

GUIDELINES FOR FILLING ONLINE APPLICATION FORM FOR ADMISSION

1. Pre-Requisites for Applying Online:

Before applying online, candidates should have:

- A valid e-mail ID
 - Scanned copy of their Photograph in JPG/JPEG format
 - Necessary details/documents ready (like SSLC, Plus Two /Pre Degree, Degree certificates, mark lists etc.)
2. Candidates can apply online through website <http://admissions.nish.ac.in>
 3. Click on "Apply Now" button of "Diploma in Teaching Young Deaf & Hard of Hearing" course
 4. After clicking on "Apply Now", you will find the general instructions. Read these instructions carefully.
 5. Register with your name, valid e-mail address and a password. An e-mail will be send to your e-mail id with an activation link. Click on the link to activate it. (Please check your "Spam" folder if you are not able to view mail within few minutes from admission@nish.ac.in. If you find our e-mail there, click on "Not Spam" button and activate your account using the link available)
 6. After activation you can login with your login id and password.
 7. Upload a passport size photograph which should be in JPG/JPEG format only and size of the photo should not be more than 1MB.
 8. Fill personal details, academic details, experience details etc carefully. Filling of star (*) marked fields is mandatory.
 9. Payment can be made by chalan form **OR** through Internet Banking.
 - a. Take a printout of the chalan form available on the website. Pay the registration fee in any branch of SBT using this chalan.**OR**
 - b. Those who have internet banking facility can remit the fees through NEFT transaction to "NISH FEE ACCOUNT", State Bank of Travancore, Akkulam branch Account No: 67224749979 with IFSC Code SBTR0000581. Please note the Unique Transaction Reference (UTR) number and date as this will have to be entered in the application form.
 10. After paying fee, login back to <http://admissions.nish.ac.in> using username and password and enter payment remittance details before the dead line.
 11. Click on "Edit" button, if you want to change any details or click on "Submit" button for submitting the application form. Once the submission is done online, the candidates cannot make any changes in the form.
 12. After online submission of application, the candidates must take the print out of the filled application and send it along with the attested copies of the required documents and original chalan to the Coordinator, DTY DHH, National Institute of Speech & Hearing, Karimanal P.O., Thiruvananthapuram 695583 within the date and time specified.
 13. Call letter for the interview will be send through e-mail.
 14. Report for the interview in the college with all original documents on the date notified by NISH.

Documents to be attached:

1. Attested copy of mark lists of qualifying examinations:
 - a. True copy of the relevant page of SSLC showing date of birth.
 - b. True copy of mark list of qualifying examination.
2. Application, attached documents and original chalan should be sent by Registered post.
3. Application received after the due date and those not accompanied by required documents/details will not be considered. Candidates are advised **NOT** to enclose **originals** of any supporting documents along with the application form.