



SAMS

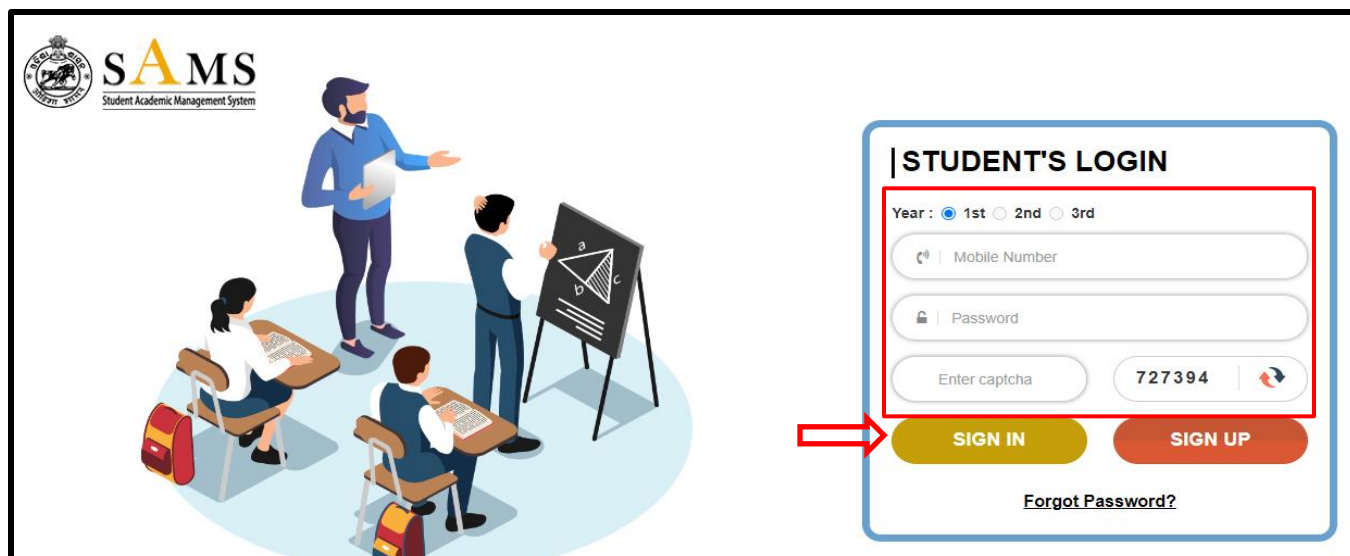
Student Academic Management System

**User Manual for the applicants selected in any of the HEIs
& choose the Freeze, Float, Slide option for admission
into U.G. (+3) Courses for the Academic Year 2023-24**

**HIGHER EDUCATION DEPARTMENT
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Step 1:

- Login to your “Student Login” using registered Mobile number and Password fill your Login credentials (refer to Fig. 1)



SAMS
Student Academic Management System

STUDENT'S LOGIN

Year : 1st 2nd 3rd

Mobile Number

Password

Enter captcha 727394

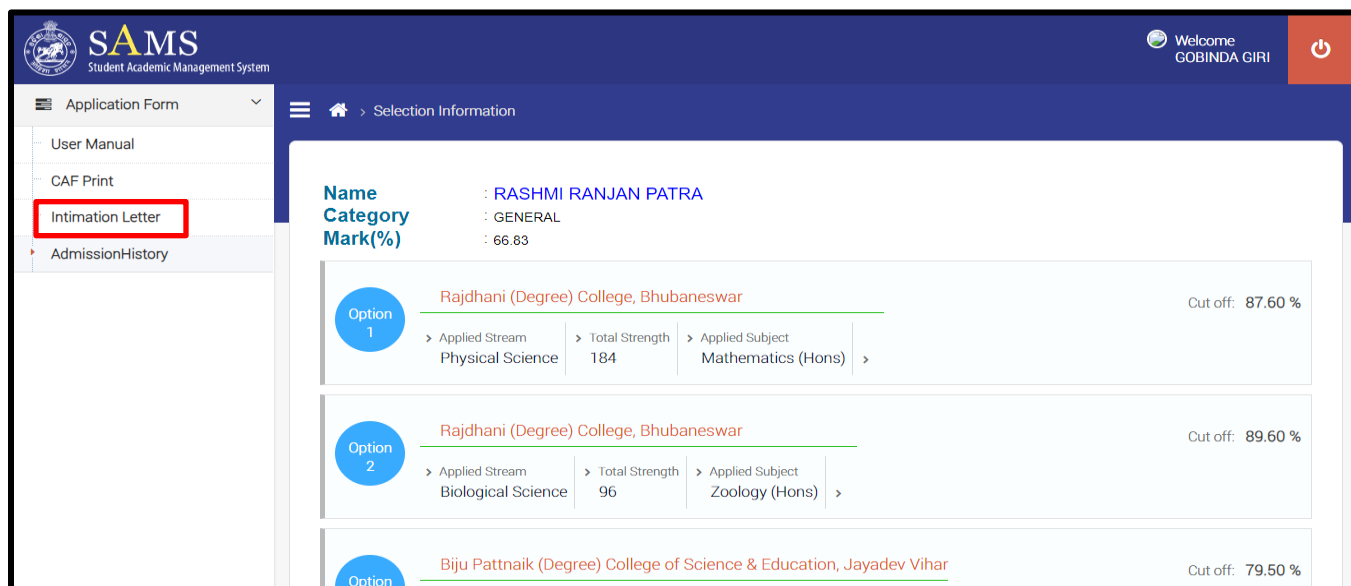
SIGN IN **SIGN UP**

[Forgot Password?](#)

Figure 1 Student Login Screen

Step 2:

- After successful Sign-In to student login applicants have to click on the “Intimation Letter” option present in the left side menu of the dashboard. (refer to Fig.2)



SAMS
Student Academic Management System

Welcome GOBINDA GIRI

Application Form

User Manual

CAF Print

Intimation Letter

AdmissionHistory

Selection Information

Name : RASHMI RANJAN PATRA
Category : GENERAL
Mark(%) : 66.83

Option	Applied Stream	Total Strength	Applied Subject	Cut off
Option 1	Physical Science	184	Mathematics (Hons)	87.60 %
Option 2	Biological Science	96	Zoology (Hons)	89.60 %
Option	Biju Pattnaik (Degree) College of Science & Education, Jayadev Vihar			79.50 %

Figure 2 Intimation Letter Screen

Step 3:

- After clicking on the “Intimation Letter”, applicant will be able to view the name of the Institution that has been allotted to him/her with the Option(s) shown below:
1. Freeze, 2. Float & 3. Slide

The screenshot displays a list of four allotted HEIs (Higher Education Institutions) with their respective details and buttons. The first two options, Option 8 and Option 9, are highlighted in green. Option 8 is for Raja Madhusudan Dev Degree College of Science & Education, Patia, with a cut-off of 71.67%. Option 9 is for Raja Madhusudan Dev Degree College of Science & Education, Patia, with a cut-off of 64.83%. Option 10 is for Sri Jayadev (Degree) College of Education & Technology, Naharkanta, with a cut-off of 65.33%. Option 11 is for Sri Jayadev (Degree) College of Education & Technology, Naharkanta, with a cut-off of 70.50%. The buttons 'Freeze', 'Float', and 'Slide' are visible for Option 9, with 'Freeze' highlighted in yellow. The 'Applicant Status Closed' button is visible for Option 10 and Option 11.

Figure 3 Allotted HEIs Screen

Step 4:

- Applicant who are satisfied by the allotted HEIs need to click on the “Freeze” button as shown in Fig. 3.
- After clicking on the “Freeze” button, a pop up button will be shown as an “Important Notice” as shown in Fig. 4

The screenshot shows a pop-up window titled “Important Notice”. The text inside the window reads: “Freeze – If you are satisfied with the allotted seat i.e. both the Institution and the Honors subject, you can choose this option. After selecting this option you will not be able to participate in further selection process. In this situation, you have to pay the admission fees as shown in the screen and required to visit the destination HEI with all the required documents mentioned in the Intimation Letter to complete the admission process.” Below the text, there is a checkbox with the text “I have read and understand the process..” and a red arrow pointing to it. At the bottom right, there are two buttons: “Close” and “Generate OTP”.

Figure 4 Notice for Freeze Screen

- Applicants are requested to read the notice thoroughly and has to select the Check Box provided as shown in Fig. 4 to generate OTP.
- After entering the OTP applicant need to pay the Admission Fees for the allotted HEIs in online mode.
- After successful payment of admission fees student can download the “Intimation Letter” and report to the selected HEIs for taking admission.

Step 5:

- Applicants who are satisfied with the allotted HEIs and also wishes a better Honours in the same HEIs only in his/her higher choice of Honours subject will have to click on the “Float” button as shown in Fig. 3.
- After selecting “Float” button, applicant will see an “important Notice” screen as shown in Fig.5.

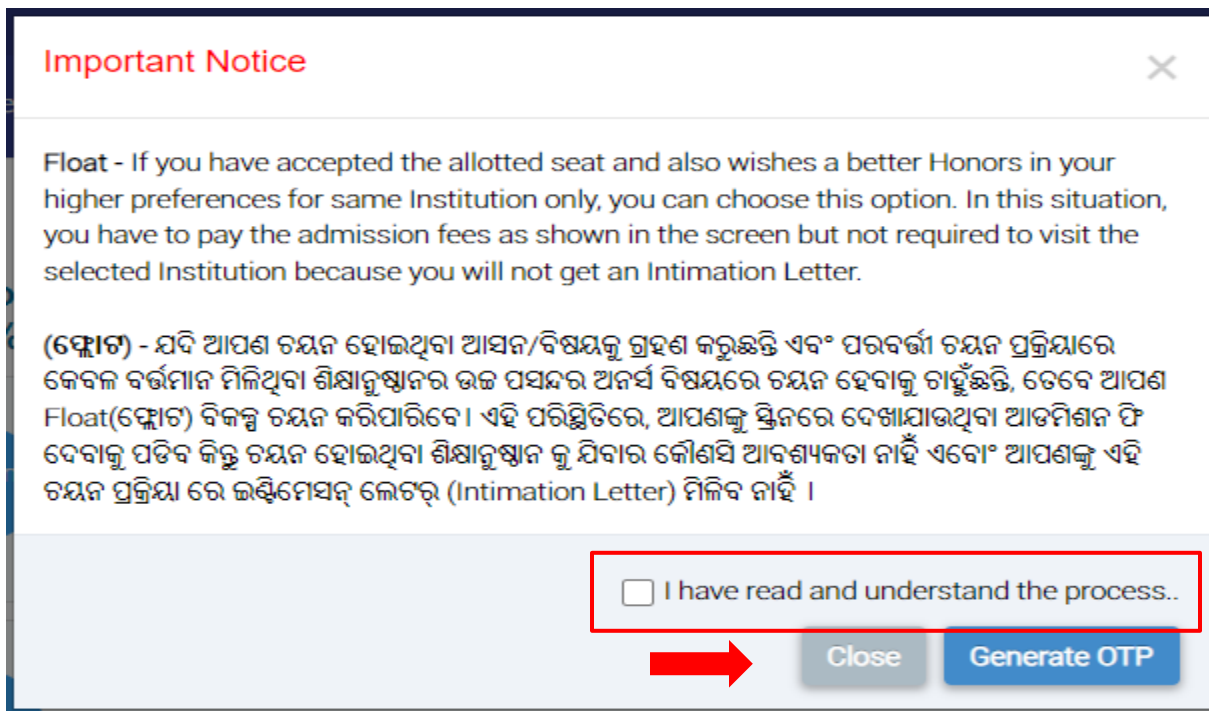


Figure 5 Float Notice Screen

- Applicants are requested to read thoroughly the “Notice” and has to select the Check Box provided as shown in Fig. 5 to generate OTP.
- After entering the OTP applicant need to pay the admission fees as shown in the screen in online mode.
- After successful payment of admission fees applicant will be eligible for “Float” and he/she will wait for further round of selection.
- Applicant selecting “Float” will not get Intimation Letter and doesn’t have to report at the selected HEIs.

Step 6:

- Applicants who are not satisfied with the allotted HEIs/Honours and want higher choice in his/her preference of choice will have to click on the “Slide” button as shown in Fig. 3.
- After selecting “Slide” button, applicant will see “important Notice” screen as shown in Fig.6.

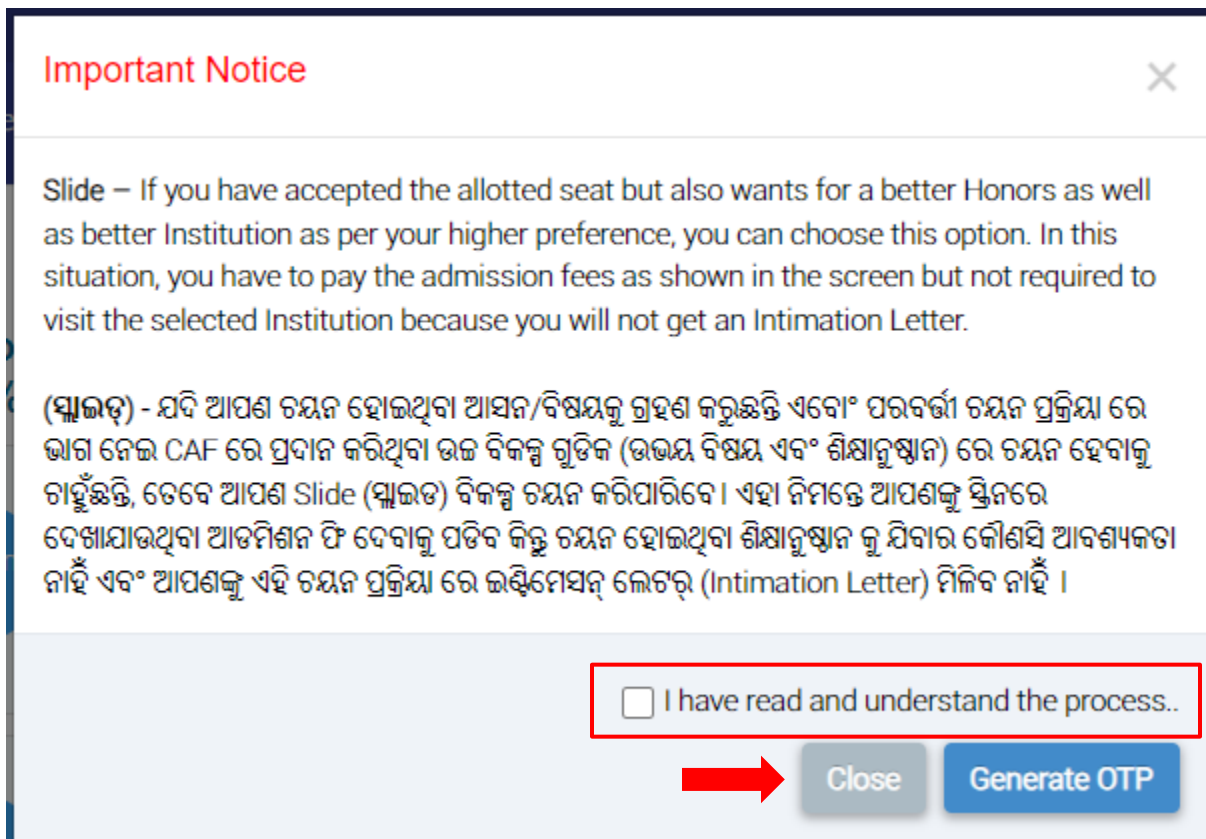


Figure 6 Slide Notice Screen

- Applicant are requested to read thoroughly the “Notice” and has to select the Check Box provided as shown in Fig. 6 to generate OTP.
- After entering the OTP applicant need to pay the admission fees as shown in the screen in online mode.
- After successful payment of admission fees applicant will be eligible for “Slide” and he/she have to wait for further round of selection.
- Applicants selecting the “Slide” option will not get an Intimation Letter and doesn’t need to report at any of the HEIs.

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