

Guru Ghasidas Vishwavidyalaya, Bilaspur, C.G.

STEPS FOR ONLINE SUBMISSION OF APPLICATION FORM FOR VRET/ VRET Exempted Category- 2018

1. Go to the University web site www.ggu.ac.in or www.ggv.ac.in/spa.
2. Select on the link - [VRET Online Admission Form 2018-19](#).
3. Be ready with the following information before starting online submission.
 - a. Scanned Photo in .JPG format (Width 3.5 cm, height 4.5 cm) with the size 10 kb – 50 kb.
 - b. Scanned Signature in .JPG format (Width 3.5 cm, height 1.5 cm) with the size 10 kb – 50 kb..
4. Select New Registration or Online Application Form link for online submission of application forms.
5. Create your user account for online form by filling up information required on this page and submit it. *(Please fill the active mobile number on the registration page and check it carefully because your mobile number will be used for communication).*

Please select the Options VRET or VRET Exempted Category as per your choice initially. You will be unable to change the options at later stage.
6. Your User Id and Password (Date of Birth) generated will be display on your screen and the same will be sent to you through SMS on your registered mobile number. Please note-down your user ID and password (date of birth as entered by you).
7. Fill up the Personal Information as required and click the NEXT Button.
8. Next is Educational Qualification form.
 - a. Fill up your academic information.
 - b. Select your exam center i.e. Bilaspur.
 - c. If the applicant is applying under VRET Exempted Category, carefully select the option for exemption. Applicant can refer Para B (page no. 4 and 5) of Information Bulletin for more details.
 - d. Click on the declaration check box and submit button for final submission.
9. Please check all the information before making payment.
10. If any failure occurs, applicant can log in on the same page by using his user ID and DoB.
11. After completing Personal Information and Educational qualification page, go for submit and payment option.
12. Next tab is online receipt. Please download your payment receipt. In case if you fail to get a receipt, or the amount is deducted from your account but the status is shown as Unsuccessful Kindly wait for 24 hours for the receipt to update and then contact to 07752-260299, 07752-260342.
13. In Next step, take a printout of your application form and keep it with you for future use.
14. Candidate login on application form page by using login id and Date of Birth in DD/MM/YYYY format any time.
