



Vidya International Charitable Trust

VAST Campus, Thalakkottukara PO, Thrissur-680501, Kerala, India

Admissions - Help file for Online Application

Common instructions to the candidates	
1	<p><u>Submission of application-</u> Candidates can Save&Edit this/her application any number of times, but it <i>should be submitted immediately after declaration of Plus two results.</i></p> <p>Once you submit the application, it cannot be edited. Application should reach the college along with related documents/certificates before the closing date.</p>
2	<p><u>First Name and Last Name columns –</u> (Name should be as per SSLC/10th Equivalent certificate in BLOCK LETTERS) –</p> <p>If initials are after the name – the Name will be FIRST NAME & initials will be SECOND NAME. In case the initials are before the name, then initials will be the FIRST NAME & the Name will be the LAST NAME</p>
3	<p>Do not change your Mobile Phone No & email id after submission. They should be active in order to enable the college authorities to convey messages to the candidates, from time to time.</p>
4	<p>Cost of the Application/Prospectus – Rs 500/- Applicants, who are paying the fees via DD/Challan/NEFT, have s to <i>write the online application number and name on the back side of the DD/Challan/NEFT receipt.</i></p> <p>Please send a copy of the following documents:</p> <ol style="list-style-type: none"> 1. Printed copy of the application 2. SSLC/10th Equivalent certificate 3. Plus Two certificate

	4. KEAM Admitcard 5. Passport Size Photo – 1copy 6. DD/Challan/NEFT receipt to the corresponding address.
5	Keep in touch with the college or visit our college web site to see the updated admission schedule/status. VAST Thrissur - (VAS) : http://vidyaacademy.ac.in/ VAST Kilimanoor -

1. [Click here for Guidelines for VAST Thalakkottukara – Thrissur Application](#)
2. [Click here for Guidelines for VAST-TC Kilimanoor – Thiruvananthapuram Application](#)

GUIDELINES FOR FILLING B.TECH ONLINE

APPLICATION FORM



Vidya Academy of Science & Technology - Technical Campus Kilimanoor

Thiruvananthapuram - 695 602, Ph No: +91-470-2649574, +91-470-2649234,
Mob: +91-9447540982

Email: principal@vidyatcklmr.ac.in website: www.vidyatcklmr.ac.in

Help document for submitting an application

The following documents are required for filling up the Online-application form.

➤ **B.Tech**

- Passport Size Photograph of the applicant - Maximum size 35KB /JPEG format
- Scanned Copy of Signature of the applicant - Maximum size 35KB/JPEG format
- Fee Paymentdetails

➤ **Application fee Paymentdetails**

Application fee Rs 500/- can be paid through any of the following methods.

- Direct payment at administrative office (Vidya Academy of Science and Technology Technical Campus-Kilimanoor,Trivandrum).
- Demand Draft - DD should be drawn in favorof
"Vidya Academy of Science and Technology Technical Campus -
Kilimanoor,Trivandrum".
- National Electronic Fund transfer(NEFT) - For NEFT transaction, you can use the following bankdetails

**Vidya Academy of Science and Technology Technical Campus Kilimanoor,
Thiruvananthapuram**

Name of Institution : Vidya Academy Of Science & Technology
Technical Campus(VAK) Bank Name : Indian Overseas Bank
Bank Branch Name : Kilimanoor Branch

Bank Branch address :
Indian Overseas Bank Reghu Building,
Pazhayakunnumel,
Kilimanoor, Opp Town Hall,
Thiruvananthapuram - 695601
Tel No: 0470 267 55 97

Bank Account Holder's Name : Vidya Academy of Science & Technology Technical
Campus Bank Account No.(for NEFT/RTGS/E-Payment) : 332 002 000050100
Type of Account (Saving Account/Current Account)
: Current Bank IFS
C Code : IOBA 0003320

Please do the following steps for submitting an application form at VAST
TC Kilimanoor.

Note: - You can **save** your application any time and submit it later.

The **validate** button available in the application form will help you
to ensure that you haven't missed any mandatory details.

Step-1: Go to the URL <https://erp.vidyaacademy.ac.in> or

Go to one of the following college websites and click on the “Apply online” link.

<http://vidyaacademy.ac.in/>

<http://vidyatcklmr.ac.in/>

Then you will get the login page as follows.



Username

Password

[Log in](#) [New User](#) [Reset password](#)

If you are a new user, click here.

Step-2:Provide the necessary details for user registration.



Enter your name here.

Name

Email (Username)

Enter your email ID here.

Password

Enter a new password

Confirm Password

Confirm the password

[Sign Up](#) [Back to Login](#) [Reset password](#)

Note: Kindly note and preserve your login id and password for future use

Step-3:Creating a new application.



Step-4:Choosing the college and application type.

The screenshot shows a dialog box titled 'Application Form'. It contains two dropdown menus. The first is labeled 'Select Institute' and has a blue speech bubble pointing to it with the text: 'Click here to select the college.' The second is labeled 'Select Application' and has a blue speech bubble pointing to it with the text: 'Click here to select an application.' Below the dropdowns, there is a red 'Submit' button and a link that says 'or Cancel'. The dialog box is set against a background that shows a partial view of the 'Scholarship' page.

Note: You can choose "Vidya Academy of Science and Technology, Kilimanoor" from here.

Example:-

My Appli

Create

Application Form

Select Institute

Select Application

Submit or Cancel

Step-5:Click 'Edit button' to enter your data.

Loading

My Applicati... / 000

Edit

Click on the "Edit" button to enter the details.

Validate

Application for Admission

Application

Course	B.Tech	Photo of Applicant
Admission Quota	Management	
Application Number	0002627	
Admission Number		
Application Date	12/04/2014	
Amount Remitted	0.00	

Step-6: Please provide the details of Amount remitted, DD/Chelan/NEFT no. , DD issue date, Bank name, and Bank branch.

The screenshot shows a web application form with a 'Validate' button at the top left. Below it is a tab labeled 'Application'. The form contains several input fields and labels. On the right side, there is a section titled 'Photo of Applicant' with a camera icon and a red 'X' over it. Two blue speech bubbles are overlaid on the form. The first bubble points to the 'Amount Remitted' field, which contains '0.00', and says 'Enter the application fee remitted here.' The second bubble points to the 'DD/Chelan/NEFT Number' field, which is empty, and says 'Please provide the payment details here.'

Course	B.Tech
Admission Quota	Management
Application Number	0192
Admission Number	
Application Date	24/04/2013
Amount Remitted	0.00
DD/Chelan/NEFT Number	
DD Issue date	DD/MM/YY
Bank Name	
Bank Branch	

Step-7: Upload your photo here.

The screenshot shows the same web application form as in Step 6. A blue speech bubble points to the camera icon in the 'Photo of Applicant' section and says 'Click here to upload your photo.'

Course	B.Tech
Admission Quota	Management
Application Number	0192
Admission Number	
Application Date	24/04/2013
Amount Remitted	0.00
DD/Chelan/NEFT Number	
DD Issue date	DD/MM/YY
Bank Name	
Bank Branch	

Step-8: Please enter your first name, last name (Name should be as per SSLC/10th Equivalent certificate in BLOCK LETTERS), gender, DOB, Email ID, blood group, Religion, caste, and marital status here.

Personal Information

First Name Religion

Last Name

Gender

Date of Birth

Place of Birth

Email ID

Student Blood Group

Permanent Residential Address

Address Landline

Enter your Personal details here.

This is a mandatory field.

This is an optional field.

Mandatory fields are represented in BLUE colour & optional fields in WHITE colour.

Example: - For NIDHUN MADHAVAN (Name should be as per SSLC/10th Equivalent certificate in BLOCK LETTERS)

Personal Information

First Name Religion

Last Name Caste

Gender

Date of Birth

Place of Birth

Email ID

Student Blood Group

Caste Category

Marital Status

Handicapped ☐

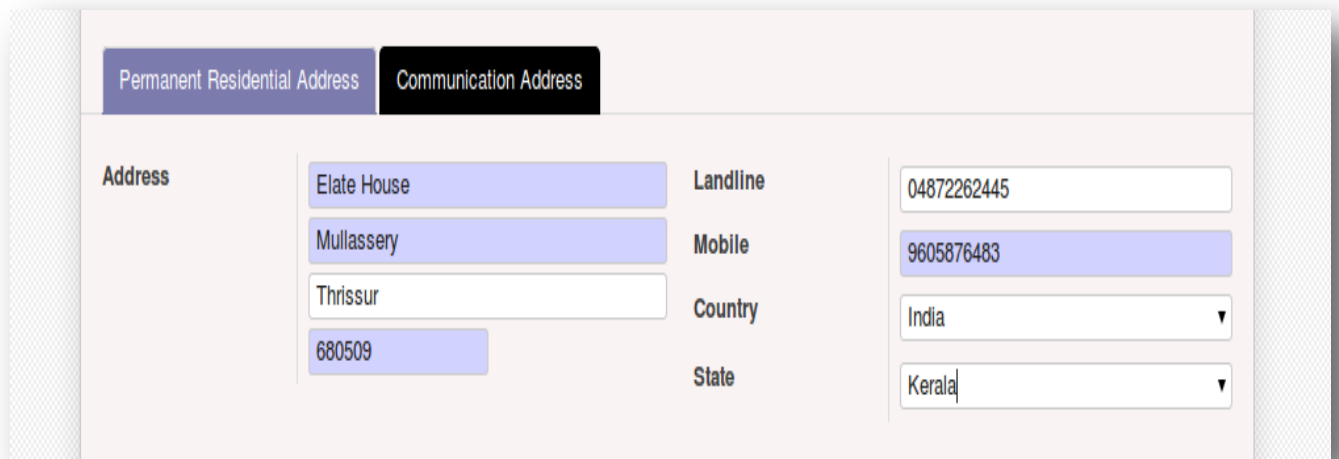
For Name as DIVYA K S (Name should be as per SSLC/10th Equivalent certificate in BLOCK LETTERS)

Personal Information			
First Name	<input type="text" value="DIVYA"/>	Religion	<input type="text" value="Hindu"/>
Last Name	<input type="text" value="K S"/>	Caste	<input type="text" value="Nair"/>
Gender	<input type="text" value="Female"/>	Caste Category	<input type="text" value="G"/>
Date of Birth	<input type="text" value="22/04/1997"/>	Marital Status	<input type="text" value="Single"/>
Place of Birth	<input type="text" value="Dubai"/>	Handicapped	<input type="checkbox"/>
Email ID	<input type="text" value="divyaks@gmail.com"/>		
Student Blood Group	<input type="text" value="O+"/>		

Step-9:Please enter your House name/no, place, district, pin code, phone no, mobile no., country, and state here.

Permanent Residential Address		Communication Address					
Address	<input type="text" value="Address..."/>	Landline	<input type="text" value="e.g:048"/>				
	<input type="text" value="Address..."/>	Mobile	<input type="text"/>				
	<input type="text" value="Address..."/>	Country	<input type="text"/>				
	<input type="text" value="Pincode"/>	State	<input type="text"/>				
Qualifying Examinations		Entrance Examinations		Extra Curricular Activity		Institution and Course La	
Qualifying Examinations		Reg No.		Year of Passing		Nar	
Class X							

Example:-



Permanent Residential Address **Communication Address**

Address: Elate House, Mullassery, Thrissur, 680509

Landline: 04872262445

Mobile: 9605876483

Country: India

State: Kerala

Step-10:Choosing the communication address tab.



Permanent Residential Address **Communication Address**

Same as Permanent Address ☐

Address: Address..., Address..., Address..., Pincode:

Landline:

Mobile:

Country:

State:

Click here to display communication address.

Step-11: Tick the box if your communication address is same as your permanent address.

Permanent Residential Address

Communication Address

Same as Permanent Address ☐

Address

Address...

Address...

Address...

Pincode

Landline

Mobile

Country

State

e.g:048

Tick here if your communication address is same as permanent address.

Example:-

Permanent Residential Address

Communication Address

Same as Permanent Address ☒

Address

Elate House

Mullassery

Thrissur

680509

Landline

Mobile

Country

State

04872262445

9605876483

India

Kerala

Step-12:Please enter the details of your plus two course.

Qualifying Examinations	Reg No.	Year of Passing
Class XII		
Class XI		
Class X		

Step-13:Enter your Register no, Name of course, year of passing, total marks scored etc. here.

Open: Qualifying Examinations

Qualifying Examinations Class XII

Reg No.

Name of Course

Year of Passing

Grading System ☐

Total Marks Scored

Maximum Marks

% of Mark Scored 0.00

If you cannot find the name of the School or College in the drop down list, please

Name of School or College **Other**

Name of Board or University **Other**

Example:-

Open: Qualifying Examinations

Qualifying Examinations Class XII

Reg No. 123456

Name of Course PlusTwo

Year of Passing 2013

Grading System ☐

Total Marks Scored 540

Maximum Marks 600

% of Mark Scored 90.00

If you cannot find the name of the School/ College/ Board/ University under the drop down list, please enter it in 'Other' field.

Name of School or College ST. ANNES ENGLISH MEDIUM SCH Other

Name of Board or University Kerala State Other

Step-14:Enter your plus two school and marks for each subject.

School or College Other

Board or University Other

Select the institution you studied for Plus Two.

Subject	Marks Scored	Maximum Marks
Maths	0.00	0.00
Physics	0.00	0.00
Chemistry	0.00	0.00
Total	0.00	

Enter the marks scored for each subject here.

Enter the maximum marks for each subject.

Save or Discard

Example:-

Subjects	Marks Scored	Maximum Marks
Mathematics	99.00	100.00
Chemistry	94.00	100.00
Physics	90.00	100.00
		283.00

Subject Total 0.00

[Save](#) or [Discard](#)

Step-15: Please provide your entrance application No, Roll No, Rank and Score here if applicable.

Qualifying Examinations	Entrance Examinations	Extra Curricular Activity	Institution and Course L
Entrance Examinations		Application/Key No.	Roll/Register No.
Kerala Entrance			

Click here to enter the details of Entrance exam.

Step-16:Provide your extra-curricular activity details here.

Extra Curricular Activity - Field 1	Extra Curricular Activity - Field 2
Add an item	

Step-17:Please provide the details of the institution you last studied.

Qualifying Examinations	Entrance Examinations	Extra Curricular Activity	Institution and Course Last Attended
Name of Institution <input type="text"/>			
Other Institution <input type="checkbox"/>			
Address of Institute <input type="text"/>			
Course Name <input type="text"/>			
TC No. <input type="text"/>			
TC Date <input type="text" value="DD/MM/YY"/>			

Step-18: Please provide the details like name, age, occupation & annual income of your parents here. Also give the details of your siblings and other family members too.

Family Details (Father, Mother, Brothers and Sisters)

Details of Local Guardian

Annual Income

0.00

Enter The Annual Income

Name	Relation With Student	Age
	Father	
	Mother	
Add an item		

Click on "add an item" and provide the details of siblings.

Enter the details of parents here.

Step-19:Please provide the details of your local guardian here.

Details (Father, Mother, Brothers and Sisters)

Details of Local Guardian

Local Guardian

Address...

Address...

Address...

Pincode

Landline

04842643210

Country

State

Click here to enter the details of local guardian.

Step-20:Please choose the branches according to your priority.

Branch Options

Please enter branch options in a prioritized manner

Priority	Branch Options
1	
2	
3	
4	
5	
6	

Click here to choose your branch options.

Please enter branch options in a prioritized manner

Priority	Branch Options
1	Select options ▼
2	
3	
4	

Choose your branch options here.

Declaration by Applicant

I Accept

☐

I here by declare that the facts given by me in this application are true I shall produce the original certificates at the time of admission

Civil Engg.
Electrical & Electronics Engg.
Electronics & Communication Engg.
Mechanical Engg.

Step-21:Read the declaration and accept it by ticking the box. Former is the declaration by the applicant & latter is the declaration by parent or local guardian.

The screenshot shows two sections of a form. The first section is titled "Declaration by Applicant" and contains the text "I Accept" followed by an unchecked checkbox. A blue callout bubble points to the checkbox with the text "Click here to accept your declaration." Below this is a paragraph of text starting with "I hereby declare that the information given by me in this application are true. I shall produce the original certificates at future, and if any information furnished falsely or incorrectly or any information suppressed to secure admission to the course will be withdrawn. I also understand that if I am found involved in any incident of ragging or misbehavior, I shall be liable to be expelled from the college. I further declare that I understand the consequence of my ward's involvement in any ragging incident as per AICTE directives in this regard. I am herewith providing our latest mobile telephone number with the country code and update the information provided. I also request you to kindly register my mobile number provided for the SMS alerts relating to my child/ward. I agree to promptly update you in case we defer to use this mobile number due to porting of SIM card, or due to damage. Under such circumstances, I also agree to provide you with our alternate and valid mobile number." The second section is titled "Declaration by Parent/Guardian" and also contains the text "I Accept" followed by an unchecked checkbox. A blue callout bubble points to the checkbox with the text "Click here to accept the declaration by your parents." Below this is a paragraph of text starting with "I understand that my son/daughter/ward who is seeking admission to Vidya Academy of Science and Technology is seeking admission to Vidya Academy of Science and Technology. I hereby declare that the information furnished by me is correct and true and in future, any facts found to have been furnished falsely or incorrectly or any information suppressed to secure admission to the course will be withdrawn. I shall withdraw my son/daughter/ward from the course without any condition. I further declare that I understand the consequence of my ward's involvement in any ragging incident as per AICTE directives in this regard. I am herewith providing our latest mobile telephone number with the country code and update the information provided. I also request you to kindly register my mobile number provided for the SMS alerts relating to my child/ward. I agree to promptly update you in case we defer to use this mobile number due to porting of SIM card, or due to damage. Under such circumstances, I also agree to provide you with our alternate and valid mobile number."

Declaration by Applicant

I Accept ☐

I hereby declare that the information given by me in this application are true. I shall produce the original certificates at future, and if any information furnished falsely or incorrectly or any information suppressed to secure admission to the course will be withdrawn. I also understand that if I am found involved in any incident of ragging or misbehavior, I shall be liable to be expelled from the college. I further declare that I understand the consequence of my ward's involvement in any ragging incident as per AICTE directives in this regard. I am herewith providing our latest mobile telephone number with the country code and update the information provided. I also request you to kindly register my mobile number provided for the SMS alerts relating to my child/ward. I agree to promptly update you in case we defer to use this mobile number due to porting of SIM card, or due to damage. Under such circumstances, I also agree to provide you with our alternate and valid mobile number.

Declaration by Parent/Guardian

I Accept ☐

I understand that my son/daughter/ward who is seeking admission to Vidya Academy of Science and Technology is seeking admission to Vidya Academy of Science and Technology. I hereby declare that the information furnished by me is correct and true and in future, any facts found to have been furnished falsely or incorrectly or any information suppressed to secure admission to the course will be withdrawn. I shall withdraw my son/daughter/ward from the course without any condition. I further declare that I understand the consequence of my ward's involvement in any ragging incident as per AICTE directives in this regard. I am herewith providing our latest mobile telephone number with the country code and update the information provided. I also request you to kindly register my mobile number provided for the SMS alerts relating to my child/ward. I agree to promptly update you in case we defer to use this mobile number due to porting of SIM card, or due to damage. Under such circumstances, I also agree to provide you with our alternate and valid mobile number.

Step-22:Please upload the photos of your father, mother , local guardian(**Optional**) and Signature of Applicant (**Mandatory**) here .

The screenshot shows a section of the form with four upload fields. Each field has a label and a camera icon. Blue callout bubbles point to each icon with instructions. The first bubble points to the "Photo of Father" icon and says "Click here and upload the photo of Father(Optional)". The second bubble points to the "Photo of Mother" icon and says "Click here and upload the photo of Mother(Optional)". The third bubble points to the "Photo of Local Guardian" icon and says "Click here and upload photo of the local guardian if any(Optional)". The fourth bubble points to the "Signature of Applicant" icon and says "Click here and upload the Signature of Applicant(Mandatory)".

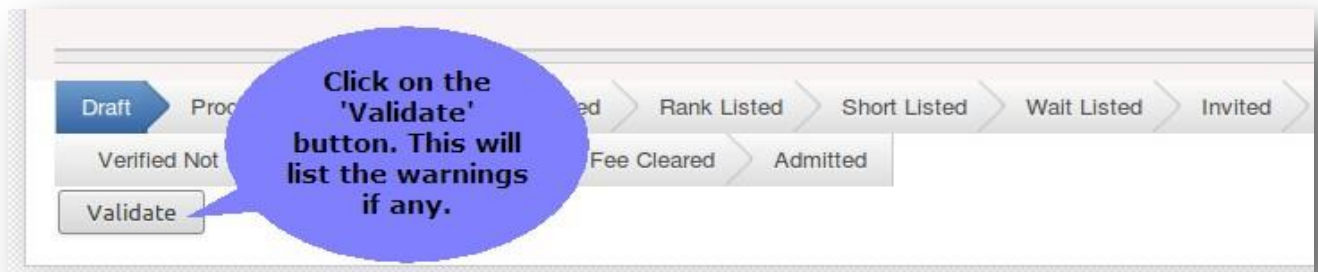
Photo of Father

Photo of Mother

Photo of Local Guardian

Signature of Applicant

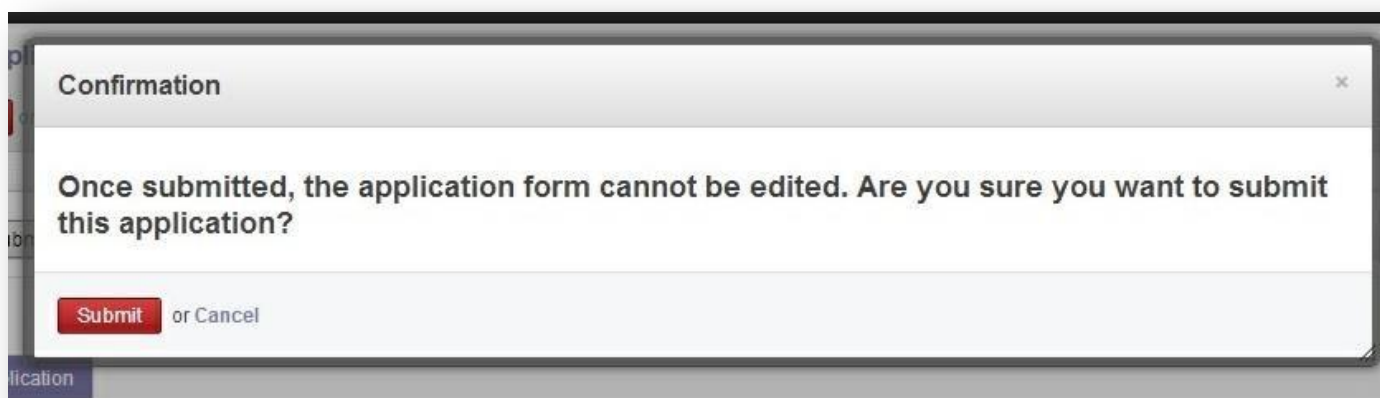
Step-23:Click here to validate your application form. This will list the warnings if any regarding the missing data.



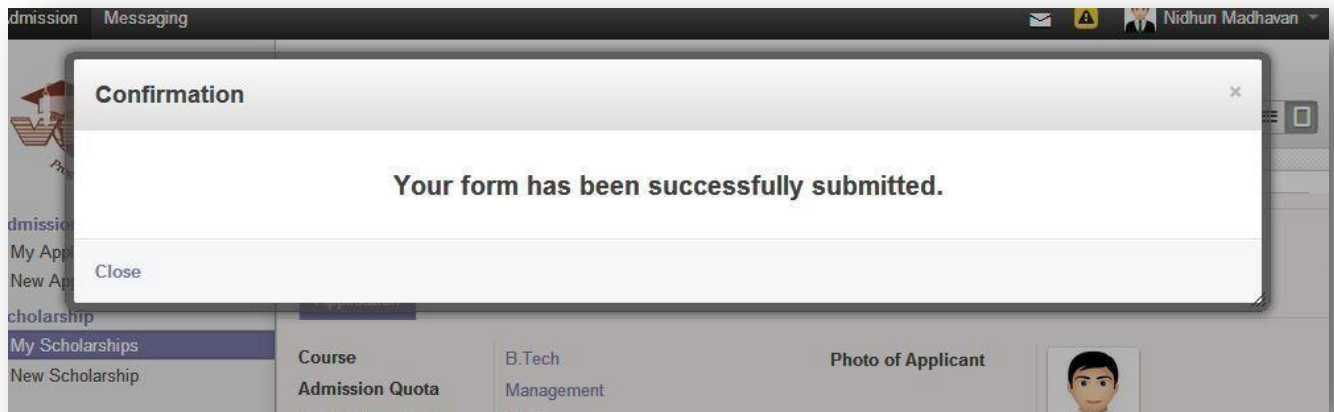
Step-24:You can save your application as draft and submit it later. Otherwise you can submit the form if you have entered all the data and documents.



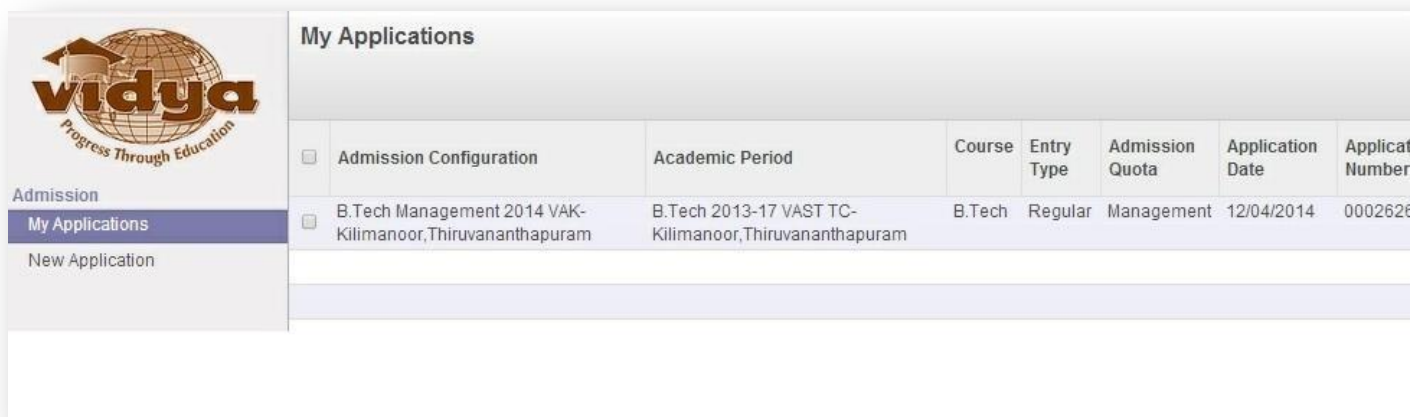
Step-25:Please confirm the submission of your application form.



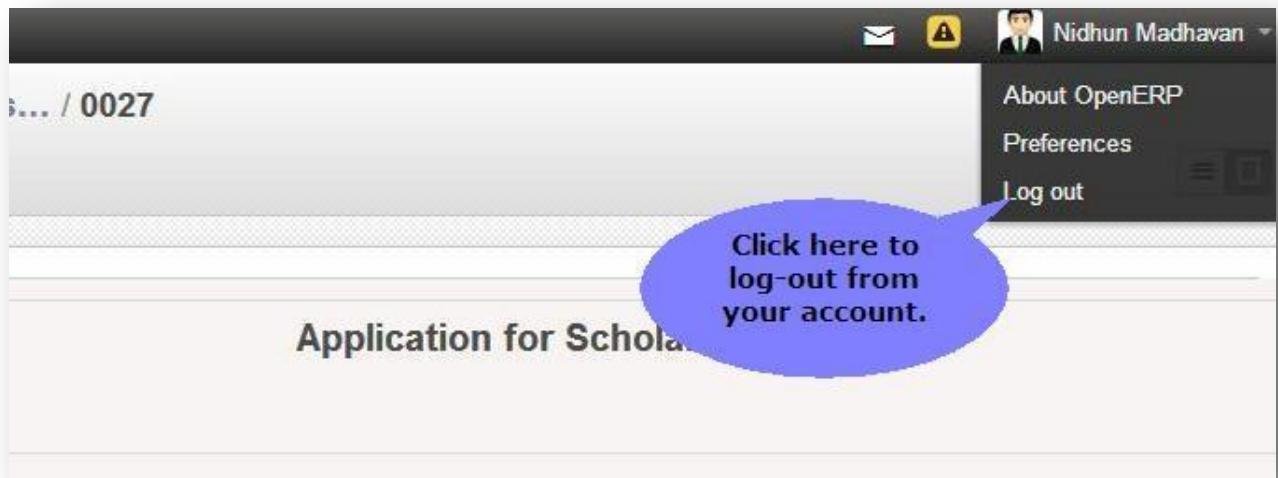
Step-26:You can see a window showing successful submission.



Step-27:You can see your application form under 'My Application' menu item.



Step-28: You can see the Status of your application as submitted. Now you can safely Log-out from your account



Applicants those who are paying the fee(**Rs 500/**) as DD/Challan/NEFT, has to ***write the online application number and name on the back side of DD/Challan/NEFT receipt.***

Send the copy of following documents

1. Printed Copy of the Application
2. SSLC/10th Equivalent certificate
3. Plus Two certificate
4. KEAM Admitcard
5. Passport Size Photo – 1 copy
6. DD/Challan/NEFT receipt to the below mentioned address.

The Principal,

**Vidya Academy of Science and Technology Technical Campus,
Malakkal P.O, Kilimanoor, Thiruvananthapuram – 695602,
Kerala, India.**

Please note that one DD no /Challan No: /NEFT applicable for single application

THANKYOU...