Guidelines for Filling Online Application Form

1. Read Eligibility criteria for Fees, Key Dates.

2. New Candidate to Create Log In

➢ New Candidate to visit the website **:** PSTET.NET **and** click **: New User**
➢ Fill the details to register. You must have a valid email ID & Mobile No. for applying online.
   ➢ Before fill registration form keep ready with you the following details.
   ➢ a) Valid Email ID
   ➢ b) Mobile Number

Fill Registration Form
• Applicant Name
• Email & Mobile No.
• Enter Secure code
• Then Submit.

➢ **Kindly read all declaration & Instruction Carefully then Click Check Box** ☐ **{I agree that I have read and understood all the above instruction including advertisement and agree to abide by all conditions during the process of PSTET-2018.}** Then Click **: Click Here to Proceed.**
➢ Press the button "Submit". **Once the information filled here will not be changed.**
➢ The confirmation for the registration will also be sent Registration Id on your Email & Mobile No. entered.

Note: Kindly note the Email-ID and Mobile No. as filled by you will be used to login to the website to fill the online application form.

Documents to be made ready

Before starting to fill up the on-line application, keep ready with you the following details / documents / Information
a) Valid Email ID
b) Personal details
c) Educational qualification details

Registered Candidate Log In

➢ Already Registered Candidate to visit the **website : PSTET.NET and login by clicking Registered User(CLICK HERE) to Complete Process**

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│        Fill Registration Form                           │
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│                                                         │
│  Action 1: Fill General Profile                         │
│  Action 2: Upload Photograph & Signature.               │
│  Action 3: Lock Form                                    │
│  Action 4: Paper & Academic Qualification.              │
│  Action 5: Payment Status.                              │
│                                                         │
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➢ **Action 1 : Fill General Profile (Click on the Button to fill application form)**

➢ Fill the details on the online application form. Since your eligibility will be screened based on the information

➢ furnished by you, you are required to exercise sufficient care to correctly furnish the details of your Qualification, etc.

➢ While filling the application form online, please save the information by clicking the button "**SAVE & CONTINUE**".

- Candidate Name
- Mother's Name
- Father's/Guardian's Name
- Date of Birth
- Gender
- Category
- Marital Status
- Employment Status
- Email ID
- Mobile No.
- Language offered for
- Exam District
- Question Paper Medium
- Candidate mailing address (Permanent Address)

➢ **Action 2 : Upload Photograph & Signature**

- Upload Photograph (Candidate must have upload the photograph & the image should be in .jpg format size of file should be not more than 50kb).
- Upload Signature (Candidate must have upload the signature & the image should be in .jpg format size of file should be not more than 20kb).

➢ **Action 3: Lock Form**

Candidate must have to lock form & Preview form after that click Ok Button **Click Ok to Proceed Form.**

➢ **Action 4 : Modify/View Apply Paper code & Academic Qualification**

Candidate must have to fill the details of Paper & Academic Qualification. Then **Click Add/ View** Action & Fill the Academic Qualification.

- Apply for
- Minimum Education Qualification for Applied Post
- Academic Details (Senior Secondary & Graduation)
- Diploma (College/Institution/University)
- Then click Button "**Update**". Candidate can easily check their Academic Qualification through click the button **"Modify/View"**

➢ **Action 5 : Make Payment**
   ➢ Fee Status
   ➢ Click Pay Now.

❖ After Complete the Application Form for Make Payment. There are Three Mode to Pay Online Fee.
   1. Debit Card
   2. Credit Card
   3. Net Banking

❖ Payment Should have to be through in HDFC Bank & Indusind Bank.