

**INSTRUCTION ON**  
**HOW TO APPLY FOR ONLINE AICTE**  
**ADMISSION**

**OVERVIEW**

Candidates are hereby advised to read the instruction carefully prior to filling up the online application form. Candidates should satisfy their eligibility before applying and shall be personally responsible in case they do not apply according to given eligibility criteria.

The filling of the online application comprises the following five parts.

- Part I Visiting the official IDEMI website. (www.idemi.org)
- Part II Fill Application form
- Part III Upload Required Documents
- Part IV After Submitting form you will get your Application ID.  
(Save Application ID for future process)
- Part IV Payment of Application fee through payment gateway.
- Part V Get Payment Successful Notice on your Mail.
- Part V Taking print out of an Application form.

**REGISTRATION**

After visiting the Institute website, click on “AICTE Admission 2020-21” link. It will take you to the webpage where you will find an “Admission Form”. Initially you have to register by giving required information.

**APPLICATION FORM**

Fill up all the details on the page (*Star marked fields are mandatory*), you have to fill up the mandatory fields (the optional fields you may or may not fill).

**DOCUMENT DETAILS**

In the “Document Upload” section on the page, upload required documents applicable to your category. The specification of all documents to be uploaded is as under :-

File Type	Maximum File Size	Maximum Dimension
jpg, jpeg, png	300kb	500*500 Pixels

After uploading necessary documents click the “Register” button, it will take you to the “Payment Gateway” page.

### **APPLICATION FEE**

Every candidate has to pay an online application fee as specified. You can pay the fee online by using debit card/credit card/internet banking/UPI Id.

### **PAY ONLINE**

After entering the payment gateway, read the “**Online Payment Instruction**”, view your payment details and then click on the “Pay Now” button.

### **PRINT OUT**

After completion of the payment, your application process is complete. You can take a print out of your application.

### **CONTACT DETAILS**

\*For any issue you can contact the respective person in between 9 AM to 05 PM on all working days.

**For Online Technical Support :**

**Mr. Pritam Bhirud - 9637404761**

**For Department Support :**

**Mr. Mayur Warudkar - 8655949635 (Tool & Die Making)**

**Ms. Vasanti Mestry - 9619303790 (Robotics & Mechatronics)**

**Mr. Nilesh Sharma - 9821473895 (Animation)**

Mail for Technical Issues : **idemimumbai@gmail.com**

Mail for Administrative Matters : **training@idemi.org**

Note : Please mention **registered mobile Number, name of candidate and AICTE program** in every correspondence.