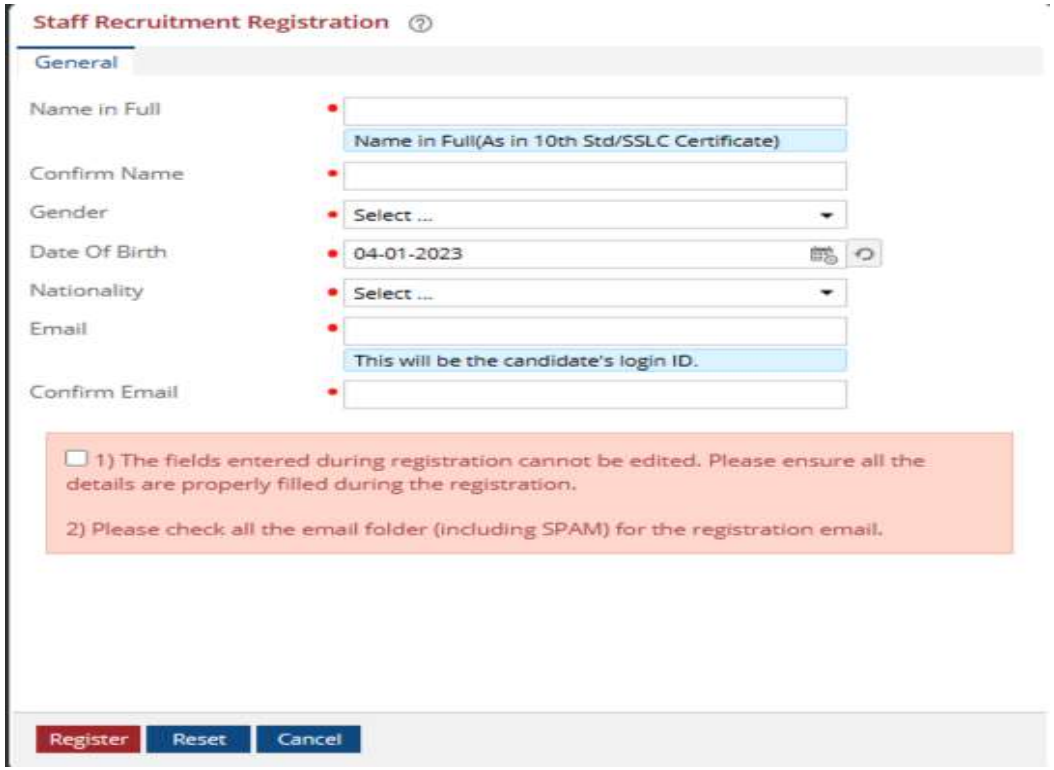
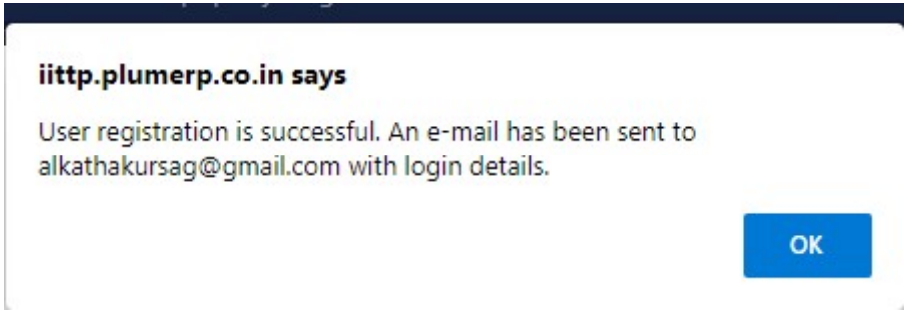
Steps to Register for Staff Recruitment:

Click on New Registration as shown in the rectangle box.

Fill Basic Information Name, Gender, Date of Birth, Nationality and Email needs to be filled. Tick the Check Box. Click on Register.

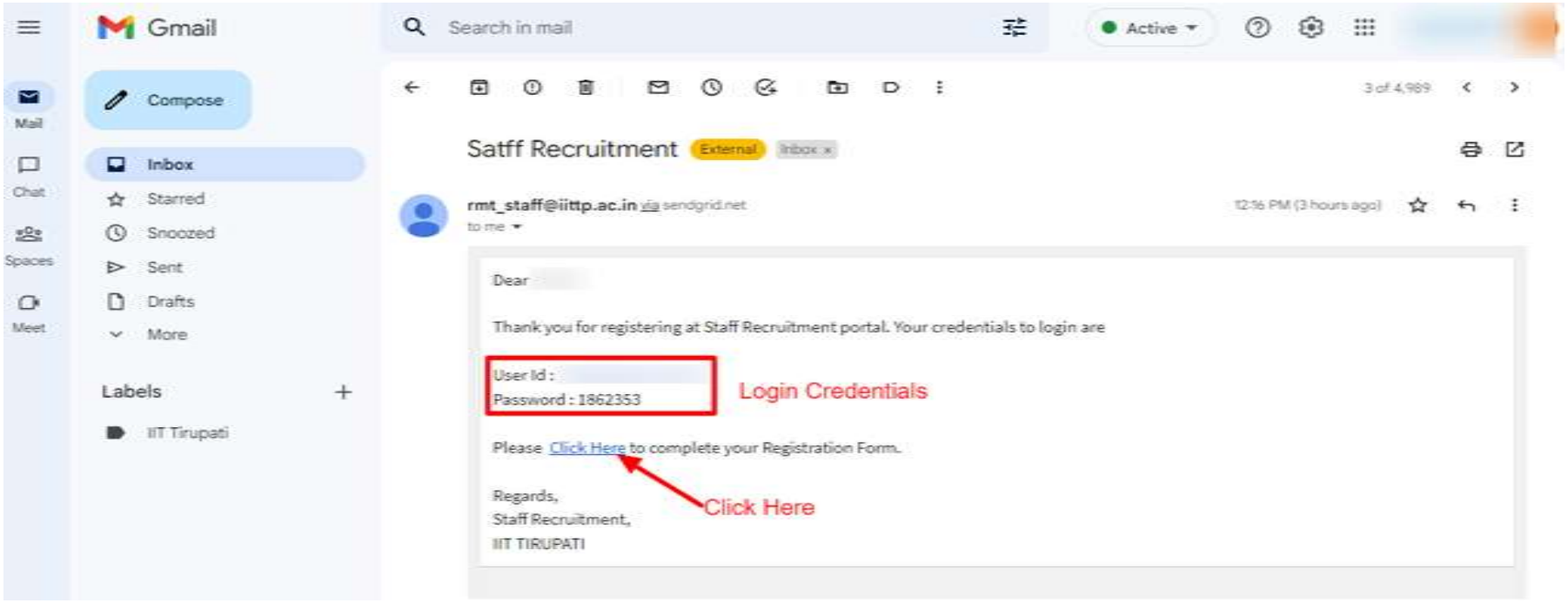


On Clicking on Register button, a pop-up message will Come as shown below. Click on OK.



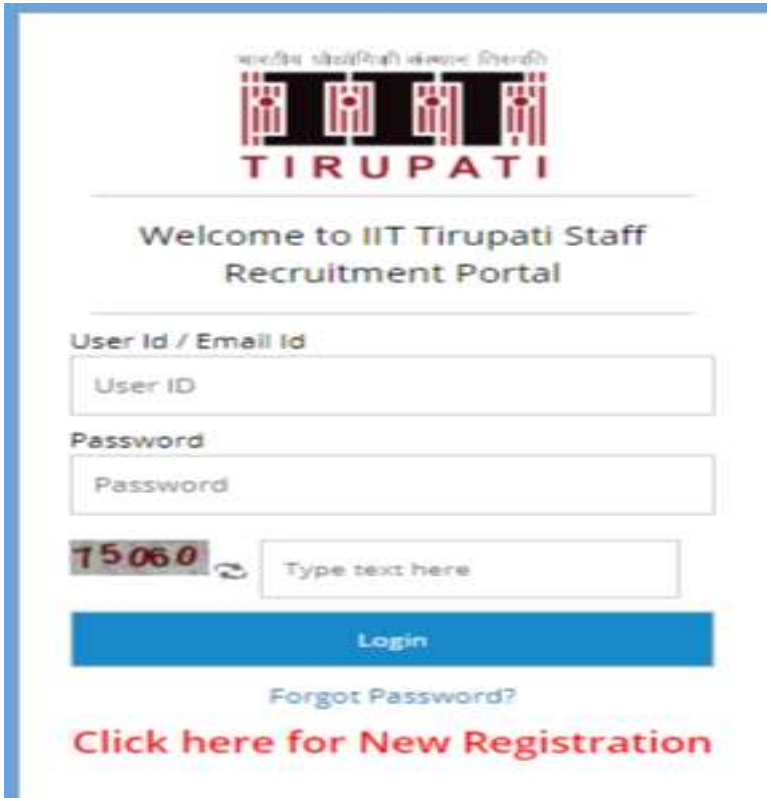
You will get the login credentials on your registered email.

You will receive email as shown below.



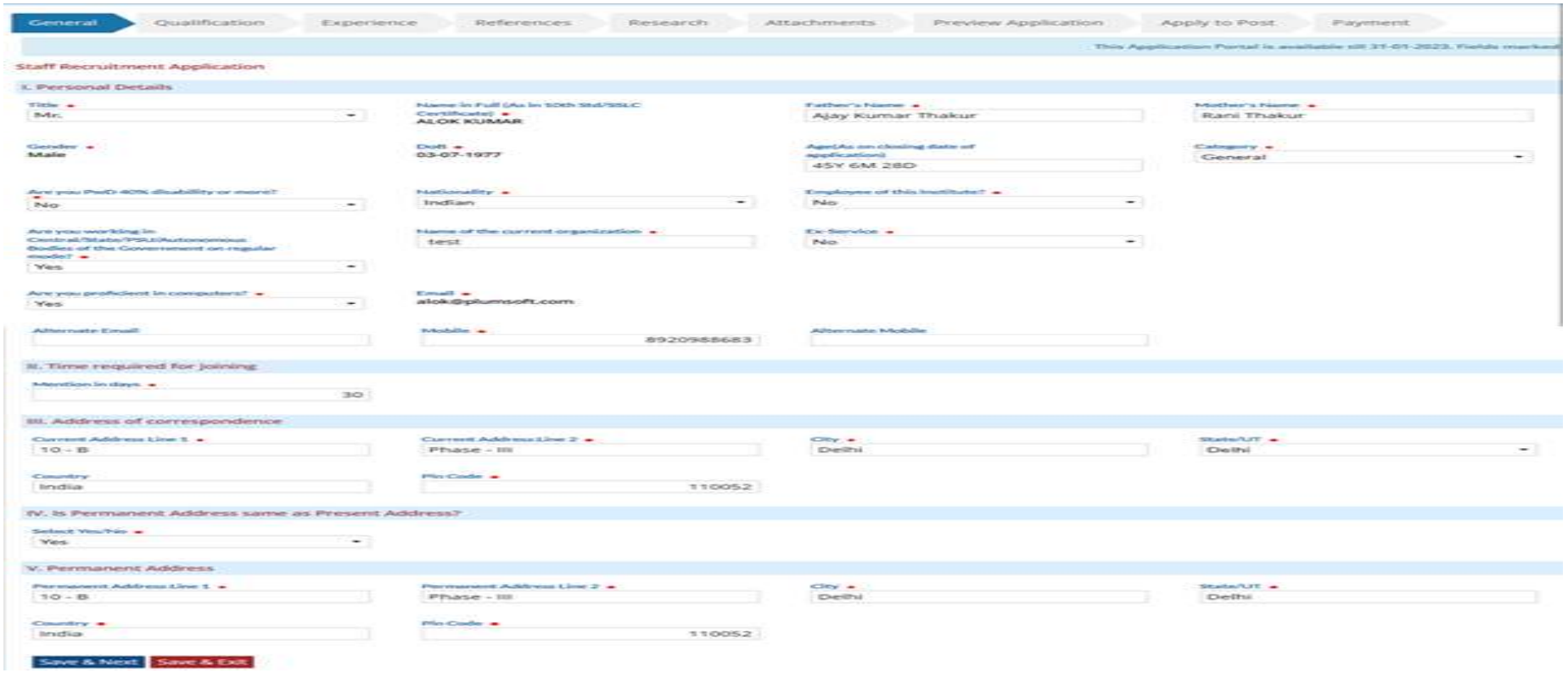
Email contains your User ID, Password and Link(Click Here) to complete Staff Recruitment Application.

Enter User Id(Registered email id), Password and Captcha and Click on Login



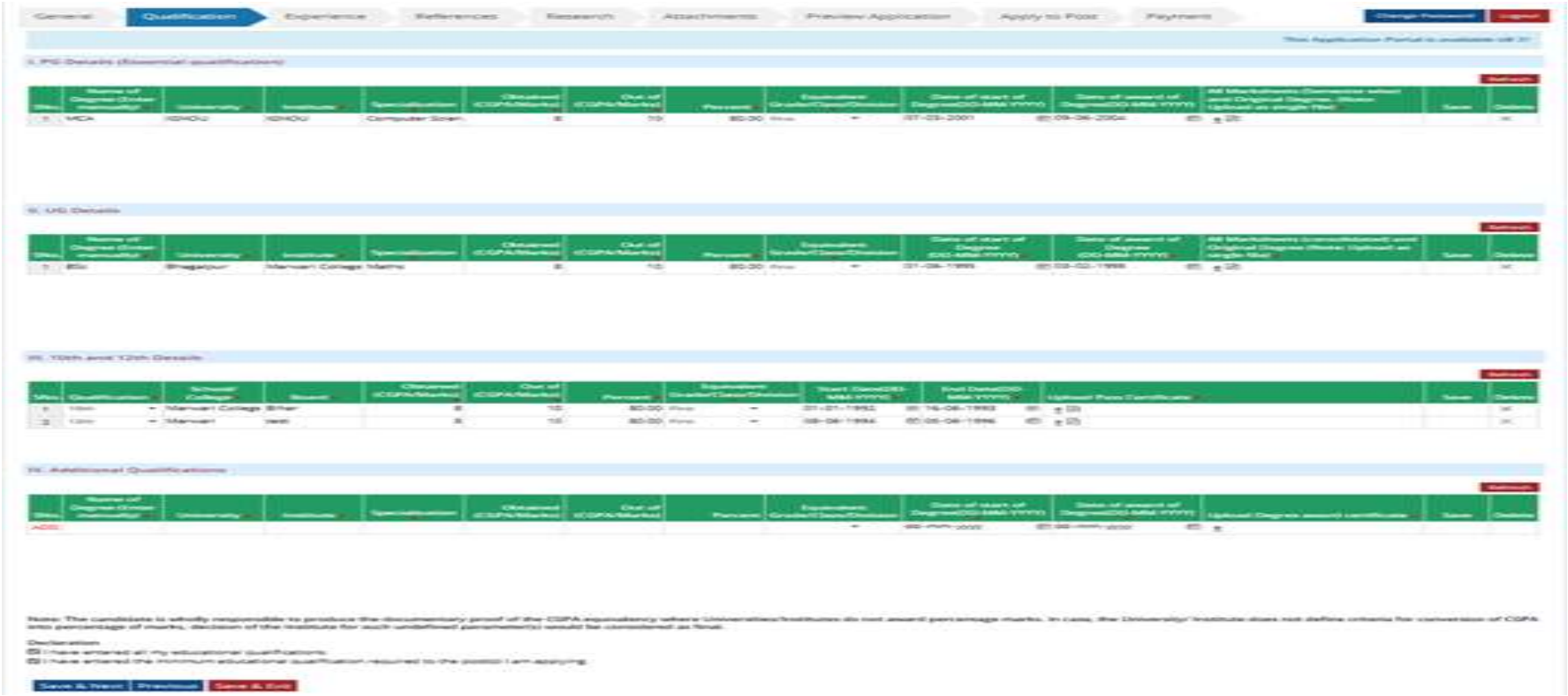
In case you don’t remember password, you can use Forget Password and Password will be sent to your registered email.

Under General Tab Basic Information Needs to be filled. Red highlighted fields are mandatory.



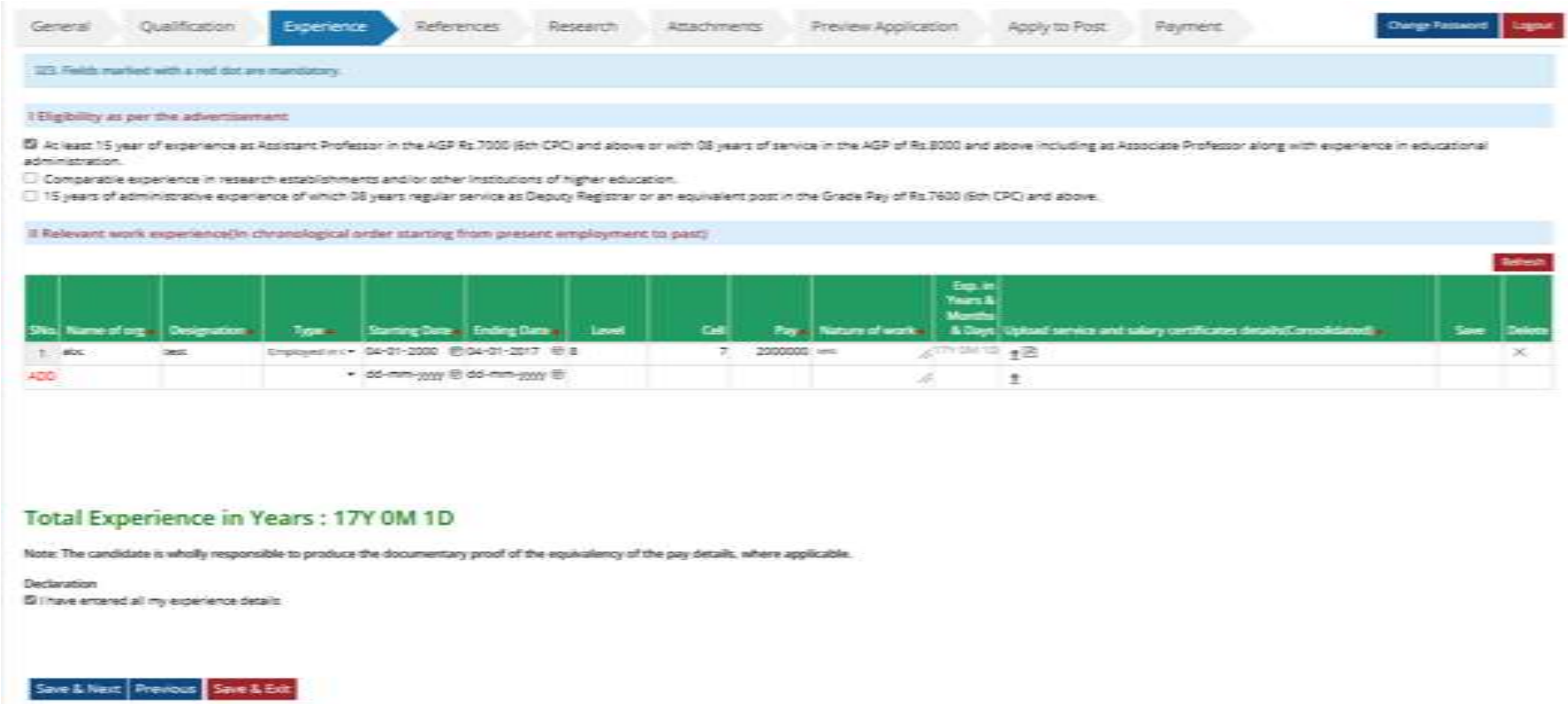
In case permanent address is same as current, select yes from the drop down. Address will replicated as Address of correspondence.

Under Qualification Tab, Add 10th, 12th, UG, PG and Additional Qualification if Any.



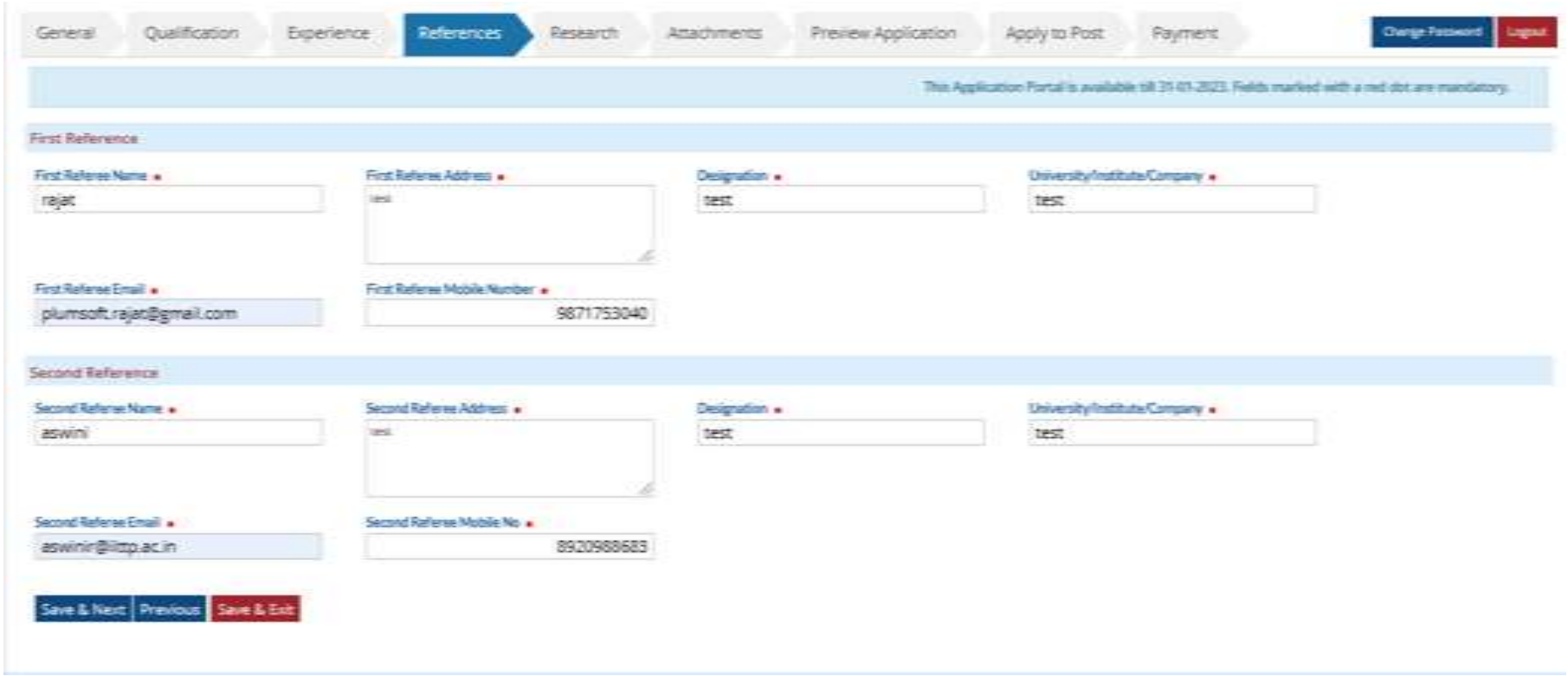
Click (Save & Next) to go to Next Tab or Click (Save & Previous) in case you want to modify any field in the General Tab.

Under Experience Tab, Enter Current as well as Past Experience.



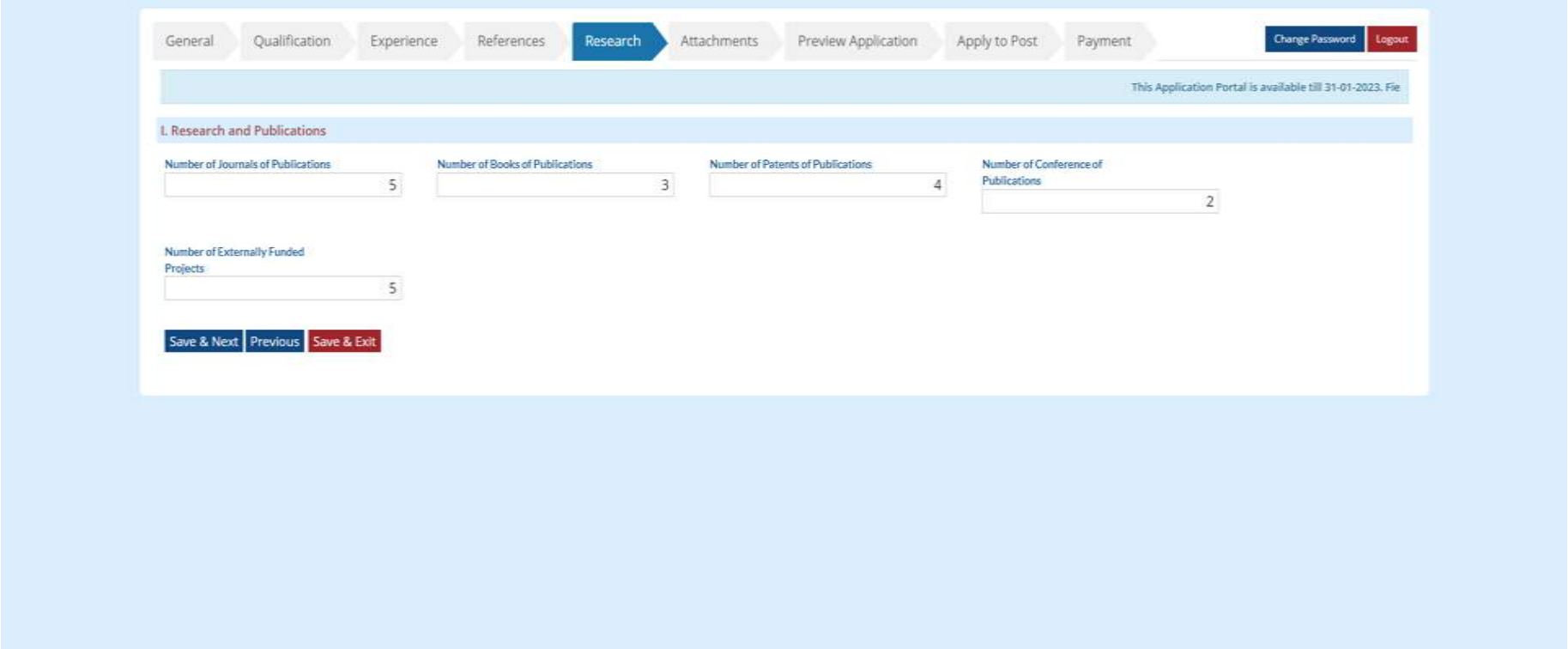
Enter experience detail. Click on (Save & Next) to go to next tab.

Under Reference Tab, Need to provide two reference. It is mandatory.



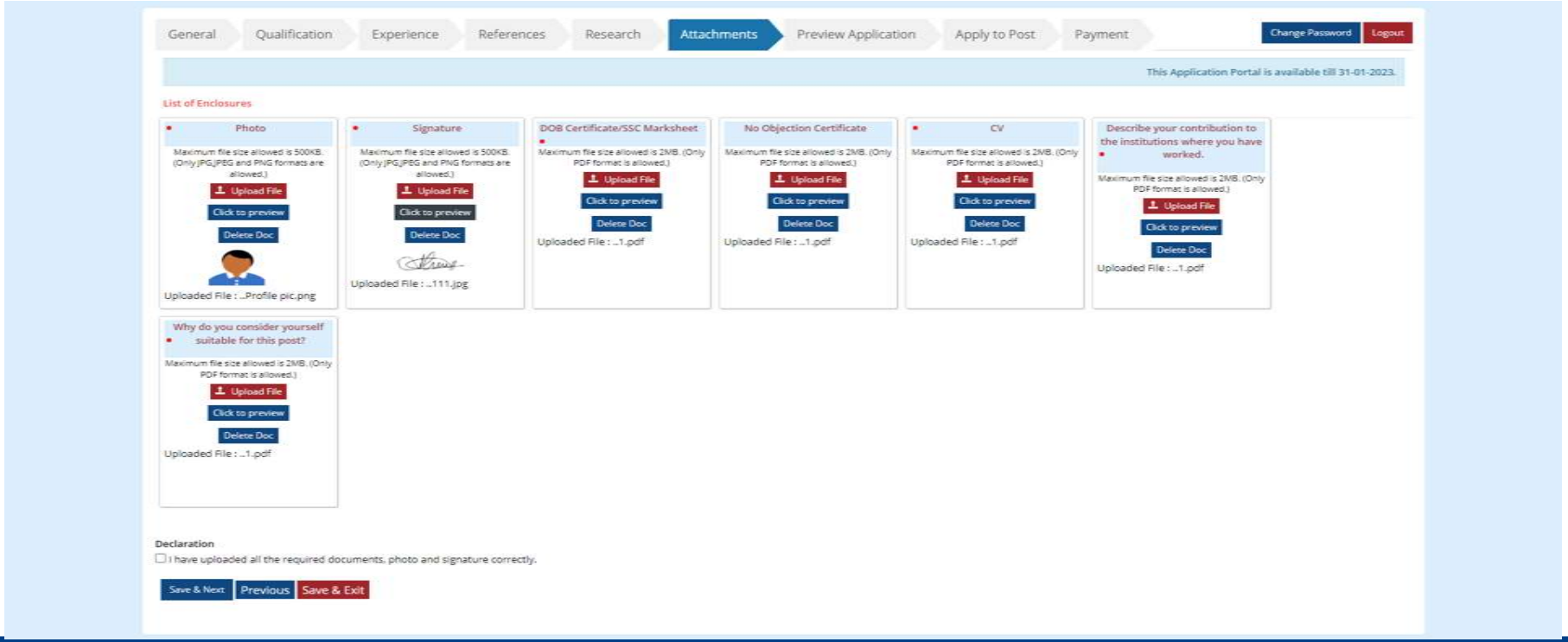
Enter Reference Details. Click on (Save & Next) to go to next tab.

Under Research Tab, Need to provide Research details. It is optional.



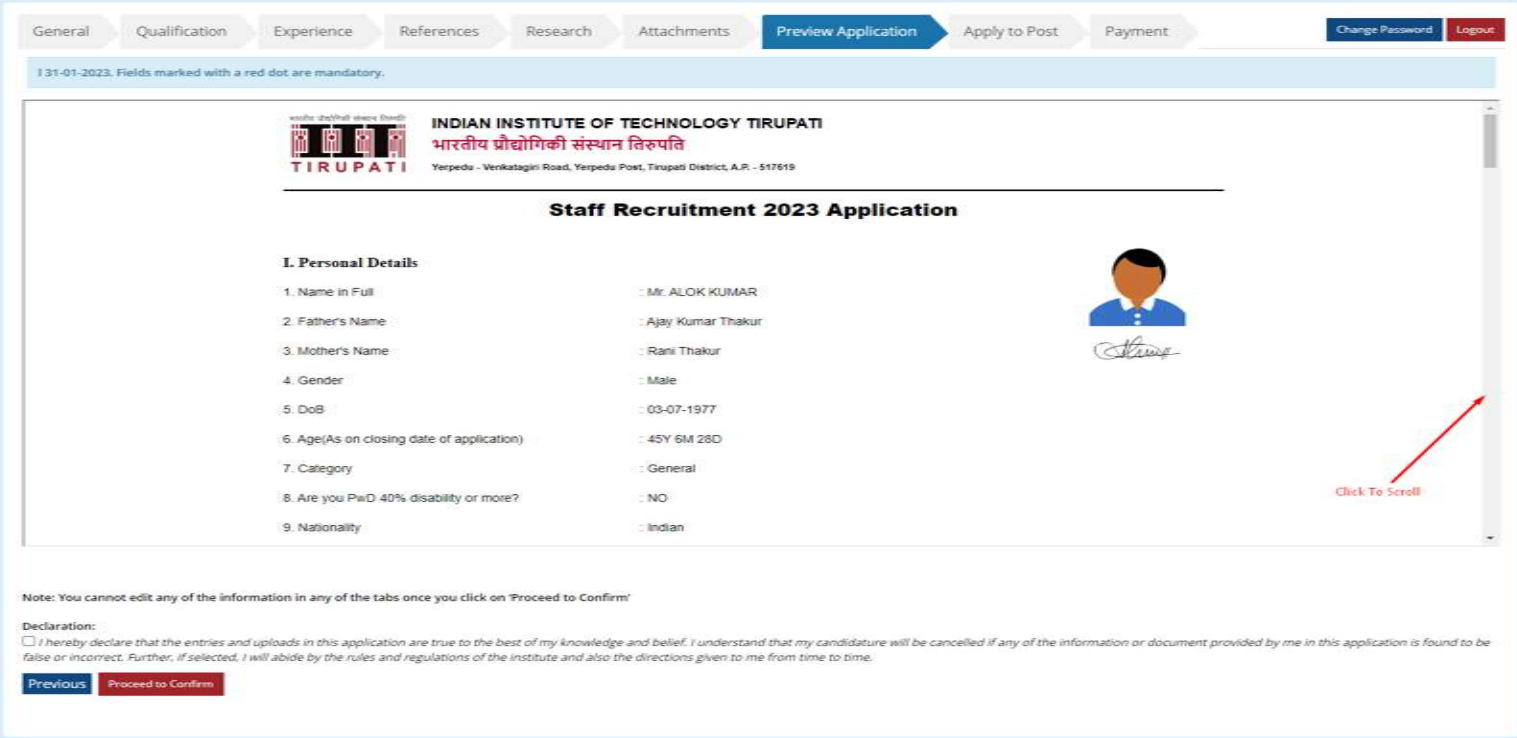
Enter Research Details. Click on (Save & Next) to go to next tab.

Attachments Tab:



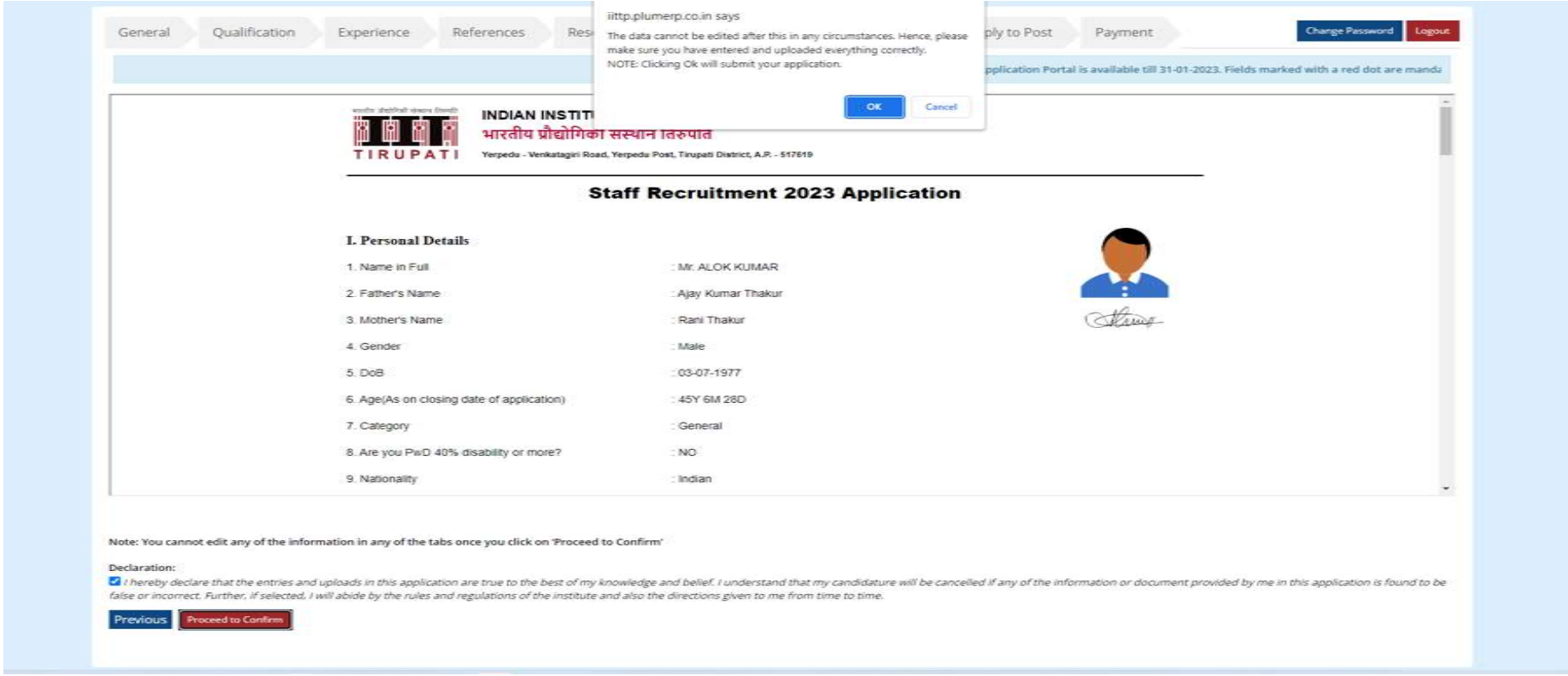
All the attachments can be uploaded and preview of attachment can be viewed by clicking Click to preview.

Once Click on Save & Next on Attachments Tab, you will Move to Preview Application Tab.



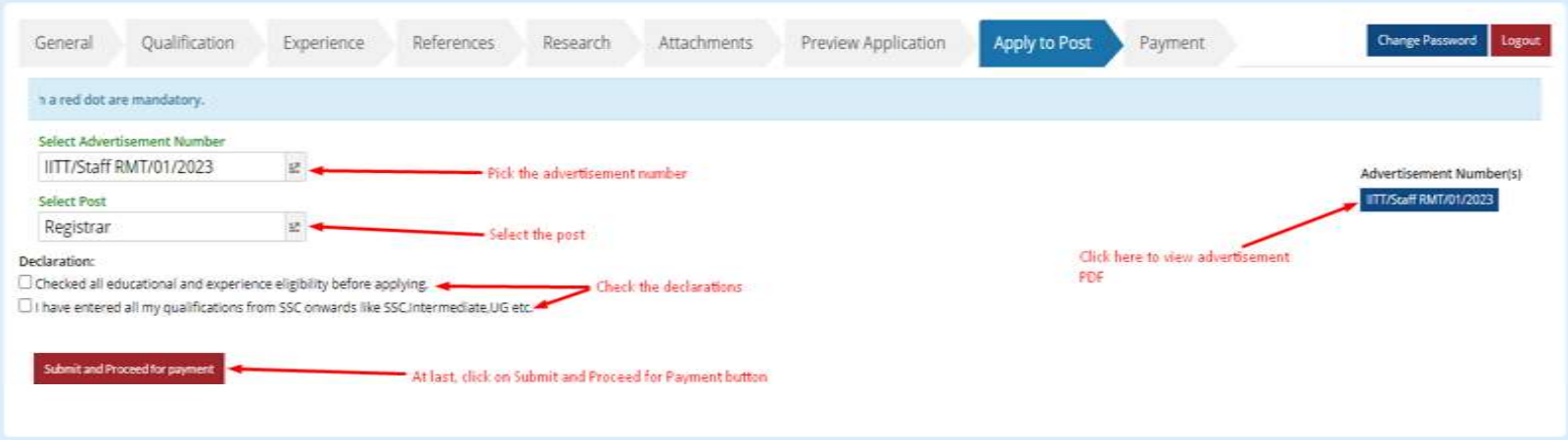
Tick the check box and click on Proceed to confirm. Once you will confirm application will be locked and won’t be able to make any changes.

Once Click on “Proceed to Confirm”. There will be a popup As shown below.



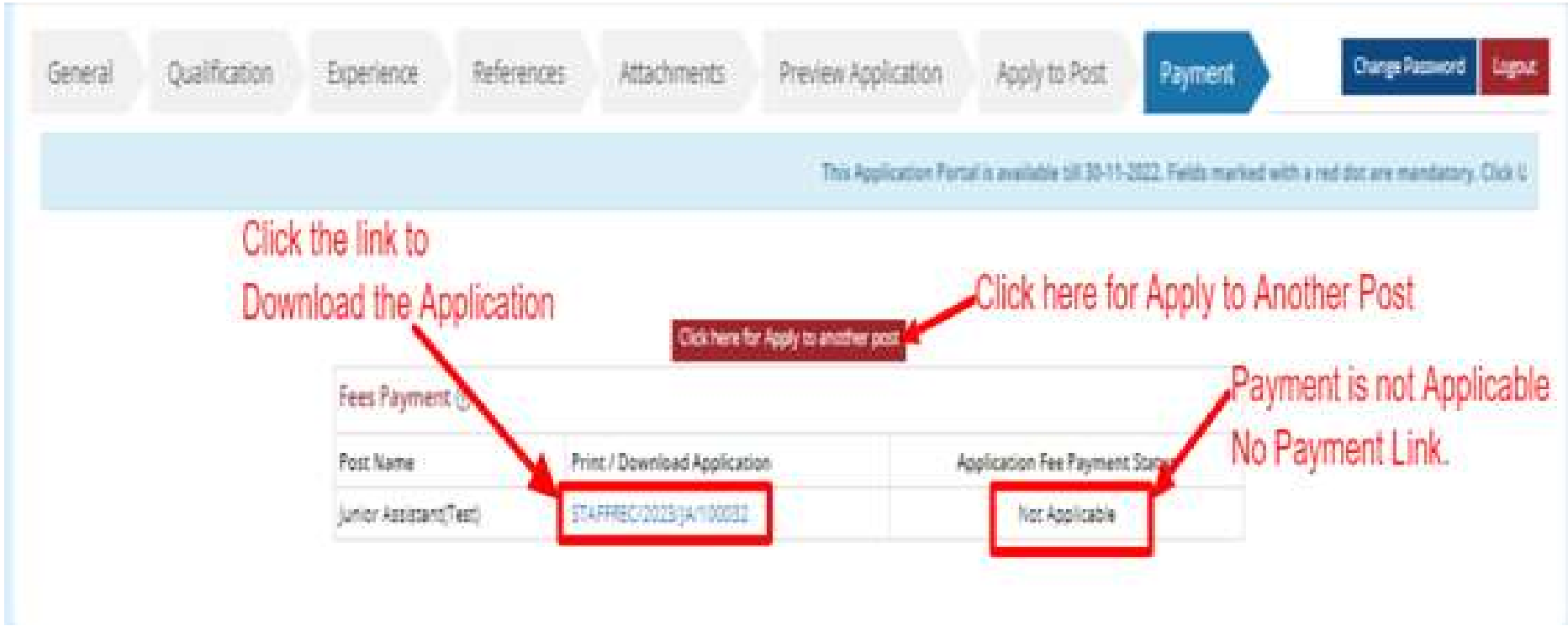
Once Clicked on OK, you won’t be able to edit entered detail. In case you want make any changes, please click on Cancel.

In “Apply to Post” Select the Post from the drop down. Tick the check box of Declaration.



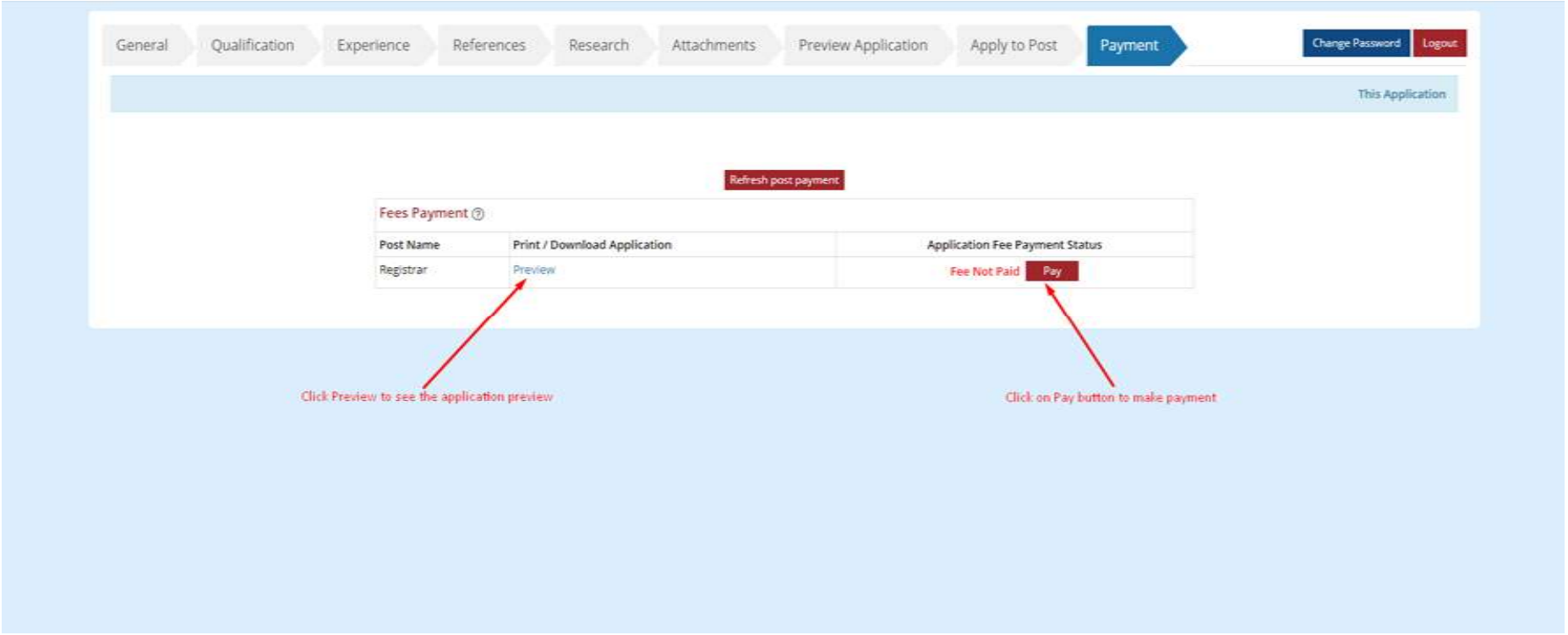
Click on Submit and Proceed for Payment.

On Payment Tab, you will not get any payment link If payment is not applicable.



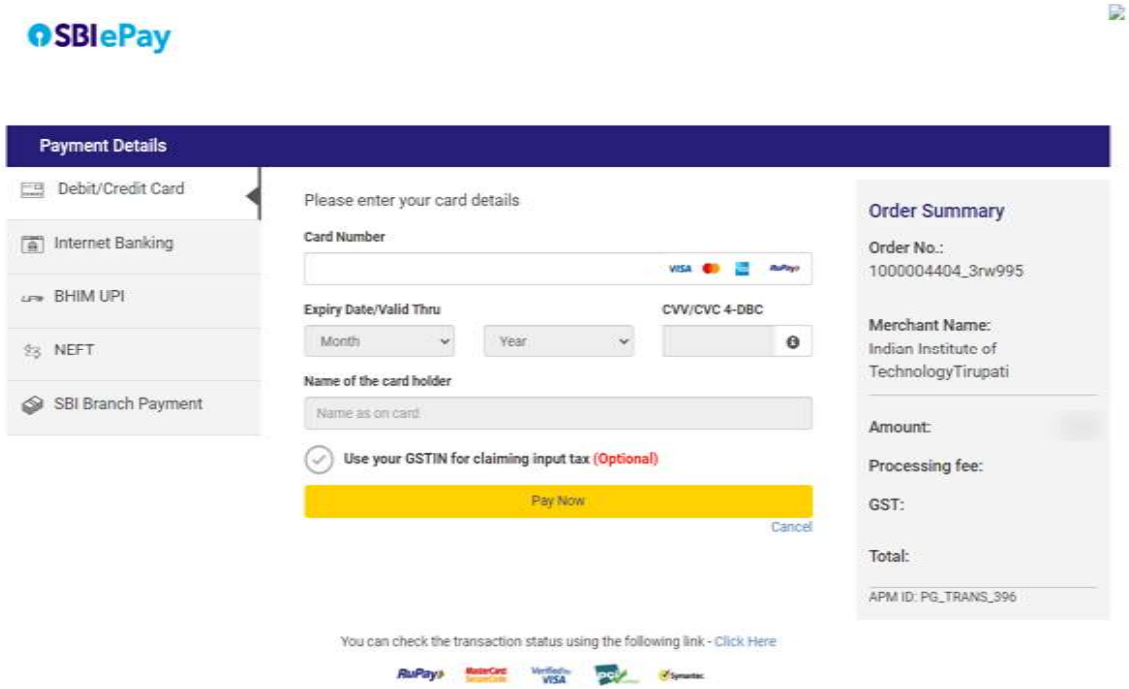
Application can be downloaded as shown above. You can apply for another post by clicking on “Click here for Apply to another post”.

On Payment Tab, you will get the Pay button as shown below.



Preview of the application can be seen before making payment.

SBI Payment Gateway.



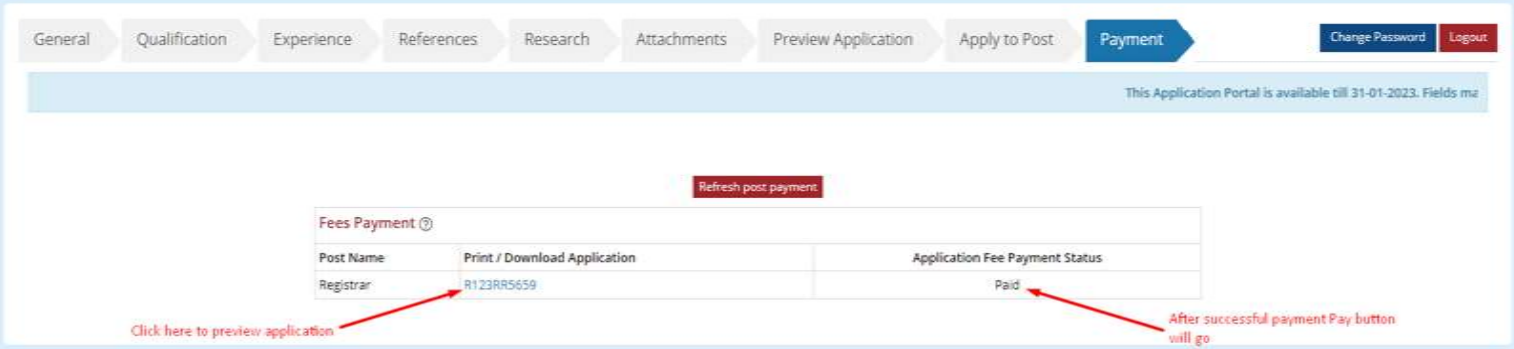
You can use any mode of payment which SBI support to make the payment.

After Payment completed, Payment receipt can be Downloaded.

IIT Tirupati Payment Confirmation

Application No/Roll No :	: R123RR5659
Name :	: ALOK KUMAR
Payment Status	: Payment Success
Your Transaction Id	: 9720183463618
Amount	: 1

Print



After successful payment, Application number will be generated and It can be downloaded for future reference.

Thank You!