

## **VICTORIA INSTITUTION (COLLEGE)**

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Ref. No. :....

Date: 08/04/24.

### **NOTICE**

All students of 2022 & 2023 Admission Batch are hereby informed to create their ABC ID within 28<sup>th</sup> April 2025 and register/submit in the University of Calcutta Examination Portal. The process for registering/submitting in the University of Calcutta Examination Portal along with Guideline to create ABC ID is attached herewith.

Dr. Maitreyi Ray Kanjilal Principal VICTORIA INSTITUTION (College)



Guideline for creation of ABC Id by the students and registering/submitting in the University of Calcutta Examination portal is a two step procedure these are :

# A. Creation of ABC ID (by Students)

Students can choose from different ways to create ABC ID. Below, we explain each step on how to create your ABC ID:

## a) Through ABC Portal:

1. Step 1: Visit the Official ABC Portal i.e. www. abc.gov.in

#### 2. Step 2: Access the My Account Section

Choose the "<u>Student</u>" option in the "<u>My Account"</u> section. Now, you will have the option to either "<u>Sign in</u>" with existing credentials or "<u>Sign up"</u> by entering your details.

3. Step 3: Create Your ABC ID

After logging in or signing up, you'll be prompted to create your ABC ID. This involves entering specific academic information.

#### 4. Step 4: Enter Academic Details

Fill out the form with your academic details. This includes the type of identification you have (like a roll number or registration number) and the name of your institution.

#### 5. Step 5: Complete the Process

Submit the information and agree to any required consents. Once your ABC ID is ready, you will have the option to download it.

## b)Through DigiLocker Portal:

• Step 1: Visit the Official Website i.e. www. digitallocker.gov.in

Go to the DigiLocker website or download the app to start the process.

#### • Step 2: Sign Up or Sign In

If you're a new user, click "Sign Up" and fill in the required fields to create an account. If you already have an account, simply click on "Sign In".

#### Step 3: Navigate to ABC

Once logged in, find and click on the "Join Now" button under the Academic Bank of Credits banner on the homepage.

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R Issued Documents	DigiLocker 'Issued Documents' are at par with original documents as per IT ACT, 2000
Q Search Documents	Q ABC
Drive	/
DigiLocker Services	← Search Results (6)
About DigiLocker	APAAR/ABC ID Card - Academic Bank of Credits

#### Step 4: Enter Your Details

Provide your personal and academic details, such as name, date of birth, admission year, and institution name.

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3 Issued Documents	Date of Birth	
Q Search Documents	Gender	Male
Drive	Identity Type	Select -
DigiLocker Services	Identity Value	Enter Identity Value
<ol> <li>About DigiLocker</li> </ol>		Ex. 16270XX
	Admission Year	Select *
	Institution Name *	Select Institution Name 🕶
		sent to DigiLocker to share my details with the urpose of fetching my documents.

#### • Step 5: Generate Your ABC ID

Click "<u>Get Document</u>" to create your ID. Once it's ready, you can download the document as a PDF.

## c)Through UMANG Portal:

#### Step 1: Visit the Official Website or App

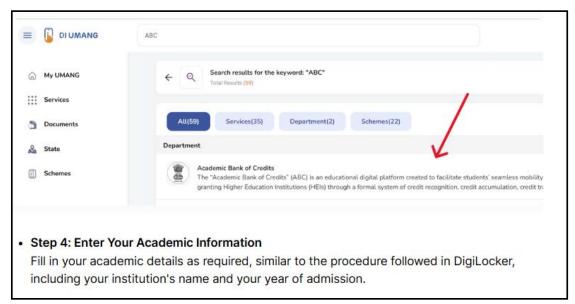
Navigate to the UMANG website or download the UMANG app to initiate the process.

#### Step 2: Log In or Sign Up

If you are an existing user, <u>log in with your credentials</u>. New users should <u>sign up</u> by providing their mobile number and other necessary details.

#### Step 3: Access the ABC Section

Once logged in, <u>locate</u> and select the <u>ABC (Academic Bank of</u> <u>Credits)</u> section within the UMANG portal.



#### • Step 4: Enter Your Academic Information

Fill in your academic details as required, similar to the procedure followed in DigiLocker, including your institution's name and your year of admission.

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Home Issued Documents	You have 3 Issued Documents DigLocker 'issued Documents' are at par with original documents as per	IT ACT, 2000	BB Download Abt: ID Card
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About DigiLocker	PAN Verification Record	Income Tax Department Tue: 11 Jul 2023 21:32:23 81	(4) i

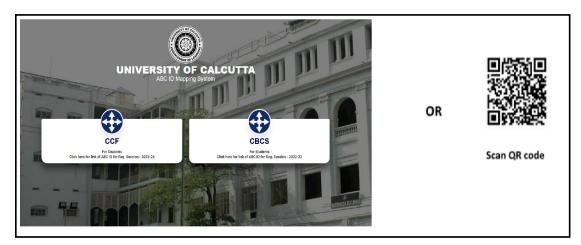
#### ABC ID Card Correction - Name, DOB, Gender

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To update your ABC ID Card, <u>log into your DigiLocker account</u> and navigate to the '<u>Issued</u> <u>Document</u>' section, where <u>click on refresh</u> your <u>Aadhaar card details</u> option. Following this, <u>refresh your ABC ID Card</u> within the same section. If the information does not update immediately, you may need to refresh again after 2–3 days, as the system might take time to process the changes.

# **B. Registering/submitting of created ABC Id by students in the University of Calcutta portal (CBCS/CCF)**

Step 2: After getting ABC ID the candidate should visit <u>https://www.cuexamwindow.in/ChooseABCID.aspx</u> web address to provide his/her ABC ID or scan the QR code.



Step 3: Choose CCF or CBCS.

Step 4: Choose the Stream B.A/B.Sc. or B.Com.



Step 5: Enter Registration Number and First three characters of Candidate Name. If both are valid then following screen will appear –

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Candidate AB	C ID Collection
Please enter you	r registration no.
* Registration No. :	
Registration Number	r
* First 3 Characters of Can	didate Name. :
First 3 Characters of	Candidate Name
Con	tinue
Reset	Back

Step 6: Click on Continue button to show the ABC ID. Mapping screen as shown in the following-

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Step 7: Enter ABC ID & confirm ABC ID and Aadhar Number (if blank in the form). Upload ABC ID Card in image format (*image must be in .jpg format and max. size 250 KB*). Finally click on Submit button.

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NO IMAGE AVAILABLE					┢	For Uploading ABC ID card

Step 8: After clicking submit button, system will show entered ABC ID and ask to proceed in a popup window. If "Yes" button is clicked then only entered information will be saved.

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Step 9: Candidate may also print the form after submission the form by clicking "Print" button.

Step 10:	Candidate	must print	and keep	this form	for f	uture refere	ence
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<b>W</b>	un	, College Street, Kolkata - 700073, West Beng <u>ABC ID Collection Form</u> Date - 7		$  \Omega $
Course : Four Year B.COM.		Reg. Session : 2023-24		<u>(</u> -)
ABC	ID	XXX-XXX-XXX-XXX		Kasoocoopel
Name Father's/ Guardian's Name Registration No. Date of Birth Gender College Code College Code	9000 9000 9000 9000 9000	DØØOOCX DØØØGX DØØØGX GGXXXX GGXXXX DOOCXCX MANAGARITHACIMANDRA: BAREDRULLEGE	Physically Mobile E-mail	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Communication Address		CEMONINO SHINOM CANNERCOORD 1		