

## **Instructions for Filling out the Admission Form : B.Tech(Lateral)**

### **1. Keep These Documents Ready**

- Scan copies of your **10th & Diploma/B.Sc mark sheets / passing certificate / admit card** (PDF format only)
- Scan copy of **Transfer/Leaving Certificate** from the last institution (PDF)
- **Migration Certificate** issued by the last board/university (PDF)
- **APAAR / ABC ID**
- Scan copy of **ID proof (Aadhaar, etc.)** (PDF)
- **Passport-size photo** (JPG format)
- **Your signature** (JPG format)
- **Parent's signature** (JPG format)
- **Valid email ID and mobile number**
- **Entrance exam details** (if applying through JCECEB counselling)
- **Residential Certificate** (mandatory for JCECEB counselling students)
- **Income Certificate** (mandatory for TFW students)

### **2. Open the Admission Portal**

- Click the given link or scan the QR code to open the portal

### **3. Verify Your Email**

- Enter your email and verify it using the OTP

### **4. Fill in Your Details**

- Enter all required personal and academic details carefully

### **5. Upload Documents**

- Upload all required documents in the correct section
- Make sure files are clear and in the correct format

### **6. Pay Application Fee**

- Pay online using **Debit Card / Credit Card / Net Banking / UPI**

## 7. Submit the Form

- Check all details once again
- Click **Submit** to complete the application

### Important Note

- Fill all details correctly to avoid rejection
- Keep a copy (print or PDF) of the submitted form and payment receipt



<https://portal.vmedulife.com/public/admission/#/form/rtc-jharkhand/NTY1NA==>