

Steps for On-line Registration:

1. For online registration of personal and academic data, the candidates must visit the web site,
www.cap.mgu.ac.in and click on the link "**IP CAP- 2020**".
2. Follow the online instructions and fill in the personal details in the relevant fields provided.
3. Please take utmost care while choosing the board of examination at plus two level and entering the register number as academic details are fetched directly based on the register number entered by the candidate.
4. Please note that only one application can be generated using one mobile number and hence the applicant should be extremely careful while entering the details online.
5. Create a '**Password**'. (The password is mandatory for all future online operations). **The password created by the candidate should not be disclosed to others who may misuse it.** This may result in tampering with the options and the University will not be responsible for any such eventuality.
6. Fill in the Application Form with personal details, academic eligibility and the options correctly.
7. Pay the application fee by clicking on the "PAY NOW" button which will redirect you to the Online Payment Gateway. You can use Debit Card/ Credit Card or Internet Banking facility for making online payment.
8. After remitting the fee, you will be redirected back to the application page.
9. Upload the digital images of the documents in proof of academic eligibility/caste/community/bonus marks claimed etc.
10. Verify with the relevant documents and confirm the details entered on-line.
11. After satisfying himself/herself that the details entered are correct, the applicants shall press the Final Submission Button.
12. Take the print out the confirmation page for your future reference.

Special Attention

After pressing final submission button, further modification of data (except options) is not possible. Hence, make double sure that all entries are made correctly before pressing final submission button. For a complete Illustration refer the appendix.