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# **NPTEL EXAM REGISTRATION FORM**

**Jan-Apr 2020**

**HELP GUIDE**

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# Things to remember before registration

## **ENSURE that**

- You have enrolled to the correct course
- You use the same email-id for enrolment as well as exam registration. Assignment score submitted through this email-id alone will be considered towards final consolidated score.
- You have good photo and signature images ready to be uploaded in the form
- If you belong to SC/ST, PwD categories, you have the scanned copies of relevant certificates ready for upload
- You enter your name, DOB, etc. correctly
- You select your college name correctly from drop-down list and ensure that the college name in your SWAYAM profile is the same

PLEASE READ ALL INSTRUCTIONS CAREFULLY.

# EXAM DATES

March 29, 2020 (Sunday)

April 25, 26, 2020 (Saturday & Sunday)

## Note

- Exams for certain courses are conducted on only one of (not all) these 3 dates
- Exam dates for courses are not interchangeable
- Ensure that you register for the correct exam and date

# Important Links

## **Timelines and Guidelines for NPTEL exams -**

[https://docs.google.com/document/d/e/2PACX-1vRo2qT3oV6LVLw\\_0rt29UJ7eb0EEKZEmTOJYuE73PsLpvV4dGKCSNa8KeV8m6NCGujr8-ks9Ts3dgae/pub?urp=gmail\\_link](https://docs.google.com/document/d/e/2PACX-1vRo2qT3oV6LVLw_0rt29UJ7eb0EEKZEmTOJYuE73PsLpvV4dGKCSNa8KeV8m6NCGujr8-ks9Ts3dgae/pub?urp=gmail_link)

## **NPTEL Courses List -**

[https://docs.google.com/spreadsheets/d/e/2PACX-1vRxPiil6gDWTaYf77URbhT-sbwVa47dUg58dkqX9fYe jX9DnSQbmRMLCwH-MTb\\_qqMfRbJ9vr5vqW\\_7/pubhtml?urp=gmail\\_link](https://docs.google.com/spreadsheets/d/e/2PACX-1vRxPiil6gDWTaYf77URbhT-sbwVa47dUg58dkqX9fYe jX9DnSQbmRMLCwH-MTb_qqMfRbJ9vr5vqW_7/pubhtml?urp=gmail_link)

**Enrolment link -** <https://swayam.gov.in/NPTEL>

**NPTEL March Exam Registration Form Link -** <https://nptelmarchexam.swayam.gov.in/>

**NPTEL April Exam Registration Form Link -** <https://nptelaprilexam.swayam.gov.in/>

# April Exam Registration form



IIT BOMBAY



IIT DELHI



IIT GUWAHATI



IIT KANPUR



IIT KHARAGPUR



IIT MADRAS



IIT ROORKEE



IISc BANGALORE

NPTEL Online Course Certification Exams for 2020

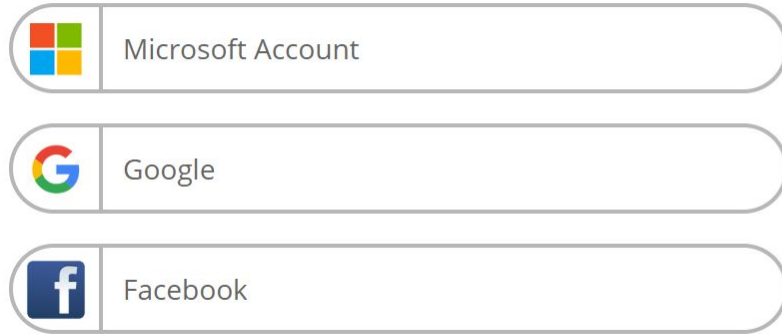
## January - April 2020 Registration form is Opened!

[Login here](#)

Please check your mails/Course Announcement for more details. Kindly use Chrome Browser to fill in the Application Form.

**Remember: Use the exact email-id you had used while enrolling (joining) in the course.**

# Login using your enrolled mail id, password



OR

Username

Password

Sign in

Click on Google button & login

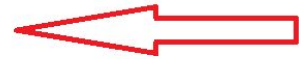
# Click on the link to access the registration form

## Exam Registration Form for January - April 2020

 [Registration for January - April 2020 Exams \(Opened\)](#)

January - April 2020 exam courses

Click here



Courses list is given here for easy reference.



## Basic Information



College Details



Address Details



Photo And Signature



Course Details

# BASIC INFORMATION



# Basic Information

## Personal Details



Basic Information



College Details



Address Details



Photo And Signature

### Important Note:

FOR CANDIDATES WHO ARE PAYING VIA THE LOCAL CHAPTER OF YOUR COLLEGE: After filling this form, kindly contact your SPOC for further details.

### Note:

Kindly use Google Chrome to fill in the Application Form.





Use Mouse to move between fields for entry of data instead of using Tab Key.

Fields marked with \* are mandatory.

You are NOT allowed to change Name/DOB once saved. If you want to change, you have to make a special request by submitting your ID Proof! The link for this will be made available at the discretion of admin.


Read the instructions carefully and proceed to fill the form

# Basic Information, cont'd...

*Applicant Full Name	 <input type="text"/>			<p>The name entered here will appear in your certificate. No further changes will be entertained.</p> <p>Date of birth will be verified against a Govt. issued Id card at the venue of the exam. Ensure that the data given is correct. No changes will be entertained after this form is submitted.</p> <p>Your email id must be unique and is your identity. Your assignment submissions will be identified with this Email id.</p> <p>The mobile number entered here, will be used for sending important SMS regarding the exam.</p>
*Date of Birth	Date	Month	Year	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	
*Email Id.	 <input type="text"/>			
*Gender	<input type="radio"/> Male <input checked="" type="radio"/> Female <input type="radio"/> Other			
*Mobile No.	 <input type="text"/>			
*Confirm Mobile No.	 <input type="text"/>			

Do pay attention to the notes given against each entry.

# Physically challenged

**\*Are you physically challenged?:** ☒ Yes ☐ No 

Type. 

Select

Select


Orthopaedically Handicapped

Visually Impaired with scribe

**Visually Impaired without scribe**

Hearing Impaired

If your disability is  $\geq 40\%$ , please select Yes and upload a valid PwD certificate issued by a notified medical authority (Group of Doctors/ Health Directorate/ Medical Officer).

**\*If your disability is  $\geq 40\%$  please select Yes:** ☒ Yes ☐ No 

**\*Please upload your valid disability certificate.**

Choose File

No file chosen

The uploaded disability certificate will be checked by NPTEL. If it is not a valid certificate, you will not be allowed to write the exam.

# Community Certificate for SC/ST candidates

\*Do you belong to the SC/ST category?:

☒ Yes ☐ No 

\*Please upload your valid SC/ST certificate.

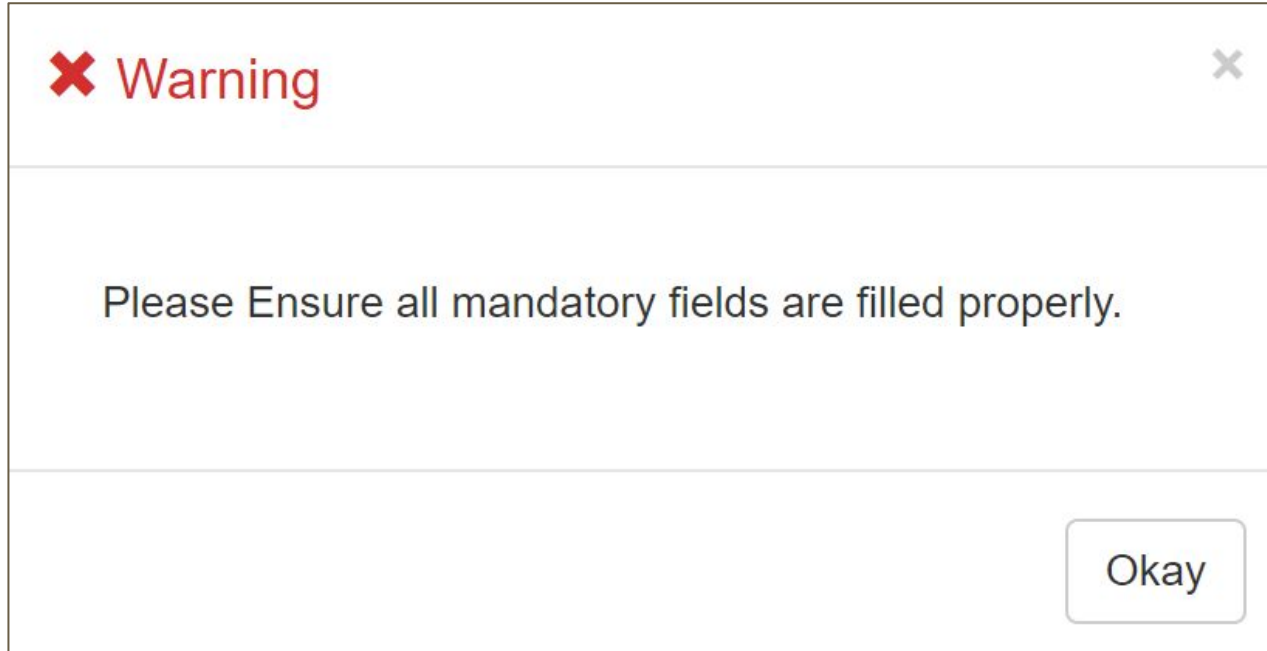
No file chosen

"Applicants who claim to be in any of the category SC/ST have to submit valid document issued by competent authority, to qualify for the reduced fee. Authorities Empowered to Issue Certificates (SC/ST): District Magistrate/ Additional District Magistrate/ Collector/ Deputy Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ 1st Class Stipendiary Magistrate/ City Magistrate/ SubDivisional Magistrate/ Taluk Magistrate/ Executive Magistrate/ Extra Assistant Commissioner. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate Revenue Officer not below the rank of Tahsildar SubDivisional Officer of the area where the Candidate and/or her/his family normally resides Administrator/ Secretary to Administrator/ Development Officer (Lakshadweep Islands) Certificate issued by any other official will not be accepted.

☐ The Community certificate given by me is valid and accurate. If NPTEL is unable to verify the same, they will send me an email and if I do not respond, I agree that my hall ticket can be withheld and I will not be allowed to write the exam.


Ensure that you upload a valid Community Certificate.


# All mandatory fields to be filled





If you have not filled all the columns, you will see this message. Click on Okay and fill all the mandatory fields.


# Basic Information

Basic Information

College Details

Address Details

Photo And Signature

Course Details

## Personal Details






Edit

Application Number:	STSEP191051318
Name:	KAMALA RAMAKRISHNAN
Date of Birth:	12-12-2000
Gender	F
Phone:	1234567890
Alternative Contact:	
Disability Reason:	N
Disability 40% above:	N

SC/ST:	N
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Basic Information will be pre-filled, as shown here, if you had registered for NPTEL exams in any of the previous semesters.


Click on EDIT button which will allow you to make some changes, but not all. For further help, please write to [support@nptel.iitm.ac.in](mailto:support@nptel.iitm.ac.in)

	Basic Information
	College Details
	Address Details
	Photo And Signature
	Course Details

# COLLEGE DETAILS

# College Details

  
Basic Information

  
College Details

## College / Organization Details

\*Your Current Role


☒ Student

☐ Faculty

☐ Employed

☐ Other

\*Country(College / Organization Location)\*

 India

Students: Choose Role as **STUDENT** (If you have already graduated, select Other)

Faculty: Choose Role as **FACULTY**

Employed in organizations: Choose Role as EMPLOYED

All others: Choose Role as OTHER



# College Details, cont'd...

\*Country(College / Organization location):

\*State(College / Organization location):

\*City(College / Organization location):

\*Name of College:

Choose State and City of college from drop-down list

List of cities where we have NPTEL Local Chapters is displayed. If city not available, select "Others" and enter Name of your city.

List of NPTEL Local Chapter colleges alone displayed. If your college name is not available, select "Others" and enter name of your college.

# College Details, cont'd...

\*Degree

BTech

✓ ▼

\*Department

Architecture

✓ ▼

\*Year of Study

3rd Year

✓ ▼

## Other Details

\*How did you know about these courses?:

College

✓ ▼

\*Motivation for doing the course?:

For getting an internship/placeme


▼


Fill these details from the choices given. Else, choose Others.

Note that providing accurate details here will help us develop our database and design initiatives suitably.

# College Details - Credit Transfer

\*Are you taking this exam for Credit Transfer?:

☒ Yes ☐ No 

 **Information!**

If the exam is taken for credit transfer, by default your exam score and e-certificate will be shared with your college.


OK


## When to say YES to Credit Transfer

If you do not understand what to fill here, please discuss this with your college authorities.

# College Details - Credit Transfer

\*Are you taking this exam for Credit Transfer?:

☐ Yes ☒ No 

 **Information!**

You may choose to SHARE or NOT SHARE your exam score with your college. Please choose from the options given below.

OK

## When to say NO to Credit Transfer

If you do not understand what to fill here, please discuss this with your college authorities.

# College Details - Credit Transfer

Can we share  
scores with your  
college?



Yes



No



## Information!

Please note that your registration details, hall ticket, exam marks and e-certificates will be shared with your SPOC and college.

OK

Can we share  
scores with your  
college?



Yes



No



## Information!

If you say NO to sharing score with college, your registration details, hall ticket, exam marks and e-certificate will not be shared with the SPOC and the college. Your results will not be taken into consideration while rating your college at the end of the semester. Please discuss this with the SPOC of your college in case of doubts.

If you do not understand what to fill here, please discuss this with your college authorities.

# College Details - sharing details with potential employers

\*Can we share  
your contact  
information with  
potential  
employers?



Yes



No



If you say YES here, your details will be shared with potential employers who are interested in recruiting based on NPTEL course exam performance.



Basic Information



College Details



Address Details



Photo And Signature



Course Details

# ADDRESS DETAILS

# Address Details

Basic Information

College Details

**Address Details**

Photo And Signature

Add Course

**Important Note:**  
All postal communication will use this address only. No further changes will be entertained.

Door No./Apartment Name & Street Name: 36

NO. 9, GALAXY APARTMENTS, FIRST CROSS STREET ✓

Village/Town/Area:

GANDHI NAGAR, ADYAR ✓

Country:

India ▼

State:

Tamil Nadu ✓ ▼

City/District:

Chennai ✓ ▼

Pincode:

600020 ✓





Basic Information



College Details



Address Details



Photo And Signature



Course Details

# PHOTO & SIGNATURE

# Photo & Signature upload - guidelines

Face should occupy about 50% of the area in the photograph, and with a full face view looking into the camera directly. The maximum file size is 150 kB (kilo bytes).

To avoid upload error please open your images in MS Paint and save them in **jpeg** format within file upload size limit.

Hall ticket will not be generated and you will not be allowed to write the exam if you submit:

SELFIES, BLURRED IMAGES, PHOTOS of SOMEONE ELSE, DUMMY PHOTOS, GROUP PHOTOS, FULL SIZED PICS, etc.

## Important Note:

If the photo & signature you upload do not match the given specifications, your exam registration will be cancelled and you will not be allowed to write the exam!

Your photo will appear in your hall ticket and e-certificate

Your signature will come in your hall ticket

**These will be verified at the exam centre.**

It is advisable to upload photo & signature based on the given specifications.



Basic Information



College Details



Address Details



Photo And Signature



Course Details

# COURSE DETAILS

# Add courses to write exam

## For March 29, 2020 exams:

Max exams you can write - **2** (one each in Morning & Afternoon sessions)

## For April 25, 26 2020 exams:

Max exams you can write - **4** (two exams on each exam day - in Morning & Afternoon sessions)

These exam dates are not interchangeable.

This means, if you miss writing exam on a given exam date, you will not be able to write the same exam on another exam date.

The process is similar for registering for March and April courses.

# Select Course Name, Exam Date, Exam Session

\*Course  
Details:

-- Select --

-- Select --

An Introduction To Programming Through C++

Analog Circuits

Architectural Design of Digital Integrated Circuits

Advanced Probability Theory

\*Exam Date:

An Introduction To Programming Through C++

-- Select --

-- Select --

2020-04-26

\*Exam Session:

An Introduction To Programming Through C++

2020-04-26

-- Select Exam Session --

-- Select Exam Session --

Morning Session

Evening Session

This is  
the first  
change

## Note:

- For this particular course, exam date is on April 26th. You cannot choose another exam date.
- While filling the form, exam session can be chosen as Morning or Afternoon. Based on availability of seats on exam date in the final city allotted, NPTEL might allocate the session of your choice or change the session.

# Choosing exam cities

- ☒ Please check this box to select exam cities. Note that, the 3 cities chosen here will be applied to all courses for which you are writing an exam.

This means, if you happen to change your choice of exam cities while registering for the 2nd course, this change will automatically apply to the first course also.

# Choosing Exam State/City - 1st & 2nd preferences

Exam State:

\*Exam State:

 Kerala ▼

\*Exam City - 1<sup>st</sup>  
choice:

 Palakkad ▼

\*Exam State -  
2<sup>nd</sup> choice:

 Tamil Nadu ▼


\*Exam City -  
2<sup>nd</sup> choice:

 Coimbatore ▼

Choose  
exam  
state/city  
from the  
drop-down  
lists

# Choosing exam state/city - 3rd choice

3<sup>rd</sup>Choice:

 If exam city choices 1 and 2 are not available, you will be allotted to this 3<sup>rd</sup> choice exam city.  
Request you to choose this exam city very carefully.

\*Exam State:

\*Exam City:

Amount:

₹1000

Add Course(s)

Once exam cities have been chosen, click on Add Courses button.

Exam city - 3rd choice - only limited cities will be listed here.  
We will try our best to allocate the candidate to this city if options 1 & 2 are not available.



# 1 course added successfully

Success!

Course is successfully added to the card.

Add More Course

Preview Cart 


After adding the first course you will receive this alert.

You may choose to:

- Click on PREVIEW CART and verify your selection of course, exam date, exam session, exam city, or
- You may proceed to ADD MORE COURSES

# Preview Cart - what is displayed

## Unpaid Course List

S.No	Course Name	Exam Date	Exam Session	Amount	Payment Status	Action
1	An Introduction To Programming Through C++	2020-04-26	FN	1000	payment_not_started	

Add More Courses

## Payment For All courses

Amount: ₹ 1000  
Discount (-): ₹ 0

Clicking on **Preview Cart** displays this image.

It shows that **Payment** has not been made yet.

If you want to **DELETE** this course, you may click on the Delete icon.

Click on **ADD MORE COURSES** if you wish to add multiple courses

# Select 2nd Course Name, Exam Date, Exam Session

\*Course  
Details:

\*Exam Date:

\*Exam Session:

-- Select Exam Session --

-- Select Exam Session --

Morning Session

Evening Session

This is  
the fir  
chang

nptelaprilexam.swayam.gov.in says



That slot is already filled for you.

OK

For the 2nd course, if I try to choose the same exam session on the same exam date, the above ALERT is displayed. Click on OK and choose the alternate exam session.

# Select 2nd Course Name, Exam Date, Exam Session

## Unpaid Course List

S.No	Course Name	Exam Date	Exam Session	Amount	Payment Status	Action
1	An Introduction To Programming Through C++	2020-04-26	FN	1000	payment_not_started	
2	Advanced Probability Theory	2020-04-26	AN	1000	payment_not_started	

Add More Courses

## Payment For All courses

Amount: ₹ 2000

Discount (-): ₹ 0

Total Amount to be Paid: ₹ 2000

Preview & Checkout

The 2nd course has also been added now.

You may proceed to add more courses OR choose to pay the exam fees.

Click on Preview & Checkout

# Preview Page

## Exam Registration Form for January - April 2020

### Personal Details

Application Number:	c73794022abd11ea8429efd764911348	Name:	TOM JONES
Date of Birth:	12-12-2000	Gender:	F
Phone:	9123456789	Alternative Contact:	-
Disability Reason:	N	Is your disability 40% or more:	N
SC/ST:	N		

### College / Organization Details

Your Current Role:	Student	State(College / Organization):	TAMIL NADU
City(College / Organization):	VIRUDHUNAGAR	Name of College/Organization	KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY

Review all the details displayed in this PREVIEW PAGE.

If everything seems fine, please proceed to tick the Declaration.

Else, click on Back Profile & edit the entries.

Notice that an APPLICATION NUMBER has been generated.  
Do quote this number in all future communication with NPTEL.

# Payment of exam fees

nptelaprilexam.swayam.gov.in says

Kindly make sure that all your above details are correct. Once you confirm here you will not be allowed to make any changes except address, photo & signature and cancellation of courses will be allowed until the last date of the Data Changes. So kindly make sure before proceeding to payment.

OK

Cancel

When you click on  
**PAY NOW**, an  
**ALERT** is displayed.

Read this carefully  
before proceeding  
any further.

# Bill Desk

Credit Card >

Debit Card

Debit Card + ATM PIN

Internet Banking

Pay by Credit Card Pay by AmEx ezeClick

VISA

AMERICAN EXPRESS

RuPay

Card Number

Enter card number

Expiration Date

Month

Year

CVV/CVC

Card Holder Name

Enter card holder name

Make Payment

Cancel

Merchant Name

IIT Madras - National Program on Technology Enhance Learning

Payment Amount: ₹ 2000.00

You will be directed to Bill Desk where you may proceed to make exam fee payment.

You will receive an email confirmation once you make the payment.

Payment receipt will be available in your login on a later date.



**Problem**

**Analysis**

**Solution**



# Common Issues & Possible Solutions

I am not able to upload my photo/sign	Check if the images are in jpeg format. Also check the sizes of the images
The exam city I want is not in the drop-down list	We have listed all cities where we conduct exams. Please select the nearest exam city given there
I want to cancel a course	Log back in go to Course Details tab. Click on the Delete icon. You will receive a confirmation mail. The exam fee amount for the deleted course will be refunded within 2 weeks.
I had registered in a previous semester. So the details are showing auto-filled. If I want to change some details. How do I do that?	You will not be able to Edit this in the exam form. Please send email to <a href="mailto:support@nptel.iitm.ac.in">support@nptel.iitm.ac.in</a> with your exam registered email id, Application number and other relevant details. Screenshots will also help us.

# Contact Us

Send email with as many details as possible, such as: your registered email id, application number, screen-shots and so on.

[support@nptel.iitm.ac.in](mailto:support@nptel.iitm.ac.in)

**HAPPY LEARNING!**