USER MANUAL

Samarth e Gov

Step 1: Open the student portal link through Student portal URL https://ggv.samarth.edu.in and the homepage will appear as below:

Enrolment Number				
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assword				
assword		Login		

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

1. Login

a. Registered students can directly log in using their login credentials for 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

If a student forgets his/her password, they can reset it by using the "Reset password" option.

New Student Registration

Step 1. Students can register themself by clicking on the "New Registration"

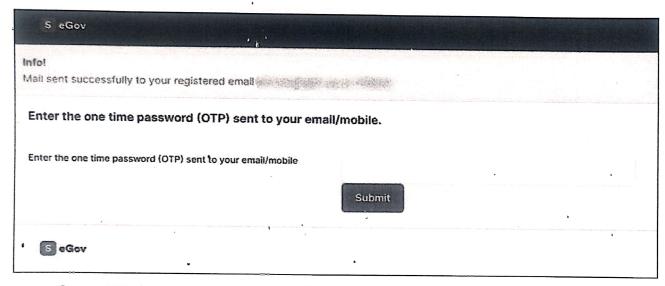
button. After that, the following details need to be selected/entered:

- Select Programme
- Name (as on 10th Mark sheet)
- Enrollment Number
- Fill in the Captcha.

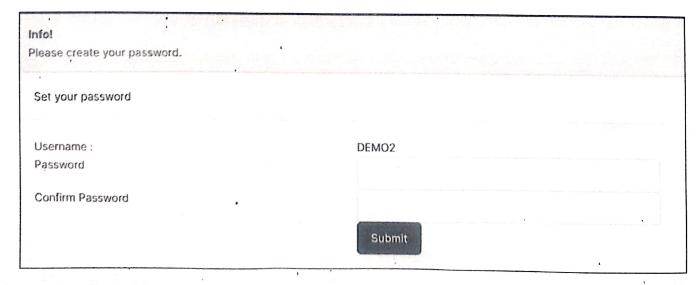


Then Click on the Submit button

After successful verification of the details, an OTP will be received via Mail/SMS. Once the OTP is filled, click on the 'Submit' button to proceed further.



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



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

Step 2: Log in to the Student Portal:

After successfully creating their passwords, students can access their account through their Enrolment number and Password through https://ggv.samarth.edu.in to start the process of **COURSE SELECTION**.

- ** Before course selection in the portal students are advised to check the following details carefully.
 - a) Programme (BA/BSc.)
 - b) Type of courses (i.e., Major, Minor, AEC, MIC, SEC VACC etc.)
 - c) Course code and Title of their courses

STEPS TO BE FOLLOWED FOR COURSE SELECTION PROCESS:

- 1. Students need to login to the SAMARTH student portal URL https://ggv.samarth.edu.in using their Enrollment Number and password.
- 2. Then click in the **CLICK HERE** box.
- 3. Next click on the CLICK HERE TO SELECT YOUR COURSES
- 4. Click on the right option(s) as shown in the COURSE SELECTION
- 5. Then click the SUBMIT Box.
- 6. Finally click on the box

SUBMIT COURSE SELECTION

Note: Students are advised to take utmost care before clicking the box

SUBMIT COURSE SELECTION.

***No correction/modification is possible on the part of the student after clicking the final **SUBMIT COURSE SELECTION** box.

** In case of any difficulty in the process, students may contact the undersigned in the Office of the Controller of Examinations after 3 p.m. यदि प्रक्रिया में किसी प्रकार की कठिनाई हो, तो छात्र दोपहर 3:00 बजे के बाद परीक्षा नियंत्रक कार्यालय से संपर्क कर सकते हैं।