

Student Portal

How to Apply Online

- To register click on **LOGIN/REGISTER** button at extreme right side of menu bar.



SevenM Institute of Business Studies

Affiliated to ABC University

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- The login page will come.



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- Existing users can login by entering Mobile Number, Password and Captcha Code.
- New User has to click  on  button.
- Fill all the mandatory fields.

HOME NOTICES IMPORTANT DATES MERIT LIST HELP & SUPPORT LOGIN/REGISTER

Create Account :: Step I

Step I : Personal Details Step II : Parental Details Step III : Marks Details Step IV : File Uploads Step V : OTP Verification Finish

Your Email Address/Mobile Number will be verified in the next steps. Make sure to enter them correctly.

Student Name*

Student Mobile*

HS/Class XII Registration Number *
(Cannot be changed later)

Date of Birth* Gender* Marital Status* Nationality*

Physically Disabled?* Category* Religion* Minority*

Verification Code* **954927**

[→ Continue to Step II](#)

➤ Then Click on [→ Continue to Step II](#) button.

➤ Fill Parental Details & Communication details.

Step I : Personal Details Step II : Parental Details Step III : Marks Details Step IV : File Uploads Step V : OTP Verification Finish

Parental Details

Father's Name* Mother's Name*

Father's Occupation Mother's Occupation

Father's Qualification Mother's Qualification

Alternate Contact Number I* Alternate Contact Number II

Current Address

Address*

City*

State/UT*

Pin Code*

Permanent Address

[Same as Current Address](#)

Address*


City*

State/UT*

Pin Code*

➤ Then Click on  button.

➤ Fill marksheet.

- Select Board/University from which the candidate passed said exam.
- Type the passing year.
- Select Subject, input marks and full marks.
- Add more subjects by clicking  button.
- Do the same thing for each class.



Marks Details



Merit Lists are prepared according to the marks achieved by the candidates. Please take extra precaution while filling the below fields. Incorrect/False information shall lead to disqualification from the entire admission process. **Please ensure that you fill-in the below details with extreme care and attention. Marks cannot be changed later. Please maintain 'Best 5' subjects while entering marks for Class 10 & Class 12 Marks (if possible).**

Class 12

Board/University

Year of Passing

Sl. No.	Subject	Marks Obtained	Full Marks
1	<input type="text" value="Select Subject"/>	<input type="text" value="Marks Obtained"/>	<input type="text" value="Full Marks"/>
2	<input type="text" value="Select Subject"/>	<input type="text" value="Marks Obtained"/>	<input type="text" value="Full Marks"/>
3	<input type="text" value="Select Subject"/>	<input type="text" value="Marks Obtained"/>	<input type="text" value="Full Marks"/>
4	<input type="text" value="Select Subject"/>	<input type="text" value="Marks Obtained"/>	<input type="text" value="Full Marks"/>
5	<input type="text" value="Select Subject"/>	<input type="text" value="Marks Obtained"/>	<input type="text" value="Full Marks"/>

➤ Then Click on  button.

- Choose scanned files for each mandatory document from your computer.

Create Account :: Step IV



Step I : Personal Details Step II : Parental Details Step III : Marks Details **Step IV : File Uploads** Step V : OTP Verification Finish

Uploads

Allowed Extensions: PNG & JPG for Photographs, PDF, PNG & JPG for Documents. | Maximum File Size: 1 MB per file

Student Photograph*	Choose File	No file chosen
Student Signature	Choose File	No file chosen
Class 10 Marksheet	Choose File	No file chosen
Class 12 Marksheet	Choose File	No file chosen
Graduation Degree/Certificate	Choose File	No file chosen
Person with Disabilities Certificate	Choose File	No file chosen
MC Resolution Certificate	Choose File	No file chosen

→ Continue to Step V

- Then click on  button.
- Type the OTP verification code which came to the registered mobile number at the time of form fill up.
- If verification OTP not received then click on “[here](#)”. OTP will come.
- Then click on  button.
- Password for your account will be shown in the screen and also be send to your mobile number. Note it down to login to your account in future.

Create Account :: Step VI

Step I Step II Step III Step IV Step V **Finish**

Congrats!

Your account has been created successfully. Please find the password below. Alternatively, the password has also been sent to your Mobile number. **Please copy and save your password in a secure place - where you may find it when required. The password will not be shown again.**

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Click the below button to go to 'Dashboard' and start applying.

→ Go to Dashboard

- Click on  button to finish profile creation.

- The dashboard will appear.

The screenshot displays the Student Dashboard with an orange header containing navigation links: HOME, NOTICES, IMPORTANT DATES, MERIT LIST, and HELP & SUPPORT. The user is identified as VINAY MODI. The dashboard features four main cards: Profile Completeness at 38%, All Applications (3), Paid Applications (1), and Unpaid Applications (2). Below these are three sections: Quick Apply (with a course selection dropdown and buttons for Course Details, Fee Structure, Eligibility Criteria, and Apply Now), My Transactions (listing admission fees for application ID 17), and Quick Links (My Applications, Marksheets, Edit Profile, My Uploads, Change Password, Logout).

- You can View your Applications, Marksheets, Profile, Uploads and also change your password from the menu, after clicking on tab.

This screenshot is identical to the previous one but includes a dropdown menu open over the Quick Links section. The menu items are: DASHBOARD, MY APPLICATIONS, MARKSHEETS, EDIT PROFILE, MY UPLOADS, CHANGE PASSWORD, and LOGOUT. The 'LOGOUT' option is highlighted with a red box.

- To apply in a course, go to **Quick Apply** section on your Dashboard.

Quick Apply

Select Course

Course Details

Fee Structure

Eligibility Criteria

Apply Now

- Select Course from the drop down list.
- And then click on Apply Now button.
- Choose your desired subject combination from dropdown menu.

Apply Now :: Zoology Hons

Select Subject Combination or Method
Zoology + Advance Food Preparation + Advance Refrigeration & Air Conditioning + Ar

Review & Confirm

- Then click on Review & Confirm button.

Review & Confirm Application

Course	Zoology Hons
Combination	Zoology + Advance Food Preparation + Advance Refrigeration & Air Conditioning + Arabic + Alternative English

Go Back & Edit
Confirm & Proceed to Payment

- You can go back to edit your subject combination if you feel to change it.
- To pay application fee, click on Confirm & Proceed to Payment button.
- You will be redirected to payment page.

Pay Online

Credit/Debit/ATM Cards & Internet Banking

Processing Fees : Rs. 12.50

- Select **Pay Online** payment mode and pay through Credit Card, Debit Card, Net Banking, Online Wallet, UPI options.

Your Application is done this way.



Pay Offline
Pay through Bank Challan

Processing Fees : Rs. 5.00

- Select Pay Offline mode to pay through Bank Chalan.