Instructions to Candidates for On-line Registration of Options (Sports/Cultural/PD Quotas)
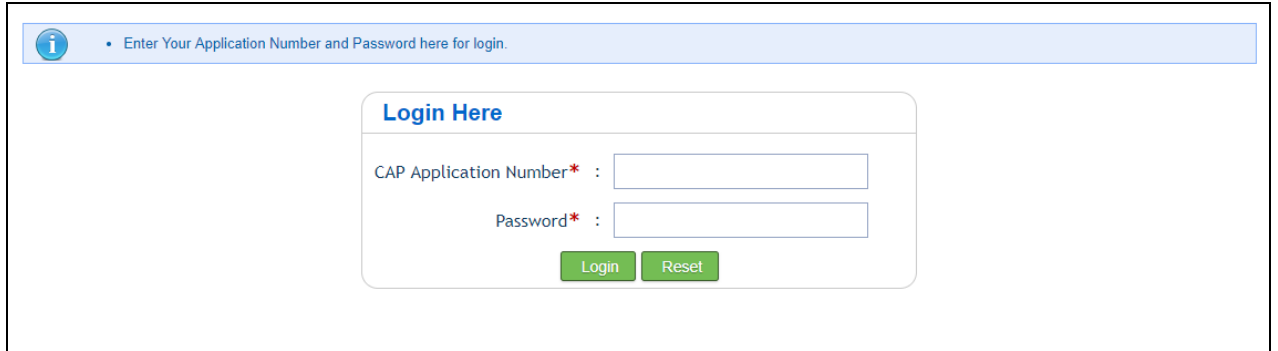
Candidates who are wish to apply for the Sports/Cultural/PD Quotas should follow the following instructions:

1. Applicants who wish to apply for sports/cultural/PD quota seats should register themselves in the CAP merit category initially and then register options in the non-cap category.

2. After completing the online registration in the CAP category, candidates may login using the same application number and password in the Non cap login page and select the category to which he /she wishes to apply. Select the category of participation/percentage of disability as applicable.

3. Upload the necessary certificates in proof of participation/disability.

4. Give options according to the applicant's preference. The applicant can give up to forty options.

5. After satisfying himself/herself that the details entered are correct, the applicants shall press the Final Submission Button.

6. Take the print out of the confirmation page which will have to be retained by the candidate for future reference.

Step 1. Click on **Login for already registered candidates (Sports, Cultural, PD Quota Seats)** icon in   **www.cap.mgu.ac.in/ugcap2019/** .
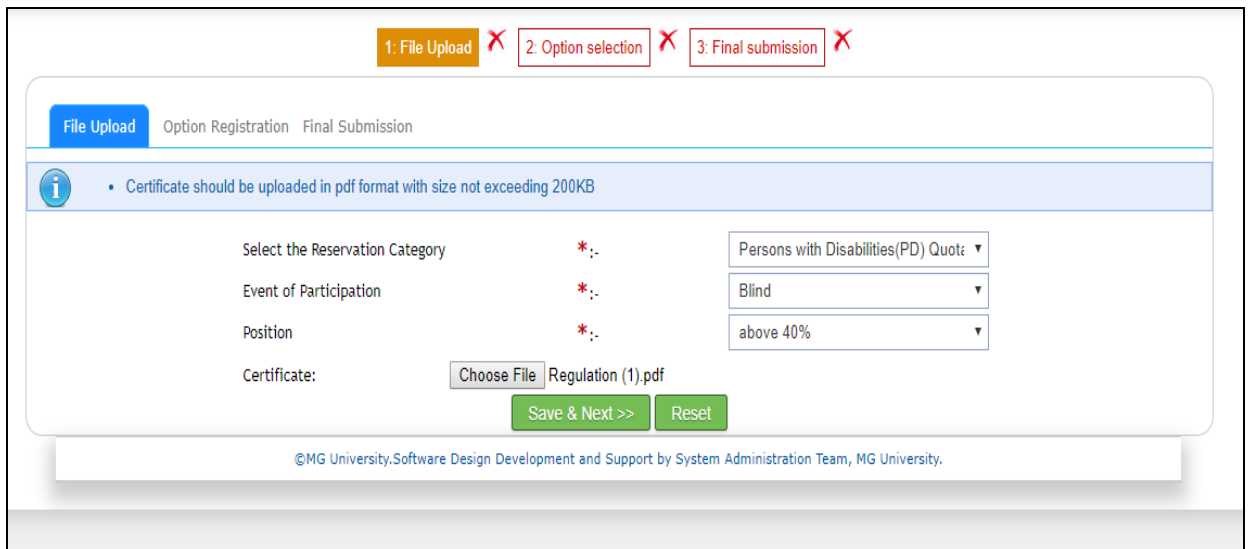
Step 2. Login using CAP application number and password.

LOGIN

Step 3. Select the appropriate category/quota and upload the necessary certificates in proof of participation/disability. The certificate should be in pdf format with size not exceeding 200 KB.

NON-CAP DETAILS

Step 4. Choose programmes of your choice. More programmes-college combinations can be given by clicking **Add One More Option** .Pink colour indicates that the course is self-financing. Candidates may add up to forty options.

OPTION REGISTRATION

Step 5. **:-**   Screen segments of Final Submission. Details provided can be previewed and edited before final submission. Data once submitted cannot be modified. Options can be modified during the specified period.

| File Upload | Option Registration | Final Submission |

Final Submit Page

Personal Details of Applicant (Edit)

Application Number	:-	503746
Name of the Applicant	:-	TEST
Name of Father/Guardian	:-	gbdf
Sex	:-	Female
Date of Birth	:-	05-10-1999
Nationality	:-	Foreign
Annual Income	:-	900000000

EDIT BEFORE SUBMISSION

Details of Options Registered (Edit)

Option No	Programmes Selected	Colleges Selected
1	B.A Economics Model I	B.C.M. College, Kottayam
2	B.A English Language and Literature Model I	JPM Arts & Science College, Kanchiyar P.O, Kattappana

DECLARATION

1. I hereby declare that I have read the various clauses in the Prospectus for Admission to U.G. Degree Programmes, 2018-19 in the Affiliated Colleges of Mahatma Gandhi University and the instructions carefully and I agree to abide by them.
2. I also declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and that in the event of any information being found false or incorrect or ineligibility being detected before or after the admission , action can be taken against me by the Mahatma Gandhi University.

☐ I have read the above declaration and I agree

SUBMIT YOUR APPLICATION

FINAL SUBMIT BUTTON