



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/-</p> <p>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 application2. SSLC/10th Equivalent certificate3. 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**

NameofInstitution : Vidya Academy Of Science & Technology
TechnicalCampus(VAK)BankName : Indian OverseasBank
BankBranchName : KilimanoorBranch

BankBranchaddress :
IndianOverseasBankReghuBuilding,
Pazhayakunnumel,
Kilimanoor, Opp Town Hall,
Thiruvananthapuram - 695601
Tel No: 0470 267 55 97

Bank AccountHolder'sName : Vidya Academy of Science & TechnologyTechnical
CampusBank Account No.(forNEFT/RTGS/E-Payment) : 332 002 000050100
Type of Account (Saving Account/CurrentAccount)
:CurrentBankIFS
CCode : 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.



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



The image shows a user registration form for 'vidya' with the tagline 'Progress Through Education'. The form is set against a dark background and contains the following fields and buttons:

- Name:** A text input field with a callout bubble on the left that says "Enter your name here."
- Email (Username):** A text input field with a callout bubble on the right that says "Enter your email ID here."
- Password:** A text input field with a callout bubble on the left that says "Enter a new password".
- Confirm Password:** A text input field with a callout bubble on the right that says "Confirm the password".

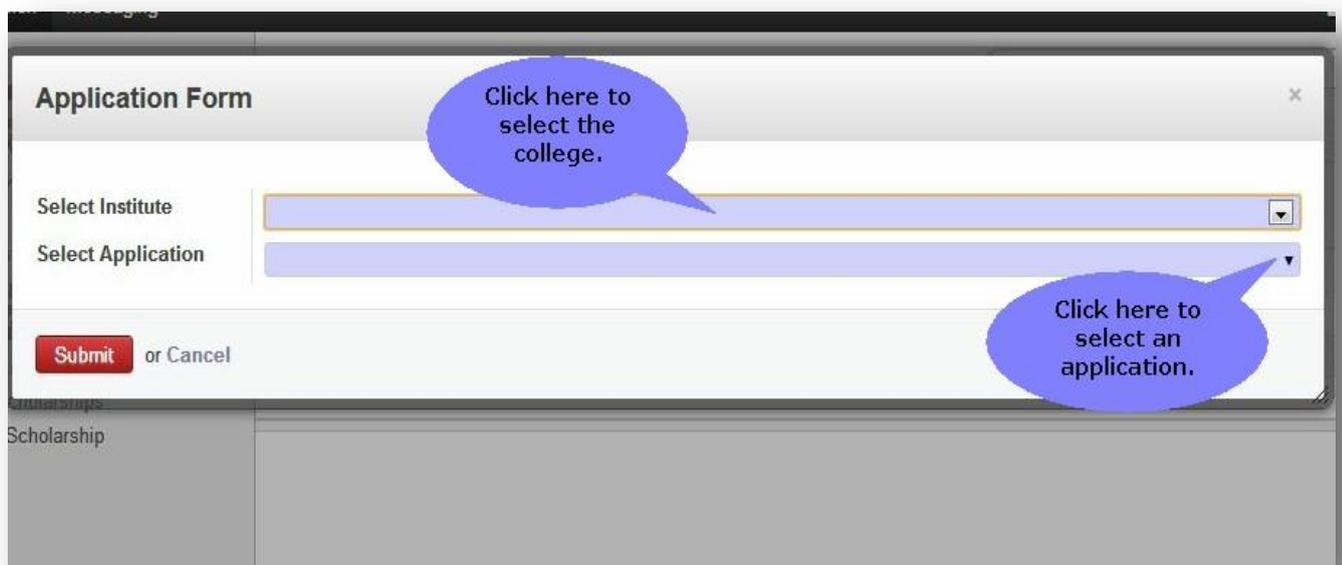
At the bottom of the form, there are three buttons: a red "Sign Up" button, a "Back to Login" link, and a "Reset password" link.

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.



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

Example:-

My Appl

Create

Application Form

Select Institute

Select Application

Submit or Cancel

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

Loading

My Applicati... / 000

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.

Validate

Application

Course: B.Tech Management

Application Number: 0192

Application Date: 24/04/2013

Amount Remitted: 0.00

Challan Number/NEFT Number: [Text Field]

Issue date: DD/MM/YY [Calendar Icon]

Bank Name: [Text Field]

Bank Branch: [Text Field]

Photo of Applicant: [Camera Icon]

Enter the application fee remitted here.

Please provide the payment details here.

Step-7: Upload your photo here.

B.Tech Management

0192

24/04/2013

0.00

Number: [Text Field]

Issue date: DD/MM/YY [Calendar Icon]

[Text Field]

[Text Field]

Photo of Applicant: [Camera Icon]

Click here to upload your photo.

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: **This is a mandatory field.**

Gender:

Date of Birth: Handicapped:

Place of Birth:

Email ID:

Student Blood Group:

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

Enter your Personal details here.

This is an optional field.

Permanent Residential Address

Address: Landline:

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: Caste Category:

Date of Birth: Marital Status:

Place of Birth:

Email ID: Handicapped:

Student Blood Group:

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

 Landline

 Mobile

 Country

 State

Qualifying Examinations **Entrance Examinations** **Extra Curricular Activity** **Institution and Course La**

Qualifying Examinations	Reg No.	Year of Passing	Nar
Class X			

Example:-

The screenshot shows a web form with two tabs: "Permanent Residential Address" and "Communication Address". The "Communication Address" tab is selected. The form contains the following fields:

Field	Value
Address	Elate House
Landline	04872262445
Mullassery	
Mobile	9605876483
Thrissur	
Country	India
680509	
State	Kerala

Step-10: Choosing the communication address tab.

The screenshot shows the same web form as above, but with the "Communication Address" tab selected. A blue callout bubble points to the "Communication Address" tab with the text: "Click here to display communication address." The form also includes a checkbox labeled "Same as Permanent Address" which is currently unchecked. The address fields are empty, showing placeholder text "Address..." and "Pincode".

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

The screenshot shows a form with two tabs: "Permanent Residential Address" (selected) and "Communication Address". Below the tabs is a checkbox labeled "Same as Permanent Address" which is currently unchecked. A blue callout bubble points to this checkbox with the text: "Tick here if your communication address is same as permanent address." Below the checkbox are several input fields: "Address" (with three sub-fields), "Pincode", "Landline", "Mobile", "Country", and "State".

Example:-

The screenshot shows the same form as above, but with the "Same as Permanent Address" checkbox checked. The input fields are populated with the following information:

Field	Value
Address (Line 1)	Elate House
Address (Line 2)	Mullassery
Address (Line 3)	Thrissur
Pincode	680509
Landline	04872262445
Mobile	9605876483
Country	India
State	Kerala

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

The screenshot shows a web interface with a navigation bar containing four tabs: 'Qualifying Examinations', 'Entrance Examinations', 'Extra Curricular Activity', and 'Institution a'. Below the navigation bar is a table with the following structure:

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

A blue callout bubble is positioned over the 'Class XII' row, containing the text: "Click here to enter the details of Plus Two."

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

The screenshot shows a detailed form titled "Open: Qualifying Examinations". The form includes the following fields:

- Qualifying Examinations:** A dropdown menu with "Class XII" selected.
- Reg No.:** An empty text input field.
- Name of Course:** An empty text input field.
- Year of Passing:** A date input field with a placeholder "DD/MM/YY".
- Grading System:** A checkbox that is currently unchecked.
- Total Marks Scored:** A text input field containing "0.00".
- Maximum Marks:** A text input field containing "0.00".
- % of Mark Scored:** A text input field containing "0.00".

Below these fields, there is a note: "If you cannot find the name of the School or College in the drop down list, please".

At the bottom, there are two more dropdown menus:

- Name of School or College:** A dropdown menu with "Other" as an option.
- Name of Board or University:** A dropdown menu with "Other" as an option.

Two blue callout bubbles are present:

- One bubble points to the "Total Marks Scored" field with the text: "Enter the marks that you have scored."
- Another bubble points to the "Maximum Marks" field with the text: "Enter the maximum marks for the course."

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

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

or Discard

Select the institution you studied for Plus Two.

Enter the marks scored for each subject here.

Enter the maximum marks for each subject.

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](#)

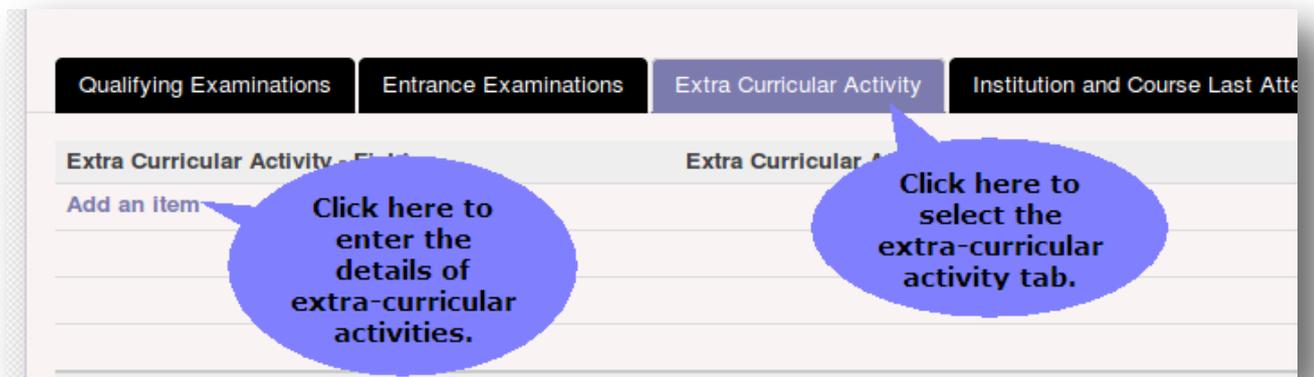
Step-15: Please provide your entrance application No, Roll No, Rank and Score here if applicable.

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.



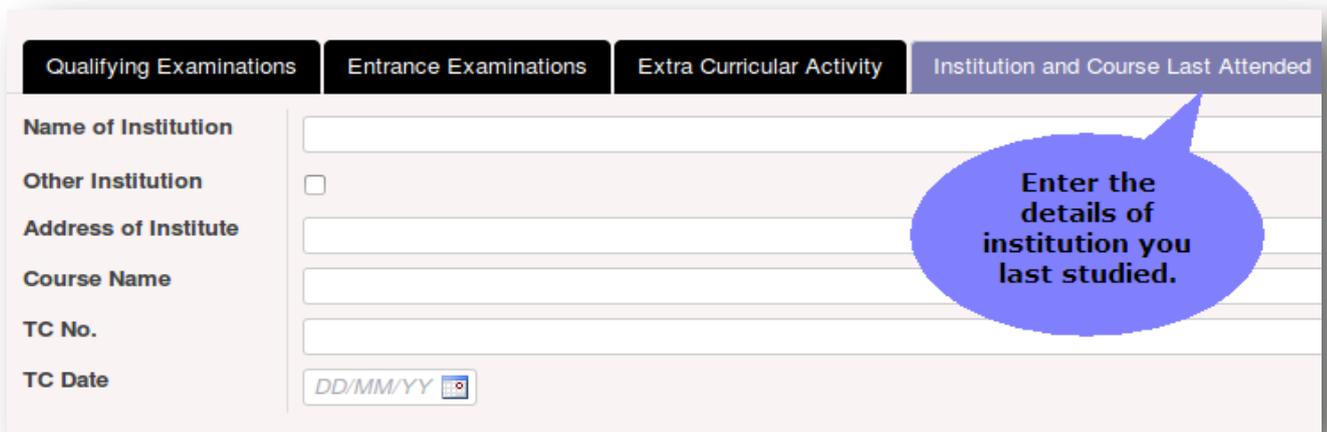
Qualifying Examinations Entrance Examinations **Extra Curricular Activity** Institution and Course Last Attended

Extra Curricular Activity - **Extra Curricular Activity**

[Add an item](#) **Click here to enter the details of extra-curricular activities.**

Click here to select the extra-curricular activity tab.

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

Other Institution

Address of Institute

Course Name

TC No.

TC Date

Enter the details of institution you last studied.

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.

The screenshot shows a form with two tabs: "Family Details (Father, Mother, Brothers and Sisters)" and "Details of Local Guardian". The "Family Details" tab is active. It features an "Annual Income" field with a value of "0.00". Below this is a table with columns for "Name", "Relation With Student", and "Age". The table contains two rows: "Father" and "Mother". An "Add an item" button is located below the table. Three blue callout boxes provide instructions: one points to the "Annual Income" field with the text "Enter The Annual Income"; another points to the "Add an item" button with the text "Click on 'add an item' and provide the details of siblings."; and a third points to the table with the text "Enter the details of parents here."

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

The screenshot shows a form with two tabs: "Details (Father, Mother, Brothers and Sisters)" and "Details of Local Guardian". The "Details of Local Guardian" tab is active. It features a "Local Guardian" section with several input fields: a name field, three "Address..." fields, and a "Pincode" field. To the right, there are fields for "Landline" (with a value of "04842843210"), "Country", and "State". A blue callout box points to the "Landline" field with the text "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

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.

Declaration by Applicant
I Accept
I hereby declare that all the information given by me in this application are true. I shall produce the original certificates at the time of admission. If any information is found to be furnished falsely or incorrectly or any information suppressed to secure admission, I shall be liable for cancellation of admission. I also understand that if I am found involved in any incident of ragging or harassment, I shall be liable to be expelled from the college.

Declaration by Parent/Guardian
I Accept
I understand that my son/daughter/ward who is seeking admission to Vidya Academy of Science & Technology is seeking admission to Vidya Academy of Science & Technology. I 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, I shall withdraw my son/daughter/ward from the course without any claim of refund of fees. I also understand that if my ward is found involved in any incident of ragging or harassment, 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 the AICTE directives in this regard. I am herewith providing our latest mobile telephone number with the country code and I 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 .

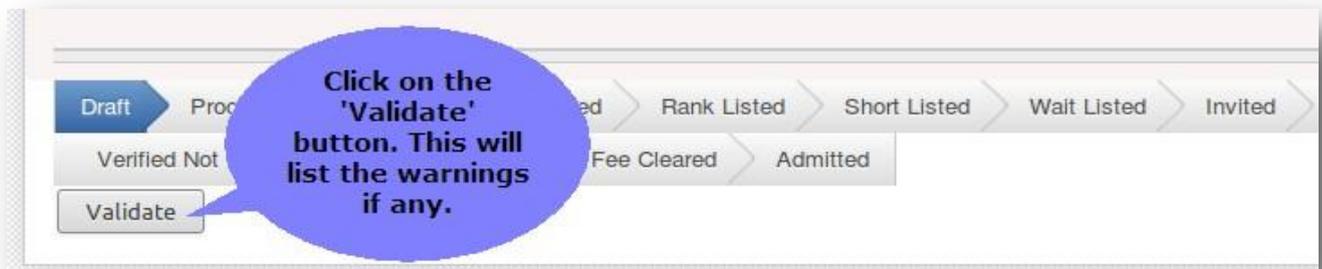
Photo of Father

Photo of Mother

Photo of Local Guardian

Signature of Applicant

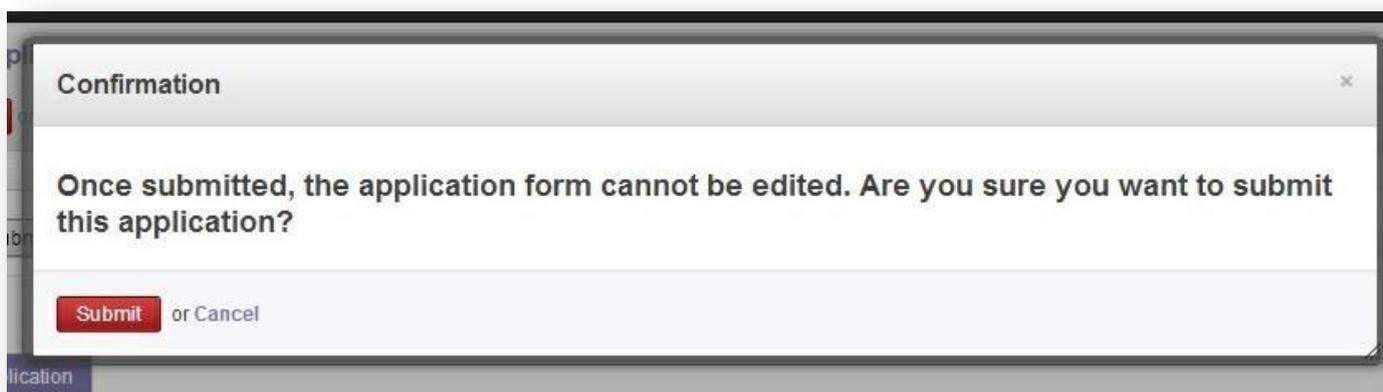
Step-23:Click here to validate your application form. This will list the warnings if any regarding the missing data.



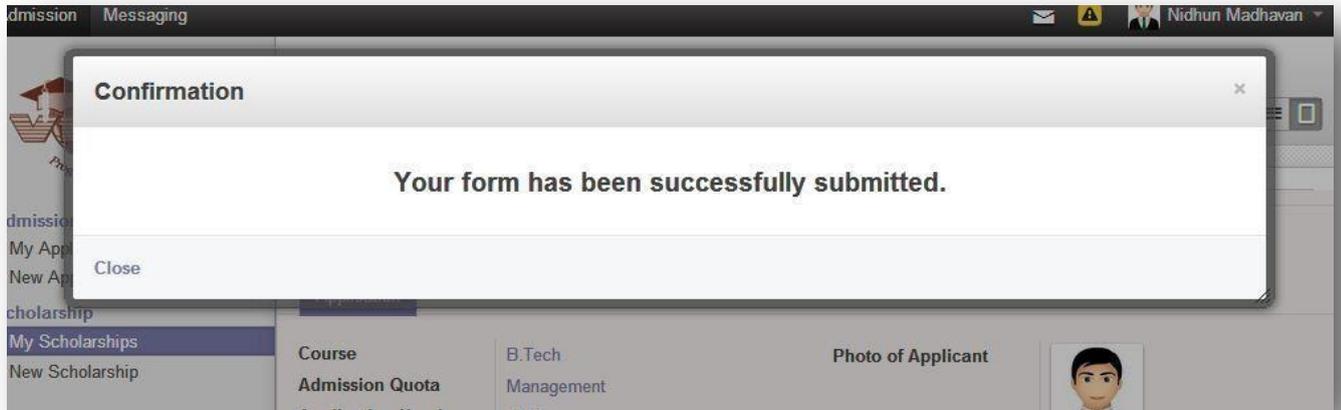
Step-24:You can save your application as draft and submit it later. Otherwise you can submit the form if you have entered all the data and documents.



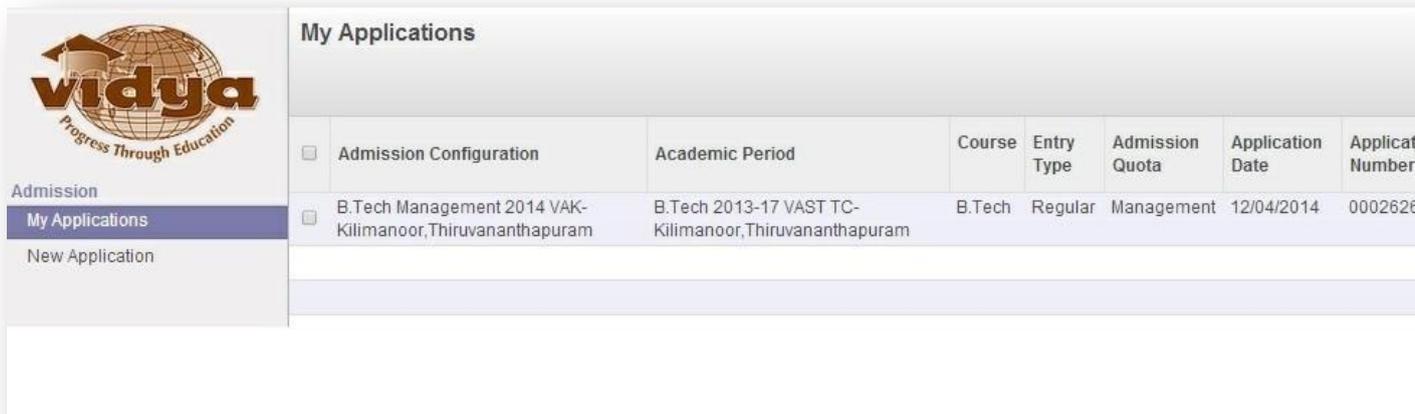
Step-25:Please confirm the submission of your application form.



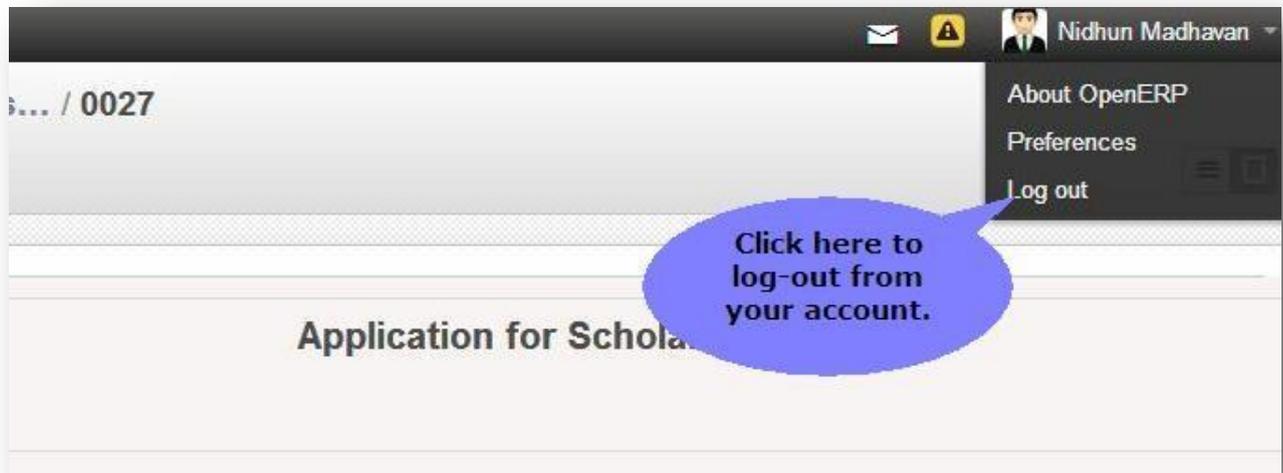
Step-26:You can see a window showing successful submission.



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...