CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY, BHILAI

USER MANUAL FOR ADDING THE FACULTY DETAILS FOR QUESTION PAPER SETTING THE NOMINATIONS BY INSTITUTES

Introduction

The DiGiVarsity solution's Enrollment form enables students to fill Enrollment form for registration at Chhattisgarh Swami Vivekanand Technical University (CSVTU). This User manual is for the students, to understand and fill the online enrollment Application form webpage of CSVTU.

Steps for Online Enrollment Form

- Click on http://csvtu.digivarsity.online

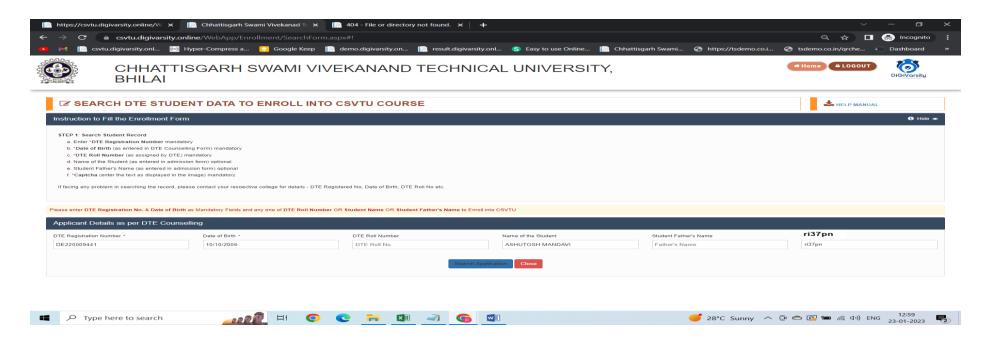**STEP-1: Click on Enrollment for Admission in CSVTU 2022-2023**

STEP-2: **Enrollment Form filling page will be displayed. Input your DTE Registration Number, Date of Birth and any one of DTE Roll Number OR Student Name OR Student Father's Name and click on Search Application.**

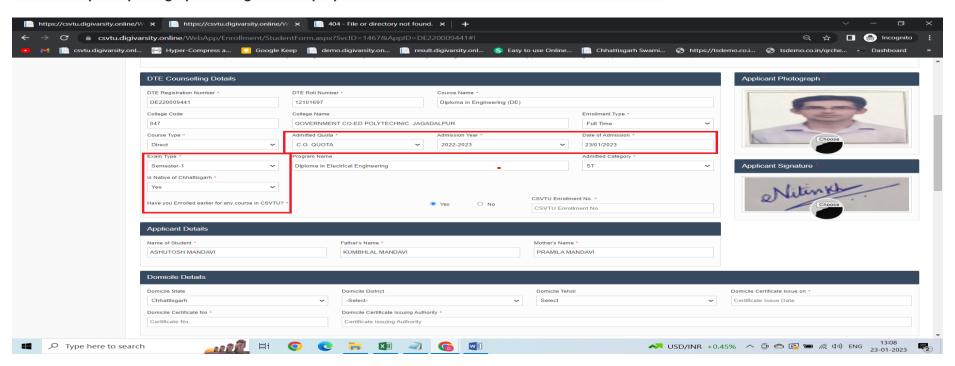<p style="text-align:center">**INSTRUCTION PAGE**</p>

STEP-3: **The online enrollment form will be displayed. Some of the information like your DTE Registration Number, Course Name, and College Name etc. will be auto filled from the DTE data for Full Time/Part Time student.**

Also carefully fill the valid details given below in which you are getting enrolled.

- o Admitted Quota
- o Admission Year
- o Date of Admission
- o Exam Type etc.

Upload photograph and signature in proper format and size as mentioned in the instructions.

Enrollment Online Application Form

NOTE: This symbol * indicating the fields are mandatory. Hence, they must be filled.

- **Tab-1: Instruction to Fill the Form**

  Kindly carefully read the all instruction before Form filling.

CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY, BHILAI

DiGiVarsity

✐ Enrollment Form for Admission into CSVTU through DTE Counselling

Instructions for Filling the Form   ℹ Hide 👁

Dear Applicant,

Before proceeding, please read the university ordinance for Enrollment

Instructions for filling Enrollment Form

1. **Submission** will complete in 2 Stage, applicant can complete each stage in one session or in separate session (session i.e login)

   a. Fill the Application and accept the declaration

   b. Payment – online mode (post payment Acknowledgement message will be generated on the screen)

2. **Mobile No.**

   a. Applicant must possess their own mobile no & email id.

   b. All Communication will be made on registered Mobile no & Email ID

   c. Only one form can be fill against one mobile no.

3. **Photograph & Signature** (as softcopy) in JPG or JPEG format size between 20KB to 50KB

   a. Recent Passport size Photograph of the applicant size between 150px X 200px (face should be clearly visible)

   b. Signature of the applicant dully scanned 150px X 100px (should be prominent)

   c. The name of the file photo and signature should match with the first name of the student.(small letter)

4. **Enrollment fees** is Rs.1,500.00 and need to be paid through online mode only and Rs.500 addition if you are migrated from Board/University (other than Chhattisgarh Board) i.e Rs.1,500 + Rs.500 = Rs.2,000.

- **Tab-2: DTE Counselling Details**

  Fill the valid information in DTE Counselling Tab.

  ### DTE Counselling Details

DTE Registration Number *	DTE Roll Number *	Course Name *
DE220009441	12101697	Diploma in Engineering (DE)

College Code	College Name	Enrollment Type *
047	GOVERNMENT CO-ED POLYTECHNIC, JAGADALPUR	Full Time

Course Type *	Admitted Quota *	Admission Year *	Date of Admission *
Direct	C.G. QUOTA	2022-2023	23/01/2023

Exam Type *	Program Name	Admitted Category *
Semester-1	Diploma in Electrical Engineering	ST

  Is Native of Chhattisgarh *
  Yes

  Have you Enrolled earlier for any course in CSVTU? *   ⦿ Yes   ○ No

  CSVTU Enrollment No. *
  CSVTU Enrollment No.

  Applicant Photograph *

  Choose

  Applicant Signature *

  Choose

- **Tab-3: Applicant Details**

  Applicant Details will be auto filled.

  ### Applicant Details

Name of Student *	Father's Name *	Mother's Name *
ASHUTOSH MANDAVI	KUMBHLAL MANDAVI	PRAMILA MANDAVI

- **Tab-4: Domicile Details**

  Fill the valid information in Domicile Tab.

  ### Domicile Details

Domicile State	Domicile District	Domicile Tehsil	Domicile Certificate Issue on *
Chhattisgarh	-Select-	Select	Certificate Issue Date

Domicile Certificate No *	Domicile Certificate Issuing Authority *
Certificate No.	Certificate Issuing Authority

- **Tab-5: Personal Details**

  Fill the valid information in Personal Tab.

  ### Personal Details

Physically Challenged	Social Category *	Gender *	Date of Birth *	Age as on 01-01-2021		
Select	ST	Male	10/10/2006	14 Years	9 Month	21 Days

Caste Certificate Date *	Caste Certificate No *	Certificate Issuing Authority *
Certificate Issue Date	Certificate No.	Certificate Issuing Authority

Mobile Number *	Alt. Mobile Number	Email ID	Nationality *	Blood Group
Mobile Number	Mobile Number	Email Id	Indian	Select Blood Group

Nature of School Education(HSCE/HSSCE) *	Medium of School Education *	Residential Type *
Select Nature of School Education	Select Medium of School Education	Select

- **Tap-6: Other Details**

  Fill the valid information in Others Tab.

Other Details
1. Do you have any gap in Educational Qualifications? *   ○ Yes   ○ No
2. Have you received Migration Certificate from other Board/University? *   ○ Yes   ○ No
Note:-[If a student belongs to CG Board and has not received migration from CSVTU Bhilai then select "No" else select "Yes".]
3. Do you have DTE Counselling Entrance Exam Score Card? *   ○ Yes   ○ No

- **Tab-7: Permanent Address**

  Fill the valid information in Permanent Address Tab.

- **Tab-8: Educational Qualification**

  Fill valid information in Education Qualification tab and read DTE Admission Rules 2022-2023 carefully before filling.

  ### Educational Qualification

  Please Find attachment for DTE Admission Rule 2022-2023 pdf

Examination	Roll No	Name of the Examination Passed	Name of the Board / Council, State	Name of School / Institution / College	Year of Passing	Total Marks	Marks Secured	Percentage	Action
Select ⌄	Roll No				Sel ⌄	Total M:	Marks S		Save

- **Tab-9: List of Document to be Submitted at College**

  Verify the document checklist Tab

  ### List of Document to be Submitted at College

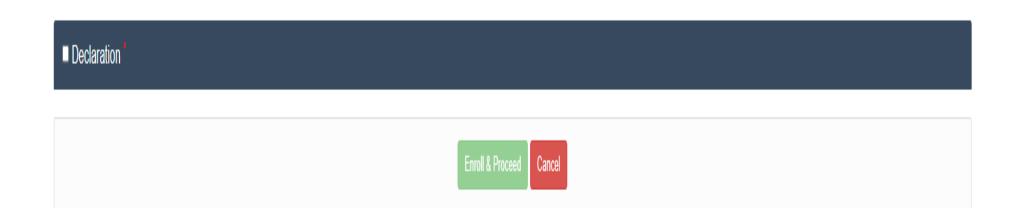 | Select | Sl.No. | Document Name |
  |---|---|---|
  | ☐ | 1. | Photocopy of Class-X Mark Sheet |
  | ☐ | 2. | Photocopy of Class-XII Mark Sheet |
  | ☐ | 3. | Photocopy of Diploma Mark Sheet |
  | ☐ | 4. | Photocopy of Graduation Mark Sheet |
  | ☐ | 5. | Photocopy of Post Graduate Mark Sheet |
  | ☐ | 6. | Orginal Migration Certificate |
  | ☐ | 7. | Photocopy of Caste Certificate |
  | ☐ | 8. | Photocopy of Domicile Certificate |
  | ☐ | 9. | Original Gap in Education |
  | ☐ | 10 | Photo Copy of Original Entrance Examination Score Card |
  | ☐ | 11. | Any other Document |

- **Tab-10: Enrollment Fees**

  Enrollment fee will be shown in Enrolment Fees Tab.

  Enrollment Fees

  Rs. **1,500.00 (Rupees One Thousand and five hundred only)** inclusive of taxes
  Payment to be made online

- **Tab-11: Declaration**

  If all the details look correct then click on "Declaration" check box and click "Enroll & Proceed". The Application Acknowledgement

  Will be generated successful.

  ▌Declaration¹

  Enroll & Proceed Cancel

Support Desk Details

Email ID: csvtu.digivarsity@gmail.com
Mobile No.: 07882445035

(Please call during working days from 10:00 AM to 5:00 PM)

THANK YOU