TEZPUR UNIVERSITY Step by step guide to fill up the ONLINE APPLICATION FORM

REGISTRATION PROCESS

- 1. Students are required to apply online through Tezpur University website only. No other means/ mode of application will be accepted.
- **2.** Students are first required to go to the website and register himself or herself by clicking on 'Student Registration' link:

	Land Control of the
	Registration Id :
X . A	Password :
A	Password
H IA	Captcha
K //	SIGN IN
	Forgot password?
	Student Registration

https://www.admissionsportal.in

3. Students are required to have a valid Email ID and Mobile Number for registration.

	Student Registration	
Title*	First Name*	Middle Name
-Select Salutation ~	Full Name	Middle Name
Last Name*	Email*	Mobile*
Last Name	Email	Mobile
Password*	Date of Birth*	State*
(Combination of Uppercase and lowercase letter ,Numbers and special character)	dd-mm-yyyy	-Select state
password		
District*	Enter OTP*	
Select District ~	OTP Send OTP	
	Register	

- 4. After creating an account, students need to login with the Registration ID and password sent to the registered mobile number.
- 5. After logging in, the student will be able to apply for a programme.

APPLICATION PROCESS

6. To apply for a programme, the student needs to click on "APPLY" button or "Apply for new programme" in the panel on the left side.

0		1	fezpur University			Ð
 Home Apply for new Programme 	•			Candidate	Details	
View applied Programme		Name	D	Email		
		Mobile	1042 #834	State	ASSAM	
		District	KAMRUP METRO			
		Apply				
		Copyright © 2021, A	Il rights mierved by CSC.			

7. On clicking, the following application form "Student Details" will appear which the student needs to fill up. Firstly the student needs to fill all the personal details as shown in the figure.

()	Tezpur Uni	versity		
		Stude	nt Details	
🗆 Home	First Name	D	Last Name	м
	Date of Birth	1991-01-28	Gender	Male
View applied Programme	Nationality	Indian	Religion	Hinduism
	Andhaar	879346598357	Category	OBC
	DigiLocker		Minority	Yes
	Married	Unarried	Do you belong to BPL/AAY?	Yes
	Are you employed	Yes	Have you represented the Country/State in any Sport?	Yes
	Academic distinction/medals	Yes	Divyang	Yes
	Type of disability	Visually Impaired	Are you a ex-serviceman or widow/ward of ex-serviceman?	Yes
	J & K Migrants	Yes	Were you debarred from any examination(s)?	No
	Were you punished for misconduct	No	Other Information	
	But			100
	1360			Net

8. After filling up the "Student Details", the student needs to click on next to save and continue. The next page will show the "Parent and Guardian" Details Page which will be filled by the student.

	Tezpur Universi	ity	Dis
I Some Apply for new Programme	Fether's Name ⁴⁶ Fether's Name	Parent's and Guardian's Details Motion's Name*	Gouelinn Name ⁴
 View applied Programme 	Phone No. of Father®	Phone No. of Mother	Phone No. of Guardian*
	Ennell of Father*	Enseil of Mother	Oundim's Ensil*
	Pathor's Occupation"	Mother's Occupation"	Oundiaris Occupation*
	Select Occupations- V Family Income*	Select Occupation- *	Select Occupation
	Select Income V		
	BACKMODIFY		SAVE & NEXT

9. After filling up the "Parent's and Guardian Details", student needs to click on to 'save and next' button. The next page will show the "Communication details" Page which will be filled by the student

Home		Communi	ication details	
Apply for new Programme		Perma	aent Address	
View applied Programme	House No.	15	Street/Gali	ato
	City	sixmile	State	ASSAM
	District	KAMRUP METRO	Block	ARNAS
	Pincode	781022	Alternate Mobile	NA
	Alternate Email	NA		
		Correspon	ndence Address	
	House No.	15	Street/Gali	ghy
	City	sixuile	State	ASSAM
	District	KAMRUP METRO	Block	ARNAS
	Pincode	781022		

10. The student needs to fill the "Communication details" window and click on next to save and continue for "Academic Details"

Home					Acaden	ic Details		
View and ind December 1	8.No	Examination	Board University	Stream	Subject/T	ade Result Type	Max Marks/Grade Point	Marks Obs/CGPA Obs
чили аррино гтодинатия	1	1004	SEBA	sc	PCB	Percentage	▼ 600	500
	2	10+2	AHSEC	sc	PCM	Percentage	¥ 500	480
	3	Oradiantion	00	B.3c	COM	CGPA	-	84
	4	Post-Graduation	Band Dr	Select Course	COM	Appearing	•	0
	5	Diploma	Bound Ur		-Sobje	Select Type	•	
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	7	Other	Boundary			Select Type	~	

		Tez	pur Un	iversity						D
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Apply for new Programme View applied Programme	5	Diploma	Buildy		Ridge	Select Type	~			
	6	ITI/Certificate	BrankUr		Subjo	Select Type	×			
	7	Other	20mi)POr		Sidje	Select Type	÷			
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11. Student needs to fill up the 'Academic Details' as shown above. The result type can be CGPA or Percentage or appearing depending upon the student's result.

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	Schert Alministic Criterion	∕EÆNEXT

12. The student needs to click on next to save and proceed. In the next window, the students first will have:

(i) select the Admission criteria as provided by the college and convenient by them.

(ii)select the suitable Programme.

Home Apply for new Programme	Seage 3	D Stage2	U Staged	3 Stage4	Stage3	6 Stapet	T Singe	
View applied Programme			Qualification d	leatils has been saved	saccessfully .			
	Note-Multiple programmes may be se Select Admission Criterion*	lected by repeating the	Prog pongraan selectic Programme *	ramme Selec 11 process under the	ction same page.	Offering Dep	ertaseut *	
	B. Teuls. [Lateral Entry]	v	Select Progra Select Progra	II)				
	Select Center Choice 1 *	Exc	Civil -(Civil Er CSE -(Compute EE-(Electrical 1 ECE-(Electrical 1 ECE-(Electrical 1 ECE-(Electrical 1 ECE-(Electrical 1) Mechanical-(M	gintering) rr Science & Enginee Engineering) es & Communication jineering & Technolo jechanical Engineerin	ring) i) gy) g)	ion		
	Select A Center BACK: MODEPY			* Selec	(A Ceile		SAVE &	NEXT

- 13. The student then needs to select the programme he/she wants to apply for. He may choose more than one programme according to his choice. For Ph.D & Lateral Entry, only two choices can be selected at a time.
- 14. Screenshots of the sample windows for the various programmes are given below:
 - B.TECH (NE PRC)

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• B.TECH (LATERAL)

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Apply for new Programme View applied Programme	B. Te	h. [Lateral Entry]	* PET(F	ood Engineering & Technology)	~	Food Engineering & Technology	
	Select C	nter Choice I * A Center	Examina	select A Center	Selction 	1	×
		Administra Celitarian	1	Selected Presence		Offering Department	_
	1	B. Tech. [Lateral Entry]	CSE -{Computer	Science & Engineering)	-	Computer Science & Engineering	-
	2	B. Tech. [Lateral Entry]	ECE-(Electronic	s & Communication)	-	Electronics & Communication	1
	3	B. Tech. [Lateral Entry]	FET-(Food Engi	neering & Technology)		Food Engineering & Technology	

• M.Sc (MBBT with valid GAT-B Score)

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lone			Jagel Stage	2 Stage3 Stage4	Bagel Bagel		
Apply for new Programme							
Sew applied Programme	Note-M	ultiple programmes may be	selected by repeating the program	Programme Se selection process under the same page	election		
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				Selected Pref	erence		
	5.No	Admis	sion Criterion	Select A P	rogramme	Offering Department	1
	1	M.Sc. MBBT [With val	id GAT-B Score]	M. Sc. MBBT -(Molecular Biology a	and Biotechnology)	Molecular Biology and Biotechnology	
				Reset			
	_			Upload GAT-E	3 details		
		Roll No	Year	Category	Score	Upload Document	
		130	Yest	Calegory	2	Choose File No sen	
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		BALKONOD'T				LAVE & NEXT	

• M.TECH (with valid GATE Score)

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• PhD (with NET/SLET/GATE etc.)

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• PhD (TUEE)

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- 15. After selecting the choices, the student needs to click on "SAVE&NEXT" and proceed.
- 16. The student can click on "Reset" if he/she needs to alter the choices. All the choices that are selected will be deleted once if "reset" button is clicked. The student once again will have to select the choices and proceed.
- 17. Only 1 Admission Criteria can be selected for one application form submission.

•	Tezpur University		
1444		A DERIG TRANSPORT OF THE A	
L Home		Upload Documents	
 Apply for new Programme 			
Usew applied Programme	Upload your recent passport size photograph*	Upload scanned copy of your signature*	- I I I
	Choose File No file chosen	Choose File No file chosen	
	Mass uplead limit 1MB. Only jpg , pag and pdf allowed	Max upload limit 1MB. Only jpg , pug and pdf allowed	
	Upload your Marticulation SSC/10th Marksheet*	Proof of Orade Conversion (Mearge if more sheets)*	
	Choose File No file chosen	Choose File No file chosen	
	Max upload limit 1MD. Only jpg , pug and pdf allowed	Max upload limit 1MB. Only gpg , pag and pdf allowed	
	Upload 12th Marksheet *		
	Choose File No file chosen		
	Max upload limit 1548. Only jpg , pug and pdf allowed		
	Upload BPL/AAY certificate *	Upload J & K Migrants certificate *	1
	Choose File No file chosen	Choose File No file chosen	
	Max upload limit 1MB. Only jpg , prg. and pdf allowed	Max upload limit 1MB. Only jpg , png and pdf allowed	
	Upload your cast certificate (For reserved candidates *	Upload your divying certificate (For divying candidate)*	

 After clicking on "Next", the documents section will be displayed where the student will have to upload all the relevant documents asked in a proper format (PDF,size not exceeding 1MB).

	Tezpur University		
House Apply for new Programme View applied Programme	Choose File No file choose Mox uplead hait INB: Cuty jrg - jrg and pdf allowed Uplead IPL-AVY certificate * Choose File No file choose Mixe uplead hait INB: Cuty jrg - jrg and pdf allowed Uplead upce cast a criticitate (for reserved candidate * Choose File No file choose Max uplead hait INB: Cuty jrg - jrg and pdf allowed Choose File No file choose Max uplead hait INB: Cuty jrg - jrg and pdf allowed L hereby declare that the documents submitted by Me in the a	Uplead J.R.K.Miganets certificate * Classer File 7% file damen More uplead limit 1MB Onlyjngpag and pdf allowed Uplead your dryang certificate (For dryang cardialate y* Classer File 7% file damen More uplead limit 1MB. Onlyjngpag and pdf allowed pplications from are complete and true to the best of my knowledge and based on records.	

19. Before clicking on " Save and Next", the radio button has to be clicked by the student after reading the note and ensuring that all the documents provided by the candidate are true to his knowledge.

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 Apply for new Programms 										
) View applied Programme	2				c	ourse has been save	d.,			
		Declarati	ion:							
		I D declars jurisdiction there suder admission	e that I shall abide by the Sta 1 of the Vice-Chenceller and th 1 by the University. I also decl shall be liable to be cancelled (tues, Ordinances, R ar authorities of the see that the informat and I shall be liable	ales and Orders etc University who may fon given above is t to such disciplinary	c. of the University y be vested with suc true and complete to action as may be do	that will be in fore h power under the J the best of my kno reided by the Unive	e from time to tim lets. Statutes, Orda wledge and belief, i esity.	a. I will softmit myself to the ances and the Roles that have and if any of it is found to be	e disciplinary e been firmed incorrect, my
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		n	ACK						SAVE & N	IXT

20. Next window will display a declaration taken by the student which will need to be read and proceed by clicking on the radio button and "Save and Next".

	Tezpur	University		DU
Home Apply for new Programme View applied Programme		Tezpur U (Admission Cum	Jniversity Counselling Form)	
	Registration ID		TU2022000007	
	Admission Criteria	Programme	Offerin	g Department
	B. Tech. [Lateral Entry]	CSE -(Computer Science & Engineering)	(Compute	er Seience & Engineering)
	B. Tech. [Loteral Entry]	ECE-(Electronics & Communication)	(Electron	ics & Communication)
	B. Tech. [Lateral Entry]	FET-(Food Engineering & Technology)	(Feed En	gineering & Technology)
	Emsil	angel4odipanawsta@gmail.com	Mobile	9365108834
	First Name	D	Last Name	м
	Date of Birth	1991-01-28	Gender	Male
	Nationality	Infim	Religion	Hindoism
	Aadhaar	179346591357	Category	OBC
	DigiLocker		Minority	Yes

21. The preview of the application form will be displayed in the next window. After verifying all the details and downloading/printing the application form, the student can proceed for the last step that is Payment process.

	Tezpur	University			
	Annuar	41104001001	Category	000	
D. Home	DigiLocker		Minority	Yes	
Apply for new Programme	Married	Unorried	Do you belong to BPL/AAY?	Yes	
 View applied Programme 	Are you employed	Yes	Have you represented the Country/State in any Sport?	Yes	
	Academic distinction/medals	Yes	Divyang	Yes	
	Type of disability	Visually Impaired	Are you a ex-serviceman or widow/ward of ex-serviceman?	Yes	
	J & K Migrants	Yes	Were you debarred from any examination	No	
	Were you punished for misconduct	No	Other Information		
		Parent's And	Guardian's Details		
	Father Name	S GHOSH	Father Mobile	210812	
	Father Email	Jacob (Jynnal com	Father Occupation	Self Employed	
	Mother Name	\$ OHOSH	Mother Mobile	900-40812	
	Mother Email	Second com	Mother Occupation	Housewife	
	Guardian Name	\$ OHOSH	Guardian Mobile	10812	

	Tezpur U	University			
	District	KAMRUP METRO	Pincode	781022	
Home		Acad	lemic Details		
	10th Board	SEBA	Stream	sc	
Apply for new Programme	Subject	PCB	Passing Year	2011	
View applied Programme	Result Type	Percentage	Percentage	90	
	12th Board	AHSEC	Stream	SC	
	Subject	PCM	Passing Year	2013	
	Result Type	Percentage	Percentage	95.23	
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	Subject	COMP	Passing Year	2016	
	Result Type	CGPA	Percentage	76.9%	
		Exami	ination Center		
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•	Tezpur U	Jniversity		
- Home	BPL/AAY Certificate	8		
1 Apply for new Programme	Sports Certificate	8		
View applied Programme	J & K Migrant Certificate	8		
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	E.f.s	Payment v	via HDPC Charway	Print

22. The next window shows the payment details which is shown below.

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Payment Information		ORDER DETAILS
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Net Banking	Expiry Date CW	Total Amount INR
	Lagree with the Prwacy Policy by proceeding with this payment.	
	Make Payment Cancel	

23. Using, Debit/Credit card or Internet Banking, the student will have to pay the fees and download the payment slip after complete payment process.

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C Hee	ee hy for new Programme = applied Programme		pplied Courses : SNo Admission Criteri 1 Ph.D. [TUEE 2022]	a Payment Status Success	Action Vege			

- 24. After the payment is completed, the student can view the programme applied for and download the application form from the dashboard by clicking "View" under the Action Column.
- 25. Keep this Admission cum Counselling form with you until the process of admission is completed.