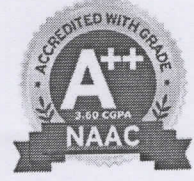




Notice No: 118

CENTRAL SASNKRIT UNIVERSITY
Ekalavya Campus, Agartala (West Tripura)
(Established by an Act of Parliament)
Ministry of Education, Govt. of India
Accredited with 'A++' Grade by NAAC



NOTICE

DATE: 08.08.2025

This is for information to all 1st year students of Prak-Shastri, Shastri-Pratishtha, Acharya and Shiksha Shastri that it is mandatory to complete their registration on the Samarth Portal and generate their ABC (Academic Bank of Credits) ID at the earliest.

Students must ensure that both processes are completed accurately and within the prescribed time i.e. 22nd August 2025. Failure to do so may result in restrictions on access to academic services, including issuance of marksheets and other academic records.

All concerned students are directed to treat this matter with utmost importance and complete the registration process within the time frame.

For guidance regarding the ABC registration process, a PDF file is attached with this notice.

For any assistance, students may contact Mr. Mrinal Swal (M.T.S.).

Handwritten signature
08/08/2025
(Prof. Makhlesh Kumar)

DIRECTOR

निदेशक / Director

केन्द्रीय संस्कृत विश्वविद्यालय / Central Sanskrit University
एकलव्य परिसर, अगरतला / Ekalavya Campus, Agartala

User Manual for Registration on Student Portal

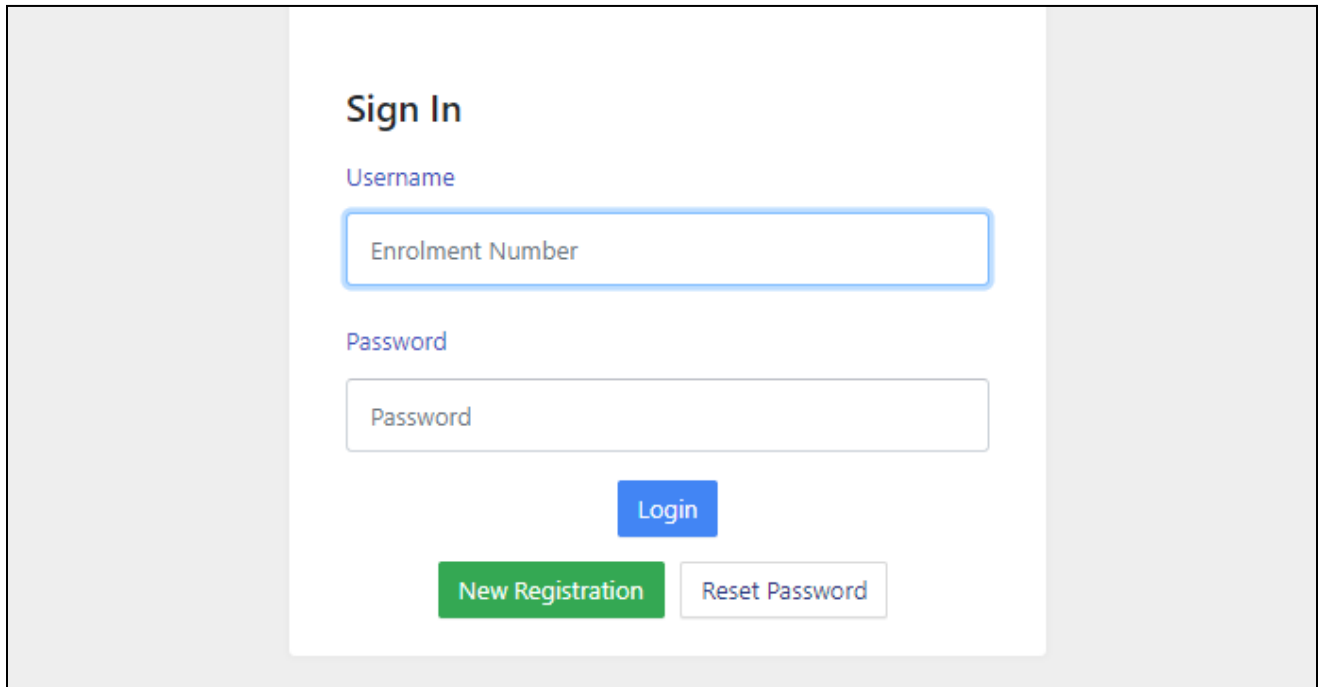
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Introduction

This document is the reference for students, for the registration (Self-registration) process on Samarth student portal.

Login

Step 1: Open the student portal link, the homepage will appear as below:

The image shows a 'Sign In' form on a light gray background. The form is centered and contains the following elements: a title 'Sign In' in bold black text; a label 'Username' in blue text above a text input field containing the placeholder 'Enrolment Number'; a label 'Password' in blue text above a text input field containing the placeholder 'Password'; a blue 'Login' button; a green 'New Registration' button; and a light gray 'Reset Password' button.

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.

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
 - Enrolment Number
 - Examination Roll Number
- Enrolment Number/ Examination Roll Number

Registration Instructions for Students

- Students are advised to use their own mobile and email address details for the registration process.
- Register with your correct University Enrolment Number. If you are not able to register with your Enrolment Number please use your Examination Roll Number for registration process
- Keep record of your given user name.
- Use a strong password.

NB: If you're not able to register with your University Enrolment Number or Examination Roll Number please contact your College/Department for assistance.

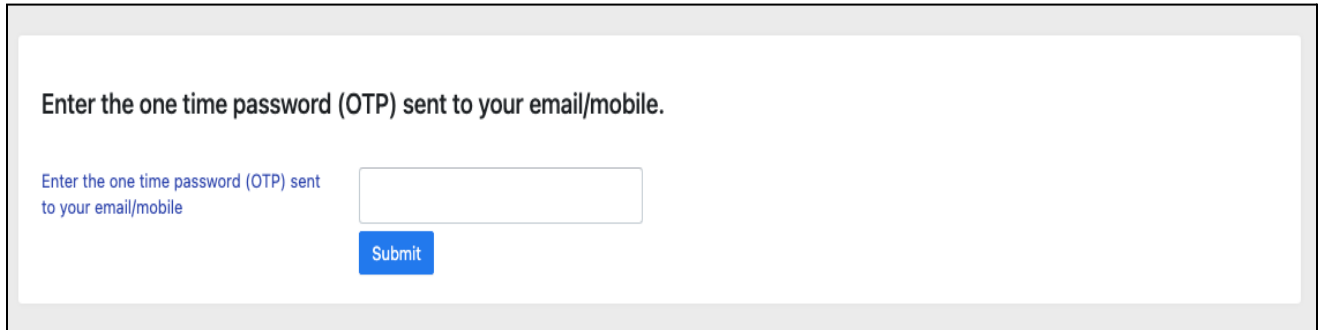
© Samarth eGov

Student Registration Form

Select Programme	503 : Bachelor of Commerce (F2F) x ▾
Name (as on ID card)	DEMO
Mode of Registration	Enrolment Number ▾
Enrolment Number	DEMO
Submit	

Then, click on the button.

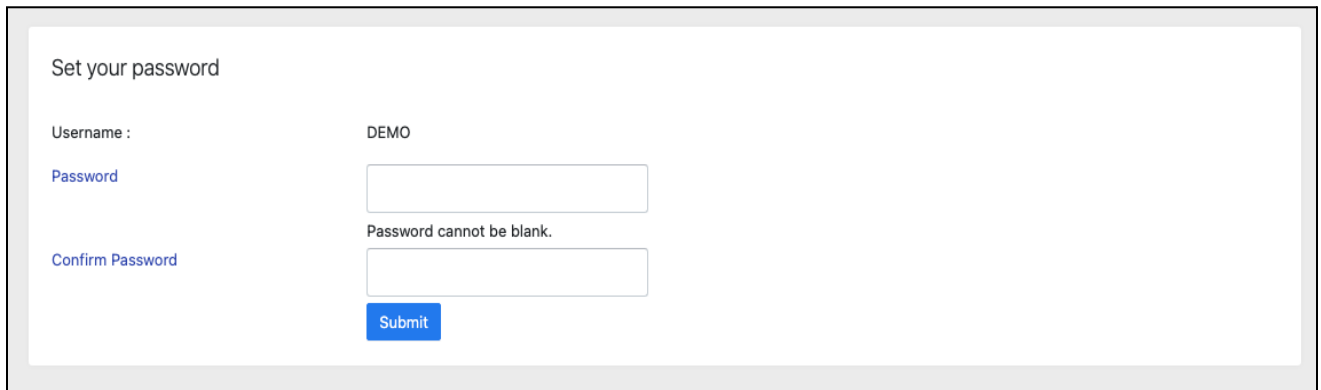
After that, a new window will appear. In that, the OTP needs to be entered for the new registration which is received on the registered Mail/SMS:

A screenshot of a web form for OTP verification. The title is "Enter the one time password (OTP) sent to your email/mobile." Below the title, there is a label "Enter the one time password (OTP) sent to your email/mobile" in blue text. To the right of the label is a white rectangular input field. Below the input field is a blue button with the text "Submit" in white.

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

A screenshot of a web form titled "Set your password". It contains two rows of input fields. The first row has a label "Username :" in blue text and a text input field containing the value "DEMO". The second row has a label "Password" in blue text and a text input field. Below the second input field is a message "Password cannot be blank." in blue text. Below the second input field is another label "Confirm Password" in blue text and a text input field. At the bottom of the form is a blue button with the text "Submit" in white.

Then, click on the  button.

After successful registration on the student portal, students can login into the student portal with their login credentials.

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

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