

## INSTRUCTIONS FOR USER REGISTRATION:-

A link for admissions will be put on the college websites.

1. The candidate will have to click on this link.
2. Internet Explorer is the preferred browser
3. After clicking on the link, he/she will be directed to the screen for user registration.
4. First time the candidate will have to create a user id (maximum length 20 characters) for filling the online application form (Do not use Special Characters & Space).
5. For creating the user id he / she has to follow the following steps:-

**Step 1 : After clicking on admssion link below screen will be displayed**



**SAP NetWeaver**

Click on Register Now for user ID Creation

New Here? Register Now...

User \*

Password \*

Captcha\*

Captcha letters are case sensitive

z R i e W S U

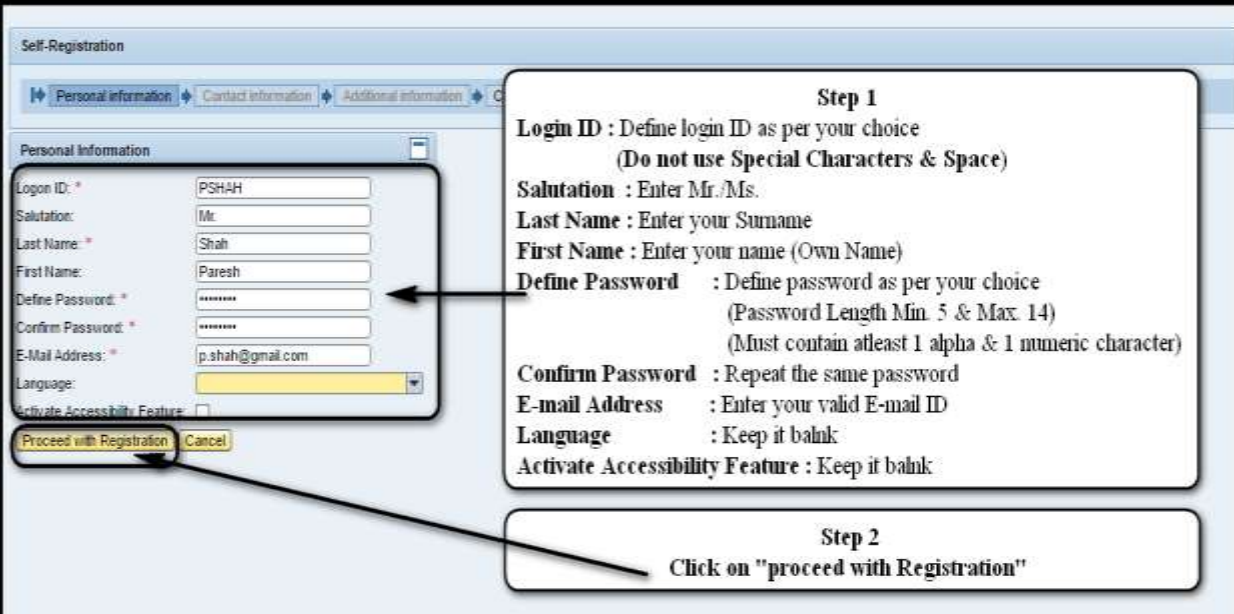
Log On

Logon Problems? Get Support

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SAP

**Step 2 : After Clicking on "Register Now" follow below mentioned steps**



Self-Registration

Personal information | Contact information | Additional information

Personal Information

Logon ID: \* PSHAH

Salutation: Mr.

Last Name: \* Shah

First Name: Paresh

Define Password: \*

Confirm Password: \*

E-Mail Address: \* p.shah@gmail.com

Language:

Activate Accessibility Feature:

Proceed with Registration Cancel

**Step 1**

**Logon ID** : Define login ID as per your choice  
(Do not use Special Characters & Space)

**Salutation** : Enter Mr./Ms.

**Last Name** : Enter your Surname

**First Name** : Enter your name (Own Name)

**Define Password** : Define password as per your choice  
(Password Length Min. 5 & Max. 14)  
(Must contain atleast 1 alpha & 1 numeric character)

**Confirm Password** : Repeat the same password

**E-mail Address** : Enter your valid E-mail ID

**Language** : Keep it blank

**Activate Accessibility Feature** : Keep it blank

**Step 2**

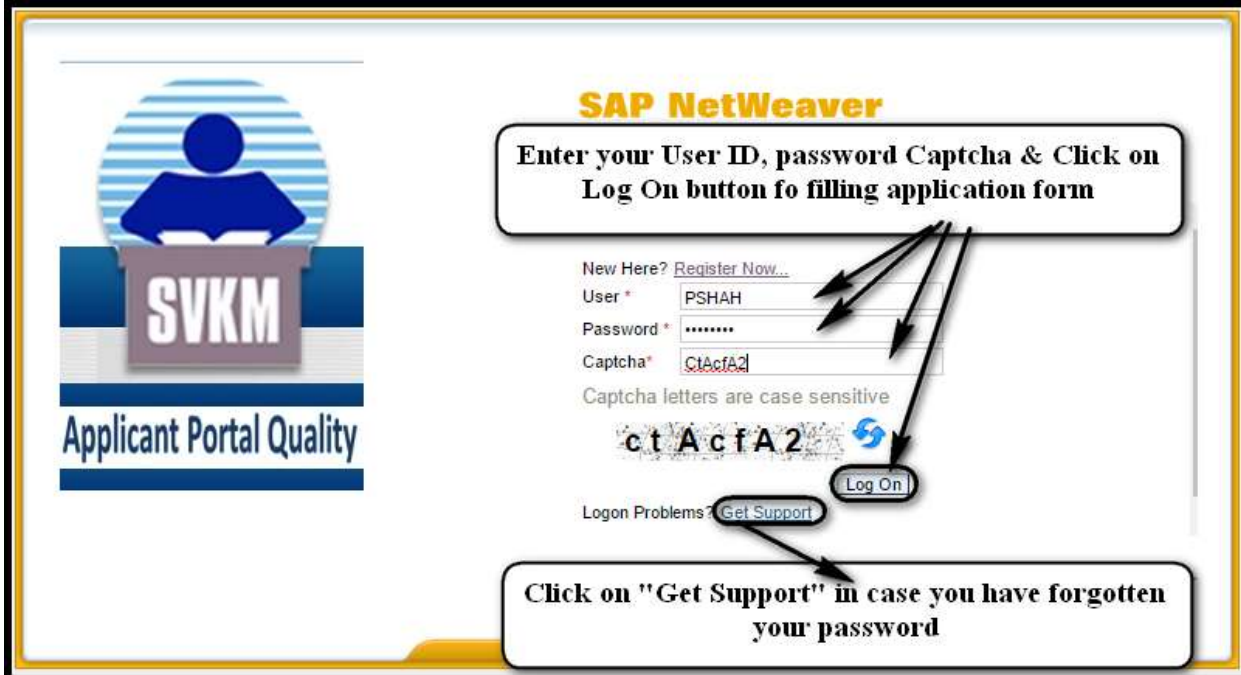
Click on "proceed with Registration"

**Step 3 : After clicking on "Proceed with Registration" follow the step mentioned**



The screenshot shows a web browser window titled "SelfregApp - Windows Internet Explorer". The address bar shows the URL: <http://svkmprbde.svkm.ac.in:30200/webdynpro/dispatcher/sap.com/1c-sec-ums-wb-enduser/SelfregApp?newWindowOpened=true>. The browser's address bar contains "SelfregApp". The page content includes a navigation menu with "Personal information", "Contact information", "Additional information", and "Confirmation". Below the menu, the text "Confirmation of Registration" is displayed, followed by "Registration completed" and a green checkmark icon. A yellow "Finish" button is visible, with a callout box pointing to it. The callout box contains the text: "Step 1 : Click on 'Finish' It will take you to the user registration screen".

**Step 4 : After clicking on "Finish" button follow below mentioned step**



The screenshot shows the SAP NetWeaver login page. On the left, there is a logo for SVKM Applicant Portal Quality. The main content area features the text "SAP NetWeaver" in orange. Below this, a callout box contains the text: "Enter your User ID, password Captcha & Click on Log On button fo filling application form". The login form includes fields for "User \*", "Password \*", and "Captcha \*". The "User" field contains "PSHAH", the "Password" field contains ".....", and the "Captcha" field contains "CtAcfA2". Below the captcha field, the text "Captcha letters are case sensitive" is displayed. A "Log On" button is located below the captcha field. A "Get Support" button is located below the "Log On" button. A callout box at the bottom of the page contains the text: "Click on 'Get Support' in case you have forgotten your password".

**If you forgot the password follow the below step to reset the password**

**After clicking on "Get Support" follow below mentioned steps**

Logon Help

Personal information Security question Confirmation

Having trouble logging in?

Provide the following information to receive a new password

Logon ID: RARESH SHAHI

E-mail: SUREKAR@YAHOO.COM

Submit Cancel

**Step : 1**  
Enter Login ID (User ID) & E-Mail ID which was entered initially while creating the User ID

**Step 2**  
Click on "Submit" button

**After clicking on "submit" button following message will be displayed**

Logon Help

Personal information Security question Confirmation

Confirmation of Password Reset

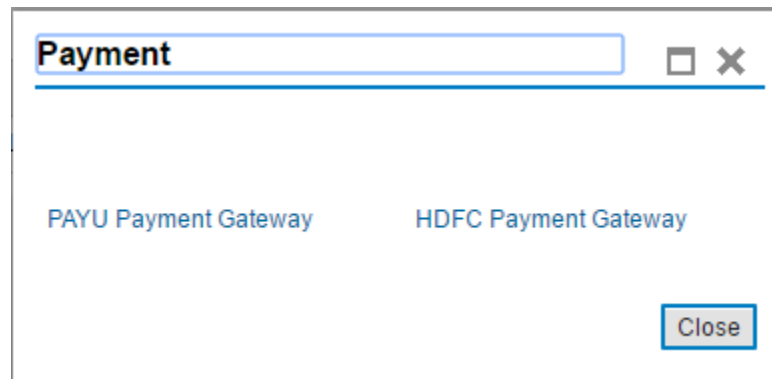
New password was assigned and sent by e-mail

Continue

New password will be sent to the registered e-mail ID

Click on "Continue"

## Application processing fee



If you are prompted for User ID & Password screen as shown below, after selecting **“PAYU payment Gateway”** OR **“HDFC Payment Gateway”**

Please refresh (F5) the window or close the window & again select payment option

