आंध्रप्रदेश केंद्रीय विश्वविद्यालय అంధ్రప్రదేశ్ కేంద్రీయ విశ్వవిద్యాలయం CENTRAL UNIVERSITY OF ANDHRA PRADESH

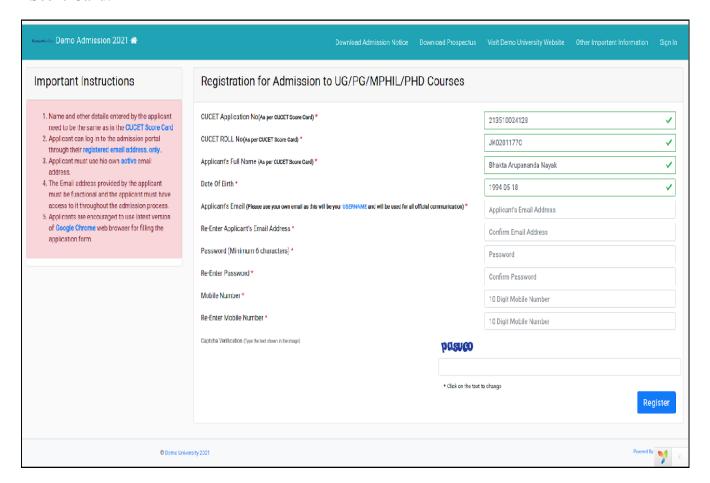
(Established by an act of Parliament in 2019)

Date:16/08/2023

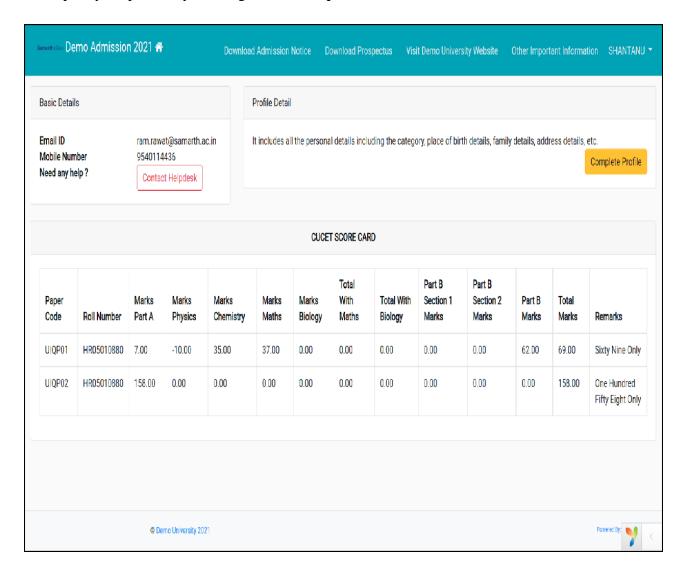
CUET PG ADMISSION 2023 (Student Admission User Guide)

Students can follow the mentioned steps to register themselves on Samarth CUET

Portal: Step 1: Register on the Samarth Portal with the login credentials as per the **CUET Score Card.**

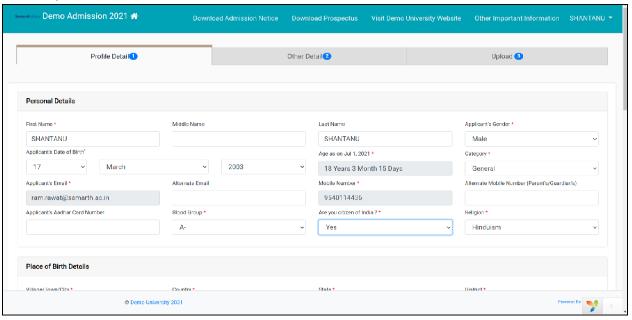


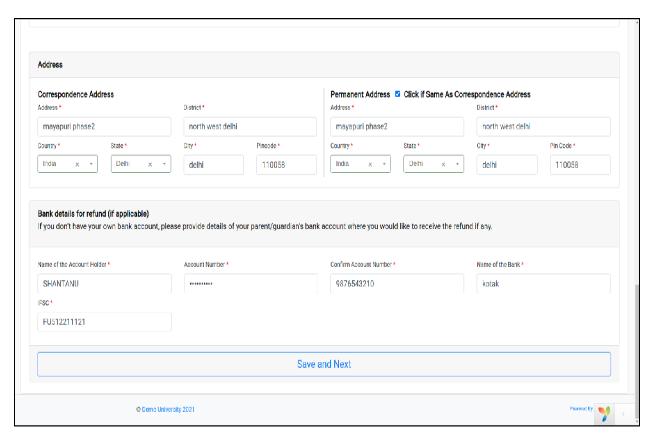
Step 2: After Login, a **Dashboard** will appear which looks like the screenshot below. Completeyour profile by clicking on the **Complete Profile** button.



Step 3: Personal Details

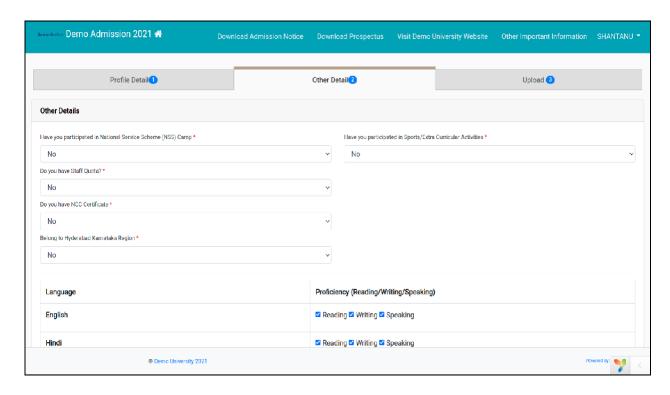
In this section, fill in your personal details. Once done, click on Save & Next to proceed to next section, **other details.**

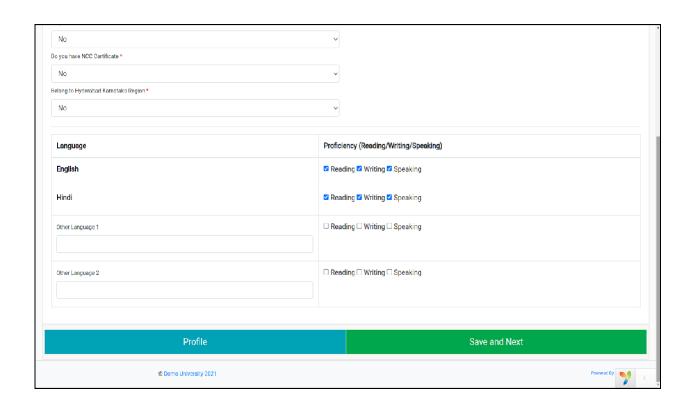




Step 4: Other Sections

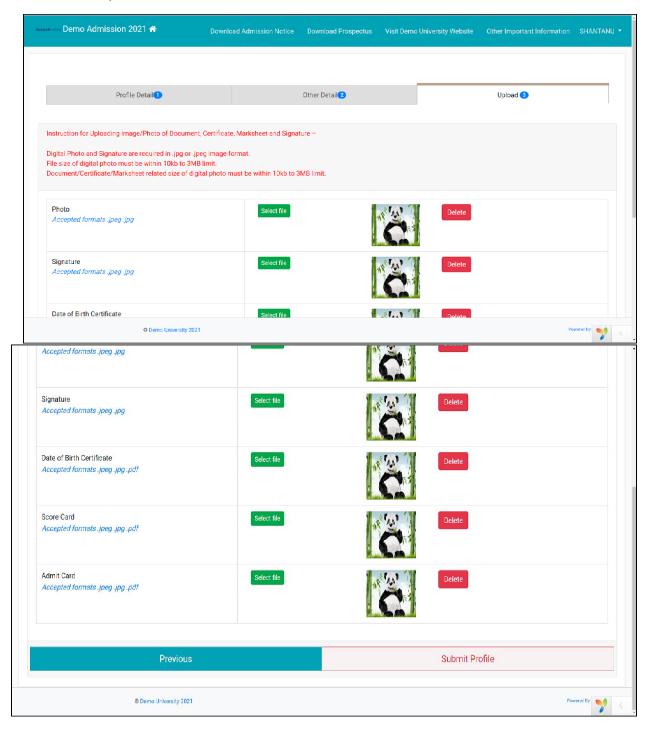
Fill in details like participation in NSS Camp or any extra curricular activities and then click on the **Save & Next** button.



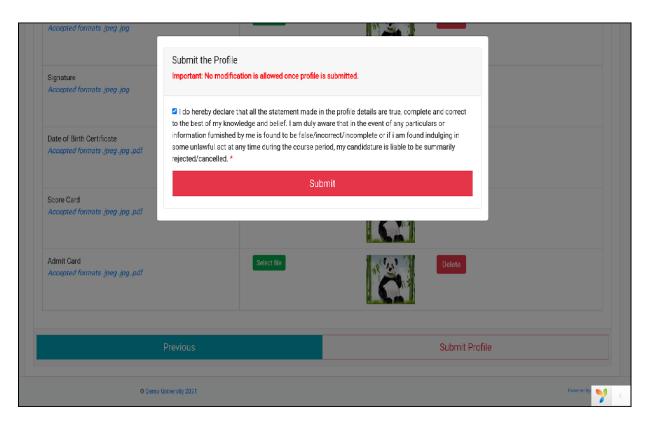


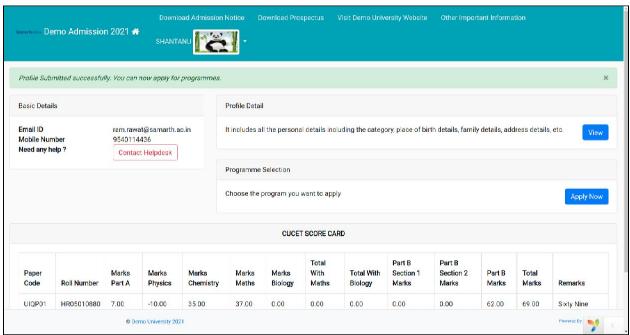
Step 5: Upload Section

Upload the necessary documents like **Photo, Signature, and Date of Birth Certificate** in the prescribed format (**i.e. Jpeg, Jpg**) and in the prescribed size(**10kb to 3MB**). After uploading the documents, click on the **Submit** button.

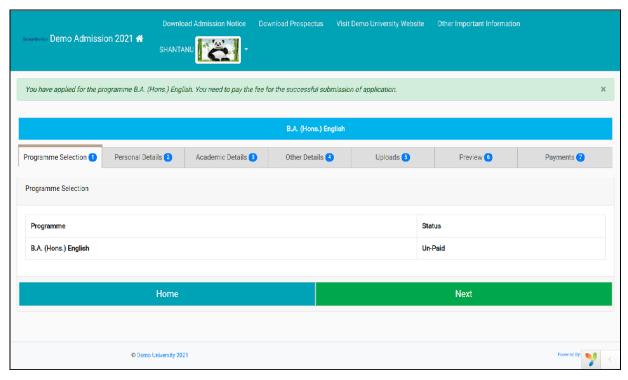


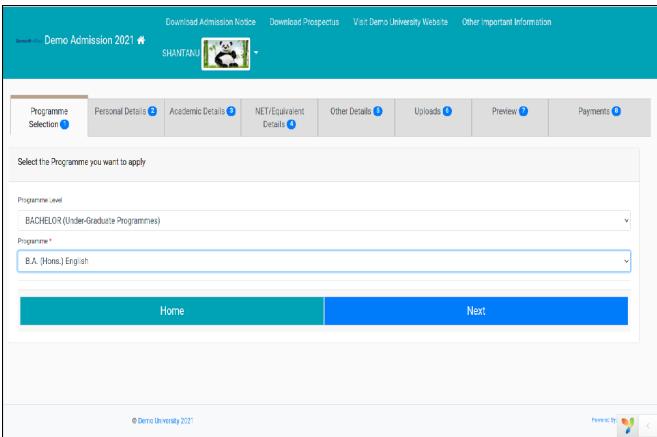
Step 6: Click on the **view** button to view your complete profile and then move to **Programme Selection** to select the desired Programme to apply.





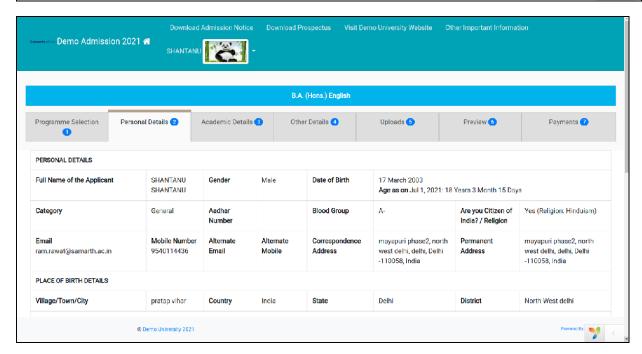
Step 7: Mention the Programme Name and level, and then click on the **Next** button.





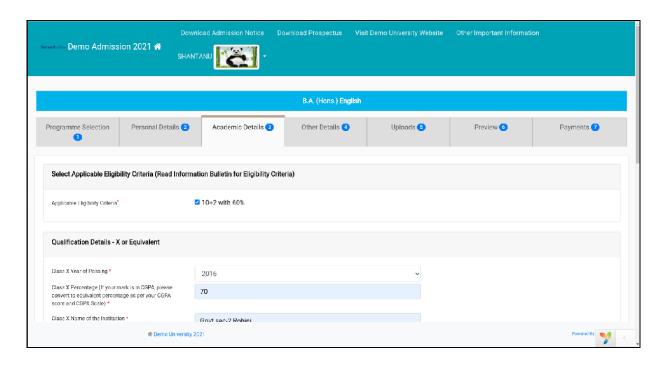
Step 8: A preview of personal details is shown after selecting programme name and level. After reviewing all the details carefully, click on the **Next** button to proceed.

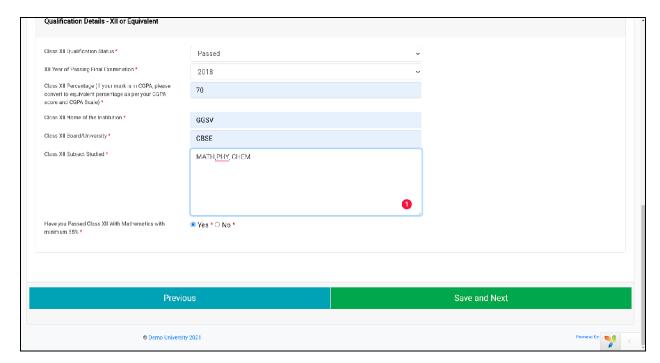
	Previous					Next		
Name of Account Holder	SHANTANU	Account Number	9876543210	Name of Bank	kotak	IFSC	FU512211121	
BANK DETAILS FOR REFUND(IF APPLI	CABLE)							
Single Girl Child Quota	No	No						
Wards of Ex-Servicemen and self	No	No						
Kashmiri Migrant Category	Not Applicable	Not Applicable						
PwD Category	Not Applicable	Not Applicable						
OTHER CATEGORY/QUOTA								
Ernergency Contact of Parent/Guardian	54865456456456	5						
Guardian's Name								
Father's Name	SANJAY							
Mother's Name	KIRAN	KIRAN						



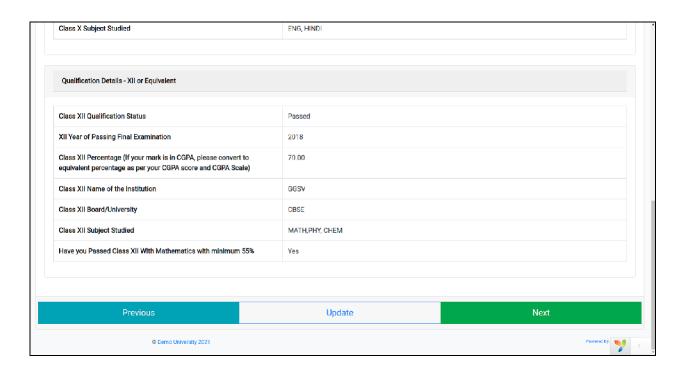
Step 9: Academic Details

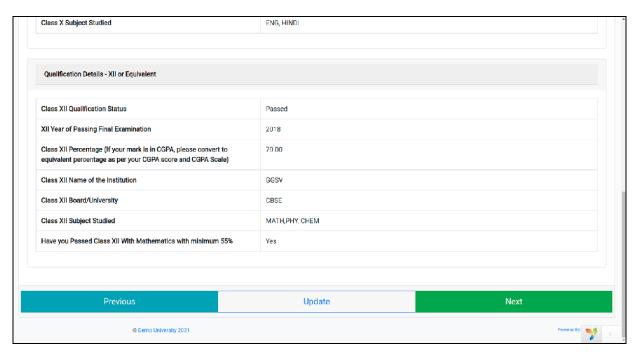
Fill your Academic details like Eligibility criteria, Class 10th and 12th Year of passing & Percentage, Graduation marks etc.





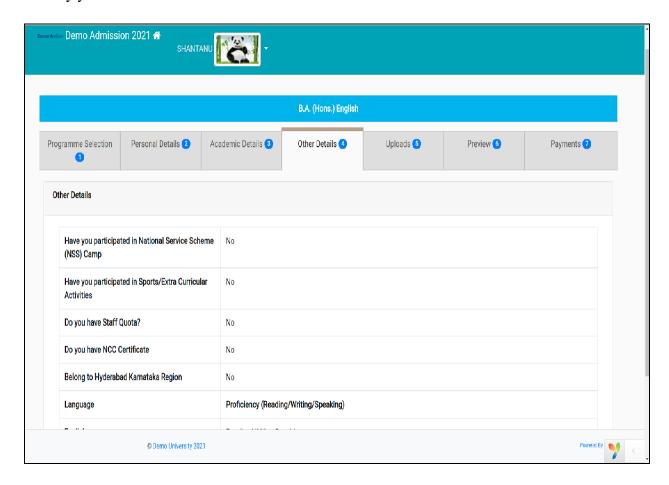
Step 10: After adding all the details, **an Update** button will appear at the bottom to update the details if required, otherwise students click on **Next** button.





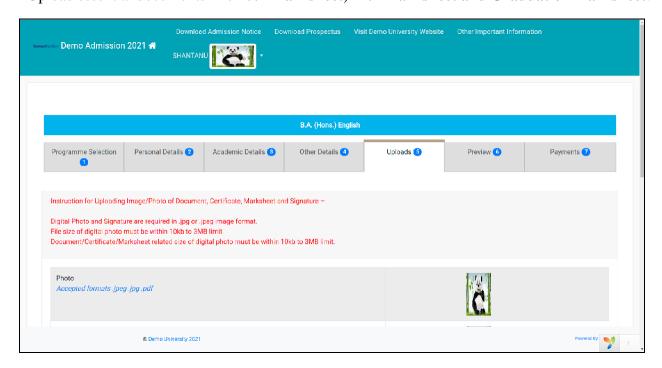
Step 11: Other Details

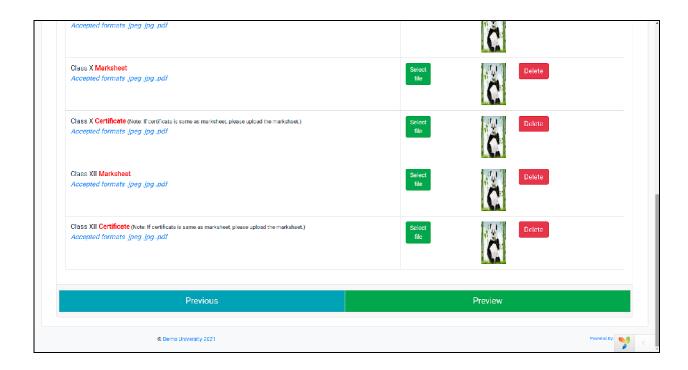
Verify your other details.



Step 12: Uploads

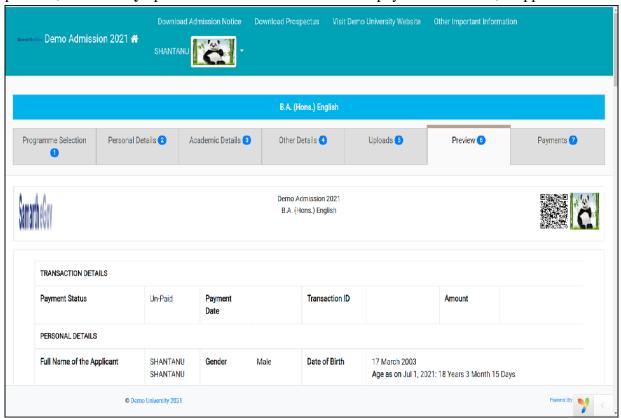
Upload essential documents like 10th marksheet, 12th marksheet and Graduation marksheet.

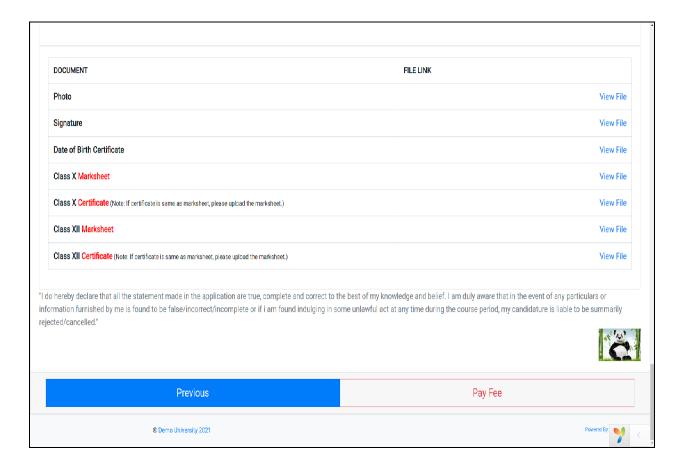




Step 13: Preview

Next **Preview** section will appear where you can view the pre-filled information. After the preview, **the Fee Pay** option will be available to make the payment of the fee, if applicable.



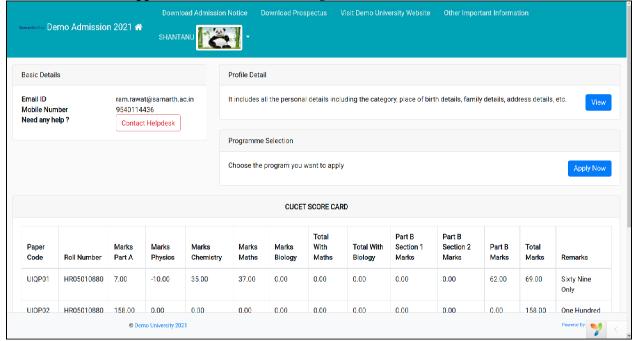


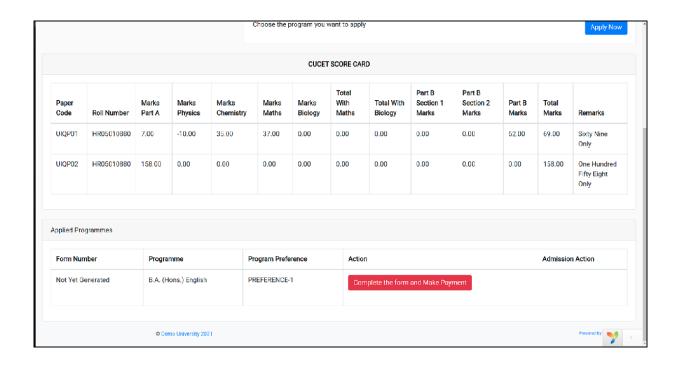
Step 14: Payments

In the **Payments** Section, you will be asked to confirm the details to **verify the identity** and then make payment, only if you are selected for admissions.

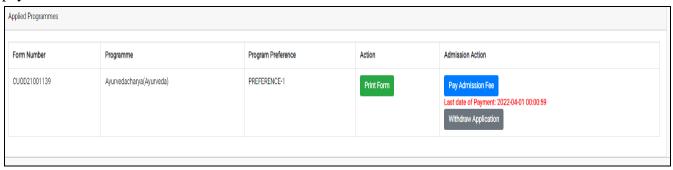
The form will be successfully completed only after submitting the application.

You can **Save** the application form and take the **printout** of the same for future reference.





Step15: Once the university shortlists you for admission only then you will be eligible to make payments.



Step16: Withdraw Application

If you want to withdraw the application then you request for withdrawal by clicking on the

Withdraw Application

Note: This is destructive operation. Once you click on Withdraw Application, your request will be forwarded to the admission unit. Once they approve it, your application is withdrawn successfully and no more eligible for admission in this respective course.

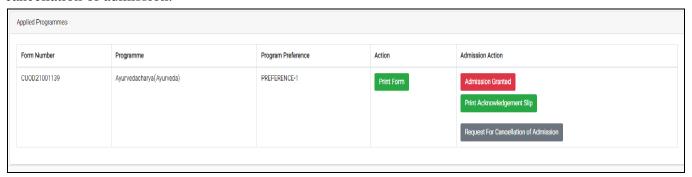
Withdraw Requested Reason

Withdraw Application

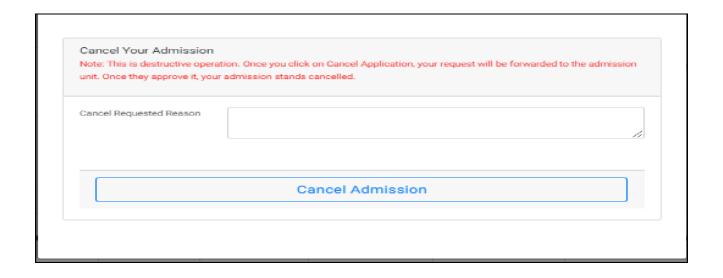
Withdraw Application

Step17: Cancel Admission

Once the programme fee is paid you can cancel the admission by clicking on request for cancellation of admission.



On clicking Request For Cancellation of Admission button , a popup window will appear



Step 18 : You can print the acknowledgement slip by clicking on Print Acknowledgement Slip button.