



Hemchand Yadav Vishwavidyalaya, Durg (C.G.)

हेमचंद यादव विश्वविद्यालय, दुर्ग (छत्ता)

## Guidelines to fill up the Admission Application Form of Hemchand Yadav Vishwavidyalaya, Durg (C.G.) Online Application (Academic session 2022-2023)

What all do you need to complete the Online application process for Hemchand Yadav Vishwavidyalaya, Durg (C.G.) Online Application?

As an applicant you would need the following:

1. An **E-mail ID** for registration and for receiving all future correspondence till the admission process is over and subsequently, if admitted.
2. A **Mobile Number** to receive **SMS** based notifications/communications related to the online application, Admit card, Admission etc till the admission process is over and subsequently, if admitted.
3. Access to facilities of computer with internet connectivity, B/W printer and scanner.
4. A recent passport sized **colour photograph** (for scanning and uploading in "jpeg/jpg/png/bmp/gif" format are allowed. File size of scanned photograph should not be more than 100KB).
5. Your **signature** using **Blue/Black** pen on white sheet (for scanning and uploading in "jpeg/jpg/png/bmp/gif" format only. File size of scanned photograph should not be more than 100KB).



### **Steps to be followed for filling the online application:**

Before proceeding to fill up the online application form, please ensure that you have the required details and scanned image files of your (i) recent passport size colour photograph and (ii) signature [as specified at Para 4 & 5 above], which will be needed at different stages of process. The entire process of filling online application form can be completed in six stages. The six stages are:

1. Registration on the Hemchand Yadav Vishwavidyalaya, Durg (C.G.) Application Portal (<https://durg1.ucanapply.com>) for online process
2. Select the course [check eligibility]
3. If you choose to apply for the selected course [do it after confirming your eligibility etc], application form will appear on the screen. Fill up the details in the application form which will have following sections:
  1. Applicant Details
  2. Upload scanned image file of your Photograph Signature
  3. Academic details
  4. Scan Document Upload (All year mark sheets)
4. Final Review of details entered in the Application Form and if they are corrected then 'Confirm' the submission. Else, edit the details before confirming submission.
5. For subsequent applications (after the first course) process of filling up 'Applicant Details', 'uploading of Photograph and Signature' and 'Academic Details' will not be required. These details will be repeated automatically/copied for all subsequent applications after the first application. If you choose to pay after selecting all the courses of your choice, a combined payment of Hemchand Yadav Vishwavidyalaya, Durg (C.G.)



Hemchand Yadav Vishwavidyalaya, Durg (C.G.)

हेमचंद यादव विश्वविद्यालय, दुर्ग (छत्ता)

## How to complete Registration on the Hemchand Yadav Vishwavidyalaya, Durg (C.G.) Application Portal (<https://durg1.ucanapply.com>) for Online Process?

**Step 1 :** Please click on "New Registration" given on the home page of the Online Portal (<https://durg1.ucanapply.com>). Screenshot as bellow.

Welcome to Durg Vishwavidyalaya

**QUICK TIPS**

**IMPORTANT INSTRUCTIONS FOR CANDIDATES BEFORE APPLYING ONLINE**

UG/PG

Keep the following items in your hand before applying :

- Email id
- Mobile no
- Scanned photograph (Less than 100KB)
- Scanned signature (Less than 100KB)
- Credit card, Net banking or ATM-cum-Debit card if available

**APPLICANT LOGIN**

Existing user?

Sign In

Forgot Password? Click Here

New Registration

Activate Your Account

For the best view use Mozilla Firefox , Google Chrome browser

Copyright © 2019, ucanapply.com. All right reserved.

**Step 2:** On clicking the 'New Registration' Registration page will open. Fill all the mandatory details and click on **sign up** button. Screenshot as bellow.

**REGISTRATION**

Email ID:\* ba@gmail.com

Please note that all communication related to your Application including link registration for activation etc. will be sent to this email id.

Password:\* .....

Confirm Password:\* .....

Your password length should be 8-20. (It must contains at least one letters, one numbers and one special character).

Name of Applicant:\* Banti Kumar Soni

Date of Birth:\* 07 September 1990

Sex:\* MALE

Father's Name:\* Bharat Soni

Don't add any salutation like Mr./Dr. etc. before the Name .

Mother's Name:\* Deepa Soni

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

Mobile No. of the Applicant:\*

Captcha:\*

Not readable? Change text.

Enter captcha word here : suplido

Sign up

Click here

Already Registered? Back to Login



Hemchand Yadav Vishwavidyalaya, Durg (C.G.)

हेमचंद यादव विश्वविद्यालय, दुर्ग (छत्ता)

After clicking on 'Sign up' button the 'Registration Details' Popup will open, See and confirm the account for activation, Click on "Confirm" button. Screenshot as bellow.

**REGISTRATION DETAILS**

Email ID:\* [redacted] gmail.com  
Name of Applicant:\* Banti Kumar Soni  
Date of Birth:\* 07 / 09 / 1990  
Sex:\* MALE  
Father's Name: Bharat Soni  
Mother's Name: Deepa Soni  
Mobile No. of the Applicant:\* [redacted]

Please check all your filled details carefully before confirming.

Confirm Change

Enter captcha word here : supldo

Click here

After that click on 'Confirm' button, one Registration Success Message will appear, after that you will receive an **OTP, Username and Password** on your registered mobile number and you email ID,

**REGISTRATION SUCCESS**

Your registration for Durg Vishwavidyalaya Online Application Portal is accepted.  
You will receive one confirmation Email soon containing an activation link and Login Details .Open your email account and click on activation link given in Mail or at Login Page for completing the registration process and start online form fill up.

ऑनलाइन आवेदन पोर्टल durg के लिए आपका पंजीकरण स्वीकार किया जाता है।  
आपको शीघ्र ही सक्रियण लिंक और लॉगइन विवरण युक्त एक पुष्टिकरण ईमेल प्राप्त होगा। पंजीकरण प्रक्रिया को पूरा करने के लिए अपना ईमेल खाता खोलें और मेल में या लॉगिन पृष्ठ पर दिए गए सक्रियण लिंक पर क्लिक करें और ऑनलाइन फॉर्म भरें।

[Do check your SPAM Mail/ JUNK Mail folder just in case the email gets categorised as SPAM by your email service provider !]

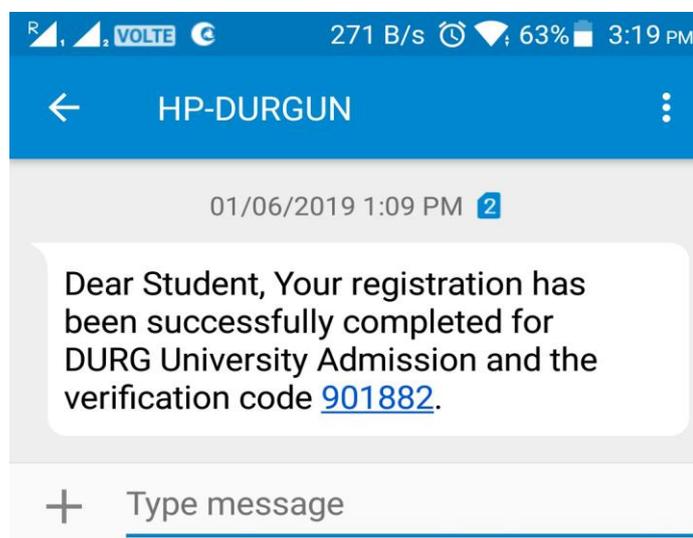
Please follow the instructions in the email for proceeding further  
with your Durg Vishwavidyalaya Application Portal 2019-20 online application process..

You are requested to check your e-mail and SMS for OTP

Back to Home page

Click here

### Mobile SMS



### EMAIL



Active your registration for Durg ONLINE APPLICATION - 2019-20

1 message

Admin <info@learningspiral.co.in>  
To: [redacted]@gmail.com

1 June 2019 at 13:08

Dear Banti

Thank you for showing interest for admission into Durg Vishwavidyalaya for the academic session 2019-2020.

The details as submitted by you during the process of registration is given below:

Name : Banti Kumar Soni

Email : [redacted]@gmail.com

Password : [redacted]

Your Activation Code : 901882 **← Your Activation Code**

Important Instructions for activation of Registration on the Durg Vishwavidyalaya Application Portal

1. In order to proceed further it would be essential to activate your Durg Vishwavidyalaya Application Portal registration [Click Here to Verify/Activate](#) **← Click here**

2. For activating your registration and proceeding forward click the link below: Durg Vishwavidyalaya

3. In case of difficulty please contact [info@learningspiral.co.in](mailto:info@learningspiral.co.in)

4. It is advised that you keep a printout of this mail for record for easy reference to your registered e-mail id.

Online Support Services

Durg Vishwavidyalaya

DURG Admission Portal 2019-2020.

Now to Activate your account, an activation link mailed to your register E-mail id , Now click on “Click Here to Verify/Activate” on link available on your Email, Your account will activate.

OR

Go to the Login Page Click on “Activate your Account” Button screenshot as below.

For the best view use Mozilla Firefox , Google Chrome browser

Copyright © 2019, ucanapply.com. All right reserved.

After Clicking on “Activate your Account” Button Activation Page will open, Enter your registered Email ID and Activation code, that has SMS on your Mobile Number and on your registered Email ID. And Click on “Submit” button.



Hemchand Yadav Vishwavidyalaya, Durg (C.G.)

हेमचंद यादव विश्वविद्यालय, दुर्ग (छत्ता)

ACTIVATION

[Redacted]

Username\*

[Redacted]@gmail.com

Enter Activation Code / OTP\*

901882

[Submit](#) **Click here**

Your activation code has been sent on your registered email id AND mobile number given at time of registration. SMS on your mobile may take some time to deliver based on your cellular service provider

After Complete Activation Process One Popup will open for login, Click on “**Login**” Button as screenshot as below.

Hi! Banti, Your account has been activated. You can now login with your Email-id and Password.

[Login](#) **Click here**

Now Click on Sign In Button as shown below.

SIGN IN

Hemchand Yadav Vishwavidyalaya, Durg (C.G.)  
हेमचंद यादव विश्वविद्यालय, दुर्ग (छत्ता)

Welcome to Durg Vishwavidyalaya

**QUICK TIPS**

**IMPORTANT INSTRUCTIONS FOR CANDIDATES BEFORE APPLYING ONLINE**

UG/PG [Redacted]

Keep the following items in your hand before applying :

- Email id
- Mobile no
- Scanned photograph (Less than 100KB)
- Scanned signature (Less than 100KB)
- Credit card, Net banking or ATM-cum-Debit card if available

**APPLICANT LOGIN**

Existing user?

[Sign In](#) **Click here**

Forgot Password? [Click Here](#)

[New Registration](#)

[Activate Your Account](#)

After that One Login page will open, fill your registered Email ID and Password which filled at the time of Registration and click on “**Submit**” button.as shown bellow.



**SIGN IN**

Email Address  
[Input field with @gmail.com] ← **Enter Email ID**

Password  
[Input field with dots] ← **Enter Password**

Remember me [Forget Password](#)

**Submit** ← **Click here**

After Login the **Dashboard** page will open, Here click on **My Application** Tab as screenshot below.

**DASHBOARD**

**INSTRUCTION TO USE OF DASHBOARD**

- **My Application** To Select new course and/or to fill up the Application Form.
- **Preview Form** Complete Application Forms can be previewed in this section.
- **Make Payment** Select the Completed Application Form Credit Card, Net banking or ATM-cum-Debit Card

**My Application** ← **Click here**

After that, **My Application** Page will Open, here select the **Course Type, Your College Name and Your Course**, Now click on Proceed button, As shown below screenshot.

**MY APPLICATION(S)**

1. Status of Application(s) you have applied for:

Select Course:

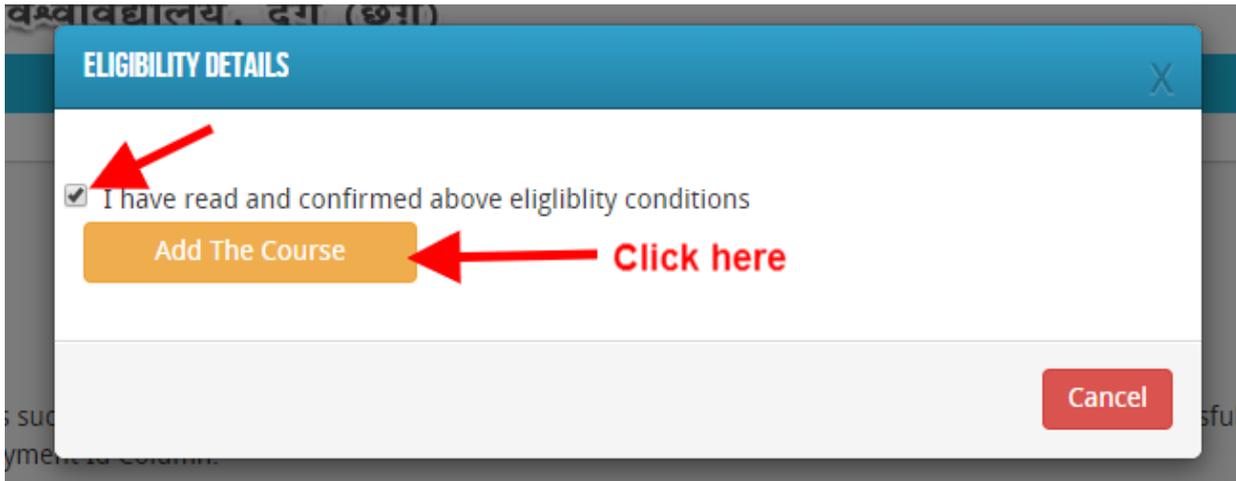
District : - Select ->

Faculty/Institute -> - Select ->

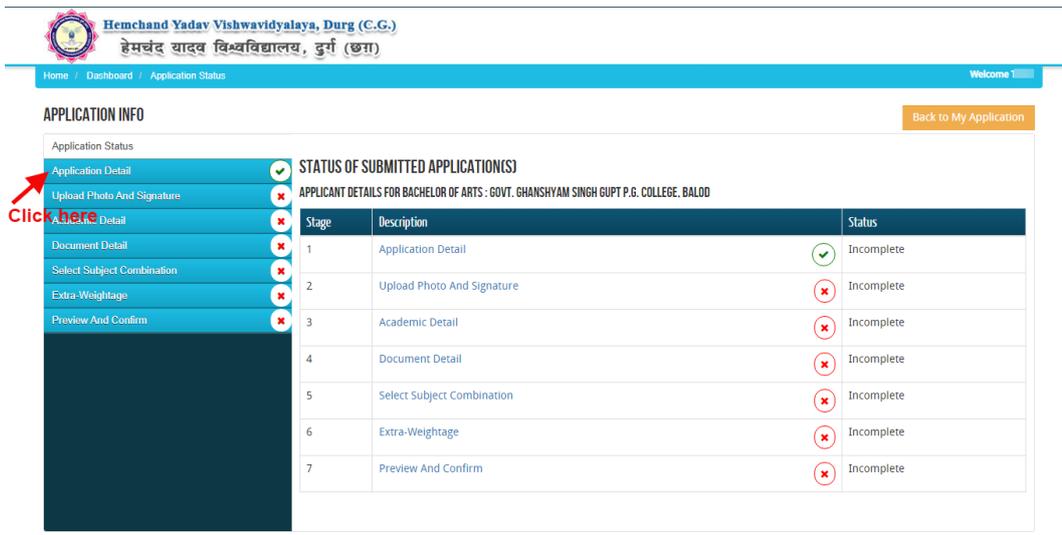
Select Course -> - Select ->

**Proceed** ← **Click here**

After that, the Eligibility Details popup will open, here select the check box and click on **“Add The Course”** button, Screenshot as below.



Now the **Application Info** Page will open, Now click on **Application Details** at the left bar Button, Screenshot as below.



Here the Application Info page will open, Fill all the mandatory Details and address, after that Click on “Save & Continue” button. The Screenshot as below.



APPLICATION INFO

Click here

Back to My Application

- Application Status
- Application Detail
- Upload Photo And Signature
- Academic Detail
- Document Detail
- Select Subject Combination
- Extra-Weightage
- Preview And Confirm

APPLICANT DETAILS FOR BACHELOR OF ARTS : GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD

Candidate Name:  Mid Name:

Father's Name:

Mother's Name:

Category :

Physically Challenged :

Date of Birth:

23 years, 6 months (as on 01-07-2021)

Gender:

Nationality :

Religion :

Eligibility Certificate :

Migration Certificate :

PERMANENT ADDRESS

Building/House No :

Landmark :

City/Town/Village :

Post Office :

State :

District :

PIN :

Father/Guardian Mobile No. :

LandLine Phone :

CORRESPONDENCE ADDRESS  SAME AS PERMANENT ADDRESS

Building/House No :

Landmark :

City/Town/Village :

Post Office :

State :

District :

PIN :

Father/Guardian Mobile No. :

LandLine Phone :

Email :

Mobile :

Save & Proceed

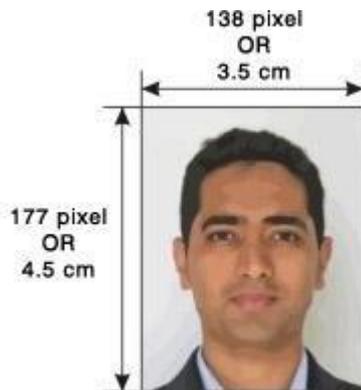


After filling Application Info you have to Upload scanned file of Photo and signature. The Process is as below.

### **Photo & Signature upload:**

**Step 1:** To upload the image file of you scanned passport size colour photograph and signature, click the button 'Upload Photograph and Signature' button available on the left panel. On clicking, you will see the following screen:

(Your **scanned passport photo should be** within 3.5 x 4.5 cm in size, scanning resolution should be within 100 dpi & file size should be less than 100 KB.)



If you are facing any problem to upload your photo or rejected by the system then we are requested you to resize your photo as per the sample images shown here.

To Resize your scanned photo please follow the following steps:

1. Right click on the scanned photo file → Open with → Microsoft Office Picture Manager
2. Then look at the top menus, Click Picture → Resize
3. Now look at the right pannel, Select the radio button Custom width x height, And write width = 138px, height = 177px. Then Click OK to complete.
4. If you are not able to do this properly, then you can

try 'Crop' feature for the 'Picture' menu

5. The save the file.

**Step 2:** Choose the image file (jpeg format; photo should be within 4.5 x 3.5 cm in size, scanning resolution should be within 100 dpi & file size not more than 100 kb) of your scanned passport size photograph and signature and click the button 'Upload Photo' and 'Upload two Signature' button given below the Box. After you have successfully uploaded the photograph and signature, you will see the following page:



APPLICATION INFO

[Back to My Application](#)

- Application Status
- Application Detail ✔
- Upload Photo And Signature ✔
- Academic Detail ✘
- Document Detail ✘
- Select Subject Combination ✘
- Extra-Weightage ✘
- Preview And Confirm ✘

PHOTO & SIGNATURE FOR BACHELOR OF ARTS : GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD

UPLOADED PHOTO

UPLOADED SIGNATURE

No file chosen

No file chosen

(Passport size colour photo 4.5 cm x 3.5 cm)  
Note: Uploaded image to be less than 100KB and should be in jpeg or jpg format.

Note: Uploaded image to be less than 100KB and only jpeg, jpg formats are allowed.

Note: Please upload a clear Photograph and Signature. Signature must be on white background using Black/ Blue Pen  
You can proceed forward only after uploading your photograph and signature.

After filling up application click the 'Save and Proceed' Button given at the bottom you have filled up all the required fields of the 'Educational Information', here you add your passed educational details and Click on the 'Save' button.



APPLICATION INFO

- Application Status
- Application Detail ✔
- Upload Photo And Signature ✔
- Academic Detail ✔
- Document Detail ✘
- Select Subject Combination ✘
- Extra-Weightage ✘
- Preview And Confirm ✘

ACADEMIC DETAILS FOR BACHELOR OF ARTS : GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD

Note: [Click here to reload page.](#)

Name of the Examination	Board / University and Roll	Year of Passing / Appearing	School Name/College	Div/ Grade	Marks Obtained.	Total Marks	Percentage
10th std. *	Andhra Prad	2019		1	400	500	80.00
	Roll No						
	1234						
(10+2) th std. *	Assam High	2021		1	400	500	80.00
	Roll No						
	4321						

Note:

1. Result Awaited : Board / University and School / College Names are mandatory.
2. Candidates are instructed to read the eligibility criteria carefully from prospectus before applying to any Course, Hemchand Yadav University will not be responsible for errors made by candidates in such cases, and application fees paid in such cases will not be refunded.

Click here

Click here

After filling up academic details Upload the Documents related to the Academic details and Click on 'Save & Continue' button, the screenshot as below.



APPLICATION INFO

Back to My Application

Application Status	DOCUMENT DETAILS FOR, BACHELOR OF ARTS : GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD					
Application Detail	Note: Uploaded image should be less than 200KB ( Scan to be done in 100dpi only). Only jpeg, jpg, bmp, pdf formats are allowed. In Category (OBC, SC, ST), EWS and Physically Challenged (scan copy of related document ready for upload)					
Upload Photo And Signature						
Academic Detail						
Document Detail						
Select Subject Combination						
Extra-Weightage						
Preview And Confirm						

Name of the Document	Uploaded link	Upload	Type	Marks Sheet / Certificate No.	
10th std. (Marksheet / Grade Card)	Click here to view the document Original 1	Choose File No file chosen	Original	1	Upload
(10+2) th std. (Marksheet / Grade Card)	Click here to view the document Original 2	Choose File No file chosen	Original	2	Upload
Caste Certificate	Click here to view the document Original 3	Choose File No file chosen	Original	3	Upload

Note: You can proceed forward only after uploading your document as shown above, these document are being asked in connection with the details entered by you in the Applicant details section.

Click here

Once the applicant completes filling up all the above mentioned stages of the Application Form, the complete Application Form will be opened. In case he/she wants to edit some details, he/she can do so by clicking the „Back” button. To confirm the details entered, the candidate has to check the box and click on the 'Confirm & Submit' button. **Once confirmed, it cannot be edited further.**



APPLICATION INFO

Back to My Application

Application Status	SELECT SUBJECT/ SUBJECT GROUP		
Application Detail	APPLICATION FOR BACHELOR OF ARTS : GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD		
Upload Photo And Signature	HINDI ENGLISH AND ENVIRONMENTAL STUDIES ARE COMPULSORY SUBJECTS FOR UG COURSES.		
Academic Detail	Select Subject 1 :*		
Document Detail	- Select -		
Select Subject Combination	Select Subject 2 :*		
Extra-Weightage	- Select -		
Preview And Confirm	Select Subject 3 :*		
	- Select -		

Click here



APPLICATION INFO

Back to My Application

- Application Status
- Application Detail
- Upload Photo And Signature
- Academic Detail
- Document Detail
- Select Subject Combination
- Extra-Weightage
- Preview And Confirm

Click here

EXTRA WEIGHTAGE

छ. ग. शासन, उच्च शिक्षा विभाग द्वारा शैक्षणिक सत्र 2021-2022 के मार्गदर्शिका के आधार पर ही अधिभार देय होगा, कृपया उपयुक्त अधिभार का चयन करें एक से अधिक अधिभार होने पर सर्वाधिक अधिभार का ही चयन करें |

TYPE OF WEIGHTAGE	WEIGHTAGE IN %
<b>1 NSS/NCC/SCOUTS (SCOUTS/GUIDES/RANGERS/ROVERS)</b>	
1: <input checked="" type="radio"/> NSS/Ncc/Scouts 'A' Certificate	2
2: <input type="radio"/> NSS/Ncc/Scouts 'B' Certificate	3
3: <input type="radio"/> NSS/Ncc/Scouts 'C' Certificate	4
4: <input type="radio"/> Representation in State Level NCC Competition	4
5: <input type="radio"/> Participation in RDC Parade by NCC/NSS cadet	5
6: <input type="radio"/> Governor's Scouts	5
7: <input type="radio"/> President's Scouts	10
8: <input type="radio"/> Best NCC Cadet of Chhattisgarh	10
9: <input type="radio"/> Duke of Edinberg Awardee NCC Cadet	10
10: <input type="radio"/> NCC/NSS Cadet who participates in in Youth Exchange Programme Between India & other countries or selected for International Jamoree	15
<b>2 FOR ADMISSION IN POSTGRADUATE COURSE/PROGRAMME IN SAME SUBJECT AS STUDIED IN HONOURS COURSE/PROGRAMME</b>	
1: <input type="radio"/> For Admission in Postgraduate course/programme in same subject as studied in Honours course/programme	10
<b>3 SPORTS/LITERARY/CULTURAL/QUIZ/MOTIF COMPETITIONS</b>	
<b>4 INTER DISTRICT/DIVISION COMPETITIONS ORGANISED BY DIRECTORATE OF PUBLIC EDUCATION OR DEPT. OF HIGHER EDUCATION OR INTER DIVISION/REGION COMPETITIONS ORGANISED BY KENDRIYA VIDYALAYA SANGTHAN</b>	
1: <input type="radio"/> Member of Participating Team securing 1st, 2nd, 3rd position	2
2: <input type="radio"/> Participant in Individual competitions	4
3: <input type="radio"/> Inter Division/State level competitions organised by Directorate of Public Education or Dept. of Higher Education or Inter region/national level Competitions by kendriya Vidyalaya Sangthan or competitions organised by Association of Indian Universities or regional competition organised by Ministry of Parliamentary Affairs, Govt. on India	2
4: <input type="radio"/> Member of Participating Team securing 1st, 2nd, 3rd position	6
5: <input type="radio"/> Participant in Individual competitions	7
6: <input type="radio"/> Participant representing division/region	5
7: <input type="radio"/> National Level competition organised by Association of Indian Unversities or regional competition organised by Ministry of Parliamentary Affairs, Govt of India	2
8: <input type="radio"/> Participant in Individual competitions	15
9: <input type="radio"/> Member of Participating Team securing 1st, 2nd, 3rd position	12
10: <input type="radio"/> Participant representing region	10
<b>5 MEMBER OF TEAM SELETED &amp; MIGRATING FOR YOUTH OR SCIENCE &amp; CULTURAL EXCHANGE PROGRAMME IN THE FIELD OF SCIENCE/CULTURE/LITERATURE/ARTS BETWEEN INDIA % OTHER COUNTRIES</b>	
1: <input type="radio"/> Member of Team seleted & migrating for Youth or Science & Cultural Exchange Programme in the field of science/Culture/Literature/Arts between India % other countries	10
<b>6 PARTICIPATION IN NATIONAL COMETTITION ORGANISED BY SPORTS ASSOCIATION RECOGNISED BY GOVT. OF CHHATTISGARH/MADHYA PRADESH</b>	
1: <input type="radio"/> Member of Participating team representing Chhattisgarh/Madhya Pradesh	10
2: <input type="radio"/> Participant representing region	10
3: <input type="radio"/> Member of Participating team of Chhattisgarh securing 1st, 2nd, 3rd position	12
<b>7 DISPLACED &amp; DEPENDENTS OF JAMMU &amp; KASHMIR</b>	
1: <input type="radio"/> Displaced & dependents of Jammu & Kashmir	1



CHANGE PASSWORD

LOGOUT





**HEMCHAND YADAV UNIVERSITY**  
Durg, Chhattisgarh  
Durg, PIN - 491001

Application for Admission to Bachelor of Arts  
GOVT. GHANSHYAM SINGH GUPT P.G. COLLEGE, BALOD  
Session: 2021-2022



Name of the Candidate:	TEST LSPL				
Father's Name :	Mr. CM				
Mother's Name :	Mrs. VC				
<b>1. Permanent Address:</b>					
Street/Area:	Xg, Fdgd,	City/Town/Village:	Fgddfdg		
Post Office:	Dfgdf,	District:	Dfgdg		
PIN/ZIP code:	534534	State code:	Himachal Pradesh		
Land Phone:		Mobile No:	4535345345		
<b>2. Correspondence Address:</b>					
Street/Area:	Xg, Fdgd, Fgddfdg	District:	Dfgdg		
Post Office:	Dfgdf,	State:	Himachal Pradesh		
PIN/ZIP code:	534534	Mobile No:	4535345345		
Landline No.:					
<b>3. Address for Communication</b>					
Mobile No.		E-mail			
<b>4. Personal Information:</b>					
Date of birth:	01/ January /1998	Age of the Student ( on 2021-07-01 00:00:00 )	23 years, 6 months		
Gender:	Male	Category :	SC		
Migration Certificate :	No	Eligibility Certificate :	No		
Belongs to Differently abled Category:	No				
<b>5. Subjects :</b>					
Srl	Subjects				
1	ENGLISH LITERATURE				
2	GEOGRAPHY				
3	ECONOMICS				
<b>6. Educational Qualifications :</b>					
Name of Examination	Name of Board/ University	Year of Passing	Division/Class	School Name/College	% of marks
10th std.	Andhra Pradesh Board of Secondary Education, Hyderabad	2019	1	TEST	80
(10+2) th std.	Assam Higher Secondary Education Council, Bamunimaidan, Guwahati	2021	1	test	80
<b>7. Extra Weightage:</b>					
S.N.	Weightage Name	Weightage %			
1	NSS/Ncc/Scouts 'A' Certificate	2			

Click here

For the other subject system will go for **Applicant Form View** page. Here you can check all information which you have entered in your application process. If everything is ok then click the button **I CONFIRM THE ABOVE** & Click '**Confirm & Submit**' button.

After conformation get print for further process .

**Online Support Services**  
**Hemchand Yadav Vishwavidyalaya, Durg (C.G)**  
**Admission Portal**