



## JSS UNIVERSITY, NOIDA

### Instructions to College on Admission Entry Process

College Portal link: <https://college.universitiesolutions.in/jssun/>


College Code : 1001

User Name : Admin

Password : Shall be provided by computer section / software team

### JSS UNIVERSITY, NOIDA

#### Welcome to the College Portal



#### Login


**College Code**

**User Name**

**Password**

**Sign In**

- Login into College Portal using given login credentials



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#### Notice Board

#### Message Board

**Helpdesk Details**  
Support: 9019762251



## Creation of basic admission data



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Create Admission Basic Data [Add](#) | [Edit](#) | [Clear](#)

Create Basic Admission Data

Degree\*

MCA1-Master of Computer Applications

Student Name\*

Student Name

Student Mail ID\*

Student Mail ID

Student Mobile No.

Mobile Number

Admission No.


Admission No.

Submit Details

- Goto Admission / Classes > Admission > Create basic data
- Select the required degree for which admission basic data is required to be created.
- Enter student name, student mail id, student mobile number and admission number if any (other wise student USN if already generated).
- Submit the details, on submission student will be notified to update the admission information in admission portal through sms / mail / notification.



## View / edit / delete basic admission data



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Create Admission Basic Data [View](#) | [Clear](#)

Create Basic Admission Data


Degree:  [View List](#)

Sl. No.	Mobile No.	Student Name	Caste	Status	Edit	Delete
1	6393288779	ASHUTOSH YADAV	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
2	7065865315	TUSHAR JAIN	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
3	7352447600	VISHWAJEET KUMAR	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
4	7827622835	ATUL KUMAR SINGH	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
5	7838541503	SAKSHI	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
6	8077414734	DROAN MAHESHWARI	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
7	8126721722	VARSHIT KULSHRESTHA	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
8	8382825732	VIBHAV TRIPATHI	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
9	8700089361	MAYANK RAWAT	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>
10	8755759063	MAYANK AGRAWAL	-	Student registered	<a href="#">Edit</a>	<a href="#">Delete</a>

- Click “View” To “View” / “Edit” / “Delete” already created basic data from the system.
- Select the required degree / program > Click View list to view the information.
- Edit to modify the information created or Delete to remove the information created.
- Status of student registration, submission, verification etc will be displayed in this page.
- After the basic data is created, student will be allowed to register and login into admission portal and update his detailed admission information and make admission fee payment.
- In admission portal, student is not allowed to alter the basic information updated.
- After entering the admission information, Student should make the admission fee payment using specified payment mode.
- **If admission fee payment is already made by the student in some other mode, payment step will be skipped.**
- Admission application will be generated after successful submission of admission application. Student should submit this admission application at respective college / department for verification (as per the guidelines issued by the college / department).



## Admission Verification and Acknowledgement



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### Acknowledge Admission Applications

Verify and Acknowledge Applications

Degree: MCA1-Master of Computer Applications

Appl. Status: Pending Verification

View Applications

Sl No	Degree	App. No.	Student Name	Adm. Date	Combination	Category	Amount	Status	Edit	Print	Remove
1	MCA1	2400001	Arun Kumar V	29/10/2024		GEN	0		Edit	Print	Remove
2	MCA1	2400002	Manoj C	29/10/2024		GEN	0	Pending	Edit	Print	Remove

- Admission / Classes > Admission > Acknowledge Applications
- College should verify and acknowledge admission applications in college portal based on the information and document submitted by the students.
- To view the applications submitted by the students, select the required degree and click “View applications”, application list will be displayed for “Verification” / “Print” / “Remove Verification” activities.
- Colleges can make necessary changes in admission details updated by student if required.
- Generate admission listing report after verification (Make sure all details are verified correctly)