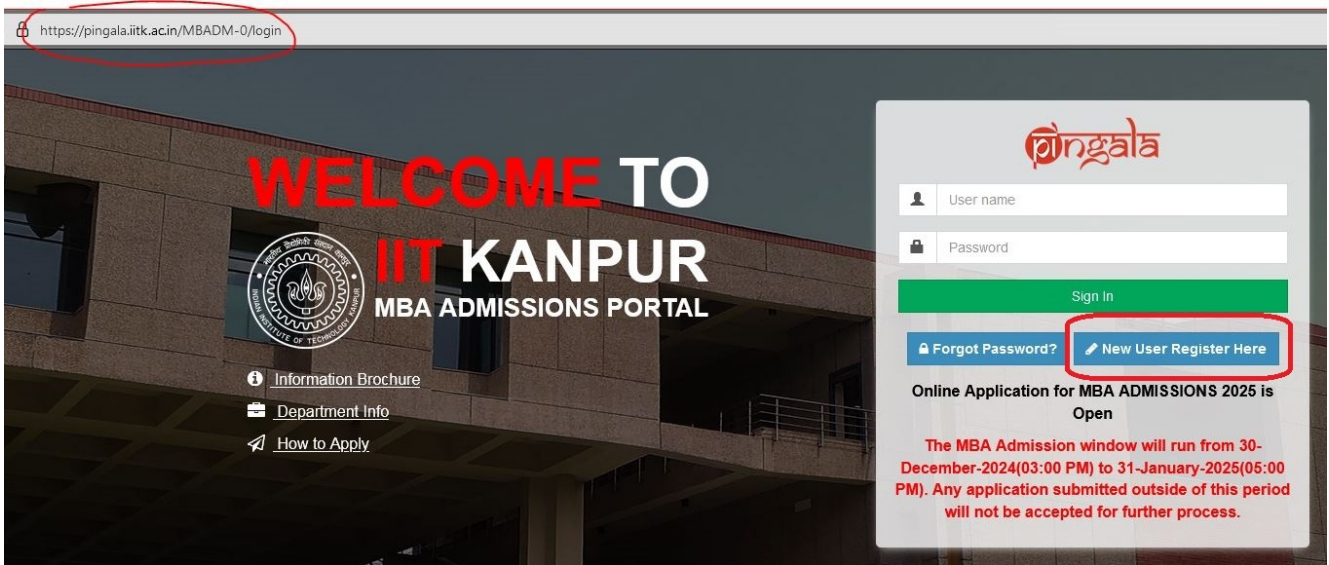




MBA Admission User Manual

MBA Admission - User Manual

IITK MBA Admissions Home Page link - <https://pingala.iitk.ac.in/MBADM-0/login>



Click on 'New User Register Here'

The registration page will open.

The screenshot shows the "New User Registration" page. The URL in the browser address bar is <https://pingala.iitk.ac.in/MBADM-0/onlineRegisterNewUser.htm>. The form contains the following fields:

- Email *:
- Contact No. *:
- Date Of Birth *:
- Title *:
- First Name *:
- Middle Name:
- Last Name:
- User Name:
- Enter Password *: Strong
- Re-Enter Password *:
- Enter CAPTCHA Code *:

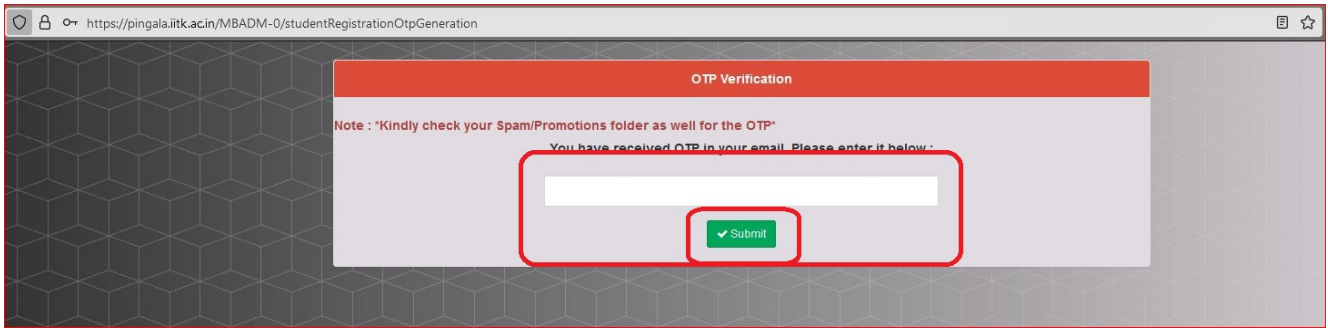
At the bottom of the form, there are two buttons: "Register" (green) and "Cancel" (yellow). The "Register" button is highlighted with a red box.

Fill in all the mandatory fields and choose a strong password containing at least one capital letter, one number, and one special character.

Click on 'Register' button for OTP .

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Enter the OTP received in the registered Email address and click on '**Submit**' button.



OTP Verification

Note : *Kindly check your Spam/Promotions folder as well for the OTP*

You have received OTP in your email. Please enter it below:

The candidate will receive a successful registration mail containing his/her login credentials

Dear Zaphnathpaaneah Berodachbaladan Hazarmaveth,

Congratulations! You have successfully registered on IIT Kanpur Admissions Portal. Below are your account details.

User Id: anb@iitk.ac.in

Password: !xYZ

NOTE:

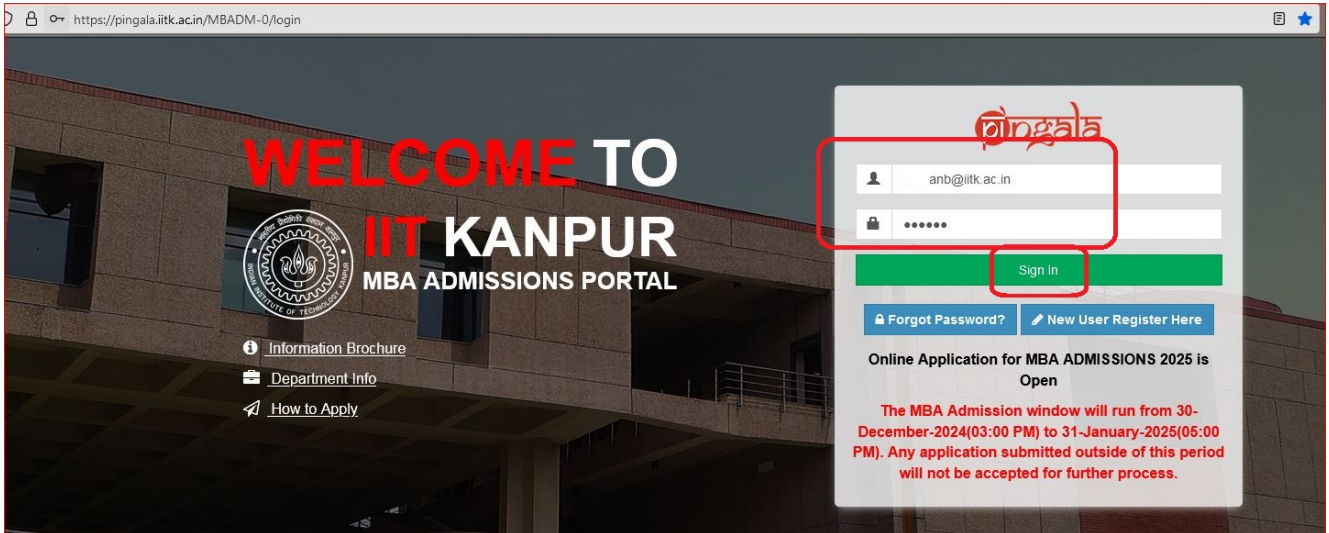
1. In case of any query / clarification in applying online, please contact pgadm@iitk.ac.in or 0512-679-7199
2. For any information related with the Department, please use the Department Information link
3. And any Technical problem regarding the application portal, please contact pingala@iitk.ac.in or 0512-259-6492 (IIT Kanpur)

Please note that this email contains confidential information, and it is recommended that you do not forward this email. This is a system generated mail so please do not reply to this mail.

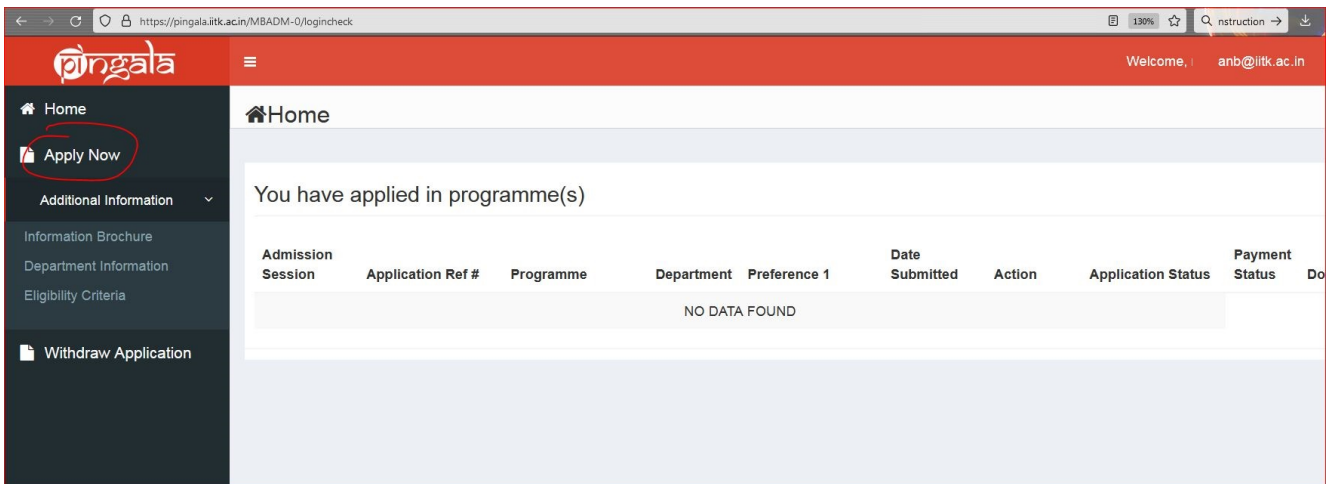
Kind Regards
IIT Kanpur Admissions Desk

MBA Admission - User Manual

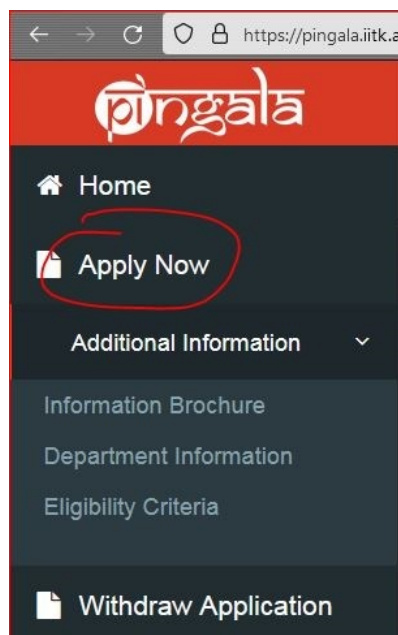
Enter the **Email Address** and **Password** and click on **Sign In**.



The application form dashboard will open.



Click on the '**Apply Now**' to proceed with the filling of the application form.



MBA Admission - User Manual

Under the **Application** Form, several other tabs are there which are required to be filled in respectively.

Fill in all the personal details and click on **Save & Next**

The screenshot shows the 'Application Form' interface with the 'Personal Details' tab selected. A sidebar on the left contains navigation options: Home, Apply Now (highlighted with a red circle), Additional Information, Information Brochure, Department Information, Eligibility Criteria, and Withdraw Application. The main form area has a breadcrumb trail: Personal Details > Program Details > Academic Details > Experience Details > Questions and Answer > Document Upload Details. A note states: 'Note: All fields marked with an asterisk (*) are required.' At the top right of the form, there are three buttons: 'Save as Draft', 'Save & Next' (highlighted with a red circle), and 'Cancel'. The 'Personal Details' section includes the following fields:

Title *	Mr.	First Name *	Zaphnathpaaneah
Middle Name	Berodachbaladan	Last Name	Hazarmaveth
Email ID *	roshanb@iitk.ac.in	Alternate Email ID	Enter Alternate Email ID
Mobile No. *	+91 0666333999	Alternate Mobile No.	Enter Alternate Mobile
Date Of Birth *	06-10-1999	Place Of Birth	Enter the place of birth
Nationality Of *	India	Gender *	--Select--
Category *	--Select--	Aadhaar Number	Enter Aadhaar Number
Father's Name / Guardian's Name *	Enter the father name	Mother's Name *	Enter the mother name
Parent/Guardian Email Address	Enter the parent email ID	Person With Disability *	NO
Marital Status *	--Select--		
Religion *	--Select--		

After filling each tab, click on **Save & Next** to proceed to the next tab or you can choose to Save as Draft for later updates.

Without a math background in 12th grade, you cannot move further

The screenshot shows the 'Application Form' interface with the 'Program Selection' tab selected. An 'Information' dialog box is displayed in the foreground, stating: 'Sorry, you're not eligible to fill the MBA form' with an 'OK' button. The 'Program Selection' section includes the following fields:

Did you have Maths in 12th Standard? * Yes No (highlighted with a red circle)

Programme * MASTER OF BUSINESS ADMINISTRATION

Department * Department of Management Sciences [DOMS]

Department Website [Click Here](#)

Instruction

After selecting the radio button for Maths in 12th, you can proceed.

Home

Apply Now

Additional Information

Information Brochure

Department Information

Eligibility Criteria

Withdraw Application

Home

Personal Details Program Details Academic Details Experience Details Questions and Answer Document Upload Details

Note: All fields marked with an asterisk (*) are required.

Save as Draft Save & Next Cancel

Program Selection

Did you have Maths in 12th Standard? * Yes No

Programme * MASTER OF BUSINESS ADMINISTRATION

Department * Department of Management Sciences [DOMS]

Department Website [Click Here](#)

Instruction

Save as Draft Save & Next Cancel

Candidates in their final year should enter '0' for the marks obtained in the 7th and 8th semester fields. Fill all the mandatory fields and then click on **Save & Next**

Personal Details Program Details Academic Details Experience Details Questions and Answer Document Upload Details

Note: All fields marked with an asterisk (*) are required.

Save as Draft Save & Next Cancel

CAT 2022 Score Details

Exam *	CAT Registration No. *	Percentile *	Exam Year *	Quantitative Ability (QA) (Percentile) *	Data Integration & Logical Reasoning (Percentile) *	Verbal Ability and Reading Comprehension (VARC) (Percentile) *	CAT Score *	Quantitative Ability (QA) Score *	Data Interpretation and Logical Reasoning (DILR) Score *	Verbal Ability and Reading Comprehension (VARC) Score *
CAT	CAT66699	60	2024	62	63	65	600	680	650	630

Note: Please fill the Percentile as in the CAT Scorecard (up to second decimal digit, if applicable).

Qualifying Degree Details

The degree on the basis of which you are applying for the programme

Qualifying Degree * Masters Degree

Discipline * Computer Applications

University Name * National Institute of Technology Sikkim

Institute / College Name * SMU

City * Gangtok

Country * India

Year of Admission * 2014

Result Status * Awarded

Year of completion * 2017

Duration(in Years) * 3

Grade Type * Percentage CGPA

Evaluation Pattern * Semester

Note: In case of CPI please use the official formula of your University / College to convert it to Percentage and upload the formula as a supporting document.

Rank in Institute / University / Board

Maximum CGPA / Marks * 10

CGPA / Marks Obtained

Semester / Year	CGPA / Marks Obtained *
Semester 1	6.2
Semester 2	6.3
Semester 3	6.5
Semester 4	6.6
Semester 5	6.9
Semester 6	6
Overall	6

Note:

- Please provide the semester / year wise marks / SGPA for all the semester / year known up till now.
- Please upload mark sheets / transcripts in the Document Upload section of the application

Previous Education Details (From Higher Secondary onwards, In Chronological order)

You can leave any field that is not applicable to the education (score, rank) as blank or enter 0

Examination *	Year of Completion *	Institute / University / Board *	Discipline / Subjects *	Score *	Max Score *	Percentage *	Rank in Institute / University / Board
Secondary or equivalent	1994	UP	Hindi	296	600	49.33	
Higher Secondary (10+2) or	1997	UP	Eng	246	500	49.20	

Note: Use + - buttons on the top left to Add / Remove education details.

Save as Draft Save & Next Cancel

MBA Admission - User Manual

Fill in your overall work experience details and then click on **Save & Next**

Personal Details Program Details Academic Details Experience Details Questions and Answer Document Upload Details

Note: All fields marked with an asterisk (*) are required.

Save as Draft Save & Next Cancel

Overall Work Experience Details

Total Experience (In Months) 0

Note: Enter total full time work experience till 31st January 2025. Internship should not be considered as work experience.

Full Time Work Experience Details(In reverse chronological order)

Please provide details of any full time employment. You can skip this section if you are not employed

Designation	<input type="text" value="Enter Designation Name."/>	Organization (With Location)	<input type="text" value="Enter the Organisation"/>
From(DD-MM-YYYY)	<input type="text" value="DD-MM-YYYY"/>	To	<input type="text" value="Till now"/>
To	<input type="text" value="DD-MM-YYYY"/>	Roles & Responsibilities	<input type="text" value="Enter Roles & Responsibilities"/>
Gross Monthly Salary (As Per Latest Pay Slip)	<input type="text" value="Enter the Total Pay"/>		
Experience (In Months) :			

+ -

Fill the Question and Answers and click on **Save & Next**.

Personal Details Program Details Academic Details Experience Details Questions and Answer Document Upload Details

Note: All fields marked with an asterisk (*) are required.

Save as Draft Save & Next Cancel

Answer the Following question in the space provided below

Note: The following special characters can be used in the answer text below : or - or - only.

Q 1. What do you consider to be your salient Strengths and Weaknesses ?

Q 2. List three professional or personal achievements of your life.

Q 3. Mention any major initiative(s) which you took in your life.(Maximum 3)

Q 4. Please provide any other information which you think will help your candidature.

Home Home

MBA Admission - User Manual

Select the Interview City Preferences, upload your recent photograph and signature. Only JPG, JPEG and GIF formats up to 1MB are allowed.

Note: All fields marked with an asterisk (*) are required.

Interview City Selection

Preference 1:* Noida Preference 2:* Kanpur

Photo Upload

Upload Photo* (Only JPG, JPEG, GIF Up to 1 MB allowed) Photo.jpg

Upload Signature* (Only JPG, JPEG, GIF Up to 1 MB allowed) Sign.jpg

Documents Upload

Only PDF Document upto 2MB are allowed, you can upload multiple files using the upload button. Kindly upload all mandatory documents mentioned in information brochure.

Document Name	Upload Document	
CAT Score Card*	CAT.pdf	<input type="button" value="Upload"/>
10th Marksheet (or equivalent)*	10th.pdf	<input type="button" value="Upload"/>
12th Marksheet (or equivalent)*	12th.pdf	<input type="button" value="Upload"/>
Mark sheet for all the available semesters of Qualifying Degree (combined in one file)*	Marks.pdf	<input type="button" value="Upload"/>
Identity Proof (PAN CARD/ Driving License/ Passport/Voter ID/ Any other Government ID card)*	IDCard.pdf	<input type="button" value="Upload"/>

- Qualifying Degree Certificate (if degree is completed)
- Master Degree Certificate (if applicable)
- Experience letter for the overall experience (if applicable)
- Pay slip of last three months from all the companies (if applicable)
- Caste certificate (if applicable)

Document Name: Cover Letter / Statement of Purpose Upload Document: SOP.pdf

Save as Draft Preview & Submit Cancel

Upload other required documents and click on Save & Continue.

Multiple File Upload

To attach files, drag and drop here OR Just Click

Remove All Close

Documents Upload

Only PDF Document upto 2MB are allowed, you can upload multiple files using the upload button. Kindly upload all mandatory documents mentioned in information brochure.

Document Name	Upload Document	
CAT Score Card*	CAT.pdf	<input type="button" value="Upload"/>
10th Marksheet (or equivalent)*	10th.pdf	<input type="button" value="Upload"/>
12th Marksheet (or equivalent)*	12th.pdf	<input type="button" value="Upload"/>
Mark sheet for all the available semesters of Qualifying Degree (combined in one file)*	Marks.pdf	<input type="button" value="Upload"/>
Identity Proof (PAN CARD/ Driving License/ Passport/Voter ID/ Any other Government ID card)*	IDCard.pdf	<input type="button" value="Upload"/>



MBA Admission - User Manual

At the last tab, the candidate may click on the **Preview & Submit'** button to get a preview of his/her application form details.

PREVIEW

Name: Mr. Zaphnathpaaneah Berodachbaladan Hazarmaveth Application Fee: 2000.00	Program Name: MASTER OF BUSINESS ADMINISTRATION Department: DOMS
---	---

Personal Details

Name: Mr. Zaphnathpaaneah Berodachbaladan Hazarmaveth Date Of Birth: 06-10-1999 Place Of Birth: Lucknow Gender: Male Father's Name: TABN Parent Email Id: tabn@tabn.com Person With Disability (PwD): No Correspondence Address Kanpur Uttar Pradesh (India) - 208016 Mob. - (+91) 0666333999 Tel. - 05122596492	Email ID: roshanb@iitk.ac.in Alternate Email ID: alternat@alternate.com Nationality Of: India Category: GENERAL Mother's Name: ABN Aadhaar Number: 11111111222 Marital Status: Single Permanent Address: Permanent Address Alleppy Kerala (India) - 208022 Tel. - 05122596492	 Photo  Signature
--	---	--

Program Details

Programme Name: MASTER OF BUSINESS ADMINISTRATION	Department: Department of Management Sciences [DOMS]
Preference 1: N/A	

Academic Details

CAT Fellowship Details

Exam	CAT Registration No.	Percentile	Exam Year	Quantitative Aptitude Percentile	Data Integration & Logical Reasoning Percentile	Verbal & Reading Comprehension Percentile	CAT Score	Quantitative Ability (QA) Score	Data Interpretation and Logical Reasoning (DILR) Score	Verbal Ability and Reading Comprehension (VARC) Score
CAT	CAT6699	60	2024	62	63	65	600	680	650	630

Qualifying Degree Details

Qualifying Degree: Masters Degree	Discipline: Computer Applications
Institute Name:	University Name: National Institute of Technology Sikkim [NIT Sikkim]
City: Gangtok	Country: India
Year of Admission: 2014	Year of Completion: 2017

Candidates will go through the **Application Form Review** and see whether any changes need to be made or not.

No changes will be allowed after the payment for the application form has been made. Therefore, any necessary changes must be made at this stage.

For the final submission, the applicant must click on the Declaration checkbox to agree and then click on the 'Final Submit' button. After that, an application number will be generated.

NO DATA FOUND

Information

Interview City: Kanpur

Preference 1: No

Documents Details

Document Name	Download Document	Document Name	Download Document
CAT Score Card*	📄	Cover Letter / Statement of Purpose	📄
10th Marksheet (or equivalent)*	📄		
12th Marksheet (or equivalent)*	📄		
Mark sheet for all the available semesters of Qualifying Degree (combined in one file)*	📄		
Identity Proof (PAN CARD/ Driving License/ Passport/Voter ID/ Any other Government ID card)*	📄		

Please Verify The Information Before Final Submission

Declaration

Certified, that the information (including uploaded documents) provided by me on this application form is Authentic and Correct. I understand that any willful misrepresentation of facts will result in the termination of my academic program from the institute. If admitted, I shall abide by all the rules and regulations of the institute.

Final Submit
Cancel

MBA Admission - User Manual

To make the payment, click the '**Incomplete**' button below the payment status. This will take you directly to the payment selection window

Home

You have applied in programme(s)

Admission Session	Application Ref #	Programme	Department	Preference 1	Date Submitted	Action	Application Status	Payment Status	Download
MBA ADMISSIONS 2025	IITK MBA/M.B.A. /DOMS/2510000014	MASTER OF BUSINESS ADMINISTRATION	DOMS	N/A	31 Dec 2024	View	Pending	Incomplete	

In the **Payment** tab, select the payment mode, and click on **Pay Now** button.

Home

Congratulations !!

Your Application Has Been Submitted With Following Details

Application Reference No.	IITK MBA/M.B.A./DOMS/2510000014
Programme Applied For	MASTER OF BUSINESS ADMINISTRATION
Department Applied For	DOMS
Application Fees (In Rupees)	2000.00

To Complete Your Application Process, You Are Required To Make The Payment Using One Of Our Payment Solutions

- Axis Payment Gateway [No Bank Charges]
- Net Banking /Rupay Card[No Bank Charges]
- ICICI/Netbanking Payment Gateway [No Bank Charges]

Please Select One Of The Payment Options And Click Pay Now To Complete The Application.

Pay Now

Note: If you have not paid the application fees, your application will not be considered for admissions

MBA Admission - User Manual

After clicking the 'Pay Now' button, you will be redirected to the bank's server. Choose your card type, fill in your card details, and then click the 'Pay Now' button again.




AXIS BANK

Merchant name: Indian Institute of Technology, Kanpur

Select your preferred payment method

TO AVOID BEING CHARGED INCORRECTLY DO NOT CLOSE THE BROWSER WINDOW OR USE THE BACK BUTTON UNTIL YOU RETURN BACK TO THE MERCHANT'S WEBSITE.

Pay securely using SSL+ by clicking on the card logo below:




© 2005-2022 Mastercard

AXIS BANK

Merchant name: Indian Institute of Technology, Kanpur

Enter your card details

 **Maestro:** You have chosen **Maestro** as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.


Card Number ::

Expiry Date :: / month/year

Account Type ::

Purchase Amount :: INR 2,000.00

PAY NOW



I hereby authorise the debit to my Maestro Account in favour of Indian Institute of Technology, Kanpur

© 2005-2022 Mastercard

On successful payment, the candidate will receive a confirmation email. After successful payment, the fee receipt will be displayed on the admission portal under '**View Receipt**,' located below the **Application Status**.

[Home](#)

You have applied in programme(s)

Admission Session	Application Ref #	Programme	Department	Preference 1	Date Submitted	Action	Application Status	Payment Status	Download
MBA ADMISSIONS 2025	IITK MBA/M.B.A./ DOMS/2510000014	MASTER OF BUSINESS ADMINISTRATION	DOMS	N/A	31 Dec 2024	View	Pending	<div style="border: 1px solid red; padding: 2px;">View Receipt</div>	

MBA Admission - User Manual

Users can view and download their fee receipts by clicking the '**View Receipt**' under Application Status.

Payment Slip
IIT Kanpur MBA Admission Receipt

Application Number : IITK.MBA/M.B.A./DOMS/2510000014
Fees (In Rs.Ps) : 2000
Payment Date : 2024-12-31
IITK Ref. No : 666999
Gateway Transaction ID : 9996663330
Transaction Status : Successful After Reconciliation
Reconciliation Date : 31 Dec 2024 15:30

[Print](#)

You have applied in programme(s)

Admission Session	Application Ref #	Programme	Department	Preference 1	Date Submitted	Action	Application Status	Payment Status	Download
MBA ADMISSIONS	IITK.MBA/M.B.A./DOMS/2510000014	MBA	DOMS	N/A	31 Dec 2024	View	Pending	View Receipt	

For MBA program/Admissions process related queries, Contact :
mba_adm@iitk.ac.in or +91-512-259-7376 or +91-512-679-7376 (MBA Admission Office);
+91-512-259-6409 or +91-512-679-6409 (DOMS Office);