

How to Apply

Procedure for Online submission of application

Read Instructions carefully. Candidate should read the instructions carefully before filling up the online application form.

Candidate should supply all the required details while filling up any entry or selecting options.

Step 1 Mandatory fields are marked with * (asterisk) sign.

The filling of online application contains multiple parts.

Make sure that you have softcopy of your recent Photograph & Signatures (Size less than 100Kb each) as you would require them.

Online Registration.

Registration (Opens on 22.12.2020 and Closes on 14.01.2021)

For registration, Click "Online Application Form"

Fill basic information.

After Filling in Basic Information Click CONTINUE Button.

Step 2 When "Continue" button is pressed, a page with Registration Number, Login ID and Password will be generated.

Please note down Registration Number, Login ID and Password or take a print out of the page. Candidate will require Login ID and Password to complete the application.

Now you can Fill the remaining details.

Check the details filled in and make correction, if any.

Step 3 **Print Bank Slip**

Download Bank Slip, for payment at bank, by clicking on "Download Bank Slip".

Make Payment of Fee at any State Bank of India Branch.

Go to any State Bank of India branch along with Bank Slip and Cash.

Last date for Deposit of Fee is 18.01.2021.

Step 4 Deposit the fee at the branch and get back TWO counter foils of Bank Slip.

Ensure that Bank Branch code is written on the Bank Slip.

Wait for 48 hrs for the payment to reflect Against your Registration No.

Step 6 **Take a Printout of application form for your record.**

Click on "Print Form" from Main Menu to take a printout of application form for your record.

Confirmation.

Press on "Confirm and Lock Application Form" button to finally lock your application form.

Step 7 Once confirmed, no correction / modification shall be allowed.

Registration Number, print of application and proof of payment of application fee should be retained by you.

IMPORTANT NOTE:

**Eligible and Ineligible list will be available on site at least one week before the date of the examination.

Download and Print your Admission Card using your login ID and Password. No Admission Cards will be sent by post. Keep checking your registered emailid (inbox / spam) regularly.

If you are unable to download the Admission Card from the website concerned, you must contact the CEI, Haryana office, please quote your Application No. while communicating with us.

Request for change/correction in any particulars in the Application Form shall not be entertained under any circumstances.

The CEI office will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.