



Maharaja Ranjit Singh Punjab Technical University
User Manual of Student Portal



1. General Information

1.1 Acronyms and Abbreviations:

S. No.	Word / Acronyms	Definition / Abbreviation
1	MRSPTU	Maharaja Ranjit Singh Punjab Technical University
2	LEET	Lateral Entry
3	TFW	Tuition fee waiver

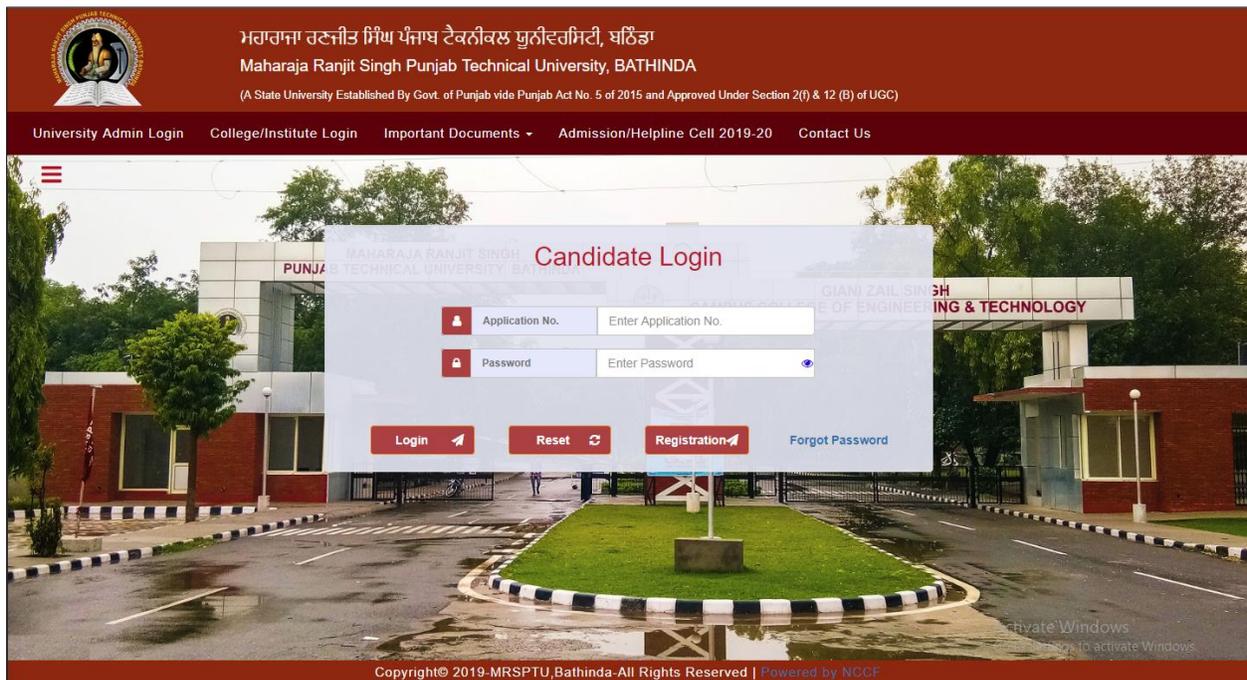


User Manual Document (Student Portal)

To Start Registration Process, user (New Student/Registered Student) need to click (with 'ctrl' button) on below link or copy and paste it in any browser to open the MRSPTU Student Portal site. http://mrsptuadmissions.com:8080/admission_portal/

Note: If user click on the above mentioned link then site will be opened only in default browser.

User will be prompted to Student Portal Login Page, as shown below; and from Login Page, Registered user will be able to login through valid credential and new user can register for counselling.



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New Registration

⇒ Step to Register for counselling:

- Click on the 'Registration' button from 'Candidate Login' page, page will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ
Maharaja Ranjit Singh Punjab Technical University, BATHINDA
(A State University Established By Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved Under Section 2(f) & 12 (B), of UGC)

Apply here for Registration

MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY, BATHINDA

Enter Name

Enter E-Mail Address

+91 Enter mobile number

Select Course Type

Select Course

Select AICTE / UGC

Enter 10th Roll No.

Enter Password

Enter Confirm Password

Select Reference

Enter Captcha

1 e l 1 g

I am agree to receive further communication from MRSPTU.

Register Reset

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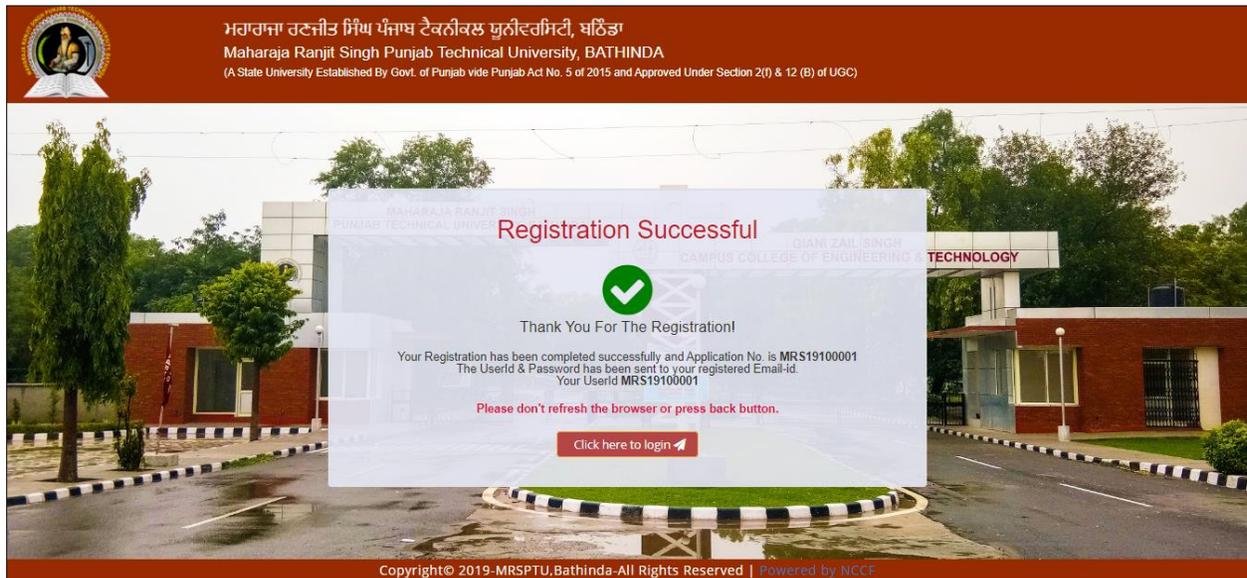
- Enter all the required credentials.
- Click on 'Register' button, 'Registration Successful' page will be displayed to user as shown below:

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User Manual Document (Student Portal)

- Note:**1) Student cannot make more than one registration using 10th roll no. with same course and programme type.
- 2) Counselling dates should be configured on '**Counselling Configuration Master (Admin Page)**' page to start registration process on portal.



- After successful registration, Auto generated 'Application No.' and 'Password' will be displayed to user on '**Registration Successful**' page.
- Student will receive 'Application No.' and 'Password' through E-MAIL and SMS as well, after successful registration.



Registered User

⇒ Step to Login after Registration:

- Click on the 'Click here to login' button from 'Registration Successful' page, page will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ
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Candidate Login

Application No.

Password

Login Reset Registration Forgot Password

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- Enter valid 'Application No.' and 'Password'.
- Click on login button, 'Payment Gateway' page, will be displayed to user as shown below:



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ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ
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Logout

Welcome to Payment Gateway

Application No. : MRS19100001
User Name : ASHISH SHARMA
Amount : 2000
Choose Gateway : Payment Gateway1 Payment Gateway2

Note: student can use credit-card, debit-card and net-banking.

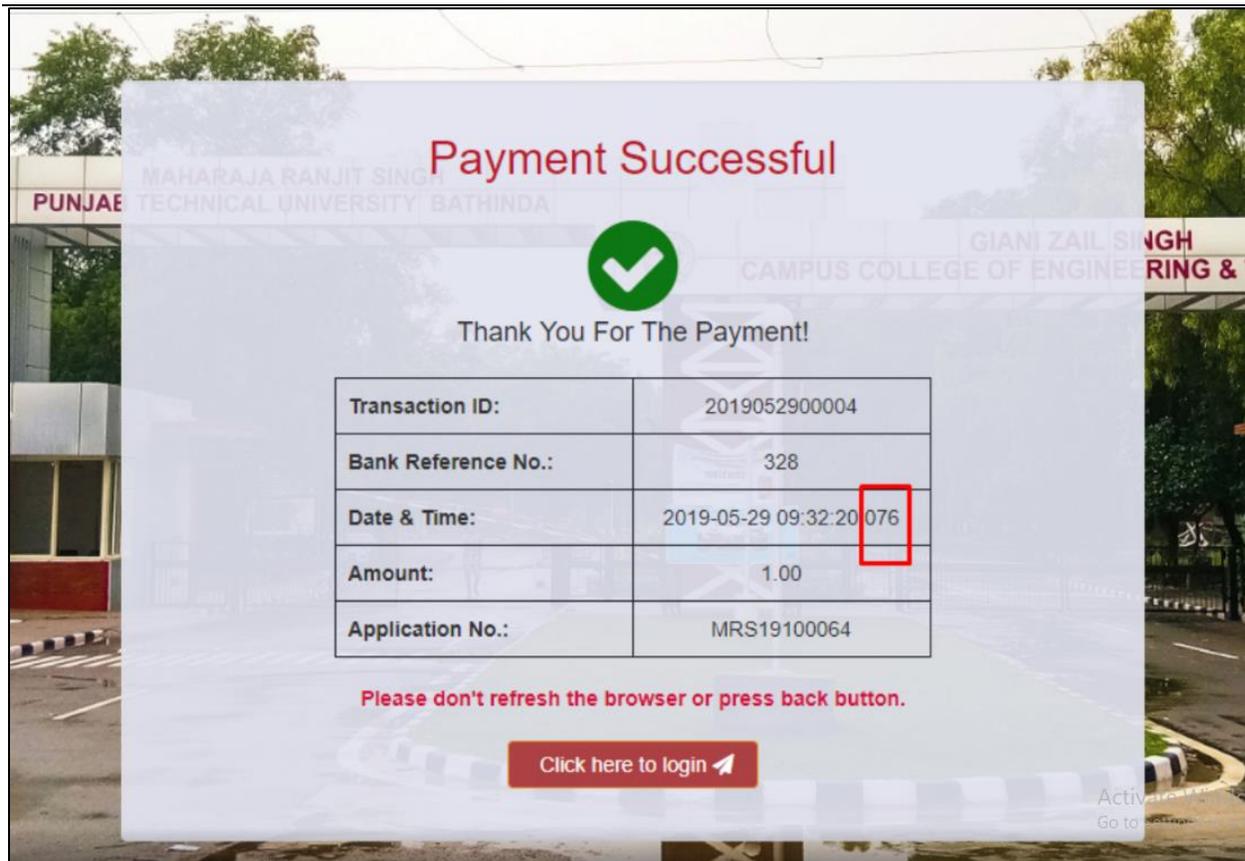
Make Payment

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- Choose 'Bank Name' by selecting radio button to make payment through specified payment gateway.
- Click make payment, it will redirect to bank payment gateway.
- User will fill all the required details and make payment as per desired mode.
- After successful payment user will redirect to '**Payment Successful**' page with login button as shown below:



User Manual Document (Student Portal)



Note: 1) 'Payment Successful' screen will not be displayed to user whose payment has been by passed through 'By Pass Payment' page(Admin).

2) After successful payment student can fill their details required in portal.



Student Portal Tabs (To fill personal, Academic, Documents etc. details)

- Click on the 'Click here to login' button from 'Payment Successful' page, page will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ
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Candidate Login

Application No. Enter Application No.

Password Enter Password

Login Reset Registration Forgot Password

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- Enter valid 'Application No.' and 'Password'.
- Click on login button, Form tabs (Personal detail, Academic Detail, Other Detail, Document Detail, Choice Detail, Result Tab) will be displayed to user as shown below:



User Manual Document (Student Portal)

1. Personal Detail :

Using this tab, student/User can fill all the personal details like Name, Email and Mobile No. fields will be displayed as autofill as per data entered by student at the time of registration.

The screenshot shows the 'Personal Details' registration form. At the top, it displays the university name in Hindi and English: 'ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ' and 'Maharaja Ranjit Singh Punjab Technical University, BATHINDA'. Below this, it states '(A State University Established By Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved Under Section 2(f) & 12 (B) of UGC)'. The application number is 'MRS19100001'. There are links for 'Change Password' and 'Logout'. The form is divided into several tabs: 'Personal Details', 'Academic Details', 'Other Details', 'Documents Details', 'Choices Details', and 'Results'. The 'Personal Details' tab is active, showing 'Step [1/5]'. The form fields include: Name (ASHISH SHARMA), Gender (Male selected), Father's Name (Enter Father's Name), Email ID (as@gmail.com), Locality (Select locality), State (Select State), Have You completed Diploma (Yes selected), Aadhar No. (Enter Aadhar No.), Date of Birth (DD/MM/YYYY), Mother's Name (Enter Mother's Name), Mobile No. (3226656666), Address (Enter Address), City (Select City), and Eligibility (Select Eligibility). At the bottom, there are 'Save', 'Reset', and 'Next' buttons. The footer contains 'Copyright © 2019-MRSPTU,Bathinda-All Rights Reserved | Powered by NCCF'.

Note: To move to the next tab (Academic Details), user need to save Personal Details.



User Manual Document (Student Portal)

2. Academic Detail :

Using this tab, student can fill their academic and entrance marks. Academic Detail tab fields will be changed according to which Course Year Type Selected on registration page.

- If student registered for UG Course, tab will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

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[Change Password](#) | [Logout](#)

Application No. : MRS19100001 Change Password | Logout

Personal Details
Academic Details
Other Details
Documents Details
Choices Details
Results
Do not forget to submit the Form --

Step[2/5] Academic Details

I certify to fulfill the eligibility for the applied course as per the 'Eligibility Documents' available on MRSPTU admission portal.

Qualification	Board	Passing Year	School	Total Marks	Obtained Marks	Criteria	Percentage/CGPA	Subject	Total Marks (Subject)	Obtained Marks (Subject)
Matriculation	Select Board	Select	Enter School Name	Enter Total Marks	Enter Obtained Marks	Select	CGPA			
								Select subject	Enter Total Marks	Enter Obtained Marks
Intermediate	Select Board	Select	Enter School Name	Enter Total Marks	Enter Obtained Marks	Select	CGPA	Select subject	Enter Total Marks	Enter Obtained Marks
								Select subject	Enter Total Marks	Enter Obtained Marks

Entrance Exam Details

S.No.	Select All	Entrance	Roll No	Year	Rank	Percentile	Score
1	<input type="checkbox"/>	NATA		Select passing year			
2	<input type="checkbox"/>	JEE		Select passing year			
3	<input type="checkbox"/>	GPAT		Select passing year			
4	<input type="checkbox"/>	GATE		Select passing year			
5	<input type="checkbox"/>	Any other		Select passing year			

Previous
Save
Reset
Next

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- If student registered for PG Course, tab will open as shown below:

Application No. : MS19160041 Change Password(%) | Logout

Personal Details **Academic Details** Other Details Documents Details Choices Details Results

Step(2/5) Academic Details

* I certify to fulfil the eligibility for the applied course as per the 'Eligibility Documents' available on MREPTU admission portal.

Qualification	Board	Passing Year	School	Total Marks	Obtained Marks	Criteria	Percentage/CGPA	Subject	Total Marks (Subject)	Obtained Marks (Subject)
Matriculation	Select Board	Select	Enter School Na	Enter Total Mark	Enter Obtained M	Select	CGPA			
								Select subject	Enter Total Ma	Enter Obtained
Intermediate	Select Board	Select	Enter School Na	Enter Total Mark	Enter Obtained M	Select	CGPA			
								Select subject	Enter Total Ma	Enter Obtained
								Select subject	Enter Total Ma	Enter Obtained

Graduation/Diploma Details

Roll No.	Stream	Name Of University	Year of Passing	Criteria	Total Marks	Obtained Marks	Percentage(%)
26737	Computer	D.U	2019	Percentage(%)	3000	2300	77

Entrance Exam Details

S.No.	Select All	Entrance	Roll No	Year	Rank	Score
1	<input type="checkbox"/>	NATA		Select passing year		
2	<input type="checkbox"/>	JEE		Select passing year		
3	<input type="checkbox"/>	OPJF		Select passing year		
4	<input type="checkbox"/>	GATE		Select passing year		
5	<input type="checkbox"/>	Any other		Select passing year		



User Manual Document (Student Portal)

- If student registered for 'UG – Lateral' and select '10+ Diploma (3 years)' eligibility from personal detail tab, tab will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ
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Application No. : MRS19100001 Change Password | Logout

Personal Details
Academic Details
Other Details
Documents Details
Choices Details
Results
Do not forget to submit the Form —

Step[2/5] Academic Details

I certify to fulfill the eligibility for the applied course as per the 'Eligibility Documents' available on MRSPTU admission portal.

Qualification	Board	Passing Year	School	Total Marks	Obtained Marks	Criteria	Percentage/CGPA
Matriculation	Select Board	Select passing	Enter School Name	Enter Total Marks	Enter Obtained Marks	Select Criteria	CGPA Factor

Diploma Marks

Qualification	Specialization	Passing Year	Total Marks (Diploma)	Obtained Marks (Diploma)	Percentage (Diploma)	Semester	Total Marks	Obtained Marks	Percentage(%)
10th + 3 Year D	Enter Specialization	Select	Enter Total Marks (Di	Enter Obtained Mark	Enter Percentage	1st sem	Enter Total Marks	Enter Obtained Mark	Enter percentage
						2nd sem	Enter Total Marks	Enter Obtained Mark	Enter percentage
						3rd sem	Enter Total Marks	Enter Obtained Mark	Enter percentage
						4th sem	Enter Total Marks	Enter Obtained Mark	Enter percentage
						5th sem	Enter Total Marks	Enter Obtained Mark	Enter percentage
						6th sem	Enter Total Marks	Enter Obtained Mark	Enter percentage

Entrance Exam Details

S.No.	Select All	Entrance	Roll No	Year	Rank	Percentile	Score
1	<input type="checkbox"/>	NATA		Select passing year			
2	<input type="checkbox"/>	JEE		Select passing year			
3	<input type="checkbox"/>	GPAT		Select passing year			
4	<input type="checkbox"/>	GATE		Select passing year			
5	<input type="checkbox"/> Any other			Select passing year			

← Previous
Save
Reset
Next →

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User Manual Document (Student Portal)

- If student registered for 'UG – Lateral' and select '12+ Diploma (2 years)' eligibility from personal detail tab, tab will open as shown below:

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੋਲੋਜੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

Maharaja Ranjit Singh Punjab Technical University, BATHINDA

(A State University Established By Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved Under Section 2(f) & 12 (B) of UGC)

Application No. : MRS19100001 Change Password | Logout

Personal Details **Academic Details** Other Details Documents Details Choices Details Results *Do not forget to submit the Form ---*

Step[2/5] Academic Details

I certify to fulfill the eligibility for the applied course as per the 'Eligibility Documents' available on MRSPTU admission portal.

Qualification	Board	Passing Year	School	Total Marks	Obtained Marks	Criteria	Percentage/CGPA	Subject	Total Marks (Subject)	Obtained Marks (Subject)
Matriculation	Select Board	Select	Enter School Name	Enter Total Marks	Enter Obtained Marks	Select	CGPA			
								Select subject	Enter Total Marks	Enter Obtained Marks
Intermediate	Select Board	Select	Enter School Name	Enter Total Marks	Enter Obtained Marks	Select	CGPA	Select subject	Enter Total Marks	Enter Obtained Marks
								Select subject	Enter Total Marks	Enter Obtained Marks

Diploma Marks

Qualification	Specialization	Passing Year	Total Marks (Diploma)	Obtained Marks (Diploma)	Percentage (Diploma)	Semester	Total Marks	Obtained Marks	Percentage(%)
12th + 2 Year D	Enter Specialization	Select	Enter Total Marks (Diploma)	Enter Obtained Marks (Diploma)	Enter Percentage (Diploma)	1st sem	Enter Total Marks	Enter Obtained Marks	Enter percentage
						2nd sem	Enter Total Marks	Enter Obtained Marks	Enter percentage
						3rd sem	Enter Total Marks	Enter Obtained Marks	Enter percentage
						4th sem	Enter Total Marks	Enter Obtained Marks	Enter percentage
						5th sem	Enter Total Marks	Enter Obtained Marks	Enter percentage

Entrance Exam Details

S.No.	Select All	Entrance	Roll No	Year	Rank	Percentile	Score
1	<input type="checkbox"/>	NATA		Select passing year			
2	<input type="checkbox"/>	JEE		Select passing year			
3	<input type="checkbox"/>	GPAT		Select passing year			
4	<input type="checkbox"/>	GATE		Select passing year			
5	<input type="checkbox"/>	Any other		Select passing year			

← Previous
Save
Reset
Next →

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Note: To move to the next tab (Other Details), user need to save Academic Details.



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3. Other Detail:

Using this tab, user can fill other details like Reservation Category, Cast Category, Domicile State etc.

The screenshot shows the 'Other Details' form in the student portal. The form is titled 'Step[3/5] Other Details'. It contains the following fields and options:

- Domicile/Residency***: Select Domicile State (dropdown)
- Religion***: Select Religion (dropdown)
- Annual Income***: Select Annual Income (dropdown)
- Reservation Category***: Select Reservation Category (dropdown)
- Original Certificate**: Radio buttons for Yes and No (No is selected)
- Nationality***: Enter Nationality (text input)
- Category***: Select Category (dropdown)

At the bottom of the form, there are four buttons: Previous, Save, Reset, and Next. A link 'For Category Details Click Here' is also present.

Application No. : MRS19100001 | Change Password | Logout

Personal Details | Academic Details | **Other Details** | Documents Details | Choices Details | Results *Do not forget to submit the Form —*

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Note: 1) To move to the next tab (Document Details), user need to save Other Details.

2) Seat will be allotted according to selected category in 'Reservation Category' drop down.



User Manual Document (Student Portal)

4. Document Detail :

Using this tab, user can upload Photograph, Signature and Aadhar.

The screenshot displays the 'Documents Details' tab in the student portal. The page title is 'Step[5/5] Upload (Photo, Signature & Aadhar Card No.)'. It features three upload sections: 'Photo Upload*', 'Signature Upload*', and 'Aadhar Card Upload (Optional)'. Each section includes a 'Choose File' button, a 'No file chosen' status, and specific instructions regarding file size (not less than 100KB) and supported formats (JPG, JPEG, JPEGI). To the right of each section is a placeholder image labeled '180 x 180' and 'Powered by HTML.COM'. At the bottom, there are navigation buttons: 'Previous', 'Save', 'Reset', and 'Next'. The footer contains the copyright notice: 'Copyright© 2019-MRSPTU, Bathinda-All Rights Reserved | Powered by NCCF'.

Note: To move to the next tab (Choice Details), user need to save uploaded documents.



User Manual Document (Student Portal)

5. Choice detail :

Using this tab, user can choose mutiple college with programme as per their preference.

Application No. : MRS19100001 Change Password | Logout

Personal Details Academic Details Other Details Documents Details **Choices Details** Results *Do not forget to submit the Form ---*

Step[4/5] Choices Details * After Submit you can not change any information

S.No.	University	College	Programme	Preference	Remove
1	Select University	Select College	Select Programme	1	Delete

Enter Preference Number Insert Preference + Add +

I declare that the information filled by me is correct and i have read all the instruction of MRSPTU carefully and shall abide by them. I shall abide by the rules and regulations of MRSPTU for the counselling and Admission Process.

← Previous Save Reset Preview & Final Submit

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Note: Once Form is submitted, User(Student) cannot make any changes in form.

On click on 'Preview & Final Submit' button user view/download the form and submit the form.



User Manual Document (Student Portal)

Application No. : MRS19100001

Personal Details Academic Details

Step[4/5]

S.No.	University
1	MRSPTU

I declare that the information filled is true and correct.

Final Submit & Lock Back

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6. Result:

Using this tab, User can check allotted seat, download allotment letter, withdraw, surrender the admitted seat and apply for next round counselling.

Application No. : MRS19100048

Personal Details Academic Details Other Details Documents Details Choices Details **Results**

Allotment Letter

Congratulations,

You are Selected For B.Tech-Civil Engineering , Seat at Giani Zail Singh Campus College of Engineering & Technology.
You are requested to report at the respective Department/College and Pay the Corresponding Fee.

* Are You accept the allotted Seat: Yes No

Withdraw Seat Appear For 2 Round Counselling Seat Surrender

Download Allotment Letter

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Note: 1) Withdraw/Surrender button will be enabled after the student admitted for allotted seat.

2) If student click on withdraw button then student will not eligible for admitted seat.

3) If student click on seat surrender button then student didn't claim for admitted seat and student will register again for other round counselling.

4) If student click on next round counselling button then choice details tab will be enable for choose new choices of college and student can submit form again.