



Mewar Institute of Management

Sector-4C, Vasundhra, (Delhi-Gzb. Link Road), Ghaziabad-201012 (U.P.)
Phone: (0120) 2698218 - 20, Fax No. : (0120) 2698046
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NOTICE

The examination forms for BBA, BCA & B.Com Course – 1st Semester

2026-27 will be live on the Samarth Portal in 2-3 days

Students are advised to carefully read and follow the instructions given below before filling the examination form:

Step 1: Creation of APAAR ID (via DigiLocker) if not created (else skip this step)

- Log in to DigiLocker using your Aadhaar number.
- Go to Documents and search for APAAR ID.

Fill the required details:

- Field Identifier Value: Enter your Enrolment Number
- Student Of: Chaudhary Charan Singh University
- Complete the process and ensure your APAAR ID is created.

Important: Create your APAAR ID in DigiLocker before logging into the Samarth Portal.

Step 2: Samarth Portal Registration & Linking ABC ID

- Visit the CCS University website and search for Samarth Login for Students.
- Click on New Registration and register yourself on the portal.
- Your Login ID will be your Enrollment Number.
- **Your course is B.Com. : Bachelor of Commerce, BBA : Bachelor of Business Administration, BCA : Bachelor of Computer Applications**
- Create your password.

Note: If the password creation page is skipped during registration, use the Reset Password option. Also if you are unable to access your email contact the college for editing your email in person.

- After logging in, your course will be visible on the dashboard.
- Click on the option shown for your course.
- You will find an option marked in red to link your ABC ID.
- Click on it; you will be redirected to DigiLocker.
- Log in using Aadhaar and complete the ABC ID linking process.

Step 3: Examination Form Submission

- After linking the ABC ID, return to the Dashboard.
- Go to Menu → Examination Section → Registration.
- Fill the examination form, submit it, and pay the examination fee.

Principal
Mewar Institute of Management
Sector-4C, Vasundhra, Ghaziabad

Step 4: Submission of Hard Copy in College

After successful submission, take a printout of the examination form and attach self-attested photocopies of the following documents:

- 10th Marksheet
- 12th Marksheet
- **Copy of Migration Submission Receipt in the college**
- Marksheet of any other course completed from CCS University (if applicable)
- APAAR ID copy downloaded from DigiLocker using View PDF option (**QR code must be clearly visible**)

Submit the complete set of documents in the college office.

Important Instructions

- Screenshots, online marksheets, unreadable documents, or photographs of marksheets taken from mobile phones will NOT be accepted.

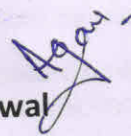
University Helpline Details

Helpline Number: 7579685826

Email ID: ccsusamarthexam@ccsuniversity.ac.in

College Support

- The college will not provide support over phone.
- Students must visit the college in person for assistance, carrying:
- Aadhaar Card
- All relevant documents
- Mobile phone linked with Aadhaar


Dr. Alka Agarwal
Principal

Date:- 24-10-2026

Principal
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Sector-4C, Vasundhra, Ghaziabad