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NOTICE

This is to inform all FYUGP (BA/B.Sc/B.Voc/BBA/BCA) Semester-II (Regular batch 2023) students that you are required to fill up your examination forms via <https://gauhati.samarth.edu.in//> by June 3, 2024. It is mandatory for all students to complete this process to be eligible for upcoming second semester examination, 2024.

Step by step instructions on how to fill up and submit your examination forms are attached here.

ইয়াৰ জৰিয়তে সকলো FYUGP (BA/B.Sc/B.Voc/BBA/BCA) দ্বিতীয় শাৰ্মাসিকৰ (Regular batch 2023) ছাত্ৰ-ছাত্ৰীক জনোৱা হয় যে তোমালোকে <https://gauhati.samarth.edu.in//> ৰ জৰিয়তে ৩ জুন, ২০২৪ ৰ ভিতৰত পৰীক্ষাৰ প্ৰ-পত্ৰ পূৰণ কৰিব লাগিব। আগতুক দ্বিতীয় শাৰ্মাসিকৰ পৰীক্ষাৰ বাবে যোগ্য হ'বলৈ সকলো ছাত্ৰ-ছাত্ৰীয়ে এই প্ৰক্ৰিয়া সম্পূৰ্ণ কৰাটো বাধ্যতামূলক।

পৰীক্ষাৰ প্ৰ-পত্ৰ কেনেকৈ পূৰণ আৰু জমা দিব লাগে তাৰ Step by step নিৰ্দেশনা ইয়াত সংলগ্ন কৰা হৈছে।


Principal

(Dr. B K Sarma)

Pub Kamrup College —

Principal
Pub Kamrup College
P.O.-Baihata Chariali

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

Step 2: After successful login, the student will be redirected to the dashboard. Then the students need to click on [CLICK HERE](#) 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 [Click here to select your courses](#) button.

Step 4: After clicking on the button, students need to select the courses from the dropdown lists. Then, click on the [Submit](#) 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 [Update Course Selection](#) 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".

SECTION- B

Examination Form Filling

For Examination form filling students need to click on the **Home** button.


Step 1: Then click on "Examination" from the left pane and then click on "Registration".

In that, students can see the active examination sessions.

Students need to open their examination form by clicking on the "**CLICK HERE**" button below their programme.

Step 2: In a new window, examination form will appear and student needs to fill the following details:

- PWD Status (YES/NO)
- Disability Percentage(If YES)
- Need of scribe in the Examination (If YES)

Then, click on the  button.

Step 3: In the new window, students need to confirm the course (paper) selected in the Examination Form. Further, student will proceed for final submission by clicking on "Submit Exam Form" button.

After successful completion of the Examination Form Fill-up, students can download the examination form in the PDF format by clicking on the "Print Application" button located on the top right side of the student portal.

*****End of document*****