

**GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI -19**

No.E.539875/2024/4

From: Smti Sumitra Dev, AES
Deputy Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

To: 1). The Registrars
All State Universities of Assam.

2). The Principals,
All Govt./ Provincialized/ PDUAM/ Autonomous/ Govt. Model Colleges of Assam

Sub:Opening of Assam SAMARTH Portal for submission of applications under the Fee-Waiver Scheme for UG 3rd,5th & 7th and PG 1st & 3rd Semester.

Sir/Madam

In continuation of the Fee-Waiver Scheme of the Government of Assam, I am directed to inform you that the Fee-Waiver Application module in the Assam SAMARTH Portal shall be opened for eligible students for UG 3rd,5th & 7th and PG 1st & 3rd Semester as per the schedule given below:

SI No.	Activity	Timeline
1	Opening of Fee-Waiver Applications	07-10-2026
2	Verification of forms by institutions starts from	08-10-2026
3	Last date for submission by students	25-10-2026
4	Last date of verification & submission of forms by institution	31-10-2026

It may be noted that Aadhaar is mandatory for availing the benefits of the Fee-Waiver Scheme. Accordingly, the present application process through the Assam SAMARTH Portal has been introduced primarily to facilitate the Aadhaar-based verification/authentication of students (like Nijut Moina & Nijut Babu) who wish to avail the Fee-Waiver benefit and to ensure that the benefit is extended only to eligible students.

The following points may be noted:

1. The eligible students must apply for the Fee-waiver scheme through **<https://assamshesp.samarth.edu.in/index.php/site/login>**
Note that the students will be able to apply through Assam Samarth only if they are onboarded onto the Fee-waiver application portal by the Institutions.
2. The Institutions must ensure that the name of the student in Assam Samarth Portal and Aadhaar must be same.
3. The Institutions must ensure that the applications are duly scrutinized and verified within the prescribed timeline keeping in mind the Guidelines of Fee Waiver Scheme.
4. Institutions are requested to inform all eligible students about the opening of the application process and ensure that no eligible student is left out due to lack of information.

All concerned institutions are requested to extend necessary cooperation for smooth and timely completion of the Fee-Waiver application and verification process through the Assam SAMARTH Portal.

Yours faithfully,

Digitally signed by
SUMITRA DEV
Dy. Director of Higher Education, Assam
Kahilipara, Guwahati - 19.

Memo No.E.539875/2024/4-A

Copy to:-

1. The Chief Coordinator, Regional SAMARTH Support and coordination Centre, Assam for kind

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
DIRECTORATE OF HIGHER EDUCATION, ASSAM
&
SAMARTH e-GOV

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

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.

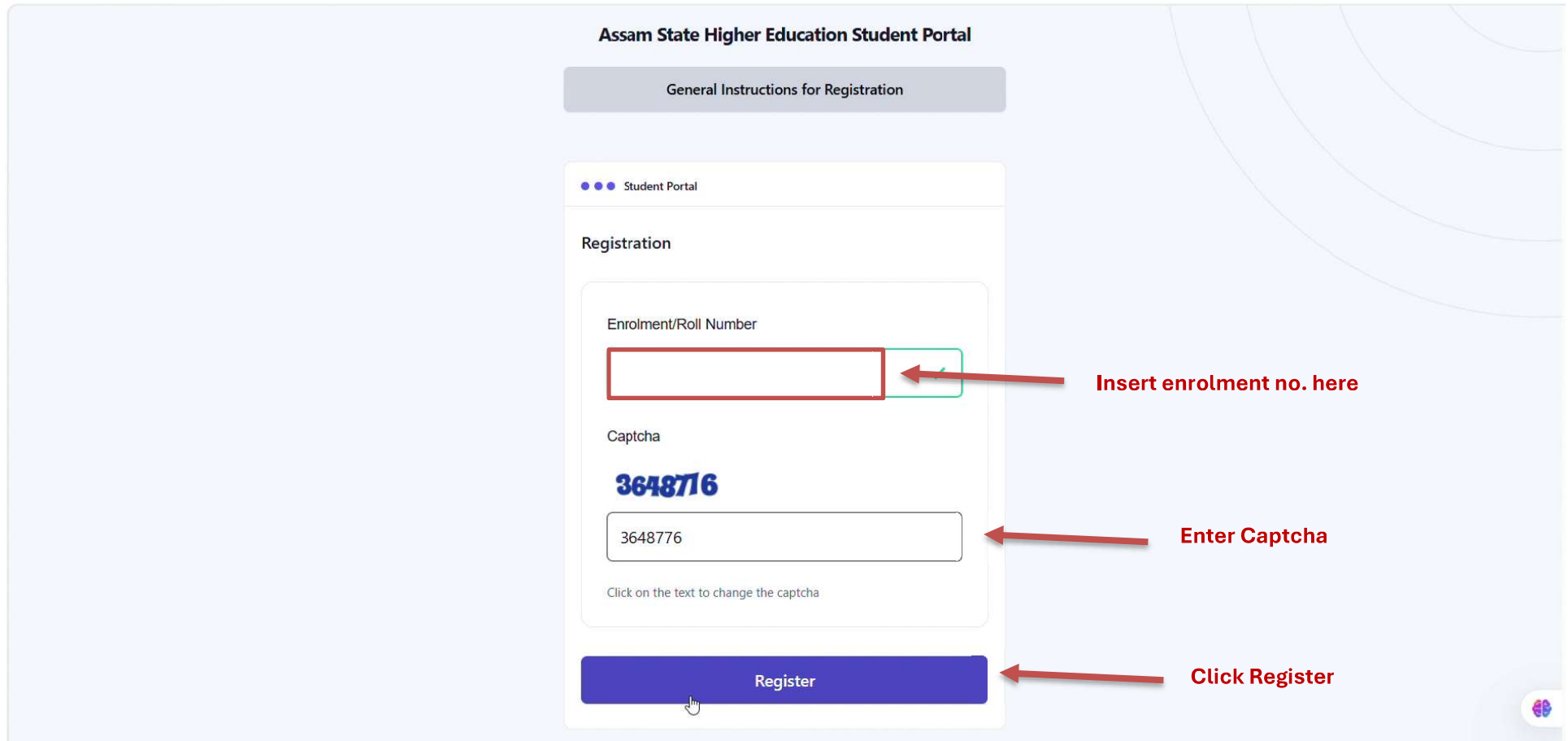
If you have registered earlier:
You can log in directly by entering your enrolment/roll number credentials for the portal, your password and the captcha in the login form.

In case you have forgotten your password:

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 displays the 'Assam State Higher Education Student Portal' registration interface. At the top, a grey button labeled 'General Instructions for Registration' is visible. Below it, a white box titled 'Registration' contains the following elements:

- Enrolment/Roll Number:** A text input field with a red border. A red arrow points to it with the text 'Insert enrolment no. here'.
- Captcha:** A section showing the captcha image '3648716' and a text input field containing '3648776'. A red arrow points to the input field with the text 'Enter Captcha'.
- Register Button:** A blue button labeled 'Register'. A red arrow points to it with the text 'Click Register'.

Below the input fields, a small link reads 'Click on the text to change the captcha'. A mouse cursor is positioned over the 'Register' button. In the bottom right corner of the portal area, there is a small circular icon with a brain symbol.

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.

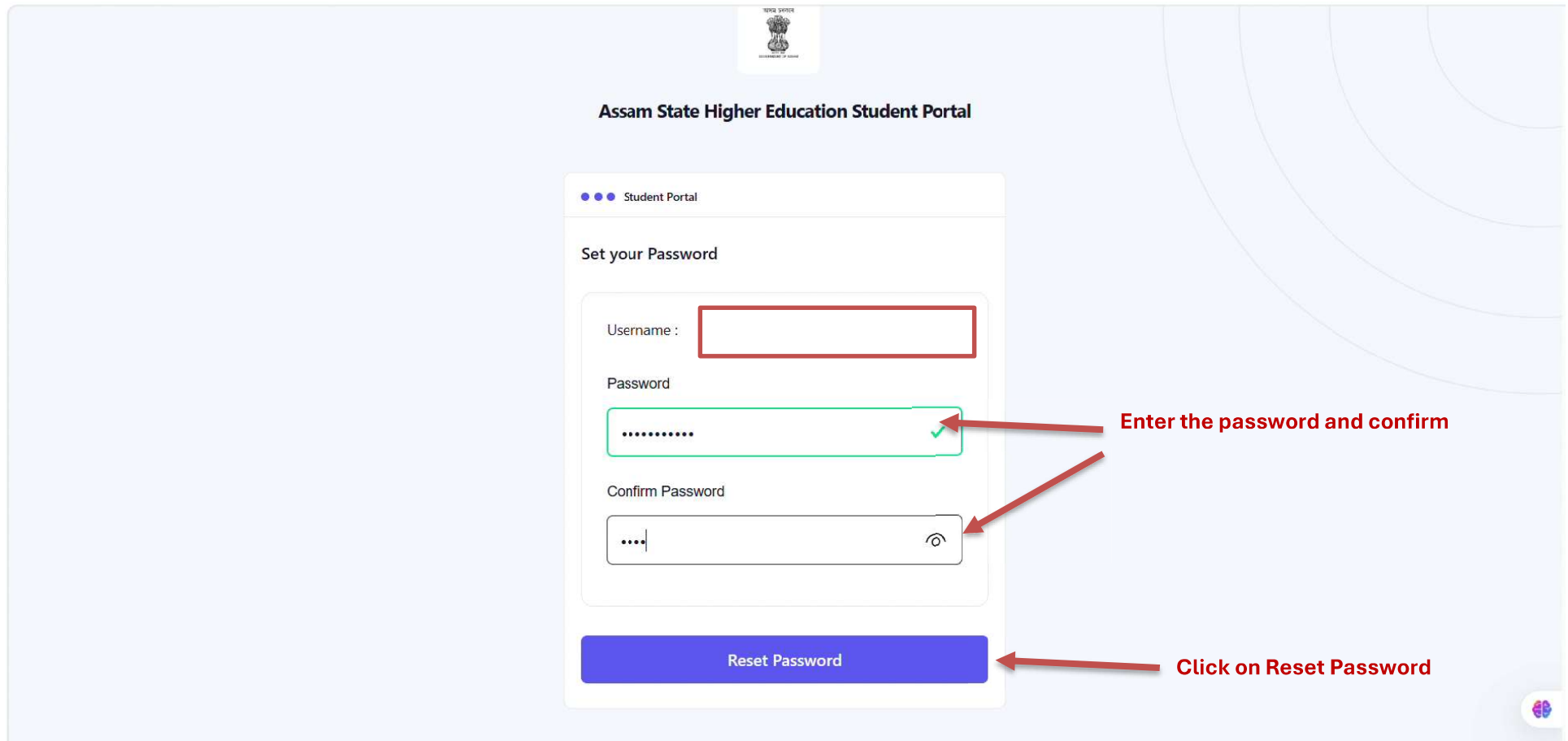
The screenshot displays the 'Assam State Higher Education Student Portal' interface. At the top, a dark blue header contains the 'eGov' logo and buttons for 'Login' and 'New User Registration'. Below the header, a light blue banner features an 'Info!' icon and the message 'Mail sent successfully to your 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's title. A white modal window titled 'Student Portal' is open, containing the heading 'Enter One Time Password Code'. Inside the modal, a text input field is labeled 'Enter the one time password (OTP) sent to your email/mobile' and contains the placeholder text '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.

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 emblem. 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 'Username' field is highlighted with a red border. The 'Password' field is highlighted with a green border and contains a green checkmark. The 'Confirm Password' field is highlighted with a red border and contains 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. 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 is titled 'Registered User?' and includes the instruction 'If you have registered earlier, please login below.' Below this is a 'Login' section with two input fields: 'Enrolment / Roll Number' and 'Password'. The 'Enrolment / Roll Number' field has 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'. A captcha image showing the number '3648776' is displayed, followed by an empty input field for the user to type the number.

The right column features the Assam State Higher Education Student Portal logo and the text 'Student Portal'. To the right of the logo is a button labeled '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 begins 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:'.

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

Assam State Higher Education Student Portal
Student Portal

General Instructions for 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

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

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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

Figure 1. Student login page.

2.2 Home Screen After Login

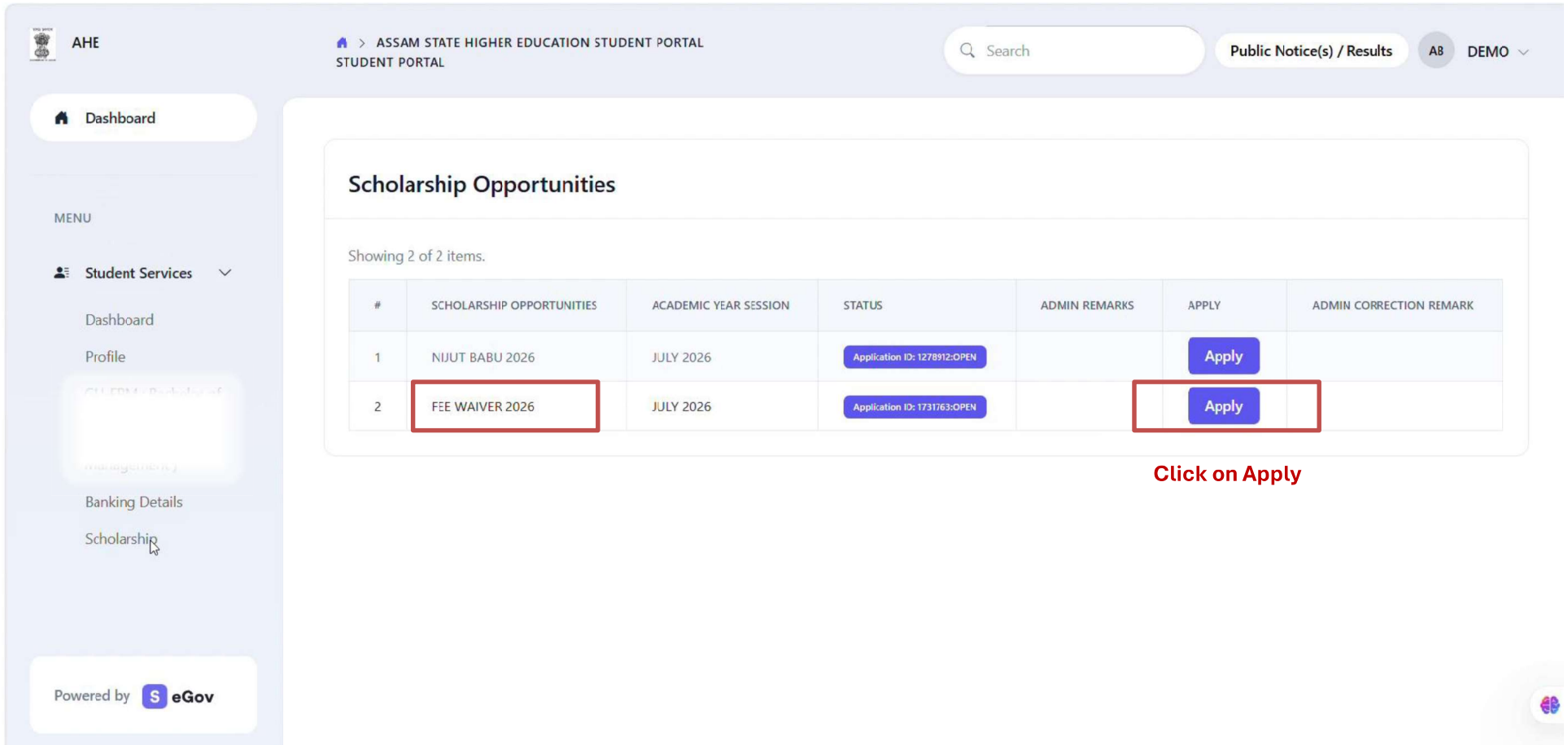
After successful login, the student is taken to the Dashboard/Home screen. From the left-side Student Services menu, select “Scholarship” to view available scholarship opportunities.

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 contains the following items: "Dashboard", "Student Services" (expanded), "Dashboard", "Profile", "Banking Details", and "Scholarship" (highlighted with a red box). Below the menu is a red text label "Click on Scholarship" and a "Powered by eGov" logo. The main content area is titled "Dashboard" and contains two sections: "PROGRAMME DETAILS" (a green button) and "ID Card" (a student ID card template). The ID card template includes fields for "Student's Name", "Father's / Mother's Name", "Name Of Program", and "Date Of Birth" (20/05/2002). A QR code is also visible on the ID card.

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 left sidebar contains the AHE logo, a home icon, and a menu with options: Dashboard, Profile, Banking Details, and Scholarship (which is highlighted). The main content area is titled "Scholarship Opportunities" and shows "Showing 2 of 2 items." Below this is a table with the following data:

#	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	

The "FEE WAIVER 2026" row and its corresponding "Apply" button are highlighted with red boxes. A red text label "Click on Apply" points to the button.

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 displays the 'Fee Waiver Details & Uploads' page. The left sidebar contains the 'AHE' logo, 'Dashboard', and a 'MENU' with 'Student Services' expanded, showing options like 'Dashboard', 'Profile', 'Management', 'Banking Details', and 'Scholarship'. The main content area has a header 'Fee Waiver Details & Uploads'. Below this, there is a 'Family Income' field with a red box around the input '300000' and a red label 'Insert Family income'. Next to it is a 'Family Income Certificate' field with a green 'Select file' button. Below these fields, there are three checkboxes, all of which are checked. Red arrows point to each checkbox, and a red label 'Tick on the Check boxes' is positioned to the right. At the bottom of the form, there are 'Submit' and 'Back' buttons. A red label 'Click on Submit' points to the 'Submit' button. The footer of the page shows 'Powered by eGov'.

Family Income ^{*} **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.