

Steps to check Payment failure (where application fee has already been deducted)

Step 1: Log-in to the online portal and select the post for which fee has already been paid/deducted and click on the **Edit** button.

S.No.	Post	Action	Application Status
1	[Redacted]	[Redacted]	Not Submitted
2	[Redacted]	Download/Print Form	Submitted
3	Lower Division Clerk	Edit	Not Submitted

Step 2: Click on the Preview tab, select the I agree checkbox and click on **Next Section** button.

Research
Miscellaneous
✓ NOC & Declaration
Uploads
Preview
Submission

I shall produce the No Objection Certificate before/at the time of interview.

Declaration
I declare that the statements made in this Application Form are correct and true and also complete to the best of my knowledge and belief. I am aware that if at any stage made are not true or are incomplete/misleading, my candidature is liable to be cancelled

I agree to the above terms

Next Section

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Step 3: Select the appropriate category for which the application fee has been debited already.

Select category to apply

Unreserved(UR)
 ST

Proceed for Submission

Step 4: Click on the **Proceed to Payment Gateway** button.

Proceed For Payment

Applicant Name: K...

Post: Lc

Department: U

Advertisement No.: N

Email Address: K

Reference Number: Cl

Category: S

Applied for: S

Payment of: ₹

No change/modification will be allowed in the application

[Proceed to Payment Gateway](#) [Dashboard](#)

Step 5: **Payment successful** message will be displayed, and the status of the application will be updated to **Download/Print Form** and application status will be updated to **Submitted**.

Payment successful

Post Department Selection

Post *
Select Post

Organizational Unit *
please first select post

Advertise
Select

Category *
Select

Pwd *
Select

I have read the advertisement and I fulfill the essential qualification prescribed for the post *

[Check Vacancy](#)

S.No.	Post	Action	Application Status	Screening Status
1	[Redacted]	Application Closed	Not Submitted	
2	[Redacted]	Download/Print Form	Submitted	
3	Lower Division Clerk	Download/Print Form	Submitted	

In the above steps, if you are redirected to the payment gateway again, or the status of the application form does not change, please send us an email at: sysadmin@nagalanduniversity.ac.in