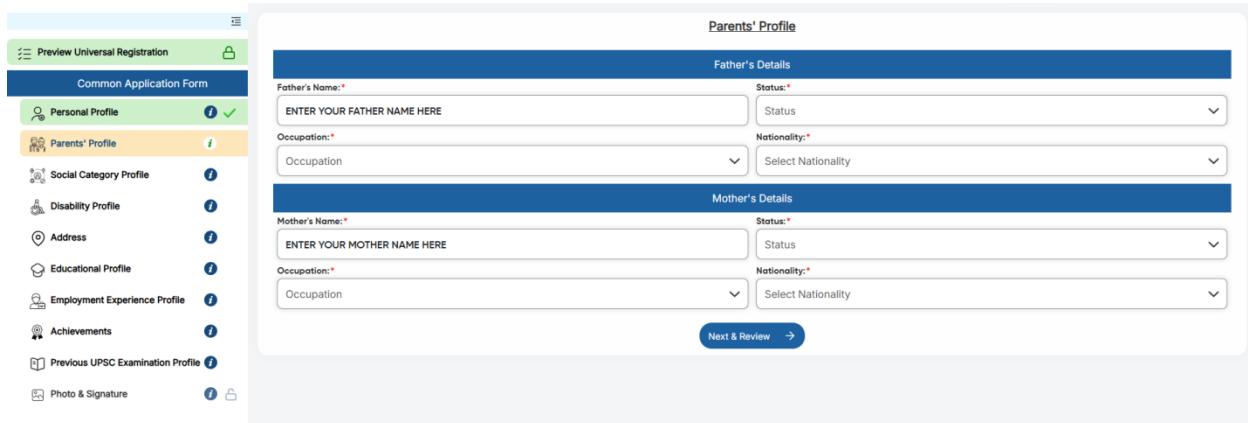# INSTRUCTIONS
FOR
FILLING THE
PARENTS' PROFILE

Parents' Profile

Note: Read the General Instructions before going through this document.
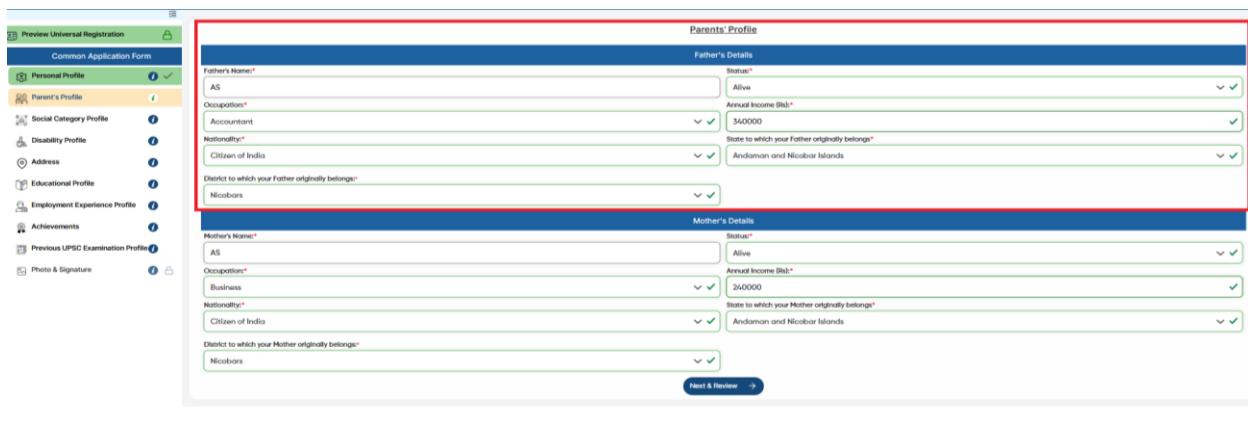
Step 1: Accessing the Parents' Profile Module

1. Select "Parents'Profile" from the menu.
2. You can also navigate to this profile later if you want to edit any information in yourparents' profile.

Step 2: Filling the Father's Details

1. **Father's Name:** Father'sName will be auto-fetched from the Identity Profile module.
2. **Status:** Select the appropriate status (Alive/Deceased).
3. **Annual Income:**You should enter the annual income of your father (in case of Alive only).
4. **Occupation:** Provide your father's current or last held occupation.
5. **Nationality:** Select the nationality from the dropdown list.
6. **State and District:** Choose the state and district to which your father originally belongs.

Step 3: Filling the Mother's Details

1. **Mother's Name:** Mother's Name will be auto-fetched from the Identity Profile module.
2. **Status:** Select the appropriate status (Alive/Deceased).
3. **Annual Income:**You should enter the annual income of your mother (in case of Alive only).
4. **Occupation:** Provide your mother's current or last held occupation.
5. **Nationality:** Select the nationality from the dropdown list.
6. **State and District:** Choose the state and district to which your mother originally belongs.

Step 4: Review and Submission

1. Verify all the entered details for accuracy.
2. Click on **Next & Review** to proceed.
3. If required, make any corrections before final submission.

Note: After Successful Submission of "Parents' Profile":

- Once the "Parents'Profile" is successfully submitted, proceed to fill out the **"Social Category Profile".**
- Continue following the process by completing the subsequent sections as per the guidelines.