OFFICE OF THE REGISTRAR : : SIBSAGAR UNIVERSITY

No. SU/ACR/Samarth/2025/ 842

Date : 24-09-2025

NOTICE

Subject : Regarding Registration of Samarth Id in Sibsagar University Student Samarth Portal

All **FYUGP 1st** semester students are hereby informed that the **Sibsagar University student Samarth portal** is active for Registration and they must register themselves through the student portal of Samarth to gain access to the portal for various academic processes, including Course registration, Examination Form Fill-up, Generation of Admit Cards, Grade Sheets etc.

N:B- *Students are advised to REGISTER for creating their Log-in ID and PASSWORD using the student portal given below—*

The student Portal of Samarth : https://sibsagarcollege.samarth.edu.in

** Student can login through the portal as **NEW USER** by following the INSTRUCTIONS as attached herewith in the **USER MANUAL** below.

24/9/2025

Dr. Tridib Mahanta)
Academic Registrar i/c
Sibsagar University

Copy to :-
1) The OSD to the Vice Chancellor for kind apprisal of the Vice Chancellor
2) The Registrar for information
3) Ther Dean, Students' Welfare i/c for information
4) The Controller of Examinations i/c for information
5) The Deputy Controller of Examinations i/c for information
6) All HoDs for information with a request to circulate it among their students
7) Notice board and Website
8) Guard file

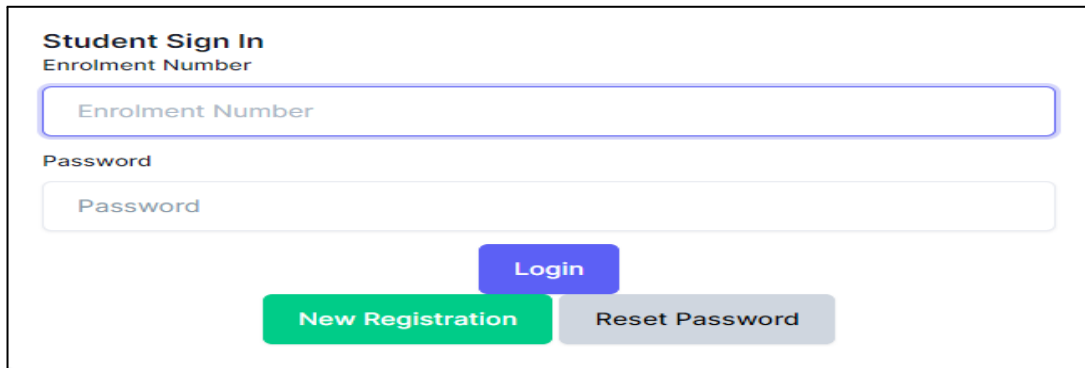# USER MANUAL

Step 1: Open the student portal link through Student portal URL
https://sibsagarcollege.samarth.edu.in
and the homepage will appear as below:

On the student portal homepage, students will be able to see three (3) options as follows:

1. **Login**
   a. Registered students can directly log in using their login credentials for the portal.

2. **New Registration**
   a. Students doing first-time registration have to click on the "New Registration" option to generate their login credentials.

3. **Reset Password**
   If a student forgets his/her password, they can reset it by using the "**Reset password**" option.

New Student Registration

Step 1. Students can register themself by clicking on the "**New Registration**"

button. After that, the following details need to be selected/entered:

- Select Programme
- Name (as on ID card)
- Enrollment Number
- Fill in the Captcha.

Then Click on the **Submit** button

After successful verification of the details, an OTP will be received via Mail/SMS.
Once the OTP is filled, click on the 'Submit' button to proceed further.

Once OTP is verified, students need to set a password for their login in a new window.

Then click on the **Submit** button

Note: The students need to note down the username and Password for further use

Sd/-

Sibsagar University