

LSRC/M.COM II/ADMISSION /2021-22/711

23/08/2021

NOTICE

ONLINE ADMISSION SCHEDULE FOR M. COM PART – II FOR THE ACADEMIC YEAR 2021-22

Filling up of forms in the web site <u>www.lsraheja.org</u>

Upload the following documents. i) Mumbai University Form ii) Sem - I Marksheet 25th August, 2021 to 10th September, 2021

Dayn.

(Mr. RAJU D. GOLE) COORDINATOR (Dr. DEBAJIT SARKAR) PRINCIPAL



Guidelines for MCOM Part II Online Admission Process for Academic Year 2021-2022

• Keep your scanned recent passport size photograph, and signature ready for upload.	
Step 1	Visit college Website <u>https://www.lsraheja.org/</u>
Step 2	Click on Students' Corner Students Portal Login
Step 3	Enter user name and Password. If you have forgotten them, then click on Get Username and Password.
Step 4	Enter your registered mobile no. or email id. After this you will get your login credentials via SMS or email.
Step 5	Once Logged in, Student Dashboard will be visible on the left hand side.
Step 6	Click on "Online registration link" listed in the student's dashboard.
Step 7	Your personal data, as recorded during last year admission will appear. This parameter is editable for changes if any desired by the student. (For e.g. Address and Mobile, Aadhar Number etc.) and Click on 'Save & Next'
Step 8	Upload Photo & Signature and Click on Save & Continue (for signature – sign on a plain paper with a black pen & scan it with your mobile.)
Step 9	Add your subject preferences.
Step 10	Accept the terms and submit your registration form.
Step 11	Take a printout of the submitted form. The printout should be signed by the student & parent in the place provided and is to be submitted to the college office along with the required documents after completion of University enrollment.
PAYMENT PROCESS	
Step 12	Fees payable will be displayed on the portal.
Step 13	Payment of fees, as appeared in the box, can be made using Credit / Debit Card, Net banking etc. as shown on the payment gateway.
Step 14	A confirmation message will be displayed after successful payment of fees.
Step 15	To view/ print the receipt: Click go to home page \rightarrow payment history \rightarrow detail receipt \rightarrow print. Also, the receipt will be generate from you portal.
Step 16	Admission will be confirmed only when you make the payment

IMPORTANT NOTE

For any technical support contact via email: **<u>it.support@lsraheja.org</u>**