



# The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata – 700073 | ☎-033) 2241 –3611/1906  
[Established by the Act XXXIII of 2015; Vide WB Govt. Notification No 187 –I. Dated – 19.02.2016]

No. EST/R.O/SCU/042(Notice)/2024/0428

Date: 16.04.2024

## NOTICE

**Subject: - Particulars from UG-2<sup>nd</sup> Semester Students for generation of ABC ID at Digilocker within 30.04.2024 (Tuesday).**

The UG 2<sup>nd</sup> semester students are hereby notified to provide required information in the Google Form for generation of Academic Bank Credits (ABC) ID. The link of the Google Form has been shared with the concerned students through email.

In accordance with notifications from UGC, it is now mandatory that the concerned students are required to have a unique ABC ID in order to facilitate seamless mobility between or within degree-granting Higher Education Institutions through a formal system of credit recognition, accumulation, transfers and redemption. The Digilocker, Ministry of Electronics & Information Technology, as a digital depository, has been entrusted to keep the academic awards in digital format and ensure data integrity.

In order to generate the ABC ID and comply with other instructions, the students are required to fulfill the following: -

1. Submit the filled in Google Form.
2. Download Digilocker App from Google Play Store and install it in the mobile phone for accessing ABC ID card. Students will be able to access the digital version of the Degree Marksheets and Certificates in due course of time whenever the relevant records will be uploaded by the University.

**Steps for installing Digilocker in the mobile phone have been provided in the Annexure-I.**

3. The mobile number that will be used for this purpose by the Student shall be linked with his/her Aadhaar number.

**The last date for submission of the filled in Google form is 30.04.2024 (Tuesday).**

Request for change in mobile number and email id as submitted by the students will not be accepted in order to avoid complications.

**Srijib Bardhan**  
Registrar

Registrar  
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## Annexure - I

### Part A:

#### Steps to install the Digilocker app on the mobile phone

1. Go to the Google Play Store and search for the Digilocker app.
2. Click Continue to App.
3. Find the app in the Google Play listing and click Install.
4. A pop-up window will appear asking for permissions.
5. Click Accept to continue.
6. The app will automatically install after the download is complete.
7. Tap the app icon on the home screen.
8. Click Create Account.
9. Fill out the required fields using your Aadhaar card.
10. Enter the OTP sent to your Aadhaar card registered mobile number.
11. Choose a username and comply with other formalities as directed.

### Part B:

After the University notifies about the successful generation of ABC IDs of the concerned students, then only the same may log into the Digilocker for fetching the ABC ID card by following the undernoted steps: -

In the homepage search menu, type ABC ID

1. Click ABC ID Card.
2. Click Get Documents.
3. Click Get issued document.
4. Enter the OTP sent to your Aadhaar card registered mobile number for fetching the document.

**Srijib Bardhan**  
Registrar

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