


How To Fill Tata Institute of Social Sciences (TISS) Entrance Form 2019



Career Helpline: 011-42666000, 9999975392

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PRATHAM : Lead the way...



Website :

<http://admissions.tiss.edu/>



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BA Admissions, 2019 and BA (Hons) in Social Work, 2019
Tata Institute of Social Sciences
Guwahati, Hyderabad & Tuljapur Campuses

Login

Click here for the registration

Instructions:

1. Please enter details below according to the instructions given next to each field and click the 'Login' button.
2. If your email id is not registered with us please do so by clicking on the '[Click here to Register](#)' link provided below.
3. After clicking the 'Login' button you will be taken to the 'Application Home' page. Please read the instructions on the page carefully and follow the instructions to continue your application process.
4. The site works best on Latest version of Chrome([Download Chrome](#)), Firefox ([Download Firefox](#)) and Internet explorer 8 and above

User ID :

Password :

Type in the Text area
the Alphabets shown
in the image



B
2

Activate Windows
Go to PC settings to activate Windows.

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Registration

Instructions:

1. In order to start your online application form you will first have to register using your email id.
2. Please enter a correct working email id. An email will be sent to this email id after you click the 'Register' button to verify your email id.
3. Please read the email carefully and follow the instructions to continue your application process.
4. In case you do not receive any email please check your 'SPAM' or 'JUNK' folder. If you still fail to receive the email please try registering again.
5. By clicking the register button you accept that you have read and understood the instructions given in the information brochure and on the home page of this website.
6. The site works best on Latest version of Chrome([Download Chrome](#)),Firefox ([Download Firefox](#)) and Internet explorer 8 and above

Email ID:

Enter your email address e.g. anil@gmail.com. A gmail or a yahoo id is preferred



Type in the Text area the Alphabets shown in the image



Register

Enter your valid email ID

Enter the alphabet which will show

An email from TISS will be sent to this email id after you click the 'Register' button to verify your email id.

[Click here to login to your account](#)

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Login

Instructions:

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4. The site works best on Latest version of Chrome([Download Chrome](#)),Firefox ([Download Firefox](#)) and Internet explorer 8 and above

User ID :

Password :

Type in the Text area
the Alphabets shown
in the image

R



Login

Enter your user ID and the password
to complete the application process

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Go through the Instructions to complete the registration Process

Instructions:

1. The online application form contains 5 Steps to complete the application procedure. You have to start from the first step and complete each step to move forward to the next step. Your application will be considered for further processing only if all 5 steps are complete.
2. The 5 Steps have been described below >

Step No.	Step Name	Step Description
Step 1	Fill Basic Details	You have to enter your basic details in this step. You cannot move to Step 2 unless status of Step 1 is complete.
Step 2	Fill Academic Details	You have to enter your academic details in this step. You cannot move to Step 3 unless status of Step 2 is complete.
Step 3	Upload Documents	You have to upload scanned copies of your photograph, signature. Further, applicants eligible for application fee payment exemption have to upload their Caste/Tribe/OBC(NC) and Income Certificate
Step 4	Select Program	You have to select the campus you wish to apply for in this step. You cannot move to Step 4 unless status of Step 3 is complete.
Step 5	Pay Fees & Upload SBI challan	Payment can be done using Cash or Payment Gateway (Credit Card/ Debit Card/ Net Banking), candidates should check the information brochure for details related to application fees. If you wish to pay by 'Cash' you need to take printout of the 'SBI challan' and take it with you to the bank while paying the fees and then enter the "SBI Journal Number" and upload scanned 'TISS copy' of the challan. Note that: If you successfully make a payment using Net Banking or Credit/ Debit and the system still shows the status of Step 5 as 'Pending', please don't make a payment again . Check after 12 hours, if the payment status on the home page still shows 'pending', please make the payment again and complete the application form, the amount will be refunded by the bank in 15 working days.

3. Detailed instructions for each step have been given on the respective pages. Please read the instructions given on each page carefully.

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4. Important Terms in the form

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3. Detailed instructions for each step have been given on the respective pages. Please read the instructions given on each page carefully.

4. Important Terms in the form

- **Save Details:** In each step, click on the SAVE button to save information entered till then so that the data you have added till that point is not lost.
- **Status "Pending":** The table of steps will show "Pending" Status for steps which have not been saved till now.
- **Status "Complete":** The table of steps will show "Complete" Status for steps which have been saved till now.

Steps	Page Name	Status	Page Link
Step 1	Fill Basic Details	Pending	View
Step 2	Fill Academic Details	Pending	ViewDisabled
Step 3	Upload Documents	Pending	ViewDisabled
Step 4	Select Programs	Pending	ViewDisabled
Step 5	Pay Fees & Upload SBI challan	Pending	ViewDisabled

Click here to complete the first step

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Basic Details (Step 1)

Important Note:

Fill all the details with marked*

1. Please fill in the details on this form according to the instructions given next to each field.
2. After filling the details click the 'Save' button to save the information you have entered. If you wish to make changes to any detail, please click the 'Save' button after making the changes or your changes will NOT be saved.
3. After this page is saved the status of Step 1 on the home page will change from 'Pending' to 'Complete'.
4. For Armed Forces Priority details [click here](#)
5. For PWD Type Category details [click here](#)
6. Please note that We assume all information provided by you on this page is true. If found untrue, you will be disqualified for further rounds of the admission process.

Personal Details

Full Name :*

Gender *

Select

Date of Birth *

Email

Parent/Guardian/Husband's Total Annual Income*

Enter total parents annual income , avoid comma

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Name for Address *

S/O or D/O or C/O for Address *

House Name/No and Street: *

Pincode *

Country/ State / City : *

Domicile *

Mobile Number : *

Parent/Guardian Email *



Save Details



After fill up all the details click on save details tab and click on right arrow to proceed the next step

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12th standard details

Have you passed 12th standard?: *

No

If you have not passed 12th standard will you be completing before June 2019 ? : *

Yes

Please select your stream *

Enter the stream and click on save details tab

Save Details

Details of marks scored

Instructions to add details of marks scored:

1. There are three values in the drop down X standard, XI standard, XII standard.
2. To add marks of X standard select X standard
3. Enter marks, maximum marks, year of passing. Percentage will be calculated automatically. Note: If you have a letter grade system, please put the grade in the 'marks' field and put 'NA' in maximum marks.
4. Save the detail using '**Save Mark Detail**' button.
5. The added detail will be shown in a tabular format. A sample record has been shown below
6. Follow steps 1,2 and 3 to add details of marks obtained in X, XI, XII (Not Applicable for candidates who are currently studying in XII standard)
7. You may remove an entry from the table by clicking on the 'Remove Detail' link displayed besides every entry

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Standard *

Marks/Grade Obtained *

Max Marks*

Year of Passing *

Percentage Marks

You are required to fill up standard X and XI details

Save Mark Details

Once you fill each standard details click on save mark details

Table displaying your Academic details

Year/Semester	Marks Obtained	Max Marks	Year of Passing	Percentage Marks	-
X standard	9.8	10	2017	NA	Delete
XI standard	65	100	2018	65.00	Delete



Save Details

Click here for the next step

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Special Instructions for Uploading Photograph

1. The photograph should be a recent colour photograph taken against a plain background.
2. The photograph should show only your face and shoulders. Please see the sample images for an approximate idea of the size and proportion of the photo.
3. The photograph should not have any other object or person in part or full.
4. This photograph will be used on your entrance examination admit card for identification. If it is found to be inappropriate in any manner, you may not be allowed to write the entrance examination.



Select the attachment type from the drop down list to upload the document

Attachment Type:

- Signature
- Photograph
- Signature

Browse and upload file No file chosen

Choose the file and then upload

Attachment Type	File Name	View	Remove
Photograph	Pic.jpg	View File	Remove File

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entrance examination.



Attachment Type: Photograph

Browse and upload file No file chosen

Attachment Type	File Name	View	Remove
Photograph	Pic.jpg	View File	Remove File
Signature	Sign.jpg	View File	Remove File



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Click here to save the document and click on right arrow for the next step.

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Candidate Application Details

Basic Details

Personal Details	
Photograph	
Signature	
Full Name	
Gender	
Date of Birth	
Email	
Category	
Candidate PWD	
If PWD	

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Table displaying the detail of candidate Academic marks scored in every year

Year/Semester	Marks Obtained	Max Marks	Year of Passing	Percentage Marks
X standard	9.8	10	2017	NA
XI standard	65	100	2018	65.00

Program Details

Table displaying the detail of Candidate Course and Center

Course and Center
[Redacted]



Final Confirmation

Click on Final Confirmation tab for the next step

Select the Course and centre. No B.A. Programmes are offered from Mumbai

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Table displaying the detail of candidate Academic marks scored in every year

Year/Semester	Marks Obtained	Max Marks	Year of Passing	Percentage Marks
X standard	9.8	10	2017	NA
XI standard	65	100	2018	65.00

Program Details

Table displaying the detail of Candidate Course and Center

BA Programme in Social Sciences - Tuljapur
--



Challan Payment

OR

Online Payment

Select anyone of the mode for the payment

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Challan And SBI Journal Number

Very important instructions:

1. In case you wish to pay by Cash, view the challan by clicking the "View Challan" link in the table below. Your deposit challan will be displayed.
2. Click the "Print Challan" button at the bottom of the page to print the challan.
3. Deposit the cash amount along with the printed challan in the SBI branch you have specified.
4. The bank will give back two parts of the challan (Student Copy and TISS Copy) along with bank seal, signature and SBI journal number.
5. Login to the online application website again and come back to this page. Click on 'Add SBI Journal Number and upload TISS copy of challan' in the table below. You will see a text box to enter the SBI Journal Number. Enter the journal number written on your challan by the SBI bank official, scan and upload the 'TISS copy' of the challan and click 'Save and upload'.



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Order No. : **BA2019-00017**

Total Amount : **INR 1000.00**

Credit/Debit Card

SAVED CARDS

NEW CARD ✓

Net Banking

Wallets and More

Card Number 

MM / YY Expiry Date CVV 

Name on card

Make Payment

Go Back

CUSTOMER CONTACT DETAILS

Email Id sabina.panigrahi11@gmail.com
Mobile No. 98 

PAYMENT SUMMARY

INR 1000.00

Total

INR 1000.00

Pay Using Credit & Debit Card



Fill up the card details and then click on Make payment tab



This is a secure payment gateway using 256-bit SSL encryption.
Powered by EBS.in - Payment Service Provider
Part of Ingenico Payment Services.




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Keep information like Roll number/Registration ID etc and password safely for future reference.

Your Form Filling Process is complete. For any further queries please contact your respective Center Managers or Client Service Managers for Form Filling



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SN	Service Zone	Helpline Contact No.	Service Manager Contact No.
1	South Delhi	011-42666000	9821383324, 9821398872
2	East Delhi & CP		9599211135
3	Central Delhi		9599961654
4	West Delhi		8130466119
5	North Delhi		9821398873



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