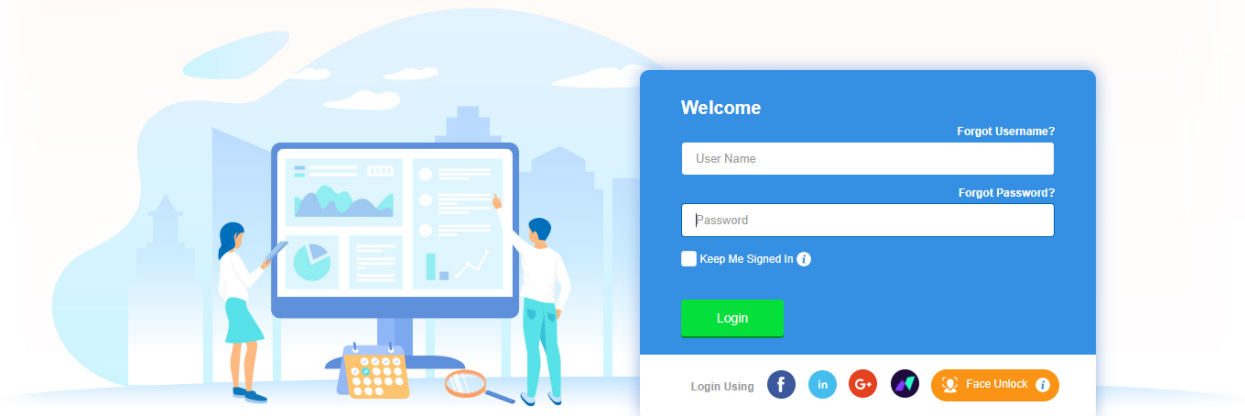


Filling of Academic cum Examination Enrolment form by Student

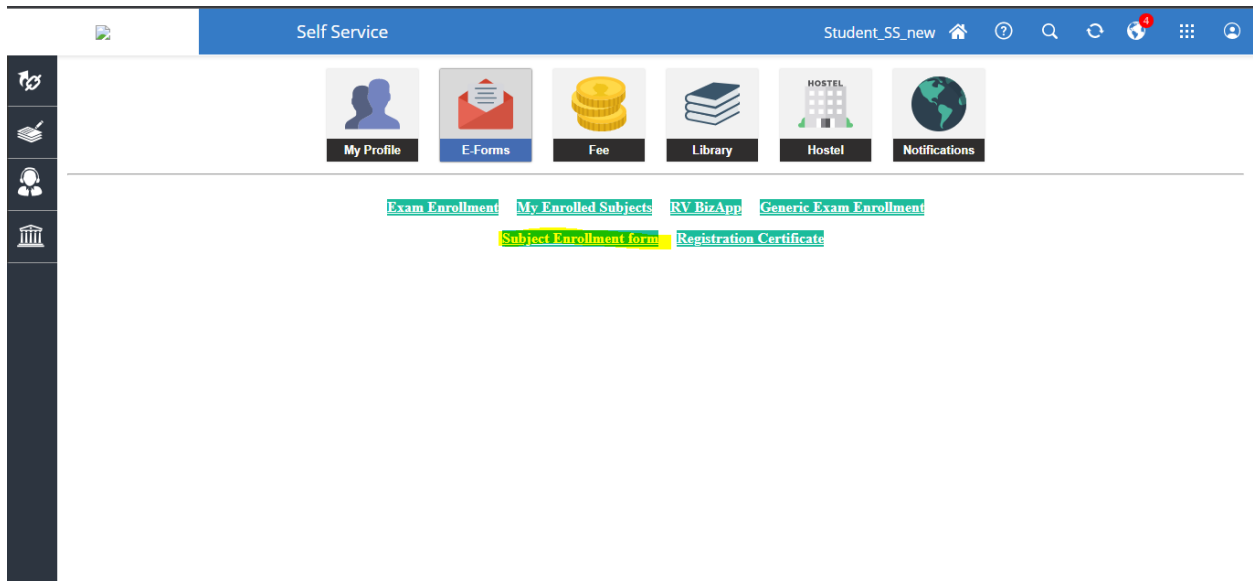
Go to Self Service : <https://www.tcsion.com/SelfServices/>

Step 1: Then you have to **Login** by entering **User Id** and **Password**.


tcsion Self Service




Step 2: Click on link “**Subject Enrollment form**”



Step 3: After Login you must click on **Academic cum Examination Enrollment** tab.



কাজী নজরুল বিশ্ববিদ্যালয়
Kazi Nazrul University
 ASANSOL, PASCHIM BARDHAMAN
 WEST BENGAL, INDIA.



Applicant Details
Academic Enrollment form

Academic cum Examination Enrollment
Refresh

Action	Application Seq No
	56680
	21086

Account 1 to 2 of 2 Entries

Version 14.04.01

Step 4: Then in the Subject Details Paragraph, you must select the subject from the **Subject Name** Dropdowns

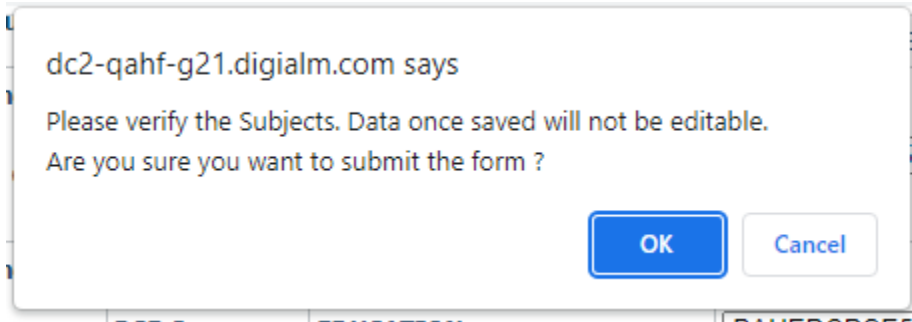
Subject Details

Sequence No.	Group Type	Subject Type	Subject Discipline	Subject Name
1.	Core Course	CC-11	EDUCATION	BAHEDCC501::Contemporary Issues in Education
2.	Core Course	CC-12	EDUCATION	BAHEDCC502::Guidance and Counselling in Education
3.	Discipline Specific Elective Course (DSE)	DSE-1	EDUCATION	---Select---
4.	Discipline Specific Elective Course (DSE)	DSE-2	EDUCATION	---Select---

Step 5: Then you must click on **Submit** button by clicking on the **I Agree** check box

I Agree


Step 6: Then you have to click on the **OK** button in the dialog box.



Note: Verify the Subject Name again before clicking the **OK** button.


Step 7: Then you must follow the Payment process.

Enter your card details

 **VISA:** You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number :: [input type="text"/>
Expiry Date :: [input type="text"] / [input type="text"] **month/year**
Security Code :: [input type="text"]

The 3 digits after the card number on the signature panel of your card.




Verified by **VISA**

I hereby authorise the debit to my VISA Account in favour of DEMO ORGANISATION


Step 8: After filling the payment details, you must click on the **Pay Now** button.

Enter your card details

 **VISA:** You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number :: [input type="text"/>
Expiry Date :: [input type="text"] / [input type="text"] **month/year**
Security Code :: [input type="text"]

The 3 digits after the card number on the signature panel of your card.




Verified by **VISA**

I hereby authorise the debit to my VISA Account in favour of DEMO ORGANISATION


Step 9: Then you will have to generate the **Application Sequence Number** and also you can download the form with the help of **Print Form**.

✓ Thanks for submitting your Application Form which can be used for all future correspondence
Amount:
Payment Transaction No:

Print Form



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ASANSOL, PASCHIM BARDHAMAN
WEST BENGAL, INDIA.



Academic cum Exam Enrollment Form

Personal Details

Application Sequence No : **84137** ←

Application Status : **Pending**

Student Id : **54614**

Student's Name : **HANRIETTE DAREL AUBRY**

Academic Year : **2020-21**

Registration Number : **KNU20102006698**

Exam Type : **Regular**

Semester : **SEMESTER V**

Father Name : **Cydnee Curtis Dick**

Student Session Roll Number : **1022005121013023**

Gender : **Male**

Mobile Number : **8101870698**

Email Id : **letro.nurifed@example.com**

How to download Admit card

Go to Digital Campus → Report card

The screenshot shows the 'Self Service' portal interface. The top navigation bar includes the user name 'Student_SS_new' and various utility icons. A main menu on the left is titled 'Digital Campus' and contains several categories: 'Hostel', 'Library and Letter', 'Student and Faculty Timet...', 'Student Exam Result', and 'Student Profile'. The 'Report Card' option under 'Student Exam Result' is highlighted with a red circle. The main content area displays several links: 'Exam Enrollment', 'My Enrolled Subjects', 'RV BizApp', 'Generic Exam Enrollment', 'Subject Enrollment form', and 'Registration Certificate'. Below the menu, there are icons for 'My Profile', 'E-Forms', 'Fee', 'Library', 'Hostel', and 'Notifications'.

Click on modify search

The screenshot shows the 'Self Service' portal with the 'Report Card' page selected. A search bar at the top contains the text 'Modify Search'. Below the search bar is a table with the following columns: 'Exam Session', 'Academic Session', 'Report Name', 'Generation Date', and 'Action'. The table contains four rows of data:

Exam Session	Academic Session	Report Name	Generation Date	Action
Jan - Feb 2021	SEMESTER I	Semester Report	02-09-2021	
Jul - Aug 2021	SEMESTER II	Semester Report	29-12-2021	
Jan - Feb 2022	SEMESTER III	Semester Report	25-05-2022	
Jul - Aug 2022	SEMESTER IV	Semester Report	23-09-2022	

Below the table, it says 'Showing 1-4 of 4 4 Results' and 'Results loaded in 0.212 secs'. At the bottom, there is a 'Status Refresh' button and a pagination control showing 'Page 1 Of 1'.

Select report name as "Hall Ticket" from drop down

The screenshot shows the 'Self Service' web application interface. At the top, there is a navigation bar with 'Self Service' and 'Report Card' links. Below this is a search section with three dropdown menus: 'Award' (set to 'Diploma'), 'Exam Session' (set to '---Select One---'), and 'Report Name' (with a dropdown menu open showing 'Semester Report', 'Hall Ticket', and 'Final Report card'). Below the search filters is a table with the following data:

Exam Session	Academic Session	Report Name	Generation Date	Action
Jan - Feb 2021	SEMESTER I	Semester Report	02-09-2021	
Jul - Aug 2021	SEMESTER II	Semester Report	29-12-2021	
Jan - Feb 2022	SEMESTER III	Semester Report	25-05-2022	
Jul - Aug 2022	SEMESTER IV	Semester Report	23-09-2022	

At the bottom of the table, it says 'Showing 1-4 of 4 4 Results' and 'Results loaded in 0.212 secs'. The browser's taskbar at the bottom shows the Windows logo, search bar, and various application icons. The system tray shows the temperature as 31°C and the time as 2:25 PM on 9/27/2022.

Download the Admit card by clicking action button for concerned semester

The screenshot shows the 'Self Service' web application interface with the search filters updated. The 'Report Name' dropdown is now set to 'Hall Ticket'. The table below shows a single result:

Exam Session	Academic Session	Report Name	Generation Date	Action
Jul - Aug 2022	SEMESTER IV	Hall Ticket	26-09-2022	

At the bottom of the table, it says 'Showing 1-1 of 1 1 Results' and 'Results loaded in 0.506 secs'. Below the table is a 'Status Refresh' button.