

आंध्रप्रदेश केंद्रीय विश्वविद्यालय மூதல்வீக் தீல்லை வக்லவைலுலை CENTRAL UNIVERSITY OF ANDHRA PRADESH (Established by an act of Parliament in 2019)

Date:23/11/2023

<u>Flow Chart of Ph.D Registration Process for</u> <u>admission in CUAP through Samarth Portal for the</u> <u>year 2023-24</u>

Candidates should follow the below mentioned steps for registration on Samarth Portal

General instructions:

A. If a Candidate wishes to apply for more than one programme in the university, he/she has to register separately and pay the registration Fee for each programme.

For example, if a candidate wants to apply for Ph.D in Political Science in general (UR- Unreserved)/OBC/EWS/DP categories, he/she has to pay Rs 1500/- as a registration fee.

If he/she wants to apply for two or more programmes, namely Ph.D in political Science and Ph.D in Economics also, he/she has to pay 2 X1500 = Rs3000/- and register for each programme separately.

In the case of SC/ST/PWD candidates, they have to pay Rs 750/- for each programme separately and register themselves.

Candidates should Register for Ph.D Admissions in CUAP through Samarth Portal using the following link

URL: https://cuapadm.samarth.edu.in/



Step 1: Register in the Samarth Portal with the login credentials.

Step 2: After Logging in, a **Dashboard** will appear which is like the screenshot below. Enter all details by Logging in again.

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Step 3: Personal Details

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

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Step 4: Other Details

Fill in details like participation in NSS Camp or any extracurricular activities and then click on the **Proceed to Next** button.

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Emergency Contact Number : 9988556624		
Combined Family Income : Not Applicable		
OTHER CATEGORY/QUOTA		
Person with Benchmark Disabilities (PwBD) Category : Not Ap	plicable	
Kashmiri Migrant : Not Applicable		
Prime Minister's Special Scholarship Scheme for J&K Student	s:Not Applicable	
Children/ Widows of Armed Forces Personnel : Not Applicable		
Single Girl Child Quota : No		
CCA Quota : Not Applicable		
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Step 5: Upload Section

Upload the necessary documents like **Passport size Photo, Scanned Signature and Date of Birth Certificate(SSC or 10th class)** in the prescribed format only (**i.e., Jpeg, Jpg**) and in the prescribed size (**10kb to 500kb**). After uploading the documents, read the **Warning Message** and Check the box and click on the **Submit & Lock** button.





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

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

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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 to Academic details

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Registere	ed Email : promosh.son@somarth.sc.in	Registered Mobile Number : 7828557630		
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Step 9: Academic Details

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

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Step 10: After filling all the details, Update button will appear at the bottom.

- If everything is correct or no changes to be made, then click on **Next** button.
- If any details have to be modified, then click on **Update** and fill correct details and click on **Update** and it leads to **other details**.

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Step 11: Other Details Fill your other details and click on Next Button. It leads to Uploads

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Step 12: Uploads

Scanned Documents to be Uploaded in format and size (like 10th certificates, 12th certificates, Caste Certificates, Passport size Photographs, Income Certificate, PWD certificate, Defence Personnel Certificate, and Other documents, if any) and click on preview

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Step 13: Preview

In the Preview section you can see all the information filled by you. After the preview, if everything is alright in preview, then **Pay FEE option** will be available to make the payment of Registration fee, as applicable.

(Refer to General instructions at the top) and it leads to Verification Window

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Step 14: Read and Mark all checkboxes (Compulsory).

- After marking all the check boxes, if everything is correct it will turn into **green** color.
- Then two options will appear one is 'Pay Later' and second one is 'Payment Gateway'.
- If the Candidate wants to **Pay Later**, then chose **option one**.
- If the Candidate wants to **Pay now** choose option two (**payment Gateway**)

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Step 15: Payments

- In the **Payments** Section, Please verify all the details and proceed to make payment.
- After the payment is made for registration fee, click on submit application.
- After submission of application check the status.
- If the payment is made **successfully**, status will show as submitted in **Green** colour.
- If the payment is **not made** then status will show as **Not Paid** in **Red** colour.
- Candidate can Save the application form and take the **printout** of the same for future reference.

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Thanks for Completing the Registration process for Admission in Central University of Andhra Pradesh

All the best