ASSAM STATE SCHOOL EDUCATION BOARD DIVISION-II (ASSEB)

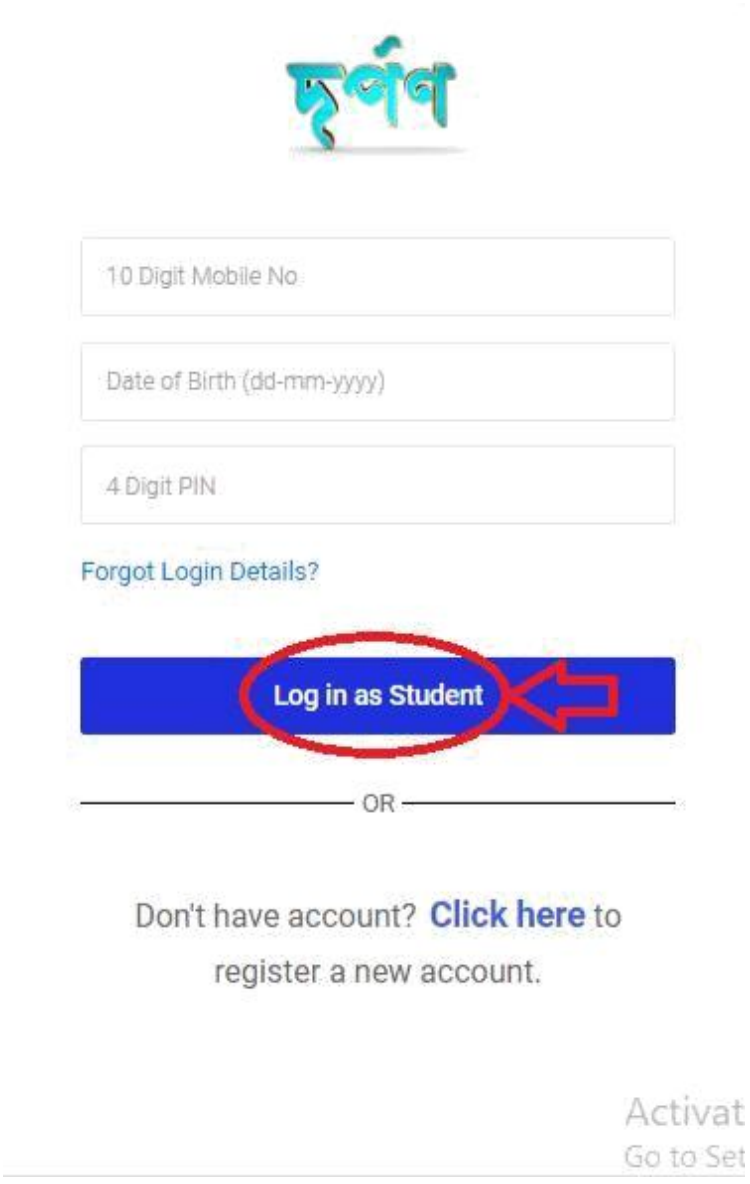
https://darpan.ahseconline.in

USER MANUAL FOR PROFILE SETUP OF STUDENT ON DARPAN ADMISSION PORTAL

Step 1: Login

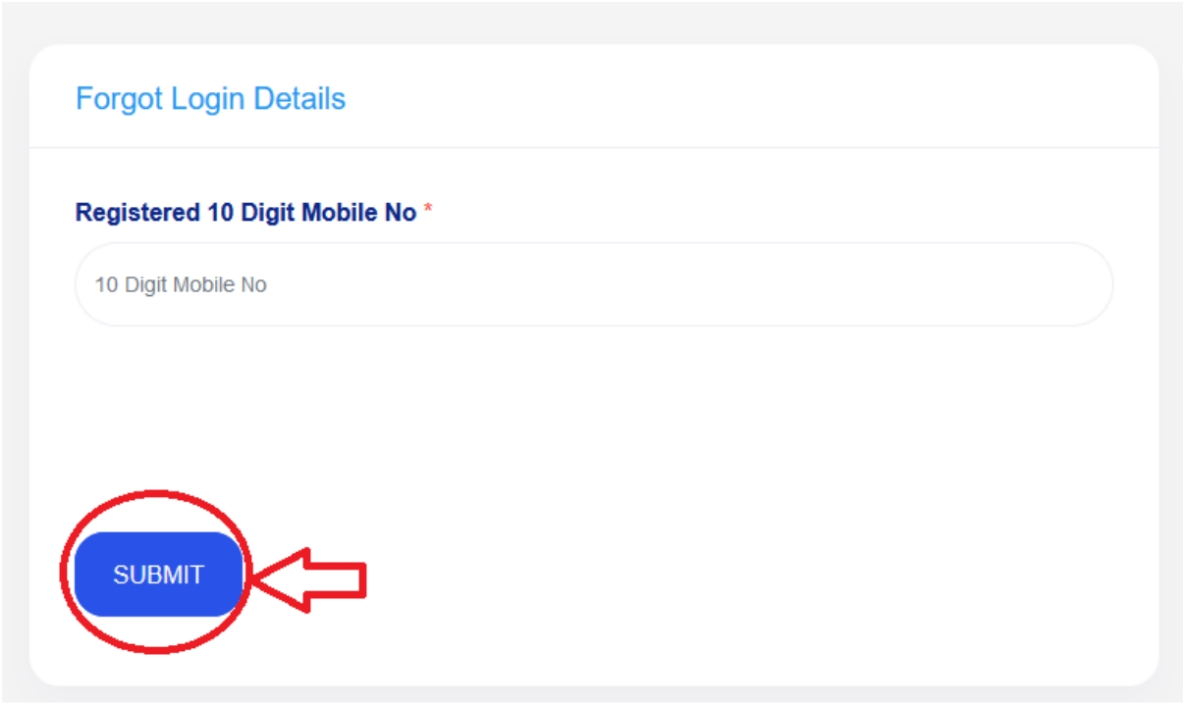
Student can login by using their **Registered** Mobile number, Date of Birth and 4-digit pin.

Note: The student must register before he/she logs in.



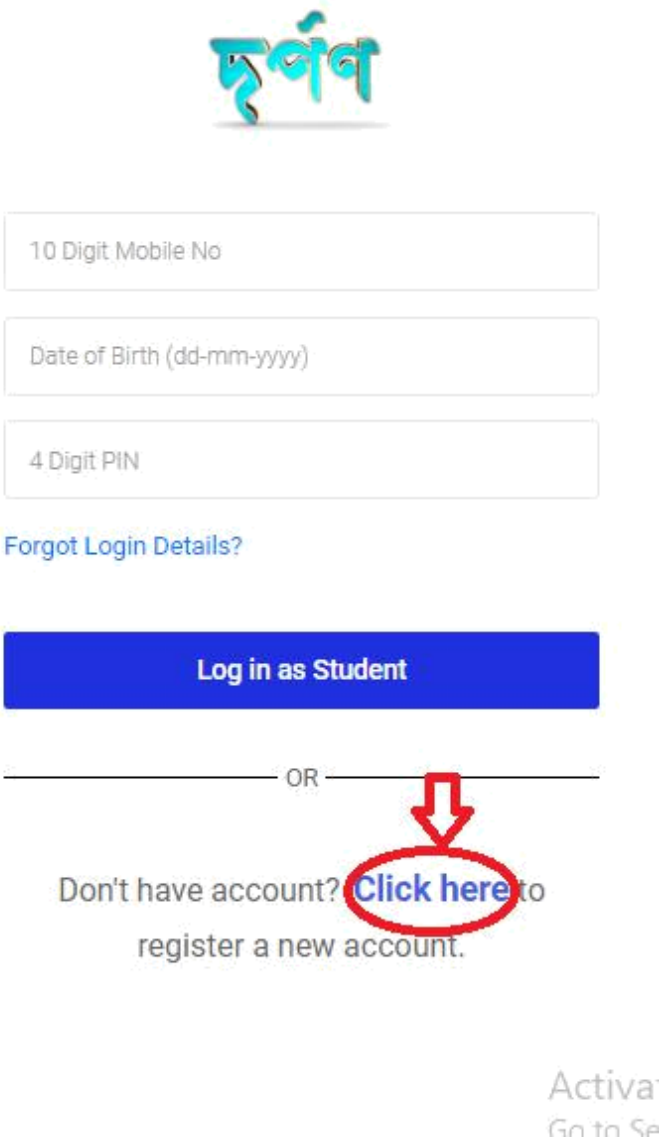
Step 2: Forgot Login Details

- There is a **Forgot Login Details** option to recover their login information**.**
- Student can recover their password by using their registered mobile number.



Step 3: New Registration

After clicking on **Click here** blue tab you will be redirected to Student Registration Form.



After filling up the form**,** click on the **Proceed to Next** button to register.

Note: All asterisk (*) marked in red are mandatory

- Fill-up all the required relevant information related to the institution.
- Please verify thoroughly before submitting the application.
- Please remember the mobile number, date of birth and 4-digit pin. It will necessary for future login.

1. Select Board *

Choose

2. Select Class 10th Exam Passing Year *

Choose

3. Name of Class X Examination : *

Enter Exam Name

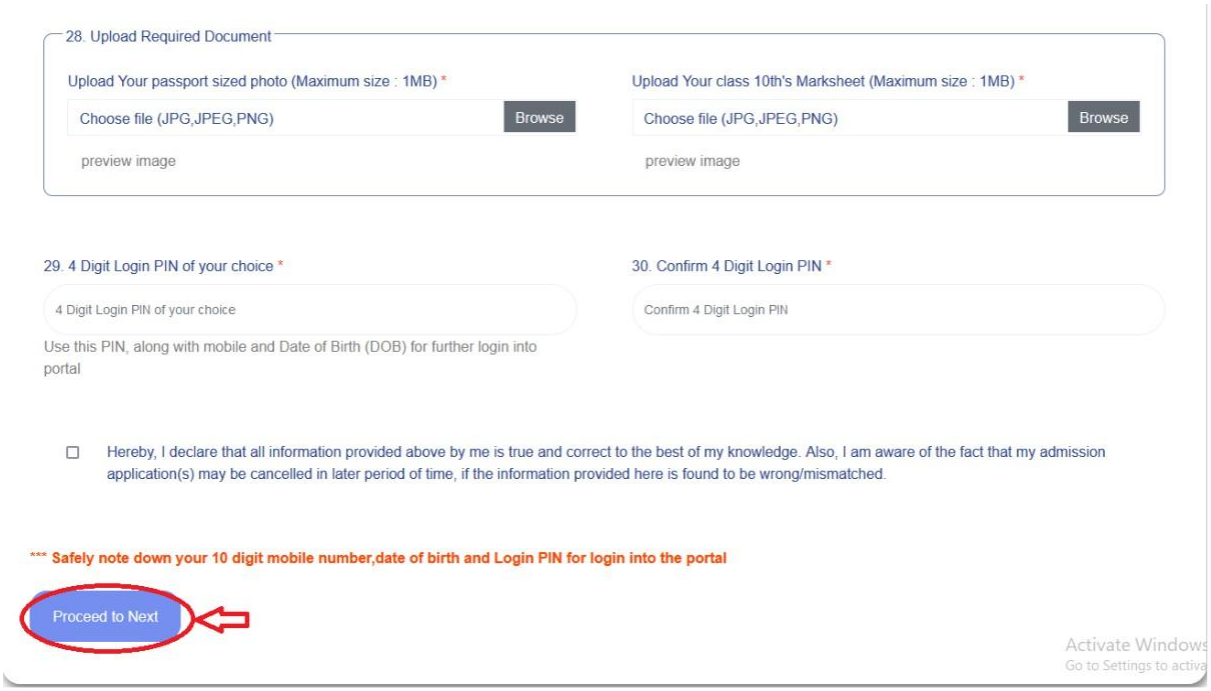
4(a). Roll of Class 10th Exam *

eg. B21-0001, B20-001 etc.

4(b). No *

eg. 0001, 16111111 etc.

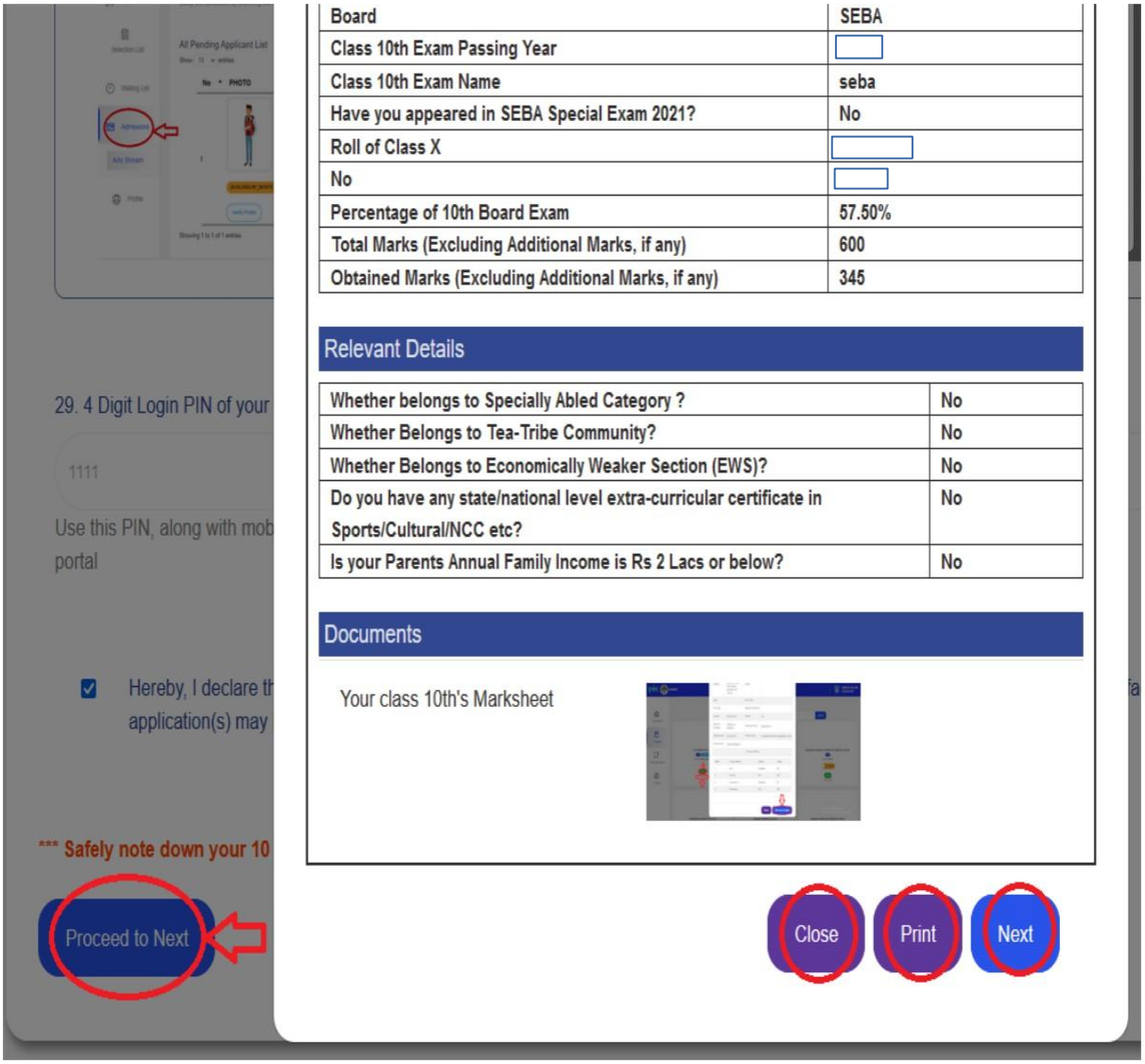
Activate Windows
Go to Settings to activa



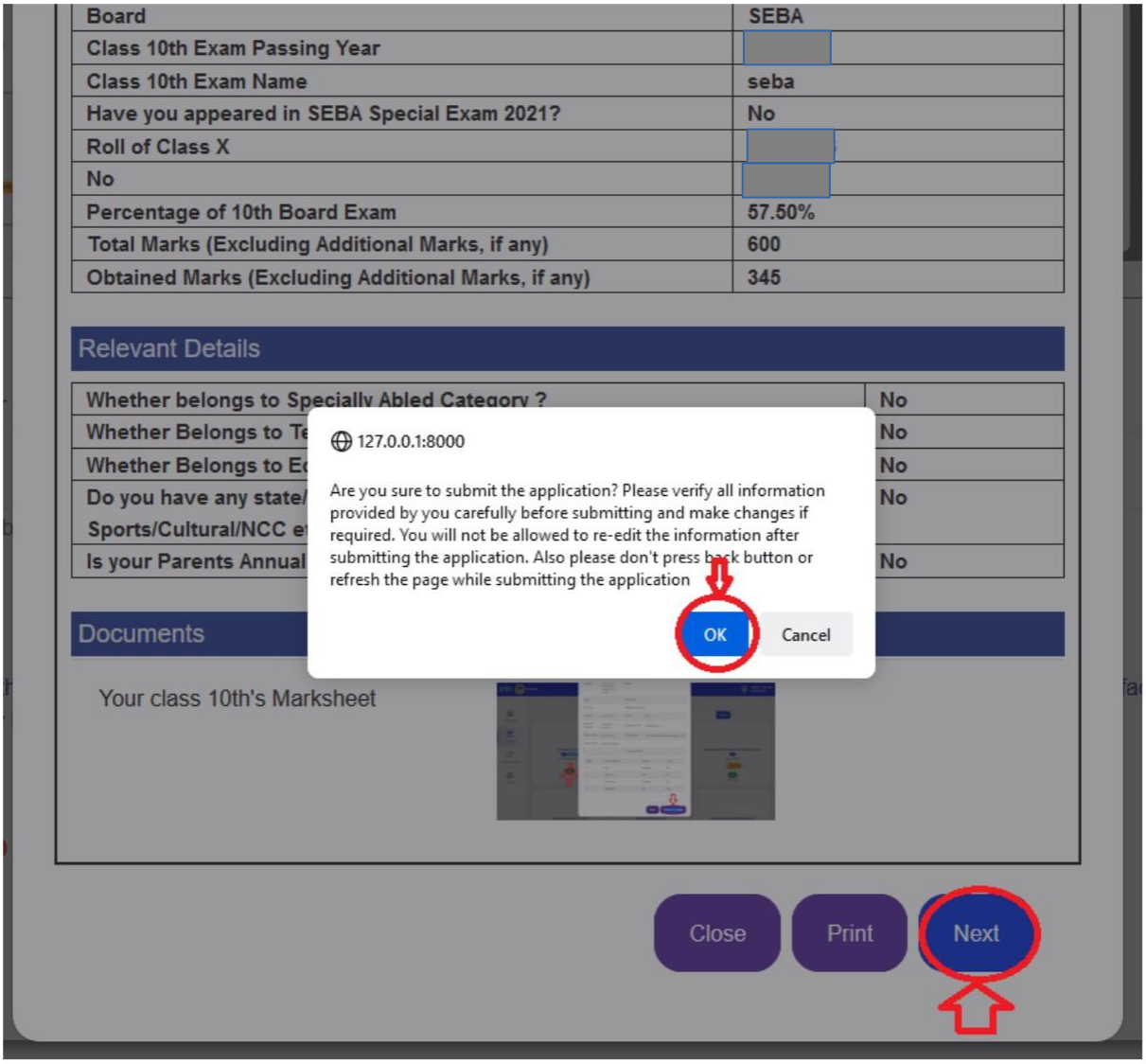
Step 4: Proceed to Next

After clicking on the button->**Proceed to Next**

- One pop-up will be displayed.
- Three buttons will be displayed for **Close**, **Print** and **Next**.
- **Close** button will close the pop-up.
- **Print** button gives an option to download the **PDF** format of the registration form.



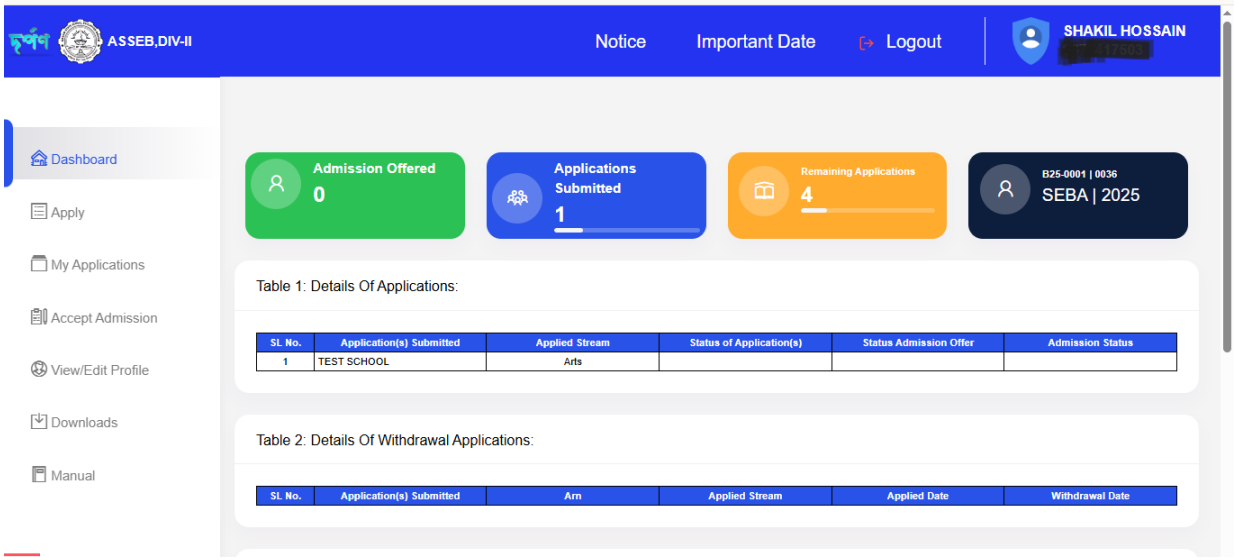
After click on the button->**Next** -> One pop-up will show again



Click on the **OK** button to continue. Then you will be redirected to the student Dashboard.

Step5: Dashboard

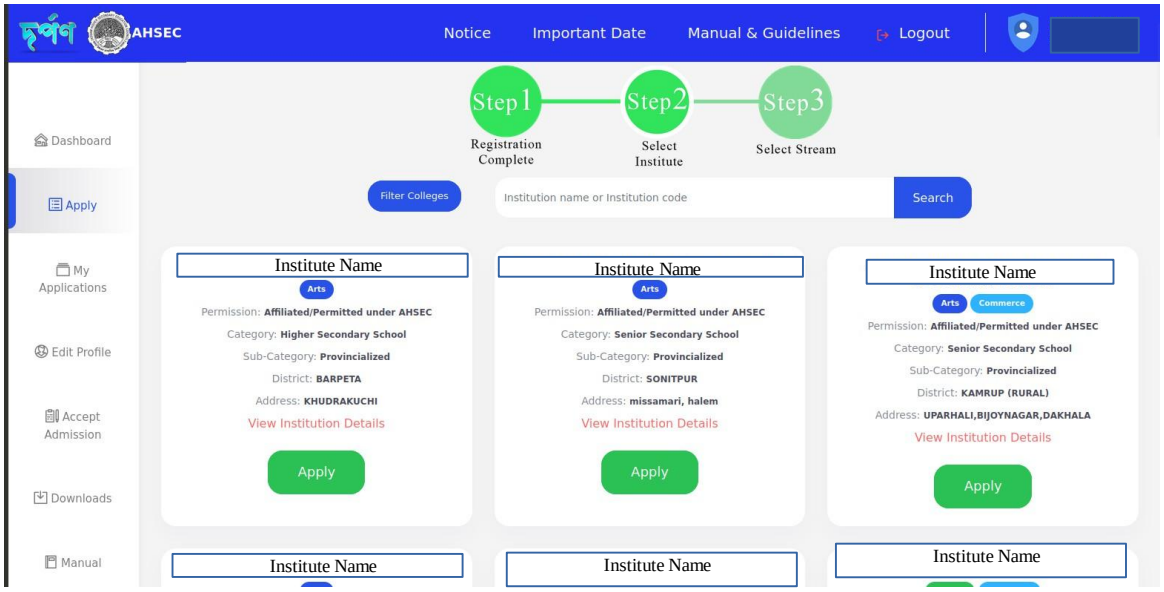
1. **Admission offered**-->student can view his/her admission status.
2. **Application Submitted** -->student can view his/her total number of applications submitted.
3. **Application Left**--> student can view his/her remaining applications.



Step 6: Colleges

To view Colleges, click on the **Colleges** tab, then all colleges will be displayed on the screen.

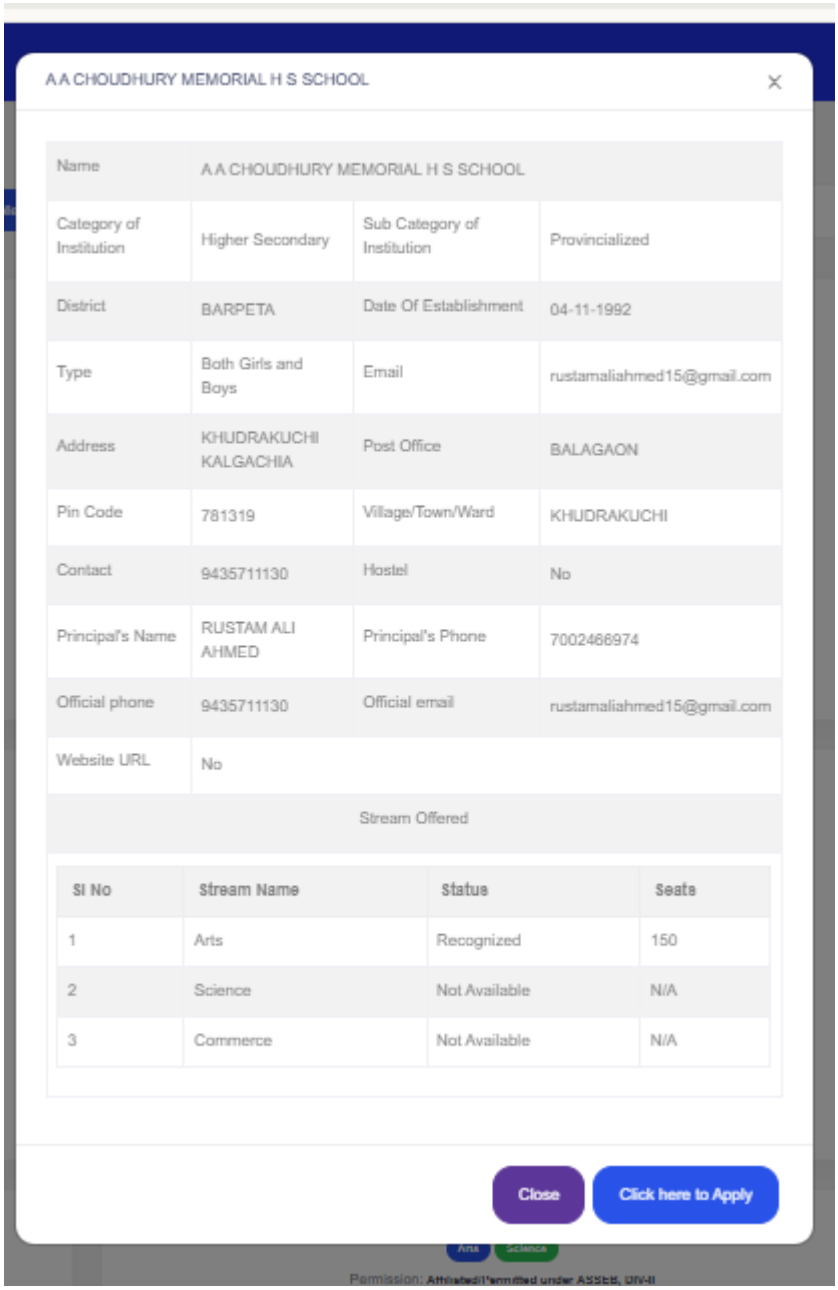
1. **“Filter” -->** it will help the student choose district and stream.
2. **“Search”->** it will help the student search colleges globally.



*After clicking on the Blink item (**View Details),** the student will be redirected to the page below.

* After clicking on the **Apply** button**,** the student will be redirected to the second page below.

*** STUDENT’S ARE NOT PERMITTED FOR APPLY MORE THAN 5 INSTITUTIONS***



After clicking on the **click here to Apply** button**,** the student will be redirected to the page below.

After Clicking on **Basic Profile,** student will be able to see profile of the selected College.

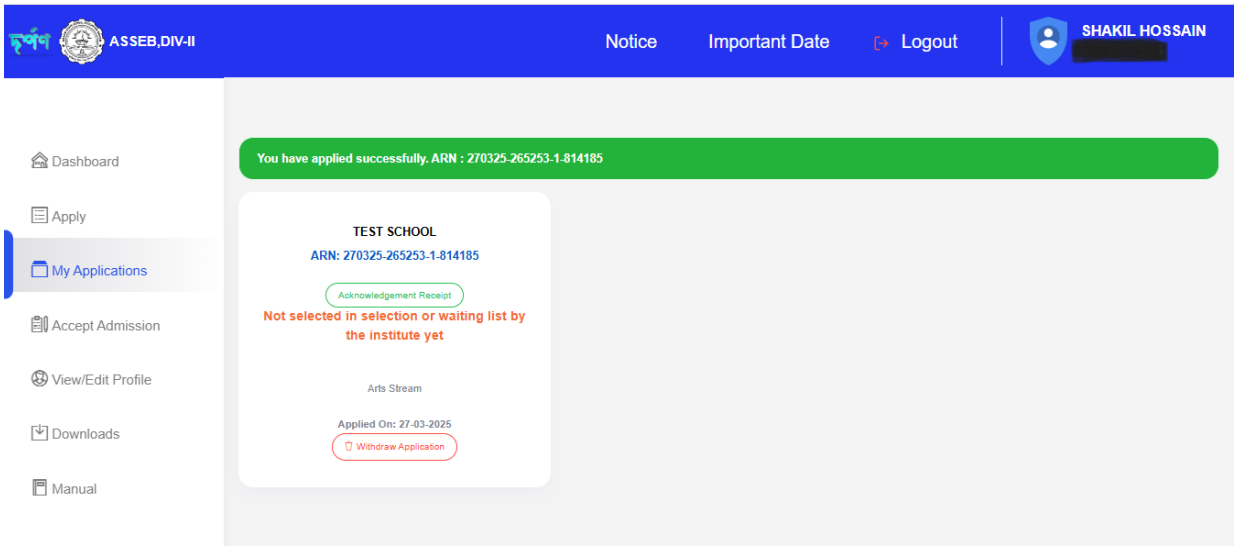
->Candidates will be able to choose only one stream and click on the corner button (located at the right) to **apply in "**the selected **"stream**.

After selecting the stream-> you will be able to see your application status by clicking on the sidebar tab **My applications**.

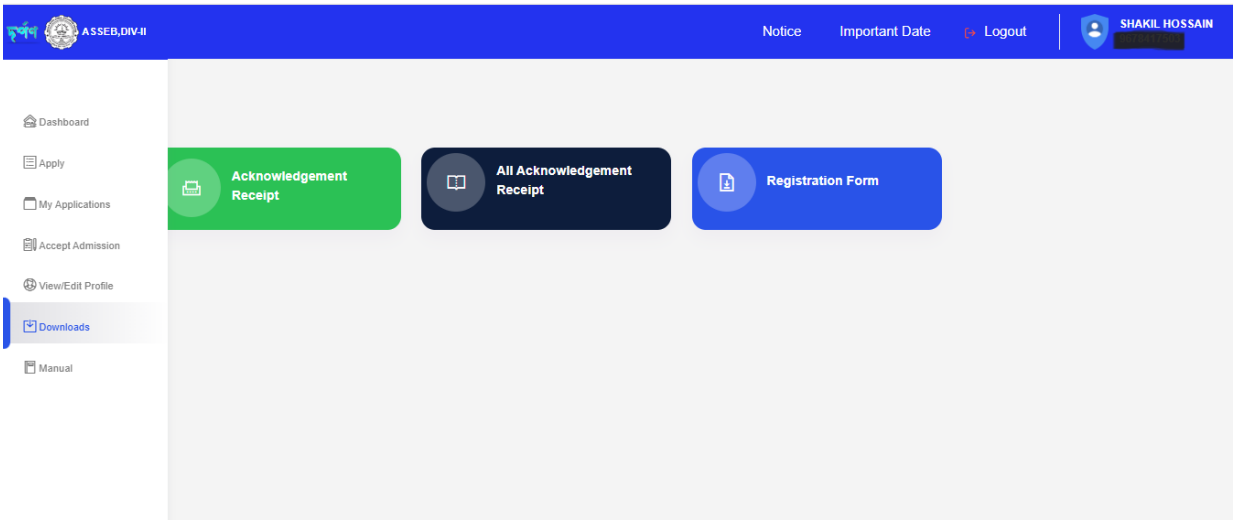
Step 7: My Applications

To view applications, click on the **My Application** tab. Then the student will able to view about his application status.

You can also able to download your acknowledgement receipt by clicking the button **Acknowledgement Receipt**.

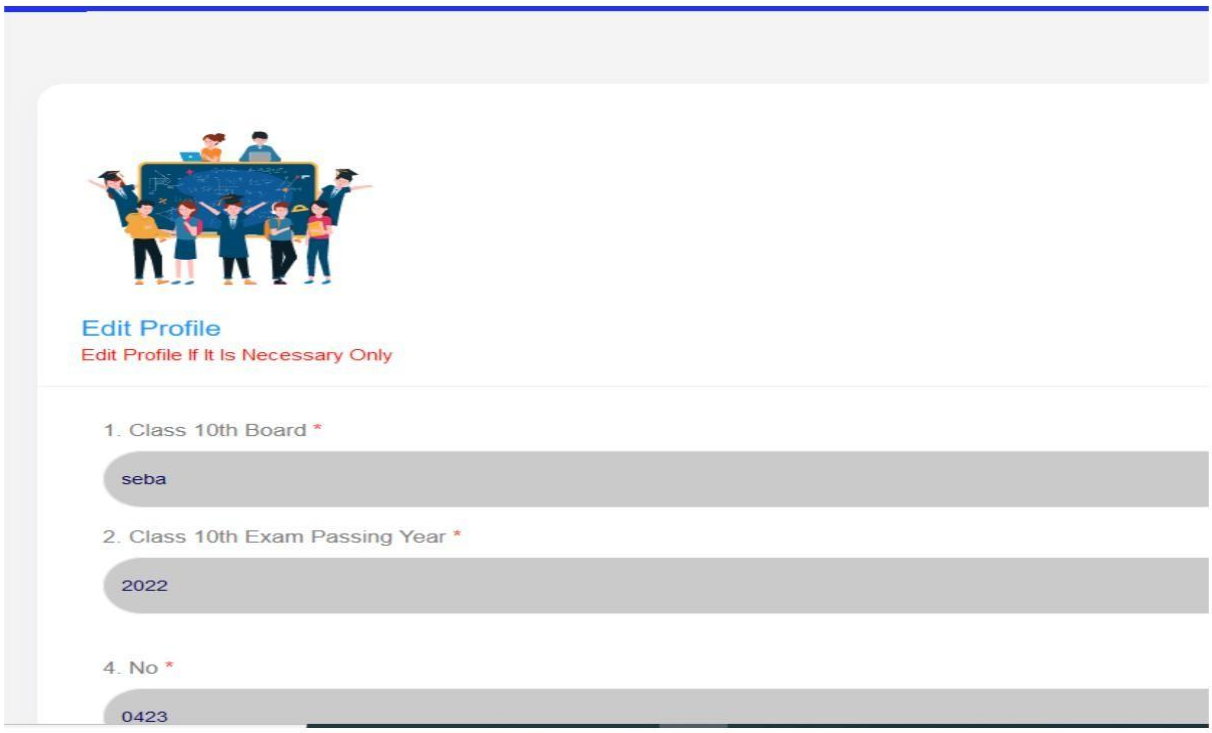
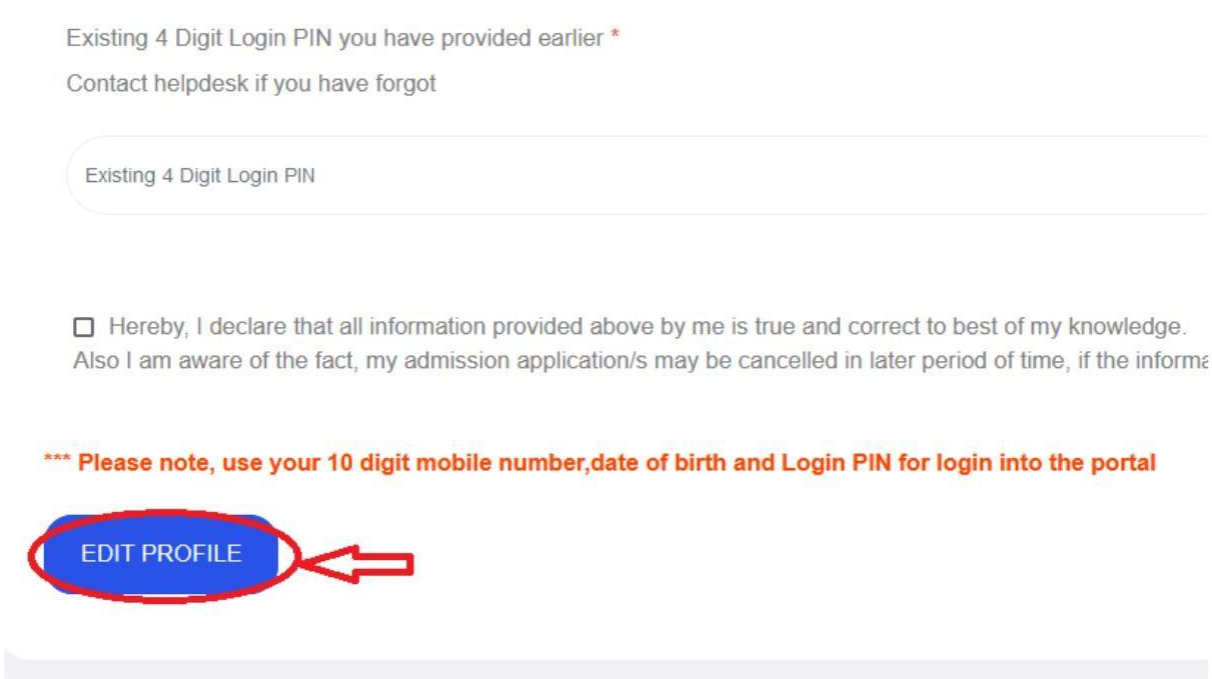


Step 9: Downloads



Step 10: Profile

To view student's profile, click on the **Profile** tab, then the student will be able to see his/her Profile.

After clicking **EDIT PROFILE**, Student will be able to edit their profile.

After clicking the **EDIT PROFILE** button, located on the corner right. Then, you will see the next page in the below