The steps involved for E-Counselling are given below:



Step 1- Login: Login to the Online Application portal in the given link

https://applications.srmist.edu.in/hcma

Applicant needs to key in his login credentials (User name and Password) to login to his dashboard



<u>Step 2</u> – Applicant would be able to see **"Admission Portal"** Button against their application form, he or she can press the button to access his admission portal.

	SRM				Welcome Naman 🖣
II Dashboard	Dashboard				Virtual tour of SRMIST-KTR
艮 All Application Form(s)					
Admission Session 2022	No 🖵	01		0	
名 My Profile	Application(s) In-Progress	Application(s) Complet		iery Raised	
🗣 My Queries					
⊠ My Communication	Application Form	Application No.	Application Submitted On	Application Fees	Action
	Admission Session 2022				Application Completed
@ FAQs	Form	22161001477	14/03/2022 10:55 AM	₹1200.00	Admission Portal
🕐 Logout	🕹 Ack. Receipt 🔹 Application Form				

Step 3 – Entering Educational Details & Documents Upload: Required documents to be uploaded (X, XI & XII mark sheet). XII mark sheet only for passed out students. Students appearing for XII examination to mention the subjects, for which they are appearing.

GSRM	=	0
	IB' Academic Details	27 to 20
dis Denteolard di Important Links R Academic Details	NO ^R Creduits	
Documents-Upload Emogram Selection P Change Password	Institution / School Name *	Mode of Study *
IP Logout	Board * Choose	Register Number * VOIs Register Number
	R others, Researce specify " Choose	Tear of Completion * Month W
2016/00/06 TELET CARDA Mont 14: Mart 2022 15:546:54	Marking Scheme * Place of institution / School * Precentage * Place of institution / School *	Total Marks Obtained * Marks Obtained
	Total Maximum Marks * Percentage * Total Maximum Marks Percentage	
	Carlan 10 th Contain	

SRM	=		e
MENUS	Documents Upload		
@ Important Links	DOCUMENT TYPE	ATTACHMENTS	NEW ATTACHMENTS
Academic Details Documents Upload	10th Mark Statement		Click to attach a file
Program Selection Change Password	11th Marksheet		Click to attach a file
6+ Logout	12th/Diploma Mark Statement		Click to attach a file
	Provious		

<u>Step 4 – Programme Preference</u>: After uploading documents, select the programme of your choice as per eligibility norms. Please note that you can change your preferences till you click the CONFIRM button. Once confirmed it is NOT possible to modify the preference.

	9
MINUS Dashboard Important Links Academic Details Academic Details Facuity of Science and Humanities, Kattanikulathur Program Selection Program Selection Program Selection Program Selection B. Com, -Commerce [UG - FT - ACADEMIC] Change Password B. Logout Citick here to view the Eligibility criteria before program selection)

<u>Step 5 – Confirm & Submit</u>: Candidates are requested to verify the educational details and program preference prior to confirm and submit. After confirming the preference, wait for the admission committee to verify the uploaded documents (4-5 days)

OSRM	∃ Confirmation	0
Bashboard Dashboard Important Links Academic Defans Documents Upload Program Selection	Program Selection Kindly confirm the program selection, After confirmation cannot mostly academic defails and documents attached. Program E. Condim Back Program E. Condim Back	
Change Password	Click here to view the Eligibility criteria before program selection B Submit	

Step 6 - Document Verification by Admission Committee: The Admission Committee will scrutinize the uploaded documents and determine your eligibility for admission to the programme. The decision of the Admission Committee on eligibility will be final and binding.

<u>Step 7 – Allotment by Admission Committee</u>: Allotment of seat will be based on the eligible criteria and availability of seats. The seat will be allotted PROVISIONALLY based on the above criteria. The allotment will be displayed in Online Admission Portal.

<u>Step 8 – Accept the Allotment & Fee Payment:</u> Click "I accept the allotment", you will be allowed to pay the counseling fee (Registration fee + part of tuition fee) via NET Banking facility. **The last date of balance tuition fee will be announced later.**

GSRM	-				
	III Program All	otment Cellalis			
Dealthourd Proportiant Units Academic Octain Academic Octain Documents Special Program Statement Program Statement Academic Statement Academic Statement Academic Statement		Application Number Campai Alkited County Alkited	201600008 Pecality of Science and Humanities, Kalitanianshur B.Com, Commerce (10) - FT - ACADEMIC()	Applicant Name Annual Scray Popular Stat Fran Last Oato for Pagment	TEET DATA 40.000.00 34-05-2007 1200:00 AM 24-05-2007 1200:00 AM
in Logent	Course Freed	anan pi bayang	Faschmant (Par Heat)	Scholantig A	mount India Amount
	Traph day		94,000.00		54,000.00
	Turbon Paren		8,000.00		10,000,00
	Total Amount				81,000.00
	Annual Collected (BL)				0
	Relation has to be part before excellment (in.)				60,000.00
	Note republic compare and/othe for other her. Regulations has a non-indentifiate and non-insertion and or any deconstruction.				
	Note: - Courseller - Faller to - The date f	prises its acquest of Taillion Ann, 5 page the Constraining for within to pagement of the balance is	nence il sell'ile adjusted in the failure tes. Apus propried of the interval of the adjusted failer of the sellence consideration of the definition definition for all program aggint data for the constraints of the failure	controlling has, you can download their south 2000 reserves the right to mailwoot ratio.	Produkenal Akhilmani Lation (PRL) and Free modipl, to the soul for the head objekte candidate.

<u>Step 9 – Fee Receipt & Provisional Allotment Letter</u>

SRM	=	
MENUS		
Dashboard		Important Links
Important Links		Letter (Download)
# Academic Details	S	Fee Receipt Certificate (Download)
@ Documents Upload		- Lee largely certificate (permission)
Program Selection		View eligibility criteria (****)
PAL & Fee Receipt		
Change Password		
6+ Logout		

Important Note:

1. The admission is subject to (a) Satisfying the minimum eligibility criteria as stipulated for the respective programs. (b) Producing all original certificates and other documents during enrollment for verification, and (c) payment of Registration and full Tuition fees.

2. The Registration fee is Non-Refundable and Non-transferable under any circumstances.

3. For Eligibility details refer <u>https://www.srmist.edu.in/admission-india/science-and-humanities/admission-procedure-eligibility</u>

4. Tuition fee varies with program and campus. Refer https://www.srmist.edu.in/admissionindia/science-and-humanities/tuition-fee for details.

Please feel free to contact helpdesk **(044) 67370700**, **27455510**, **47437500** for any further clarification or Email to <u>admissions.india@srmist.edu.in</u>.

With Best Wishes.

Director, Admissions