

KANNUR UNIVERSITY (Examination Branch)

INSTRUCTIONS FOR ONLINE DEGREE APPLICATOIN

CANDIDATES ARE ADVISED TO READ THE FOLLOWING INSTRUCTIONS CAREFULLY

1. <u>Fee remittance</u> : Candidates are advised to remit required amount of fee before filling up the Online Application Form.

2. Click on Online Application for Degree Original Certificate link for applying for Degree Certificates of UG Regular candidates in CBCSS pattern (2014 Admissions onwards), is available in the Examination page of the website <u>www.kannuruniversity.ac.in</u>.

3.Click on the **"Register Button"** after entering the Register Number (Alpha numeric number with 10 positions) of the candidate. If the Register number is valid, you will be directed to the instruction page.

4.Click on the **"Proceed Button"** after reading the instructions carefully. Then you will be directed to the Application page.

- 5. Detailed instructions regarding the filling up of Application form is available in the link "<u>How to fill the Application Form</u>".
- 6. **DO NOT FORGET** to click the button '**Submit**' to save the entered details. Candidates are instructed to submit their application only after filling all fields/columns in the Application Form.

7.NOTE THE NEW APPLICATION NUMBER FOR FUTURE USE. This application number can be used for editing incorrect application.

8. **Printout of completed online application form.** After submitting the Application Form successfully, the candidate will get a preview of the registered details. This can be printed by clicking the button 'Print Completed Application'.

9. THE PRINTOUT OF THE APPLICATION SHALL BE TAKEN ONLY AFTER CHECKING ALL ENTRIES MADE IN THE APPLICATION.

10.SENDING APPLICATION TO THE UNIVERSITY. The hard copy of the online application with <u>supporting documents</u> should be submitted to the The Controller of Examinations, Kannur University, Thavakkara,Civil Station P.O, Kannur –670002. Only photocopies of supporting documents need be submitted.

Technical Instructions

1) This site is compatible with Microsoft Internet Explorer 7 and above or Mozilla 3 and above or Google Chrome.

If you have an older version of Internet Explorer or Mozilla or Google Chrome, please upgrade your browser. <u>Internet Explorer Mozilla Google Chrome</u>

2) Best Viewed with 1024 X 768 resolution(or higher).

3)Check whether Javascript is enabled. If not, enable. <u>Click here to get steps to enable Javascript</u>

(These details are subject to verification. if found incorrect, application will be rejected.)