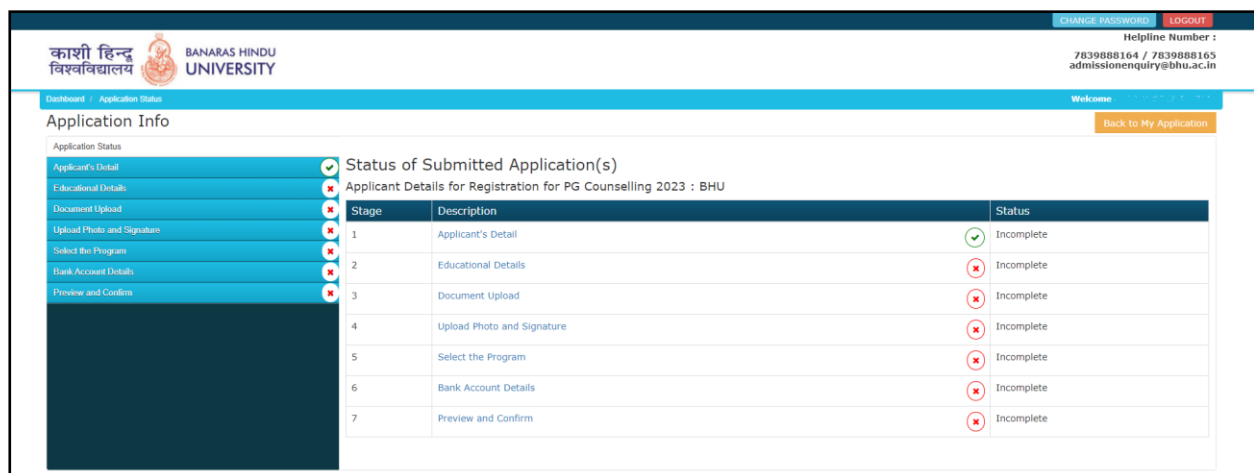
4. Please enter your 12-digit NTA Application number.
5. Retype the 12-digit NTA Application number.
6. Name of the Applicant, Date of Birth, Gender, Father's Name, Mother's Name { **Please don't add any salutations such as Mr, Ms. Dr., etc before the name.**
7. Please note that all communication related to your application including the verification code for activation will be sent to this email address. So, candidates should choose his/her appropriate/working email address. The six-digit verification code will also be sent to registered mobile no. as well as on the email of the candidate.
8. Create Password: Password length should be 8-20 (It must contain at least one letter, one number, and one special character).
9. Applicant's Mobile Number: {Please give your working mobile number, OTP at different stages during the admission process will be sent only on this mobile number}.
10. Captcha: Fill in the Captcha appearing there.
11. Sign up now.
12. Once the candidate signs up, a confirmation email will be sent to the candidate's registered email address.
13. Important Registration Details will appear on your screen. Please check all the details and confirm the same. In case, some information needs to be changed, the Change Option can be used.
14. The Registration process has been initiated now. The candidate will receive a confirmation email containing an activation link and login Details. You are supposed to fill in the email Id and six digits activation code. The candidate's registration account will be activated now. By Clicking on Login, the dashboard will appear. Login again. Sign in option will appear.

STEP: II

1. Once the Rules and Regulations have been read, the candidate can move to step II i.e. **"My Application"**
(Note: The candidates are advised to read the rules and regulations carefully before filling the application.)
2. Proceed by confirming and adding the form.
3. The following interface will appear:



There are 7 Stages on the left-hand side which the candidate has to fill out carefully - Applicant's Details, Educational Details, Document Upload, Upload Photo and Signature, Program Select, Bank Account Details, Preview and Confirm {Fill all the Descriptions, Check the status as Completed}



Documents are to be in hand {as soft copies} before the candidate moves further such as: Passport photograph, Digitally scanned signature, 10th and 12th mark sheets, graduation mark

sheets, caste and income certificate (if applicable) and any other relevant certificate for which the claim is sought.

Stage 1: Applicant Details

Candidate's Name, Father's Name, Mother's Name, Mobile Number, **Category {Please upload a valid document only. If the claim is found false at any time, the candidature will be canceled forthwith}**, Date of birth, Gender, Nationality and Physically Challenged Type, BHU Employee, BHU Student institutional preference, Sports Quota [If any applicable].

If there is a pending criminal case, provide details in the respective columns etc.

Identity Type [Govt. Identity Proof with Photo: Select one option, Put the identity number which you have given in the identity type.

Hostel: If the hostel is required, the candidate has to opt for the same at this stage only.

Digilocker/User Id: Put in case, applicable.

Permanent Address: [As Per Aadhar Card]:

Fill the columns

Correspondence Address:

Fill the columns as per asked requirements. If Correspondence and Permanent addresses are the same then tick the given box.

Save and Proceed.

Stage 2: Educational Details

Fill details of the 10th, 12th and Bachelor degree examinations in the given columns. Double check the details.

Save and Proceed.

Stage 3: Document Upload

Please upload the relevant documents.

Note: You can proceed only after uploading the required documents. Documents are being asked in connection with the details entered by you in the application details stage.

Save and Proceed.

Stage 4: Upload Photo and Signature

Choose and Upload a passport photo (image should be less than 100 kb and only in JPEG/JPG format)

Choose and Upload your signature (image should be less than 100 kb and only in JPEG/JPG format)

Note: Please upload a clear photograph and signature. Signature must be on white background, using black/blue pen. You can proceed only after uploading your photograph and signature.

Save and Proceed.

Stage 5: Program Selection

Program Selection:

1. **Select a program by ticking it.**
2. The programs are by default listed for regular seats.
3. However, by selecting the **Paid Seat** option (wherever available) the candidate will be considered for both -regular as well as Paid seat options.
4. In case, if you are not opting for the paid seat option, your candidature will be considered only for the regular seat.
5. After finalizing the program selection candidate can see the amount of total registration that they have to pay to proceed further.

Save and Continue.

Stage 6: Bank Account Details

Kindly provide the details of Bank Name, Branch Name, Bank Account Number, IFSC Code and Account Holder's Name.

WARNING: Please ensure that in case of a refund scenario, the refund will be initiated only in the account number given above.

Save and Proceed.

Now the registration form will appear and once the candidate ticks the "I CONFIRM THE ABOVE" and selects "CONFIRM AND SUBMIT" it will lead the candidate to "PROCEED TO PAYMENT".

INSTRUCTION FOR PAYMENT:

Candidates will be getting following options for the transfer of **NON-REFUNDABLE** registration fee to proceed further in the registration form for the selection of PG course as per selected program(s).

Candidate can make payment using any online mode such as **Credit Card, Debit Card, SBI Net Banking, Other Bank Net Banking** and **UPI**

The interface of Payment will appear like this:

The screenshot shows the 'PG Registration Fee' payment page on the BHU website. The header includes the BHU logo and name in Hindi and English, along with a 'CHANGE PASSWORD' and 'LOGOUT' link. The right side of the header displays the Helpline Number: 7839888164 / 7839888165 and the email address: admissionenquiry@bhu.ac.in. The main content area is titled 'PG Registration Fee' and shows the applicant's details: Applicant Name, Email-ID, and Mobile Number. Below this, it prompts the user to select a 'Payment Type' from a list of completed applications. A table lists the application details:

APPLICATION ID	Programme Name	Amount	Payment Type
BHU0102475002	Registration for PG Counselling 2023	Rs 900	- Select Payment Mode-

Below the table, there is a red warning message: 'In case you have already tried to make payment, then press the "Refresh Previous Payment" button and check the "My Application" page for the payment status. If payment ID is not displayed, then please make the payment again.' A 'Refresh Previous Payment' button is provided. At the bottom, there is a section for 'Application Processing Fee Rates per Application' with a table showing 'Application Fees' and 'Fees'.

Payment details	Fees
Application Fees	Rs 0.00
Total	Rs 0.00

To proceed with the payment please click on the **'Pay Now Submit Application'** button below or in case you want to cancel the payment process then click on the **'Cancel'** button. Please note that NO changes in the details furnished by you in the Application form would be possible once you make the payment of Fee.

After proceeding to payment the candidate will get a new interface as shown here.

The screenshot shows the HDFC Bank SmartHub payment interface. The header includes the HDFC Bank logo and the SmartHub logo. A red banner at the top indicates 'Time left to complete transaction 14:47 mins'. The main content area is divided into two sections. On the left, under 'Billing Information', there is a table showing the amount and order number:

Amount
INR 900.00

Order No
BHU64994ffb1b331480

Below this, there is a section for 'Merchant' and 'Website':

Merchant
BHU FEE COLLECTION

Website
https://bhu25.ucanapply.com

On the right, there is a 'PAY WITH' dropdown menu and a large display showing 'INR 900.00 Payable Amount'.

Now choose the appropriate mode and finish the process of payment to proceed to the last stage of Registration form i.e. Add Course Preference.

After that, the candidate will get the details of Registration of fee submission on his/her registered email.

Stage 7: Preview and Confirm

At this stage, candidate should carefully preview every details in the application form and confirm to proceed to the next step.

The next step that will appear on the Dashboard will be **Add Course Preference**, where the candidate has to add Course Preference against the selected programs.

The screenshot shows the 'Add Course Preference' page. At the top, there's a header with the university logo and name in Hindi and English, along with contact information. Below the header, a navigation bar shows 'Dashboard / Course Preference'. The main heading is 'Add Course Preference'. A message states: 'Your program are listed below, Click the add button to add PG Course with respect to selected program'. Below this is a table with columns: SL NO, VIEW, PROGRAM NAME, PAID SEAT, PREFERENCE COUNT, and REMARK. Two programs are listed: 1. MBA (Financial Management/Foreign Trade/Risk & Insurance) with 0 preference count and 'Not Filled' remark; 2. Master of Commerce (M.Com) with 0 preference count and 'Not Filled' remark. Each row has an 'Add Preference' button. At the bottom, there is a green button labeled 'Preview and Print Registration & Preference form'.

SL NO	VIEW	PROGRAM NAME	PAID SEAT	PREFERENCE COUNT	REMARK
1	Add Preference	[385] - MBA (Financial Management/Foreign Trade/Risk & Insurance)	---	0	Not Filled
2	Add Preference	[470] - Master of Commerce (M.Com)	YES	0	Not Filled

To add preference, the candidate has to select “+ADD Preference” from the VIEW Option. It will lead the candidate to the next page.

The screenshot shows the 'Add Course Preference' page with more detailed options. It includes a message: 'Your program name is listed at the left side in drop box, kindly select PG Course from the second drop box and its respective locations followed by pressing add button:'. Below this, there are links for 'BHU MAIN CAMPUS', 'BHU SOUTH CAMPUS', and 'COLLEGES ADMITTED TO THE PRIVILEGES OF THE UNIVERSITY COLLEGES'. The main form has two dropdown menus: 'PROGRAM NAME' (selected: MBA (Financial Management/Foreign Trade/Risk & Insurance)) and 'PG COURSE' (selected: MBA (Financial Management)). To the right, it says 'Location' and 'All Location's are selected'. A green 'Add' button is present. A message on the right says 'You have added 3 Preferences.'. Below the form, a list shows the selected preferences: 1. [251] - MBA (Financial Management) - [DMC], 2. [253] - MBA (Risk & Insurance) - [DMC], and 3. [252] - MBA (Foreign Trade) - [DMC]. At the bottom, there are four buttons: 'Back', 'Clear All', 'Save & Confirm', and 'Print & Preview the preference order for this Program'.

On this page, PG courses are listed in the drop box against the program name selected by the candidate.

Select the PG Course of your choice and add its location. The location will inform the candidates that the respective course is offered at that place.

Tick the location

Add the location

Save the location - a confirmation box related to your preferences needs to be okayed.

For selection of another course, use the GO Back option. It will lead the candidate back to Add the next course of the selected program.

REPEAT the earlier steps to save the next selected Program. As the candidate will complete and save the selection of course against the program the details will reflect at the right side in the form of preference count and its status.

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CHANGE PASSWORD LOGOUT

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Dashboard / Course Preference

Welcome

Add Course Preference

Your program are listed below, Click the add button to add PG Course with respect to selected program

SL NO	VIEW	PROGRAM NAME	PAID SEAT	PREFERENCE COUNT	REMARK
1	+ Add Preference	[385] - MBA (Financial Management/Foreign Trade/Risk & Insurance)	---	3	Filled
2	+ Add Preference	[470] - Master of Commerce (M.Com)	YES	5	Filled

Preview and Print Registration & Preference form

Go to the 'PREVIEW AND PRINT REGISTRATION & PREFERENCE FORM.

Candidate will be getting the intimation of successful completion of form. Candidates are advised to print the registration and course preference form for the record.

THANK YOU