

## ANNEXURE-I

### Introduction

This document is the reference for students, for online submission of Examination form of Gauhati University through Samarth student portal (<https://gauhati.samarth.edu.in/>)

### Login

Step 1: Open the <https://gauhati.samarth.edu.in> link, the homepage will appear as below:

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

1. **Login**
  - a. Already registered students can directly login using their login credentials of 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**
  - a. If a student forgets his/her password they can reset it using the "Reset password" option.

### Note:

**Enrolment Number** as assigned on the central admission portal for 2023. If you do not have your enrolment number contact your **College** to get your enrolment number or Login to admission portal 2023 to check your enrolment number.

## SECTION-A

### 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 by the students:


- Programme
- Name (as on ID card)
- Mode of Registration
  - Enrollment Number
- Enrollment Number

Then, click on the  button.


After that, a new window will appear. In that, the following details need to be entered for the new registration:

- Mobile Number
- Email Address  
(These details must be correct to receive OTP via mail)

Then, click on the  button.

After successful verification of the OTP received via Mail/SMS, click on the  button to proceed further.

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

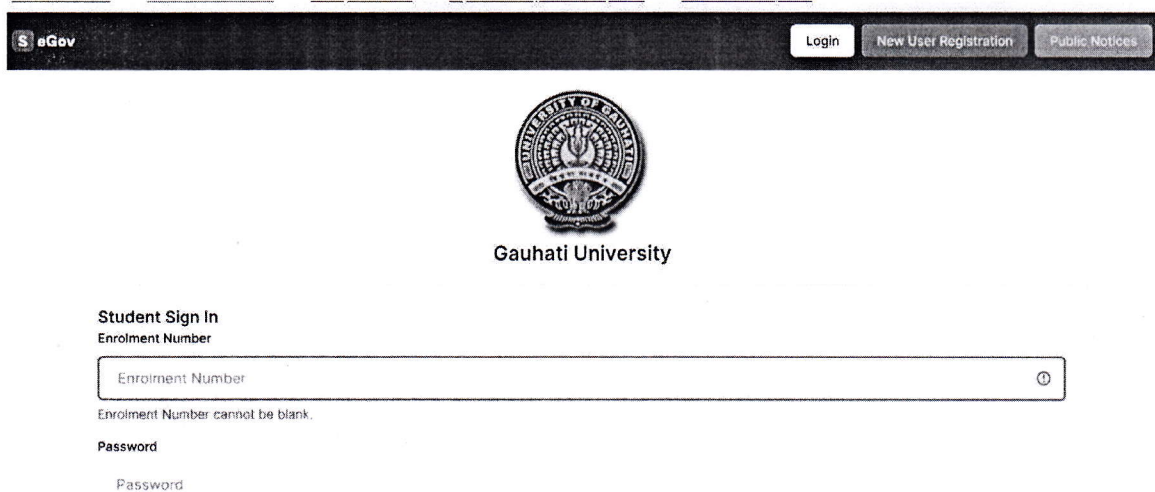
Then, click on the  button.

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

## Paper (course) Selection Process

For selection of the papers (courses), students need to follow the below-mentioned steps:

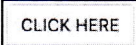
**Step 1:** Login to Student Portal with valid credentials




**Student Sign In**  
Enrolment Number


Enrolment Number cannot be blank.

**Password**  
Password

**Step 2:** After successful login, the student will be redirected to the dashboard. Then the students need to click on  button to view/select the courses related to their respective programme.

**Step 3:** After that, a new window will appear. Here, students can view their courses and also select their courses.


To select the courses, students need to click on  button.

**Step 4:** After clicking on the button, students need to select the courses from the dropdown lists. Then, click on the  button.

**Step 5:** After clicking on the “**Submit**” button, students will be able to preview the list of selected courses.

In that, Students can update their courses selection by clicking on

 button.

**Step 6:** Then, click on  button to finally submit the selected course .

**Step 7:** A pop-up window will appear for confirmation of selected courses. On that, click on the "OK" button.

After successful completion of the course selection a new window will appear with the message that "Papers (courses) submitted successfully".