

Reappear & Improvement EForms Help file

Note:

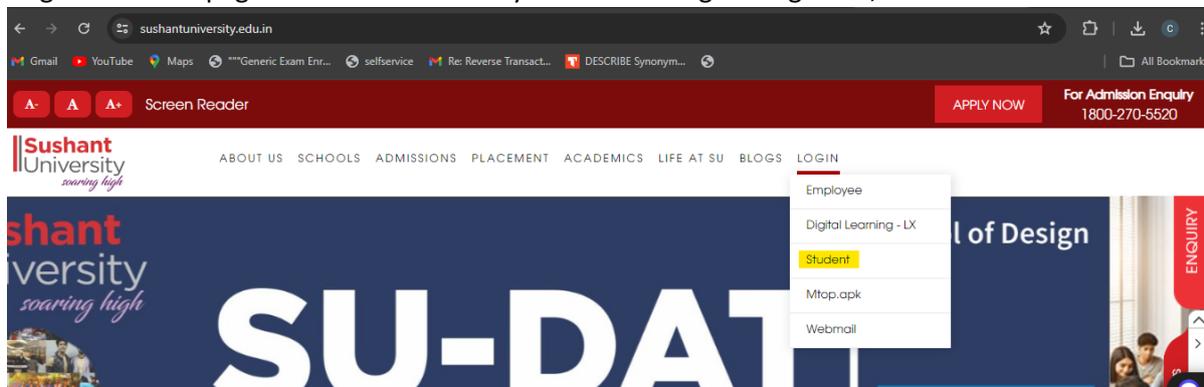
- You can select multiple subjects during a specific session, and once you've submitted your choice, you cannot change it or apply for another subject in the same session.
- There is no provision for change the subject after submitting.
- E-form submission process completes after payment, do not close the window immediately. Instead, wait for the submission confirmation to appear.

1. Only use Google chrome/Microsoft Edge current version Browser to login

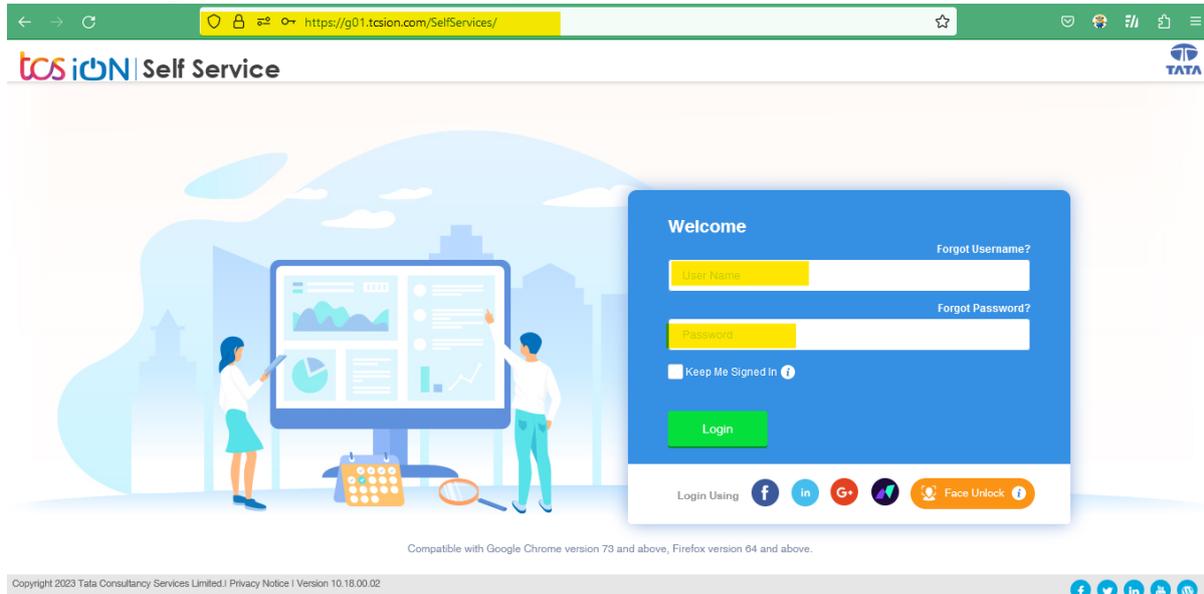
2. Clear browsing data from browser settings

3. Navigate to <https://www.tcsion.com/SelfServices/>

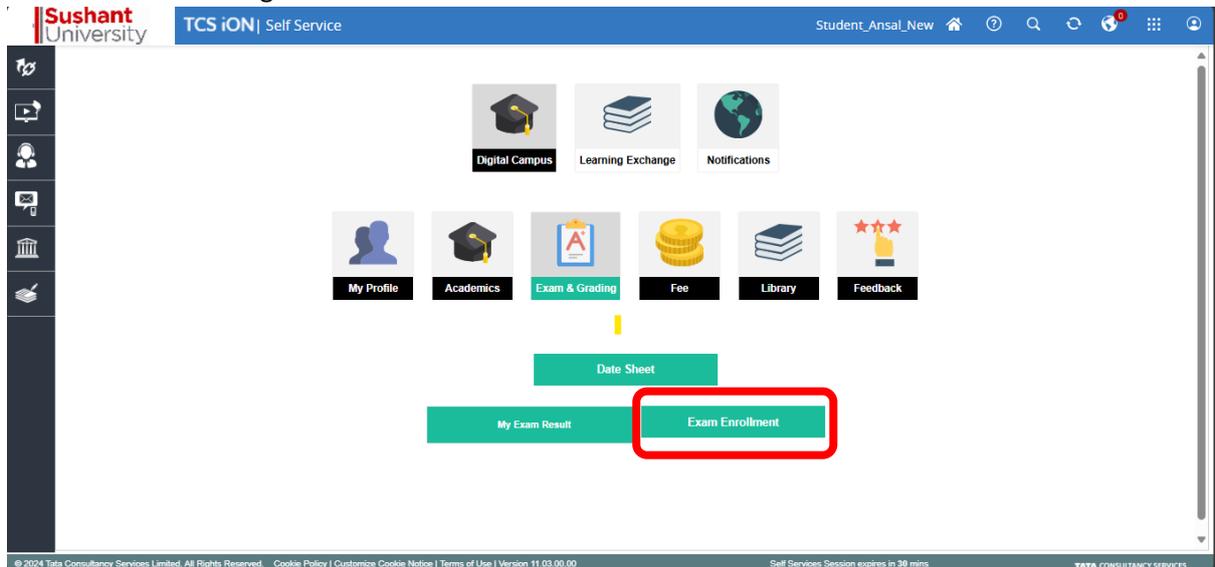
or go to the webpage of Sushant University. After selecting the login tab, click the student button.



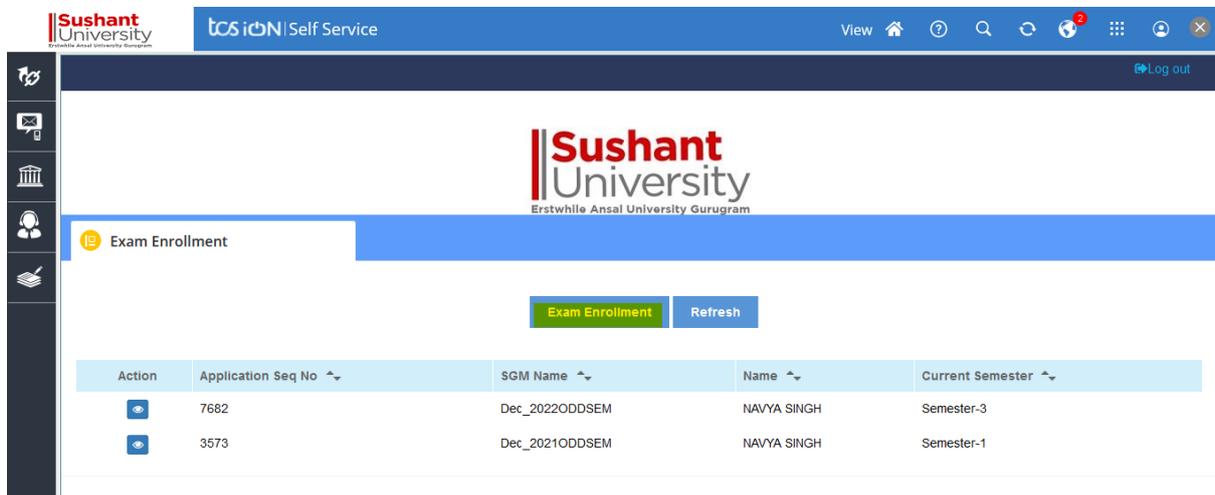
4. Insert your login credentials then Click "Login"



5. Click "Exam & Grading icon then click Exam Enrollment



6. Click "Exam Enrollment"



7. In subject enrollement details Click plus icon to view to the subject.

Subject Enrollement Details

Repeat Compulsory

Form Status: Pending

Subjects



Fee Details

Grand Fee to be paid(in Rupees): 0

Submit

8. Semester name will be visible to select the subject

[Subject Enrollement Details](#)

[Repeat Compulsory](#)

Form Status: Pending

Semester-2



[Fee Details](#)

Grand Fee to be paid(in Rupees): 0

Submit

Version 15.00.01

9. On clicking the + icon to select the subject

[Subject Enrollement Details](#)

[Repeat Compulsory](#)

Form Status: Pending

Semester-2



[Fee Details](#)

Grand Fee to be paid(in Rupees): 0

Submit

Version 15.00.01

10. Select the repeat subject

[Subject Enrollement Details](#)

[Repeat Compulsory](#)

Form Status: Pending

Semester-2



S.No.	Subject Type	Subject Name	Subject Code	Enrolled Status	Enrolled Type
1	Compulsory	Art 2	21BAR-5AF12S	<input type="checkbox"/>	
2	Compulsory	Para Design 2	21BAR-5PD12S	<input type="checkbox"/>	
3	Compulsory	Theory and Method 2	21BAR-5TM12S	<input type="checkbox"/>	
4	Compulsory	OCIS 1 (Off Campus Independent Study 1)	21BAR-7ST12S	<input checked="" type="checkbox"/>	
5	Compulsory	Architectural Design 2	21BAR-1DS12P	<input type="checkbox"/>	
6	Compulsory	Building Construction and Materials 1	21BAR-2BC12P	<input type="checkbox"/>	
7	Compulsory	Survey & Documentation	21BAR-2SD12S	<input type="checkbox"/>	
8	Compulsory	Structural Systems and Design 1	21BAR-3SS12T	<input type="checkbox"/>	
9	Compulsory	History of Architecture 2	21BAR-4HA12P	<input type="checkbox"/>	
10	Compulsory	Architectural Drawing 2	21BAR-5AD12S	<input type="checkbox"/>	

11. Verify the fee details click on submit button.

Fee Details

Repeat Compulsory

Semester-2

Per subject fee for Semester-2 :	5000
Total Fee to be paid for Semester-2:	5000
Grand Fee to be paid(in Rupees):	5000

Submit

12. Click "Proceed".

Confirmation

- Once submitted the details cannot be changed.
- On click of 'Proceed' button you will be redirected to Payment Gateway page.

Proceed Cancel

13. Click "Pay Now"



Total Amount: Rs. 5074.86 Transaction ID: 923020230214133940

Transaction Amount: Rs. 5000.00
Convenience Fee*: Rs. 63.44
GST (On Convenience Fee) : Rs. 11.42

*Non refundable. Indicative amounts only. Please check exact amount on bank page.

Choose a payment method PayU is now PayU biz

Credit Card

Debit Card
Net Banking
amazon pay
paytm
G Pay
UPI
Scan and Pay

Card Type VISA MasterCard AMERICAN EXPRESS RuPay Discover International

Card Number

Name on Card

CVV Number What is CVV number?

Expiry Date Month Year

Note: In the next step you will be redirected to your bank's website to verify yourself.

Pay Now

14. Once payment has been received successfully, the form will appear on your exam enrolment screen. Click "Action icon" to download your admit card/hall ticket.

Action	Application Seq No	SGM Name	Name	Current Semester
	18498	May_2024_Even	ISHITA GOYAL	Semester-4
	13599	Dec_2023ODDSEM	ISHITA GOYAL	Semester-3

15. A button to print your hall ticket will appear at the top. From the same screen, you can print or save as a PDF.

Print
Total: 1 sheet of paper

Printer: Microsoft Print to PDF

Copies: 1

Pages: All (e.g. 1-5, 8, 11-13)

Color: Color

Print Cancel

Sushant University
SESHANT UNIVERSITY
Sector 15, Golf Course Road, Gurgaon, Haryana 122001
011-26147000/011
Admit Card-Regular Enrollment

Program Title: [Redacted] Semester: Semester-4
Name of Student: [Redacted]
Examination: May_2024_Even Enrollment No: [Redacted]
Subjects for Examinations:

S.NO	Sub Code	Sub Name
1	21MD4-091	Internship
2	21MD4-092	Dissertation

Important Points:-

- No student will be allowed to appear in End Semester Examination without Examination Admit card and Student ID Card.
- No student will be allowed to appear in the examination of these courses in which the student's have minimum required percentage of attendance as per SUG/College/Statutory body norms.
- Examination Admit card will be issued to those students only, who have the date from the University.
- If Original Examination Admit Card is lost, student will be allowed to appear in the examination only after issuance of Duplicate Examination Admit Card, that can be obtained by the student from Examination Department after producing fee slip of Rs.300/- issued by Accounts Department for Duplicate Examination Admit Card.
- Exam duration is not been only (except for B.Pharm - I/II).

Date: 2024-05-21 10:56:14.8 (Full Signature of the Candidate) (Controller of Examinations)