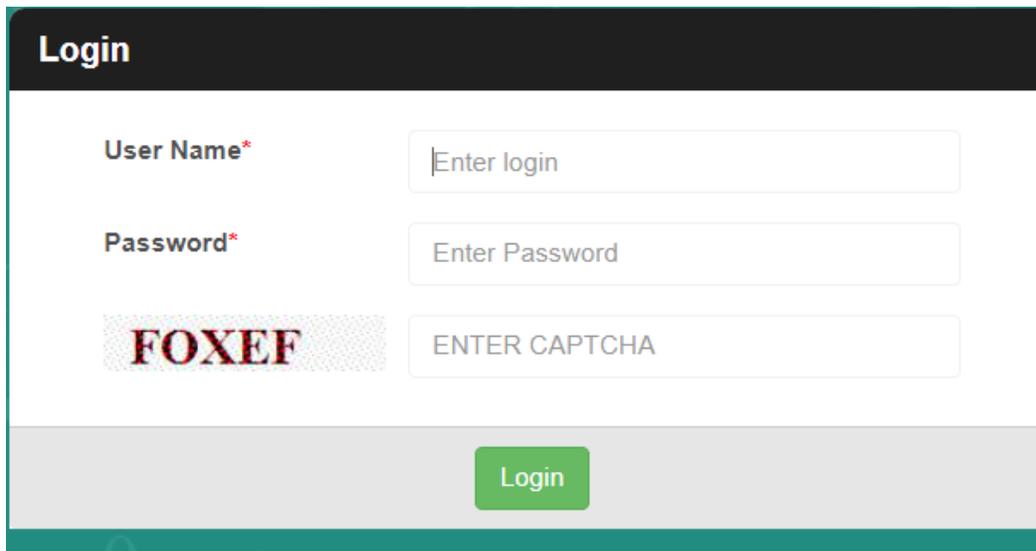


Process for the exam application online entry.



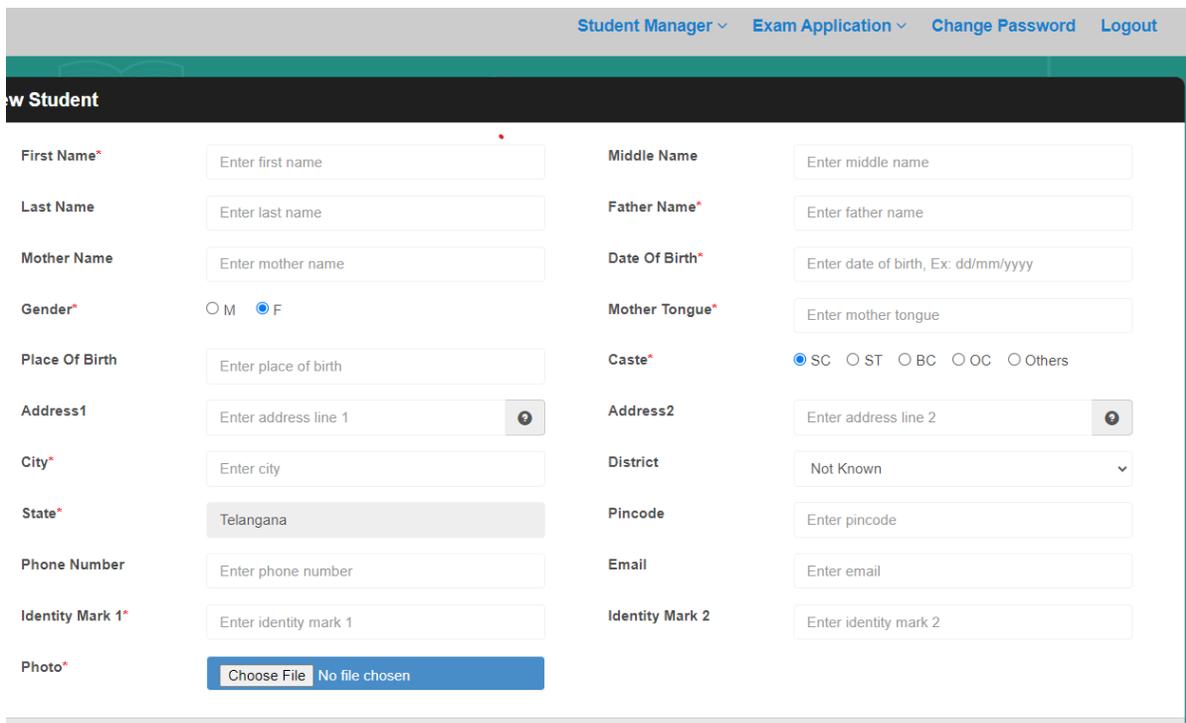
Login

User Name*

Password*

FOXEF

1. After Login Enter new Student details
Don't enter the name in capital letters. First letter should be capital and other small letters
type the name as
Ex: Kantola Saraswathi,



Student Manager Exam Application Change Password Logout

New Student

First Name*

Middle Name

Last Name

Father Name*

Mother Name

Date Of Birth*

Gender* M F

Mother Tongue*

Place Of Birth

Caste* SC ST BC OC Others

Address 1

Address 2

City*

District

State*

Pincode

Phone Number

Email

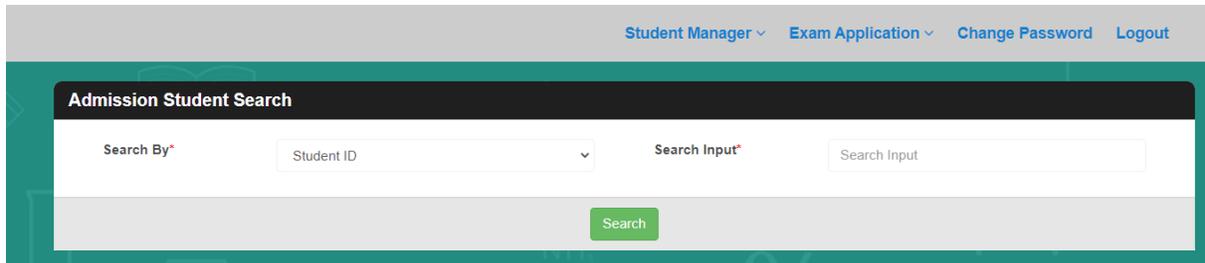
Identity Mark 1*

Identity Mark 2

Photo* No file chosen

After Entering the details of student click on save option, then id will be generated. Note that **id**. This id has to be noted and saved for entering further details.

2. Go to Student Manager –Admissions –New- At the search by option select student ID in the dropdown and enter the id in the input.

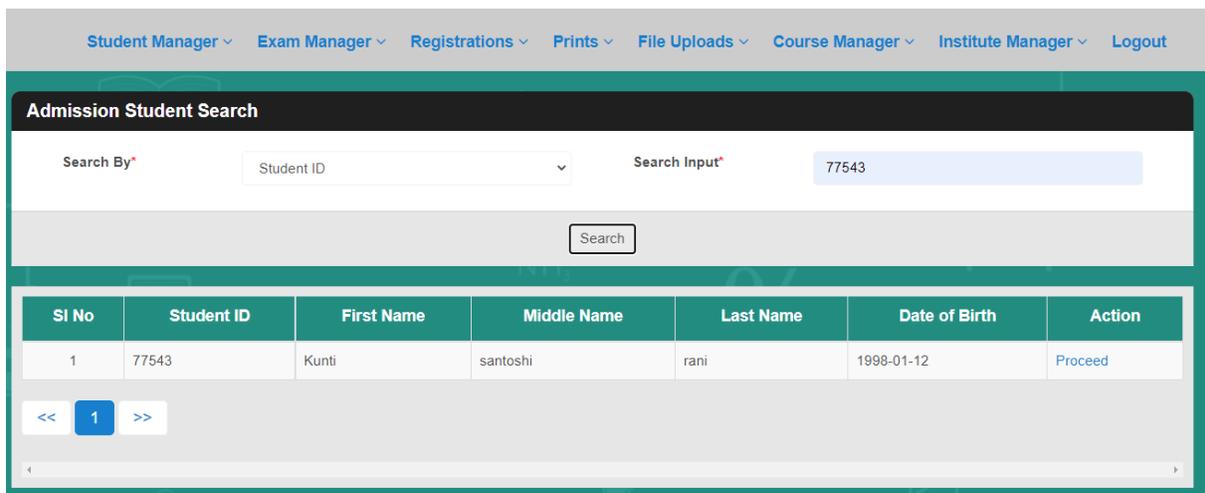


Student Manager ▾ Exam Application ▾ Change Password Logout

Admission Student Search

Search By* Search Input*

The following screen appears and then click proceed option and enter the details and save.



Student Manager ▾ Exam Manager ▾ Registrations ▾ Prints ▾ File Uploads ▾ Course Manager ▾ Institute Manager ▾ Logout

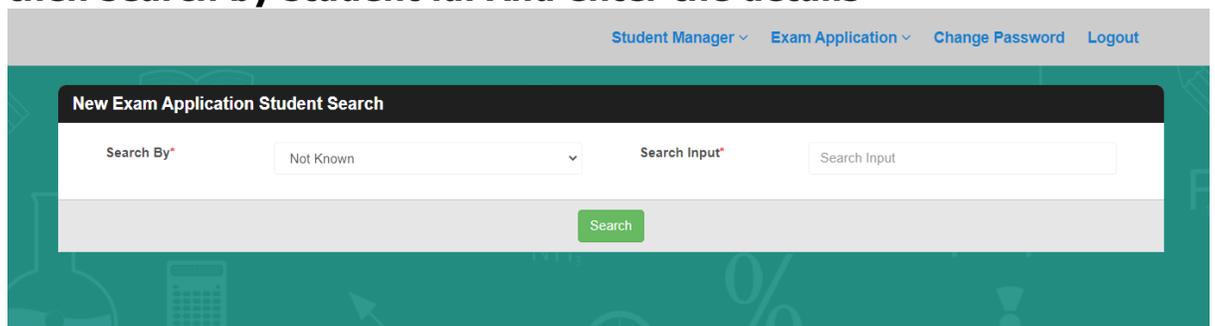
Admission Student Search

Search By* Search Input*

SI No	Student ID	First Name	Middle Name	Last Name	Date of Birth	Action
1	77543	Kunti	santoshi	rani	1998-01-12	Proceed

<< 1 >>

3. Go to Exam application –New at the search by option select student ID in the dropdown and enter the id in the input then search by student id. And enter the details



Student Manager ▾ Exam Application ▾ Change Password Logout

New Exam Application Student Search

Search By* Search Input*

Exam Subjects

<input checked="" type="checkbox"/>	Subject Name	Practical 1	Practical 2
<input checked="" type="checkbox"/>	Pathology & Blood Banking Theory	N	N
<input checked="" type="checkbox"/>	Microbiology & Parasitological Theory	N	N
<input checked="" type="checkbox"/>	Biochemistry Theory	N	N
<input checked="" type="checkbox"/>	Pathology & Blood Banking Practical	Y	N
<input checked="" type="checkbox"/>	Microbiology & Parasitological Practical	N	Y
<input checked="" type="checkbox"/>	Biochemistry Practical	N	Y

Save

Must select all the subjects and save.

After submission of the details go to student manager- student -view - At the search by option select student ID in the dropdown and enter the id in the input then search by student id and view student details select Ctrl+P take a print out of the form and write **student ID** on the Form with pen.

Along with the form attach photocopies of Tenth & Intermediate certificates of the students along with DD and submit the hardcopies to the Board.