



General Instructions for Online Admission

1. To pay through the SBI I-Collect go to <https://www.onlinesbi.com>
2. All applicants must pay their application fees of Rs. 50/- through SBI I-Collect using Debit/Credit Card/Net Banking etc., **website <https://www.onlinesbi.com>**. A payment acknowledgment slip/receipt will be downloaded from the SBI I-Collect. **Transaction charges are not part of the Fee.**
3. The Fee deposited through Credit Card/Debit Card/Net Banking in the SBI I-Collect will normally reach the University account after 24 hrs. Hence, it is the sole responsibility of the candidate to ensure that the fee is deposited well in time. Nagaland University shall neither be responsible for any delay in receipt of the payment nor shall be responsible, if the payment is refused or declined by the Bank.
4. The Fee deposited shall be considered as paid, only if the applicant is able to obtain the Acknowledgment slip/receipt. Hence, all candidates are advised to print the acknowledgment slip/receipt to produce as proof of payment of fees to the concerned Academic Department and keep it in their safe custody for future reference.
5. In no event, the University will be liable for any damages whatsoever arising out of the use, inability to use or the results of use of this site, any website linked to this site or the materials or information contained in any or all such sites, whether based on warranty, contract or any other legal theory and whether or not advise of the possibility of such damages.
6. The University does not warranty the availability of online Fee System. The University will not be responsible for any delay in fee submission owing to non-availability of the Online Fee Payment system. Candidates are **STRONGLY** advised to submit the fee well before the last date.
7. Please note that mere usage of this facility or submission of online fee through this facility does not confirm admission to the course. The confirmation of admission shall be subjected to the compliance of your credentials to the eligibility criteria laid in the current year's prospectus and verification and/or submission of certificates/documents required by Nagaland University in the concerned office of the University on or before the last notified date for such purposes.
8. **In case a candidate is found to be ineligible for admission on account of any of the requirements set out by Nagaland University, the entire fee amount deposited by him/her shall stand forfeited/ refunded as per University rules.**
9. **An applicant will be required to upload his/her scanned photograph, SC/ST/OBC-Central & Non Creamy/Students from Jammu & Kashmir certificate (if eligible) and PWD certificate (if eligible) etc.**



10. Application shall be summarily rejected, if payment is not made properly.
11. Applicants are advised to make payment of application fees before starting to fill up the application form and keep the SBI SBI I-Collect Payment Slip/receipt ready during the process of filling up the online admission form.
12. A candidate may apply/submit applications to a maximum of three (03) relevant departments by paying the application fees separately. However, admission can be taken only in one department if selected for admission in more than one department.
13. To submit the application, applicant must agree with the given declaration, clicking on check box. It is important to note that once applicants submit their application, they cannot alter anything under any circumstances. Therefore, they are advised to be sure about the accuracy and relevance of the given / uploaded information before clicking the submit button.
14. After successful submission of the application, applicants will be able to download or print the 'Acknowledgement' and the submitted form.
15. After successful payment status is verified, applicants will be able to take print out/download the 'Admit Card/acknowledgement receipt' for Admission Test. Payment process verification may take 4-6 working days after the payment.
16. Candidates are requested to bring any other photo identity proof along with Admit Card at their respective department during the time of Entrance Test/Interview.
17. Nagaland University shall not be responsible for any problem, technical or otherwise, during the process of and after filling up of the application form and online submission. The University also shall not be responsible for any postal delays or delays due to any other natural causes.
18. All amount(s) paid by the Applicant(s) as application fee(s) to any programme(s) offered by 'Nagaland University' shall stand appropriated. In case of multiple payments, being processed for a single application, the extra amount shall not be refunded to the Applicant by 'Nagaland University' under any circumstances.
19. Nagaland University reserves the right to change the Admission Test schedule at any time.
20. No Application shall be entertained after the last date, whatsoever the reasons may be.
21. Incomplete Admission Form in any respect will be summarily rejected.
22. Reservation Rules are as per the GOI/University guidelines.
23. Admission related information shall be uploaded in the University website from time to time. Students are instructed to keep regular watch for the same. The University shall not be liable if an applicant fails to comply with the schedule.
24. For any kind of dispute regarding admission related matters, the decision of the Nagaland University Authority shall be final.
25. All litigation regarding admission shall lie within the jurisdiction of the Gauwahati High Court, Kohima Bench.



26. For further information, contact the Dy./Asst. Registrar (Academic Section), Nagaland University. e-mail: dracadnu@gmail.com or aracadl@nagalanduniversity.ac.in
27. **Privacy policy:**
- o University considers the protection of your personal information important and shall take necessary care to safeguard your privacy.
 - o If you decide to access the website, your visit and any dispute over privacy is subject to this Privacy Policy and University Terms and Conditions. The University Policy regarding the collection, use and disclosure, if any, of personal information is very strict and we adhere to the best of practices to guard your personal information with care.
28. **Refund/Cancellation Policy:**
- o Multiple Payments: In case a candidate deposits his/her fee multiple times through the same or different modes, refund of the additional amount to the candidate shall be at the sole discretion of Nagaland University.
 - o All Refunds/Cancellations shall be as per the Fee rules given in the Prospectus

STEPS FOR ONLINE ADMISSION:

Step-1

An Aspiring Student may fill-up the 'Form' online, as per the guidelines given in the prospectus, in the University website

www.nagalanduniversity.ac.in.

The Application Form fee of Rs. 50/- has to be paid through online SBI I-Collect from the website <https://www.onlinesbi.com> using Net Banking/Debit/Credit Cards, etc.



Step-2

Merit list shall be prepared as per University rules by the respective Academic Departments and the short-listed names will be displayed on the University website and Notice Board of the respective departments.



Step-3

Short-listed candidates may pay their admission fees/semester fees etc. through online SBI I-Collect from the website <https://www.onlinesbi.com> using Net Banking/Debit/Credit Cards, etc.