



**UGC-Human Resource Development Centre
Jawaharlal Nehru University
New Delhi 110067**

Please follow below steps to apply online for various courses at HRDC, JNU

Visit HRDC website at
<http://jnu.ac.in/hrdc>



Click Apply Online



Pay Application fee



On Click of “Pay application fee” you will be redirected to online payment portal

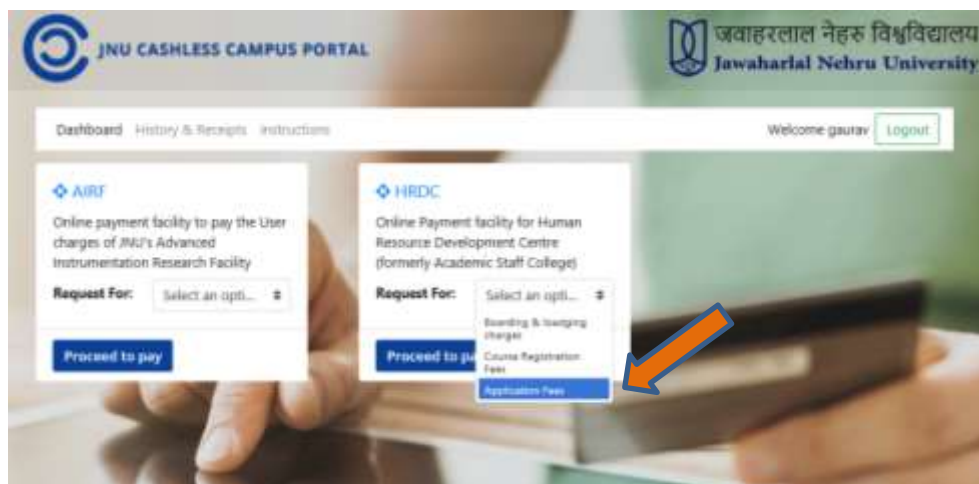
Select “Others”



Sign In with your name and mobile number”



Under HRDC select “Application fees” option





Fill the details and proceed for payment

The screenshot shows a web form titled "HRDC - APPLICATION FEES" with the following fields and callouts:

- Name of the Depositor/ Firm: *** - Callout: "Enter your Name"
- Mobile Number: *** - Callout: "Enter Mobile Number"
- Email: *** - Callout: "Enter Email"
- Reference/ Bill No: *** - Callout: "Write your applied course name here"
- Amount: *** - Pre-filled with "Rs. 500"
- Remarks/ Purpose:** - Callout: "Write your applied course name here"
- Upload Bill Copy/ Approval mail copy/ Reference documents (PDF,JPG,PNG):** - Callout: "Write your applied course name here"

A "PROCEED WITH PAYMENT" button is located at the bottom of the form.

Enter your Name

Enter Mobile Number

Enter Email

Write your applied course name here

Write your applied course name here



After payment a unique RECEIPT NUMBER/ TRANSACTION ID will be generated with receipt. Please note the RECEIPT NUMBER / TRANSACTION ID and save the receipt for future reference.

You can check the history of your payments by login in at <https://fdstech.solutions/jnucashless/> with same name and mobile number.



Visit HRDC JNU website again and click apply online



Fill Details

UGC - Human Resource Development Centre
 ગુ.સી.સી. સર્વિસ ડેવલપમેન્ટ સેન્ટર
 Jawaharlal Nehru University

ONLINE APPLICATION FOR COURSES TO BE CONDUCTED AT HRC, JNU IN 2019-20
 ઓનલાઇન અરજી 2019-20 ની અભ્યાસ કોર્સ માટે જે આજીઆરસી સેન્ટર, જનુમાં થશે

INSTRUCTIONS TO BE READ CAREFULLY

Step 1: You are required to pay the non-refundable application fee before applying for a course (1000/-).
 • On click of above link you will be redirected to online payment portal.
 • Select CTR/HRD and login with your name and mobile number.
 • Select the CTR/HRD/PB system under HRC payment system.
 • After paying the requisite fee please note the TRANSACTION ID on payment.
 Step 2: Finally visit the page again through HRC portal website. If the course details, personal details etc along with the paid application fee transaction ID have not updated from the system, it means APPLICATION NUMBER will be generated. Please download the application number as it will be required for registration.
 Step 3: Login at <http://hrd.jnu.ac.in/onlineform> through your mobile and upload your photograph.
 Step 4: Download your application form and get it duly signed from the head of your institution.
 Step 5: Upload and upload the duly signed/ stamped copy of application form under your account.

COURSE DETAILS / કોર્સના વિગતો

Course Type / કોર્સનો પ્રકાર = Select The Course Type
 Course Rule / કોર્સનો નિયમ = Select The Course Rule

PERSONAL DETAILS / વ્યક્તિના વિગતો

Name / નામ = Enter Name (Max 50 Char)
 Gender / લિંગ = [Male / Female]
 Social Category / સામાજિક વર્ગ = [SC / ST / OBC / General]
 Back Category / પાઠ્યક્રમ વર્ગ = [Physically Challenged / Usually Challenged]
 Date of Birth / જન્મ તારીખ = [dd/mm/yyyy]

CONTACT DETAILS / સંપર્ક વિગતો

Official Address / અધિકારીના સંપર્ક વિગતો (Max 500 Char)
 Home Address / ઘરના સંપર્ક વિગતો (Max 500 Char)
 State / રાજ્ય = [State Name]
 Pin Code / પિન કોડ = [Pin Code]
 Tel. Number / ટેલિફોન નંબર = [Tel. Number]
 Present Designation / વર્તમાન સ્થાન = [Designation]
 Email / ઇમેઇલ = [Email Address]
 State of Pay / રાજ્ય = [State Name]
 Aad / આઈડી = [Aad Card Number]
 Pan / પાન = [Pan Card Number]
 Web URL / વેબસાઇટ = [Web URL]

ACADEMIC CAREER DETAILS / અભ્યાસીક કારકિર્દીના વિગતો

Highest Education Qualification / ઉચ્ચત શિક્ષણની ક્ષમતા = [Select the Highest Qualification]
 Qualification Grade / ક્ષમતાની ગ્રેડ = [Select the Qualification Grade]
 Year Teaching Experience / શિક્ષણનો અનુભવ = [Select the Year Teaching Experience]
 Subject/Subjects / વિષય/વિષયો = [Select the Subject/Subjects]

DETAILS OF EARLIER ATTENDED COURSES / અગાઉના અભ્યાસ કરેલા કોર્સના વિગતો

Course Name / કોર્સનો નામ	Course Completion Month & Year / અભ્યાસ પૂર્ણ થયેલ મહિના અને વર્ષ	HRC Mark / HRCનો ગુણ
Select the Course Name		Select the Mark (Max 100 Char)
Select the Course Name		Select the Mark (Max 100 Char)
Select the Course Name		Select the Mark (Max 100 Char)
Select the Course Name		Select the Mark (Max 100 Char)

APPLICATION FEE DETAILS / અરજી ફીના વિગતો

Application Fee Transaction ID / અરજી ફીના ટ્રાન્ઝેક્શન ID = [Enter Transaction ID]

Submit / સબમિટ

Select Course Details

Fill Personal Details

Fill Contact Details

Certify that college is under 2f/12B of UGC act

Fill Academic Career Details

Click here and submit the form

Fill the Application fee RECEIPT NUMBER generated after paying the online application fee



On submission of application form a unique application number will be generated. Kindly note/ save the application number as it will be required for login purpose.



Upload your photo graph and download the application form.

The duly signed / forwarded copy of application form is to be uploaded on the portal by login in with application number and date of birth.