

How to Apply on YP/Consultant Registration Portal.

Candidates interested in applying for the position of Young Professional (YP) / Consultant may follow the steps given below to complete the online registration and application process:

Step 1: Visit the Online Portal

- Go to the official portal:

<https://mofapp.nic.in/cadre/Public/ApplicantRegister.aspx>

Step 2: New User Registration

- Enter your basic details such as:
 - Full Name
 - Valid Email ID
 - Active Mobile Number
- An e-mail containing a request number will be received in your e-mail for the creation of Password.

Step 3: Login to the Portal

- After successful registration, log in using your Email ID and Password by using the link <https://mofapp.nic.in/cadre/login.aspx>

Step 4: Fill the Application Form

- The form has 5 parts/segment: Personal details, Post Applied for, Educational Qualifications, Professional Qualifications and Documents.
- Ensure that all the mandatory fields are filled before proceeding to next tab. **Professional qualification** segment may be left totally blank in case no such qualification.
- Upload the following documents in the prescribed format and size:
 - Recent passport-size photograph
 - Scanned signature
 - Educational certificates (Blur documents will be rejected)
 - Experience certificates (if applicable)
 - Any other relevant document (if applicable)
- Make sure to click the “**Add**” button after uploading any document or photo. Ensure that the uploaded doc/photo is listed as given below:

Personal Details
Post Applied For / Divisions
Educational Qualification
Professional Qualification
Documents

Educational Qualification

Educational Qualification

Qualification:*
--Select--

Degree:*
--Select--

Stream:*
--Select--
Enter here in case of

Name of the Board/University Name:*

Year of Passing (YYYY):*
--Select--

Select:*
Percentage
CGPA

Average Percentage of Marks for the completed semesters:

CGPA (On Scale of 10):

Upload Degree/Marksheet:*
Browse... No file selected.
(Only PDF file)
Documents in .pdf format, maximum size upto 10 MB.

Add

S.No	Qualification	Degree	Stream	Board/University Name	Passing Year	Percentage/CGPA	Document	Action
1	Post Graduation	M.A.	Others	Institute	2016	10.00	View	Delete

Step 5: Review and submit

- Before proceeding with the final submission, kindly Preview your application.

Personal Details
Post Applied For / Divisions
Educational Qualification
Professional Qualification
Documents

Document

Upload All Documents here :

- Upload Photograph and Signature in .jpg/.jpeg format.
- Photograph size maximum upto 100 KB and signature maximum upto 50 KB.
- Photograph height 300 pixel and width 200 pixel and signature height 100 pixel and width 200 pixel.
- Upload other documents in .pdf format, maximum size upto 10 MB.

Type of Document * :
--Select--

Upload Files* :
Browse... No file selected.

Add

Signature

Photograph

Signature not available, kindly upload signature in .JPG/.JPEG format
Photograph not available, kindly upload photograph in .JPG/.JPEG format

Sorry No Record Found

Declaration

Declaration :

☒ I certify that above information furnished by me is true to the best of knowledge and belief.

Place*

Note: Once submitted application is not allowed to update. Check carefully before submission.

Previous
Preview
Proceed to Submit

- Carefully review all the entered details and the uploaded documents. Click “Submit” to complete the application.
- Once submitted, no changes can be made.

Important Instructions

- Incomplete applications or those without supporting documents shall be rejected.
- Keep a copy of the submitted form and documents for future reference.
- For any technical assistance, please reach us at amanps.official@gov.in
