

SOP

Student Registration on the Assam State Higher Education Student Portal

<https://assamshesp.samarth.edu.in/index.php/site/login>

(For students who are not yet registered)

Student Portal • User Registration & Login

FOR STUDENT USERS

Open Portal

Register

Verify OTP

Set Password

Login

Purpose: To provide a clear, visual, step-by-step procedure for first-time students to create an account on the Assam State Higher Education Student Portal.

COMPILED BY
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1. Before You Start

- Keep your correct Enrolment number ready.
- Make sure the mobile number and email address registered with your institution are accessible for OTP verification.
- Use the Assam State Higher Education Student Portal registration/login <https://assamshesp.samarth.edu.in/index.php/site/login> page.
- Do not share your OTP or password with anyone.

2. Step-by-Step Procedure

The following steps are based on the complete screen recording provided for the Assam State Higher Education Student Portal registration process.

2.1 Open the Student Portal

Open the Assam State Higher Education Student Portal login page <https://assamshesp.samarth.edu.in/index.php/site/login>. For a first-time user, select New User Registration/Register.

Registered User?
If you have registered earlier, please login below.

Login

Enrolment / Roll Number

Enrolment / Roll Number !

Username cannot be blank.

Password

Click on the text to change the captcha

Captcha **3648776**

Login

Assam State Higher Education Student Portal
Student Portal

New User?
If you are registering for the first time, please click the button below.

Register

Help and Instructions

Welcome to the Assam State Higher Education Student Portal!

Please follow these instructions to access the student portal, where you can find essential resources, digital ID card, programme details and more:

In case you are a first-time user of the portal:
Click on 'New Registration' button above to generate your log in credentials.

If you have registered earlier:
You can log in directly by entering your enrolment/roll number credentials for the portal, your password and the captcha in the login form.

In case you have forgotten your password:

Students can click here for new registration

Figure 1. Login page. Select “New User Registration” to begin.

2.2 Enter the Registration Details

Enter your Enrolment Number and the Captcha displayed on the registration page.

The screenshot shows the 'Assam State Higher Education Student Portal' registration page. At the top, there is a header 'Assam State Higher Education Student Portal' and a button 'General Instructions for Registration'. Below this is a 'Registration' section with a progress indicator showing three steps, with the first step 'Student Portal' being active. The registration form contains two input fields: 'Enrolment/Roll Number' and 'Captcha'. The 'Enrolment/Roll Number' field is empty, and the 'Captcha' field contains the text '3648776'. A blue 'Register' button is at the bottom of the form. Three red arrows point to the form elements with the following labels: 'Insert enrolment no. here' points to the 'Enrolment/Roll Number' field, 'Enter Captcha' points to the 'Captcha' field, and 'Click Register' points to the 'Register' button. A small icon of a brain is visible in the bottom right corner of the page.

Assam State Higher Education Student Portal

General Instructions for Registration

● ● ● Student Portal

Registration

Enrolment/Roll Number

Captcha

3648776

Click on the text to change the captcha

Register

Insert enrolment no. here

Enter Captcha

Click Register

Figure 2. Registration page.

2.3 Check the OTP Notification

After registration is submitted, the portal confirms that the mail has been sent successfully and proceeds to OTP verification.

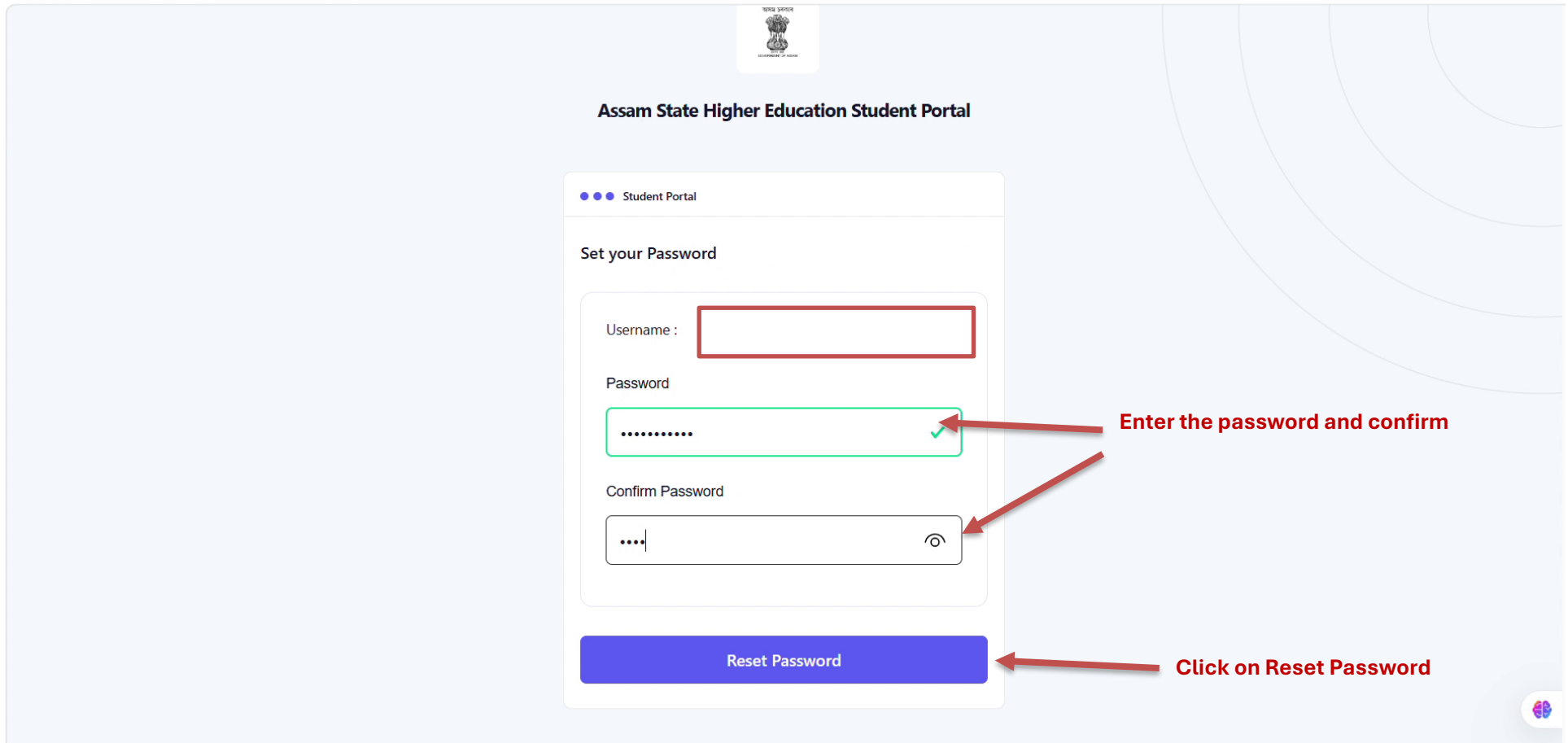
The screenshot displays the 'Assam State Higher Education Student Portal' interface. At the top, a dark blue header contains the 'eGov' logo and 'Login' and 'New User Registration' buttons. Below the header, a light blue banner features an 'Info!' icon and the text 'Mail sent successfully to your registered email', with a red rectangular box highlighting the text. The main content area has a light blue background with a subtle circular pattern. In the center, the Assam State emblem is shown above the portal title. A white modal window titled 'Student Portal' is open, containing the heading 'Enter One Time Password Code'. Inside the modal, a text prompt reads 'Enter the one time password (OTP) sent to your email/mobile', followed by a text input field with the placeholder 'Enter One Time Password (OTP) Code'. A red arrow points from the text 'Enter the OTP sent to registered mail' to this input field. At the bottom of the modal is a blue 'Submit' button. A small brain icon is visible in the bottom right corner of the page.

Figure 3. OTP notification.

2.4. Set Your Password

After OTP verification, enter a password and confirm it in the “Confirm Password” field.

After entering and confirming the password, click “Reset Password”.



The screenshot displays the 'Assam State Higher Education Student Portal' interface. At the top center is the Assam State Government logo. Below it, the title 'Assam State Higher Education Student Portal' is centered. The main content area features a 'Student Portal' tab and a 'Set your Password' section. This section contains three input fields: 'Username', 'Password', and 'Confirm Password'. The 'Password' field is highlighted with a green border and a green checkmark, indicating successful entry. The 'Confirm Password' field is highlighted with a red border and a red checkmark. A red arrow points from the text 'Enter the password and confirm' to the 'Password' field. Another red arrow points from the text 'Click on Reset Password' to the 'Reset Password' button. The 'Reset Password' button is a blue rectangular button located at the bottom of the form.

Assam State Higher Education Student Portal

Student Portal

Set your Password

Username :

Password

Confirm Password

Reset Password

Enter the password and confirm

Click on Reset Password

Figure 4. Password creation.

2.5. Registration Successful

A success message confirms that registration has been completed and that you can now log in.

The screenshot displays the Assam State Higher Education Student Portal interface. At the top, a dark blue header contains the 'eGov' logo on the left and 'Login' and 'New User Registration' buttons on the right. A green success banner at the top of the main content area reads 'Success! You can login now.' with a close button (X) on the right.

The main content area is divided into two columns. The left column, titled 'Registered User?', contains the instruction 'If you have registered earlier, please login below.' and a 'Login' section. The login section has a form with two input fields: 'Enrolment / Roll Number' and 'Password'. The 'Enrolment / Roll Number' field is highlighted with a red border and a red exclamation mark icon, with a red error message below it stating 'Username cannot be blank.' Below the password field is a link that says 'Click on the text to change the captcha'. The captcha itself is '3648776' and is displayed in a blue, stylized font. There is an empty input field for the captcha.

The right column features the Assam State Higher Education Student Portal logo and name, along with a link to 'General Instructions for Login'. Below this is a 'New User?' section with the instruction 'If you are registering for the first time, please click the button below.' and a dark blue 'Register' button. At the bottom of the right column is a 'Help and Instructions' section. It starts with a welcome message: 'Welcome to the Assam State Higher Education Student Portal!'. It then provides instructions: 'Please follow these instructions to access the student portal, where you can find essential resources, digital ID card, programme details and more:'. It also includes a section for first-time users: 'In case you are a first-time user of the portal: Click on 'New Registration' button above to generate your log in credentials.' and a section for existing users: 'If you have registered earlier:'. A small brain icon is visible in the bottom right corner of the page.

Figure 4. Registration successful.

2.6. Log In to the Student Portal

Return to the login page. Enter your Enrolment / Roll Number, password and Captcha, then click “Login”.

Registered User?
If you have registered earlier, please login below.

Login

Enrolment / Roll Number
2611088011 ✓

Password
..... ✓

Click on the text to change the captcha

Captcha **3618776**

Login

New User?
If you are registering for the first time, please click the button below.

Register

Help and Instructions

Welcome to the Assam State Higher Education Student Portal!

Please follow these instructions to access the student portal, where you can find essential resources, digital ID card, programme details and more:

In case you are a first-time user of the portal:
Click on 'New Registration' button above to generate your log in credentials.

If you have registered earlier:
You can log in directly by entering your enrolment/roll number credentials for the portal, your password and the captcha in the login form.

In case you have forgotten your password:
Please use the link below to reset your password.

Reset Password

General Instructions for Login

Figure5. Student login page.

Registration Flow at a Glance

- 2.1** Open the Student Portal and select New User Registration.
- 2.2** Enter Enrolment Number and Captcha and Click Register.
- 2.3** Check the registered email for the OTP. Enter OTP and click Submit.
- 2.4** Set and confirm the password. Click Reset Password.
- 2.5** Registration successful — return to the login page.
- 2.6** Log in using Enrolment / Roll Number, Password and Captcha.

STANDARD OPERATING
PROCEDURE

Student Application for
Fee Waiver 2026

Assam State Higher Education Student Portal

FOR STUDENT USERS

Open Scholarship

Select Fee Waiver

Enter Income

Upload Certificate

Submit

Purpose: To provide a visual, step-by-step procedure for eligible students to apply for Fee Waiver 2026 through the Assam State Higher Education Student Portal.

1. Before You Start

- Ensure that you are registered in the Assam Samarth Students Portal <https://assamshesp.samarth.edu.in/index.php/site/login>
- Keep the required family income details and the applicable income certificate/document ready for upload.
- Ensure that the uploaded document is clear and legible.
- Do not share your login password or other confidential credentials with anyone.

2. Step-by-Step Application Procedure

The following steps are based on the complete screen recording provided for the Fee-Waiver application process.

2.1. Log In to the Student Portal

Enter your Enrolment / Roll Number, password and Captcha, then click “Login”.

Registered User?
If you have registered earlier, please login below.

Login

Enrolment / Roll Number
2611088011 ✓

Password
..... ✓

Click on the text to change the captcha

Captcha **3618776**

Login

Assam State Higher Education Student Portal
Student Portal

General Instructions for Login

New User?
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If you have registered earlier:
You can log in directly by entering your enrolment/roll number credentials for the portal, your password and the captcha in the login form.

In case you have forgotten your password:
Please use the link below to reset your password.

Reset Password

Figure 1. Student login page.

2.2 Home Screen After Login

After successful login, the student is taken to the Dashboard/Home screen. From the left-side Student Services menu, select “Scholarship” to view available scholarship opportunities.

The screenshot shows the Assam State Higher Education Student Portal dashboard. The browser address bar displays <https://assamshesp.samarth.edu.in/index.php/dashboard>. The page header includes the AHE logo, the text "ASSAM STATE HIGHER EDUCATION STUDENT PORTAL STUDENT PORTAL", a search bar, and links for "Public Notice(s) / Results", "AB", and "DEMO". The left sidebar menu is titled "MENU" and lists "Student Services" with a dropdown arrow. Under "Student Services", the options are "Dashboard", "Profile", "CL/EDM - Bachelor of Management", "Banking Details", and "Scholarship". The "Scholarship" option is highlighted with a red rectangle. Below the menu, there is a red text prompt "Click on Scholarship" and a "Powered by eGov" logo. The main content area is titled "Dashboard" and contains a green-bordered box with a "PROGRAMME DETAILS" button. Below this is an "ID Card" section displaying a student ID card. The ID card has a dark blue header with the Assam State Higher Education logo, a QR code, and the text "STUDENT ID-CARD". The card fields include "Student's Name", "Father's / Mother's Name", "Name Of Program", and "Date Of Birth" (20/05/2002).

Figure 2. Student dashboard/home screen after login.

2.3 Open Scholarship Opportunities

From the Dashboard/Home screen, open the “Scholarship” section under the Student Services menu. In the Scholarship Opportunities list, locate “FEE WAIVER 2026” for the relevant academic year and click the corresponding “Apply” button.

The screenshot shows the Assam State Higher Education Student Portal. The top navigation bar includes the AHE logo, the portal name, a search bar, and links for Public Notice(s) / Results, AB, and DEMO. The left sidebar contains a menu with options like Dashboard, Profile, Scholarship, Banking Details, and others. The main content area is titled 'Scholarship Opportunities' and shows a table with two items. The second item, 'FEE WAIVER 2026', is highlighted with a red box, and its 'Apply' button is also highlighted with a red box. A red text label 'Click on Apply' points to the highlighted button.

#	SCHOLARSHIP OPPORTUNITIES	ACADEMIC YEAR SESSION	STATUS	ADMIN REMARKS	APPLY	ADMIN CORRECTION REMARK
1	NIJUT BABU 2026	JULY 2026	Application ID: 1278912:OPEN		Apply	
2	FEE WAIVER 2026	JULY 2026	Application ID: 1731763:OPEN		Apply	

Click on Apply

Figure 3. Scholarship Opportunities page.

2.4 Enter Family Income Details

The Fee Waiver Details & Uploads page opens. Enter the student's Family Income in the prescribed field. Read the declarations carefully.

The screenshot shows the 'Fee Waiver Details & Uploads' page. The left sidebar contains a 'MENU' with 'Student Services' expanded, showing 'Dashboard', 'Profile', 'Banking Details', and 'Scholarship'. The main content area has a 'Family Income *' field with the value '300000' and a red box around it, with a red arrow pointing to it and the text 'Insert Family income'. Below this is a 'Family Income Certificate *' field with a green 'Select file' button. Underneath are file type instructions: '(Accepted file types: JPG, JPEG, PDF | Min Size: 10 KB | Max size: 500 KB)'. There are three declaration checkboxes, all of which are checked: 'I hereby provide my consent for the use of my Aadhaar number, biometric data and/or One-Time Password (OTP) for establishing my identity in connection with the respective scholarship scheme', 'I have no objection to authenticating myself through Aadhaar and fully understand that the information provided by me shall be used for authentication of my identity for the purpose stated above', and 'I hereby voluntarily give my consent to the Government of Assam for collecting, collating, processing and sharing the information provided by me for the proper implementation of the respective government beneficiary scheme or any other relevant government beneficiary scheme in the future.' Red arrows point to each of these checkboxes with the text 'Tick on the Check boxes'. At the bottom are 'Submit' and 'Back' buttons, with a red arrow pointing to the 'Submit' button and the text 'Click on Submit'. The footer shows 'Powered by eGov'.

Fee Waiver Details & Uploads

Family Income * 300000 Insert Family income

Family Income Certificate * Select file

(Accepted file types: JPG, JPEG, PDF | Min Size: 10 KB | Max size: 500 KB)

☒ I hereby provide my consent for the use of my Aadhaar number, biometric data and/or One-Time Password (OTP) for establishing my identity in connection with the respective scholarship scheme

☒ I have no objection to authenticating myself through Aadhaar and fully understand that the information provided by me shall be used for authentication of my identity for the purpose stated above

☒ I hereby voluntarily give my consent to the Government of Assam for collecting, collating, processing and sharing the information provided by me for the proper implementation of the respective government beneficiary scheme or any other relevant government beneficiary scheme in the future.

Submit Back

Click on Submit

Tick on the Check boxes

Powered by eGov

Figure 5. Fee Waiver Details & Uploads page.

Fee-Waiver Application Flow at a Glance

- 2.1** Log in to the Assam State Higher Education Student Portal.
- 2.2** In the Home Screen Click on Scholarship.
- 2.3** Locate FEE WAIVER 2026 and click Apply.
- 2.4** Enter the Family Income. Upload the applicable Family Income Certificate. Read and accept the declaration. Verify the details and click Submit.

Important: A student can apply through SAMARTH only after being onboarded onto the Fee-Waiver Application Portal. Student should contact their respective Institutions if Fee-waiver application is not active in their login.