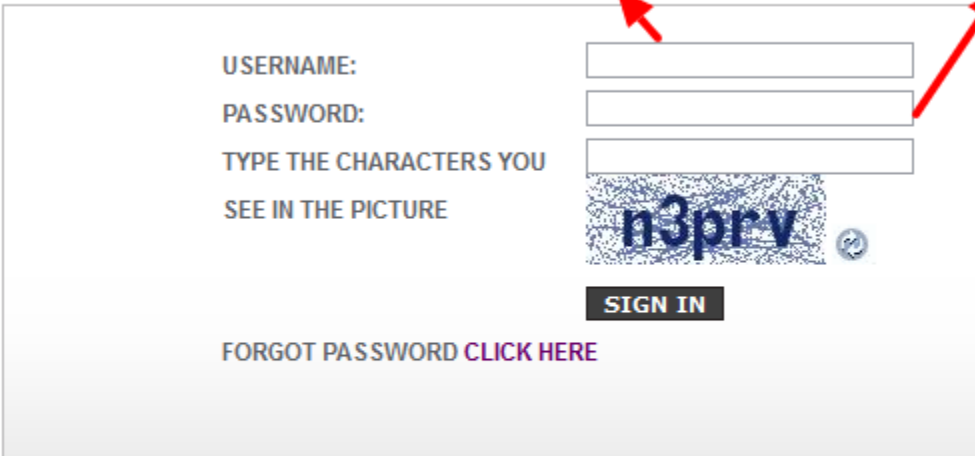# Login and apply guideline for Renewal candidate TSP portal

step :-> i) After Registration you have a username and a password. Next click on student login menu from tsp portal then appearing login panel.

ii) Enter your username and password Your login panel screenshot below.

iii) After successful login, you will be landed to your working panel/dashboard with following left menu for your activities to be performed in a step wise manner.

Admin Home

Step 1: Update Personal Details

Step 2: Submit Your Bank Account Details

Step 3: Apply for Scholarship

Step 4: Download Filled-in Application Form

Download Application

Profile

Welcome To Candidate Panel   Username: mohonkumar   ⌂ Website Home   ⌂ Dashboard Home   ⊕ Logout

⊠ Admin Home

Step 1: Update Personal Details

Step 2: Submit Your Bank Account Details

Step 3: Apply for Scholarship

Step 4: Download Filled-in Application Form

Profile

Dear Candidate,

Please remember the following. See the menu at the left hand side. See various Steps.

- In step-1, you will verify and may edit your personal information and then submit to proceed to next step 2.
- In step-2 , you need to provide bank information and then submit to proceed to next step 3.
- In Step-3, you need to provide all the relevant details for your present study and past results. Once submitted you will get parmanent id. This Id is required for your future communications. Now to proceed to next step 4.
- In Step-4, you can download the filled-in form. Keep this file with you, you can download this file later also after login in to the system.

iv) Follow this left menu step by step. At first edit personal information if required show the screenshot below.

Step-1: Update Profile

First Name:*	MOHON
Middle Name:	KUMAR
Last Name:	ALI
Father's Name:*	JATAN ALI
Mother's Name:*	TANIA ALI
Husband's Name (for Married Woman Applicant):	
Aadhar No :	123456987159
Date of Birth(Click on calender icon]*:	1996-05-02
Gender:*	◉ Male ○ Female ○ Others
Are you Physically Handicapped?*	○ Yes ◉ No
Marital Status:*	◉ Unmarried ○ Married
Select Religion:*	Muslim
Family Income(Rs) per Year*:	96000
Mobile: *	9220120000
Phone:	
Email ID:	ADMIN@GMAIL.COM

Your Correspondence Address

Address:*	VILL-PURULIA POST-PURULIA
Select District:	PURULIA
Select Block / Municipality / Municipal Corporation:	PURULIA MUNICIPALITY
City:	PURULIA
Pin Code:*	723151

Your Permanent Address

Address:*	VILL-PURULIA POST-PURULIA
Select District:	PURULIA
Select Block / Municipality / Municipal Corporation:	PURULIA MUNICIPALITY
City:	PURULIA
Pin Code:*	723151

Submit

v) **Click on step2 from menu to provide your bank account details**

Step-2: Submission of Bank Account Details

Your Account Details

Select Bank	BANK OF INDIA ⌄
Select Branch	ADAMAS INSTITUTE OF TECHNOLOGY CAMPUS ⌄
IFSC Code	BKID0004156
Your Bank Account No	918037575000000004
	Final Submit

vi) **Click on step3 from left menu for apply**

Step-3: Apply for Scholarship.

All fields are mandatory

Application Type*	○ Fresh ◉ Renewal
Enter Permanent ID *:	

If you already applied 2016
then click on renewal button and
enter your old Permanent ID(2016)
and fillup form.

Details of Last Final Examination (Based on which you are applying for the Scholarship)

Select Examination* :	Select Class ⌄
Name of the Board / Council / University* :	Select Board ⌄
Main Subjects* :	
Select Year of Passing* :	Select Year ⌄
Marks Obtained in Last Final Examination* :	
Full Marks in Last Final Examination* :	
Percentage of Marks :	

Details of Present Institution (Where you are studying now)

Select District of Your Present Institute * :	Select District ⌄
Select Block / Municipality* :	Select Block ⌄
Select Present Institute* :	Select Institute ⌄
Institute UDISE :	
Name of the Board / Council / University* :	
Present Course* :	Select Course ⌄
Present Class of Study* :	Select Present Class ⌄
Roll No in the class* :	
Hosteller or Day Scholar* :	Select From List ⌄

Other Important Details

Family Income :	◉ Less than Equals 2Lakhs ○ Greater Than 2Lakhs
	Final Submit

vi) You will get the SMS for successfully with your Permanent ID.

vii) Download application from left menu step 4: And

Taken a printout of this application and submit to your institution with necessary documents for verification.