Samarth eGOV

USER GUIDE – Admissions Portal 24-25

(DTE ASSAM)

How to Register

The applicant is required to navigate to "New Registration" button and proceed by filling up the required fields.

The applicant needs to fill in the below details:-

1. Name
2. DOB
3. Email Id
4. Mobile Number

And finally fill in the captcha and then move ahead with clicking on "Register"

On the landing page displayed below the student can also access the:-

1. Notifications
2. Prospectus
3. Programme Schedule
4. FAQ's
5. Contact Us

Home   Notice   Prospectus   Programme Schedule   FAQ   Contact Us   🔍   New Registration   Login

Important Instructions

1. Name and other details entered by the applicant need to be the same as in the **Class X Board Marksheet**

2. Applicant can log in to the admission portal through their **registered email address, only**.

3. Applicant must use his own **active** email address.

4. The Email address provided by the applicant must be functional and the applicant must have access to it throughout the admission process.

5. Applicants are encouraged to use latest version of **Google Chrome** web browser for filling the application form.

Registration Form

Applicant's Full Name *

Ex: R Kumar

Applicant's Date of Birth *

Day ⌄   Mont ⌄   Year ⌄

Applicant's Email *

Ex: abc@domain.com

Re-Enter Applicant's Email Address *

Confirm Email Address

Password (Minimum 8 characters) *

Password

Re-Enter Password *

Confirm Password

Mobile Number *

Enter Mobile Number

Re-Enter Mobile Number *

Enter Mobile Number

Captcha Verification (Type the text shown in the image)

118 77 21

* Click on the text to change

Register

After filling the required details the below page appears to the candidate. Here they are required to fill in the OTP received on their registered mobile number and registered email Id >> and then proceed further with clicking on "Submit OTP" to complete the process.

Once the candidate has submitted their OTP they will be redirected to the below screen where they can view their "Registration Number" visible in the green banner.

After successfully registering on the portal the candidate is required to navigate to the "Log In" option available on the top left corner of the screen >> the candidate will be then redirected to the below screen.

Here the registration process is split into 3 steps: -

Step 1 : Complete Profile
Step 2 : Apply in Programme
Step 3 : Pay Registration Fees & Submit Application

The candidate is required to navigate to "Profile" button available on the top and proceed with filling the form.

The candidate is required to fill in the "Personal Details" and then proceed with filling the "Family details", "Other Category/Quota", "Address". To complete the process the candidate is required to click on the "Save & Next".

Note: Tuition Fee Waiver Scheme option will be available to candidates where "Annual Family Income" is below 8 Lakhs.

Other Category/Quota

Person with Benchmark Disabilities (PwBD) Category *

Select

Are you a grandson/granddaughter of freedom fighter? *

Select

Are you a son/daughter of retired defence person? *

Select

Sports Quota *

Select

As the candidate selects "Yes" in sports Quota 2 new fields appear for "Name of sports" and "Level of participation".

Address

Correspondence Address

Address *

Address Line 2 *

Country *

Select

State *

Select State

City *

District *

Select District

Pincode *

Permanent Address ☐ Click if Same As Correspondence Address

Address *

Address Line 2 *

Country *

Select

State *

Select State

City *

District *

Select District

Pin Code *

Save and Next

After completing the form the candidate will be redirected to the below screen where they can check their details and update if it is required to.

Profile Details

PERSONAL DETAILS

Full Name of the Applicant : ARUSHEE SRIVASTAVA	**Gender :** Female
Date of Birth : 8 July 2006 **Age as on :** Dec 31, 2024: 18 Years 5 Month 23 Days	**Caste/Category :** General
Blood Group : *Not Provided*	**Religion :** Hinduism
Nationality: Indian	**Are you a permanent resident of Assam?** Yes
Registered Email : arushee.srivastava@samarth.ac.in	**Registered Mobile Number :** 9959639083
Alternate Email : *Not Provided*	**Alternate Mobile :** *Not Provided*
Permanent Address : test, test, test, Assam, BARPETA -123456, India	**Correspondence Address :** test, test, test, Assam, BARPETA -123456, India
ID Proof (Govt. approved Identity Proof with address details) : PAN Card	**ID Proof No :** AAAAA9999A

FAMILY DETAILS

Mother's Name : TEST **Mother's Qualification :** *Not Provided* **Mother's Occupation :** *Not Provided* **Mother's Mobile Number :** *Not Provided* **Mother's Office Address :** *Not Provided*	**Father's Name :** *Not Provided* **Father's Qualification :** *Not Provided* **Father's Occupation :** *Not Provided* **Father's Mobile Number :** *Not Provided* **Father's Office Address :** *Not Provided*

Emergency Contact Number : 9999999999

Combined Family Income : Up to 8,00,000

OTHER CATEGORY/QUOTA

Person with Benchmark Disabilities (PwBD) Category : 2. Leprosy-cured person **Disability Percentage :** 41.00

Are you a grandson/granddaughter of freedom fighter? : Yes

Are you a son/daughter of retired defence person? : Yes

Sports Quota Yes [Basketball], Level of Participation: International

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[< Back to Dashboard] [Update Details] [Proceed to Next >]

Once the details have been confirmed/updated the candidate needs to proceed further by clicking on "Proceed to next".

Once the candidate has completed filling up the "Other details" section they are required to click on "Save and Next".

✅ Profile Details (1)   Other Details (2)   Uploads (3)   Preview (4)

Other Details

Do you have any illness which requires continuous or emergency medical attention? *

| No | ✔ ⌄ |

Are you a NCC cadet? *

| No | ✔ ⌄ |

Are you a son/daughter of Central Government employees? *

| No | ✔ ⌄ |

Do you belong Urban/Rural/Semi-Urban/Metropolitan Area? *

| Rural | ✔ ⌄ |

Tution Fee Waiver

| No | ✔ ⌄ |

Details of Migration Certificate, if applicable *

| No | ✔ ⌄ |

Are you a TSLC candidate? *

| No | ✔ ⌄ |

LANGUAGE	PROFICIENCY (READING/WRITING/SPEAKING)
English	☑ Reading ☑ Writing ☑ Speaking
Hindi	☑ Reading ☑ Writing ☑ Speaking
Assamese Assamese	☑ Reading ☑ Writing ☑ Speaking
Other Language	☐ Reading ☐ Writing ☐ Speaking

Save and Next

The candidate is now required to upload the required documents, it is mandatory to follow the instructions mentioned in the red banner.

For the candidate to proceed further they are required to select "Final Review", which will redirect them to the review page where they can review all their details and documents.

After reviewing the candidate is required to select the "Submit & Lock" button.

Once the candidate clicks on submit and lock a pop appears on the screen, they are required to tick the check box and confirm the profile.
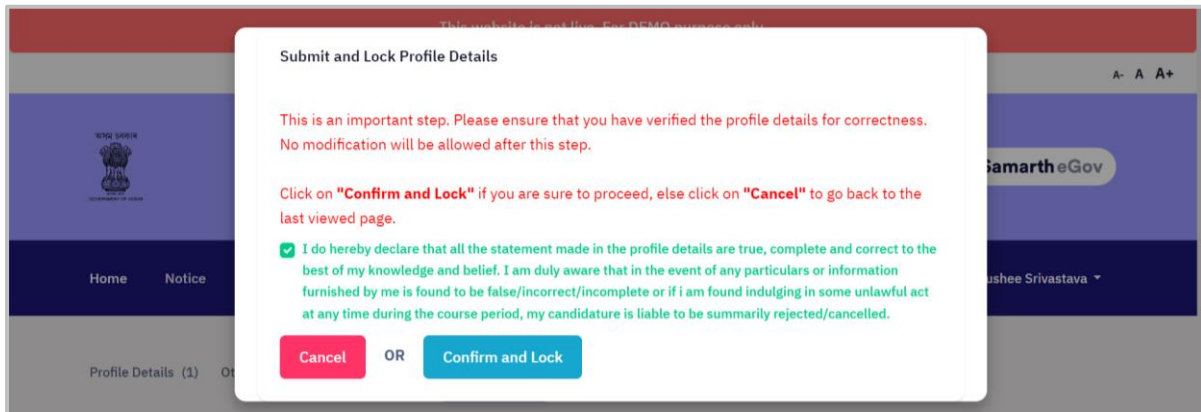
As the candidate moves ahead in the process of filling the registration form they are required to select the programme level and programme. (the candidate is required to fill at least 3 preferences) >> once the preferred programmes are selected the candidate is required to click on "Proceed".
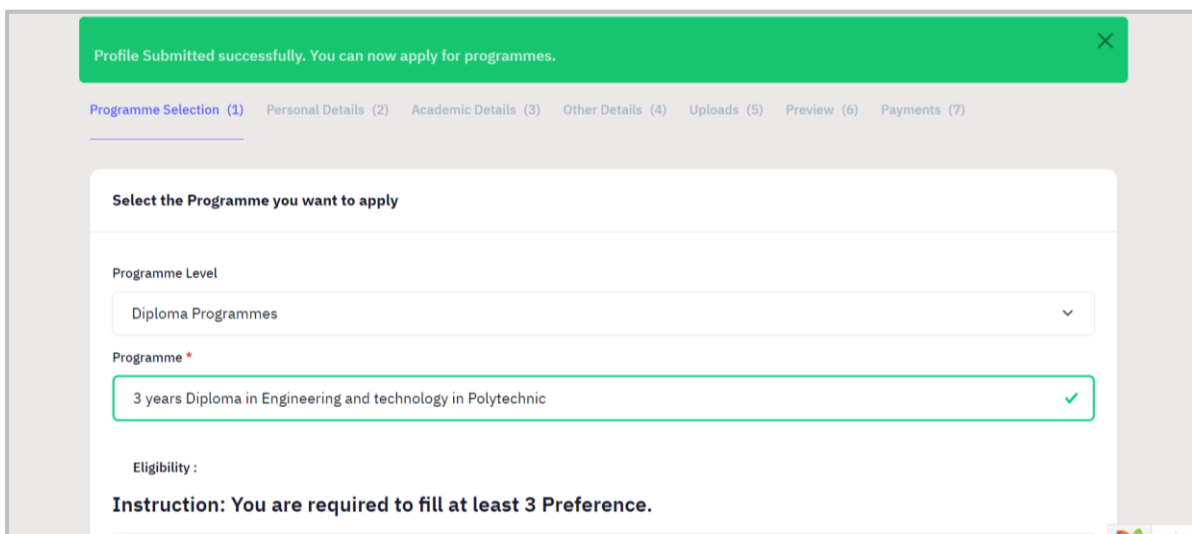
After proceeding further the candidate can review their choices and update them if required and then click on "Next".

As the next section is of personal details these were filled by the candidate earlier in the process the data is saved, they are required to click on "Next" to proceed to the "Academic Details" section.

Here the candidate is required to fill in their academic details such as X and XII grades, subjects etc. To move ahead in the process it is required to click on "Save and Next" where the details can be reviewed and updated.

To move to the next step click on "Next", as the next section is of "Other Details" the fields are already filled in and the candidate can move ahead by selecting "Next".

Under the Uploads section the candidate is required to upload their X & XII marksheets and then proceed by clicking on "Final Review". (It is essential to follow the instructions for uploading the documents).

For the final review the below screen appears with all the details filled in by the candidate throughout the process.

After reviewing the all details the candidate is required to click on "Submit".

Once the candidate submitted the details they will be directed to the below screen where it is required to check in the boxes to verify the details entered one last time. For the final step the candidate is then required to click on "Payment Gateway SBI" and proceed with making the required payment online.