How to Complete CAT 2023 Registration in 30 Minutes? Step by Step Guide PDF

CAT 2023 registration can be completed in three easy steps. The below given step by step CAT registration guide will help you in completion of faster and error free CAT registration. Before that, know a few key facts about CAT registration:

- **CAT 2023 Registration Website**: iimcat.ac.in.
- **CAT registration fee**: Rs.2400 for General category and Rs.1200 for SC/ST category
- **Choice of CAT Cities:** You can choose 6 cities.
- **Duration of CAT 2023 Exam:** The duration of CAT will be 120 minutes

CAT 2023 Registration Steps at a Glance
- Register to generate CAT User ID and Password
- Log in with the generated User ID and Password to fill in the Application form.
- Submit Application form after entering details and making online payment to complete the registration and application process.

Key Points to Note
- During registration, the mobile number and email address provided by the you will be verified through an OTP sent to that mobile number and email address
- Once the OTP is verified, the User ID and the Password will be sent on the registered email address and or on the registered mobile number to complete the registration process.
- You can complete the application form in a single session or in multiple sessions
- Save your current completed CAT application pages and login later to complete the remaining Application Form
- Once the payment is made and the Application Form is submitted, you cannot make any changes
- You can only view and print the CAT 2023 Application Form after submitting it

CAT Registration 2023: Latest Changes
Before you proceed for CAT 2023 Registration, diarise the following 5 key changes in the registration and application process to complete your application form hassle free.
1. **Two OTPs for Registration**: You will receive 2 OTP messages this year at the first step of registration process- one on your Mobile and other on your mail Id. Verify both of them
2. **Photo Size 1200x1200 Pixels**: Don't be misled by the prescribed photo size as given on the relevant photo upload page which is 30x45 pixels. This size is not accepted by CAT exam centre and page will not move forward. The actual size needed is 1200x1200 pixels within 1 MB. So, check and upload carefully
3. **Academic Percentage of Marks**: Earlier CAT application forms used to calculate the percentage of marks obtained in class 10 & 12 automatically when you entered maximum marks and marks obtained. However, for CAT 2023, you need to manually calculate your percentage and enter in the relevant column.

How to Register for CAT 2023 in 3 Steps?

Now, coming to the most important point -- how you should Register for the CAT 2023 exam. CAT Registration 2023 process can be completed easily following this step by step guide:

1. Login to CAT website iimcat.ac.in and Create Profile

2. Fill in the Registration & Application Form in following steps

2.1 Fill in Personal Details in Application Form

2.2 Submit Academic Details from Class 10 onwards

2.3 Fill in your Work Experience

2.4 Select IIMs & Programmes that you wish to apply

2.5 Select your Preferred CAT Exam Cities (IIMs offer a choice of 6 test cities)

3. Make Online payment of CAT Registration Fee

Step1: Login to CAT website iimcat.ac.in to Create your Profile

First step is to visit Official CAT Website -- IIMCAT.ac.in.

- Look for section that says 'New Candidate Registration'.
- You need to click this button to Register as New User.
- Once you click 'Register', a new page titled 'Register to get User ID and Password' will open at CAT 2023 official website.

Step-1.1: Register to Get User ID & Password

On 'Register to get User ID and Password' Page (see image below), enter your Name, Date of Birth, Email, Country, and Mobile Number. Then, click 'Generate OTP' button. You will get one-time OTP on Mobile as well as on your Email. This you need to verify. After verification you will get CAT 2023 user Id and password. Save it and use to login to fill CAT 2023 main Application Form. You also need to click on 'I agree' box in Declaration section. Refer image 1.1 below.

Immediately on completion of CAT exam registration page, you will get the message 'Registration Successful' along with the CAT 2023 User Id and Password. You will have to use the CAT user ID and Password to complete your CAT application form

Step-2: Now Fill Up Your CAT 2023 Application Form

Now login at 'Registered candidate login' window on iimcat.ac.in, as below.

- Make sure that you enter correct ID and password.
- In case of doubt, click on Forgot CAT 2023 User Id and Password.
- It will retrieve the same.
- After login, you will be directed to fill in the details in your CAT application as in steps below.

Step-2.1: Fill in Personal Details in Application Form

First, fill your personal details like parents' name, gender, category, nationality, communication address among others. Then, you also need to upload your Photograph, Signature and Caste Certificate.

Important Guidelines to Upload Documents in CAT Form 2023

- Upload the scanned image of passport size photo within the dimension of 1200 X 1200 pixels
- Upload the scanned image of signature within the dimensions of 80mm X 35mm
- Documents file format should be a .jpg or .jpeg
- File size should not be more than 80KB each
- Image should be clear with a minimum resolution of 150px/inch
- Your Photo should not be more than 6 months old
- Photo should have a white background
- You will need the same photograph to be affixed on the admit card on the day of the test

Step-2.2: Fill in Academic Details from Class 10 onwards

After filling your Personal Details, next you will be directed to fill in all your academics beginning from Class 10 onwards like exam taken, Board/University, marks obtained, maximum marks, percentage of marks among others in the CAT 2023 form . The details of professional degree, if any are to be entered on this page.

Step-2.3: Fill the Work Experience obtained after Graduation

After filling your Academic Details, next page on registration form that opens, is for work experience. If you are a candidate with work experience that you have earned after graduation, enter your experience in months as on 31st July 2023. Select which all industries (like Banking, Auto, IT…) you have worked and enter months of employment.

Step-2.4: Select IIM Programmes & Interview Cities

This registration page requires you to select preferred Programmes offered by 20 IIMs. It is advisable to check your eligibility and then choose the programmes for which you are eligible. For example, if you are eligible for IIM Ahmedabad PGP programme, you may not be eligible for its FABM or executive programmes. So, select the best IIM programmes and then select the IIM Interview City for that programme from the respective drop down menu.

Step-2.5 Select Test Cities

You can select 6 most preferred test cities out of 155 cities in which CAT 2023 exam is scheduled. CAT Center 2023 will make all out efforts to allot you your first preferred test city. However, in case due to any reason it is not allotted, you will be allotted the next preferred test city.

Step-3: Make payment online for CAT registration Fee

Payment of registration fee for CAT exam 2023 is the last step while completing your Registration & Application form. The payment is to be made online. A General / NC-OBC candidate needs to pay Rs.2400 while an SC/ST/PWD candidate will pay Rs.1200 towards the registration & examination fee. The final amount will also include applicable additional charges.

CAT website accepts credit cards, debit cards and net banking, so make sure that you are making payment through one of them. Below is shared the last year CAT fee payment window

How to Upload Photograph in CAT Registration Form 2023? Check below

- Upload your recent passport size photograph of not more than 6 months old.
- The dimension of the photograph should be 1200 pixels x 1200 pixels.
- Maximum file size: 1 MB
- File Formats: Only JPEG, JPG
- Please upload the same photograph, that you will affix on the Admit Card on the day of the test
- The photo-print should be clear and with a continuous-tone quality. It should have a white/offwhite background, full face, neck and shoulders, front view, eyes open.
- Ensure that the photograph is scanned properly using a scanner only. Do not use mobile phone or other mobile applications to scan your photograph.

How to Upload Signature in CAT Registration Form 2023?

- Upload your signature only in JPEG, JPG formats
- Maximum File Size is 80KB

Documents Required for CAT Registration 2023: 10 Key Documents

Before you begin with the Registration process, remember to organize the documents required for CAT registration 2023. Check the following 10 key documents

1. Documents related to your Educational history from class 10 onwards
2. Mark sheets – Class-10
3. Mark Sheet – Class 12th
4. Mark sheet – Bachelor's Degree/Diploma
5. Final Year Certificate from the HoD/Principal (If in final year of bachelor's degree) also previous year mark sheet
6. Work experience Document, if any
7. Applicable Certificates to upload (Category/Affidavits). Check and understand the size and format of Documents to be Uploaded
8. Scanned images of your passport size photo and signature. See detail below.
9. Keep ready the list of the IIM programmes to which you wish to apply, before you fill in the application form.
10. Keep ready the online fee payment instruments like Debit/Credit cards, Net banking.