



## JUST 10 STEPS TO APPLY ONLINE : 2016-17

### PRE - APPLICATION STAGE:

1. Visit our website [www.moksh16.com](http://www.moksh16.com).
2. Please scan all your documents and store in on your desktop. **PLEASE SCAN ALL THE ORIGINAL DOCUMENTS IN COLOR MODE.** Pictures / Mobile photos of the documents can not be submitted to the Universities!
3. For every university, it is important to download **MOKSH REGISTRATION FORM** available in individual university page. You need to download that, take a print, fill and sign it. Scan this document as well and store it in the folder on your desktop. This form is a confirmation from the student / parent that you have understood the scope of services and the costs applicable for the same. You would have to fill up the registration form and select the optional services required by you.
4. Few of the universities also have additional forms such as Scholarship form / Application letter / University Application form etc. You need to download that, take a print, fill and sign it. Scan this document as well and store it in the folder on your desktop.

### APPLICATION STAGE:

5. Click on blue coloured **"APPLY NOW"** button available on your right side of the screen.
6. The application process is divided into 4 steps. You are now ready to start the process.
  - Fill personal details
  - Fill Academic Details
  - Upload Documents
  - Pay Application fees

Your admission is now taken care by MOKSH, with 100% Money back guarantee\*!



## **POST APPLICATION STAGE:**

7. On receipt of the application, you would be sent an automated mail confirming the same. You would also get a unique **“Student ID and Password”**. This would be utilized for your future information update and new document upload. For example, you have not yet got your passport but you have applied through our On Line application system. In future, you would need to upload the passport copy and you can utilize your **“Student ID and Password”**. There is a student login button on the left side of the screen which needs to be clicked to go to Student Area. You can continue from where you left once you login to your area through this unique and secured password!
8. On the “Student Area”, you would be able to track the application status. As the process progresses, you would receive the alerts on email and SMS. You can also check the status by clicking on the “Application Status” over there.
9. In the same area, you would be able to see the “Payment Status” regarding the entire transaction.
10. Finally, you would be able to retrieve all your documents submitted and newly generated (such as Admission letter / Invitation letter / Copy of Visa / Air Tickets etc.).

**APPLICATION SUPPORT**  
**HOT LINE - 9664733312**

**APPLY NOW!**

*\*Except for the University Application Fees*