GURU NANAK DEV UNIVERSITY ZONAL/ INTER ZONAL YOUTH FESTIVALS 2024

STEP BY STEP INSTRUCTIONS TO FILL ONLINE REGISTRATION PORTAL

Guru Nanak Dev University Youth Festival -2024 online registration consists of following steps. Kindly note that each step is dependent on the previous step. **(You can proceed to next step only after completing and locking the previous step.)** There are two forms i.e. College Entry form and Student Entry form. College Entry Form is divided into four parts (Part A to Part D).

1. Open the link https://gnduadmissions.org/youthFestival_sep2022/Login.aspx
2. Login by using the loing details/credentials provided by Director Youth Welfare Office to your registered e-mail.
3. After successful login, you will be shown **College Dashboard** with details about your college (College Name, Principal's Name and Contact Number, Zone your college belongs to etc.)
4. You may change your password using **Change Password** link provided in the **College Dashboard**.
5. Fill **College Entry Form (Part A)** that consists of basic information of college like Student Strength, Division, Cultural Co-ordinator's details etc. After submitting this, you may proceed to next step.
6. Fill **College Entry Form (Part B)** that consists of Events-Participants-Accompanists details. Here you need to register for the items/events in which your college wants to participate. Details of Participants and Accompanists will also be provided by the college in this step. **Note that for each student (participant) college will enter his/her 13-digt Student ID and all the details of student (Name, Father's Name, Gender, Registration No, Photo etc.) will be fetched automatically by the system**. At the end you will be provided preview of the form along with all the details filled by you. After verifying the details Submit and Lock the form.
7. Fill **College Entry form (Part-C)** that consists of giving details of participants who have participated in youth festival in previous years also. Details of participants that you have already filled in previous step (Part B) will be shown automatically.
8. Fill **College Entry form (Part-D)** that consists detail of participants who are participating in more than one item. This will be calculated automatically by the system using the details provided by you in Part-B. **You have to verify, submit and lock the details.**
9. Fill Eligibility Certificate / Performa of Student, for each Student of your college participating in Youth Festival using the link **Student Registration.** Details submitted in Part-B shall automatically be fetched here for each student. This form is to be filled and locked for each participant registered in Part B.
10. **Online payment of Registration fee.** Please note that this payment can be made only in online mode. After successful payment, take a printout of the receipt.
11. Take a printout of all the forms using **Print Forms** link.
12. Submit hard copy of the form, duly endorsed by the College Principal, along with payment receipt, to Youth Welfare Department office of Guru Nanak Dev University, Amritsar as per given date.
    For any query / problem in filing up the online forms, you may contact Center for IT Solutions at 0183-2823182.