

## HOW TO APPLY

- Applications should be submitted ONLINE only by visiting the website <https://ntrorectt.in> and applications will **NOT** be accepted through any other mode.
- Candidate should provide all the required details while filling up the Online Application/Registration. Mandatory fields are marked with \*(asterisk) sign.
- Wrong information in any column may lead to the application getting rejected altogether.
- The following documents (confirming with size of digital file mentioned against each) to be kept ready before starting online application/registration :-
  - ❖ **Valid GATE Score Card** (minimum **150 KB** & maximum **200 KB** in **jpg** or **jpeg** format and the contents are legible).
  - ❖ Recent passport size colour **Photograph** (minimum **20 KB** & maximum **40 KB** in **jpg** format).
  - ❖ Scanned **Signature** (minimum **10 KB** & maximum **20 KB** in **jpg** format).
  - ❖ **Matriculation/10<sup>th</sup> Certificate** (minimum **150 KB** & maximum **200 KB** in **jpg** or **jpeg** format and the contents are legible).
  - ❖ **Final Pass Mark sheet of Essential Qualification** (minimum **150 KB** & maximum **200 KB** in **jpg** or **jpeg** format and the contents are legible).
  - ❖ **SC/ST/OBC Certificate** (minimum **150 KB** & maximum **200 KB** in **jpg** or **jpeg** format and the contents are legible).
  - ❖ **Central Government Civilian Employees** - Certificate & Declaration by the applicant (minimum **150 KB** & maximum **200 KB** in **jpg** or **jpeg** format and the contents are legible). The specimen formats are available in the above mentioned website.
- **Candidates should note that their online application may be rejected in case the uploaded documents are found not legible.**
- Candidates should mention their **valid and functional mobile number** for receiving **OTP** on their mobile number to submit online application/registration. The candidates are advised to mention their **valid and functional email ID** during online application.
- At the end of the online application/Registration, candidate shall be prompted to confirm the information/ details provided by him/her and to make, corrections, if any. Once the candidate has completed his/her registration, he/she will not be able to correct/amend their registered online application.
- Registration number will be informed to the candidate through e-mail/SMS. Admit Cards for personal interview will be sent through e-mail. Applicants are therefore advised to check their email (inbox as well as spam folder) from time to time.
- Upon successfully registration of their online application, the candidates are advised to keep the Registration Number and print-out of his/her application form in safe custody which will be required to be submitted by them at later stage, as and when asked for.

