



THE UNIVERSITY OF BURDWAN

Office of the Senior Secretary, Faculty Council (Arts, Com., Law, etc.)

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No.: FC/PG (A)/Minor Elective/Option/2022/188

Date: 23.09.2022

Notification

The students of the 3rd Semester of P.G. Course of Studies of the session 2021-2023 under Arts Faculty are directed to opt for their preferences for the selection of Minor Elective Subjects.

Please note that non submission of the preferences by any student may result in his/her exclusion from the online process of selection of Online Minor elective subjects. The selection of Online Minor elective subjects will be confined only for the students of PG 3rd Semester of Golapbag Campus, the University of Burdwan.

INSTRUCTIONS FOR THE STUDENTS

1. The option of the preferences for selection of Online Minor elective subjects will be made through the following **link**:
Link : [Selection of Minor Elective Subjects.](#)
2. The students are directed to access the link for submission of the option of preferences for the selection of the Minor Elective Subjects using the TCS credentials like user Id and Password as provided by the online agency TCS.
3. The students are directed to go through the guidelines carefully and submit their option to avoid any error.
4. The students are directed to submit their preferences from 8.00 p.m. of 23.09.2022 up to 12.00 a.m. of 10.10.2022.

Senior Secretary
Faculty Council (Arts etc.)
The University of Burdwan



The University of Burdwan

User Manual for Student Minor Elective Subject Selection (University Campus Student)

Version 1.1



LOG IN:

Step 1:

1. Open the below URL to access the student self-service portal:
https://q01.tcsion.com//per/q01/pub/1254/SelfServices/templates/login_page21092021011323/Login%20Page521092021011353.html
2. Login page will be displayed as follows:

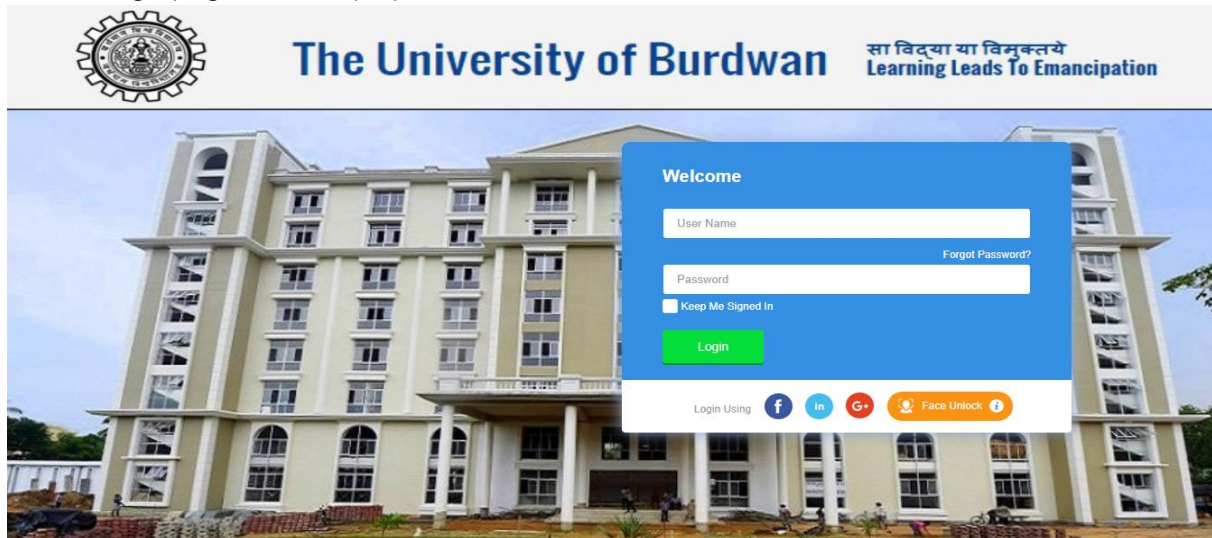


Fig 1: Login page

Step 2:

1. Post successfully login the following page will be displayed:
2. Click on the "Academics"
3. User will find the below screen

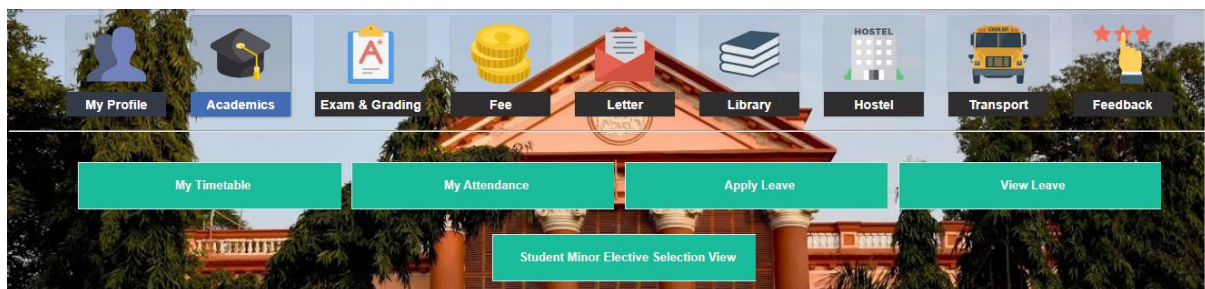


Fig 6: Student Minor Elective Section View page

STUDENT MINOR ELECTIVE SELECTIVE

Step 3.1:

1. After click on "Student Minor Elective Selection Viewt", one new window will open where student can able to select "Student Selection Tab"
2. Click on "Student Selection" Tab

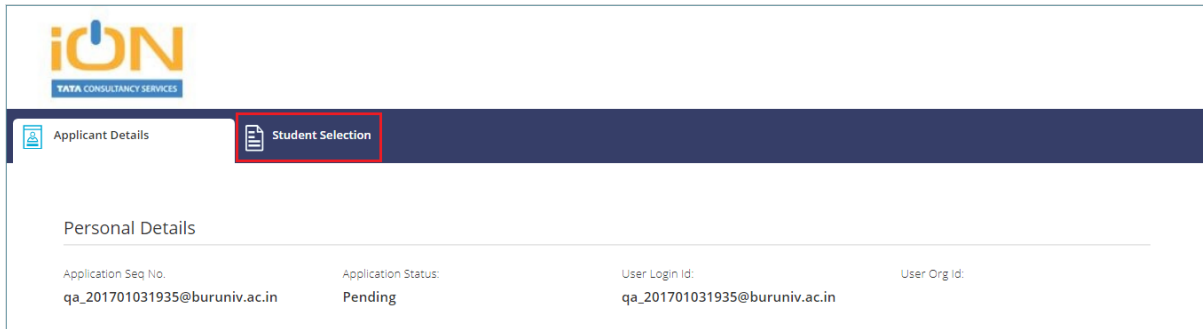


Fig 3.1.1 enrollment page

3. After click on "Student Selection" tab, below screen will be available
4. Click on "Apply"

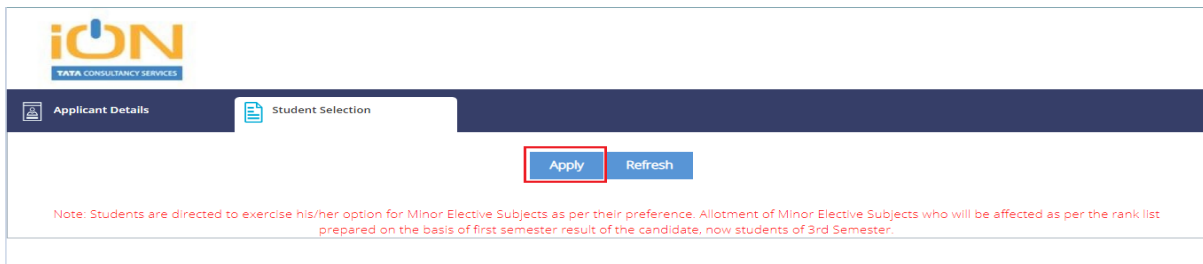


Fig 3.1.2 Student Selection page

5. After click on "Apply", below screen will be available
6. Student needs to select "Purpose" as Minor Elective from drop down and click on "Submit"

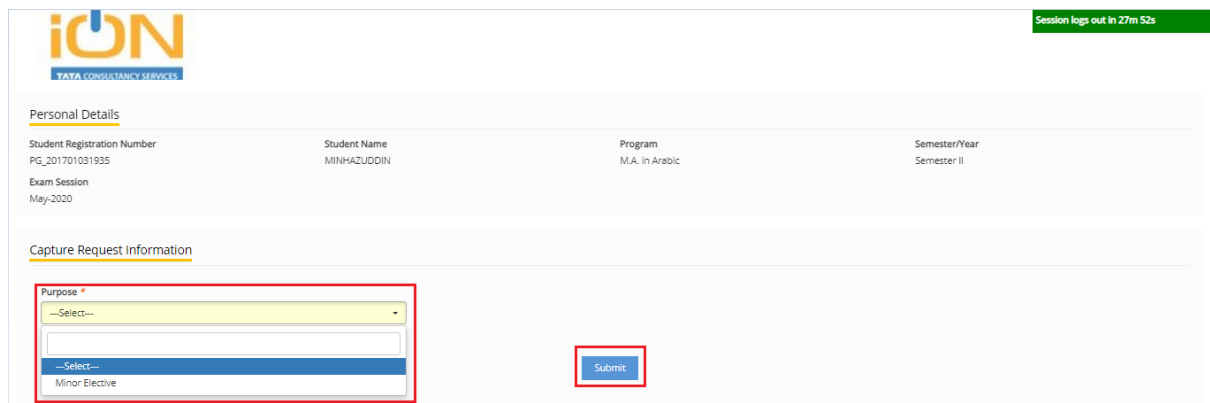


Fig 3.1.3 Student Selection page

7. After click on "Submit", below screen will be available where students need to select available subjects preference-wise from drop down
8. After select the preference click on "Submit"

Personal Details

| | | | |
|--|-----------------------------|---------------------------|------------------------------|
| Student Registration Number PG_201701031935 | Student Name MINHAZUDDIN | Program M.A. in Arabic | Semester/Year Semester II |
|--|-----------------------------|---------------------------|------------------------------|

Capoure Request Information

Purpose *
Minor Elective

Preference 1 *
--Select--

Preference 2 *
--Select--

Preference 3 *
--Select--

Preference 4 *
--Select--

Preference 5 *
--Select--

Preference 6 *
--Select--

Preference 7 *
--Select--

Preference 8 *
--Select--

Preference 9 *
--Select--

Preference 10 *
--Select--

Preference 11 *
--Select--

Preference 12 *
--Select--

Preference 13 *
--Select--

Preference 14 *
--Select--

Preference 15 *
--Select--

Preference 16 *
--Select--

Preference 17 *
--Select--

Preference 18 *
--Select--

Preference 19 *
--Select--

Submit

Fig 3.1.4 Student Selection page

9. After click on "Submit", Students will get below screen where all preference-wise selected subjects will be available
10. Students can also change the preference till the date form is close by the "Click here to edit the application" button

[Click Here To Edit The Application](#)

Personal Details

| | | | |
|---------------------------|--|-----------------------------|---------------|
| Application Seq No. 2 | Student Registration Number PG_201701031935 | Student Name MINHAZUDDIN | Award M.A. |
| Program M.A. in Arabic | Semester/Year Semester II | | |

Preference Details

Purpose:
Minor Elective

Preference 1:
Commerce

Preference 2:
Bengali

Preference 3:
Economics

Fig 3.1.5 Student Selection page