



# THE S.I.A. COLLEGE OF HIGHER EDUCATION

DOMBIVLI (EAST)

COLLEGE CODE : 521 (NON AUTONOMOUS)

## IMPORTANT NOTE:

1. Student are instructed to fill the MKCL FORM compulsory through the given link- <https://mum.digitaluniversity.ac>
2. All students applied online admission form for our college should submit the form and documents physically to the college office for further admission process.

## STEPS TO SUBMIT COLLEGE ADMISSION FORM AND PAYMENT 2022-2023

**I} LOGIN TO SIA COLLEGE WEBSITE (<https://thesiacollege.edu.in>) for purchase of Admission Form**

**II} Click on eSanchalan tab,**

i) Select New Registration.

ii) Pay Rs.100/- by scanning through **Scan for Degree College** QR code.

**Note:-** Please scan Degree College QR Code Carefully, else your payment will not reach us.

iii) Fill the form according to the requirement.

iv) Enter UPI reference Number in Transaction ID.

v) Upload Rs.100 payment screenshot and submit the form.

You will receive **Admission form number** in your registered email id.

## III} ADMISSION FORM FILLING PROCEDURE

i) LOGIN TO S.I.A COLLEGE WEBSITE (<https://thesiacollege.edu.in>) and click on **eSanchalan tab.**

ii) Enter your **Admission form number** as a login ID received in your email and select current date from the calendar.

iii) OTP will be sent on your registered email id -**Enter OTP** and click on VERIFY OTP.

iv) If you login through mobile click on the tab provided on top right side and select **the Admission form tab.**

If you login through computer, click on **Admission tab** provided left side of your computer screen.

v) Upload photograph and then again go to Admission form and fill all the required information.

vi) Verify your mobile number ,contact number and email address after filling the admission form (**This is compulsory field and the same will be used for sending payment link and all communication relating to university and college** )

vii) Upload all documents (Compulsory documents- 10<sup>th</sup> Passing Certificate /12<sup>th</sup> Mark sheet or 12<sup>th</sup> result provisional copy/Adharcard/ MKCL Form/Caste Certificate (if applicable) if any by using in the left side of dashboard and fill the details

viii) Minority Undertaking form - Tamil -(if applicable): Download the Minority undertaking from college website and upload in eSanchalan duly filled and signed.

**V} After verifying the documents, the Rozarpay payment link will be sent to you on your email id and SMS through the college email id for the payment of fees.**

**Any Other type of payments are not entertained**