

PROCEDURE FOR ONLINE APPLICATION

(MANAGEMENT QUOTA ONLY)

Before Applying

- 1) **Download and read our brochure carefully** before applying. Link for brochure is available in the 'downloads' page.
- 2) **Download our rules and regulations**, available in the 'downloads' page, and **make sure that you can follow it**.
- 3) Get a good idea about each course and then decide on which course to apply for with the highest priority and one with least priority.

Submitting Application

- 1) Give correct and complete information in all columns. Incomplete forms will be rejected summarily. **PHONE NUMBERS – LANDLINE, MOBILE-PARENT, MOBILE-STUDENT is required. In case landline is not there give alternate mobile number. THREE PHONE NUMBERS ARE COMPULSORY**
- 2) Select your choices carefully.
- 3) Upload your good quality passport size photo, taken using a good camera with light coloured **PLAIN** background. **DO NOT USE PHOTOS TAKEN USING MOBILE PHONES and WITHOUT PLAIN BACKGROUND.**
- 4) Press the submit button after entering all details and uploading photo correctly.

After Submission of application

- 1) A pdf form (Application form) will be generated with all the data entered. Verify once again whether you have entered all the data correctly, on the pdf form generated, and then take a printout of the same.
- 2) Obtain signature of father, mother and then applicant must sign on it.
- 3) **Take a DD (Demand Draft) for Rs. 300/- in favour of 'Principal, AWH Polytechnic College, Kuttikattoor' payable at Calicut.**
- 4) The application form and DD along with self attested copy of SSLC certificate, ITI/VHSE certificate (if any) should be sent by post, **preferably speed post of India Government**, to Principal, AWH Polytechnic College, Kuttikattoor, Calicut – 673008.
- 5) We will be acknowledging by phone call once we receive your application by post.

Admission

1) You will be called for admission, if eligible, based on yours marks in SSLC. So please make sure that the phone number is correct. Other instructions will be given via phone call, if needed.

For any doubt in connection with online application please call/SMS/whatsapp on 9809234055 or 9656883849 or email at vivekpjohn@gmail.com

Applications forms without DD or self attested copy of SSLC certificate will be rejected summarily.