Prerequisites and instructions for filling up of Online Application Form

- 1. An **E-mail ID** for registration and for receiving all future correspondence till the admission process is over and subsequently, if admitted.
- 2. **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. All relevant documents i.e., marksheet of qualifying examination, proof of age and other documents should be uploaded by the candidate along with online application form.
- 4. Incomplete/incorrect application form shall be rejected, summarily.
- 5. Provisional admission letter shall be available on the candidate's login.
- 6. The candidates must also upload the conversion formula for conversion of CGPA to percentage, wherever applicable. The candidates are required to fill up the percentage of marks secured in each examination using the formula as before, wherever applicable.
- 7. 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).
- 8. 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).
- 9. Access to an online payment facility / service such as ONLINE Payment mode:
 - Net Banking (NEFT on SBI & Others)
 - Credit Card
 - ATM-cum-Debit Card
- 10. Printout of online submitted application form or proof of payment of CBLU admission fee is need to be submitted to the University. However, the candidates should retain a copy of the said documents for their own record.

Note: If there is any change in this rule it will be notified in Notice section of website www.cbluonline.in

11. List of Documents to be uploaded for admission to B.Ed/M.Ed. Programs

- i. Matriculation Certificate (as proof of age)
- ii. Senior Secondary Examination Certificate
- iii. Detailed Marks Card (DMC) of the qualifying examination
- iv. Character Certificate from the institute last attended
- v. Certificate of Reserved Category and other related certificates, if applicable, as mentioned in the Prospectus
- vi. Latest income certificate if applicable.
- vii. Haryana resident certificate, if applicable
- viii. Undertaking regarding Gap Year, if applicable, as per format in Appendix-R

INSTRUCTIONS FOR FILLING UP OF ONLINE APPLICATION FORM

- 1. Registration on the CBLU Application Portal (http://cbluonline.in/) for online process
- 2. Select the programme [check eligibility]
- 3. If you choose to apply for the selected programme [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:
 - i. Applicant Details
 - ii. Upload scanned image file of your Photograph and Signature [as specified in Point no. 7 & 8 above]
 - iii. Academic details
 - iv. Scan Document Upload
- 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. Fee Payment & application Submission

Note:

- 1. The admission process is completely online (upto seat allotment). Hence, the online application for for admission must be filled carefully,
- 2. The online admission application form and the process are dynamic system and may be changed if required.

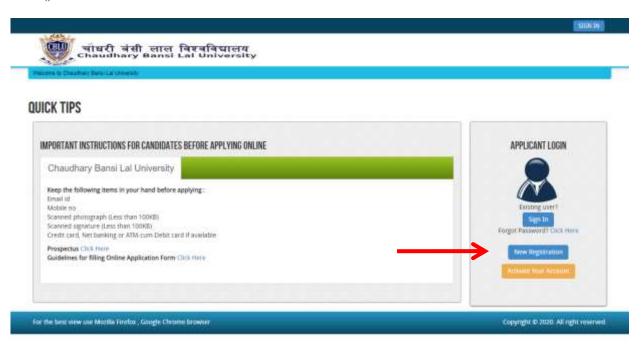
For Any Difficulty during form filling please call & mail us

Help-Desk Phone Number – 9109706719

Help-Desk Email Support - cbluonline@gmail.com

How to complete Registration on the CBLU Application Portal () for Online Process?

Step 1: Please click on "New Registration" button given on the home page of the CBLU Online Portal ().

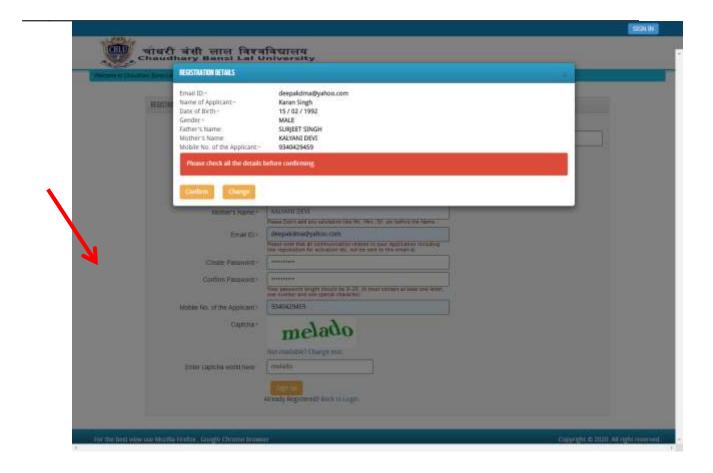




Step 2: When you click the link you will be shown a Registration Form asking for various details. Fields for information which is mandatory is marked with "Red coloured bullets" and are to be essentially filled up. These fields cannot be left blank. Once you fill the details, you can click on the **"Sign up"** button at the bottom for completing the registration process.

Cheuthery Servi Lai (Arventh						
REDISTRATION						
Name of Applicant -	Native		Miss Name		Last Name	
Date of Birthin	Select w	Select	~	Select		
Gender	- Select -	¥				
Father's Name.	Facher's Name Resse Don't side are saturation	tika Mr. Dt. e	£ before the Nan			
Mother's Name :	Mother's Hame Pears Don't add any salutation	ttu Ma 2Mra.	Dr. etc before to	e Name		
Email IC:	Lineal Assis note that all operations are registration for activation are	ian Islamid (c	year Application to this email to	antideg .		
Create Passwort	county Partwood		- Constanting			
Confirm Password -	Carriero Passamond					
	Your password wright should be time number and one special the	S-20, 91 mu matter)	of contain at least	one letter,		
Motike No. of the Applicant -	Mobile					
Capitha -	melad	0				
	Not readable? Change rest.					
Enter captoha world here :	Erorer Capachia					
	Already Registered) flack to					

NOTE: PLEASE NOTE THAT DETAILS SUBMITTED DURING REGISTRATION CANNOT BE CHANGED LATER. SO MAKE SURE YOU DO NOT MAKE ERRORS IN THE INFORMATION YOU FILL IN THIS FORM.

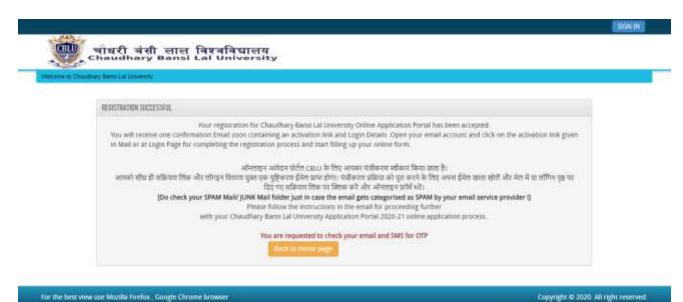


CBLUnivhd@gmail.com

Step 3: Activation and validation of Registration

1. On successful submission of registration details, you would be shown a **confirmation** message on the screen. You will also receive an e-mail on the e-mail ID provided by you in the Registration Form and a validation code on your registered mobile number. This email will contain an activation link. You need to click on this activation link to confirm and complete your registration process.

Note: This confirmation and activation link e-mail might land up in your "Spam Folder" or "Junk Folder'. So, in case you do not find the registration confirmation e-mail in your "Inbox", please check your "Spam Folder" or "Junk Folder'. If you find the e-mail from cbluonline@gmail.com in your "Spam Folder" or "Junk Folder', please report it as "Not Spam" and/or add the same to your contact list so that the subsequent e-mails from cbluonline@gmail.com always come in your Inbox. Always check your "Spam Folder" or "Junk Folder' for e-mails from the CBLU Online Application Portal.



2. Click on this activation link received in the e-mail. You account will not be activated until you have clicked on this activation link, so, do not forget this important step.

Dear Karan

Thank you for showing interest for admission to courses of Chaudhary Bansi Lal University for the academic session 2020-2021.

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

Name: Karan Singh

Email: karan@learningspirai.co.in

Password :12Kp17!123

Your Activation Code: 677209

Important Instructions for activation of Registration on the Chaudhary Bansi Lal University Application Portal

1.In order to proceed further it would be essential to activate your Chaudhary Bansi Lal University Application Portal registration.

Click Here to Verify/Activate



- 2. For activating your registration and proceeding forward click the link below: Chaudhary Bansi Lal University
- 3. In case of difficulty please contact
- 4. It is advised that you keep a printout of this mail for record for easy reference to your registered e-mail id.
 - 3. On clicking the activation link, you will be directed to the validation page in which you are required to give the validation code sent on your registered mobile number. Enter the validation code received on your registered mobile number to complete the registration process.

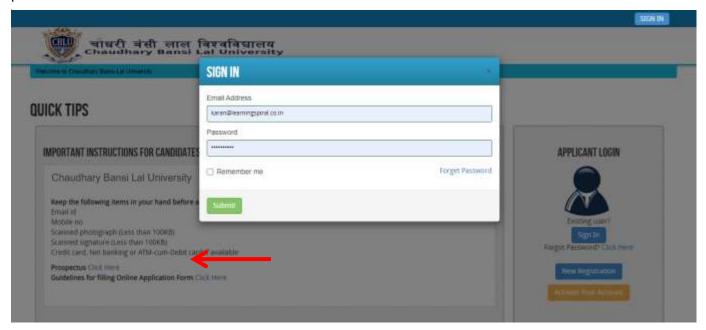


4. On successful validation, you will be allowed login and directed to My Application Section. Select the course of your choice and start filling up the application form online.

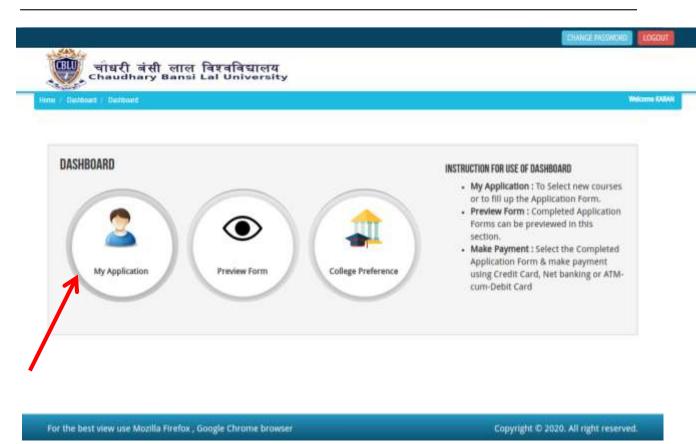


How to select Course for which I want to apply?

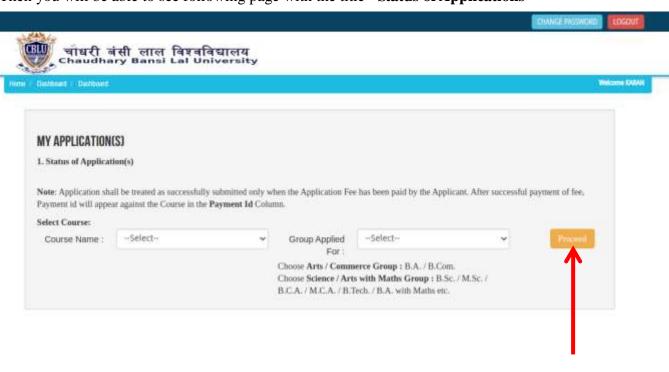
Step 1: After activation and validation of your Registration on the CBLU Online Application Portal (), you can login into the programme with your registered mail ID & password.



After login you will be able to see dashboard and click "My Application"

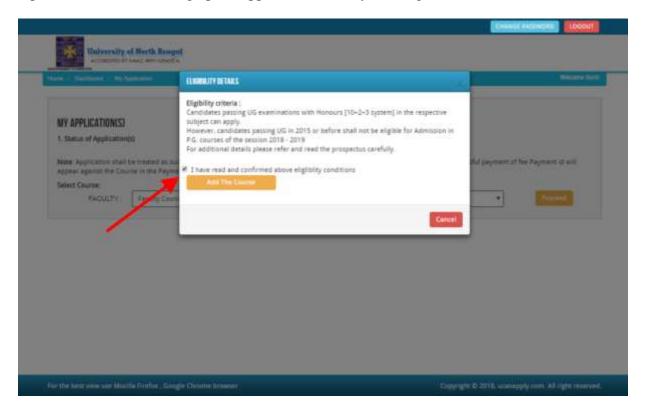


Then you will be able to see following page with the title "Status of Applications"





Step 2: Please select **Course Name & Group** from the drop down boxes given at the Bottom and click **"Proceed".** Check the eligibility and in case you are eligible for the course click the checkbox given below regarding confirmation of the terms and conditions and the eligibility to proceed further for filling up the application form by clicking **"Add C o urse"** button.



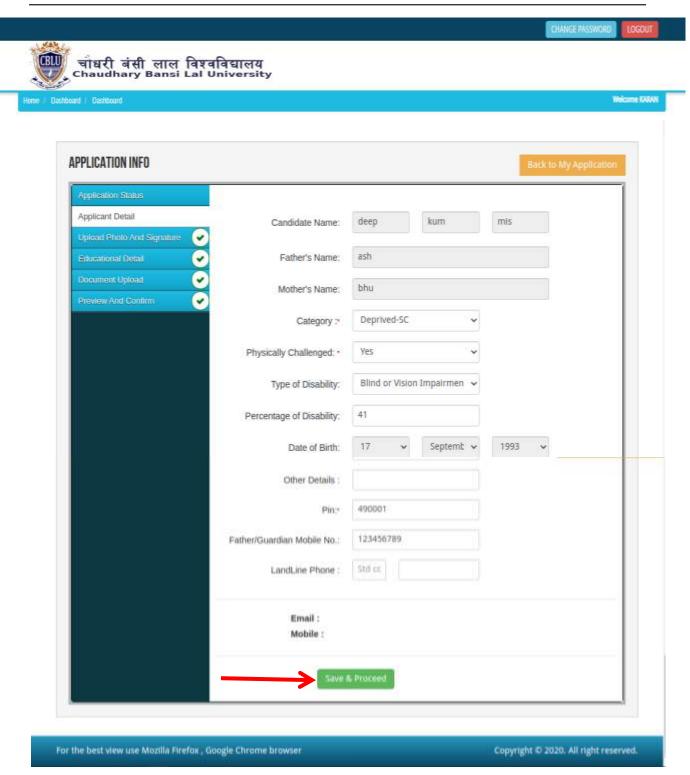
How to fill up the Application form after I have selected the Course I wish to apply for?

Step 1: After adding the course of your choice, following screen will appear showing status of submitted application. On the left panel, various other buttons such as 'Applicant Details', 'Upload Photo and Signature' etc are given. These are various sections of the form. **Application Status** section shows which sections of the form is complete and which is incomplete. You can click the left panel button to go to the section of the form which are incomplete.

Step 2: After you have added the first course of your choice and come to the above screen, all the four sections of the Application Form would be shown as incomplete. Click on the

'Applicant Details' button on the left panel. On clicking, following form will appear on the screen. Some of its fields would be pre-filled with the details you gave at the time of registration. Fill up other required details correctly.

CHAUDHARY BANSI LAL UNIVERSITY Bhiwani-127021, Haryana(INDIA) (A State University established under Haryana Act No. 25 of 2014)



Note: Mandatory fields have been marked with red asterix. They are to be essentially filled up before you will be allowed to 'Save' of the form.

Step 3: After you have filled up all the required fields of the 'Application form', Click on the 'Save & Proceed' button given at the bottom of the page (as shown above).

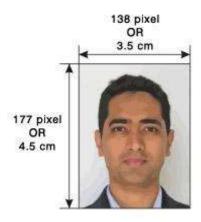
Note: for details related to specific fields in the application form, eligibility condition, number of seats, fee etc please refer to the Information Bulletin available on the CBLU Online Application Portal (www.cbluonline.in).

Step 4: After filling up application click the 'Save and Proceed' Bottom given at the bottom.

How to Upload image file (in jpeg/jpg/png/bmp/gif format; size limit 100kb) of my scanned photograph and signature?

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:

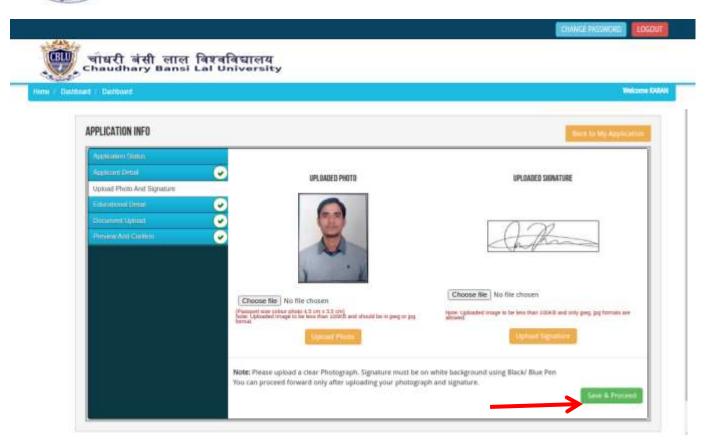
(Your scanned passport photo should be within 3.5 x 4.5 cm in size, scanning resolution should be within 100 dpi & file size should be less than 100 KB.)



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:

- Right click on the scanned photo file → Open with → Microsoft Office Picture Manager
- 2. Then look at the top menus, Click Picture \rightarrow Resize
- 3. Now look at the right panel, 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.

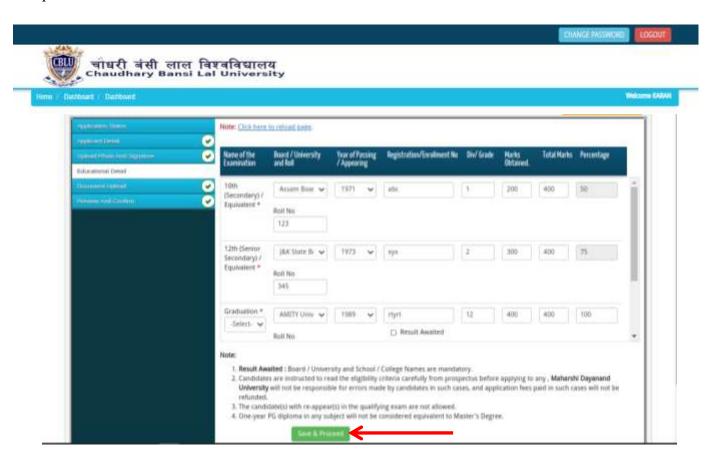
1235425123542



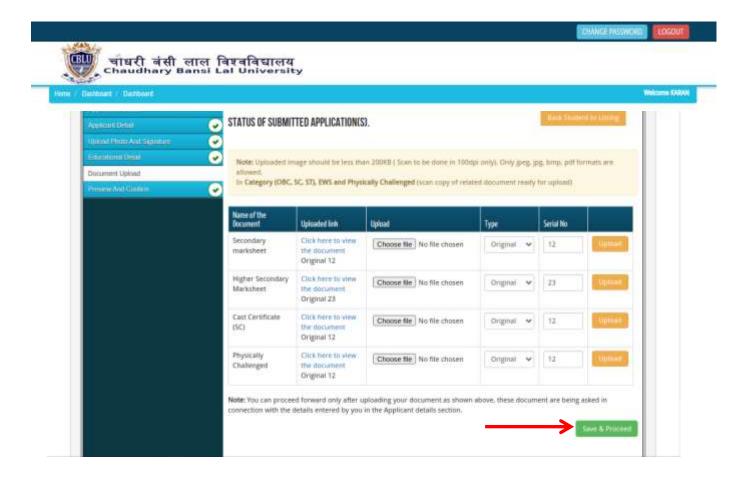
Step 5: Choose the image file (jpeg format; photo should be within 4.5 x 3.5 cm in size, scanning resolution should be within 100 dpi & file size not more than 100 kb) of your scanned passport size photograph and signature and click the button '**Upload Photo**' and '**Upload Signature**' button given below the Box. After you have successfully uploaded the photograph and signature, you will see the following page:



Step 6: 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 Details', here you add your passed examination details and Click on the 'Save & Proceed' button.



Step 7: After filling up application click the 'Save & Proceed' Button given at the bottom you have filled up all the required fields of the 'Document Details', here you add your document details and Click on the 'Save & Proceed' button.



Up to this stage, you have completed all stages of the Application Form. Now, click the 'Save & Proceed' button given at the bottom of the page. This will help you see entries made in various sections of the Application Form. In case you want to edit some details, you should do so before clicking 'I confirm the above' checkbox and clicking the 'Confirm & Submit' button because once you confirm and submit an application form, it cannot be edited further.

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 that system will show you the **Proceed to Payment** button to complete the payment.

CHAUDHARY BANSI LAL UNIVERSITY



Bhiwani-127021, Haryana(INDIA)

(A State University established under Haryana Act No. 25 of 2014)





CHAUDHARY BANSI LAL UNIVERSITY

Bhiwani - 127021

APPLICATION FORM

Session 2020-21



1. Personal Information:			
Name	KARAN SINGH	Date of Birth	12 March, 1997
Gender:	Male	Nationality :	Indian
Course	B.Ed. (Science / Arts with Maths Group)	Physically Challenged:	No
Category:	GENERAL		
Are you a Bonafide Resident of State of Haryana:	YES	Is the University from which you have passed your Qualifying Examination located in Haryana?	YES
Are you a Defence Person?:	NO	Are you a dependent of Defence Person?	YES
Are you a dependent of Freedom Fighter?	YES	Family Annual Income	900001-1000000
Are you a dependent of Freedom Fighter?:	NO	Family Annual Income	50001-100000

2 Dormanant Artificates			
Are you a dependent of Freedom Fighter?.	NO	Family Annual Income	50001-100000
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490001

Dyjokhafd

Street/Area:	Lijkfdryhvh, Dtuokhhfss, Dtuokj	hf	Arrest
Post Office:	Dylokhgfd	District:	Durg
PIN/ZIP code:	490001	State	Chhattisnarh

Lijkfdryhvh, Dtuokhhfss, Dtuokjhf

Landline No. Mobile No: 123456789 9399180379 4. Registered Mobile No. 5. Registered E-mail sonika Ispl@gmail.com

			The state of the s	
6. Family Details:				- 5
Father's Name:	Asdtg	Mother's Name:	Asdf	
Occupation:		Occupation:		

District

Mobile No:

State

Durg

Chhattisgarh 123456789

7. Local Guardian Details:

Guardian Name: Relation:

Contact:

Street/Area:

Post Office:

9. Educational Qualification:

Name of Examination	Year	Division/ Grade	Name of School/ College	Name of Board/ University	Total Marks	Total Secured	Percentage	CGPA
10th (Secondary) / Equivalent	1971	1	abc	Assam Board of Secondary Education, Guwahati	400	200	50	
12th (Senior Secondary) / Equivalent	1973	2	хух	J&K State Board of School Education, Jammu	400	300	75	
Graduation								
Post Graduation			li li					

9. College Preferences:

1	Govt	GURGAON	RLS College of Education, Sidhrawali (Gurgaon)	
2	SF	GURGAON	Ch. Partap Singh Memorial College of Education, Sector-34, Near Marble Market, Gurgaon	
3	SF	GURGAON	Rao Udmi Ram Memorial College of Education, VIII. Jamalpur, Tehsil-Farukh Nagar, Distt. Gurgaon	
4	Govt	ROHTAK	C.R. College of Education, Rohtak	
5	Govt	ROHTAK	G.B. College of Education, Rohtak	
6	Govt	ROHTAK	State institute for Rehabilitation Training and Research (SIRTAR), Gandhi Nagar, Rohtak	

I hereby declare that the information provided above by me is true and accurate to the best of my knowledge and belief.

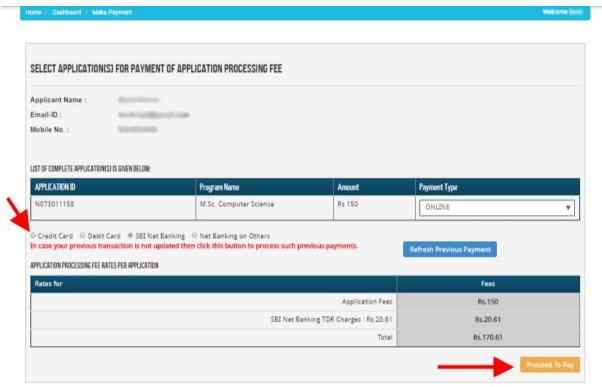
I consent to the capture of my biometric information by a third party authorized by MDU solely for the purpose of authentication of identity in connection with admission to the Maharshi Dayanand University in 2020, with the understanding that the data will not be shared with any other organization by the third party and will be destroyed after the process is complete.

Printed on: 16-10-2020 03:53 PM

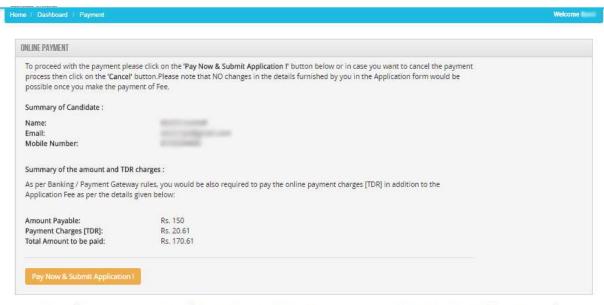
(Signature of the candidate)

How to pay the Application Fees?

Step 1: You will get dropdown for 'Payment Type'; here you can get ONLINE Payment type. Click here to make payment. On clicking you will see the following screen.



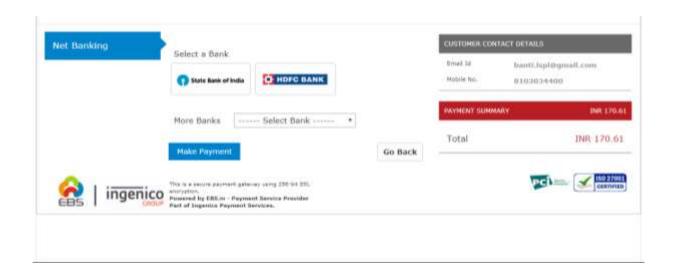
Step 2: You can select the applications for which you want to pay the CBLU Online Fee by clicking 'ONLINE' the check box given in the bottom left for 'Select to Pay'. You have option of paying CBLU Online Fee online [using Credit Card/Debit Card/NEFT (Net Banking on SBI)/NEFT (Net Banking on Others)] through payment gateway available on the Portal [by clicking 'Proceed to Pay'].



Note: A printout of the submitted online application form is to be retained by the candidate, the same has to be submitted along with the self-attested copies of supporting documents and the online application fee paid receipt at the time of counselling / admission, if selected.

Candidates must wait for at least 24 hours to get update about the success of payment. Please check your mail for Payment success mail received. Please inform us to the helpline email only after 24 hours and proper checking about any issues related to payment updation. While informing us in our mail id please do not forget to mention your email id through which you have registered, the application form id and your phone number.

Step 3: On clicking '**Proceed to Pay**', following screen will appear. Here you can check your summary and payment amount etc. Once you click **Pay Now & Submit Application** button then system will go for payment to your banking website. After a successful payment you will get Payment Successful message. And your application process is complete.



After a successful payment you can take the Print of the form.

Online Support Services Chaudhary Bansi Lal University, Bhiwani CBLU Admission Portal 2020-2021