

# Instruction for filling-up Online Application Form

**GUIDELINES:** As How To Fill The Online Form

(with Pictorial illustrations):-

## **STEP 1**

At first, visit Thadomal Shahani Engineering College Official Admission website i.e. [www.tsecadmission.org](http://www.tsecadmission.org) and click on Apply for Institute level admission.

The Application page will open. Student has to first register by clicking on Register Now

← → ↻ <https://enrolonline.mastersofterp.in/CollegeHome/Index/TSEC> ☆ ⋮

**THADOMAL SHAHANI TSEC ENGINEERING COLLEGE** THADOMAL SHAHANI ENGINEERING COLLEGE  
Mumbai

**WELCOME TO INSTITUTE ROUND ONLINE REGISTRATION PORTAL**

**NOTICE**  
Important dates for Online Registration/Application

COURSE	START DATE	END DATE
BE	24/06/2020	28/11/2020

**STUDENT LOGIN** **INSTITUTE LOGIN**

User name

Password

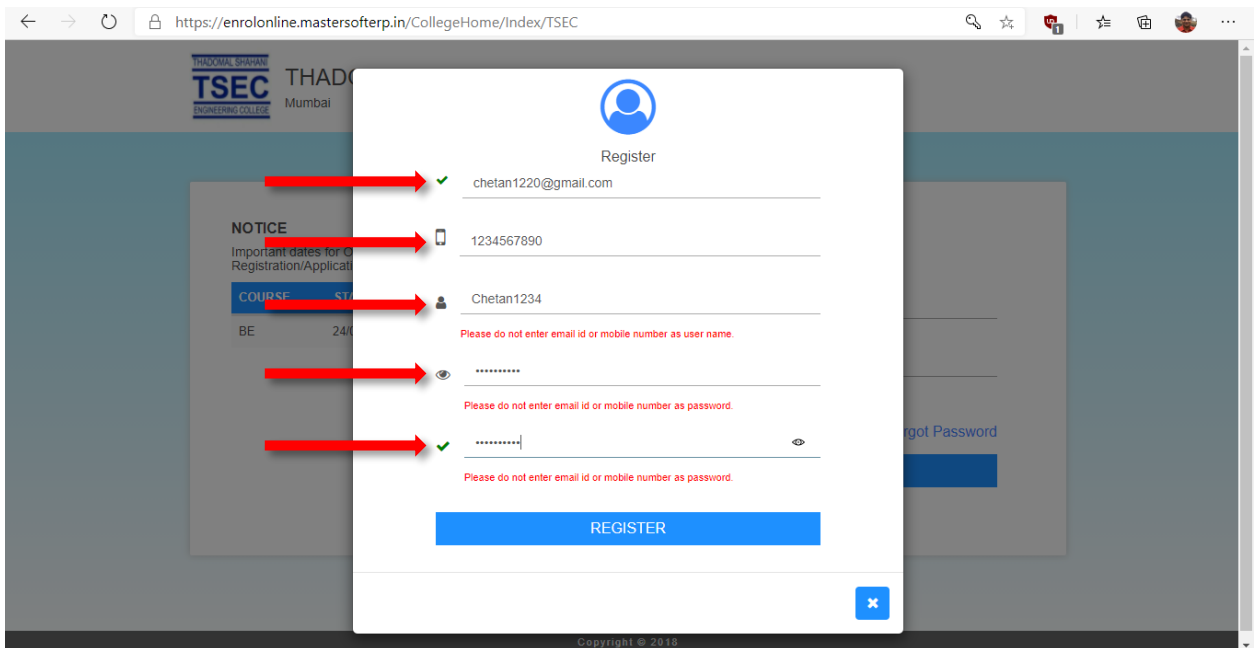
[Register Now](#) [Forgot Password](#)

**SIGN IN**

## **STEP 2**

Provide email id, Mobile Number, Username and Password and Confirm Password.

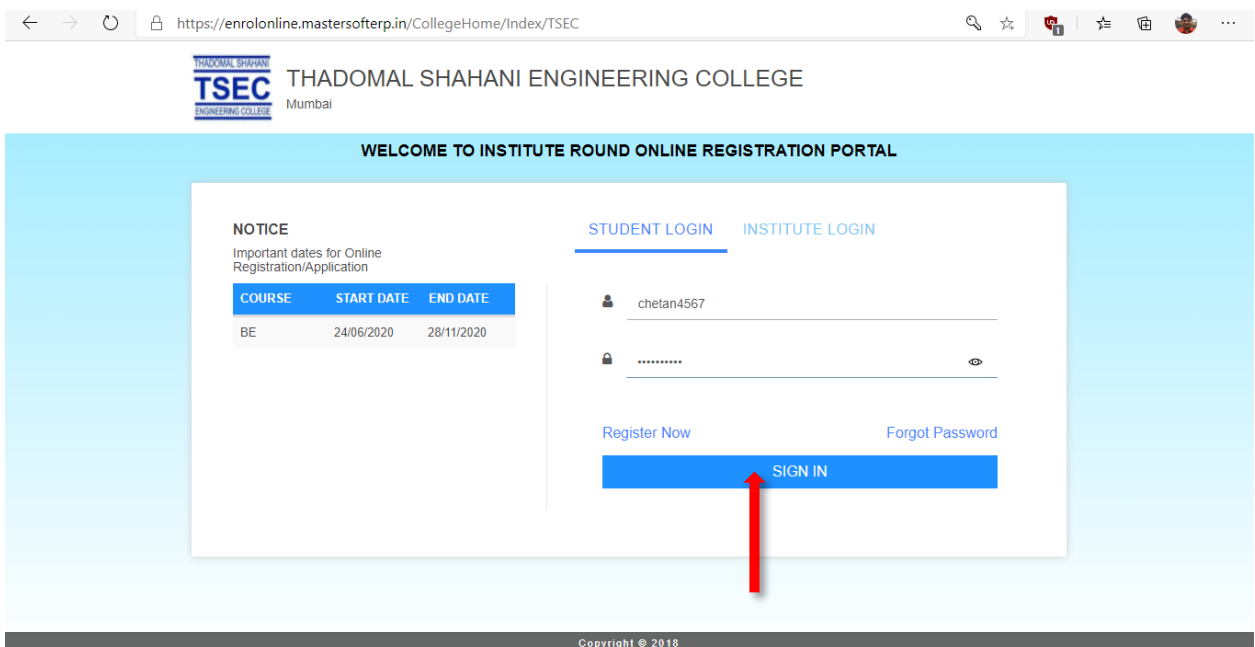
Then Click on REGISTER button to confirm the registration.



After successful registration user will receive a message on registered mobile number with username and password.

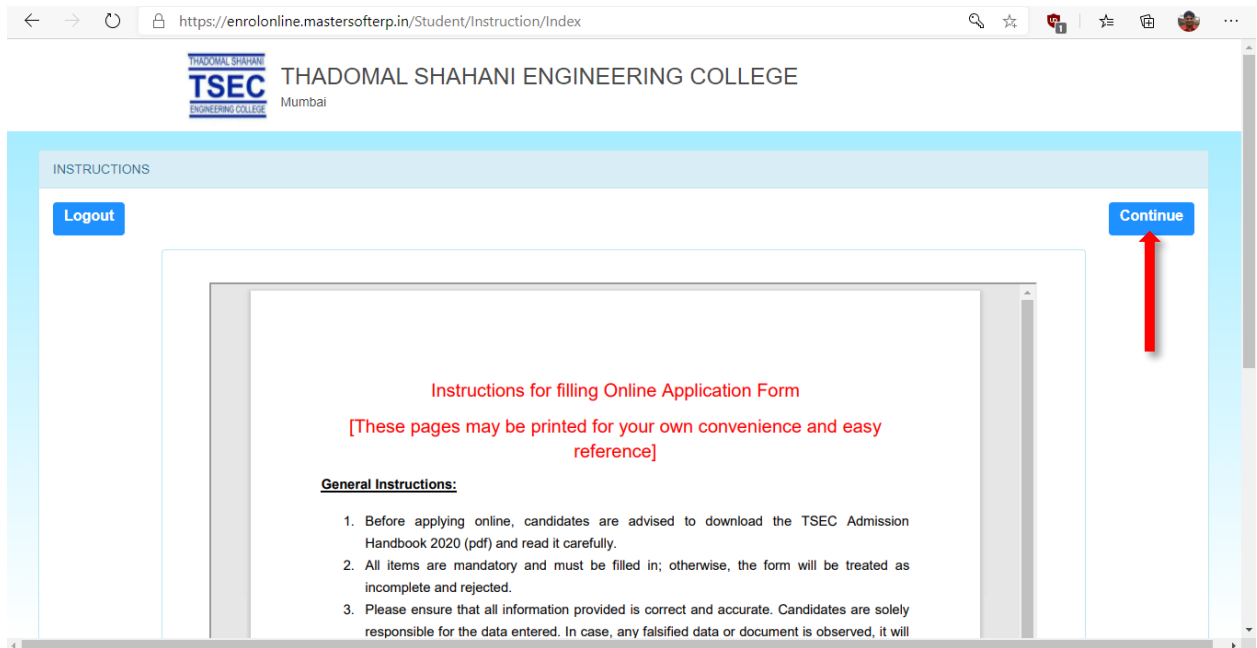
### STEP 3

The user has to provide username and password and click on SIGN IN button.



## STEP 4

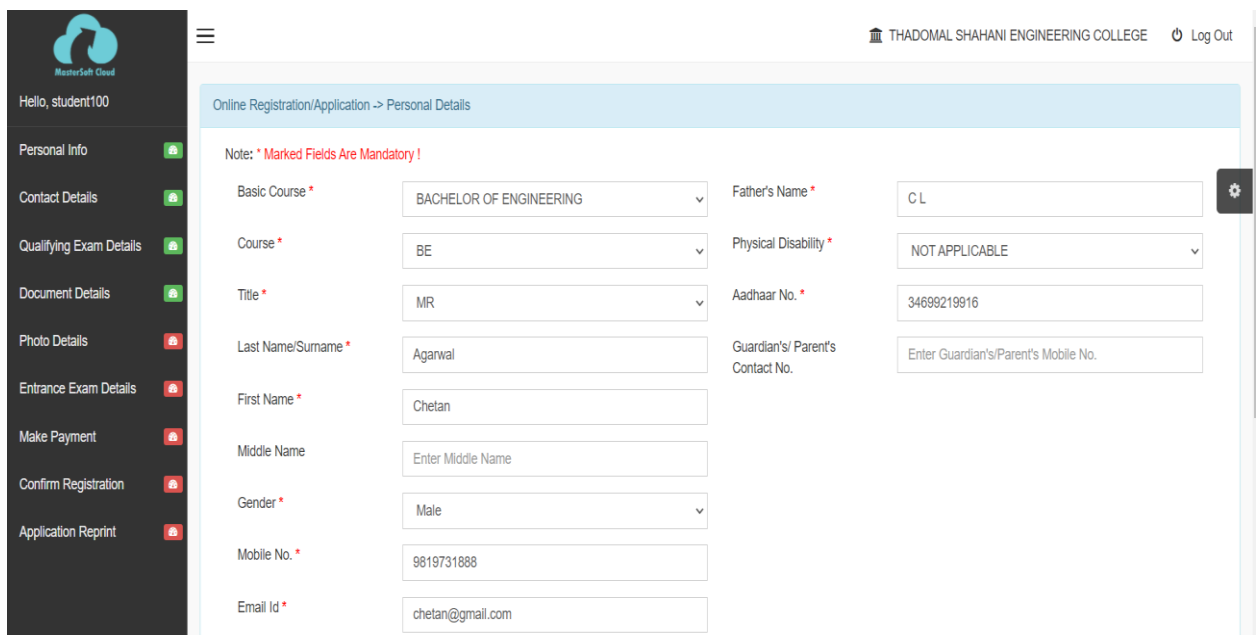
Please read the instructions carefully before filling up the form and click on continue button.



The screenshot shows a web browser window with the URL <https://enrolonline.mastersofterp.in/Student/Instruction/Index>. The page header includes the logo for THADOMAL SHAHANI TSEC ENGINEERING COLLEGE Mumbai. The main content area is titled "INSTRUCTIONS" and contains a "Logout" button on the left and a "Continue" button on the right, with a red arrow pointing to it. The central text reads: "Instructions for filling Online Application Form [These pages may be printed for your own convenience and easy reference]". Below this, under the heading "General Instructions:", there are three numbered points: 1. Before applying online, candidates are advised to download the TSEC Admission Handbook 2020 (pdf) and read it carefully. 2. All items are mandatory and must be filled in; otherwise, the form will be treated as incomplete and rejected. 3. Please ensure that all information provided is correct and accurate. Candidates are solely responsible for the data entered. In case, any falsified data or document is observed, it will

## STEP 5

Now user will be logged into Personal info page in that user has to enter the personal details. All \* "Asterik" marked fields are mandatory.



The screenshot shows the "Online Registration/Application -> Personal Details" page. The user is logged in as "student100". The page contains a form with the following fields:

Note: * Marked Fields Are Mandatory !			
Basic Course *	BACHELOR OF ENGINEERING	Father's Name *	C L
Course *	BE	Physical Disability *	NOT APPLICABLE
Title *	MR	Aadhaar No. *	34689219916
Last Name/Surname *	Agarwal	Guardian's/ Parent's Contact No.	Enter Guardian's/Parent's Mobile No.
First Name *	Chetan		
Middle Name	Enter Middle Name		
Gender *	Male		
Mobile No. *	9819731888		
Email Id *	chetan@gmail.com		

Once the user has entered all the mandatory details then click on Save & Next.

The screenshot shows a web browser window with the URL <https://enrolonline.mastersofterp.in/Student/PersonalDetails/Index>. The page displays a form for entering personal details. The form fields are as follows:

Mobile No. *	9819731888
Email Id *	chetan78@gmail.com
Date of Birth	13/02/1978
Birth Country	INDIA
Birth / Domicile State	Maharashtra
Nationality	INDIAN
Religion	HINDU
Category Type/ Linguistic Minority	Open
Caste Category	OPEN
Blood Group *	B+
Mother's Name	Santosh

A blue button labeled "Save & Next" is located at the bottom right of the form. A red arrow points to this button.

## STEP 6

Here the user has to enter the address details. All \* "Asterik" marked fields are mandatory. If the correspondence address is same as permanent address then click in the check box. Click on Save & Next button.

The screenshot shows a web browser window with the URL <https://enrolonline.mastersofterp.in/Student/AddressDetails/Index>. The page displays a form for entering address details. The form is divided into two sections: "RESIDENCE / PERMANENT ADDRESS" and "CORRESPONDENCE / LOCAL ADDRESS".

**RESIDENCE / PERMANENT ADDRESS**

Permanent Address	Malad East	City/Village *	MUMBAI
Country *	INDIA	Pin Code	400097
State *	Maharashtra		
District *	Mumbai City		

**CORRESPONDENCE / LOCAL ADDRESS**

Same as Permanent Address

Temporary Address	Malad East	City/Village *	MUMBAI
Country *	INDIA	Pin Code	400097
State *	Maharashtra		
District *	Mumbai City		

A blue button labeled "Save & Next" is located at the bottom right of the form. A red arrow points to this button. Another red arrow points to the "Same as Permanent Address" checkbox.

## STEP 7:

The User has to enter the last Qualifying exam details i.e. last exam name, Board/ University, College Name, Year of passing, Aggregate Total Marks and Aggregate Obtained Marks.

Online Registration -> Last Qualifying Exam Details

Note: \* Marked Fields Are Mandatory !

Last Exam Name \*

Board/University \*

School/College \*

Year Of Passing \*

Aggregate Total Marks \*

Aggregate Obt. Marks \*

Percentage  %

[Save & Next](#)

Once the user has entered the obtained Marks, then Physics, Chemistry, Maths and Vocational Subject Marks screen is visible to the user. User to enter the obtained marks in XII<sup>th</sup> standard and click on Save & Next.

Online Registration -> Last Qualifying Exam Details

Note: \* Marked Fields Are Mandatory !

Last Exam Name \*

Board/University \*

School/College \*

Year Of Passing \*

Aggregate Total Marks \*

Aggregate Obt. Marks \*

Percentage  %

Note: Do not enter marks for not applicable subject.

Subject	Obt. Marks	Total Marks
PHYSICS*	<input type="text" value="75"/>	<input type="text" value="100"/>
CHEMISTRY*	<input type="text" value="80"/>	<input type="text" value="100"/>
MATHS*	<input type="text" value="99"/>	<input type="text" value="100"/>
VOCATIONAL SUBJECT	<input type="text" value="80"/>	<input type="text" value="100"/>
<b>AGGREGATE TOTAL MARKS</b>	<input type="text" value="254"/>	<input type="text" value="300"/>
<small>Aggregate Subjects Total Marks</small>		

Note: Highest Marks obtained (Out of 100) in either Biotechnology/ Biology/ Technical Vocational/ Computer Science/ IT/ Informatics Practices/ Agriculture/ Engg. graphics/ Business Studies

[Save & Next](#)

## STEP 8:

Next user has to upload the documents. First user will select the document, Browse it from the computer where it is saved and then Add it. File size should not exceed 200kb. Like this user will select all mandatory documents, browse and add it.

Mandatory documents are

1. DTE Registration Acknowledgement
2. MHCET Score Card
3. HSC/XII Marksheet
4. SSC/X Marksheet
5. HSC/XII Leaving Certificate
6. Aadhar Card
7. Domicile certificate

The screenshot shows a web browser window with the URL <https://enrolonline.mastersofterp.in/Student/PhotoSignature/Index>. The page title is "Online Registration --> Photo and Signature Details".

**INSTRUCTIONS**

- One (1) recent color passport size photograph with white background is required. The dimensions of the photograph should be 3.5\*4.5 cms (width\*height).
- Black & White / Polaroid photographs are NOT acceptable. Photograph should not be taken by mobile phone camera.
- Candidate should sign on a plain white paper and scan the signature
- Scan the photograph and Signature on 200dpi.
- Save the image files as "\_Photograph.jpg" and "\_Signature.jpg" (supported formats include jpg/ jpeg, png).
- The images can have a maximum size of 500 KB.

The page features two main upload sections:

- Student Photo:** Includes an "Upload Photo" button and a placeholder image with the text "SORRY, NO IMAGE AVAILABLE". Below it, a red message reads: "Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 500 kb)".
- Student Signature:** Includes an "Upload Sign" button and a placeholder image with the text "SORRY, NO IMAGE AVAILABLE". Below it, a red message reads: "Please Select Valid Image File(e.g. JPG,GIF,PNG) (Max size 300 kb)".

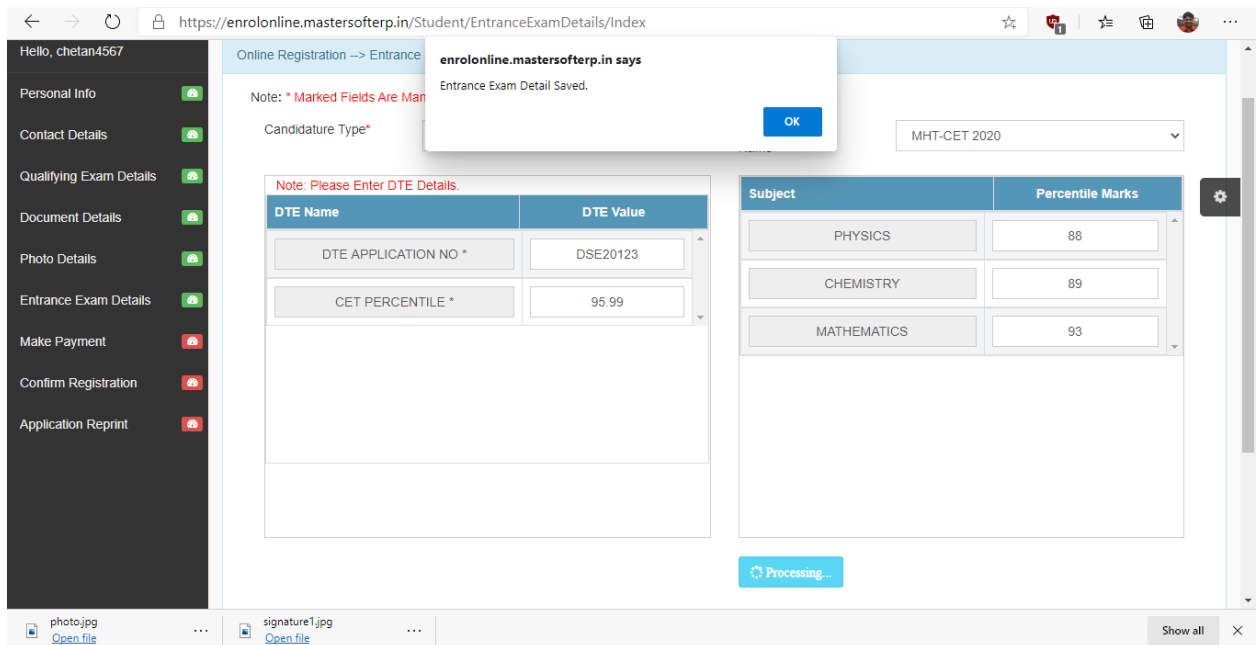
**To upload the images:**

- Click "Upload Photo" button and then click browse button on the popup tab.
- Select the appropriate image file and click the "Upload" button.
- Repeat the above procedure for uploading the signature.

A dark sidebar on the left contains navigation links: Hello, chetan4567, Personal Info, Contact Details, Qualifying Exam Details, Document Details, Photo Details, Entrance Exam Details, Make Payment, Confirm Registration, and Application Reprint.

## STEP 9

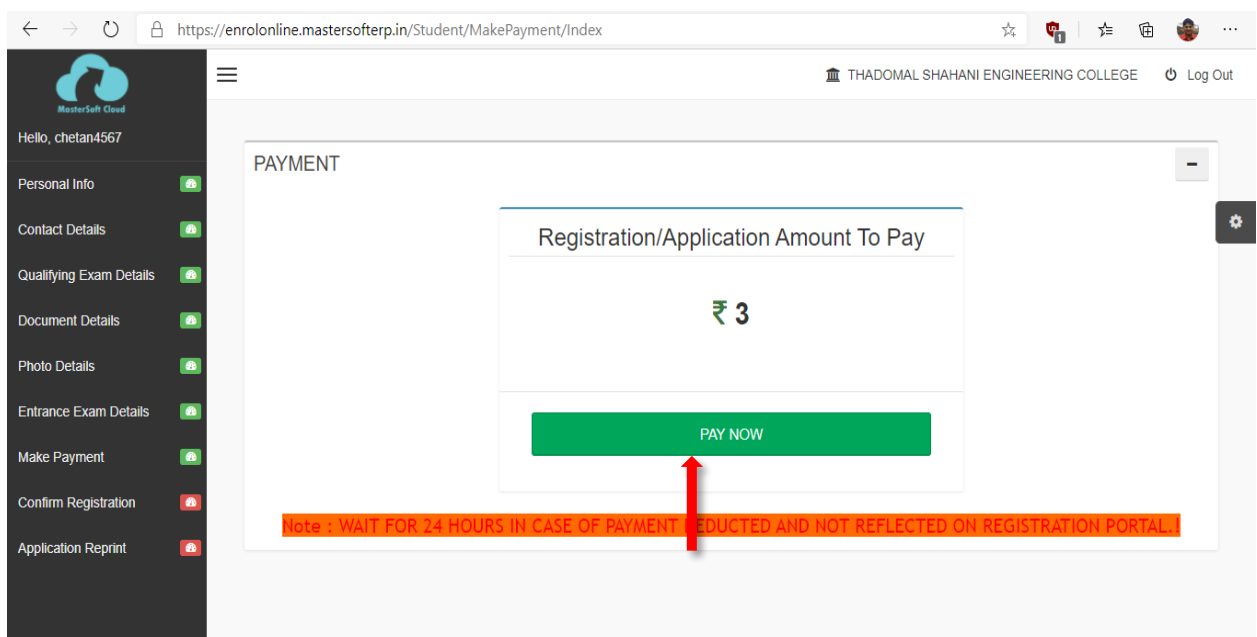
The user has to enter the Candidature Type and Entrance Exam Details. Once user has entered this information then user has to enter DTE Acknowledgement no , CET Percentile and Percentile of Physics, Chemistry and Maths. Then Click on save button. All the entered information is saved.



If user wants to edit any entered information then click in the checkbox. The user can now edit the details. Click on Save & Next button.

## STEP 10

Click on Pay Now button to Submit and confirm the Application.



## STEP 11

Any one payment option is selected by the user. Accordingly he has to fill the correct information based on selection and he has to pay Rs. 2500/- for online application form.

Payments  
Choose your payment method

Credit/Debit Card

Net Banking

UPI

Wallets

Thadomal Shahani  
Engineering College

Base Price	₹ 3.00
PG Charges	₹ 0
GST	₹ 0

Total amount to be paid  
**₹ 3.00**

Note:  
After clicking on the 'Pay Now' button you might be taken to your bank's website for 3D secure authentication

[Pay Now](#)

## STEP 12

After payment processing the user has to click on Go To Confirm button to confirm the Application.

THADOMAL SHAHANI  
TSEC  
ENGINEERING COLLEGE

THADOMAL SHAHANI ENGINEERING COLLEGE  
Mumbai

Payment Success

CHETAN AGARWAL, we have processed payment of Rs.3.00 successfully.

Transaction ID : RPVISC3028238702.

Thank You!

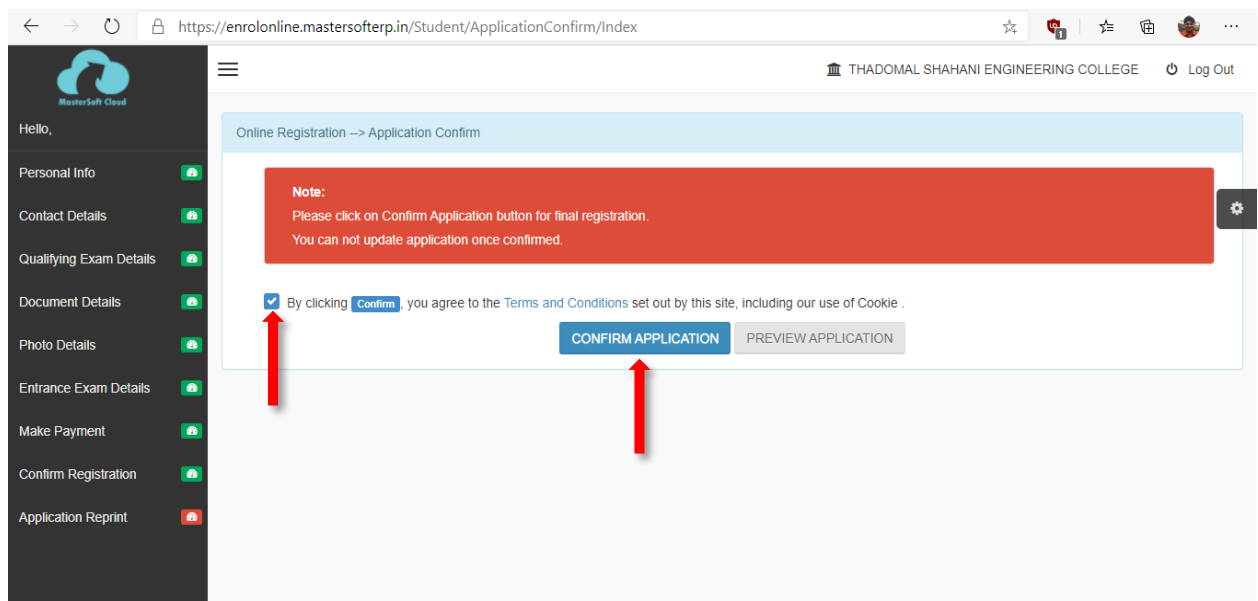
[Go to Confirm](#)



## STEP 13

Before confirming the Application read the mentioned Terms and condition. If the user agrees for this then click in checkbox and click on Confirm button. Before confirming click on Preview button and check entered information is proper or not.

Once the application is confirmed the user cannot do changes in the Application.



## STEP 14

Take the Print of Application and Payment Receipt.

← → ↻ 🔒 https://enrolonline.mastersofterp.in/Student/ApplicationReprint/Index ☆ 📄 🗑️ 🏠 ⋮

THADOMAL SHAHANI ENGINEERING COLLEGE Log Out

MasterSoft Cloud

Hello,

- Personal Info
- Contact Details
- Qualifying Exam Details
- Document Details
- Photo Details
- Entrance Exam Details
- Make Payment
- Confirm Registration
- Application Reprint

Online Registration -> Application Print

**Congratulations!** Your application is registered successfully.

**Note:** You can not update the application once confirmed.

Registration/Application No. : **953240**

[Print Application](#) [Print Payment Receipt](#)

