Om Sri Sai Ram

Online Application - FAQ

1. Why can’t I download a blank application form from the website?

A Starting this year, the download feature (for blank application form) has been withdrawn. Applicants are requested to fill-in the application form online and print it to make the process easier.

2. Where can we access the online application form?

A You can access the online application and the information handbook on the following links:
   - http://sssset.edu.in
   - http://ssslst.org

   Note: Please read the information handbook carefully before accessing the online application link.

3. What is the procedure to fill-in the application online?

A First you will need to register as an applicant by entering your name, your valid, working email address (example: user@gmail.com), desired user id and a password. Once the registration is complete, the system will send you a confirmation email with your user ID and password. You can continue to fill-in the application details or you can login again later to complete the application form.

There are 4 pages to fill-in the application form. Student Information (all about the applicant), Academic information (previous school information and marks obtained), Other information (such as participation in Sathya Sai Balavikas, extra-curricular activities etc.) and Payment information (for application fee). Information in each page should be saved by clicking ‘Save & Continue’ before moving on the next page.

4. Are all the fields on the online application form mandatory?

A All mandatory fields are marked with a ‘*’. The system will also prompt the user if the mandatory fields are not filled-in.

5. How do I select the options for desired class and location?

A On the Student Information page, once the applicant’s gender is selected, the system provides the available options based on the gender (for example, if the gender “Female” is selected, the system will show only the options available for girls). Please choose the options in the following sequence:

   - Applying for class -> Medium -> Board -> Hostel / School Location (1st pref and 2nd pref)

6. On the Academic information page, language “Kannada” is shown in the ‘Marks Obtained in Examination’ section. What if I did not study Kannada as my subject during my previous academic year?
A. You can edit and change the language ‘Kannada’ to the other language that you studied and enter the maximum score and actual score. You can also include other subjects that you may have studied, in addition to the five subjects, but please make sure that you enter both the maximum score and the actual score.

7. Is it mandatory to get the previous examination marks attested by the principal / headmaster of the school where I studied / am studying at present?

A. **Yes. It is mandatory that the school headmaster or the principal attests the marks / grades obtained by you in your previous class (final exam) or present class (mid-term exam), with his/her signature and the institution seal. Please note that if the marks / grade is not entered OR if any manual corrections are made to the marks on the printed application form (without proper signature and proof of authenticity), your application will be rejected.**

8. Is the information in ‘Other Information’ page mandatory?

A. No. The information in this page is not mandatory. But if you select ‘Yes’ as the answer to any question on the screen, those fields will become mandatory.

9. On the Payment Information page, what if I do not have the demand draft details?

A. If you have not yet purchased the demand draft, you can exit the application and login back in to the system (using your user id and password) once you have the DD. All the information that you have filled in the first 3 pages so far will be saved in the system so that you can resume the application from where you paused earlier.

10. Are there any other modes of payment for application fee allowed?

A. No. If you are filling the application online, the application fee can only be paid with a Demand Draft. The Demand Draft for ₹ 100 favouring "Warden, Sri Sathya Sai Loka Seva Boys Hostel" should be drawn on "State Bank of Mysore, Muddenahalli Branch, Code No. 40776" (payable at Muddenahalli). Please see the information handbook for more details.

**Note:** Write the Applicant Name, Class and the Application Number on the back of DD

11. I filled in the information on all 4 pages on the online application form. What next?

A. Once you have entered all the information in the online application form –

   a. Please click the button ‘Confirm application details to print’.
   b. The system will validate the application to ensure that all required information has been entered and mark your application as ‘confirmed’ and allows you to print the application form. (Note: Once your application is ‘Confirmed’, you will not be able to edit the information again).
   c. Print the application form
   d. Affix the latest passport size photograph of the applicant on the application form
   e. The marks/grades obtained in the previous class (final exam) or the present class (mid-term exam) must be attested by the concerned Principal or Head Master or Head Mistress with the signature and the institution seal.
   f. The form should be signed by both the applicant and the parent/guardian.
g. Mail the signed application form along with the following enclosures (see point h. Enclosures) to the address given below:

Warden, Sri Sathya Sai Loka Seva Boys’ Hostel,  
Sathya Sai Grama, Post: Muddenahalli  
Chikkaballapur Taluk & District  
Karnataka – 562101

h. Enclosures:

i. Draft for amount ₹ 100/- favouring “Warden, Sri Sathya Sai Loka Seva Boys’ Hostel” drawn on State Bank of Mysore, Muddenahalli Branch, Code No. 40776 (the DD details should match the information that you have entered in the online application form)

ii. 2 self-addressed envelopes of size 30 cm x 12 cm for receiving the hall ticket for written test (if selected) and the invite letter for interview (if selected)

Note: Please ensure that the PIN CODE of your city or village and mobile number is written on the envelope to ensure timely delivery of hall tickets

iii. These self-addressed envelopes should be affixed with
   - ₹ 40/- postal stamp for Speed Post OR
   - ₹ 30/- postal stamp for Registered Post OR
   - ₹ 5/- postal stamp for ordinary post

12. Whom can I contact if I need further assistance with the online application?

A. Please write to admissions@sssset.edu.in if you need further clarification or assistance. You can also contact us at the following phone numbers: +91 8747048676 OR +91 8971135305