Guidelines for filling up the online application form

S.N.	Description of Field	Input	Remarks
Personal Details>			
	Candidate's Name	Write	Maximum 46 characters Only characters are allowed As registered in class 12 or equivalent Examination
	Father's Name	Write	Maximum 46 characters Only characters are allowed As registered in class 12 or equivalent Examination. Salutations like Late, Mr., Ms., Mrs., Dr., Prof. should not used
	Mother's Name	Write	Maximum 46 characters Only characters are allowed As registered in class 12 or equivalent Examination. Salutations like Late, Mr., Ms., Mrs., Dr., Prof. should not used
	Date of Birth	Select	DD/MM/YYYY See Section 9.2 of Information Brochure
	Gender	Select	Male/ Female/ Transgender
	Domicile	Select	Assam/ Tripura/ West Bengal/ Other See section 9.3 and 15 of Information Brochure
	Category	Select	GEN/ SC/ ST/ OBC-A/ OBC-B for candidates domiciled in West Bengal GEN: for candidates from Assam/ Tripura/ Other States
	Person with Disability (PwD):	Select	Yes/ No for candidates from West Bengal No for candidates from Assam/ Tripura/ Other States See section 12.1.3 of Information Brochure
	Place of Residence	Select	1. Municipality/Corporation 2. Panchayat 3. Others
	Home District	Select	Select from drop down list
	Income Category		1. Above 10 lakhs 2. From 6.0 lakhs to below 10 lakhs 3. From 2.5 lakhs to below 6.0 lakhs 4. Below 2.5 lakhs For options 1 and 2, OBC will be treated as creamy layer

	Do you belongs to TFW?:	Auto filled	If income category given above is 4 and domicile of WB then TFW='YES' else TFW='NO'
	Religion	Select	Hindu/ Muslim/ Christian/ Buddhist/ Sikh/ Other
	Nationality	Auto filled	Only Indian citizens are eligible to apply
	Have you applied in JEE (Main) - 2016 ?	Select	Yes/ No
	Enter the Application Number	Write	Enter Application number, if applied in JEE (Main)-2016
Course Details>			
	Apply For:	Select	E - Engineering M - Medical C - Common For candidates other than WB domicile, 'E' is the only option.
	1st Choice of Exam Centre:	Select	Select examination centre zone from drop down list.
	2nd Choice of Exam Centre:	Select	Name of the examination centre will decided by the Board.
	3rd Choice of Exam Centre:	Select	See section 15 of Information Brochure and appendix-XI
Educational Details>			
10th or equivalent			
	Pass Status		Passed
	Course/Stream Name		10th
	Board/University Name		Select from drop down list
	Year Of Passing		Select from drop down list
	Marks (%)	Write	
	RollNo/Enroll No	Write	
	Institute Name, Address & Pin code	Write	
12th or equivalent			
	Pass Status		Passed/ Appearing
	Course/Stream Name		(10+2)/ ISC/ Equivalent
	Board/University Name		Select from drop down list
	Year Of Passing		Select from drop down list
	Marks (%)	Write	
	RollNo/Enroll No	Write	
	Institute Name, Address & Pin code	Write	

Communication Details>		
Address	Write	Maximum 50 character
Locality	Write	Maximum 50 character
City/Town/Village	Write	
District	Write	
State	Write	
Pin Code	Write	
Email Address	Write	(30 character) and **Mandatory - NOT be changed till admission**
Mobile Number	Write	(10 character) and **Mandatory - NOT be changed till admission**
Land Line No. with STD code or any other Contact No.	Write	**OPTIONAL**
Pass word>		
Choose your Password	Write	Password must be 8 to 13 characters long, must have at least one Upper case alphabet, at least one Lower case alphabet, at least one numeric value and at least one special characters like ! @ # $ % ^ & * - **DO NOT DIVULGE YOUR PASS WORD UNDER ANY CIRCUMSTANCES**
Confirm Password	Write	Rewrite the same pass word
Security Question	Select	Select from drop down list This question will be asked if you forget your pass word or to verify your identity
Security Answer	Write	Write answer to the security question
Security Pin>		
Enter security pin	Write	Has to match with the PIN displayed below
Security Pin	View	System generated
Reset/ Submit>	Click	Reset to start from beginning Submit to submit the application