



Student Portal

User Manual for the Course Selection and Examination Form Submission

Introduction

New Student Registration (Self-Registration)

Course Selection process

Examination Form Filling (Regular and Improvement courses)

Examination Fee Submission

Introduction

This document is the reference for students, for online submission of Examination form of North Eastern Hill University through Samarth student portal

(<https://nehu.samarth.edu.in/>)

- ❖ The following options are available for students:
 - Profile update
 - Course Selection
 - Fee payment (Applicable for NEHU Campus students only)
 - Dues (Applicable for NEHU Campus students only)
 - Direct link with ABC ID creation
 - Request for Certificates
 - Hostels application (Applicable for NEHU Campus students only)
 - Examination
 - Training and Placement

Login

Step 1: Open the <https://nehu.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: If you do not have your enrolment number, contact your concerned **Department/College** to get your enrolment number.

New Student Registration

Step fi. 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

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.

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Student Registration Form

Select Programme: 503 : Bachelor of Commerce (F2F)

Name (as on ID card): DEMO

Mode of Registration: Enrolment Number

Enrolment Number: DEMO

Submit

Then, click on the **Submit** button.

After that, a new window will appear. Students need to enter the one time password (OTP) sent to their registered email/mobile no.

In case the mobile number or e-mail ID is incorrect, then kindly contact the College to update your email/mobile number.

Info! Mail sent successfully to your registered email rokibulhussain784@gmail.com

Enter the one time password (OTP) sent to your email/mobile.

Enter the one time password (OTP) sent to your email/mobile

Submit

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After successfully verifying the OTP received via Mail/SMS, click on the  button to proceed.

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

Set your password

Username : DEMO

Password

Confirm Password

Password cannot be blank.

Submit

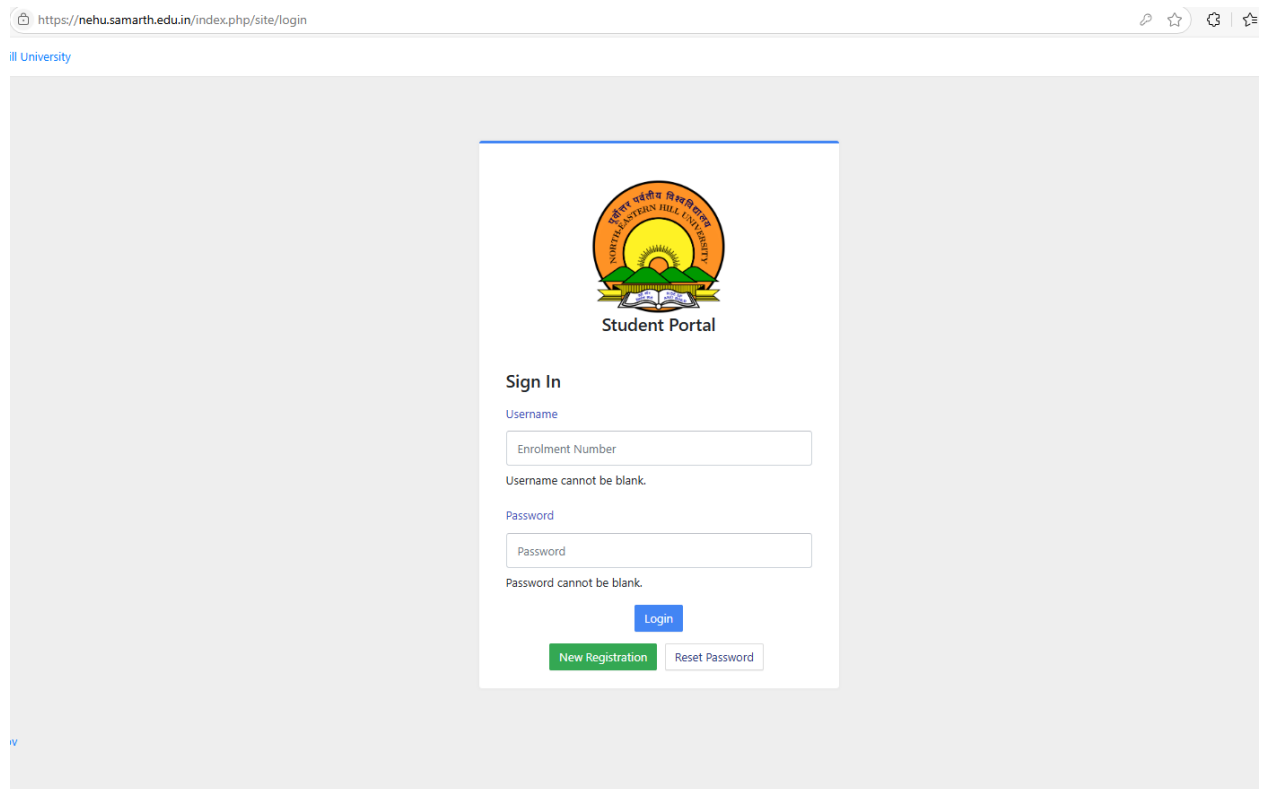
Then, click on the  button.

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

Course Selection Process

For selection of the courses, students need to follow the below mentioned steps:

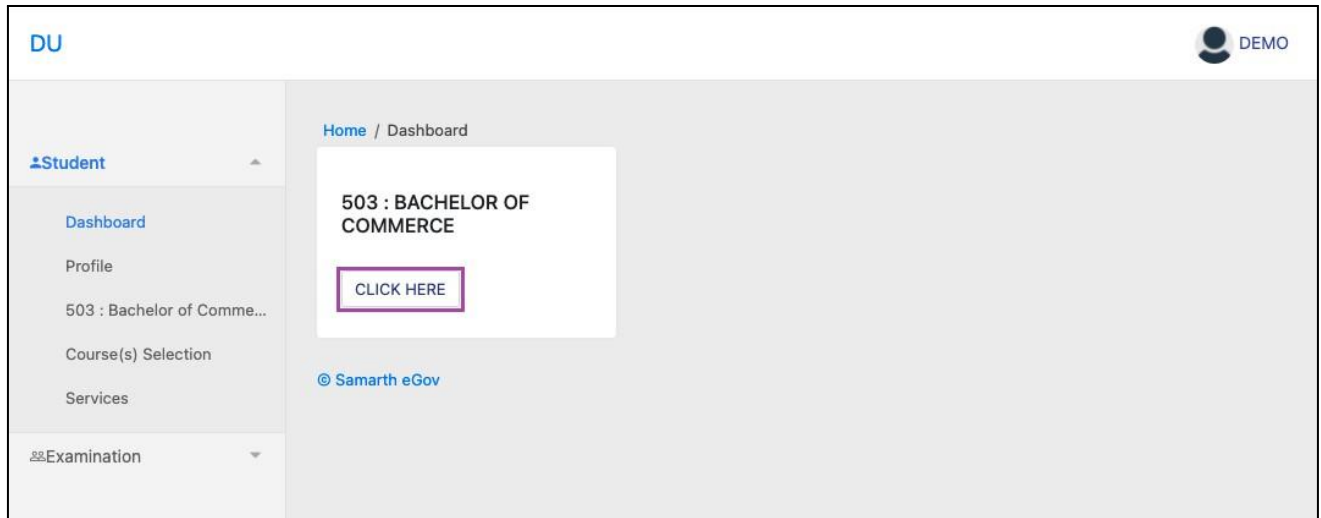
Stgp fi: Login to Student Portal with valid credentials



The screenshot shows a web browser window with the URL <https://nehu.samarth.edu.in/index.php/site/login>. The page title is "ill University". The main content area features the NEHU Samarth logo, which includes a sun, a book, and the text "NEHU SAMARTH UNIVERSITY". Below the logo is the text "Student Portal". The "Sign In" section contains the following fields and buttons:

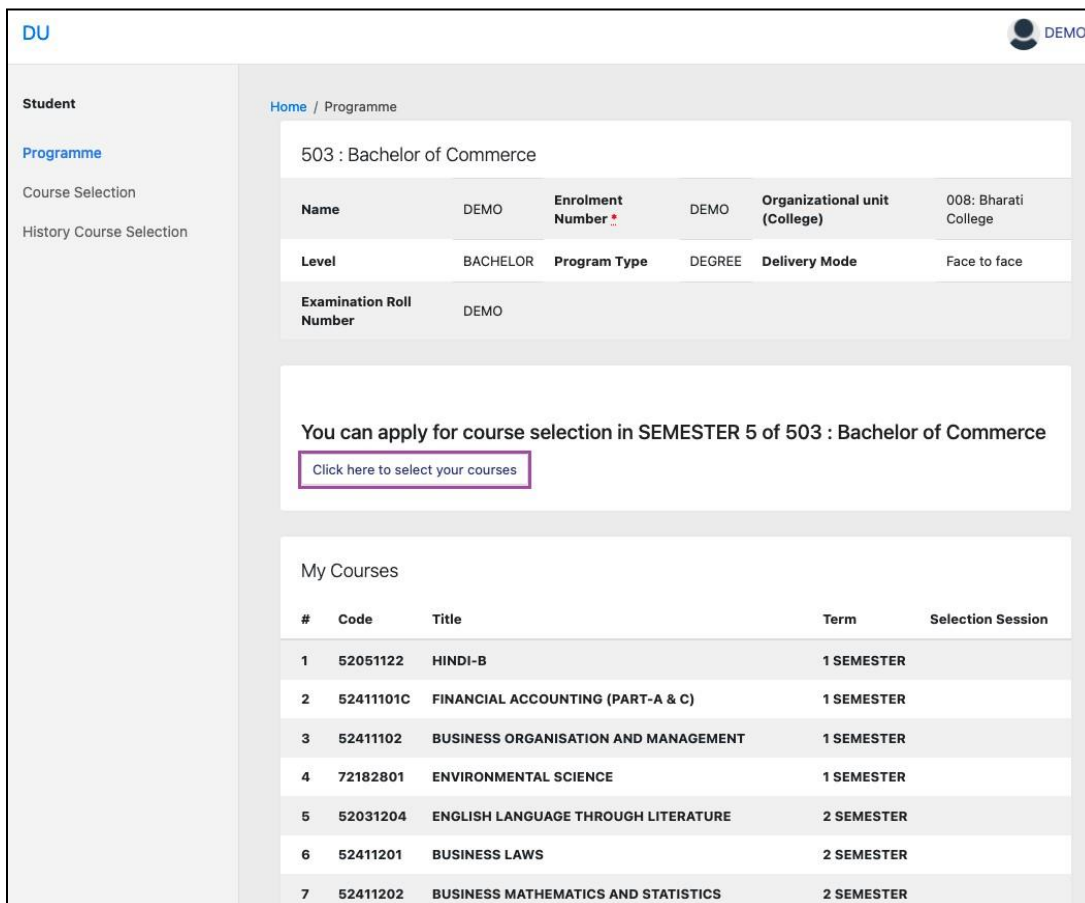
- Username:** A text input field with the placeholder "Enrolment Number". Below it, the text "Username cannot be blank." is displayed.
- Password:** A text input field with the placeholder "Password". Below it, the text "Password cannot be blank." is displayed.
- Login:** A blue button.
- New Registration:** A green button.
- Reset Password:** A light blue button.


Stgp 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.

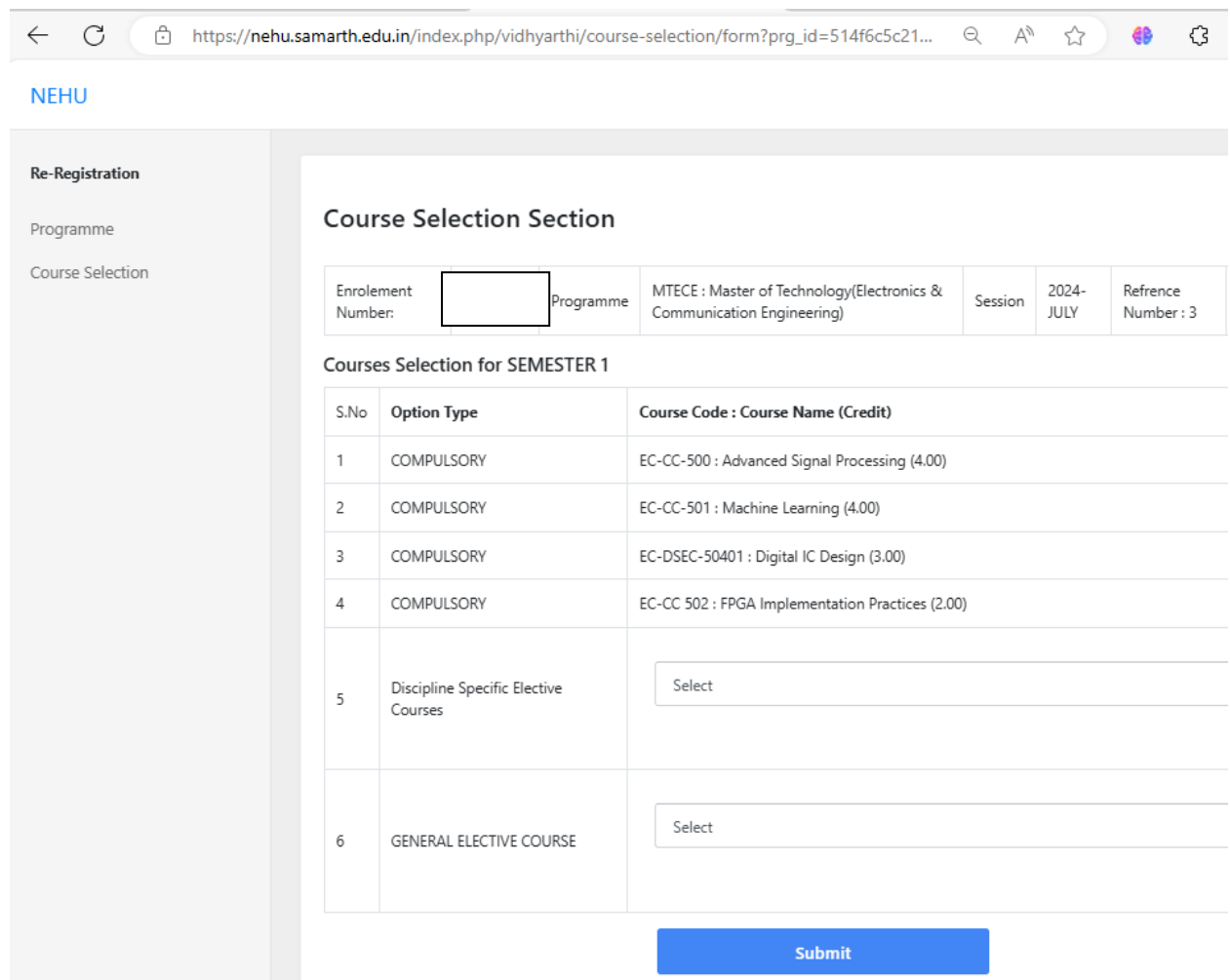


Stgp 3: After that, a new window will appear. Here, students can view their courses and also select their courses.

To select the courses, students need to click on [Click here to select your courses](#) button.



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



The screenshot shows a web browser window with the URL https://nehu.samarth.edu.in/index.php/vidhyarthi/course-selection/form?prg_id=514f6c5c21.... The page title is "NEHU". On the left, there is a sidebar with "Re-Registration" selected, and sub-items "Programme" and "Course Selection". The main content area is titled "Course Selection Section". It contains a form with the following fields:

| | | | | | | |
|-------------------|----------------------|-----------|---|---------|-----------|---------------------|
| Enrolment Number: | <input type="text"/> | Programme | MTECE : Master of Technology(Electronics & Communication Engineering) | Session | 2024-JULY | Refrence Number : 3 |
|-------------------|----------------------|-----------|---|---------|-----------|---------------------|

Below this is a section titled "Courses Selection for SEMESTER 1" with a table:

| S.No | Option Type | Course Code : Course Name (Credit) |
|------|--------------------------------------|--|
| 1 | COMPULSORY | EC-CC-500 : Advanced Signal Processing (4.00) |
| 2 | COMPULSORY | EC-CC-501 : Machine Learning (4.00) |
| 3 | COMPULSORY | EC-DSEC-50401 : Digital IC Design (3.00) |
| 4 | COMPULSORY | EC-CC 502 : FPGA Implementation Practices (2.00) |
| 5 | Discipline Specific Elective Courses | <input type="text" value="Select"/> |
| 6 | GENERAL ELECTIVE COURSE | <input type="text" value="Select"/> |

At the bottom of the form is a blue "Submit" button.

Stgp 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.

Stgp 6: Then, click on **Submit course selection** button to finally submit the selected course .

← → ↻ https://nehu.samarth.edu.in/index.php/vidhyarthi/course-selection/view?prg_id=514f6c5c21... 🔍 ☆ 🌐 ⚙️ ☆ ⋮

NEHU 210707

Home / Course Selection

Re-Registration

Programme

Course Selection

Course selection for MTECE : Master of Technology(Electronics & Communication Engineering) Update Course Selection

| | | | | | | | |
|--------------------|----------------------|-----------|---|---------|-----------|----------------------|---------------|
| Enrolement Number: | <input type="text"/> | Programme | MTECE : Master of Technology(Electronics & Communication Engineering) | Session | 2024-JULY | Reference Number : 3 | Category : ST |
|--------------------|----------------------|-----------|---|---------|-----------|----------------------|---------------|

Your Course Selections

| S.No | Course Code | Name of Course | Credits | Term |
|---------------------|---------------|-------------------------------|-----------|------------|
| 1 | EC-CC-500 | Advanced Signal Processing | 4.00 | 1 SEMESTER |
| 2 | EC-CC-501 | Machine Learning | 4.00 | 1 SEMESTER |
| 3 | EC-DSEC-50401 | Digital IC Design | 3.00 | 1 SEMESTER |
| 4 | EC-CC 502 | FPGA Implementation Practices | 2.00 | 1 SEMESTER |
| 5 | EC-DSEC-50303 | Silicon Photonics | 3.00 | 1 SEMESTER |
| 6 | EC-GEC-50503 | Biomedical Instrumentation | 4.00 | 1 SEMESTER |
| Total Credit | | | 20 | |

Submit your course selection

Update Course Selection Submit course selection

Stgp 7: A pop-up window will appear for confirmation of selected courses. On that, click on the “OK” button.

slc.uod.ac.in says
Please check your course selection after submission no changes will be allowed.Press OK to confirm or CANCEL to check/change your course selection.

Cancel OK

Update Course Selection

| | | | | | | | |
|--------------------|------|-----------|----------------------------|---------|------------|-----------------------|---------------|
| Enrolement Number: | DEMO | Programme | 503 : Bachelor of Commerce | Session | 2021- JULY | Refrence Number : 200 | Category : GE |
|--------------------|------|-----------|----------------------------|---------|------------|-----------------------|---------------|

Your Course Selections

| S.No | Course Code | Name of Course | Category | Credits | Term |
|---------------------|-------------|----------------------------------|------------|-----------|------------|
| 1 | 12033903 | SOFT SKILLS | ELECTIVE | 4.00 | 5 SEMESTER |
| 2 | 62035919 | MEDIA AND COMMUNICATION SKILLS | ELECTIVE | 6.00 | 5 SEMESTER |
| 3 | 52417504 | FINANCIAL REPORTING & ANALYSIS | COMPULSORY | 6.00 | 5 SEMESTER |
| 4 | 52417502 | PRINCIPLES OF MARKETING (B. COM) | COMPULSORY | 6.00 | 5 SEMESTER |
| Total Credit | | | | 22 | |

Submit your course selection

Please check and verify your course selection before submission. No modification will be allowed once submitted.

In case you are not able to find your course(s), please contact the Nodal Officer of your College/Department.

Update Course Selection Submit course selection

After successful completion of the course selection a new window will appear with the message that “Courses submitted successfully”.

https://nehu.samarth.edu.in/index.php/vidhyarthi/programme/index?id=87a7ceb574cedbc41caf2d387481883b118ef4eea1c4295a32da406564e082f010666&prg_id=514f6c5c2...

NEHU 210707

Student Home / Programme

Programme Info! Courses submitted successfully click here

Course Selection

History Course Selection

MTECE : Master of Technology(Electronics & Communication Engineering)

| | | | | | |
|------------------------|--------------|-------------------------|-------------------|----------------------------------|---|
| Name | | | | Organizational unit (Department) | ECE Department of Electronics and Communication Engineering |
| Level | MASTER | Examination Roll Number | 24MTechECE01 | Delivery Mode | Face to face |
| Admission (Year-Cycle) | 2024-JULY | Admission Quota | ST | | |
| ABC ID | 834289091626 | Eligibility Tag | Admission Granted | Eligibility Tag Remarks | |

My Courses

| # | Code | Title | Category | Course Category | Credits | Term | Cycle | Result | Grade |
|---|---------------|-------------------------------|------------|-----------------|---------|------------|-----------|-----------|-------|
| 1 | EC-CC-500 | Advanced Signal Processing | COMPULSORY | | 4.00 | 1 SEMESTER | JULY 2024 | Appearing | |
| 2 | EC-CC-501 | Machine Learning | COMPULSORY | | 4.00 | 1 SEMESTER | JULY 2024 | Appearing | |
| 3 | EC-DSEC-50303 | Silicon Photonics | ELECTIVE | | 3.00 | 1 SEMESTER | JULY 2024 | Appearing | |
| 4 | EC-DSEC-50401 | Digital IC Design | ELECTIVE | | 3.00 | 1 SEMESTER | JULY 2024 | Appearing | |
| 5 | EC-GEC-50503 | Biomedical Instrumentation | ELECTIVE | | 4.00 | 1 SEMESTER | JULY 2024 | Appearing | |
| 6 | EC-CC 502 | FPGA Implementation Practices | COMPULSORY | | 2.00 | 1 SEMESTER | JULY 2024 | Appearing | |

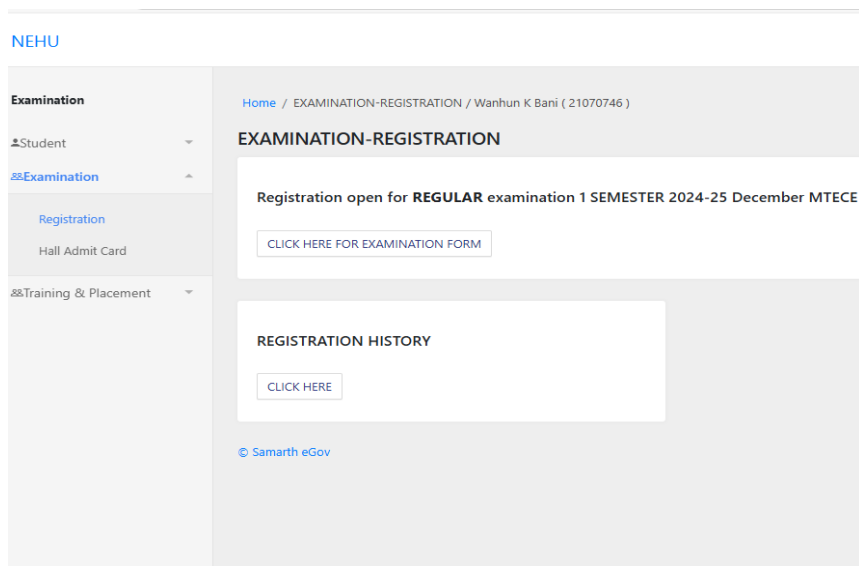
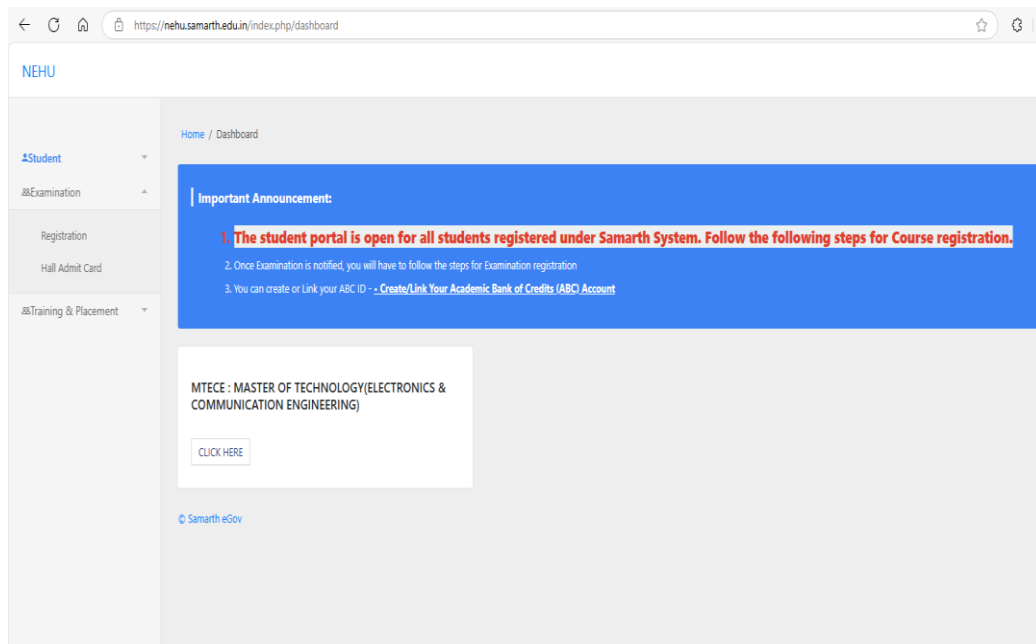
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Examination Form Filling

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

Step: Then click on “**Examination**” and then click on “**Registration**”. In that, students can see the active examination sessions.

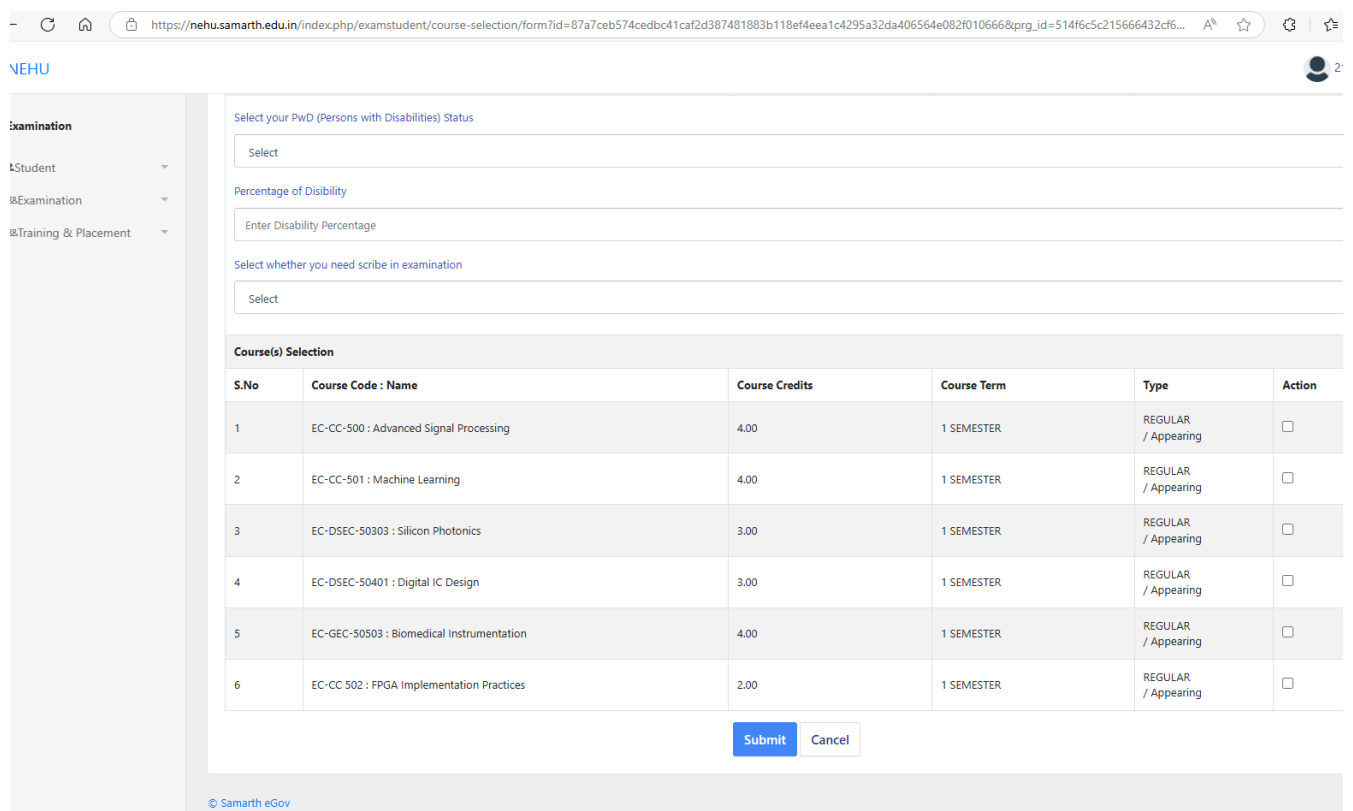
Students need to open their examination form by clicking on the “[CLICK HERE](#)” button below their Programme.



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 – Leave as it is, if not applicable
- Courses from the list by clicking on Checkbox of Action section

Then click on the  button.



NEHU

Examination

Student

Examination

Training & Placement

Select your PWD (Persons with Disabilities) Status

Select

Percentage of Disability

Enter Disability Percentage

Select whether you need scribe in examination

Select

Course(s) Selection

| S.No | Course Code : Name | Course Credits | Course Term | Type | Action |
|------|---|----------------|-------------|---------------------|--------------------------|
| 1 | EC-CC-500 : Advanced Signal Processing | 4.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |
| 2 | EC-CC-501 : Machine Learning | 4.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |
| 3 | EC-DSEC-50303 : Silicon Photonics | 3.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |
| 4 | EC-DSEC-50401 : Digital IC Design | 3.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |
| 5 | EC-GEC-50503 : Biomedical Instrumentation | 4.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |
| 6 | EC-CC 502 : FPGA Implementation Practices | 2.00 | 1 SEMESTER | REGULAR / Appearing | <input type="checkbox"/> |

Submit Cancel

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Step 3: Preview window of the form will appear where students can update their courses before the payment of the examination fee (if required).

Step 4: Click on the “Pay Examination Fee” button to proceed further. For now Regular students can directly proceed with Submit button without payment.

DU
 DEMO

Examination

Student ▼

Examination ▼

| | | | |
|--------------------|------------------|--------------|------------|
| Roll Number | DEMO | | |
| Email | demo@example.com | Phone | 9999999999 |

| | | |
|---|--|--------------------------------|
| Examination Session : NOVEMBER-DECEMBER 2021 | Examination Type : REGULAR | Reference Number : 1026 |
| Examination Mode : EXAMINATION | PWD Applicable : Not Applicable | Scribe Required : NO |

| Course(s) Selected | | | | | |
|--------------------|---|------------------|------------|----------------|---------|
| S.No | Course Code : Name | Course Credit(s) | Term | Classification | Type |
| 1 | 52417502 : PRINCIPLES OF MARKETING (B. COM) | 6.00 | 5 SEMESTER | THEORY | REGULAR |
| 2 | 62035919 : MEDIA AND COMMUNICATION SKILLS | 6.00 | 5 SEMESTER | THEORY | REGULAR |
| 3 | 52417504 : FINANCIAL REPORTING & ANALYSIS | 6.00 | 5 SEMESTER | THEORY | REGULAR |
| 4 | 12033903 : SOFT SKILLS | 4.00 | 5 SEMESTER | THEORY | REGULAR |

| Examination fee details | | |
|-------------------------|--------------------------------------|----------------|
| S.No | Fee Component | Amount |
| 1 | Minimum fee for SEMESTER 5 course(s) | INR 400 |
| 2 | Statement of marks fee | INR 100 |
| 3 | Examination form fee | INR 10 |
| Total fee | | INR 510 |

The above information is true and correct to the best of my knowledge. I will be responsible for any wrong information provided by me.

Update Course(s)
Pay Examination Fee
Cancel

Examination Fee Submission (Through Payment Gateway)

After successful completion of the above mentioned steps, students are redirected to the payment gateway. Here student select/enter the following options:

- Payment Mode
- Mobile Number
- Bank options (ICICI / others)

Then, click on the “Proceed Now” button.

The screenshot shows the 'eazypay' payment gateway interface. At the top, it displays the merchant name 'STUDENT LIFE CYCLE FEE PAYMENT UNIVERSITY OF DELHI' and the timestamp '09/11/2021 17:11:928'. The main section is titled 'Payment Mode' and features a sidebar with four options: 'Net Banking', 'Debit Card', 'Credit Card', and 'UPI'. The 'Net Banking' option is selected, leading to a transaction summary table:

| | |
|-----------------|-------------------|
| Transaction ID | DEMO |
| Amount | Rs. 510 |
| Convenience Fee | Rs. 0.00 |
| GST | Rs. 0.00 |
| BILL | Rs. 510.00 |


Below the table, there are input fields for 'Mobile No' (999999999), 'Email ID' (Optional), and 'Payer Name' (Optional). A red asterisk note states: '*Please provide the mobile number for transaction communication & viewing transaction history.' At the bottom, there are radio buttons for 'ICICI Bank (Retail)' (selected) and 'Other Bank'. Two buttons, 'Proceed Now' and 'Cancel', are located at the bottom of the form. The footer of the page reads 'Brought to you by ICICI Bank'.

Examination

Student

Examination

Print Application



North Eastern Hill University

Examination Course(s) Selection for 591 : Bachelor of Science (Pass) Home Science

| | | | | | |
|--------------------|------------------|-------------------------|--------------|--------------------------------------|-------------------------|
| Name | DEMO | Enrolment Number | DEMO | Organizational Unit (College) | 038: Lady Irwin College |
| Level | BACHELOR | Program Type | DEGREE | Delivery Mode | Face to face |
| Roll Number | DEMO | | | | |
| Email | demo@example.com | | Phone | 999999999 | |

| | | |
|---|--|--------------------------------|
| Examination Session : NOVEMBER-DECEMBER 2021 | Examination Type : REGULAR | Reference Number : 1015 |
| Examination Model : EXAMINATION | PWD Applicable : Not Applicable | Scribe Required : NO |

Course(s) Selected

| S.No | Course Code : Name | Credit | Term | Classification | Type |
|------|--|--------|------------|----------------------|---------|
| 1 | 42203911 : TRAINING FOR DEVELOPMENT PRACTICAL | 4.00 | 5 SEMESTER | PRACTICAL | REGULAR |
| 2 | 42207904 : CHILD RIGHTS AND GENDER EMPOWERMENT | 6.00 | 5 SEMESTER | THEORY AND PRACTICAL | REGULAR |
| 3 | 42207909 : ENTREPRENEURSHIP DEVELOPMENT | 6.00 | 5 SEMESTER | THEORY AND PRACTICAL | REGULAR |
| 4 | 42207905 : COMMUNICATION FOR DEVELOPMENT | 6.00 | 5 SEMESTER | THEORY AND PRACTICAL | REGULAR |

Examination fee details

| S.No | Fee Component | Amount |
|-----------------------------|--------------------------------------|-----------------|
| 1 | Minimum fee for SEMESTER 5 course(s) | INR 400 |
| 2 | Fee for 4 PRACTICAL course(s) | INR 800 |
| 3 | Statement of marks fee | INR 100 |
| 4 | Examination form fee | INR 10 |
| Total fee to be paid | | INR 1310 |

The above information is true and correct to the best of my knowledge. I will be responsible for any wrong information provide by me.

| | |
|---|--|
| Amount Paid : INR 1310.00, Payment Date : 2021-11-09 17:51:53 | PG transaction number : 211109108360390, Order Id : 69 |
| Status : SUBMITTED | Submission Date : Nov 9, 2021 5:51:51 PM |

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After successful completion of the Examination Fee payment and Submit, 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*****