



THE BHAWANIPUR EDUCATION SOCIETY COLLEGE

A MINORITY RUN COLLEGE. AFFILIATED TO THE UNIVERSITY OF CALCUTTA
RECOGNISED UNDER SECTION 2(F) & 12 (B) OF THE UGC ACT, 1956

Academic Bank of Credits

FAQ & REGISTRATION PROCESS

FOR THE STUDENTS ADMITTED IN

ACADEMIC YEAR 2024-25

(Not applicable for students admitted before 2024-25)



IMPORTANT INFORMATIONS BEFORE YOU BEGIN

- As per Calcutta University norms ([circular attached](#)), it is mandatory for students to create Academic Bank of Credits (ABC) for registration to Undergraduate course from the academic year 2024-25.
- *To create an ABC account, students are required to mandatorily register with both DigiLocker-NAD & ABC.*
- It is recommended that you keep your Aadhaar Card handy with you to avoid making mistakes while entering the required information.
- *Please ensure that you have access to the Mobile Number linked to your Aadhaar Card as multiple OTPs will be sent to this mobile number for verification purpose. [Click here in case you have issues with your Aadhaar/ Mobile No. linked to your Aadhaar.](#)*
- In case you have already created your account in DigiLocker-NAD Portal, [click here to jump to Create ABC Account](#) section in this document.
- *In case you have not created your account in DigiLocker-NAD Portal, you MUST complete this step first by following the process as mentioned in Pages 4-7 of this document.*
- **Last Date to complete the given process and create your ABC ID has been revised to 17th September 2024.**



What is ABC?

- Academic Bank of Credits (ABC) is a digital or virtual storehouse for students' academic achievements and awards. It provides a platform to store, manage, and access academic credits such as degrees, diplomas, certificates, training details, and co-curricular accomplishments.
- *To create an ABC account, students must first register for an Automated Permanent Academic Account Registry (APAAR) ID, a unique 12-digit code designed by the University Grants Commission (UGC). This ID serves as a specialized academic identification system for all students in India, enabling them to store and manage their academic credits digitally.*
- With ABC account, students can leverage the benefits of -
 - ✓ Having their own accounts, ABC ID, and their own dashboard.
 - ✓ Dashboard will help them to track their credit accumulation, transfer requests, and credit history.
 - ✓ Performing credit transfer initiation requests and a follow-up view request status effectively.
- *In a nutshell, the ABC account will make it easier to recognize, transfer, and redeem credits.*



Student Registration Process on DigiLocker-NAD Portal

Step-by-Step Guide

Step 1

For Students Registration, Open the link <https://nad.digilocker.gov.in/> in your browser.

Preferred browser – Google Chrome, Incognito Mode.

Click on the **Student** option.

In case you try to access this website from phone, you will get **Student** option by clicking on the parallel lines, as given in the display.





Student Registration Process on DigiLocker-NAD Portal

Step-by-Step Guide

Step 2

Once in the STUDENT page, click on **Create your DigiLocker Account** button.

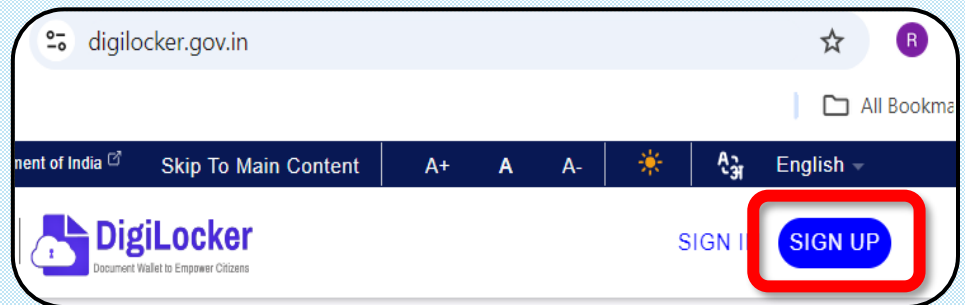
The DigiLocker page will open in a new tab. In case the page does not open, please ensure that you have enabled pop-up in your browser.

Click on the **SIGN UP** button.

Digital Revolution to Empower Every Student

Access Your Academic Awards at Ease -ANYTIME! ANYWHERE!

[Create your DigiLocker Account](#)





Student Registration Process on DigiLocker-NAD Portal

Step-by-Step Guide

Step 3

DigiLocker Registration Page will open where you must enter your details as given in your **Aadhaar Card**.

Important Note:

- i. **Mobile Number & E-mail ID** entered by you here **MUST** be same as linked with your **Aadhaar Card** as the same will be verified by an **OTP**.
- ii. You must remember the **Security Pin** entered by you as this will be required for future use.
- iii. Upon clicking on the **Submit** button, an **OTP** will be sent to your registered mobile number. You will have to enter the **OTP** received in the **Verify Mobile OTP** page & click on **Submit** button.

Upon successful submission, you will get a display stating **Registration Successfully Completed**.



Student Registration Process on DigiLocker-NAD Portal

Step-by-Step Guide

Step 4

After successful registration, you will be re-directed to **Set Username** page where you must create a username for your DigiLocker Account.

Enter a valid username and click on **OK** button.

The screenshot shows the DigiLocker 'Set Username' interface. At the top, there are the Government of India and DigiLocker logos. The main heading is 'Set Username'. Below it, a message states 'You can set your username once.' A text input field contains the username 'vivehanand'. A green confirmation message below the input field reads 'Your username will be set to vivehanand'. At the bottom right, there are two buttons: a grey 'Cancel' button and a blue 'Ok' button. A red arrow points from the text 'click on OK button' to the 'Ok' button.



Student Registration Process on ABC Portal

Step-by-Step Guide

Step 1

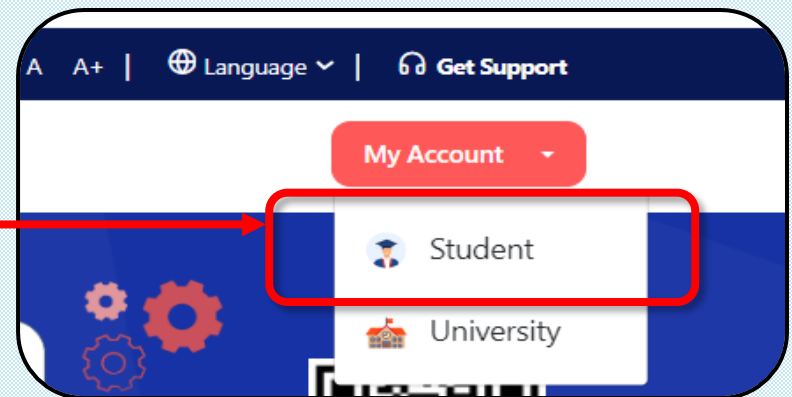
Note: The student should have already registered in **DigiLocker-NAD** before proceeding to create their ABC ID. In case if the student is not registered with DigiLocker-NAD, [click here for the process](#).

For Students Registration, Open the link <https://abc.gov.in> in your browser.

Preferred browser – Google Chrome, Incognito Mode.

Under **My Account** drop-down select **Student**.

In case you try to access this website from phone, you will get the **Student** option under **Login**.





Student Registration Process on ABC Portal

Step-by-Step Guide

Step 2

Click on the [SIGN UP](#) button and this screen will appear. Enter the Mobile No. registered with your Aadhar Number to generate the OTP.

Note:

- i. Please ensure that the Mobile No. you enter is linked with your Aadhaar Card. In case it is not linked, [click here to visit UIDAI website](#) to know about the process of same.
- ii. Upon clicking on the **Generate OTP** button, an OTP will be sent to your registered mobile number. You will have to enter the OTP received in the **Verify OTP** page.
- iii. It is mandatory to verify your entered mobile number first to proceed to the next step.

Mer Pehchaan
SINGLE SIGN-ON SERVICE
DigiLocker

Sign up for DigiLocker

Mobile Number*

Phone number should be 10 digit number.

Generate OTP

Select Identity Type*

Full Name*

Date of Birth dd* mm* yyyy*

Select Gender*

Username*

PIN*

Confirm PIN*

I consent to [terms of use](#).

Verify

[Sign in to an existing account](#)



Student Registration Process on ABC Portal

Step-by-Step Guide

Step 3

Under “**Select Identity Type**”, chose between PAN/ Driving Licence/ Aadhaar Card and fill-up rest of the required details, as asked therein.

***Note:** You are required to create your username & 6-digit Security PIN which you will have to remember for future use.*

In case you get this screen, select the applicable ID from the available dropdown and click on “**Proceed with KYC**” button.

Meri Pehchaan
SINGLE SIGN-ON SERVICE
Sign Up


Sign up for **DigiLocker**

[Text Field] ✓

Select Identity Type* ▼

Select Identity Type*

- PAN
- Driving Licence
- Aadhaar
- Select Gender*



Your KYC verification is pending.

Please complete your KYC to get benefits of ABC.

Select ID ▼

Proceed with KYC



Student Registration Process on ABC Portal

Step-by-Step Guide

Step 4

Once you have successfully verified your **DigiLocker** details, this screen will appear. You must click on the **Allow** button to continue to next step.

Note: Purpose will remain as Know Your Customer.

The screenshot displays the DigiLocker interface for sharing data with the Academic Bank of Credits. At the top, there are logos for DigiLocker (Document Wallet to Empower Citizens), a green shield icon, and the Academic Bank of Credits (Ministry of Education, Government of India). The main content area contains the following text and fields:

Please provide your consent to share the following with **Academic Bank of Credits**:

- Profile information**: Name, Date of Birth, Gender
- Get your profile picture**
- Consent validity date (Today +30 days)**: 09-October-2024 (with an Edit icon)
- Purpose**: Know Your Customer (with a dropdown arrow)

Below the fields, it states: "Consent validity is subject to applicable laws. By clicking 'Allow', you are giving consent to share with **Academic Bank of Credits**."

At the bottom, there are two buttons: "Deny" and "Allow". The "Allow" button is highlighted with a red border.



Student Registration Process on ABC Portal

Step-by-Step Guide

Step 5

You must select the following available option for each of the options as given below:

- i. Under **“Identity Type”**, select **“New Admission”**
- ii. Under **“I am A student at”**, select **“University of Calcutta”**.
- iii. Under **“Admission Year”**, select **“2024”**.

Once you are done selecting the required fields, click on the **“Submit”** button.

The screenshot shows a registration form with the following fields and options:

- Identity Type:** A dropdown menu with the option "Select Identity Type".
- Identity Value:** A text input field with the placeholder "Enter Provisional APAAR Id/Roll Number/Registration Number".
- I am a student at..:** A dropdown menu with the option "Select University/College/Board/Skill Institution". Below this field is the instruction "(Select your institution name from the list)".
- Admission Year:** A dropdown menu with the option "Select Admission Year".
- Submit:** A blue button with the text "Submit", which is highlighted with a red border in the image.



Student Registration Process on ABC Portal

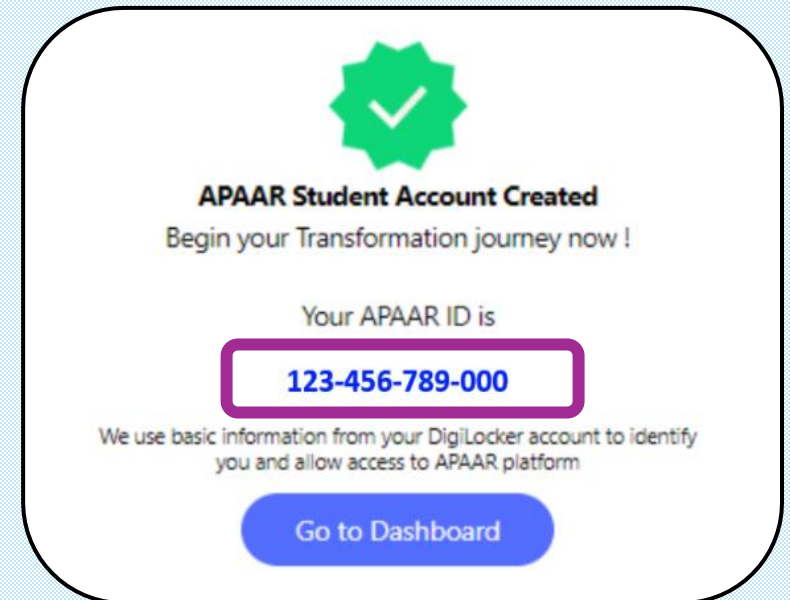
Important Information

Registered Successfully

If you get the above screen display, you have been successfully registered with the **Academic Bank of Credits**.

Please Note:

- i. You must keep a note of your **ABC ID (12-Digit ID)** for future reference. You will be required to write this ABC ID at the time of your Calcutta University Registration Process or as and when asked by the College.
- ii. Calcutta University Registration process will tentatively commence from 18th September 2024. Final schedule will be published on college website, under notice board section.
- iii. Modalities for Calcutta University Registration process will be shared in a separate notice in due course of time.





SUPPORT

- In case you do not get an OTP in the Mobile Number linked with your Aadhaar Card or you want to change the mobile number linked to your Aadhaar Card, you can either contact your telecom service provider or Aadhaar support team, as applicable. For your quick access, **[click here to visit UIDAI website.](#)**
- *In case you find difficulty in accessing DigiLocker/ ABC website(s), we recommend you try after 1-2 hours. Please ensure that you close all the previously opened tabs of the browser & clear the browser history before attempting the process.*
- Please be informed that the college authorities will not be able to help you with the above stated issues. Therefore, refrain from contacting us for the same.
- *In case you seek any further assistance from us, [apart from the issues mentioned above](#), in creating your DigiLocker account or ABC ID, you can send us an E-mail from your Institutional E-mail ID mentioning your query at scr@thebges.edu.in*