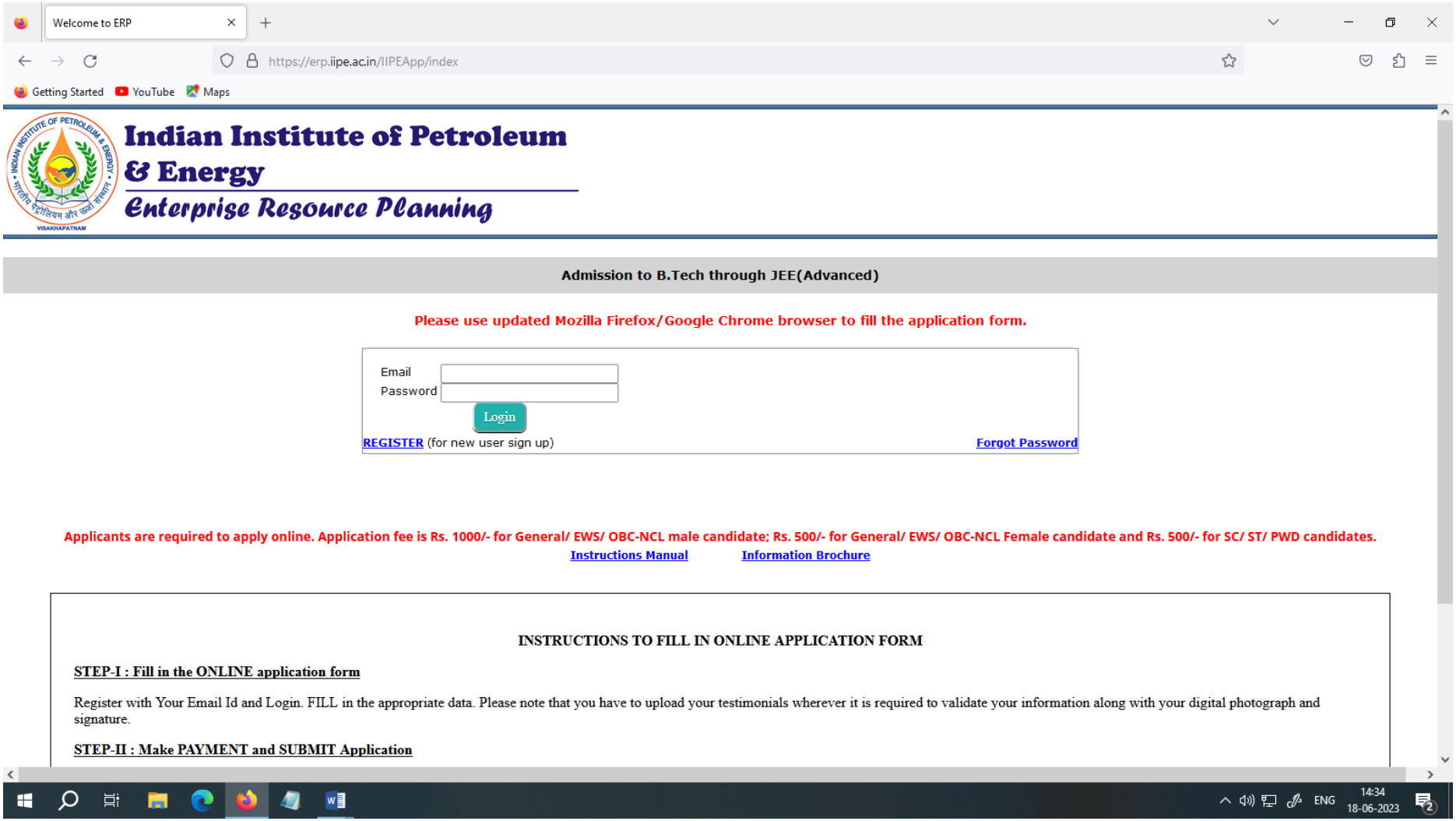
INSTRUCTION MANUAL FOR ACCESSING B.TECH. ADMISSION APPLICATION PORTAL

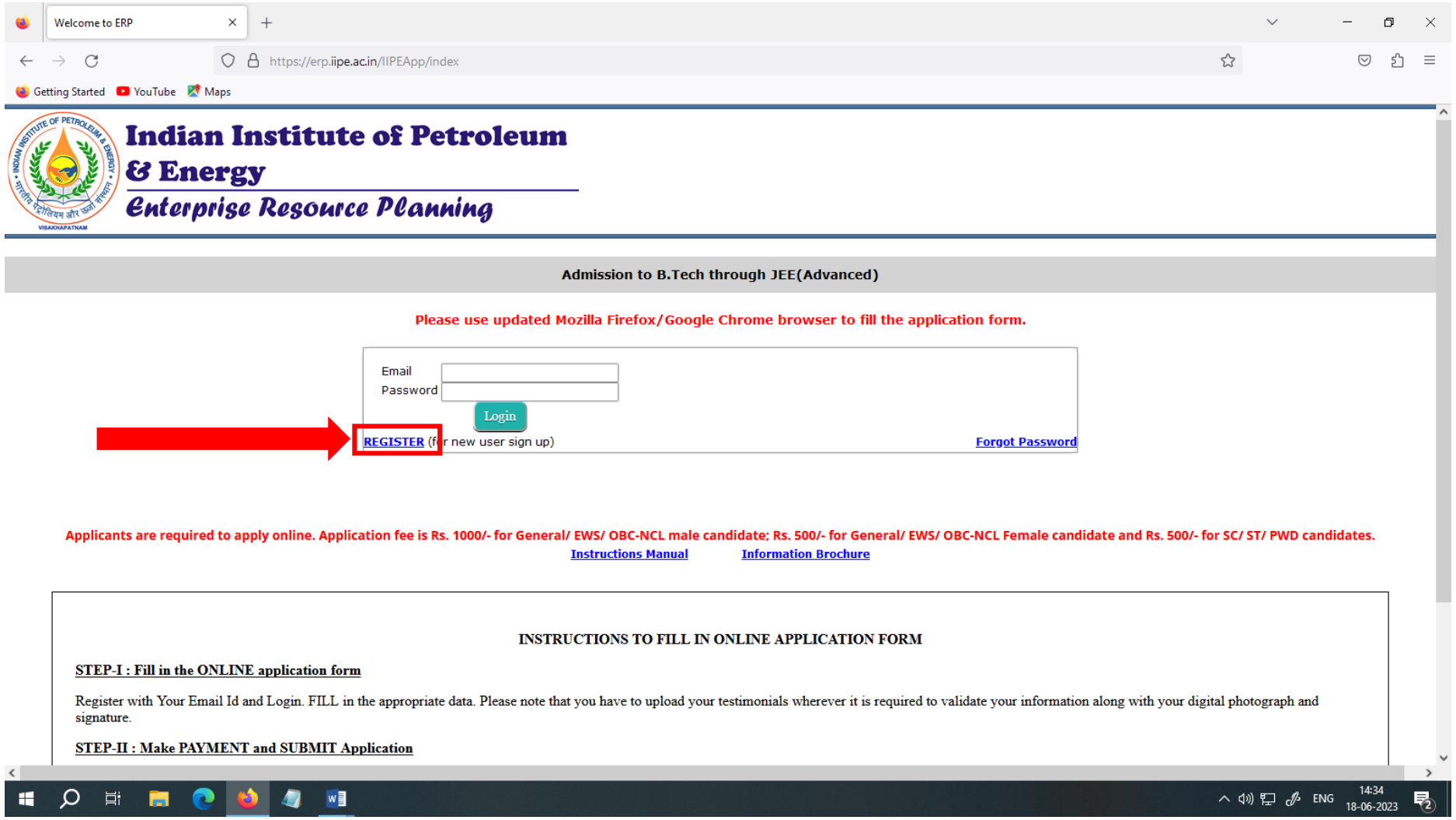
1. Logon to IIPE Admission Application Portal using the following link

https://erp.iipe.ac.in/IIPEApp/index?admiss_ch=01



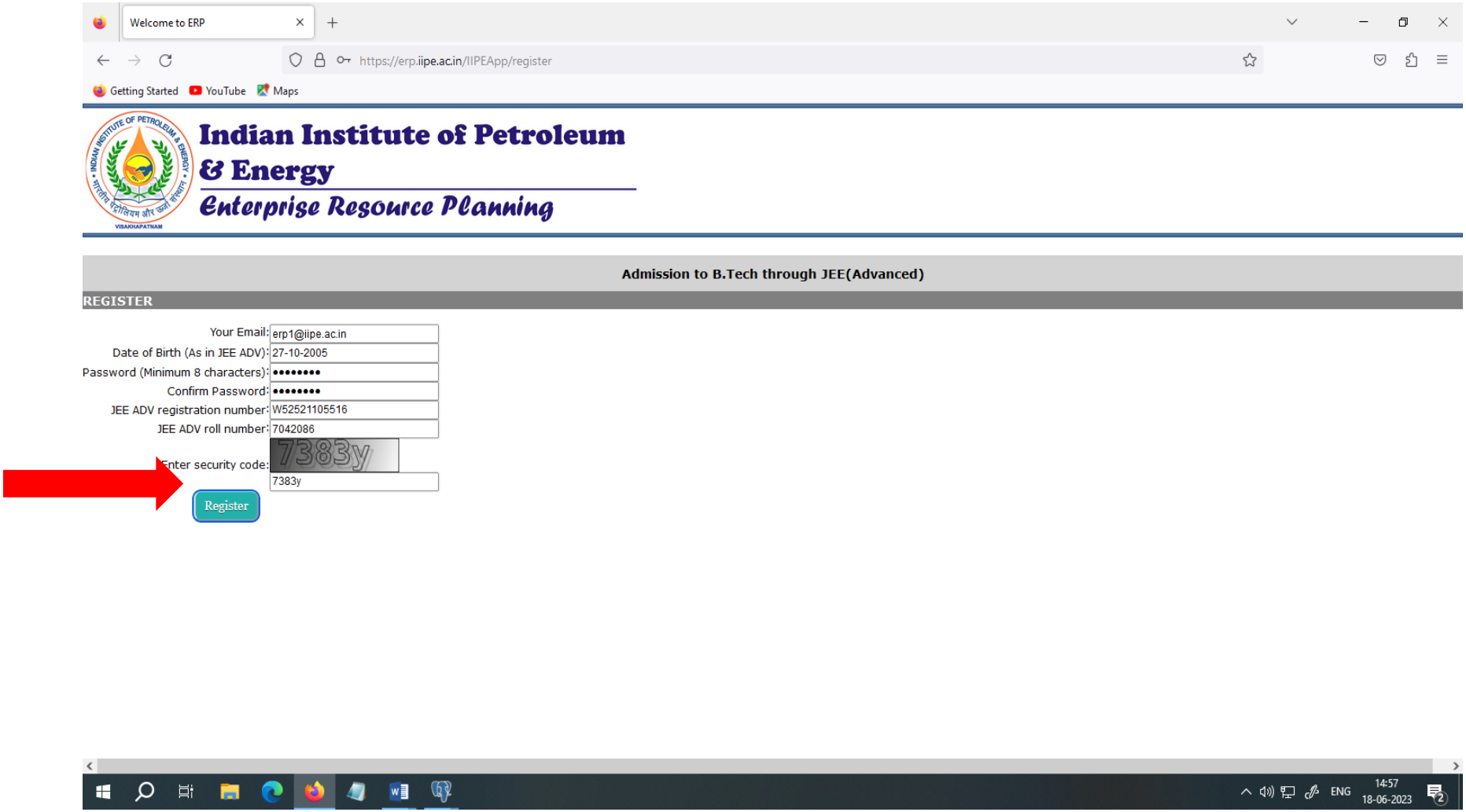
2. REGISTRATION

If you are a first time user click on “REGISTER”

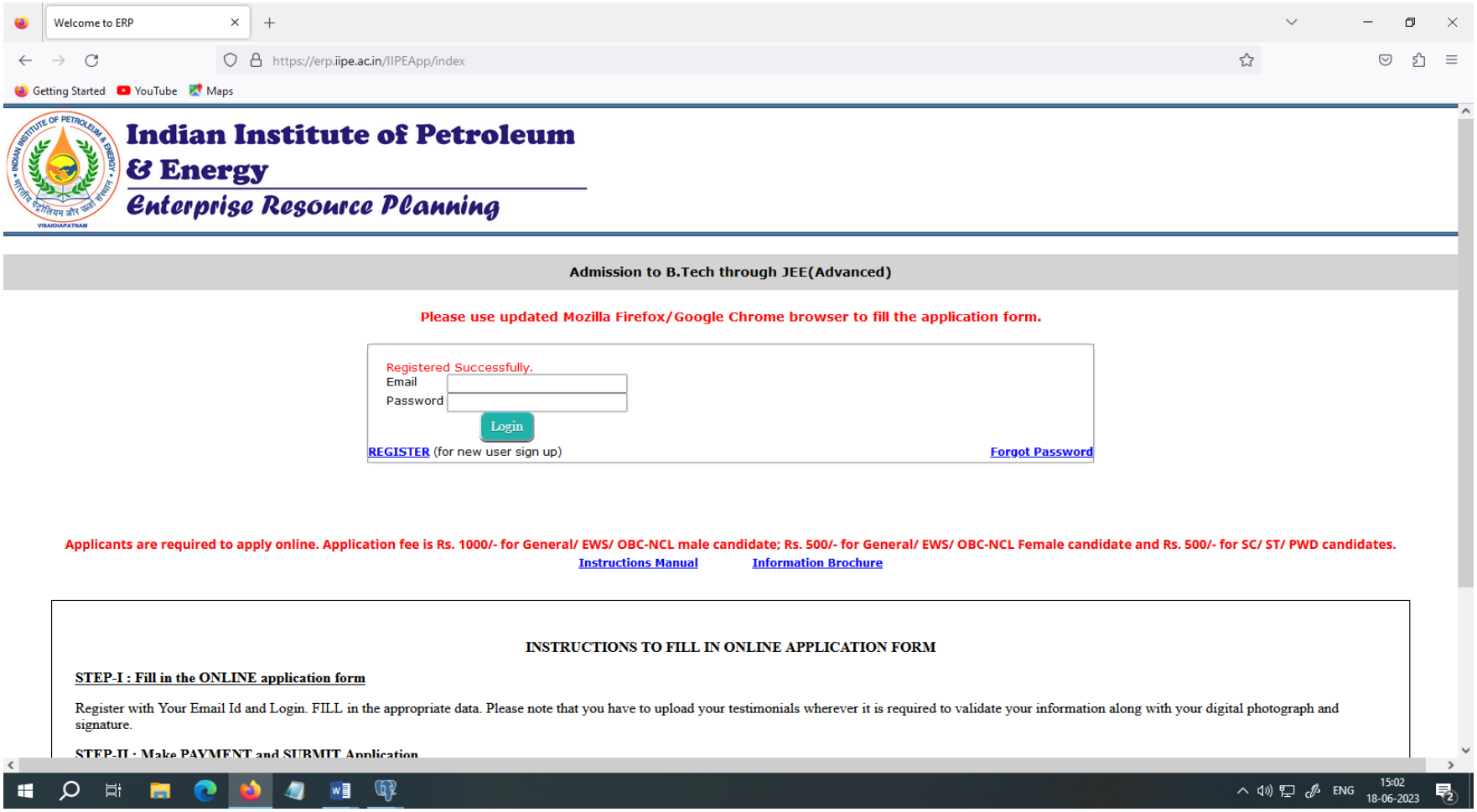


2.1. Fill the registration form with required details and click on “Register”.

Email	:	**Working Email ID – to receive updates from IIPE about your application- It cannot be changed later.**
Date of Birth	:	**As per your JEE (Advanced) 2024 Admit Card – cannot be changed later**
Password	:	**Choose your password – min 8 characters**
Confirm Password	:	**Retype the chosen password**
JEE Advanced Registration Number	:	**JEE (Advanced) 2024 Registration Number which starts with 'M'**
JEE Advanced Roll Number	:	**9-digit JEE (Advanced) 2024 roll number**

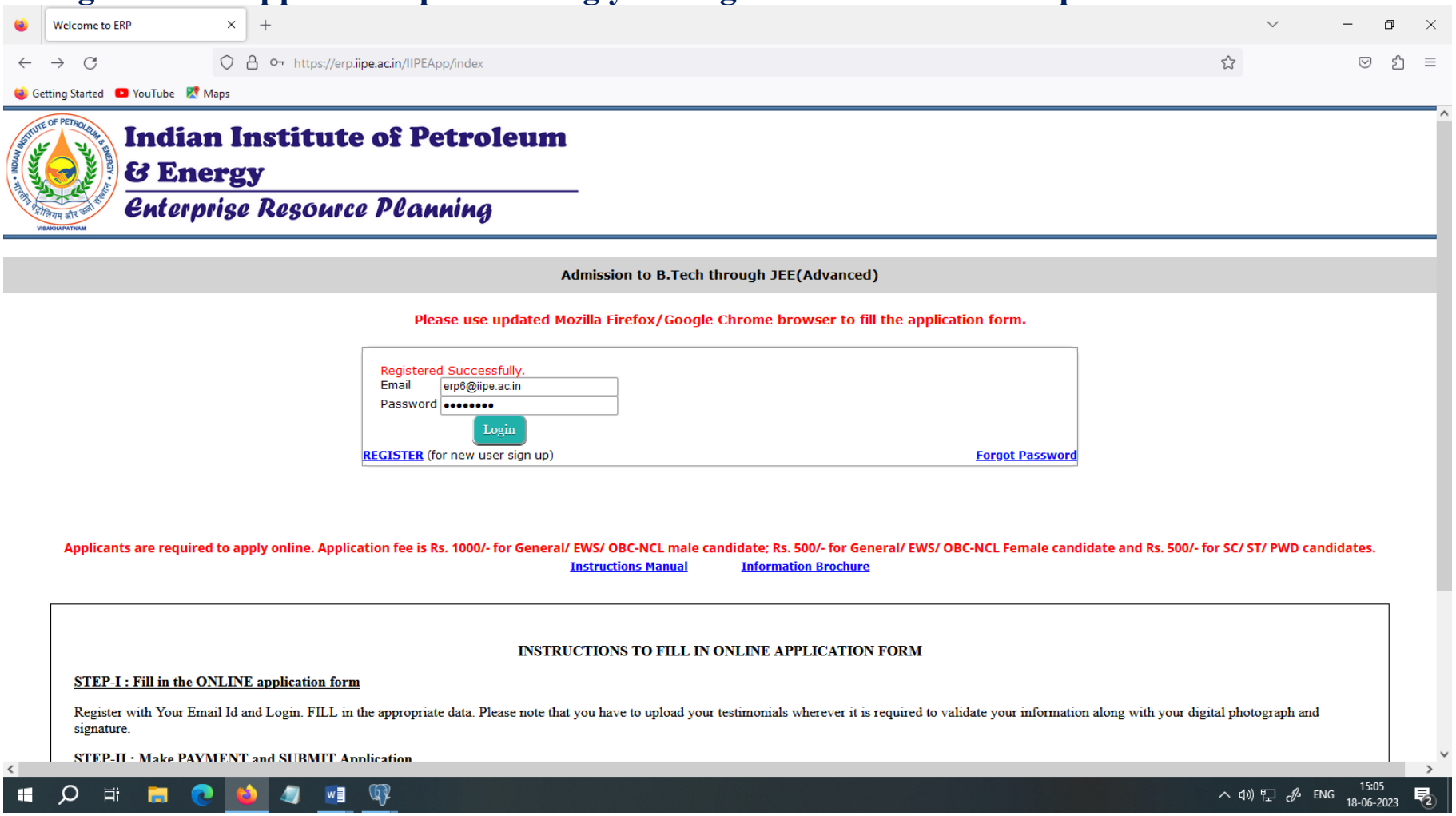


2.2. Upon successful registration you will get the following screen



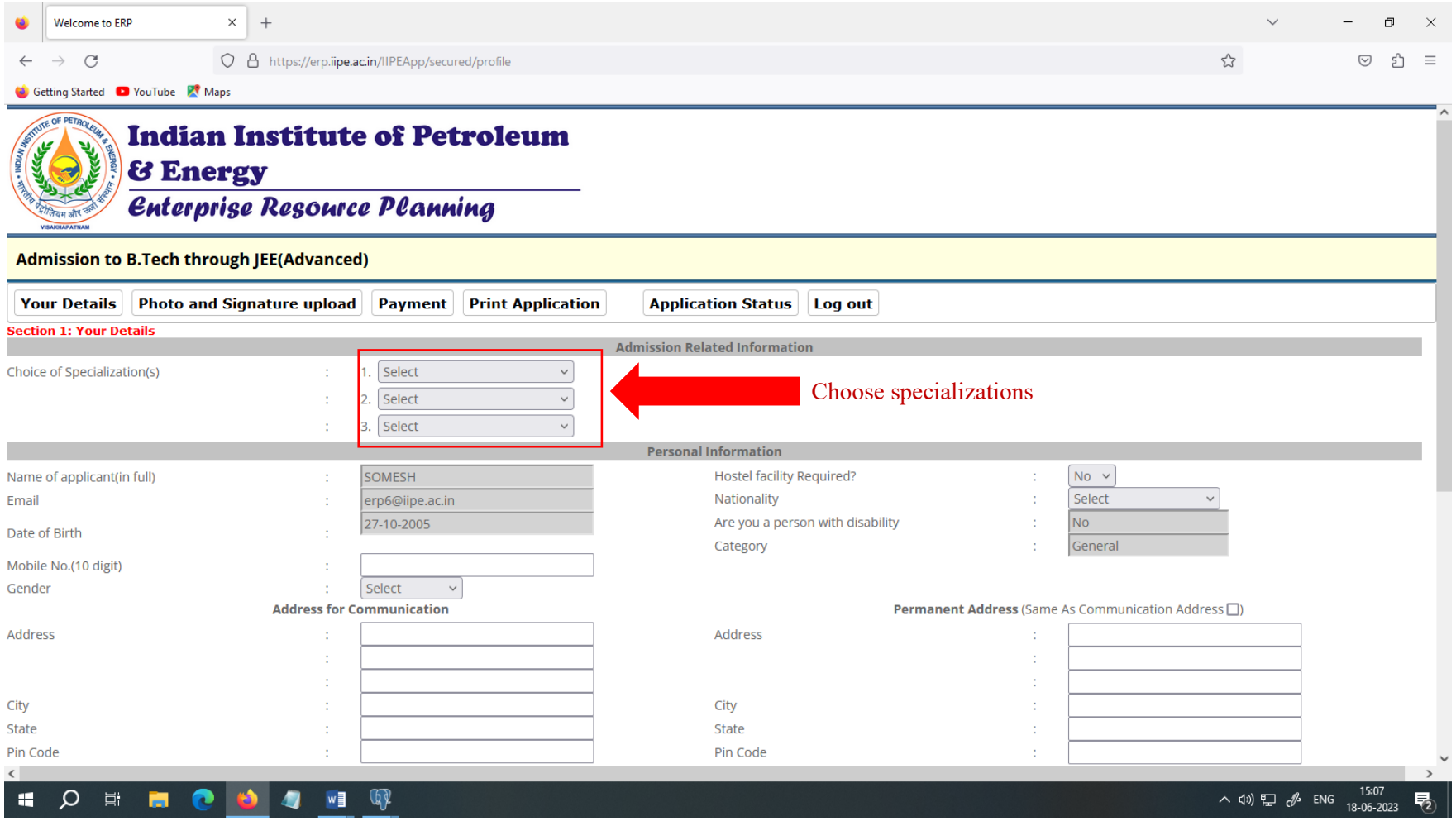
3. ACCEES TO APPLICATION

3.1. Logon to the Application portal using your registered Email ID and password



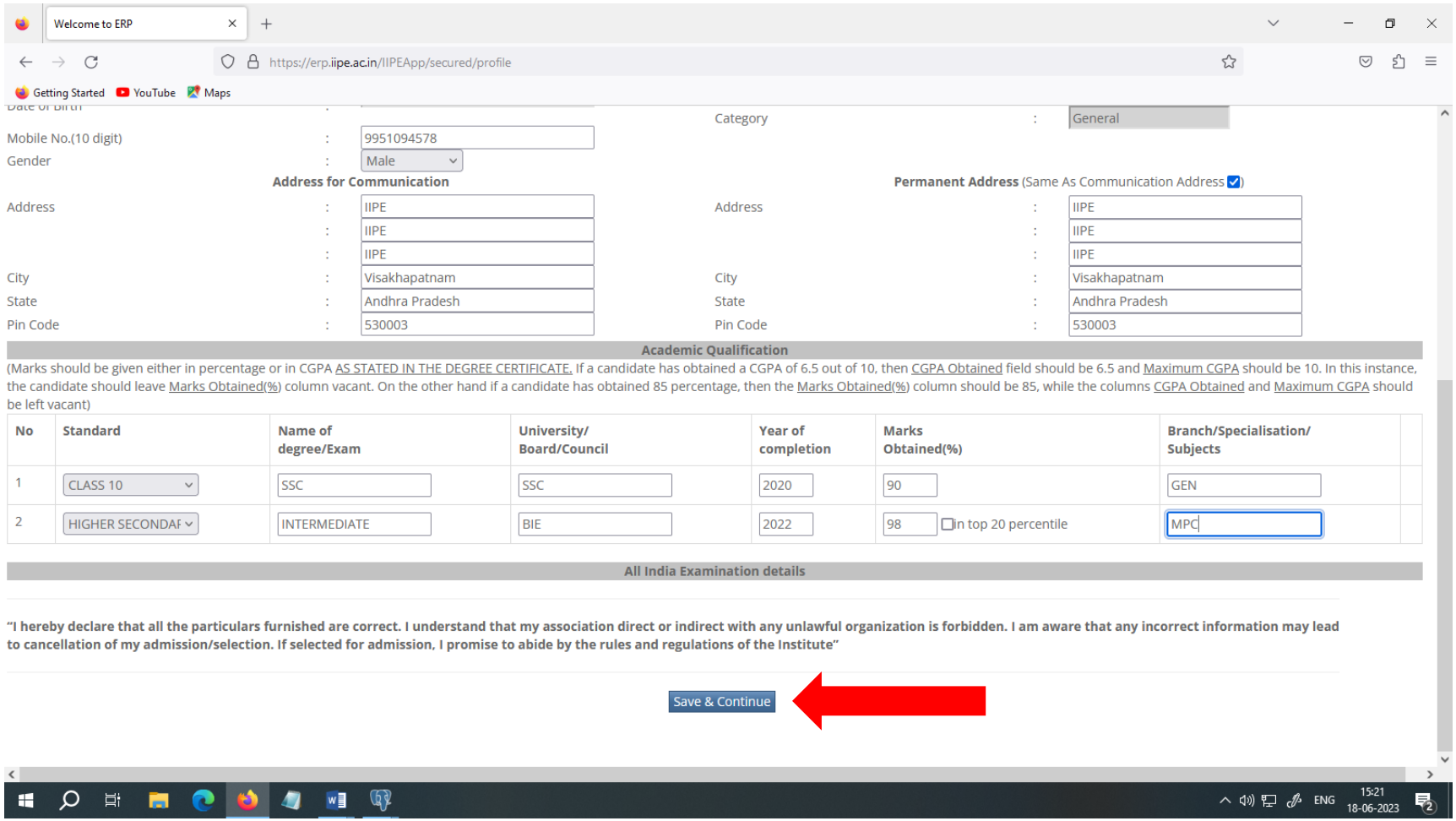
Then, you will be directed to Admission Application Form as shown in the next page.

3.2. Fill the Details

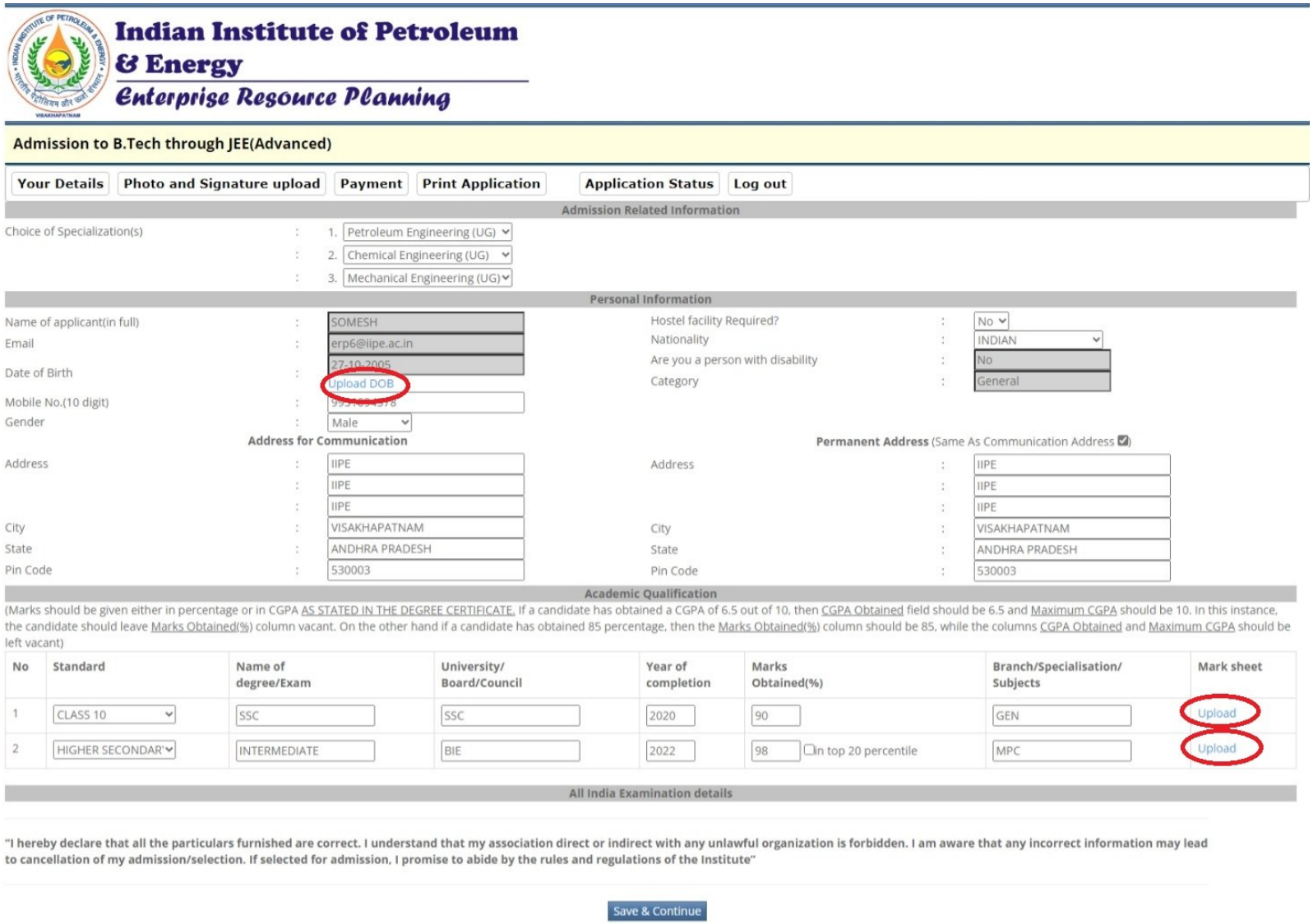


Note: The fields namely "Name of applicant (in full)", "Category" and "Are you a person with disability" will be populated automatically as per your JEE (Advanced) 2024 Admit card data, and these are not changeable.

Fill the remaining details of the form as shown in the next page and click on "Save & Continue"



On clicking " Save & Continue" button you are required to upload necessary documents as shown in the next page



Indian Institute of Petroleum & Energy

Enterprise Resource Planning

Admission to B.Tech through JEE(Advanced)

Your Details | Photo and Signature upload | Payment | Print Application | Application Status | Log out

Admission Related Information

Choice of Specialization(s) : 1. Petroleum Engineering (UG) : 2. Chemical Engineering (UG) : 3. Mechanical Engineering (UG)

Personal Information

Name of applicant(in full)	SOMESH	Hostel facility Required?	No
Email	erp6@iipe.ac.in	Nationality	INDIAN
Date of Birth	27-10-2005 Upload DOB	Are you a person with disability	No
Mobile No.(10 digit)	[redacted]	Category	General
Gender	Male		

Address for Communication

Address	IIPE, IIPE, IIPE
City	VISAKHAPATNAM
State	ANDHRA PRADESH
Pin Code	530003

Permanent Address (Same As Communication Address ☑)

Address	IIPE, IIPE, IIPE
City	VISAKHAPATNAM
State	ANDHRA PRADESH
Pin Code	530003

Academic Qualification

(Marks should be given either in percentage or in CGPA AS STATED IN THE DEGREE CERTIFICATE. If a candidate has obtained a CGPA of 6.5 out of 10, then CGPA Obtained field should be 6.5 and Maximum CGPA should be 10. In this instance, the candidate should leave Marks Obtained(%) column vacant. On the other hand if a candidate has obtained 85 percentage, then the Marks Obtained(%) column should be 85, while the columns CGPA Obtained and Maximum CGPA should be left vacant)

No	Standard	Name of degree/Exam	University/ Board/Council	Year of completion	Marks Obtained(%)	Branch/Specialisation/ Subjects	Mark sheet
1	CLASS 10	SSC	SSC	2020	90	GEN	Upload
2	HIGHER SECONDAR'	INTERMEDIATE	BIE	2022	98 ☐ In top 20 percentile	MPC	Upload

All India Examination details

"I hereby declare that all the particulars furnished are correct. I understand that my association direct or indirect with any unlawful organization is forbidden. I am aware that any incorrect information may lead to cancellation of my admission/selection. If selected for admission, I promise to abide by the rules and regulations of the Institute"

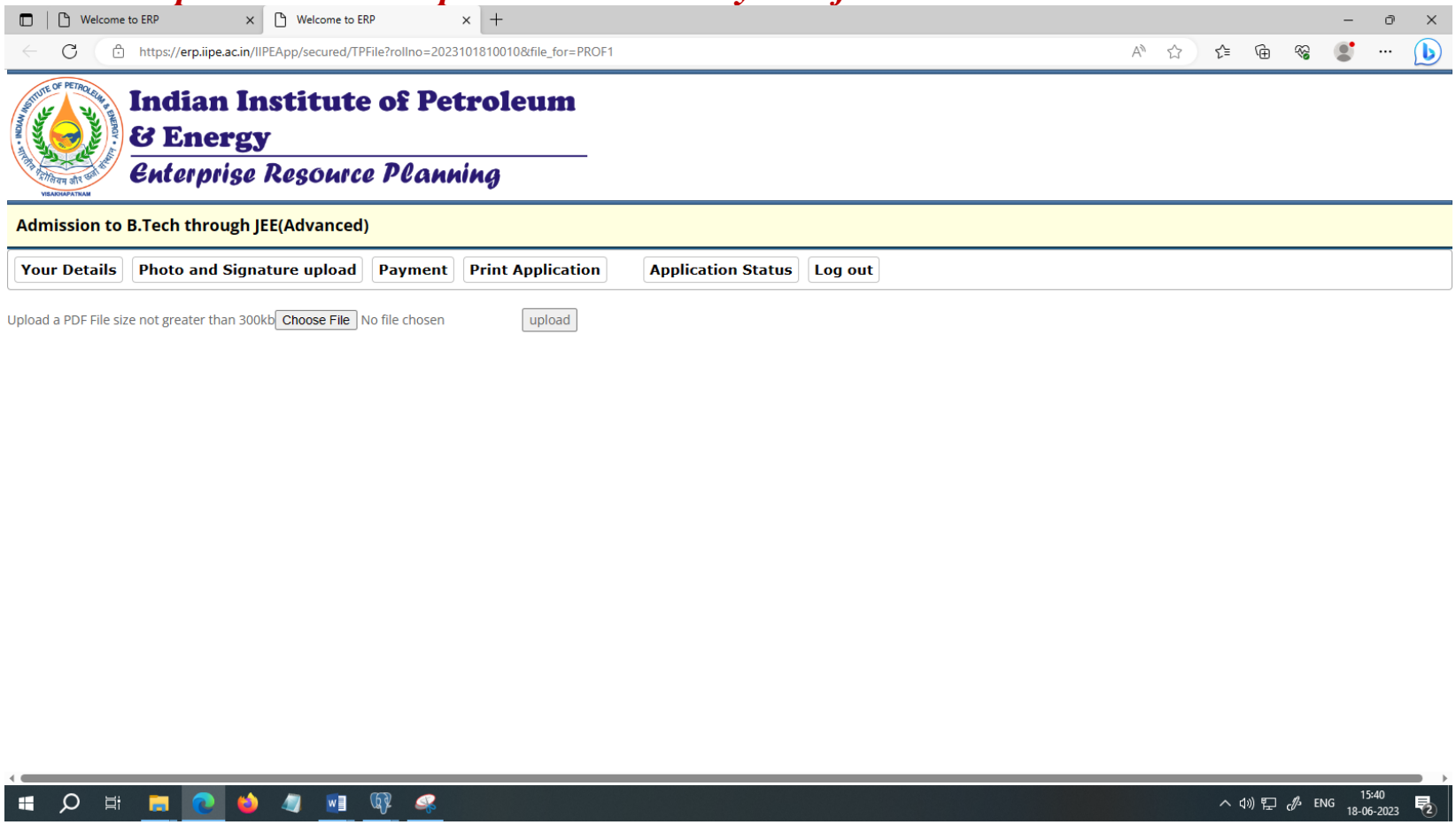
Save & Continue

Then you need to upload scanned copies of the documents in PDF format (less than 300 KB each) at the sections marked in the above screenshot

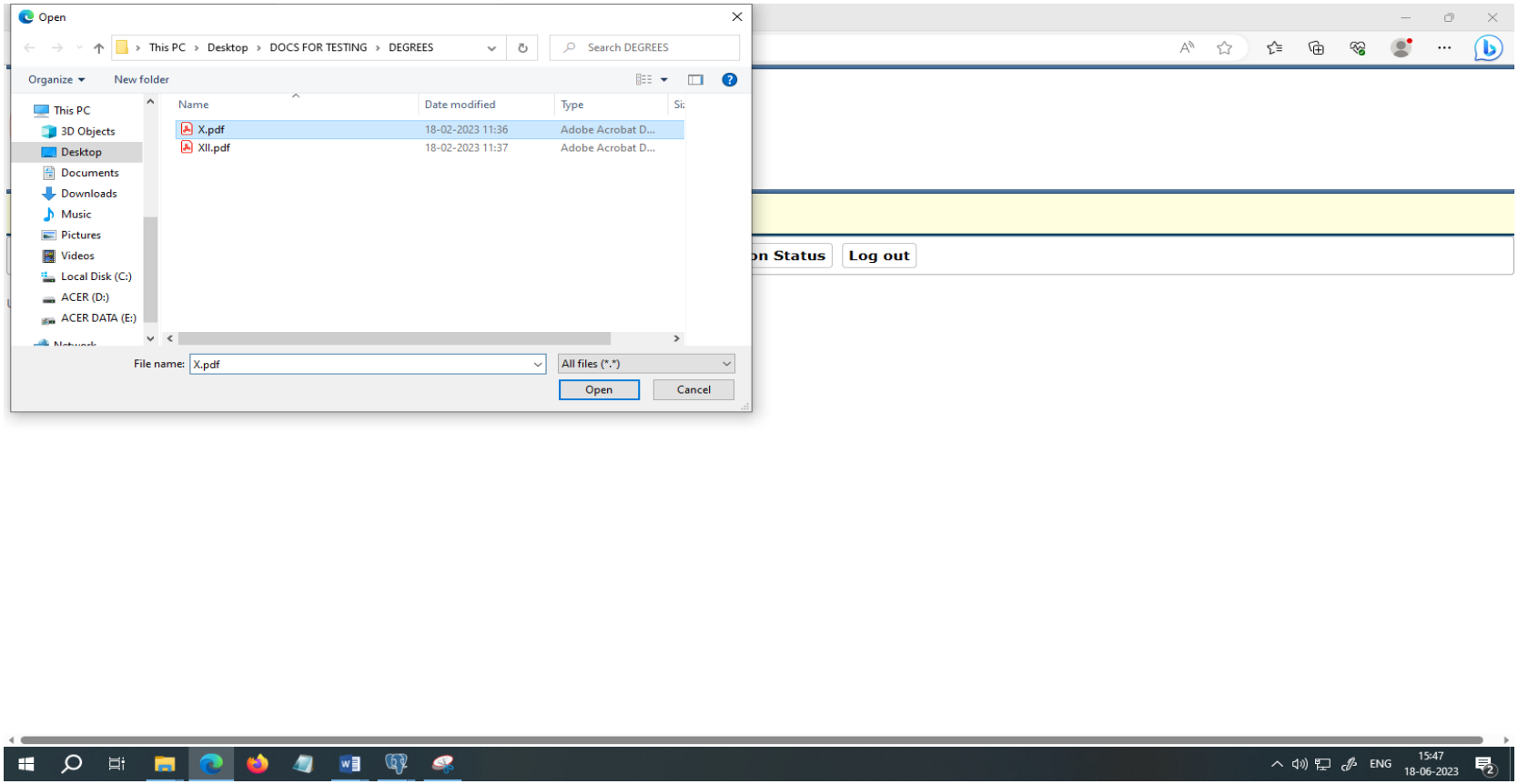
i. Date of Birth Certificate
ii. PWD certificate – if applicable
iii. Category Certificate – applicable
iv. CLASS 10 Certificate
v. HIGHER SECONDARY (+2) Certificate

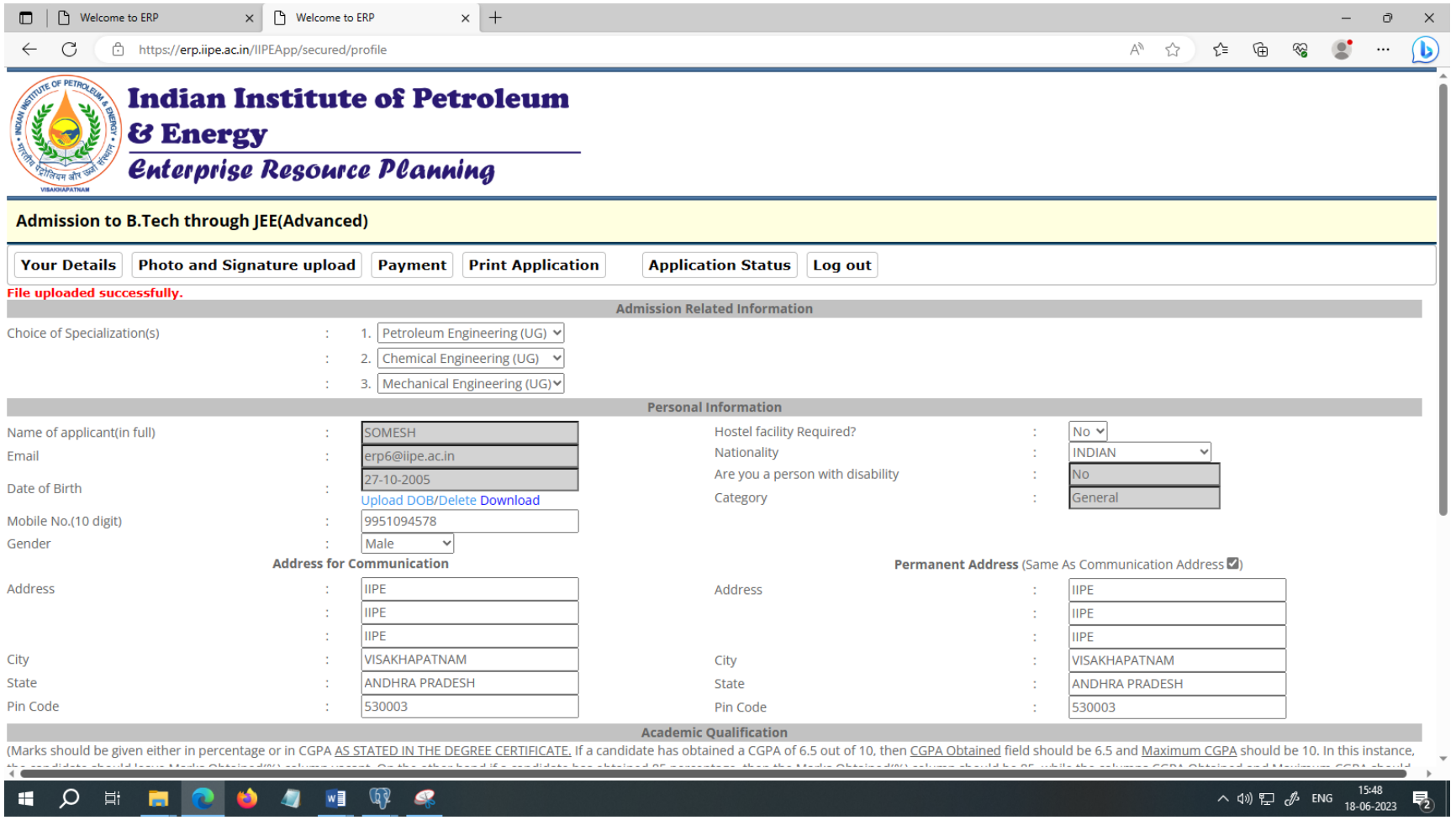
3.3. UPLOAD NECESSARY DOCUMENTS

Click on Upload link and upload the necessary certificates



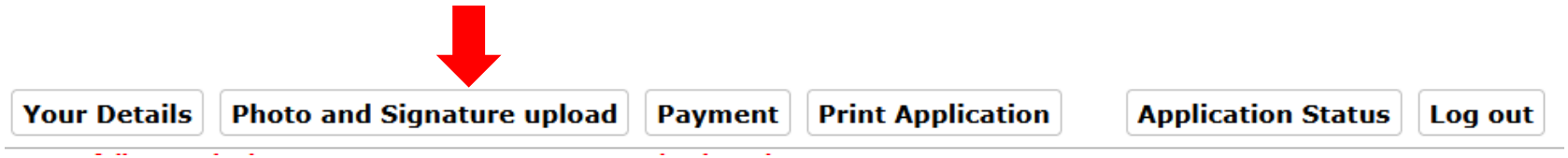
Click on "Choose File", browse the required documents, select the required document and click on Open, then click on Upload as shown in the next page.


Open
This PC › Desktop › DOCS FOR TESTING › DEGREES
Search DEGREES
Organize
New folder
This PC
3D Objects
Desktop
Documents
Downloads
Music
Pictures
Videos
Local Disk (C:)
ACER (D:)
ACER DATA (E:)
Name
Date modified
Type
X.pdf
18-02-2023 11:36
Adobe Acrobat D...
XII.pdf
18-02-2023 11:37
Adobe Acrobat D...
File name: X.pdf
All files (*.*)
Open
Cancel
on Status
Log out
ENG
15:47
18-06-2023

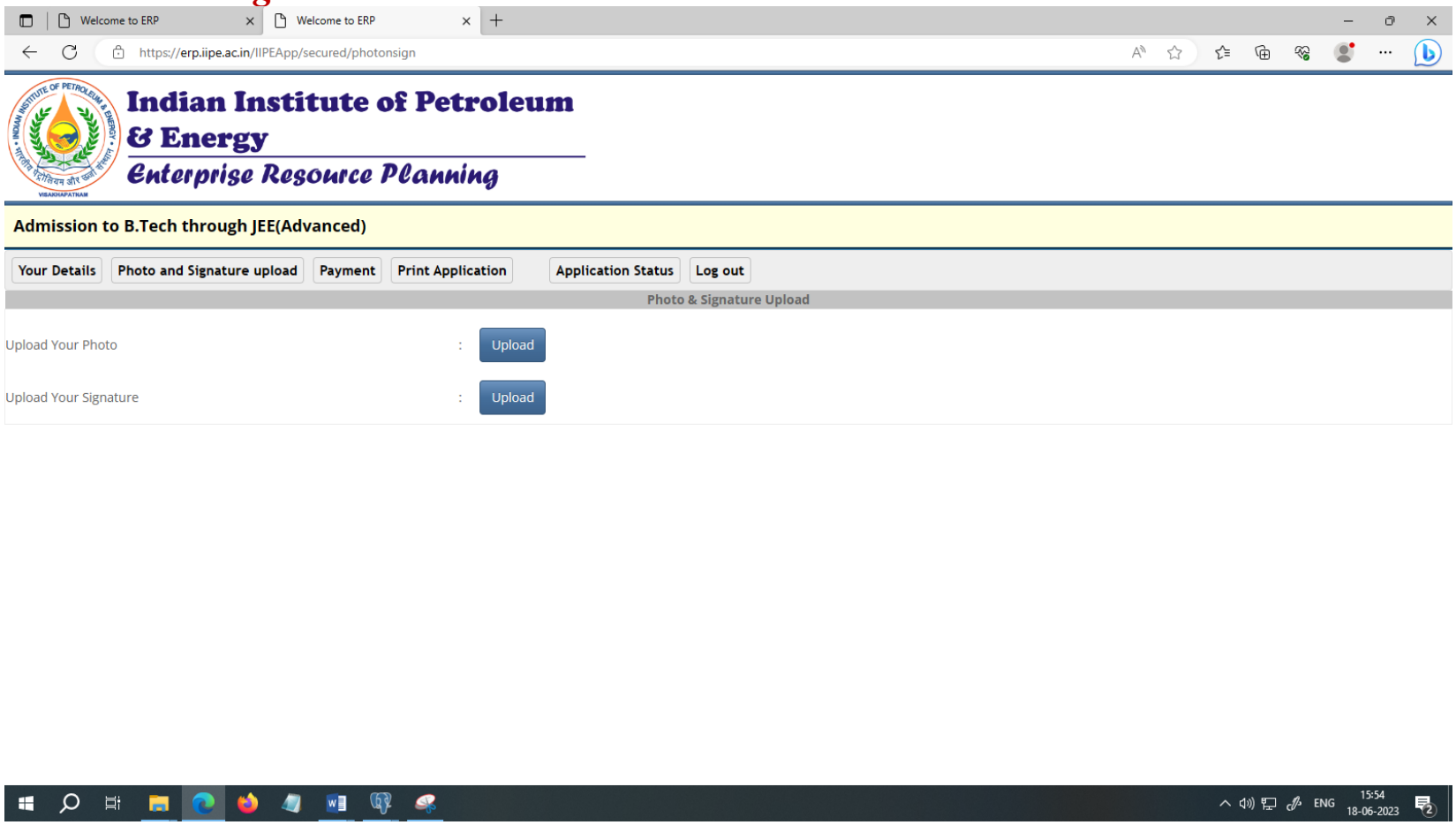


Upon successful upload, you can verify the uploaded file by clicking on "Download" link.

After upload necessary documents, then go to "Photo and Signature Upload" section.



4. Upload Photo and Signature

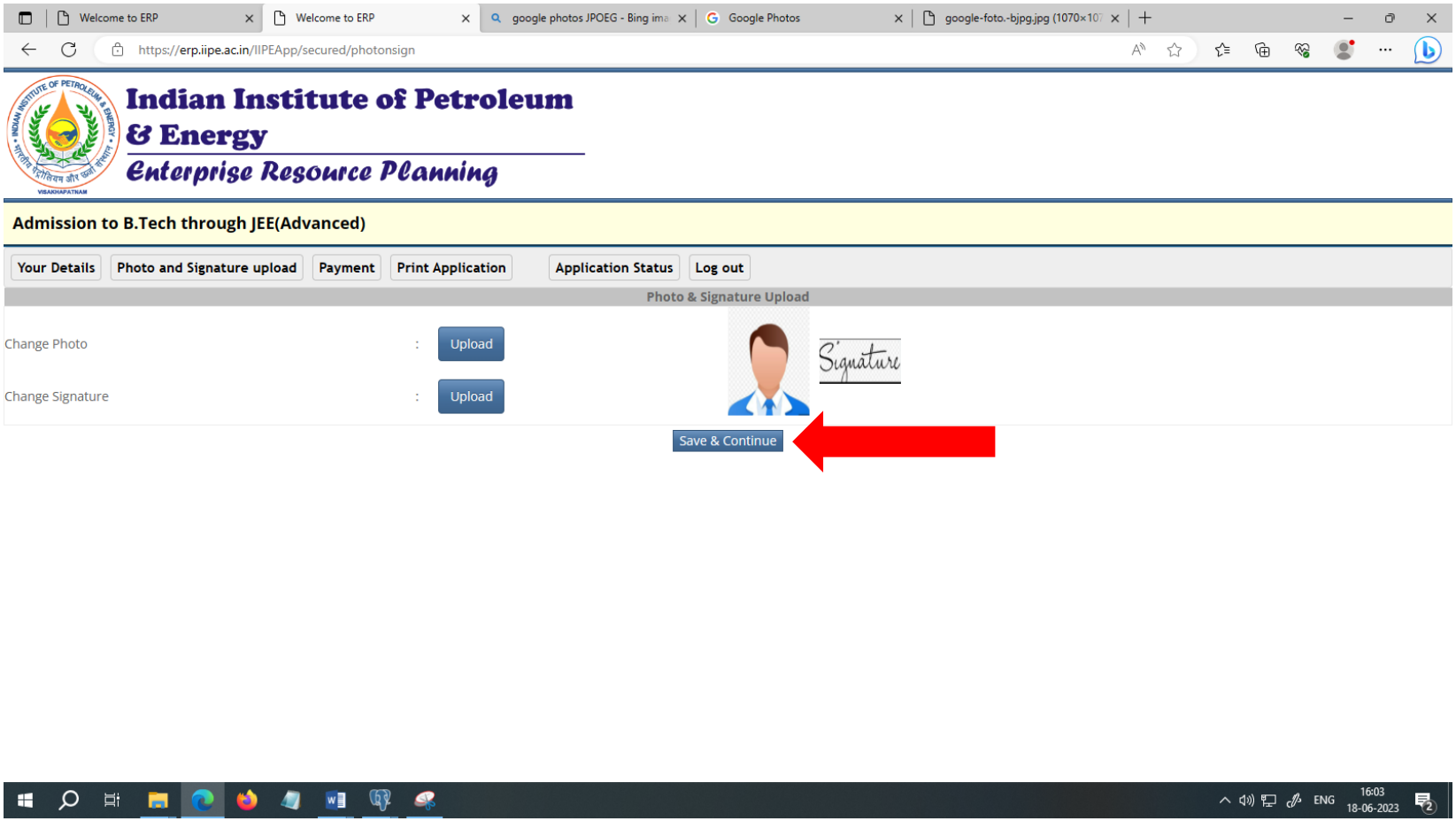


Here you need upload

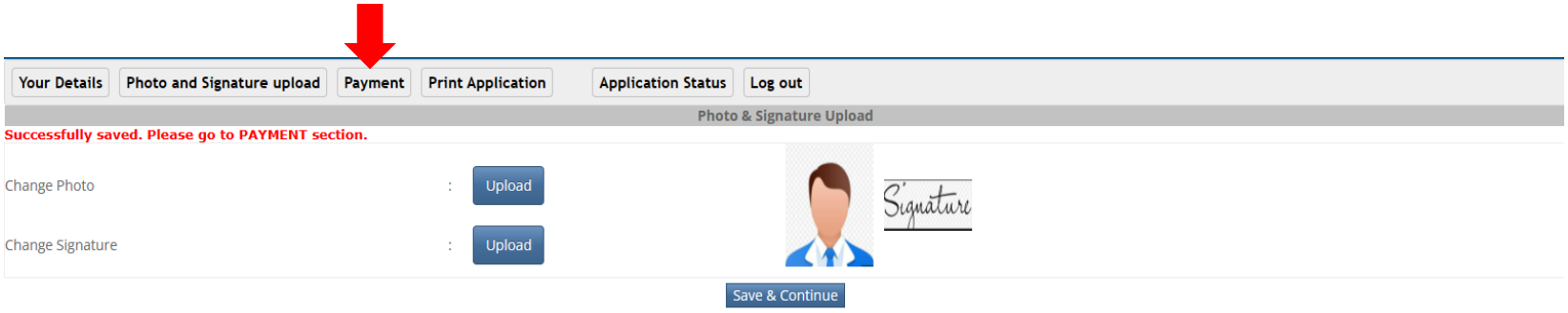
i. scanned copy/softcopy of your recent passport size photograph in JPEG format (less than 300 KB)

ii. scanned copy of your signature – in horizontal position – JPEG format (less than 300 KB)

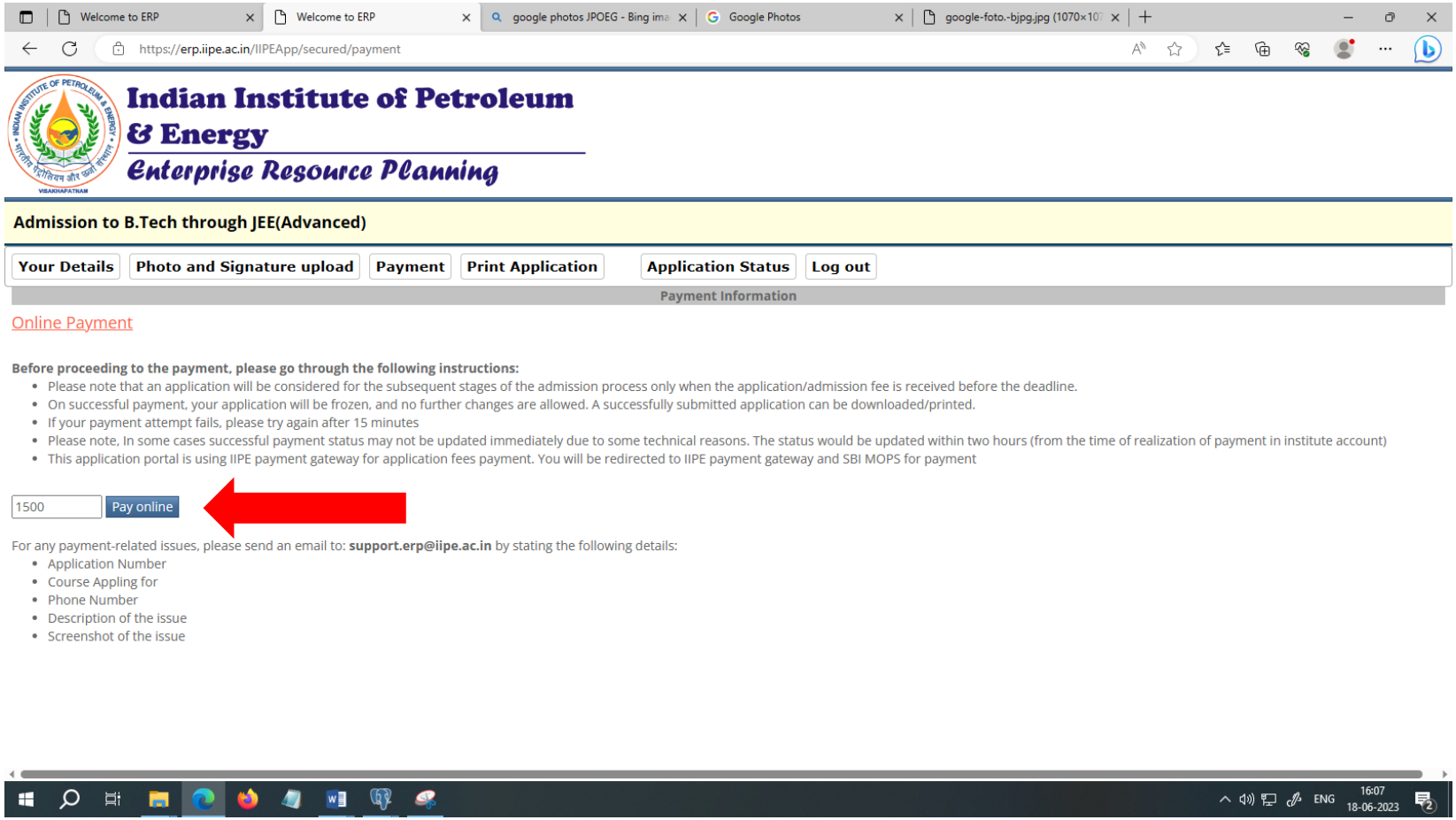
Then click on "Save & Continue" button as shown in below.



Then go to Payment Section;



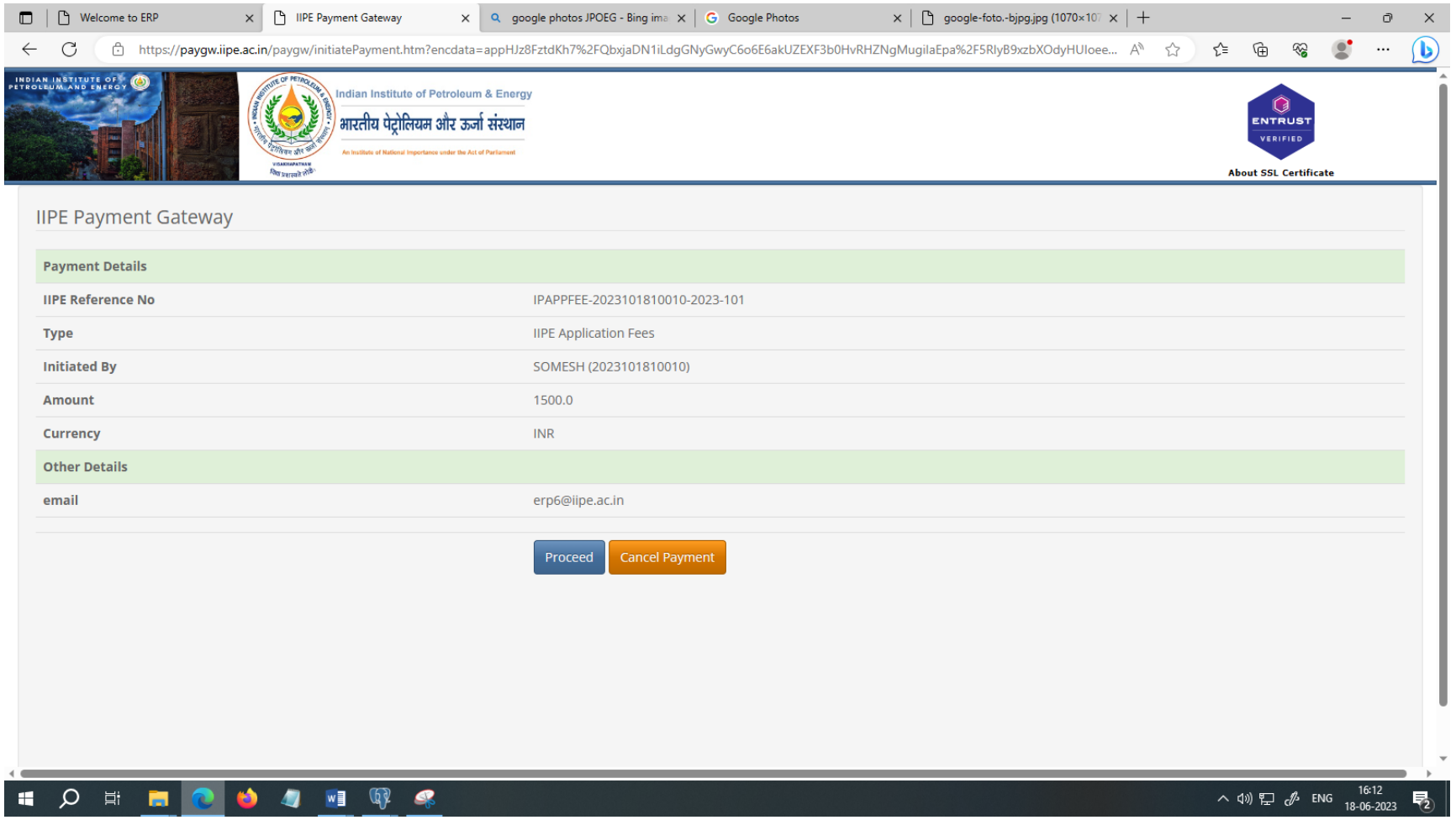
5. PAYMENT



Here, portal shows you the fee as per category (please refer Admission Brochure for more details)

Read the Payment Instructions carefully and click on “Pay online” button.

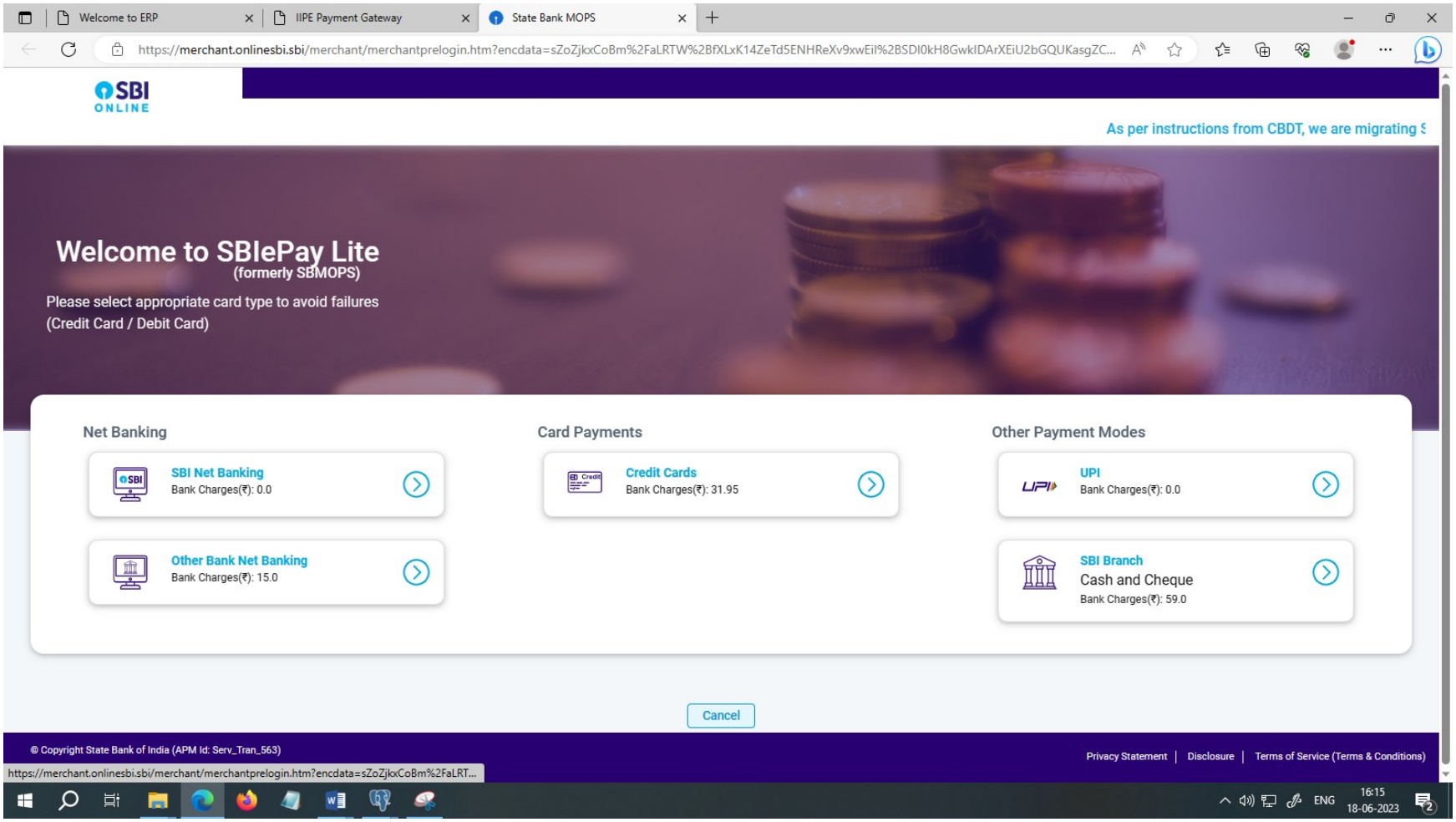
You will be redirected to IIPE payment page as shown below.



Then click on "Proceed" if you wish to pay the required fee.

Here you will be redirected to State Bank of India Payment Gateway (SBI MOPS).
You can choose either of the following payment options:

i. **SBI Net Banking**
ii. **Credit Card**
iii. **UPI**
iv. **Other Net Banking**



For any payment-related issues, please send an email to: support.erp@iipe.ac.in by stating the following details:

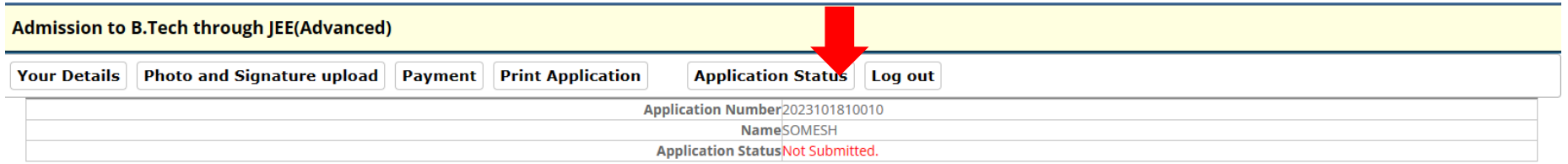
i. **Application Number**
ii. **Course Appling for**
iii. **Phone Number**
iv. **Description of the issue**
v. **Screenshot of the issue**

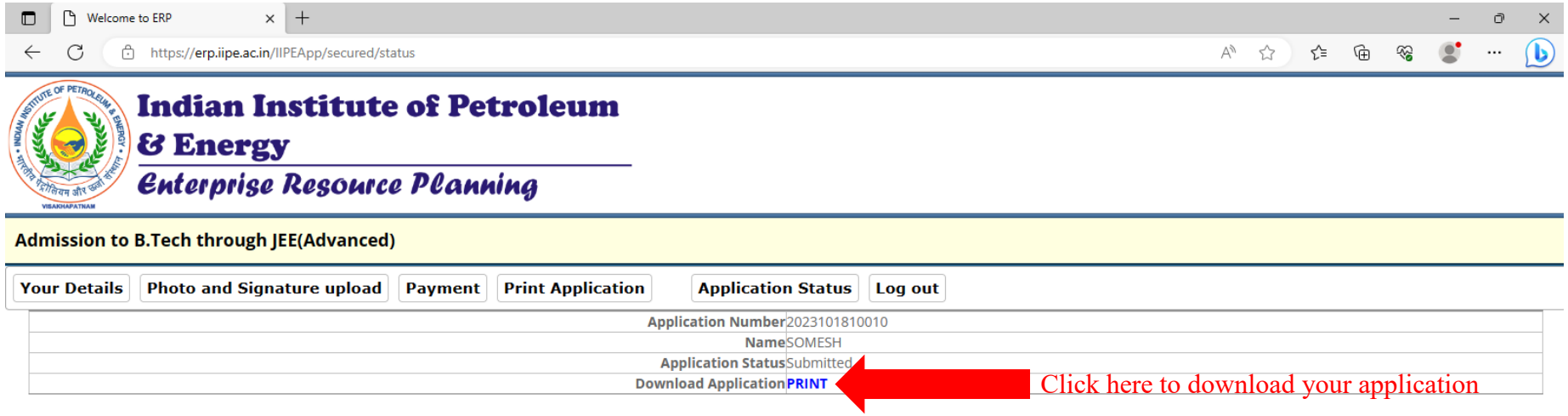
6. **Upon successful payment, your filled-in application will be submitted automatically.**

Your application status can be checked as follows.

Click on "Application Status" Tab

Before Submission:



You can download your application if you have done your payment successfully as shown below.

After Submission: