



USER MANUAL for Online Admission Application for BS Programs, University of Chitral 2020

Step 01: Access to Online Admission Application Website For Account Creation and other Related Information please

visit: <http://apply.uoch.edu.pk>

The following page will be displayed.



The screenshot shows the homepage of the University of Chitral's online admission application website. At the top, there is a navigation menu with links for HOME, SCHEDULE, FEE STRUCTURE, PROSPECTUS, APPLY, and DEPARTMENTS. The main content area features the university's logo, the HEC logo, and a banner that reads "Become what you want to be...". To the right, a large advertisement states "Admissions Open Fall 2020 Apply Now! with affordable fee structure". Below this, it mentions that applications are invited for admission into Bachelors of Studies (BS 4 Years) programs. A section titled "BACHELORS (BS) 4 YEAR PROGRAMS" lists the eligibility criteria as "Minimum 45% Marks". Underneath, there are two columns: "FACULTY" with "Botany" listed, and "ELIGIBILITY FOR BS" with "F.Sc (Pre-Med) or equivalent" listed. On the left side, there is a "University Profile" section listing various services and programs offered by the university.



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Step 02: Read Instructions About Online Admissions & create account

When you will click on apply link the following page will be displayed.

When you read the instructions

FOR ONLINE ADMISSION FOLLOW THESE STEPS:

1. Create an Account through the link [Online Apply](#)
2. Login to the newly created account.
3. Update your Profile.
4. Add your academics.
5. Once you add your academic records and update your profile then you will be able to make admission request.
6. Click on the 'print' link against each created application.
7. Deposit the application processing fee (Rs. 1500) at the Bank of Khyber, Denin Chitral / Online Deposit (Ac : 0137-0000-0188-9006).

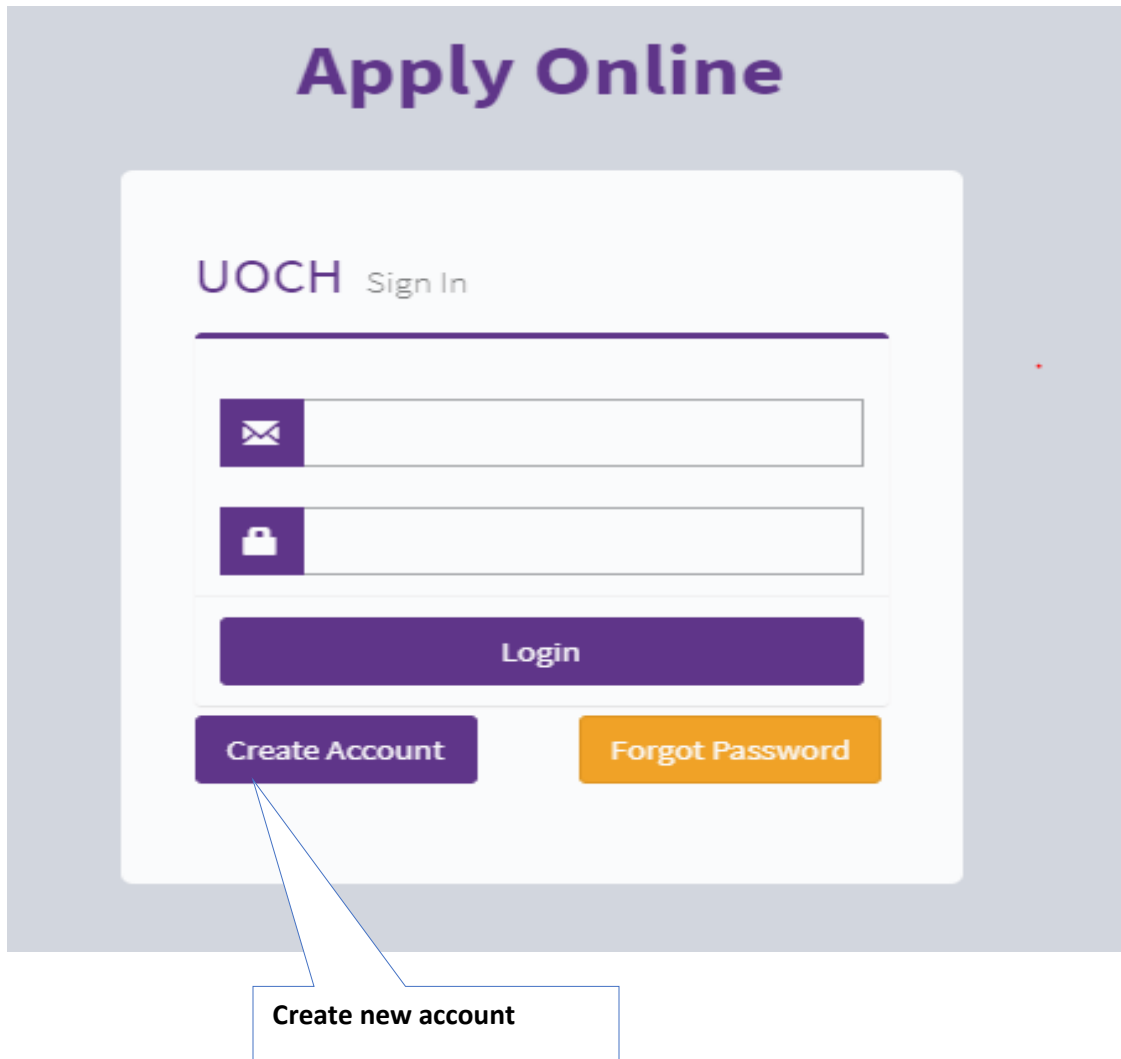
Finally submit the application form along with the Bank Challan and the required attested documents at the Admission Section, University of Chitral.



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Step 02.1: Login & New Registration Page

if you have an account, you can login else first you have to register yourself through the [Create Account](#) Button.





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Step 02.1.1: Create New Account

When you will click on create account button, the following page will be displayed.

ApplyOnline

UOCH Create An Account

1. Enter valid email address
2. Full Name Required
3. Confirm Password
4. Select BS / Master
5. Click to create account

Fields: Email, Full Name, Password, Confirm Password, Admission Category

Buttons: Create Account, Already Member / Log In



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2.1.2. A Success message will be displayed on the page than login to Proceed.

The screenshot shows the 'ApplyOnline' interface for the University of Chitral. At the top, the text 'ApplyOnline' is displayed in a large purple font. Below it, the header 'UOCH Create An Account' is visible. A green success message box states 'Account has been created successfully'. Below this are several input fields: 'Email' (with an envelope icon), 'Full Name' (with a person icon), 'Password' (with a lock icon), 'Confirm Password' (with a lock icon), and 'Admission Category' (with a sun icon and a dropdown arrow). A purple 'Create Account' button is positioned below the input fields. At the bottom left, there is a purple 'Login' button. Two callout boxes provide instructions: one points to the success message with the text '1. Account Created Message displayed', and another points to the 'Login' button with the text '2. Click to login'.



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2.2. To Login must enter your email address and password which you have created in previous steps.

The screenshot shows the 'Apply Online' page for the University of Chitral. The main heading is 'Apply Online' in purple. Below it is the 'UOCH Sign In' section. There are three input fields: the first is for the email address (indicated by an envelope icon), the second is for the password (indicated by a lock icon), and the third is a 'Login' button. Below the 'Login' button are two buttons: 'Create account' and 'Forgot Password'. Three callout boxes provide instructions: '1. Your Email Address' points to the email input field, '2. Password' points to the password input field, and '3. Click to login' points to the 'Login' button.



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2.3. After successful Login, the following page will be displayed.

The screenshot shows a user interface with two main sections: 'Basic/Personel Information' and 'Academic Information'. The 'Basic/Personel Information' section has a dark red header with the text 'Please Complete your profile'. Below this is a table with columns: Name, CNIC, Father Name, Gender, Date Of Birth, Nationality, Phone, and Actions. The data row shows: Musavir Ali Khan, [blank], [blank], [blank], 0000-00-00, Pakistan, [blank], and an 'update profile' button. Below the table are fields for 'Temporary Address' (Nil) and 'Permanant Address' (Nil). A callout box labeled '1. Complete Your Profile' points to the 'update profile' button. The 'Academic Information' section has a dark red header with the text 'Please Complete your Academic Infrmations'. Below this is a table with columns: Certificate/Degree, Passing Year, Roll No, Obtain Marks, Total Marks, Percentage, Board/University, and Actions. A callout box labeled '2. Complete your Academic Information's' points to the 'Academic' button above the table.

Name	CNIC	Father Name	Gender	Date Of Birth	Nationality	Phone	Actions
Musavir Ali Khan				0000-00-00	Pakistan		update profile

Certificate/Degree	Passing Year	Roll No	Obtain Marks	Total Marks	Percentage	Board/University	Actions
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2.3.1. Update Your Profile / Personal Details.

When you click on [update profile](#) button the following page will be displayed.

The screenshot shows a web form titled "Update Your Bio Data" with the following fields and callouts:

- 1. your Picture (points to the "Choose File" button)
- 2. Own / Guardian CNIC (points to the "Own / Guardian CNIC" text input field)
- 3. your mobile no (points to the "Mobile Number" text input field)
- 4. Father Name (points to the "Enter Father Name" text input field)
- 5. father / Guardian CNIC (points to the "Father CNIC" text input field)
- 6. gender / (male/female) (points to the "Select Gender" dropdown menu)
- 7. your Religion (points to the "Religion" dropdown menu)
- 8. your date of Birth (points to the "mm/dd/yyyy" date picker)
- 9. your nationality (points to the "Pakistan" dropdown menu)
- 10. your Province (points to the "Select Province" dropdown menu)
- 11. Your District (points to the "Select District" dropdown menu)
- 12. Your Domicile (points to the "your Domicile" text input field)
- 13. Your Postal Address (points to the "Postal Address" text input field)
- 14. Your Permanent Address (points to the "Permenant Address" text input field)
- 15. click to update (points to the "update" button)



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Step 03: Academic Record

Now complete your “Academic Record”

When you click on the [Academic](#) button located on the main page, the following page will be displayed.

Note: - All fields are mandatory.

The screenshot shows a form titled "Academic Information" with the following fields and callouts:

- 1. select degree / certificate (Degree/Certificate dropdown)
- 2. Select Board (Board / University dropdown)
- 3. Enter Roll No (Enter Roll No text input)
- 4. Passing Year (passing Year text input)
- 5. Obtain Marks (Obtain Marks text input)
- 6. Total marks (Total Marks text input)
- 7. Exam Type (Exam Type dropdown)
- 8. Click To Save the Record (Save button)



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Step 03.1: Application Request

When you complete your academic and personal information's, a button will be displayed on the bottom of the main page click on apply button to make application request.

The screenshot displays two main sections: 'Academic Information' and 'Applicaitn Requests'. The 'Academic Information' section contains a table with columns for Certificate/Degree, Passing Year, Roll No, Obtain Marks, Total Marks, Percentage, Board/University, and Actions. The 'Applicaitn Requests' section contains a table with columns for Form Number, Dated, Department 1, Department 2, and Actions. A purple 'Click to Apply' button is located at the bottom of the 'Applicaitn Requests' section, with a callout box pointing to it.

Certificate/Degree	Passing Year	Roll No	Obtain Marks	Total Marks	Percentage	Board/University	Actions
SSC	2016	01235	666	1100	60.55	BISEP	Edit
FA/FSc	2019	12547	890	1100	80.91	BISEP	Edit

Form Number	Dated	Department 1	Department 2	Actions
272	2020-08-04 07:34:40	Economics	Education	Print

[Click to Apply](#)

Click here to make application



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Step 04: Application / Admission Request

When you click on Apply button located on the bottom the following page will be displayed.

Note: you can apply for two departments through single form.

The screenshot shows the 'Admission Request' form with the following fields and callouts:

- 1. First Department:** Points to the 'Economics' dropdown menu.
- 2. First Program:** Points to the 'First Program' dropdown menu.
- 3. Second Department:** Points to the 'Second Department' dropdown menu.
- 4. Click to Submit:** Points to the 'Submit' button.
- 5. Second Program:** Points to the 'First Program' dropdown menu (the second instance).

Additional text on the form includes: 'you can Apply for only two departments in one request .' and a 'Submit' button.



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4.1. Print your form along the fee voucher

Academic Information

Certificate/Degree	Passing Year	Roll No	Obtain Marks	Total Marks	Percentage	Board/University	Actions
SSC	2016	01235	666	1100	60.55	BISEP	Edit
FA/FSc	2019	12547	890	1100	80.91	BISEP	Edit

Applicaitn Requests

Form Number	Dated	Department 1	Department 2	Actions
272	2020-08-04 07:34:40	Economics	Education	Print

[Click to Apply](#)

Click here to print your Application form along fee voucher



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12.1. Click “Print icon bellow the Application Requests section”.

NOTE: - Printed Application Form along with original paid fee voucher, shall be submitted to Admission Office, University of Chitral, on or before last date.

-----Good luck-----



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