IMPORTANT INSTRUCTIONS TO THE MEMBERS

1. MEMBERSS IN THEIR OWN INTEREST ARE ADVISED TO APPLY & SUBMIT APPLICATION PROMPTLY AND NOT TO WAIT TILL THE LAST DATE/TIME FOR APPLYING ONLINE. OUR NGO SHALL NOT BE RESPONSIBLE IF MEMBERSS ARE NOT ABLE TO SUBMIT THEIR APPLICATIONS ON ACCOUNT OF THE LAST MINUTE RUSH.
2. PLEASE RETAIN PRINT-OUT OF APPLICATION FORM & PAYMENT ACKNOWLEDGEMENT SLIP FOR FUTURE REFERENCES.
3. PLEASE DO NOT SEND HARD COPY OF THE APPLICATION FORM OR ANY DOCUMENTS TO THE OFFICE OF KJKEKS.

Important Dates	
Date of Submitting the Application Form Online	10.08.2020 to 10.10.2020
Date of submitting the fee through Net Banking/Credit Card/ Debit Card etc.	10.08.2020 to 12.10.2020

INSTRUCTIONS FOR SUBMISSION OF ON-LINE APPLICATION

General Instructions:	
1.	Read the Instructions carefully and select "I Agree" and Press 'START' button to proceed further.
2.	For detailed Notification, click here to Download the Detailed Advertisement . Please read it carefully before filling the on-line application
3.	Before start of filling-up of application through on-line mode, the Members should keep ready, the following details/ documents: a. Valid Mobile Number & Aadhar Number. b. Scanned copy of the recent passport size color Photograph. c. Scanned signature. d. Scanned Aadhar Card. e. Scanned Bank Passbook. f. Scanned Sahara Document.

How to Apply:	
I.	Memberss should have a valid personal Mobile No. & Aadhar Number and must ensure that it is active during the entire recruitment process. Application sequence number, Membership ID, Password and all other important communication will be sent on the same registered Mobile Number.
II.	Memberss should take utmost care in furnishing/providing the correct details while filling-up the on-line application. YOU CAN EDIT THE INFORMATION BEFORE SUBMISSION OF APPLICATION. **Once the form is submitted, it can't be edited.**
III.	Application once submitted cannot be edited /withdrawn and fee once paid will neither be refunded nor adjusted.
IV.	The process for submitting the application is given below:-
STEP-I Registration	
a.	The Memberss agreeing to the terms & conditions may proceed further by clicking **"I agree"** check box given below and press the **"Start"** button.
b.	Sign-up by Members Name, Mother name, DOB, Mobile No. and Aadhar Number.
c.	On completion of Step-I Memberss will receive Membership ID on their registered email ID & Mobile No.
d.	After successful registration login with Membership ID & Password.
STEP-II :Filling-up of Application	
d.	After registration, Members may click on Login icon at top right corner ,Login your ID with Membership ID & Password ,and complete Personal Details, Sahara Details, Upload photo/signature) and submission of Membership Fee through Online mode via Debit card, Credit cards or Internet Banking.

e	Instructions regarding scanning of Photograph, Aadhar Card, Sahara Certificate, Bank Passbook and Signature: Members should upload the scanned (digital) image of their photograph and signature in Jpg/jpeg format , as per the process given below: ### i. Photograph Image: - Photograph must be a recent passport size colour picture on light background. - The size of the scanned image should be up to 100 kb in jpg/ jpeg format only. ### ii. Signature image: - The signature must be signed only by the applicant/Member and not by any other person. - Please scan the signature area only and not the entire page. - Size of file should be upto 30kb in Jpg/jpeg format only.
f.	After uploading Photograph, Signature and related document, click on "Pre-View" tab and check whether particulars filled are correct in all respects. In case of any error, the same can be edited before finally clicking Click on "Submit" tab. Once the application is submitted, Members automatically will be redirected to SBI MOPS gateway to deposit the fee through Debit Card/Credit Card/Net Banking/SBI Challan etc..
g.	Guidelines for remittance of fee are as under: - Post submission, the Members will be re-directed to SBI MOPS gateway to make the online payment of membership fees. - Kindly verify the details and make the payment for application fees via the different payment modes. - After successful payment of application fees, the Members will be redirected to his application form. - After payment successfully done you can Print/ Download your Membership Certificate.
h.	Technical queries/ clarifications relating to the filling up of ONLINE APPLICATION, please contact the helpdesk at Email: helpdeskjantakalyan@gmail.com, +91-9792470532, +91-9555677250

☑   *I/We hereby confirm that above-mentioned information is true and correct to the best of my knowledge and belief and I understand and agree that the payment under consideration is contribution for Life Membership or One year ordinary Membership and is non-refundable.*

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