

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE APPLYING ONLINE:

- Ensure that you fill up the form correctly as instructed.
- Immediately after registration, a mail and SMS will be sent to candidates providing the login details to proceed for submission of form.
- **Last date of submitting the application form online for BA Portuguese programme is 14<sup>th</sup> August 2020.**

**ELIGIBILITY CRITERIA: B.A. Portuguese Programme**

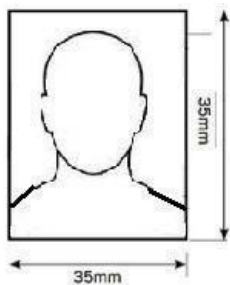
**French Programme**

Pass in 12th Standard/ HSSC passed any Board and in any discipline.

Candidates who have passed the HSSC Examination with or without Portuguese as optional paper are eligible to apply.

### **INSTRUCTION TO CANDIDATES**

1. Candidates must have a valid e-mail id. Those candidates, who do not have a valid e-mail ID, have to create the same before proceeding for online application.
2. The payments made by non eligible candidates **shall not be refunded**.
3. A non refundable application fees of Rs.600/- (Rupees six Hundred only) for General Category candidates, Rs.300/- (Rupees three hundred Fifty only) for SC/ST category candidates of Goa and Differently abled candidates are exempted from the payment of application fees.
4. Candidates must check/confirm the correctness of the information already filled-in before submitting the application form. **Incomplete applications will not be considered for selection and No changes will be entertained post online payment.**
5. Print and Preserve the submitted application form and payment receipt.
6. **Scan & Upload the following :**
  - a. Passport size Colour photograph of 3.5 x 3.5 cms (avoid white/ light background ) with file size less than 1 MB in JPEG format having 80% coverage of face as shown here



- b. Candidate signature of 2.5 x 2.5 cm with file size less than 1 MB in JPEG format
- c. Valid Certificate for claiming reservation category. (*Valid non-creamy Caste certificates should be submitted from the competent authority of the State of Goa if the candidate belongs to Other backward class*).
- d. Valid Marksheet of the qualifying exam (HSSC) to be uploaded.

7. Online mode of payment: **Credit Card / Debit Card / Online Banking**

Choose the payment mode as Credit Card / Debit Card / Online Banking and make the payment using any one of these 3 options and ensure that you get a success message for the transaction.

8. The following are the additional bank service charges for various types of online payments.

**(Use only Master Card, Visa and Maestro for online payments).**

- a. Credit Card: 1.00% of the registration fee plus the service tax as applicable.
- b. Debit Card: No Charges for registration fee up to Rs. 2000 and 1.00% + taxes for registration fee more than Rs. 2000.
- c. NET Banking: Rs. 16 per transaction for State Bank of India and Rs. 10 per transaction for all other banks.

9. Fees once paid shall not be refunded (full or partial) under any circumstances.

10. Copies of the SC/ST/OBC/Physically handicapped/, supporting document copy for Differently abled and from the State of Goa, Ex-Servicemen category and Foreign National should be submitted to the concerned Department once the Merit List is published.

11. For any clarification or help related to programme contact the Incharge, Department of Portuguese  
Ph. 8669609130/ 8669609114; E-mail: [hodpor@unigoa.ac.in](mailto:hodpor@unigoa.ac.in), [scarlet@unigoa.ac.in](mailto:scarlet@unigoa.ac.in)