ETHDC

Digital Campus Netra

Online Admission Portal

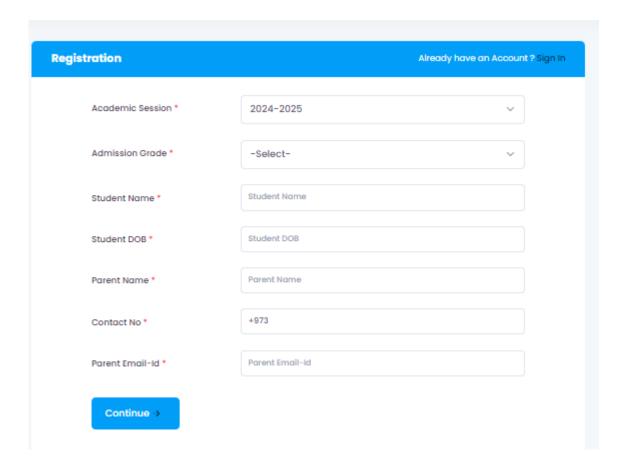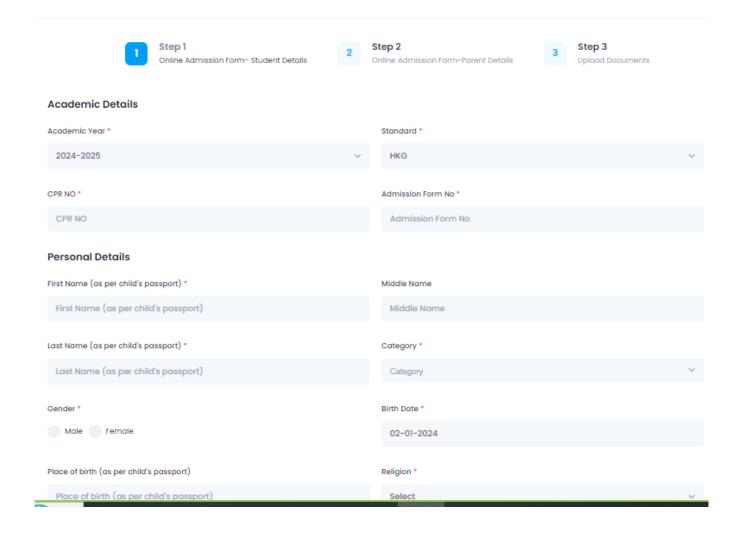## Admission Portal – Online Admission Form

1. Access the link https://asbdc.ethdigitalcampus.com/OAWeb/form/jsp_admission/Enquiry.jsp

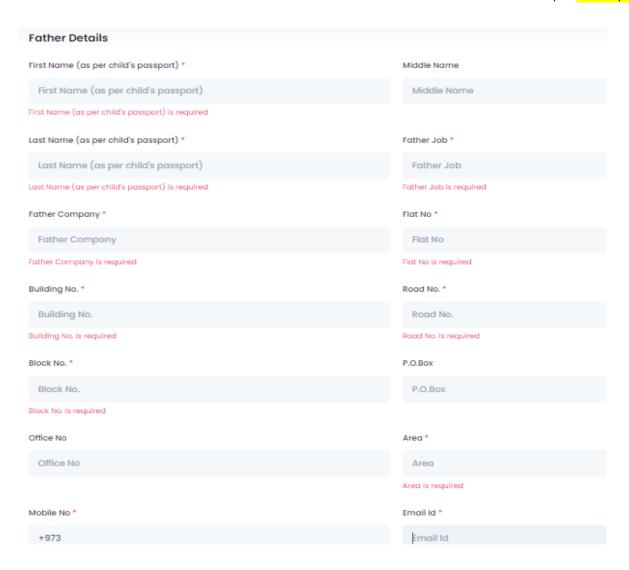2. Enter the details given in the below screen shot and click Continue.

3. **Step 1 Online Admission Form – Student Details**

Enter all details in Capital letters. ==CPR Number== and ==Prospectus No== should match with the Prospectus which is purchased from school. Admission Form No. is mentioned in the acknowledgement slip, on the admission application form and on the back side of Prospectus. Make sure to enter Child's Name and Place of Birth as per ==child's passport.== If Category is SC/ST/OBC, then community certificate has to be attached (option for uploading document is available in Step 3). If the required certificate is not available, then choose Category as General. Click on Continue button.

1 Step 1 Online Admission Form- Student Details	**2** Step 2 Online Admission Form-Parent Details	**3** Step 3 Upload Documents

Academic Details

Academic Year *	Standard *
2024-2025	HKG

CPR NO *	Admission Form No *
CPR NO	Admission Form No

Personal Details

First Name (as per child's passport) *	Middle Name
First Name (as per child's passport)	Middle Name

Last Name (as per child's passport) *	Category *
Last Name (as per child's passport)	Category

Gender *	Birth Date *
◯ Male ◯ Female	02-01-2024

Place of birth (as per child's passport)	Religion *
Place of birth (as per child's passport)	Select

4. **Step 2 Online Admission Form – Parent Details**

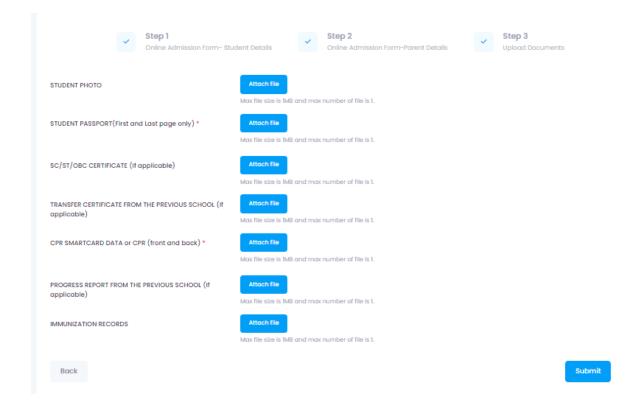Enter Parents' details and make sure that Father's name and Mother's name are entered as per <mark>child's passport.</mark>

Father Details

First Name (as per child's passport) *

First Name (as per child's passport)

First Name (as per child's passport) is required

Middle Name

Middle Name

Last Name (as per child's passport) *

Last Name (as per child's passport)

Last Name (as per child's passport) is required

Father Job *

Father Job

Father Job is required

Father Company *

Father Company

Father Company is required

Flat No *

Flat No

Flat No is required

Building No. *

Building No.

Building No. is required

Road No. *

Road No.

Road No. is required

Block No. *

Block No.

Block No. is required

P.O.Box

P.O.Box

Office No

Office No

Area *

Area

Area is required

Mobile No *

+973

Email Id *

Email Id

5. Click on Continue Button.

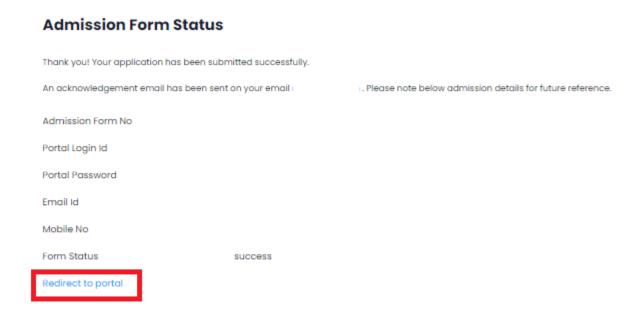6. **Step 3 – Upload Documents**

   Upload required documents

   a. Student Passport and CPR Smartcard data are the mandatory documents to upload. Click on Attach file button to upload the required documents.
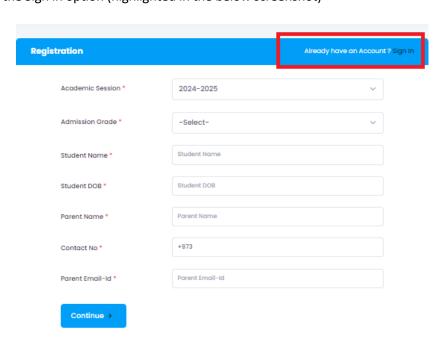   b. After uploading mandatory and required documents click on Submit button.

7. **Form Status**

   Your application will get submitted successfully and acknowledgement email will be sent to your email.
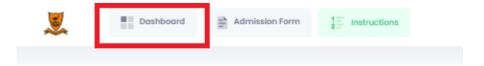
8. Portal Login Id and Password will be generated which can be used to login to admission portal to edit the form or submit another form. Click on "Redirect to Portal" link as shown in the below screenshot, to view the submitted forms.

Admission Form Status

Thank you! Your application has been submitted successfully.

An acknowledgement email has been sent on your email :   . Please note below admission details for future reference.

Admission Form No

Portal Login Id

Portal Password

Email Id

Mobile No

Form Status   success

Redirect to portal

9. The Submitted forms can also be viewed by logging into admission portal with the generated portal id and password by following the below steps:

   a. Access the link https://asbdc.ethdigitalcampus.com/OAWeb/form/jsp_admission/Enquiry.jsp

   b. Click on the Sign in option (highlighted in the below screenshot)

10. Click on the Dashboard to view the submitted form.

11. To enter another admission form, click on Admission Form option next to Dashboard and repeat the above steps

12. To edit the submitted form, click on Update.