NATIONAL LAW UNIVERSITY ODISHA
Application Form

Post Graduate Diploma Course 2022-23

Fill out the following requisite information to apply for the admissions to the PG-Diploma Course 2022-23 offered by Centre for Criminal Justice and Human Rights, National Law University Odisha in collaboration with Directorate General of Prison Department Odisha.

STEP 1- PAYMENT

The fee for this course shall be payable from SBI Collect gateway, steps for the same are mentioned below

- Step 1)   Click on the URL: https://www.onlinesbi.sbi/sbicollect/icollecthome.htm
- Step 2)   Click Check Box to proceed for payment.
- Step 3)   Under "State of Corporate / Institution" select "Odisha" from the drop-down menu.
- Step 4)   Under "Type of Corporate / Institution" select "Education Institute" from the drop-down menu and click on "GO".
- Step 5)   Under Educational Institutions Name select NATIONAL LAW UNIVERSITY ODISHA from the drop-down menu and click on Submit button.
- Step 6)   Select Payment Category "Registration for Seminar and Events". Furnish required details and make payment.
- Step 7)   Download the SBI Collect Receipt.

Fee once paid will be all-inclusive and non-refundable.

No fee would be charged for personnel from Odisha Prisons.

FEE RECEIPT

Online fee receipt will be generated once the payment is processed successfully. You are required to keep the receipt with you. You may download the filled-in Application Form and the Fee Receipt from the Dash Board. Upload that fee receipt in the Application form

STEP 2- Application Form

- After a Successful Fee payment you will have to fill the application form from this link- Click Here To Fill Application Form (https://forms.gle/7PvZrpNW8ezGwFzQA)

PERSONAL DETAILS	
NAME	Enter full name as it appears on Class x certificate
GENDER	Select the gender from the options available
DATE OF BIRTH:	As it appears on Class x certificate
MOTHER'S NAME	Enter Mother's full name
FATHER'S NAME	Enter Father's full name
CONTACT NO.	Enter contact no. of the candidate for future updates
CATEGORY	General/SC/ST/PWD (The fee will differ as per the category and you need to upload the relevant documents as per your claim)
DOMICILE	If you have domicile of Odisha? (YES/NO)
PERMANENT ADDRESS	Permanent residence of the candidate
CORRESPONDENCE ADDRESS:	Address where the applicant is currently residing and willing to receive the reading material, ID Card and other information **Note**: provide the complete and correct address as the reading material, id card and other documents will be sent only to the address mentioned above. All the information with regard to the classes and exam schedules etc. will be sent by email to the id provided above. University will not be responsible for non-receipt of the said documents/information.
ALTERNATE EMAIL ADDRESS	Will be used by the University for sending communications in case of non-delivery or other issues with the email id provided above
ALTERNATE MOBILE NO	The mobile number provided will be used for communicating with applicants in case the applicants cannot be communicated with on their Primary phone number.
PRISON PERSONNEL	Yes / No. If yes, need to upload the proof. If The concessional fee is applicable for Odisha Prison Personnel for this programme.
ID PROOF	Select Aadhar Card or PAN Card or Voter ID from the drop down

ACADEMIC QUALIFICATIONS	
CLASS X	
BOARD NAME	Select the Board Name from the drop down menu

YEAR OF PASSING	Qualifying Year
CLASS XII	
BOARD NAME	Select the Board Name from the drop down menu
YEAR OF PASSING:	Qualifying Year
GRADUATION QUALIFICATIONS	
INSTITUTE NAME	Select the Board Name from the drop down menu
UNIVERSITY NAME	Select from the drop down menu. If not found, please select 'Not Specified / Others' at the end
NAME OF THE COURSE	Enter the name of the course. Example BA/B.Tech
MODE	Regular/Distance
DETAILS OF PROFESSIONAL EXPERIENCE (if any)	Employed / Self-Employed / Professional
PASSING RESULT STATUS:	Declared/ Awaited (If declared enter the percentage)

If declared, in case of CGPA

- For conversion from CGPA to Percentage: Please follow your university/institution stated guidelines for the conversion of CGPA into a percentage. In case your university/institution does not have any guidelines to convert CGPA into a percentage, the same can be done by dividing the applicant's CGPA by the maximum possible CGPA and multiplying the result with 100.

If awaited, candidates should submit the Undertaking as provided in the Application Form

- Candidates appearing for the final year examination / awaiting results of the graduation or equivalent should submit the undertaking as given in page 1. Further, in case of Advanced Diploma, candidates who have completed/appearing for the third year / sixth semester examination of the 5- Year Integrated LL.B Programme should submit the undertaking and a letter from the institution/university.

Details of Courses (Either Regular / Distance / Online Mode) enrolled at present at NLUO or any other Institution / University	
INSTITUTE NAME	Select the Board Name from the drop down menu
UNIVERSITY NAME	Select from the drop down menu. If not found, please select 'Not Specified / Others' at the end
NAME OF THE COURSE	Enter the name of the course. Example BA/B.Tech
YEAR OF ENROLMENT	The year in which you have enrolled for the said programme

DURATION	1 year/ 2 years / 3 years
LEVEL OF THE COURSE	(Certificate Diploma/PG Diploma/UG Degree/PG Degree)
MODE	Regular/Distance

DOCUMENTS TO BE UPLOADED

1. Upload Passport Photo (* Size should not exceed 1MB)
2. Upload Attested Copy of 10th Certificate (* Only .pdf allowed, max 1MB)
3. Upload Attested Copy of 12th Certificate (* Only .pdf allowed, max 1MB)
4. Upload Copy of Aadhar Card/Pan Card/Voter ID (* Only .pdf allowed, max 1MB)
5. Upload Attested Copy of the SC/ST/PWD Certificate, wherever applicable (Only .pdf allowed, max 1MB)
6. Prison Personnel ID Proof, wherever applicable (Only .pdf allowed, max 1MB)
7. Upload Undertaking Letter by the candidates awaiting Results / Certificates (* Only .pdf allowed, max 1MB)
8. Upload Attested Copies of the Graduation Consolidated Mark Sheet (In case of candidates appearing for the final examinations / awaiting results may upload the marks sheets till the previous Year / Semester) (* Only .pdf allowed, max 1MB)
9. Upload Attested Copy of the Provisional Degree / Original Degree (* Only .pdf allowed, max 1MB)

Undertaking by the Candidate (Self Declaration)

I, hereby, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.

I, hereby, undertake to present the original documents in time, after the confirmation of my admission to the concerned Diploma course. And I am aware that, if I fail to do so i.e. If I do not submit these original documents or if there is a discrepancy between the information I have given in the application form and my original certificates, my admission will be cancelled.

– Please select the check box

Any Query

Wherever you have any doubt you may click on 'Ask Any Query' and for any further inquiry/query contact-

Dr. Kuntirani Padhan Asst. Professor of Law, NLUO Co-Director,

Centre for Criminal Justice and Human Rights

Contact no. : 09556030948

E-mail id: kuntirani.padhan@nluo.ac.in or cjhr@nluo.ac.in

You may get a response as early as possible.

APPLY NOW- Click here (https://forms.gle/7PvZrpNW8ezGwFzQA)