

Samarth eGov

User Manual for Registration at the Student Portal

Introduction

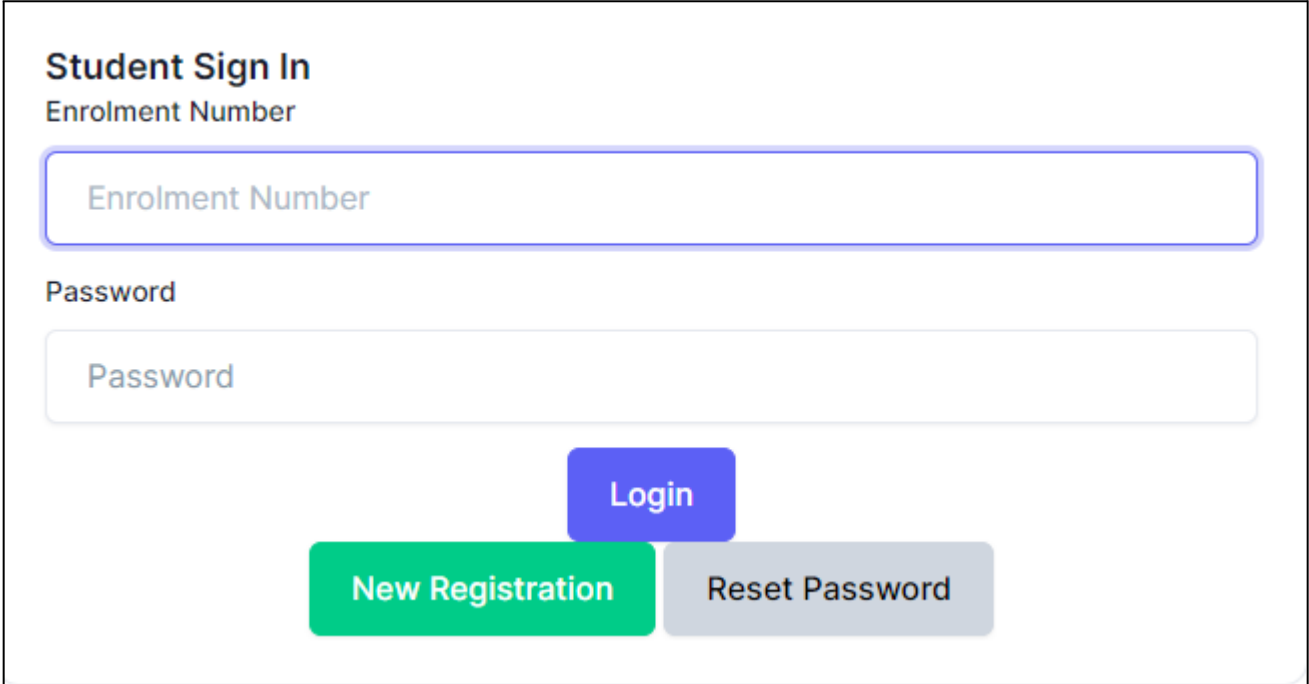
New Student Registration (Self-Registration)

Introduction

This is the reference document for New User Registration through the Samarth student portal.

Login

Step 1: Open the student portal link through {Student portal Url} and the homepage will appear as below:



The screenshot displays the 'Student Sign In' interface. It features a title 'Student Sign In' followed by the label 'Enrolment Number' above a text input field containing the placeholder text 'Enrolment Number'. Below this is the label 'Password' above another text input field with the placeholder 'Password'. At the bottom, there are three buttons: a green 'New Registration' button, a blue 'Login' button, and a grey 'Reset Password' button.

On the student portal homepage, students will be able to see three (3) options as follows:

1. Login

- a. Registered students can directly log in using their login credentials for the portal.

2. New Registration

- a. Students doing first-time registration have to click on the “New Registration” option to generate their login credentials.

3. Reset Password

If a student forgets his/her password, they can reset it by using the “**Reset password**” option.

New Student Registration

Step 1. Students can register themselves by clicking on the “**New Registration**” button. After that, the following details need to be selected/entered:

- Select Programme
- Name (as on ID card)
- Enrolment Number
- Fill in the Captcha.

Student Registration Form

Select Programme	<input type="text" value="Select"/>
Name (as on ID card)	<input type="text"/>
Enrolment Number	<input type="text"/>
	637785
	<input type="text"/>
	<small>Click on the text to change</small>
	<input type="button" value="Submit"/>

Then Click on the **Submit** button

After successful verification of the details, an OTP will be received via Mail/SMS. Once the OTP is filled, click on the 'Submit' button to proceed further.

The screenshot shows the eGov interface for OTP verification. At the top left is the 'S eGov' logo. Below it is a light blue 'Info!' banner with the text 'Mail sent successfully to your registered email' followed by a blurred email address. The main heading reads 'Enter the one time password (OTP) sent to your email/mobile.' Below this is a form with a label 'Enter the one time password (OTP) sent to your email/mobile' and a corresponding text input field. A blue 'Submit' button is positioned below the input field. The 'S eGov' logo is repeated at the bottom left of the page.

Once OTP is verified, students need to set a password for their login in a new window.

The screenshot shows the eGov interface for password creation. At the top left is the 'S eGov' logo. Below it is a light blue 'Info!' banner with the text 'Please create your password.' The main heading reads 'Set your password'. Below this is a form with three fields: 'Username :' with the value 'DEMO2', 'Password', and 'Confirm Password'. Each field has a corresponding text input box. A blue 'Submit' button is positioned below the 'Confirm Password' field.

Then click on the **Submit** button

Step 2: Log in to the Student Portal:

After successfully creating their passwords, students can access their account through their **Enrolment number and Password** to start the process of filling their Examination Forms.

Student Portal

Important Instructions for Student

- Click on the New registration button to create a new account. Fill the programme of enrolment, your name, enrolment number and verification code to register a new account.
- If you have already registered you can login to the student portal by entering enrolment number and password.
- In case you forgot your password you can use reset password to reset your password.

Nowgong College

Student Sign In

Enrolment Number

DEMO ✓

Password

.... ✓

Login

New Registration Reset Password

eGov

Note: The students need to note down the username and Password for further use.