

## Procedure to Apply

1. Click the link “Click here to apply for PG Admissions” on the website [www.mitsgwalior.in](http://www.mitsgwalior.in).
2. Register as a new user with active phone number and mail-id.
3. A message will be sent on mail-id and mobile number specifying the login-id and password. You can reset the password any time.
4. Click on the link “MITS Online-Off Campus PG Counseling”.
5. Click on the link “Apply Online”.
6. Fill the entries in the application form. Place the branches in sequence according to you preference.
7. The documents to be uploaded(in .jpg/.gif format) are:
  - a. GATE score card - necessary, if you are GATE qualified.
  - b. Category Certificate - necessary, if you belong to any category(See the note below)\*
  - c. Signature - necessary
  - d. Photograph - necessary
8. After all entries, click on submit.
9. Application and Application Form number will be generated.
10. **Take the printout of the application form. This application form number is to be brought to the Institute at the time of counseling along with other documents.**
11. Carefully note the Application Registration Number.
12. Now click on “Online Payment”.
13. Check the box of “terms and conditions”.
14. Click on the button “Go for Online Payment”. Pay the fee online. Take print of the receipt.
15. Your application will only be considered if your online payment is successful.