- Register Online.
- Note down your Login Id and Password.
- Login and download Post office Challan and deposit fee in any Post-Office branch. You can also Pay Online through the Online Payment link given in your Login.
- Within Two days of depositing fee you will Receive Fee Confirmation Message on your Registered Mobile No., Login again and complete your registration by saving and uploading for your scanned photograph & signature.
- If you have paid through Online Payment Link and did not receive any confirmation message after depositing fee Online then Login and Click again on Online Fee Payment Link to Confirm your fee.
- Take print out of your Examination form and deposit in your concerned deptt./college.
- Fees submitted through post office challan or Online Payment after registration on the website will ONLY be accepted.
- Fees submitted through any other mode e.g Bank Draft, Cash Counter Receipt, Online transaction, Pay order, Google Pay will not be adjusted/accepted.

NOTE: Candidate can submit his/her examination fee in Post-Office through Post Office-Challan or Using Online Payment Link on the same day of his/her registration.