

December ODD 2023 Regular Form Help File

Note:

- Forget Password concern follow the steps mentioned in separate help file.
- Please do not submit the form if the subject is incorrect, as we are not able to make any changes after submission. Please contact the relevant department to update the subject.

1. Open the website **TCSion Self Service** on google chrome normal browser of Desktop/Laptop, below is the URL for the same.

<https://www.tcsion.com/SelfServices/>

2. Insert your login credentials then Click "Login"

Compatible with Google Chrome version 73 and above, Firefox version 64 and above.

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3. Click "Exam Registration Form/Admit Card Download"

360 DEGREE VIEW

PROFILE MARKS LIBRARY FEE ATTENDANCE

Welcome to Self Service Portal

This portal will give you quick access to your key academic data and also help you to perform some actions. For example, to access your complete marks history, click on the "Marks" icon. To return to Home Page, click on or . You can also select your own Home Page, by clicking on Page Preference menu under icon. For accessing some of the other pages, click on icon. To perform any other action like "Submit Feedback" not present in this page, please use option or Quicklinks panel on the left. Press F11 to go full page any time.

ONLINE PAYMENT REQUEST A LEAVE

PRINT DUPLICATE RECEIPT Exam Registration Form/Admit Card

Download Hall Ticket For B.Arch Scholarship Summary Report

Download Report Cards Vehicle Tracking Online Learning Communicator

4. Click "Exam Enrollment"

The screenshot shows the Sushant University Self Service portal. The header includes the university logo, the text "tcs iON Self Service", and navigation icons. A sidebar on the left contains icons for various services. The main content area is titled "Exam Enrollment" and features a table with enrollment details. Below the table are buttons for "Exam Enrollment" and "Refresh".

Action	Application Seq No	SGM Name	Name	Current Semester
	7682	Dec_2022ODDSEM	NAVYA SINGH	Semester-3
	3573	Dec_2021ODDSEM	NAVYA SINGH	Semester-1

5. In subject enrollement details go to Regular Enrollment section Click plus icon to view to the subject.

The screenshot shows the "Subject Enrollement Details" page. It has a header with a signature and a date. Below the header, there are sections for "Regular Enrollment", "Improvement", "Re Appear", and "Fee Details". Each section displays the "Form Status" as "Pending" and includes a table with a "Subjects" column. A yellow plus icon is visible next to the "Subjects" column in each section.

Subject Enrollement Details

Regular Enrollment

Form Status: Pending

Subjects

Improvement

Form Status: Pending

Subjects

Re Appear

Form Status: Pending

Subjects

Fee Details

6. If the fee has not been cleared, the fee due error will appear, and you will be able to apply once the fee has been cleared.

Error

Fees Dues, if paid pls. wait for 12-24 hours for updation of records. If the problem still persists pls. contact your school.

OK

Subject Enrollement Details

Regular Enrollment

Form Status: Pending

Semester-1

7. On clicking the + icon to verify the subject

Regular Enrollment

Form Status: Pending

Semester-3

S.No.	Subject Type	Subject Name	Subject Code
1	Compulsory	BMRIT Directed Clinical Education – Part I & II (Studentship)	BMRIT0335
2	Elective	Microsoft Project: Beginner to Expert	TDC22ET05
3	Compulsory	Human Anatomy and Physiology Including Pathology Part-2	BMRIT3001
4	Compulsory	Clinical Radiography- Positioning Part 1	BMRIT3002
5	Compulsory	Modern Radiological & Imaging Equipment Including Physics	BMRIT3003
6	Compulsory	Contrast & Special Radiography Procedures	BMRIT3004
7	Compulsory	Workshop (TELE MEDICINE)	BMRIT3006
8	Compulsory	Health Research Fundamentals (MOOC)	BMRIT3007

Improvement

Form Status: Pending

Subjects

8. Verify the fee details and click the submit button. In the case of late applications, the due amount will be shown.

Fee Details

Regular Enrollment

Semester-3

Per subject fee for Semester-3 : 0

Total Fee to be paid for Semester-3: 0

Grand Fee to be paid(in Rupees): 0

Submit

9. Read the information then on Click "Proceed".


Confirmation

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

ProceedCancel

10. select the payment options and pay the amount.

← Back

**ansal**
University
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Choose a payment option


Payable Now **₹3000**


Transaction Id: 1257720231010111403


English


PAYMENT OPTIONS


 **EMI**
Credit Card, Debit Card and Cardless EMI

 **Net Banking**
Pay using any of 44 supported banks

 **Wallet**
Airtel Payments Bank, Amazon Pay, Freecharge PayLater | UPI | Wallet and more







 **Cards (Credit/Debit)**
Pay using any credit or debit card

 **UPI**
Phonepe, Paytm, Google Pay and more

 **Scan and Pay**
Scan & Pay using your preferred UPI App

[Show all options](#)

By proceeding, you agree to your data being processed per
PayU's [Privacy Policy](#) | [Edit your Preferences](#)



11. After the exam department approves the regular form, the Admit Card will be available for download and printing.

Sushant University

tcs iON Self Service

View Home Help Search Refresh Logout

Log out

Sushant University

Exam Enrollment

Exam Enrollment

Refresh

Action	Application Seq No	SGM Name	Name	Current Semester
	12473	Dec_2023ODDSEM	RUCHI SINGH	Semester-5
	11179	July_2023_Even	RUCHI SINGH	Semester-4

Note: For any technical issue contact at "erpsupport@sushantuniversity.edu.in"