



# Online Registration

## STEP 1-

Portal link-<https://enrollonline.co.in/Registration/Apply/RTCIT>

# ONLINE REGISTRATION

NOW OPEN FOR REGISTRATION

### NOTICE

IMPORTANT DATES FOR ONLINE REGISTRATION/APPLICATION 2021

MASTER OF COMMERCE	Start from 01/06/2021 12:04AM to 08/06/2021 12:02PM
BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM
BACHELOR OF MANAGEMENT STUDIES	Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM
BACHELOR OF COMMERCE (BANKING & INSURANCE)	Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM

[Student](#) [Institution](#)

Username\*

Password\* 

[Forgot password?](#)

[LOGIN](#) [GO TO SIGN UP](#)

CLICK ON GO TO SIGN UP

Step 3- Fill all the details given below and click on register.

# ONLINE REGISTRATION

NOW OPEN FOR REGISTRATION

## NOTICE

IMPORTANT DATES FOR ONLINE REGISTRATION/APPLICATION 2021

MASTER OF COMMERCE

Start from 01/06/2021 12:04AM to 08/06/2021 12:02PM

BACHELOR OF SCIENCE IN INFORMATION  
TECHNOLOGY

Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM

BACHELOR OF MANAGEMENT STUDIES

Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM

BACHELOR OF COMMERCE (BANKING &  
INSURANCE)

Start from 01/06/2021 12:04AM to 10/06/2021 12:02PM

Enter Valid Username

Enter Password

Confirm Password

Enter Your Mobile Number

Email ID (Optional)

UserName\*

Password\*

Confirm Password\*

Mobile Number\*

Email Id

GO TO LOGIN

REGISTER

## Step 3- Enter Username And Password And then click on login

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Student Institution

Username\*

Password\*



[Forgot password?](#)

LOGIN

GO TO SIGN UP

## Step 4- Read the Instructions and Click on Accept

### WARNING!

This Application Software is developed and owned by MasterSoft ERP Solutions Pvt. Ltd., Nagpur, India (MasterSoft). MasterSoft reserves its right of sole discretion to modify, update and/or terminate access/use of this Software at any point of time without notice.

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Usage upon access is restricted to the Software Menu appearing on the screen, and any attempt to enlarge such access, to hack into or to illicitly use the Software shall be actionable under Cyber Laws and other relevant Laws of India.

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This Application Software is developed and owned by MasterSoft ERP Solutions Pvt. Ltd., Nagpur, India (MasterSoft). MasterSoft reserves its right of sole discretion to modify, update and/or terminate access/use of this Software at any point of time without notice.

Decline

Accept

CLICK ON ACCEPT

# Step 5- Select the course

Instructions

Logout

Select the course

Apply For\*

Please Select

Please Select

Under Graduate

Continue



# Step 5- Enter Student Personal details

**Note (All \* "Asterisk" marked fields are mandatory)**

1Personal

2Address

3Education

4Photo Signature

5Course Selection

Personal Details

Student Personal Section

Title *	Last Name/Surname *	First Name *	Last Name/Surname (Local Language)
Please Select	Enter Last Name/Surname	Enter First Name	Enter Last Name In Local Language
First Name (Local Language)	Middle Name (Local Language)	Last Name As Per 10th Std	First Name As Per 10th Std
Enter First Name In Local Language	Enter Middle Name In Local Language	Enter Last Name As Per 10 Std	Enter First Name As Per 10 Std
Middle Name As Per 10th Std	Name Change Reason	Previous First Name	Previous Middle Name
Enter Middle Name As Per 10 Std	Enter Name Change Reason	Enter Previous First Name	Enter Previous Middle Name
Previous Last Name	Mobile No. *	Phone/Alternate No./Whatsapp No.	Email Id
Enter Previous Last Name	7066874164	Enter Phone/Alternate No./Whatsapp No.	chaitanyapande1@gmail.com
Marital Status	Blood Group *	Gender *	Date of Birth *
Please Select	Please Select	Please Select	Enter Date of Birth
Occupation	Mother Tongue	<input type="checkbox"/> Is Minority?	Native Place

Developed By : MasterSoft ERP Solution PVT LTD , Nagpur

## Step 6 - Parent Information

**Note (All \* “Asterisk” marked fields are mandatory)**

### Parent Information

**Father's Name \***

Enter Father's Name

**Father's Name (Local Language)**

Enter Father's Name In Local Language

**Father's Occupation**

Please Select

**Father's Office Name**

Enter Father's Office Name

**Father's Office Address**

Enter Father Office Address

**Father's Office Ph. No.**

Enter Father Office Ph. No.

**Mother's Name**

Enter Mother's' Name

**Mother's Name (Local Language)**

Enter Mother's Name In Local Language

**Mother's Occupation**

Please Select

**Mother's Office Name**

Enter Mother's Office Name

**Mother's Office Address**

Enter Mother's Office Address

**Mother's Office Ph. No.**

Enter Mother's Office Ph. No.

**Guardian's Name**

Enter Guardian's Name

**Guardian's Name (Local Language)**

Enter Guardian's Name in Local Language

**Guardian's/Parent's Contact No.**

Enter Guardian's/Parent's Contact No.

**Guardian's Occupation**

Please Select

**Total Family Members**

Enter Total Family Members

**Family Annual Income**

Enter Family Annual Income

**Father's First Name**

Enter Father's First Name

**Father's Middle Name**

Enter Father's Middle Name

**Father's Last Name**

Enter Father's Last Name

**GrandFather's Name**

Enter GrandFather's Name

**Relation With Applicant**

Enter Relation With Applicant

**Guardian's Designation**

Enter Guardian's Designation



## Step7- Enter other Information then click on Save & Next

<b>Visa Expiry Date</b> Enter Visa Expiry Date	<input type="checkbox"/> Is Foreign Origin?	<b>Passport No.</b> Enter Passport No.	<b>Passport Issue Place</b> Enter Passport Issue Place
<b>Passport Issue Date</b> Enter Passport Issue Date	<b>Passport Expiry Date</b> Enter Passport Expiry Date	<b>GR No.</b> Enter GR No.	<b>Student Saral Id</b> Enter Student Saral Id
<b>Enrollment No.</b> Enter Enrollment No.	<b>Prospectus Receipt No.</b> Enter Prospectus Receipt No.	<b>University Pre Reg. No.</b> Enter University Pre Reg. No.	<b>Merit Number</b> Enter Merit Number
<b>Serial Number</b> Enter Serial Number	<b>Form Number</b> Enter Form Number	<b>U-Dise No.</b> Enter U-Dise No.	<b>No. of Attempts</b> Enter No. of Attempts
<b>Learning Disability No.</b> Enter Learning Disability No.	<b>In-house(Belongs to same school/cig.)</b> ▼	<b>Transaction Id</b> Enter Transaction Id If Fees Already Paid	<b>Medium Of Instruction</b> Please Select ▼
<b>Social Reservation</b> None selected			

Save & Next

## Step 8- Enter Address Details

### Address Details

Local Address IMP

#### Residence / Permanent Address

House Number

Enter House Number

Permanent Address

Enter Permanent Address

Country \*

Please Select Country

State \*

Please Select State

District \*

City/Village \*

Tehsil

Gram Panchayat

PIN Code

Enter PIN Code

Step 9- If your local address is as same as your permanent address then click the check box or fill your local address details.

Correspondence / Local Address

☐ Same as Permanent Address

Temporary Address

Enter Temporary Address

Country \*

Please Select Country

State \*

Please Select State

District \*

Please Select District

City/Village \*

Please Select City

Tehsil

Enter Tehsil

PIN Code

Enter PIN Code

Save & Next

## Step 10- Enter your education details

### Education Details

Exam Level \*

Please Select



Exam Name \*

Ex. HSC/SSC/UG/PG

Board/University \*

Enter Board/University

School/College

Enter School/College

Year of Admission

Enter Year of Admission

Date of Passing

Enter Date of Passing

Year of Passing \*

Enter Year of Passing

Exam Seat Number

Enter Exam Seat Number

Passing Certificate Number

Enter Passing Certificate Number

Obtained Marks \*

Enter Obtained Marks

Total Marks \*

Enter Total Marks

Percentage\*

%

Result

Please Select



Credit Earned

Enter Credit Earned

CGPA

Enter CGPA

Grade

Enter Grade

Add

Save & Next

## Step 11- Upload your Photo And Signature Respectively.

**NOTE-Size of both the documents must be less than the specified size.**

- 1 Personal
- 2 Address
- 3 Education
- 4 Photo Signature
- 5 Course Selection

### Photo and Signature Details

#### Student Photo

Upload Photo



\* Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 500 kb)

#### Student Signature

Upload Sign

A handwritten signature in black ink, appearing to be 'H. A. L.' with a small flourish at the end.

\* Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 300 kb)

Save & Next

## Step 12- Course Selection

### Course Selection

---

Course \*

XII SCI - 1

▼

Please Select

B.A - 1

B.COM - 1

XII SCI - 1

Course selection from drop-down list



## Step 13- Enter last qualification details

**Note (All \* "Asterisk" marked fields are mandatory)**

Last Qualifying Exam Details =>Application No:- 3

Last Exam Name\*

SSC

School/College\*

Enter School/College Name

Is Appear

☐

Obtained Marks\*

Enter Obtained Marks

Total Marks\*

Enter Total Marks

Percentage

0%

Last Qualifying Subject Details

Note: Do not enter marks for not applicable subject.

Subject	Obt. Marks	Total Marks
---------	------------	-------------

Enter Marks Obtained

Enter total marks

Save & Next

# Step 14- Select group and subjects

Subject Details=> Application No:- 3

Medium / Instruction Medium\*



ENGLISH

▼

Max. Subject (Including Compulsory and Optional): 11

Max. Group Preference: 2

All Selected Groups

Preference	Group	Subject	
1	MHI	ENG,ENVIRONMENT EDUCATION,HINDI,IT,MARTHI,PHYSICAL EDUCATION,PHYSICS	
2	MATH/BIO	BIOLOGY,CHEMISTRY,ENG,ENVIRONMENT EDUCATION,MATHS, PHYSICAL EDUCATION,PHYSICS	

Group

Please Select

▼

Please Select

MHI

MATH/BIO

MATH/GEO

BIO/GEO

Subjects

Select the group and add (check the subjects in the group after adding )

Save & Next

## Step 15- Using this page you can do Payment .

### PAYMENT

=> Application No:- BA16

Registration / Application Amount To Pay

₹ 100

PAY NOW

Note : WAIT FOR 24 HOURS IN CASE OF PAYMENT DEDUCTED AND NOT REFLECTED ON REGISTRATION PORTAL. !

# Step 16- Preview your application and then confirm

Application Confirm => [Application No:- 3](#)

**Note:**

Please click on Confirm Application button for final registration.  
You can not update application once confirmed.

☒ By clicking [Confirm](#), you agree to the [Terms and Conditions](#) set out by this site, including our use of Cookie .

PREVIEW APPLICATION

CONFIRM APPLICATION

Step 17- After confirmation you can see your application status and print the application & payment receipt.

Course Selection

Course \*

Please Select



Save & Next

Course	Application No	Application Status	Paymode	Action	Payment Receipt
B.COM - 1	BCI3	NOT-CONFIRM	NA	Proceed	
B.COM - 1	BCI3	NOT-CONFIRM	NA	Proceed	
XII SCI - 1	3	CONFIRM	Online	Print Application	Print Payment Receipt

THANK YOU