GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION
Alto-Porvorim-Goa PIN 403521

UNDER-GRADUATEADMISSION 2026-2027

INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM
FOR UNDER-GRADUATE ADMISSION 2026-2027

STUDENT SHOULD READ ALL THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE ONLINE APPLICATION FORM. APPLICATIONS INCOMPLETE IN ANY RESPECT SHALL NOT BE PROCESSED.

1. For online admission, visit the DHE Goa Website https://goaadmission.samarth.ac.in/
2. Student should mandatorily have the following documents in specified format to complete the online application. (**Note:** *The documents to be uploaded should be in pdf / JPEG / JPG / PNG format with file size 10KB-500KB*)
   a. SSC Marksheet & HSSC Marksheet
   b. Aadhar Card/Voter ID/Driver Licence/Passport
   c. Recent Passport Size Coloured Photograph with WHITE/BLUE/RED background. Same photograph shall be used for student ID CARDS.
   d. Signature
   e. Leaving Certificate
   f. Migration OR Transfer Certificate
3. A **Valid certificate** is mandatory for candidates applying under the reservation category - **SC/ST/OBC/EWS/PH**.
4. Students answering supplementary exam are also allowed to register.

The online application for Under-Graduate Admission 2026-27 is a three step process as follows:

Step 1: New User Registration

1. New User Registration is a one-time registration process. A student shall register himself/herself only once on the admission portal.
2. Student should have a valid email id as well as mobile number to start the one-time

registration process. If a student does not have a valid email id, then he/she has to create one before starting with the new user registration.

3. To begin with the registration process, click on 'NEW REGISTRATION' where student shall enter valid email id, mobile number and other details in the registration form and click on register to Activate the Account.
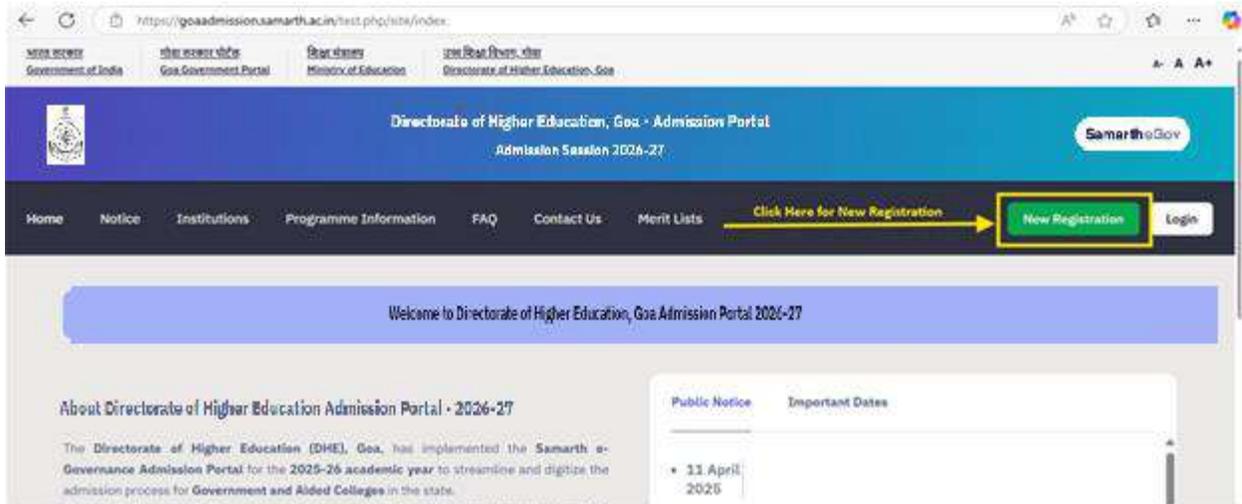
4. Fill up the registration form with the valid details.
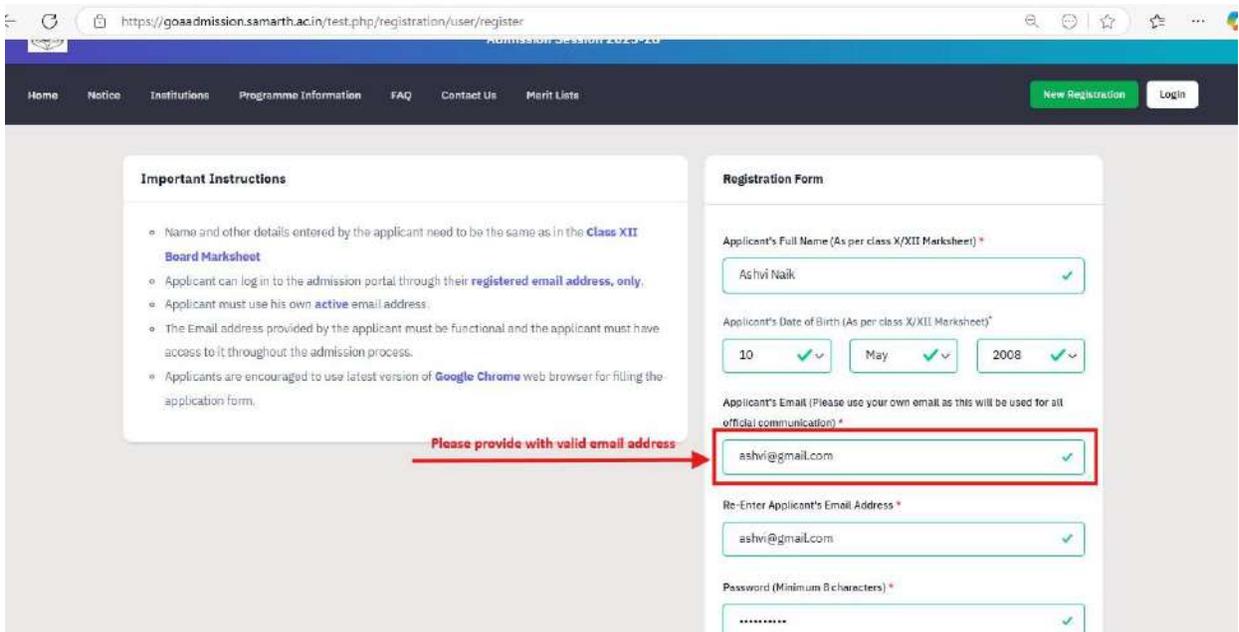
5. On successful registration, the student will immediately receive an OTP on the registered email address or mobile number for verification providing the student's login credentials for future use. The account should be verified within 15 minutes. It may be possible that the student's login credentials may be delivered in the email spam box if not in the inbox for the first time.

6. After verification, student will be directed to the login page where he/she can login using the credentials and proceed to fill the online application form.
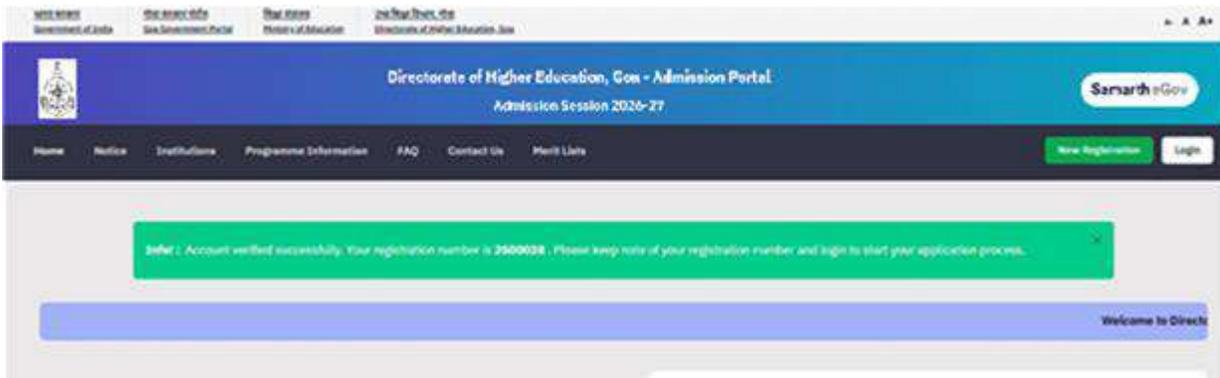
Step 2:Complete Profile

1. On successful login, student will click on **Dashboard** button followed by **Complete Profile** To complete the student profile where he/she will fill all personal details
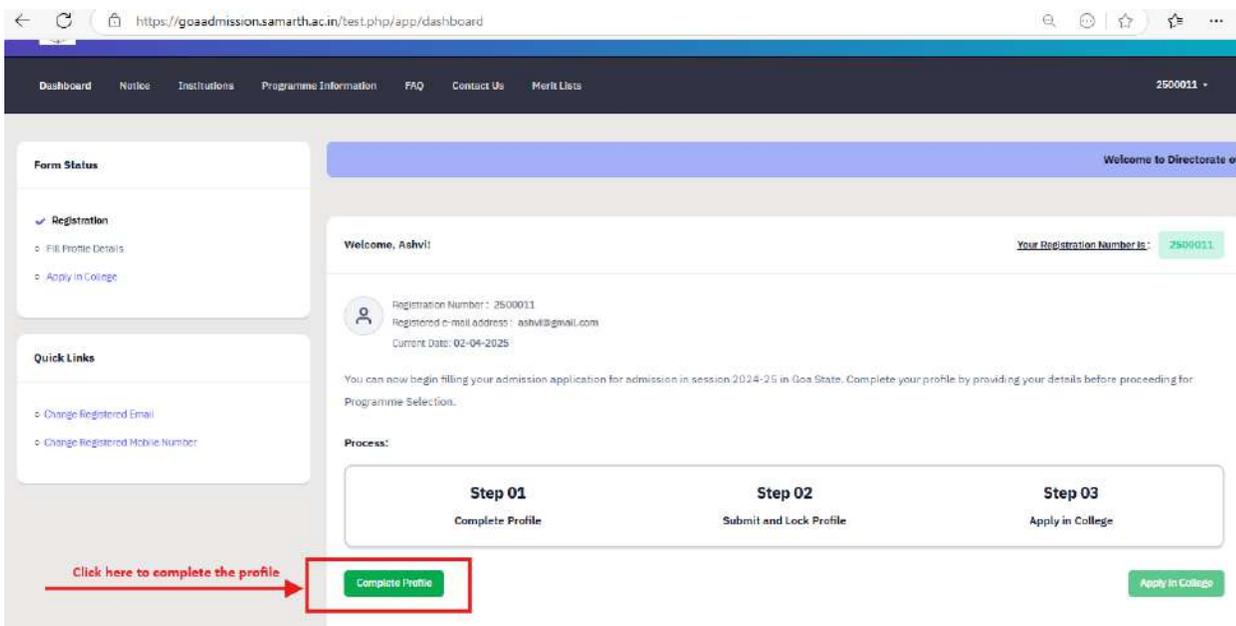
Profile Details (1)   Other Details (2)   Uploads (3)

Personal Details

Full Name of the Applicant *

Ashvi

Applicant's Gender *

Female   ▾

Marital Status *

Unmarried   ▾

Applicant's Date of Birth *

1   ▾   May   ▾   2000   ▾

Age as on April 11, 2025 *

24 Years 11 Month 10 Days

Social Category *

General   ▾

Sub Category

▾

Applicant's Registered Email *

ashvi@gmail.com   ✓

Alternate Email

Registered Mobile Number *

9921414683

Alternate Mobile Number (Parent's/Guardian's)

Blood Group

Select   ▾

Are you a citizen of India ? *

No   ▾

Religion *

Hinduism   ▾

Nationality (Other than Indian)

Antarctica   ▾

ID Proof *

Voter ID   ▾

ID Proof No *

7777777777777777777777

Family Details

Mother's Name (As per 12th Marksheet) *

Seema   ✓

Father's Name (As per 12th Marksheet) *

Pravin   ✓

Emergency Contact Number *

9876543210

Combined Family Income *

Not Applicable   ▾

Other Category/Quota

Person with Benchmark Disabilities (PwBD) Category *

Not Applicable   ▾

Children Widows of Armed Forces Personnel *

Not Applicable   ▾

Are you an Ex-Service man? *

No   ▾

Are you a Central Service Personal? *

No   ▾

Are you dependent of Freedom Fighter? *

No   ▾

2. After entering the correct details click on **save and next** button.

3. Profile info should be verified by the student before clicking on P**roceed to Next.** In case of any errors found in the personal profile use **Update details** and make changes accordingly and **Save and Next.**

Alternate Email : Not Provided	Alternate Mobile : Not Provided
Permanent Address: H. No 123, Near Gca Ground, porvorim, NORTH GOA, Goa -403101, India	Correspondence Address : H. No 123, Near Gca Ground, porvorim, NORTH GOA, Goa -403101, India
ID Proof : Voter ID	ID Proof No : 7777777777777777777

FAMILY DETAILS

Mother's Name (As per 12th Marksheet) : Seema	Father's Name (As per 12th Marksheet) : Pravin

Emergency Contact Number : 9876543210

Combined Family Income : Not Applicable

OTHER CATEGORY/QUOTA

Person with Benchmark Disabilities (PwBD) Category : Not Applicable

Children Widows of Armed Forces Personnel : Not Applicable

Are you an Ex-Service man? : No

Are you a Central Service Personal? : No

Are you dependent of Freedom Fighter? : No

Back to Dashboard   **Click here to make changes into existing data** ➡   Update Details   Proceed to Next

4. Fill the other details selecting the suitable option using the dropdown.

Other Details

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area? *

Select ① ˅

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area? cannot be blank.

Do you have Migration Certificate? *

Select ① ˅

Do you have Migration Certificate? cannot be blank.

Fields highlighted in RED shows that those fields are mandatory to enter the data

Are you resident of Goa ? *

Select ① ˅

Are you resident of Goa ? cannot be blank.

LANGUAGE	PROFICIENCY (READING/WRITING/SPEAKING)
Hindi	☐ Reading ☐ Writing ☐ Speaking
English	☐ Reading ☐ Writing ☐ Speaking
Konkani	☐ Reading ☐ Writing ☐ Speaking Other Language 1 Proficiency cannot be blank.
Marathi	☐ Reading ☐ Writing ☐ Speaking Other Language 2 Proficiency cannot be blank.

Other Details

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area? *

Urban ✓ ⌄

Do you have Migration Certificate? *

No ✓ ⌄

Are you resident of Goa ? *

Yes ✓ ⌄

LANGUAGE	PROFICIENCY (READING/WRITING/SPEAKING)
Hindi	☐ Reading ☐ Writing ☐ Speaking
English	☐ Reading ☐ Writing ☐ Speaking
Konkani	☑ Reading ☐ Writing ☐ Speaking
Marathi	☑ Reading ☐ Writing ☑ Speaking

Save and Next

5. Click on **Proceed to next**. In case of any errors found in the other details, use **update details** and make changes accordingly and **Save and Next.**

Info! : Other Details Saved Successfully ✕

☑ Profile Details (1)   ✓ Other Details (2)   Uploads (3)   Preview (4)

Other Details

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area?	Urban
Do you have Migration Certificate?	No
Are you resident of Goa ?	Yes

Language	Proficiency (Reading/Writing/Speaking)
Hindi	NA
English	NA
Konkani	Reading
Marathi	Reading Speaking

Back to Profile Details   **Update Details**   **Proceed to Next**

6. **For Uploads**: (Photo, signature, X & XII mark sheet, ID Proof and transfer certificate), click on **Select File** to browse to the respective document of specified size followed by **Start Upload**. The successfully uploaded document will be visible on the screen once the uploading is complete

Uploads

Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature

- Digital Photo and Signature are required in .jpg or .jpeg image format

- File size of digital photo must be within 10kb to 500.00 KB limit.

- Document/Certificate/Marksheet related size of digital photo must be within 10kb to500.00 KB limit.

Photo Accepted formats .jpeg .jpg .png **[10 KB - 500.00 KB]**	Select file	**Uploaded Image** → [Delete]
Signature Accepted formats .jpeg .jpg .png **[10 KB - 500.00 KB]**	Select file	
ID Proof Document Accepted formats .jpeg .jpg .pdf .png **[10 KB - 500.00 KB]**	Select file	
Upload domicile Certificate of Goa (If Available) [Click here to change your option]	Select	

7. Once all documents are uploaded click on the preview for next step

8. Check for every details on PREVIEW tab before confirming

Profile Details

<div style="text-align:right">Edit</div>

PERSONAL DETAILS

Full Name of the Applicant : ASHVI	**Gender :** Female
Marital Status: Unmarried	
Date of Birth: 1 May 2000 **Age as on:** April 11, 2025: 24 Years 11 Month 10 Days	**Social Category :** General **Sub Category :** *Not Provided*
Blood Group: *Not Provided*	**Religion :** Hinduism
Nationality 9	
Registered Email : ashvi@gmail.com	**Registered Mobile Number:** 9876543210
Alternate Email : *Not Provided*	**Alternate Mobile :** *Not Provided*
Permanent Address: H. No 123, Near Gca Ground, porvorim, NORTH GOA, Goa -403101, India	**Correspondence Address :** H. No 123, Near Gca Ground, porvorim, NORTH GOA, Goa -403101, India
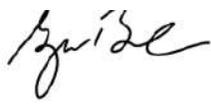
Signature	*(signature image)*
ID Proof Document	View File
Upload domicile Certificate of Goa (If Available)	Not Uploaded
Upload Transfer/Leaving Certificate	View File

Declaration

This is an important step. Please ensure that you have verified the profile details for correctness. No modification will be allowed after this step.

Click on **"Confirm and Lock"** if you are sure to proceed, else click on **"Cancel"** to go back to the last viewed page.

☐ I do hereby declare that all the statement made in the profile details are true, complete and correct to the best of my knowledge and belief. I am duly aware that in the event of any particulars or information furnished by me is found to be false/incorrect/incomplete or if i am found indulging in some unlawful act at any time during the course period, my candidature is liable to be summarily rejected/cancelled.

Home   Cancel   Confirm and Lock

9. Before you **CONFIRM AND LOCK** the profile, make sure that you verify all the details as you wont be allowed to make any changes once the profile is LOCKED
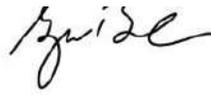
Signature	~~Bride~~
ID Proof Document	View File
Upload domicile Certificate of Goa (If Available)	Not Uploaded
Upload Transfer/Leaving Certificate	View File

Before you CONFIRM AND LOCK the profile see to that you check all the details as you wont be allowed to make any changes once the profile is LOCKED

Declaration

This is an important step. Please ensure that you have verified the profile details for correctness. No modification will be allowed after this step.

Click on **"Confirm and Lock"** if you are sure to proceed, else click on **"Cancel"** to go back to the last viewed page.

☐ I do hereby declare that all the statement made in the profile details are true, complete and correct to the best of my knowledge and belief. I am duly aware that in the event of any particulars or information furnished by me is found to be false/incorrect/incomplete or if i am found indulging in some unlawful act at any time during the course period, my candidature is liable to be summarily rejected/cancelled.

Check on the declaration before submiting

[Home]   [Cancel] [Confirm and Lock]

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https://goaadmission.samarth.ac.in/test.php/personal/preview/profile-full-preview

गोवा सरकार पोर्टल — Goa Government Portal | शिक्षा मंत्रालय — Ministry of Education | उच्च शिक्षा विभाग, गोवा — Directorate of Hi...

Director...   Samarth e...

Notice | Institutions | Programme Information | FA...   25000

Message

Are you sure you want to submit your profile? **No modification will be allowed after this step.**

[Close] [Confirm and Submit]   **Click Here to Submit**

☑ Profile Details (1)   ☑ Other Details (2)

Profile Details   [Edit]

PERSONAL DETAILS

Full Name of the Applicant : ASHVI	**Gender :** Female
Marital Status: Unmarried	
Date of Birth: 1 May 2000 **Age as on:** April 11, 2025 : 24 Years 11 Month 10 Days	**Social Category :** General **Sub Category :** Not Provided
Blood Group: Not Provided	**Religion :** Hinduism

10. Upon successful submission of the profile, a success alert will appear on the dashboard.
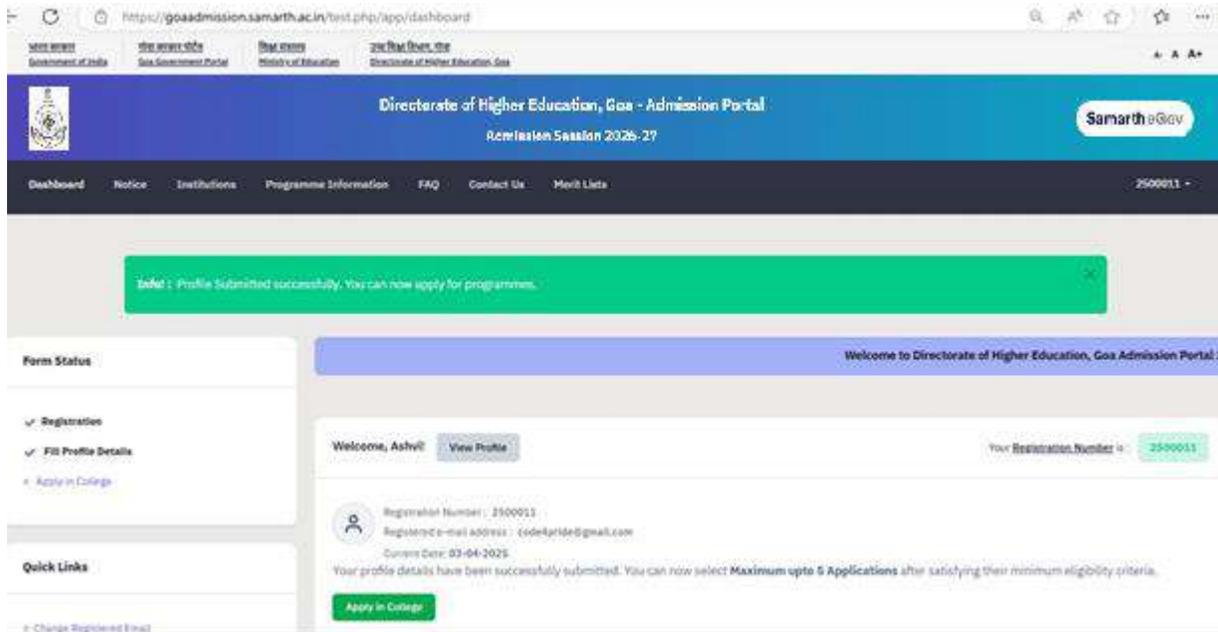
11. Next step is to submit the application in the colleges student wish to apply
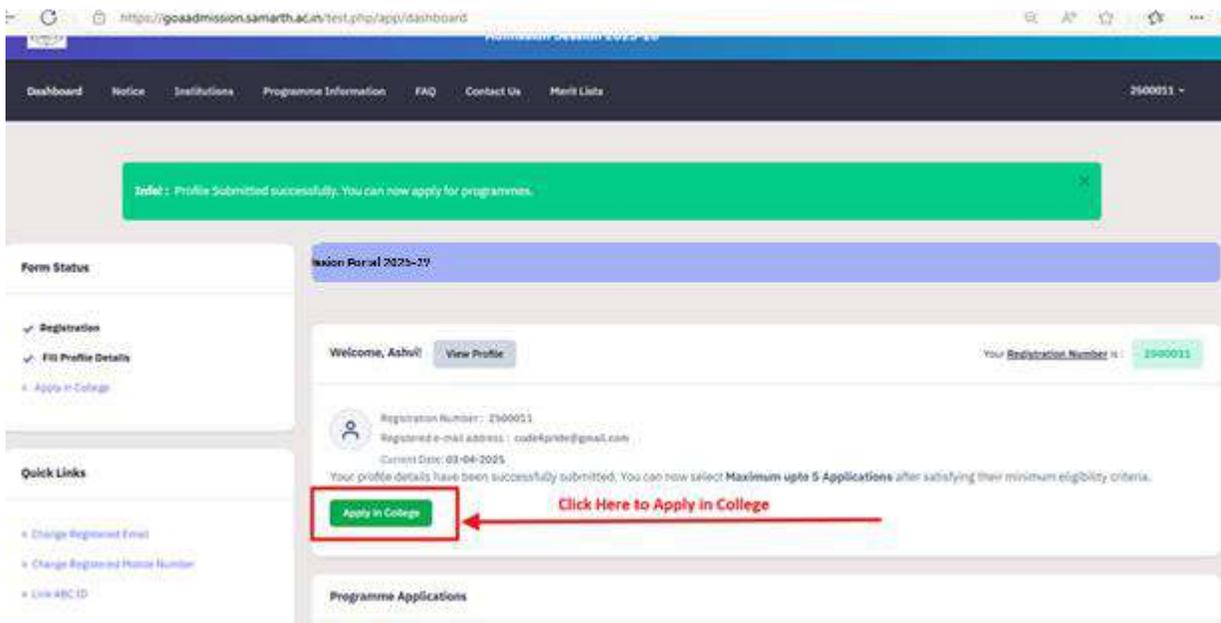
Step 3:Apply In College

Tab 1:Programme Section
1. Student should select appropriate **program** and the respective college for which they wish to seek **admission** and **proceed**

Note:If a student wishes to apply for different colleges, then he/she can do so by using the same login account but with a fresh application.

2. After selecting the program and college, student will click on **Proceed** button
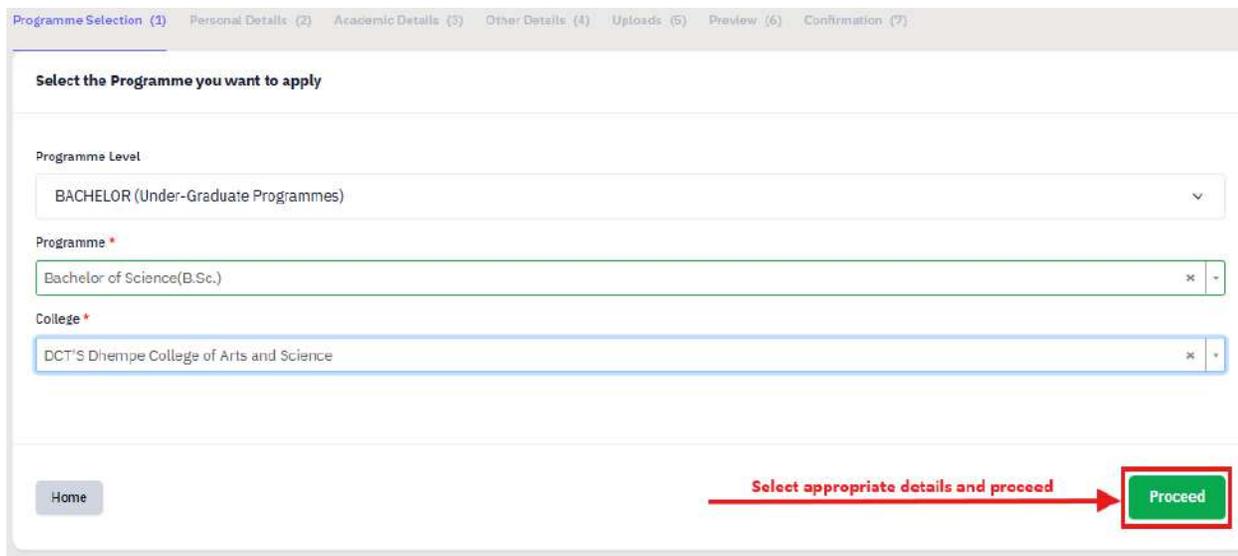
3. Considering Bsc and BA Student shall choose **Single (1 Major 1 Minor) or Double (2 Major 1 Minor) major** in the subject of their programme Choice.
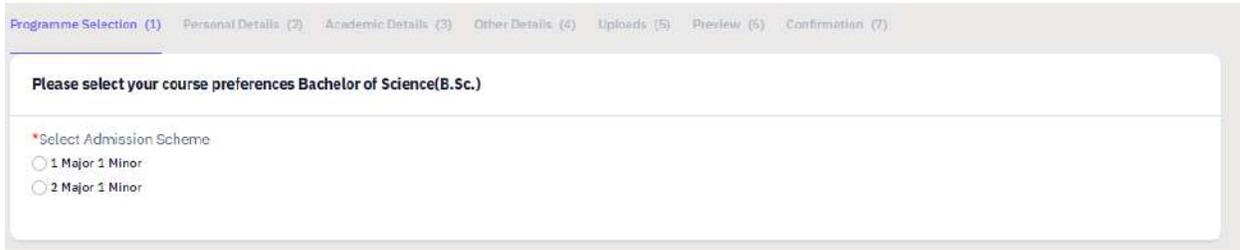
4. Accordingly select the major and minor subjects using the dropdown.
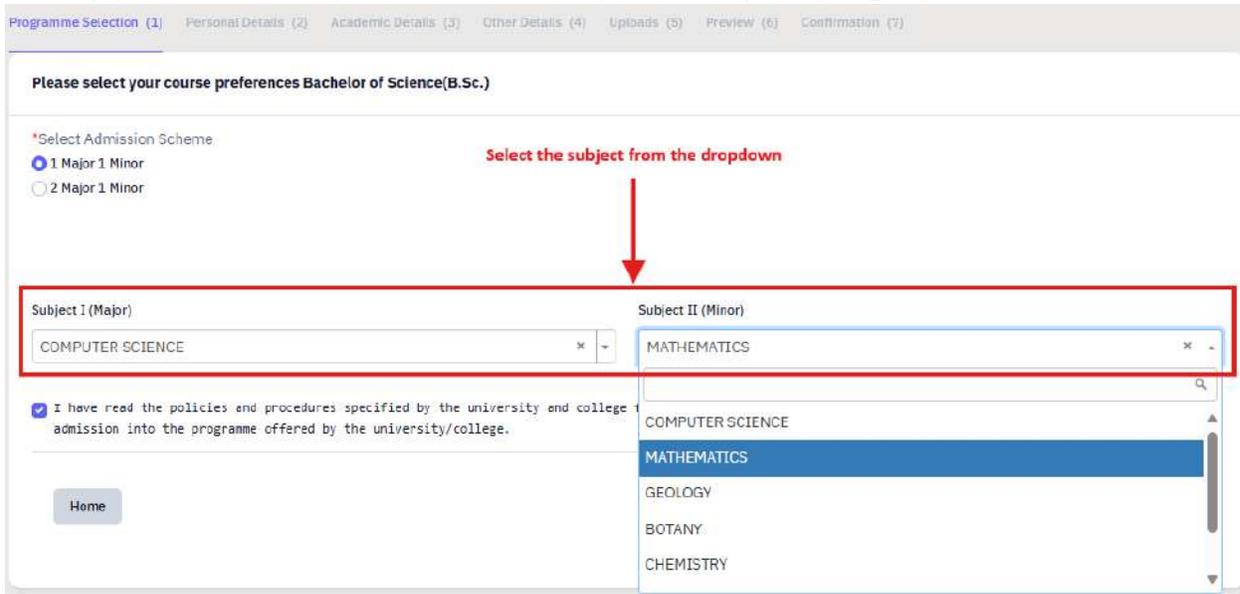
5. After selecting the single or double major subjects, student will click on **Proceed and** then **NEXT** button.

Bachelor of Science(B.Sc.)

✅ Programme Selection (1)	Personal Details (2)	Academic Details (3)	Other Details (4)	Uploads (5)	Preview (6)	Confirmation (7)

Programme Selection

Programme	Course(s) Selected	Status
Programme : Bachelor of Science(B.Sc.) College : 101: DCT'S Dhempe College of Arts and Science	**1 Major 1 Minor** Subject I: COMPUTER SCIENCE Subject II: MATHEMATICS	NOT SUBMITTED NOTE: Application with status Not Submitted would not be considered for admission.

Home   Update Course   Next

Tab 2 : Personal Details.

1. On this page students will be allowed to just view the personal details and click **Next**

FAMILY DETAILS

Mother's Name (As per 12th Marksheet) : Seema	Father's Name (As per 12th Marksheet) : Pravin

Emergency Contact Number : 9876543210

Combined Family Income : Not Applicable

OTHER CATEGORY/QUOTA

Person with Benchmark Disabilities (PwBD) Category : Not Applicable

Children Widows of Armed Forces Personnel : Not Applicable

Are you an Ex-Service man? : No

Are you a Central Service Personal? : No

Are you dependent of Freedom Fighter? : No

Previous   Next

Tab 3: Academics Details

1. Select eligibility criteria as minimum 40%.

2. Enter correct SSC and HSSC details in the menu. Use dropdowns wherever necessary.

Bachelor of Science(B.Sc.)

Select Applicable Eligibility Criteria (Read Information Bulletin for Eligibility Criteria)

Applicable Eligibility Criteria*	● XII Pass with minimum 40% score.

Qualification Details - XII or Equivalent

Class XII Board/University	GOA BOARD OF SECONDARY AND HIGHER SE... ✕ ▾
Class XII Qualification Status	Passed ▾
XII Year of Passing Final Examination	2018 ▾
Class XII Stream	Science ▾
XII Maximum Marks (Total of all subjects)	550
XII Marks Obtained (Total in all subjects)	240.5
Class XII Division	First Division ✕ ▾
Class XII Roll/Registration Number	37
Class XII Name of the Institution/School	fr.agnel
Class XII Subject Combination	Mat-Phy

NAME OF THE SUBJECT	OBTAINED MARKS	TOTAL MARKS
ACCOUNTANCY ✕ ▾	12.00	50.00
ACTG FOR BUSINESS ✕ ▾	32.00	100.00
AGRICULTURE ✕ ▾	23.00	100.00
BEAUTY & WELLNESS ✕ ▾	24.00	100.00
BASIC PATTERN DEV. ✕ ▾	50.00	100.00
BHARATNATYAM DANCE ✕ ▾	99.50	100.00
Percentage : 43.73%	**Total Obtained : 240.5**	**Max Total : 550**

Previous

Click Here for the Next Step ➡ Save and Next

3. On Submitting check if the details entered are correct, if necessary change the data by clicking on **UPDATE DETAILS** or proceed to **NEXT**

Class XII Qualification Status	Passed
XII Year of Passing Final Examination	2018
Class XII Stream	Science
XII Marks Obtained (Total in all subjects)/XII Maximum Marks (Total of all subjects)	NA
Class XII Percentage	43.73
Class XII Division	First Division
Class XII Name of the Institution/School	fr.agnel
Class XII Board/University	GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION
Class XII Subject Combination	Mat-Phy
Class XII Roll/Registration Number	37

XII Score Card

Name of the Subject	Total Marks	Obtained Marks
ACCOUNTANCY	50.00	12.00
ACTG FOR BUSINESS	100.00	32.00
AGRICULTURE	100.00	23.00
BEAUTY & WELLNESS	100.00	24.00
BASIC PATTERN DEV.	100.00	50.00
BHARATNATYAM DANCE	100.00	99.50

Previous   **Click here to update data** ➡ Update   **Click here for the Next Step** ➡ Next

Tab 4: Other details

1. View the details and Click on **NEXT**

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area?		Urban
Do you have Migration Certificate?		No
Are you resident of Goa ?		Yes

Language	Proficiency (Reading/Writing/Speaking)
Hindi	NA
English	NA
Konkani	Reading
Marathi	Reading Speaking

Tab 5: Uploads

1. Student need to upload the correct marksheet for the verification, failing to do so will lead to disqualification of the application

Bachelor of Science(B.Sc.)

Programme Selection (1) | Personal Details (2) | Academic Details (3) | Other Details (4) | Uploads (5) | Preview (6) | Confirmation (7)

Uploads

Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature

- Digital Photo and Signature are required in .jpg or .jpeg image format

- File size of digital photo must be within 10kb to 500.00 KB limit.

- Document/Certificate/Marksheet related size of digital photo must be within 10kb to500.00 KB limit.

Upload Transfer/Leaving Certificate
Accepted formats .jpeg .jpg .pdf **[10 KB - 500.00 KB]**

Class XII **(Scan marksheet and upload)**
Accepted formats .jpeg .jpg .pdf **[10 KB - 500.00 KB]**

Select file

Upload marksheet here

Previous

Preview

Select file

Class XII **(Scan marksheet and upload)**
Accepted formats .jpeg .jpg .pdf **[10 KB - 500.00 KB]**

Delete

Previous

Click here for the PREVIEW

Preview

Tab 6: Preview
1. Review the entire form before confirming

Tab7:Confirmation

1. Student should reverify their entries and read the form declaration and complete the process by clicking the Submit button.
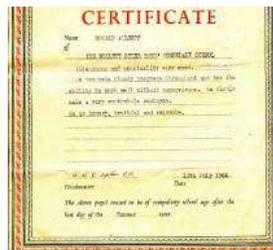
Bachelor of Science(B.Sc.)

| ✔ Programme Selection (1) | ✔ Personal Details (2) | ✔ Academic Details (3) | ✔ Other Details (4) | ✔ Uploads (5) | ✔ Preview (6) | ✔ Confirmation (7) |

Verify Details

| Registration No.	2500011
Name	Ashvi
Gender	Female
Category	General
PwD Category	Not Applicable
Programme	Bachelor of Science(B.Sc.)

VERIFY THE DETAILS BY CLICKING ON THE CHECKBOXES

Select all the checkboxes

☑ My Name is ASHVI as per the Xth Marksheet/Certificate.

☑ My Date of Birth is 1-May-2000 as per the Xth Marksheet/Certificate.

☑ My Category is General. Category changes claims will not be entertained in future

☑ My Gender is Female.

☑ My Mother name is Seema.

☑ Father's / Guardian's Name Pravin.

☑ My address for correspondence is correct, which is H. No 123, Near Gca Ground, porvorim, NORTH GOA, Goa -403101, India

☑ I have rechecked all the information in the application form and upload fields.

☑ I have read all the guidelines and other related information about the admission.

☑ I Agree That, The candidate who has been punished by the court on charges of moral corruption or violence will not be given admission in any course/class. If after admission, he is punished by the court on charges of moral corruption or violence, then his admission will be canceled by the concerned college/university-campus and it will be mandatory to send written information to the university along with facts as soon as possible.

☑ I Agree That, If any candidate fraudulently takes admission in any class of the university/college, his/her admission can be canceled by the concerned Dean/Principal at any level and it will be mandatory to send the written information to the university as soon as possible.

☑ I Agree That, If a case is pending against a student in the court and he/she has been released on bail, such student can be considered for admission only if he/she qualifies as per the order of the Hon'ble Court.

☑ I Agree That, In the event of a student being detained by the police/administration due to criminal activity, the concerned student will be immediately suspended from the college/university campus for the period of detention and his/her admission will be canceled if punished.

☑ "I do hereby declare that all the statement made in the application are true, complete and correct to the best of my knowledge and belief. I am duly aware that in the event of any particulars or information furnished by me is found to be false/incorrect/incomplete or if i am found indulging in some unlawful act at any time during the course period, my candidature is liable to be summarily rejected/cancelled."Additionally undertaking for students whose results are awaited: "I, having been permitted to be provisionally admitted to University hereby undertake to produce the proof of having successfully qualified in the final qualifying examination with requisite percentage of marks if failing, I shall forthwith vacate the seat and shall have no claim for refund of fees already paid."

Home

Click to Submit the Application ➜ Submit Application

2. Upon submitting, the student will be shown the application dashboard displaying all the applications created.
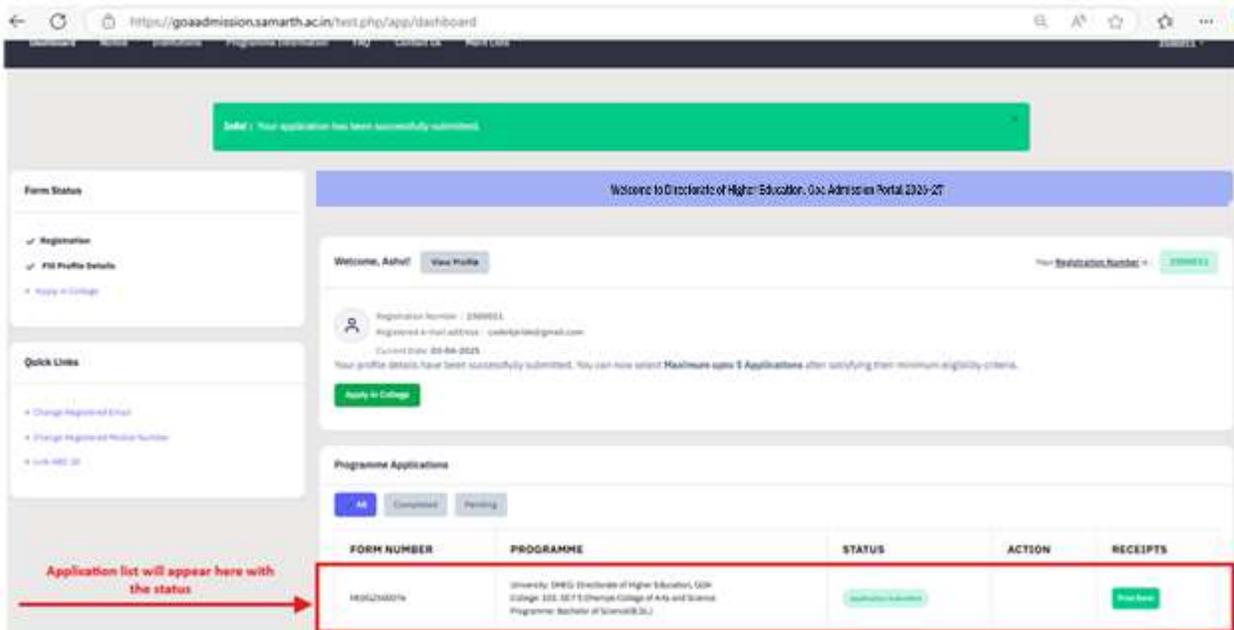
Programme Choice Selection:

1. Under the tab Programme Choice, student will select the programme and College of his choice by clicking on **Apply Colleges** button

2. A student can apply for different degree programs either in the same college or different college.
3. **Students should mandatorily refer the NEP Course Structure offered by the respective College for Semester I & II by visting the College website.**
4. While selecting the subjects, the student will select a Major, Minor & Multidisciplinary subject available in the selected College and Programme.

   (Please check the respective College website for detailed structure of the chosen course).
5. Subjects will be allocated to the students at the time of admission counseling based on the merit list and availability of the seats.

For admission related queries contact on the Admission Counselor's numbers given on the DHE website or drop an email at <u>samarthadmission.goa@gmail.com</u>

Note: Candidates are requested not to visit this office for submission of hardcopy of the application form