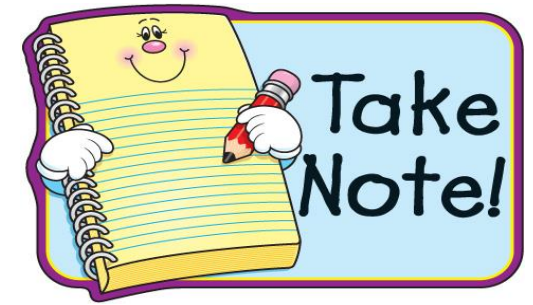




ST. JOSEPH'S COLLEGE OF COMMERCE (AUTONOMOUS)

**User-Guide for filling up online
application for year
2020-2021**



Important Points to be Noted



- Decide the course you are applying for.
- Have a Valid Email id and Mobile Number.
- Keep a Photograph scanned copy (Passport Size only) with white background and the Image dimensions should not be **greater than 35mm X 45mm and less than 100 kb in size.**
- Keep a Copy of your Signature with white background less than 100 kb (Use Black pen Only)
- **NO SELFIES ALLOWED**



Photo Sample



 Do's	 Don'ts
White Background Only	No Selfies
Formal Attire	No Cropped Images
Passport Size photo Only	Should not be Blur
Scanned Copy only	Trim the extras while scanning
Less than 100Kb	
Latest Photo	

****Note: Photograph in this document is for representation Purpose Only**

Signature Sample

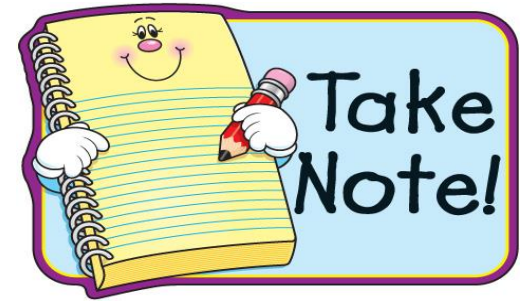
 Do's	 Don'ts
White Background Only	Should not be Blur
Use Black Pen	
Scanned Copy only	
Less than 30Kb	
Should be Horizontal	



[SAMPLE ONLY]

****Note: Signature in this document is for representation Purpose Only**

Important Points to be Noted



Decide on payment option : Online Payment / Cash Payment

- ✓ Surcharges apply on usage of Debit Card /Credit Card / Net banking.
- ✓ For Cash Payment : On payment of cash at the college premises, Fee Vouchers can be obtained for applications, for details to be filled up at the college (assistance provided).





step
1

- Visit : www.sjcc.edu.in
- Click on Admission and go to apply online
- Choose your respective Course
- Click on Apply Now




APPLY NOW

**Read the Course details and the Guidelines under each course
and then Proceed to Apply**




- **Re-directed to application page**

 **St. Joseph's College of Commerce**
(Autonomous)
Affiliated to Bangalore University & Central University
#163, Brigade Road, Bangalore Karnataka - 560025

<p>New Applicant? Apply Online.</p> <ul style="list-style-type: none">✓ Register with your email ID & phone number✓ Login with the credentials which is sent to your email✓ Upload your scanned photo✓ Complete the application form✓ Confirm and submit the form <p>Register</p>	<p>Registered Applicant? Login Here.</p> <p>Email: <input type="text" value="Email"/></p> <p>Password: <input type="text" value="Password"/></p> <p>Sign In</p> <p>Forgot Password</p>
--	---



- Fill in the Below Details and submit to Register your Details

 **St. Joseph's College Of Commerce**
(Autonomous)
163, Brigade Road Bangalore Karnataka - 560025

SUBMIT YOUR LOGIN DETAILS * Required Field

Name of Candidate:*

Email : *

Mobile Number :*

Date of Birth : *

Enter what you see in image : *



- **After Successful Registration, you will receive your username and Password to your Registered Email Id and Mobile Number**



St. Joseph's College Of Commerce

(Autonomous)
163, Brigade Road

You have successfully registered. Please login with your username and password which is sent to your registered email to complete the application process.

Continue



- Login with your username and Password received and Click on the Course you wish to apply from the Home Page.



Home

Apply Online

My Applications

WELCOME!

Greetings from St. Joseph's College of Commerce (Autonomous).

Thank you for Registering You may use this login page to access your applications.

Once you have applied for the programme, you will be able to access the application details.

You must visit our website and read through the sections Guidelines, Admission Process, Selection Process, Eligibility, Fee Structure, Aptitude test dates, etc., under the related link menu of every programme on the College website before filling in the online application form to avoid confusion.

Please Feel free to contact us through email at admission@sjcc.edu.in for any queries / clarifications.

We wish you the best.

SJCC
Admissions Office.

OPEN APPLICATIONS

UG PG PG DIPLOMA

B.Com

B.B.A

B.Com (Professional Studies)

BBA (Twinning) Go

Ac


Go

/in



- Read the Terms and Conditions carefully
- Click the Check box to Accept and Proceed





St. Joseph's College Of Commerce
(Autonomous)
163, Brigade Road Bangalore Karnataka - 560025

Hi STEFFY!

TERMS & CONDITIONS

I have read and understood the guidelines for admission, eligibility criteria including the fee structure for the course, I have applied from the college website

Yes, I have understood the application fee terms and procedure and have the credit/ debit cards or the required details for Net banking for online payment gateway option.

TERMS & CONDITIONS OF SERVICE

St. Joseph's College of Commerce, (Autonomous) (henceforth SJCC), provides the facility of Online Application for admission through the Internet. SJCC's rules & regulations apply to all such transactions along with special conditions imposed for Internet based application.

The following terms and conditions will apply if you wish to use the SJCC online application service. Please go through the conditions carefully and if you accept them, then you are

I accept the terms and conditions

Cancel Proceed

Activate Windows
Go to PC settings to activate Windows.



- Fill in the required details in the application form.
- Personal Details, Education and other Details, Mark Details

Personal Details Educational And Other Details Mark Details Payment Section

PERSONAL DETAILS * Required Field

Candidate Name*
As Per class X Records

TESTING APPLICATION VINOD

Image*
Size must be less than 30kb

NO IMAGE AVAILABLE

Browse File

Sign image*
Size must be less than 30kb

NO IMAGE AVAILABLE

Browse File

Date of Birth*
As Per class X Records

12/08/1994

Activate Window
Go to Settings to activate





Education and other Details

Fill in the Details with utmost Care

EDUCATION AND OTHER DETAILS

* Required Field

Class X Details *

Class X Board*

Karnataka SSLC

Class X Institution*

SJIHS

Class X Institution State*

Karnataka

Class X Register No*

1234568

Class X No Of Attempts*

1

Class X Year Of Pass*

2016

Class X Month Of Pass*

April

Class XI Details *

Class XI Board*

Karnataka P.U.C.

Marks Entry



- Marks obtained in Grade or out of 10 to be converted to percentage or out of 100.
- Kindly Check the conversion chart of the respective Boards and convert it.



Mark Details

- Enter the secured marks as per the marks sheet.
- **Note:** In case the 12/Degree **results awaited**, enter the subject and submit blank details.

MARK DETAILS * Required Field

Class X Details

Class X Marks

#	Subject	Name	Max. Marks	Obtained Marks
1	English	English	100	85
2	Hindi	Hindi	100	95
3	Kannada	Kannada	100	78
4	Mathematics	Mathematics	100	85
5	Social science	Social science	100	96
6	Science	Science	100	86
7	--select--			
8	--select--			

Students awaiting Results

UG Applications : If XII results are awaited kindly enter the subject names and enter the maximum marks as per the Board and marks Obtained as 0 (Zero) to proceed.

Provision will be made to Update marks after announcement of the result.

(NOTE: RESULTS TO BE UPDATED AS SOON AS THE RESULTS ARE OUT)





- Choose your payment method and fill in required details and press submit.

Personal Details > Education And Other Details > Degree Mark Details > **Payment Section**

Payment Options

Application Fee Category : COLLEGE

Amount to be Paid :

Particulars	Amount
APPLICATION FEE	1.00
<hr/>	
Total	1.00

Choose Payment method :

Online Fee payment

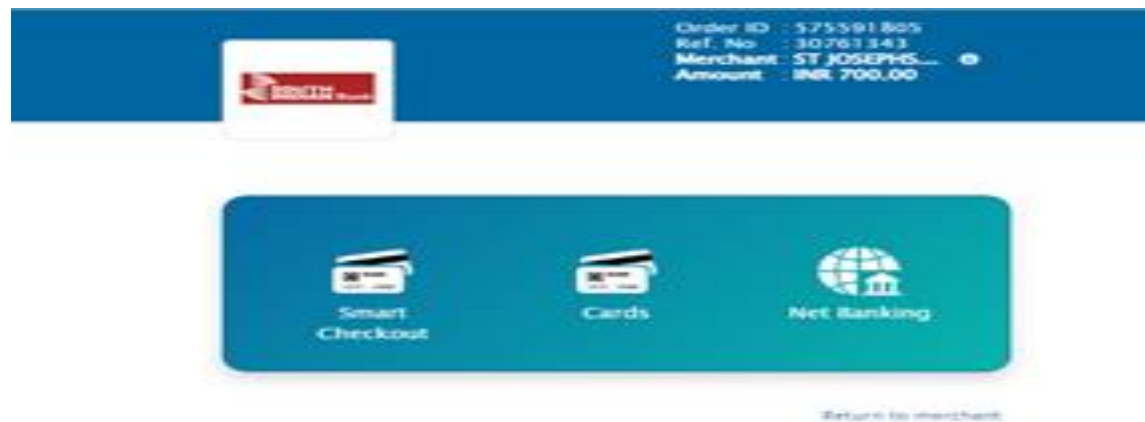
Application Fee Voucher





- Steps to be followed for Online Fee Payment
Debit/Credit Cards or Net Banking

1. You will be re-directed to payment gateway site




2. Fill in the required details, choose the payment type / enter the details and press PAY.

3. On Successful completion you are redirected the college website. This page may take few seconds kindly wait)

4. Note down the transaction ref no and press continue



Please wait while redirecting...

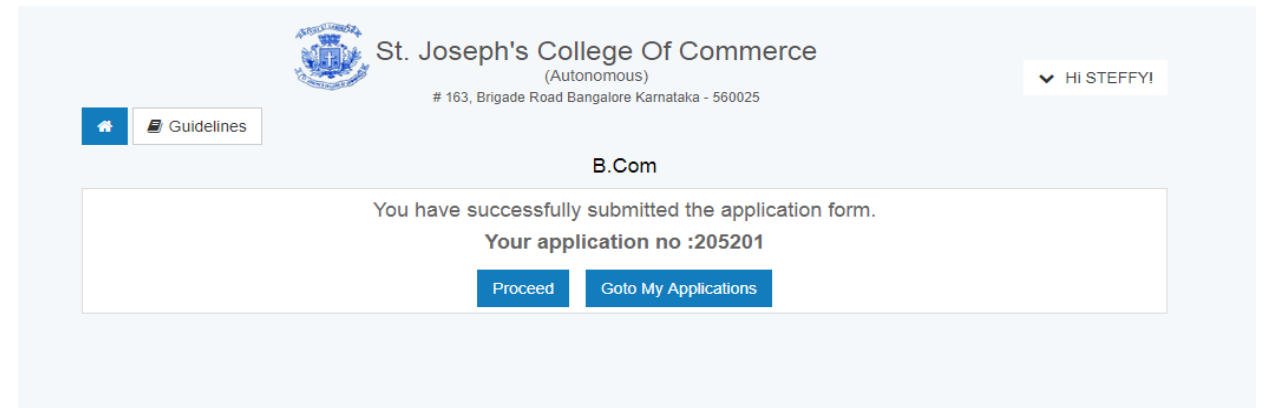
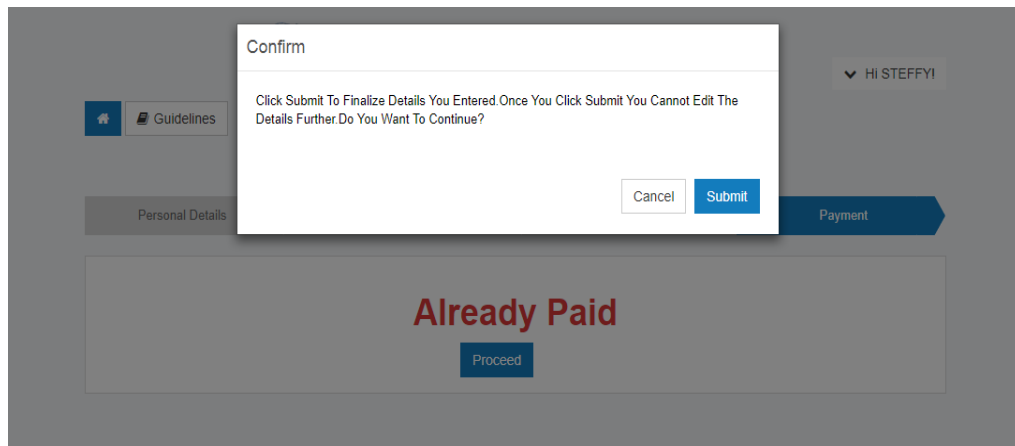
 St. Joseph's College Of Commerce (AUTONOMOUS)
163, Brigade Road

Thank You. Your payment status is 1.
Your Transaction ID for this transaction is 201903919584776.
We have received a payment of ₹1.00.

[Continue](#)



- Kindly proceed to the next screen and press submit .
- And note the Application Number displayed on the Screen.



Payment Processing Issues

IF PAYMENT IS DEBITED FROM YOUR ACCOUNT AND APPLICATION NUMBER IS NOT GENERATED

- Click on My application Screen on the Home page and Click on Check Status
- If the Status shows pending then Click on the button to view status
- If the payment details are updated, the application no gets generated

Note: Status shows failed, then initiate new payment (if payment not debited from your account)


Affiliated to Bangalore University & Central University
#183, Brigade Road, Bangalore Karnataka - 560025

Guidelines

B.B.A

Personal Details | Educational And Other Details | Mark Details | **Payment Section**

note: if you have previously made unsuccessful attempts to pay the Application fee and money has been deducted from your account, please try to update the status of your transaction by clicking on blue button under Check Status, before initiating new payment.


SLNo.	Linways Transaction Id	Payment Gateway Transaction Id	Transaction Date	Payment Status	Check Status
1	783510999		31-01-2020	PENDING	



Print Application Screen

- Click on proceed to view Applications and Status.
- Click on Details/Print to Print Applications.
- Kindly follow the guidelines from the college website on submission of Application






 **St. Joseph's College Of Commerce**
(Autonomous)
163, Brigade Road Bangalore Karnataka - 560025

Hi STEFFY!

Home
Apply Online
My Applications

MY APPLICATIONS

Sl.No.	Application Name	Applied Course	Appln Number	Payment Status	Check Payment Status	Appln Status	Last Updated	Edit	Details/Print
1	B.Com	B.Com	205201	SUCCESS		UNDER PROCESS	08-02-2019 15:19:40		

Disclaimer



- The contents of this manual are Informatory in nature. Information is being made available purely as a measure of public facilitation. While every effort has been made to ensure that the information is accurate and up-to-date, SJCC, Bangalore does not hold itself liable for any consequences, legal or otherwise, arising out of use of any such information.