

## Step 1. Create Username and Password using Following Link

<https://registration.deccansociety.org/Registration/Apply/FCP>

FERGUSSON COLLEGE (AUTONOMOUS), PUNE.  
PUNE

Online Registration

# ONLINE REGISTRATION

NOW OPEN FOR REGISTRATION

**NOTICE**  
IMPORTANT DATES FOR ONLINE REGISTRATION/APPLICATION 2022

Post Graduate Certificate Course in Counselling Psychology	Start from 01/09/2022 4:45PM to 03/09/2022 5:30PM
PHD ( BOTANY ) - 5	Start from 01/05/2022 11:55AM to 31/05/2022 11:55PM
PHD ( BOTANY ) - 4	Start from 01/05/2022 11:55AM to 31/05/2022 11:55PM
PHD ( BOTANY ) - 3	Start from 01/05/2022 11:55AM to 31/05/2022 11:55PM
PHD ( BOTANY ) - 2	Start from 01/05/2022 11:55AM to 31/05/2022 11:55PM

UserName\*  
Password\*  
Confirm Password\*  
Mobile Number\*  
Email Id\*

Don't have Email then Click here Create Gmail Account

GO TO LOGIN REGISTER

Step 2. After receiving Username and Password (On Registered Mobile and Email) click on GO TO LOGIN Button and Enter Username and Password.

Then click on LOGIN Button

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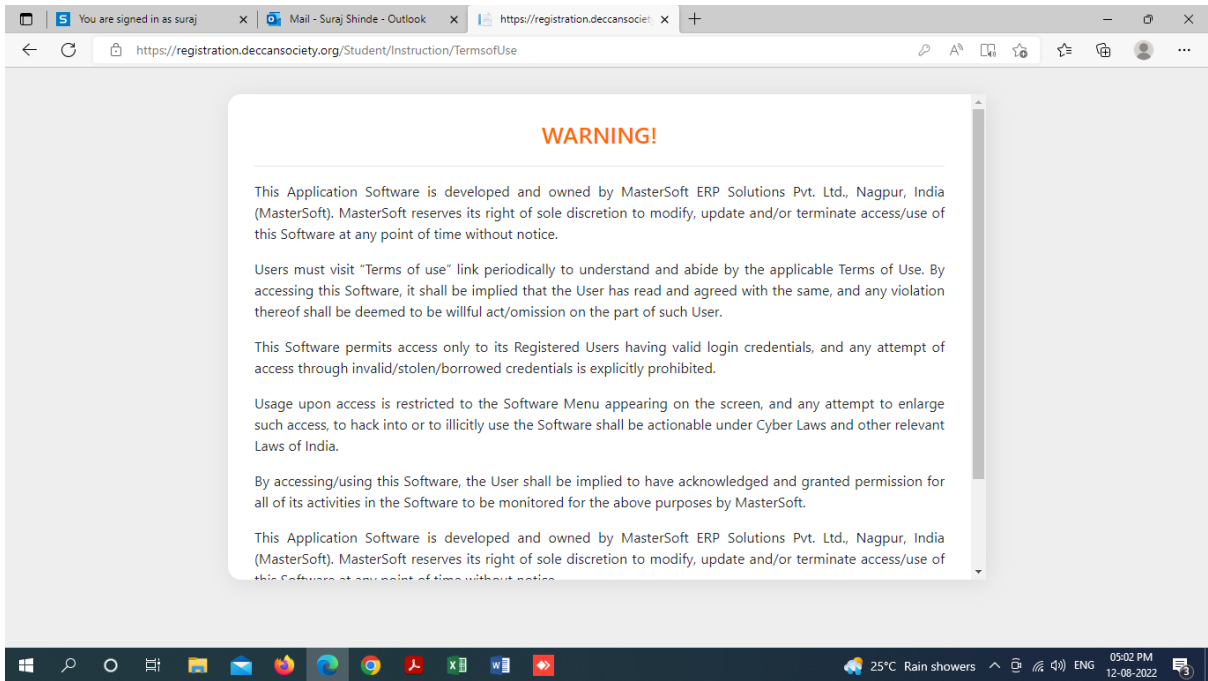
Post Graduate Certificate Course in Counselling Psychology	Start from 01/09/2022 4:45PM to 03/09/2022 5:30PM
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Student Institution

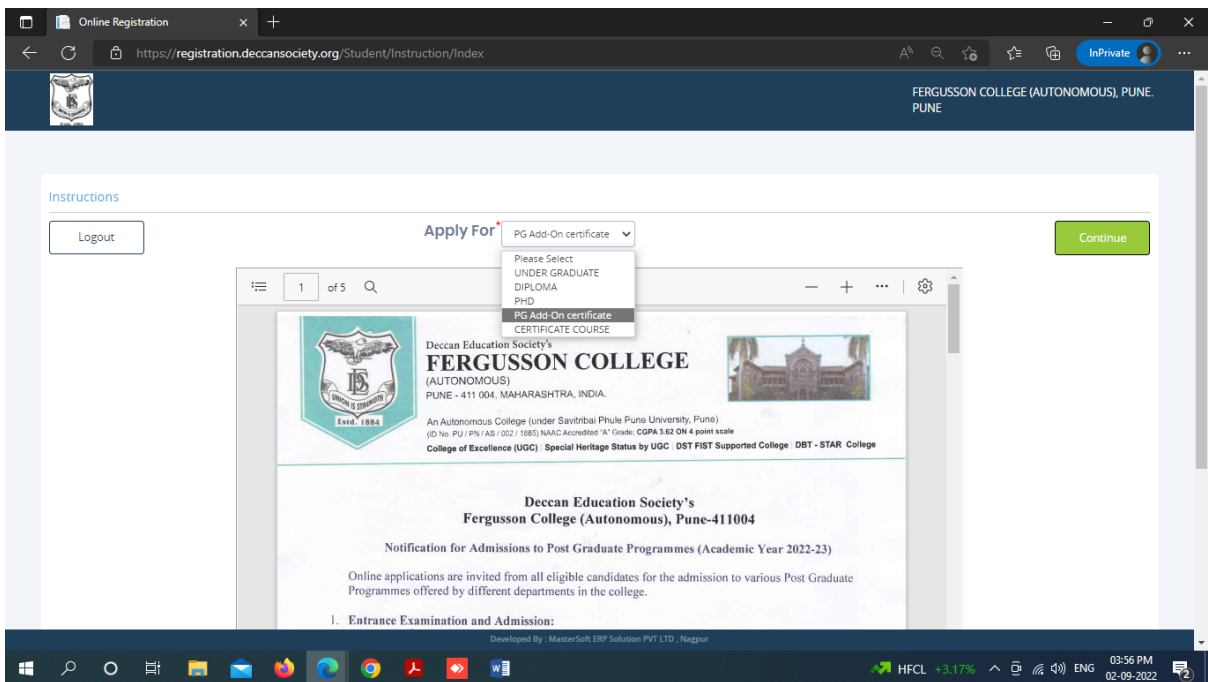
Username\*  
Password\*  
Forgot password?

LOGIN GO TO SIGN UP

### Step 3 Read and Accept the Terms and Conditions then click on Submit Button



### Step 4. Select **PG Add on Certificate** option from **Apply for** Dropdown, Read Instructions and click on **Continue** Button



## Step 5. Fill all **Personal Details** and click on Save Next Button

The screenshot shows a web browser window with the URL <https://registration.deccansociety.org/Student/PersonalDetails/Index>. The page header includes the Fergusson College (Autonomous), Pune logo and the user's name, Hello, GPCPTTEST. A progress bar at the top indicates five steps: 1. Personal (active), 2. Address, 3. Education, 4. Photo Signature, and 5. Course Selection. The main content area is titled "Personal Details" and contains a warning message: "The mobile number and email address which you have provided in this application will be used for all future correspondence with you. Therefore please provide accurate information." Below this, there are two sections: "Student Personal Section" and "Parent Information".

**Student Personal Section**

Title *	Last Name/Surname *	First Name *	Middle Name
Please Select	Enter Last Name/Surname	Enter First Name	Enter Middle Name
Mobile No. *	Email Id *	Marital Status	Blood Group *
9730388414	suraj.shinde@despune.org	Please Select	Please Select
Gender *	Date of Birth as per Leaving Certificate *	Birth Place *	Nationality *
Please Select	Enter Date of Birth as per Leaving Certificate	Enter Place of Birth	Please Select

**Parent Information**

Father's Name *	Mother's First Name
Enter Father's Name	Enter Mother's First Name

## Step 6. Fill all **Address Details** and click on Save Next Button

The screenshot shows a web browser window with the URL <https://registration.deccansociety.org/Student/AddressDetails/Index>. The page header is the same as in Step 5. The main content area is titled "Address Details" and contains a section for "Residence / Permanent Address".

**Residence / Permanent Address**

Permanent Address	Country *	State *	District *
Enter Permanent Address	Please Select Country	Please Select State	Please Select District
City/Village *	Tehsil	PIN Code *	
	Enter Tehsil	Enter PIN Code	

**Correspondence / Local Address**

Same as Permanent Address

Temporary Address	Country *	State *	District *
Enter Temporary Address	Please Select Country	Please Select State	Please Select District
City/Village *	Tehsil	PIN Code *	
	Enter Tehsil	Enter PIN Code	

A green "Save & Next" button is visible at the bottom right of the form area.

## Step 7. Fill all Education Details Step by Step (1. SSC, 2. HSC and 3. Graduation)

Note – Please Fill Each Education Qualification Detail and click ‘add’ to fill the Next detail

Click on the Save and Next Button only after adding all educational details

The screenshot shows the 'Education Details' form in a web browser. The URL is <https://registration.deccansociety.org/Student/EducationDetails/Index>. The page header includes the Fergusson College logo and the text 'FERGUSSON COLLEGE (AUTONOMOUS), PUNE. Hello, PGCPTTEST'. A red message states: 'Please provide details about your SSC, HSC, Graduation and other additional qualifications. (You will have to upload copies of your marksheets of each of the examinations mentioned)'. The form contains several input fields: 'Exam Level' (dropdown), 'Exam Name' (text, 'Ex. HSC/SSC/UG/PG'), 'Board/University' (text, 'Search Board/University'), 'Index No / School Code' (text, 'Get School Name'), 'School/College' (text, 'Enter School/College'), 'Year of Passing' (text, 'Enter Year of Passing'), 'Obtained Marks' (text, 'Enter Obtained Marks'), 'Total Marks' (text, 'Enter Total Marks'), and 'Percentage' (text, '%'). A green 'Add' button is located below the form. Below the form is a table with the following data:

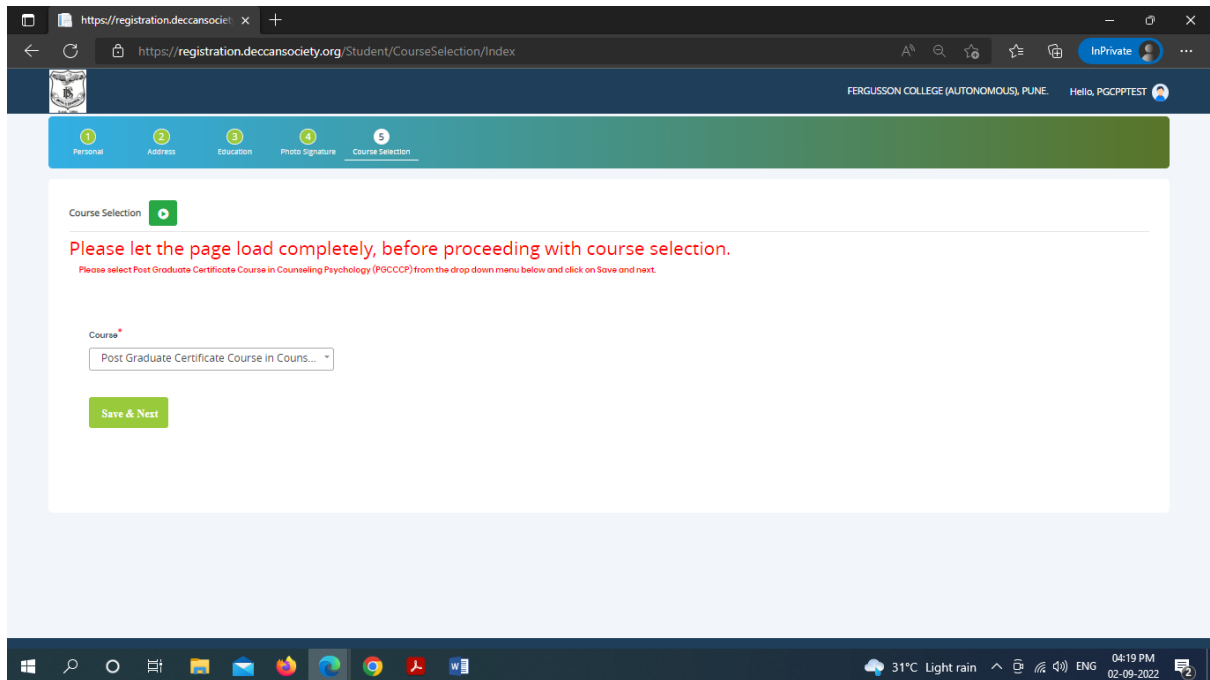
Exam Level	Name of Exam	Total Marks	Obt. Marks	CGPA	Delete
SSC *	SSC	500	460		
HSC / DIPLOMA *	HSC	600	420		
GRADUATION *	UG	2000	1800		

A green 'Save & Next' button is located at the bottom right of the form area. The browser's taskbar at the bottom shows the date and time as 04:11 PM on 02-09-2022, along with weather information (31°C Light rain).

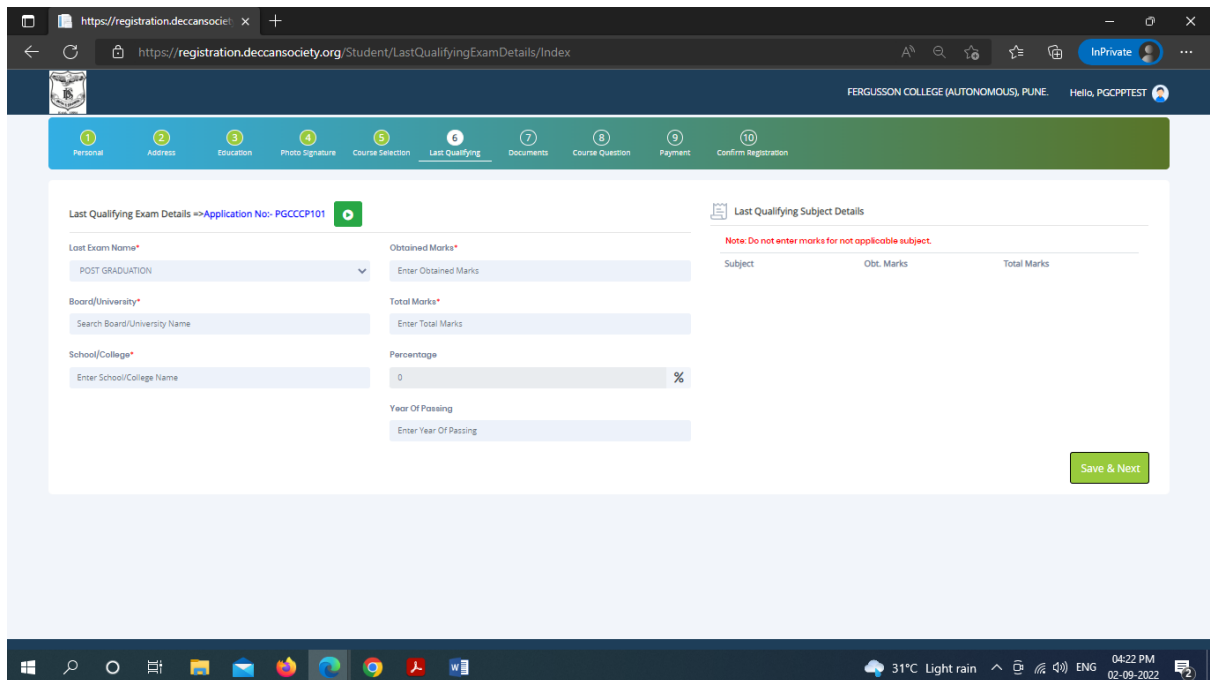
## Step 8. Upload Photo (Max Size 500kb) and Signature (Max Size 300kb) and click on Save & Next Button

The screenshot shows the 'Photo and Signature Details' form in a web browser. The URL is <https://registration.deccansociety.org/Student/PhotoSignatureDetails/Index>. The page header includes the Fergusson College logo and the text 'FERGUSSON COLLEGE (AUTONOMOUS), PUNE. Hello, PGCPTTEST'. A progress bar at the top shows five steps: 1. Personal, 2. Address, 3. Education, 4. Photo Signature (current step), and 5. Course Selection. The form is titled 'Photo and Signature Details' and has a green status indicator. It contains two main sections: 'Student Photo\*' and 'Student Signature\*'. Each section has an 'Upload Photo' or 'Upload Sign' button and a placeholder image with the text 'NO STUDENT IMAGE AVAILABLE'. Below the 'Student Photo\*' section, it says 'Please Select Valid Image File (e.g. JPG, PNG) (Max size 500 kb)'. Below the 'Student Signature\*' section, it says 'Please Select Valid Image File (e.g. JPG, PNG) (Max size 300 kb)'. A green 'Save & Next' button is located at the bottom right of the form area. The browser's taskbar at the bottom shows the date and time as 04:14 PM on 02-09-2022, along with weather information (31°C Light rain).

**Step 9. In Course Selection Tab select **Post Graduate Certificate Course in Counseling Psychology** and click on **Save & Next Button****



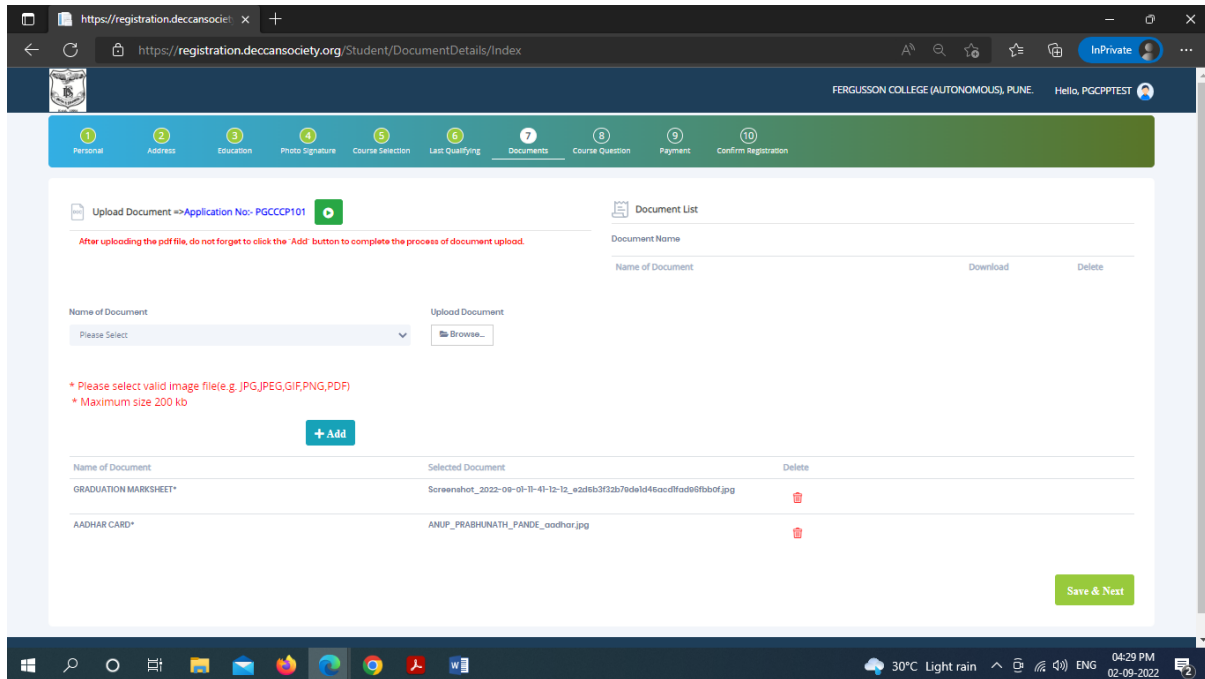
**Step 10. Fill up Only **LAST QUALIFYING EXAM DETAILS** and Click on **Save & Next Button****



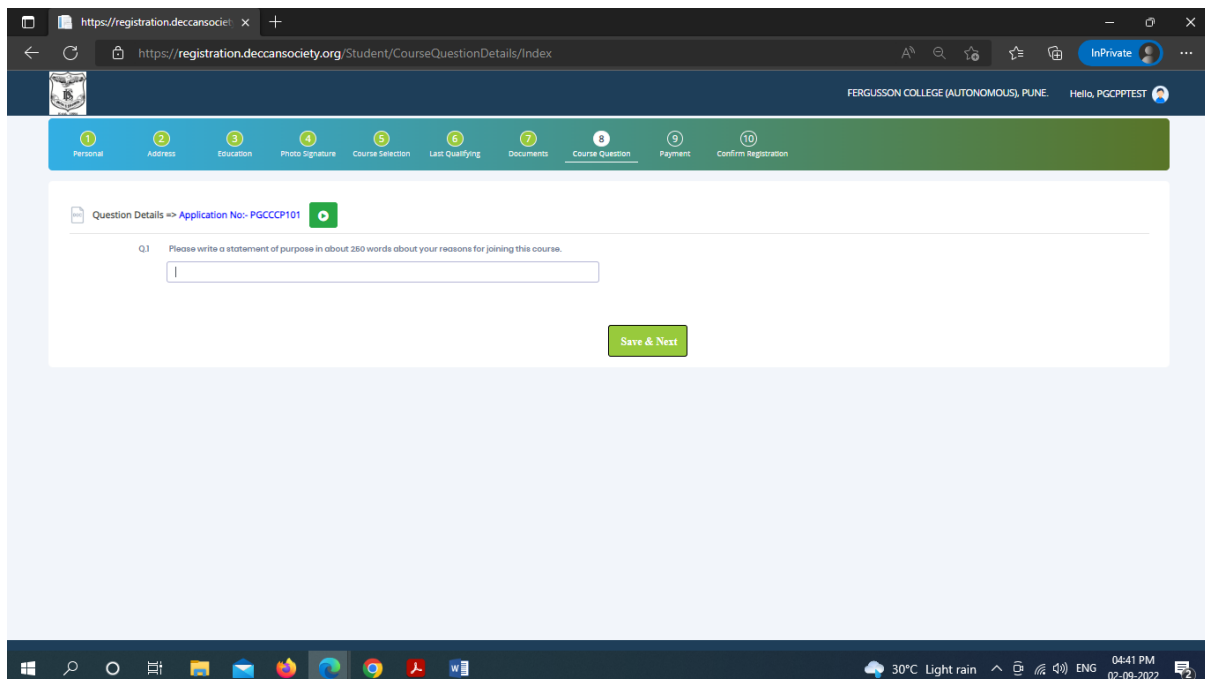
**Step 11. Upload (Aadhar Card (Mandatory), SSC Mark sheet, HSC Mark sheet, Graduation Mark sheet (Mandatory) and Any Other Certificates)**

**Note – Please do not upload graduation certificate. Upload only Mark Sheet**

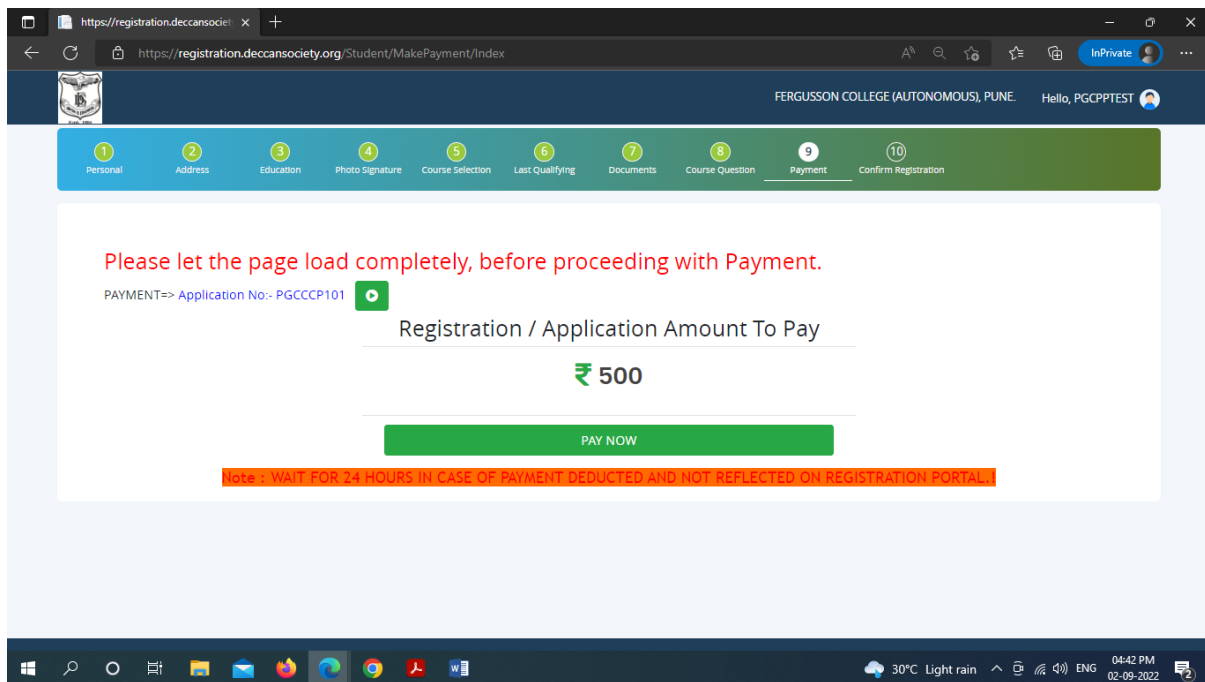
**Upload Documents One By One and click on Add Button after uploading each document then click on Save & Next Button**



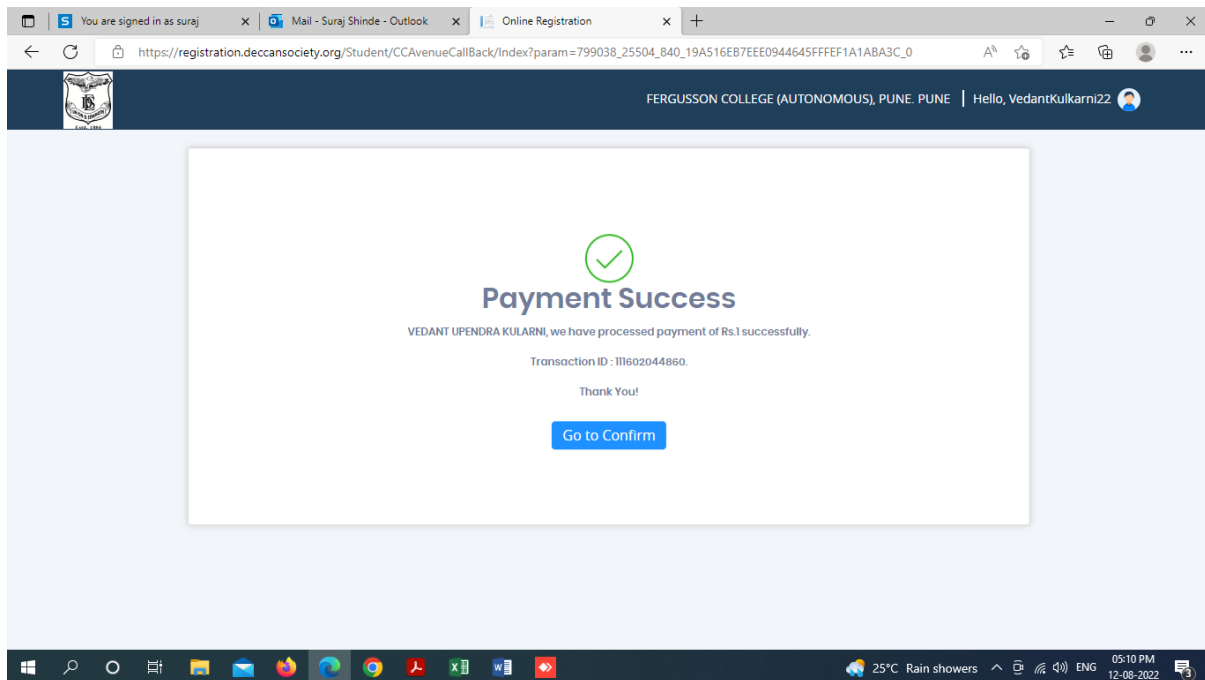
**Step 12. Type your statement of purpose as per the instructions given**



### Step 13. Pay your registration Fee using (Debit, Credit Card, net Banking, UPI)



### Step 14. After successful payment click on Go to Confirm Button



## Step 15. Preview your application before confirm application

Application Confirm => Application No- ▶

**Note:**  
Please click on Confirm Application button for final registration.  
You can not update application once confirmed.  
Kindly preview Application before Application Confirm to receive Email for Application Print & Payment Receipt

By clicking Confirm, you agree to the [Terms and Conditions](#) set out by this site, including our use of Cookie.

PREVIEW APPLICATION CONFIRM APPLICATION

## Step 16. After the confirmation of application print your Application form and Fee Receipt (If required for your purpose)

Course Selection ▶

Please let the page load completely, before proceeding with course selection.

Course\*

Save & Next

Course	Application No	Application Status	Paymode	Action	Payment Receipt
BASIC CERTIFICATE COURSE IN ENGLISH - 1	B ENG101	CONFIRM	Online	<span>Print Application</span>	<span>Print</span>