

St. Xavier's College, Jaipur

How to Fill Admission Form 2021 – Check Process Here

St. Xavier's College, Jaipur, Admission Form 2021-22 for UG & PG courses will be released from 1st June, 2021 onwards.

The application form will be filled and submitted via online mode only.

Important Link

- Admission Form Link: <https://enrollonline.co.in/Registration/Apply/SXCJPR>
- Important Instructions: https://stxaviersjaipur.org/admission-2021/Important_Instructions_2021.pdf
- Admission Procedure Guidelines: https://stxaviersjaipur.org/admission-2021/Admission_Procedure_Guideline_2021_PhaseI.pdf
- UG & PG Course Details: <https://stxaviersjaipur.org/courses.aspx>

How to Fill Admission Form 2021

Open Admission form Link: <https://enrollonline.co.in/Registration/Apply/SXCJPR>

ST. XAVIER'S COLLEGE JAIPUR
Nevta - Mahapura Road, Jaipur - 302029

Admissions Open for UG & PG Courses 2021-22 (Phase I) from June 1 2021

ONLINE REGISTRATION

NOW OPEN FOR REGISTRATION

Student Institution

Username*

Password*

Forgot password?

LOGIN GO TO SIGN UP

NOTICE
IMPORTANT DATES FOR ONLINE REGISTRATION/APPLICATION 2021

MCOM (HRM) - 1	Start from 01/06/2021 12:05AM to 30/06/2021 11:55PM
MCOM (EAFM) - 1	Start from 01/06/2021 12:05AM to 30/06/2021 11:55PM
MA (ENG) - 1	Start from 01/06/2021 12:05AM to 30/06/2021 11:55PM
MA (ECO) - 1	Start from 01/06/2021 12:05AM to 30/06/2021 11:55PM
BSC (PASS COURSE) - 3	Start from 12/05/2021 12:04AM to 24/05/2021 11:55PM

Students can follow these steps to fill the application form:

Step 1. GO TO SIGN UP for creating the username and password

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UserName*
Password*
Confirm Password*
Mobile Number*
Email Id

GO TO LOGIN REGISTER

- Username and password will be received on registered mobile and email
- Message received "Dear, Thank you for showing interest for SXCJPR Your username: Demo123 Password: SXC0321 Mastersoft ERP Solutions Pvt Ltd

Step 2. If you receive any "WARNING" from the software kindly after reading the content "ACCEPT" to proceed.

WARNING!

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This Software permits access only to its Registered Users having valid login credentials, and any attempt of access through invalid/stolen/borrowed credentials is explicitly prohibited.

Usage upon access is restricted to the Software Menu appearing on the screen, and any attempt to enlarge such access, to hack into or to illicitly use the Software shall be actionable under Cyber Laws and other relevant Laws of India.

By accessing/using this Software, the User shall be implied to have acknowledged and granted permission for all of its activities in the Software to be monitored for the above purposes by MasterSoft.

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Step 3. Please **READ THE COMPLETE ADMISSION GUIDELINES** before proceeding for the application form filling process.

Select the **“APPLY FOR”** tab for the selection of Undergraduate or Postgraduate course

The screenshot shows the application form interface. At the top right, it says "ST. XAVIER'S COLLEGE JAIPUR" and "Nevta - Mahapura Road, Jaipur - 302029". Below this, there is a "Logout" button on the left and a "Continue" button on the right. In the center, there is a dropdown menu labeled "Apply For" with "Please Select" as the current selection. Below the dropdown, a document preview is shown. The document is titled "Admission 2021-22 Guidelines" and includes the college logo and name: "ST. XAVIER'S COLLEGE, JAIPUR". It also mentions "Affiliated to the University of Rajasthan" and "Approved under Section 2(f) and 12(B) of UGC Act, 1956". The document text includes: "Admission 2021-22 Guidelines", "(Kindly read the complete document before filing the admission form)", and "St. Xavier's College, Hathroi Fort Campus, Jaipur shifted to Nevta". At the bottom of the document preview, it says "Developed By - MasterSoft ERP Solution PVT LTD , Nagpur".

Step 4. Fill **“STUDENT PERSONAL SECTION”**

The screenshot shows the "STUDENT PERSONAL SECTION" form. At the top right, it says "ST. XAVIER'S COLLEGE JAIPUR" and "Hello, Demo0306" with a user profile icon. Below this, there is a progress bar with five steps: 1. Personal (highlighted), 2. Address, 3. Education, 4. Photo Signature, and 5. Course Selection. The form is titled "Personal Details" and includes instructions: "Enter the personal details in BLOCK LETTERS!" and "Mobile number of the parent/Guardian should not be the same as the students'". Below the instructions, there is a section titled "Student Personal Section" with the following fields: "Title" (Please Select), "Last Name/Surname" (Enter Last Name/Surname), "First Name" (Enter First Name), "Middle Name" (Enter Middle Name), "Mobile No." (9929194847), "Phone/Alternate No./Whatsapp No." (Enter Phone/Alternate No./Whatsapp No.), "Email Id" (akansha.arora1512@gmail.com), "Blood Group" (Please Select), "Gender" (Please Select), "Date of Birth" (Enter Date of Birth), "Mother Tongue" (Please Select), and "Is Minority?" (checkbox).

SAVE & NEXT after filling the complete details

ST. XAVIER'S COLLEGE JAIPUR Hello, Demo0306

Enter Guardian's Name
Enter Guardian's/Parent's C
Enter Family Annual Income
Enter Relation With Applica

Other Information

Aadhaar No. *
Enter Aadhaar No.

Want to apply for Hostel?
 Interested In Sports?
 Interested In NCC/NSS?

Want to apply for Bus?
 Is Differently Abled?
Medium Of Instruction
Please Select

Save & Next

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Step 5. Fill the "ADDRESS DETAILS"

- a. Residence/ Permanent Address
- b. Corresponding/ Local Address

Note: (If both are same then click on checkbox given "Same as Permanent Address")

ST. XAVIER'S COLLEGE JAIPUR Hello, Demo0306

1 Personal 2 **Address** 3 Education 4 Photo Signature 5 Course Selection

Address Details

1. Enter the full address of communication with PIN Code.
2. Mention the name of city/ village under OTHER, in case not available.

Residence / Permanent Address

Permanent Address *
Enter Permanent Address

Country *
Please Select Country

State *
Please Select State

District *
Please Select District

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----- Click on Save & Next

ST. XAVIER'S COLLEGE JAIPUR Hello, Demo0306

Correspondence / Local Address

Same as Permanent Address

Temporary Address * Country * State * District *

Enter Temporary Address Please Select Country Please Select State Please Select District

City/Village * PIN Code *

Enter PIN Code

Save & Next

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Step 6. Fill EDUCATION DETAILS

- Undergraduate • Pre-requisite to fill in the **10th** Board Exam marks (Mandatory)
- Post Graduate • **10th** board exam marks (Mandatory) • **12th** board exam marks (Mandatory)
 - UG First Year marks • UG Second Year marks

Note: After filling the complete educational details, select **“ADD”** to proceed further through **“SAVE & NEXT”**

ST. XAVIER'S COLLEGE JAIPUR Hello, Demo0306

Education Details

The EXAM LEVEL marked with the asterisk (*) are to be entered mandatorily.

For 10th class, mention SSC under EXAM NAME

Exam Level * Exam Name * Board/University * School/College

Please Select Ex. HSC/SSC/UG/PG Enter Board/University Enter School/College

Date of Passing Year of Passing * Exam Seat Number Passing Certificate Number

Enter Date of Passing Enter Year of Passing Enter Exam Seat Number Enter Passing Certificate Number

Obtained Marks * Total Marks * Percentage *

Enter Obtained Marks Enter Total Marks %

Add

Exam Level	Name of Exam	Total Marks	Obt. Marks	CGPA	Delete
10TH *	SSC	500	450		

Save & Next

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Step 7. UPLOAD THE PHOTO AND SIGNATURE DETAILS

- a. Student Photo: Please Select the clear image file (JPG, GIF, PNG) (Max size 500 kb)
 - b. Student Signature: Please Select valid image file (JPG, GIF, PNG) (Max size 300 kb)
- To proceed further Click on **“SAVE & NEXT”**

The screenshot shows the 'Photo and Signature Details' form. At the top, there is a navigation bar with five steps: 1. Personal, 2. Address, 3. Education, 4. Photo Signature (current step), and 5. Course Selection. The form title is 'Photo and Signature Details'. Below the title, there are two instructions: 'Photograph must be a formal passport size color picture.' and 'Applicants should sign with black ink on a white paper and get the signature clear scanned image.' There are two main sections: 'Student Photo' and 'Student Signature'. Each section has an 'Upload Photo' or 'Upload Sign' button and a placeholder image with the text 'SORRY, NO IMAGE AVAILABLE'. Below the 'Student Photo' section, there is a red asterisk note: '* Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 500 kb)'. Below the 'Student Signature' section, there is a red asterisk note: '* Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 300 kb)'. At the bottom right of the form, there is a green 'Save & Next' button. The footer of the page reads 'Developed By : MasterSoft ERP Solution PVT LTD , Nagpur'.

Step 8. COURSE SELECTION OPTION

- Select **ONLY ONE** appropriate course in which you wish to seek admission.
- Application Fee to be paid for **ONE** course only. Second Preference can be given in Course Question section. Select the **“COURSE”** from the Dropdown List
- Then click on **“SAVE & NEXT”**

The screenshot shows the 'Course Selection' form. At the top, there is a navigation bar with five steps: 1. Personal, 2. Address, 3. Education, 4. Photo Signature, and 5. Course Selection (current step). The form title is 'Course Selection'. Below the title, there are two instructions: 'Select **ONLY ONE** appropriate course in which you wish to seek admission.' and 'Application Fees to be paid for **ONE** course only. Second Preference can be given in Course Question'. There is a 'Course' label followed by a dropdown menu showing 'BCOM - 1'. At the bottom left of the form, there is a green 'Save & Next' button. The footer of the page reads 'Developed By : MasterSoft ERP Solution PVT LTD , Nagpur'.

Step 9. FILL THE LAST QUALIFYING EXAM DETAILS

a. Under Graduate



- Pre-requisite to fill in the 12th Board Exam marks (only for year gap students)
- Pre-requisite to fill ONE (marks obtained) in the 12th Board Exam marks (If Board result not yet declared or Exam not held).

*Note: Due to COVID'19 situation your admission status will be considered as provisional. Therefore, after the declaration of 12th Board Result, you will be required to update the 12th board exam marks in the last qualifying exam details.

b. Post Graduate

- Pre-requisite to fill in the combined first & second year UG marks (Mandatory)
- Pre-requisite to fill in the Overall UG marks (only for year gap students/ if result declared)
- Note: If semester system, then upload the marks semester wise in the Educational Details and add the last two semesters as yearly for Last Qualifying Exam Details.
- *Note: Due to COVID'19 situation your admission status will be considered as provisional. Therefore, after the declaration of the third year UG Result, the last qualifying exam will be overall UG DEGREE result details for final admission. Same procedure will be applicable for the semester UG course.

Note * Also fill the Last Qualifying Subject Details

ST. XAVIER'S COLLEGE JAIPUR Hello, Demo0306 

Last Qualifying Exam Details =>Application No:- BCOM - I /19

Enter the correct details of last qualifying examination.

Pre-requisite to fill in the 12th Board Exam marks (only for year gap students)

Pre-requisite to fill ONE (marks obtained) in the 12th Board Exam marks (if Board result not yet declared or Exam not held).

Last Exam Name*	Obtained Marks*
12TH	1
Board/University*	Total Marks*
CENTRAL BOARD OF SECONDARY EDUCATION	500
School/College*	Percentage
MAHESHWARI PUBLIC SCHOOL AJMER ROAD	0.20 %
Year Of Passing*	Gap in Education*
2020	<input type="radio"/> Yes <input checked="" type="radio"/> No

[Save & Next](#)

Last Qualifying Subject Details

Note: Do not enter marks for not applicable subject.

Subject	Obt. Marks	Total Marks
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Step 10.

UPLOAD THE MANDATORY DOCUMENTS MARKED WITH *(ASTERISK).

Ensure to click on “ADD” Button for uploading the document

1. X Board Marksheet (Mandatory)
2. XII Board Marksheet (If Result Declared)
3. Aadhar Card
4. UG Marksheets (PG Admission)
5. Caste Certificate (if applicable)
6. Income Certificate (if applicable)
7. For uploading the document files use “ADD” OPTION and then proceed to save & next.
8. Select the valid image file (e.g. JPG, JPEG, GIF, PNG, PDF) and maximum size 200 kb only - not less than 100 kb.
9. The clear image of documents marked with asterisk (*) are to be uploaded mandatorily.
10. Transfer Certificate, Migration Certificate, Character Certificate, Gap/Caste/EWS Certificate (If Applicable) have to be submitted at the time of physical verification.

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* Please select valid image file(e.g. JPG,JPEG,GIF,PNG,PDF)
* Maximum size 200 kb

Name of Document	Selected Document	Delete
10TH BOARD MARKSHEET*	download_1.png	
AADHAAR*	download_1.png	

Save & Next

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Click on “SAVE & NEXT” to proceed to next section

Step 11. Select the COURSE QUESTION for providing second course preference

Note:

- Select the SECOND COURSE preference which should be considered in case of non-availability of seat under your first course preference.
- If the second preference is the same as first preference select the same course.

The screenshot shows the 'Course Question' step of the application process. The user is logged in as 'Hello, Demo0306' at 'ST. XAVIER'S COLLEGE JAIPUR'. The navigation bar includes: Personal, Address, Education, Photo Signature, Course Selection, Last Qualifying, Documents, **Course Question**, Subject, Payment, and Confirm Registration. The main content area displays 'Question Details => Application No:- BCOM - 1/19'. A red instruction reads: 'Select the SECOND COURSE preference which should be considered in case of non availability of seat under your first course preference.' Below this, a list of course options is provided with radio buttons: Q1 Second Course Preference For UG., BA HONS (ECO), BA HONS (ENG), BA HONS (POL SC), BA HONS (PSY), BA PASS COURSE, BSC PASS COURSE, BCA, BBA, and BCOM. A green 'Save & Next' button is located at the bottom center. A video call notification from 'meet.google.com' is visible in the bottom right corner.

Step 12. Select the SUBJECT COMBINATIONS/GROUP for the course applied

- Select the group preference of the subjects and click on ADD Button.
- Then click on Save & Next button to proceed

The screenshot shows the 'Subject' step of the application process. The user is logged in as 'Hello, Demo0306' at 'ST. XAVIER'S COLLEGE JAIPUR'. The navigation bar includes: Personal, Address, Education, Photo Signature, Course Selection, Last Qualifying, Documents, Course Question, **Subject**, Payment, and Confirm Registration. The main content area displays 'Subject Details=> Application No:- BCOM - 1/19'. A blue instruction reads: 'Select the group preference of the subjects and click on ADD Button.' Below this, there are two main sections: 'Medium / Instruction Medium*' with a dropdown menu set to 'ENGLISH', and 'All Selected Subjects'. The 'All Selected Subjects' section contains a table with one row: Preference 1, Subjects: ELEMENTARY COMPUTER APPLICATION, ENVIRONMENT SCIENCE, GENERAL HINDI, GENERAL ENGLISH, CORPORATE AND FINANCIAL ACCOUNTING, BUSINESS STATISTICS, BUSINESS ECONOMICS, INDIAN FINANCIAL SYSTEM, BUSINESS LAW, ENTREPRENEURSHIP & SMALL BUSINESS MANAGEMENT. Below the table, there is a dropdown menu for 'All Subject' set to 'All selected (10)' and a green 'Add' button. A green 'Save & Next' button is located at the bottom right.

Step 13. MAKE PAYMENT – Rs 1000 (Application Form fee)

- After the payment, please wait till you receive a confirmation message.
- Don't refresh or proceed further while the transaction is in process.
- Payment can be done through Debit/ Credit Card or Net Banking or UPI Mode.
- Application form Payment is to be done for only one course (First Preference in Course Selection section).
- In case you have opted for the SECOND COURSE preference option under the Course Question section, then it will only be considered in case of non-availability of seat under your first course preference payment.

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Step 14. CONFIRMATION REGISTRATION

- a. First Preview the admission form very thoroughly.
- b. You will not be able to do any correction once the form is submitted at the student level.
- c. For any changes mail or contact the admission helpline.

Step 15. APPLICANT REPRINT –

Print Fee Receipt and Application Form is available after the confirmation in the Course selection section.

Admission Helpline

For General queries and Information contact: 9828726366, 9571077348 (9.00 am to 3.00 pm)

For Finance and Fees related queries mail to: accounts@stxaviersjaipur.org

E-Mail: admission@stxaviersjaipur.org