MANMOHAN TECHNICAL UNIVERSITY
SCHOOL OF ENGINEERING
BUDHIGANGA-4, MORANG, PROVINCE 1, NEPAL

INSTRUCTION DETAILS FOR ONLINE ENTRANCE APPLICATION FORM

School of Engineering offers following programs for the academic year 2078/79

- Bachelor in Civil Engineering – 24 Seats
- Bachelor in Electrical & Electronics Engineering – 24 Seats

Before filling the entrance form, make sure you have scan copy of the following original documents (JPEG, JPG or PNG):

- Passport Size Photograph (Do Not Upload Selfie or other photographs)
- Character Certificate & Mark sheet of SEE or equivalent
- Character Certificate & Transcript of NEB(+2) or equivalent
  [Note: If Transcript Carries academic details of 12th class only, then 11th class Mark Sheet is mandatory]
- Citizenship Certificate
- Certificates for each reservation category
- Bank Deposit slip if you have deposited directly at BANK (not required for online payment candidate) **[Note: Candidate must submit original Bank deposit slip at entrance examination center on the day of exam]**

  Name of the Bank: Rastriya Banijya Bank Limited
  Branch Name: Duhabi, Sunsari
  Account Name: Manmohan Technical University
  Account Number: 2340100000728001

Preferably use Laptop or Desktop to fill the entrance form.

All fields marked by (*) are mandatory. Filling all mandatory fields is required to make your application complete. Incomplete applications will be REJECTED.

Visit the following URL to fill the entrance application form

https://mtu.edu.np/

https://soe.mtu.edu.np/

https://cmis.mtu.edu.np/studentlogin

1	If you have not registered yet, click on "**Register as a New Member**" on the login page. You will then be redirected to the registration page. Fill the registration details and click on "Register" button to register. You will then be redirected to the login page. Email will

be your username. Login your account. **Remember your Username and Password for subsequent login.**

For application, please register as a new member

2	There are five steps in the application form	
	Ste p 1:	**Enter Personal Details** *Input your Name and all required fields. If you want to apply for **reservation quota** (only for Nepalese), choose Reservation option and select reservation categories. Select Date of birth, gender and Nationality. Input your mobile number and citizenship details. Click Save and Next.*

Ste p 2:	**Enter Address Details** • Input your permanent and Temporary Address. • Click Save and Next. 	
Ste p 3:	**Enter Guardian Details** • Input your Father's, Mother's and Guardian's details. • Click Save and Next. 	
Ste p 4:	**Enter Academic Details [Complete and correct documents are required to qualify for entrance examination]**	

		• Upload Passport size Photograph (Do Not Upload Selfie or other photographs),
		• Upload Character Certificate & Mark Sheet of SEE or equivalent
		• Upload Character Certificate, Transcript of NEB(+2) or equivalent

[Note: If Transcript Carries academic details of class 12 only, then the Mark Sheet of class 11 is mandatory to upload.

- Upload Citizenship certificate
- Upload all Necessary Certificates for Reservation category [All required certificates must be submitted within the stipulated deadline]
- Click Save and Next.

Ste p 5:	**Select payment mode and make the Payment**		
	Payment Mode	**Application Fee (NRs.)**	**Service Charge (NRs.)**
	Khalti		0
	Connect IPS	1500	4
	Bank Deposit		0

3	After Successfully completing payment process through online, you will get payment receipt with QR code. For bank deposit voucher upload, you will receive the receipt in your account dashboard under "Payment" menu after verification from the University.

4	After verification of your documents by the university, you will receive QR code integrated admit card by clicking admit Card option under Entrance Menu. University will also send email with success and reject status.
5	*Applicants must bring printed admit card along with original Citizenship or Passport or Driving License or Voter Card in the examination hall.*
6	If you have any further queries, you can reach us throughthe email: entrance.support@mtu.edu.np