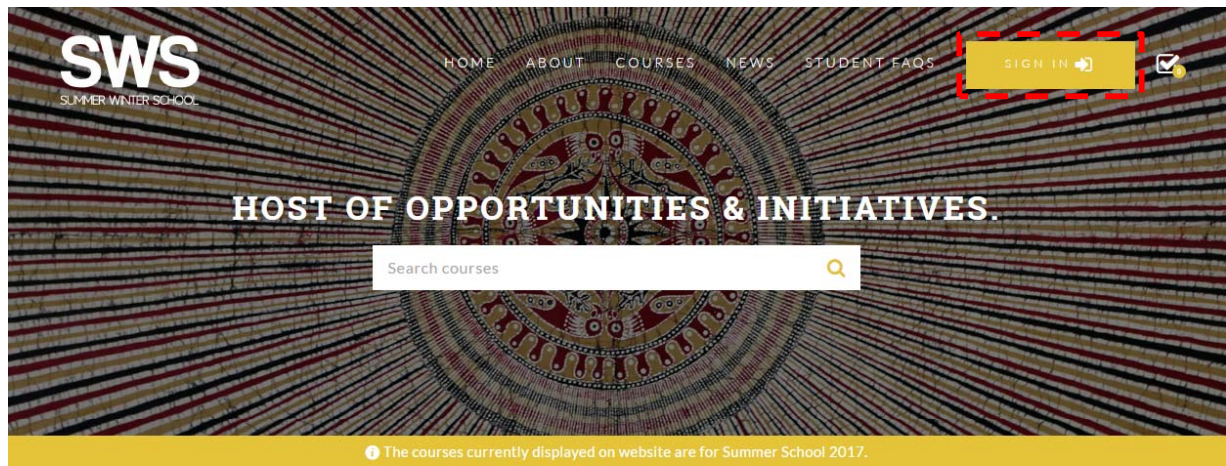


GENERAL INSTRUCTIONS FOR REGISTRATION OF SWS COURSES

Step 0 Login on the SWS website

Go to link: <http://sws.cept.ac.in/>



SWS
SUMMER WINTER SCHOOL

HOME ABOUT COURSES NEWS STUDENT FAQS SIGN IN

HOST OF OPPORTUNITIES & INITIATIVES.

Search courses

The courses currently displayed on website are for Summer School 2017.

SUMMER WINTER SCHOOL

The Summer and Winter Schools (SWS) at CEPT University are opportunities for students to gain valuable learning experience that goes far beyond the structured classrooms.

LEARN MORE

ANNOUNCEMENT

NO ANNOUNCEMENTS

NEWS

SS17 Call for Proposals
02 JAN 2017

ALL NEWS

Step 1: Details for NON-CEPT STUDENTS/PROFESSIONALS

Non CEPT Students or Professionals need to register by clicking on the top of the registration tab as a NEW Student and fill up all the Personal Information in the Portal. (Refer the above screenshot)

Note for Non CEPT Student: Please note that if you are registering in the Summer Winter School as non CEPT students, you must be a bona fide student in any education institution in India or abroad. You will have to submit bona fide certificated to summer winter school. You can upload the same or else can send the same through mail also on the email ID summerwinterschool@cept.ac.in after the completion of the registration process. This is a mandatory requirement for getting enrolled in any course.

Note for Professional: Please note that if you are registering in the Summer Winter School as a Professional, you must be read the rules given in the student handbook carefully and submit the required documents of your association with current organization. This is a mandatory requirement for getting enrolled in any course.

The screenshot displays the SWS Summer Winter School website. A 'SIGN IN' modal is open, featuring a 'LOGIN' button and a 'REGISTER HERE' link highlighted with a red dashed box. The background shows the website header with navigation links and a 'SIGN IN' button. Below the modal, there are sections for 'SUMMER WINTER SCHOOL ANNOUNCEMENT' and 'NEWS'.

Once you click the SIGN IN button the next screen would be seen as above kindly click the **register** button as highlighted in the above screen and complete the registration process. You need to fill in all the mandatory details asked in the form. Please use your current active email ID for the registration process only. Once you complete filling up the form you would receive an email of the Unique

Student Code generated for SWS. You would be requiring the same code for all further correspondence of SWS.

Step 1: Sign In for CEPT STUDENTS

The image shows a screenshot of the SWS (Summer Winter School) website. The page has a dark green header with the SWS logo and navigation links: HOME, ABOUT, COURSES, NEWS, and STUDENT FAQS. A 'SIGN IN' button is located in the top right corner. A modal window titled 'SIGN IN' is open in the center, containing an 'E-mail address' field with the value 'nishant1@netlink.co.in', a 'Password' field with masked characters, and a 'LOGIN' button. Below the login fields are links for 'FORGOT PASSWORD?' and 'DON'T HAVE AN ACCOUNT? REGISTER HERE'. The background shows a blurred view of the website content, including a 'SUMMER WINTER SCHOOL ANNOUNCEMENT' section and a 'NEWS' section with a 'SS17 Call for Proposals' article dated 02 JAN 2017.

CEPT STUDENTS: For logging in the system, the students registered with CEPT University need to enter the registered CEPT e-mail id and password (newly admitted students would be given password separately by e-mail).

Step 2 Selections of Courses

SWS
SUMMER WINTER SCHOOL

HOME ABOUT COURSES NEWS STUDENT FAQS

MONIKA YADAV

Select Courses 1 Set Course Priority 2 Pay Fees 3

Filters

S17FA001
ARCHITECTURE
HOW TO MAKE POP UP
Prantik Chattopadhyaya | Kruti Thaker
5 Credits | 11 Days
May 22 - Jun 01, 2017
CEPT Campus

S17FA002
ARCHITECTURE
ASSEMBLAGE - PRIMACY OF IMAGINATION AND JUXTAPOSITION
Sharad Sheth
3 Credits | 14 Days
May 18 - May 31, 2017
CEPT Campus

S17FA003
ARCHITECTURE
ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS
Vicky Achnani | Kiran Vaghela
5 Credits | 18 Days
May 22 - Jun 08, 2017
CEPT Campus

S17FA004
ARCHITECTURE
MEDIA, TRANSMEDIA, AND THE MULTIPLE ARTS
Gavin Keeney
5 Credits | 15 Days
May 08 - May 22, 2017
Ljubljana, Slovenia, Venice, Italy

ENROLL

ENROLL

ENROLL

ENROLL

Go to course tab given on top of the SWS page. After that click on enrol check box for selecting the course option of your choice. After selection of the courses you are required to click on **Set Course Priority**.

Step 2.1 Selecting the priority & Applying Credits

The screenshot displays a four-step process: 1. Select Courses, 2. Set Course Priority, 3. Pay Fees, and 4. Accept Courses. Step 2 is currently active.

STEP 1 - SET COURSE PRIORITY

1. **HOW TO MAKE POP UP**
Prantik Chattopadhyaya | Kruti Thakar
5 Credits | 11 Days
S17FA001

2. **ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS**
Vicky Achmani | Kiran Vaghela
5 Credits | 18 Days
S17FA003

SCHEDULE CONFLICT
S17FA003
ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS
22-May-2017 to 08-Jun-2017
S17FA001
HOW TO MAKE POP UP
22-May-2017 to 01-Jun-2017

STEP 2 - ENTER CREDITS

Enter Number of Credits you wish to enroll for (max. 8) | 5 | CHANGE
Your fee would be calculated based on credits you enter.

SAVE MY COURSES | NEXT PAY FEES

After selection of the courses from the courses page, you will have to go to Set course Priority. On that page you will have to set the course priority and also you will have to choose the credits you want to apply for. Maximum 8 credits you will be able to apply.

Note: In case of time clash of courses you would be shown a warning indicating a time clash. However, you would be still able to select the courses and you would be allotted either of the courses based on your preference.

Step 3 Payments of Fees

PAY FEES

Select Courses Set Course Priority **Pay Fees** Accept Courses

1 2 3 4

Note: Kindly note that once the payment of the fees is done by Online/Offline Mode, the Registration gets completed, **The courses selected and the priority of the courses cannot be changed after the payment.**

[Click here](#) to view online/offline payment charges

ONLINE PAYMENT

Fees due for 5 credits.
₹ 30,000

PAY VIA EAZYPAY **PAY VIA CITRUS**

OFFLINE PAYMENT

STEP 1 | Download bank slip. **DOWNLOAD**

STEP 2 | Using the slip make payment at ICICI Bank.

STEP 3 | Upload stamped bank receipt. **UPLOAD NOW**

TESTIMONIALS

There are 2 modes of Payment of Fees: - Online and Offline. Please see the details below

Online Payment Mode:-*You can pay through EazyPay or Citrus. Kindly refer the above screenshot*

1. EazyPay: Net Banking/ Credit - Debit card/ NEFT RTGS/ CASH
2. CITRUS: Net Banking/ Credit – Debit Card

Offline Payment Mode:- *CEPT-ICICI Challan: For Cash and DD*

Screen shots for above mentioned Payment Options

Online Payment Mode

EazyPay Payment Gateway Screen

eazypay Home | About Us | FAQs | Contact Us

eazypay > Make Payments > Search by Institution Name > View Bills **Search, View & Pay**
Pay bills and invoices from any bank account or any card

1 SEARCH 2 VIEW 3 PAY

Select Payment Mode

Cash	Transaction ID:	1609084472445
Cheque / DD	Merchant Name	CEPT UNIVERSITY
RTGS / NEFT	Amount	Rs. 30000
Net Banking	Convenience Fee	Rs. 43.48
Debit Card	Service Tax	Rs. 6.52
Credit Card	Total Bill Amount	Rs. 30050.00

[Generate Challan](#)


Notes:

- Contents displayed on page will be deemed as verified by you.
- Selection of cash deposit option will disable other payment options.
- Cash deposit can be done during business hours on working day. However, please verify local branch timing where you intend to deposit cash.
- Cash deposits made at the branch will be credited on same day.
- Cash deposit as an option is available for payment up to Rs.3,00,000/- only.
- Please take print out of deposit slip prior to visiting our branch.
- Please ensure to carry the notes of same denomination as is printed on cash deposit slip.

Brought to you by **ICICI Bank**

Or

Citrus Payment Gateway Screen

 Citrus

* Name

* Email

Address Street1 Address Street2

* Address City State

India ZipCode

* Mobile

Card Number

MM YYYY CVV

Name on Card

Enable Quick Pay

Offline Payment Mode

By printing auto-generated pay-in slip, and cash/demand draft payment at any ICICI bank branch in India. (This option is not available for international students living outside India)

The screenshot shows a web interface with a print menu on the left and three copies of a pay-in slip form. The print menu includes options for 'Print', 'Save as PDF', 'Pages', 'Margins', and 'Options'. The forms are for CEPT University and contain the following details:

Field	Value
Branch	08/09/2016
Date of Deposit	08/09/2016
PAN No. of Institution	AAAJCD452C
Account to be credited	0036SLFECCOL
1. Institution Name	FCCDUVY
2. Student Name	Manisha Yadav
3. Roll No./Student Id	PT100715
4. Class/Sem/Year	
5. Course /Section	
6. Amount	30,000/-
7. Amount in words	thirty thousand rupees only
8. Cash Details	
Denomination	Amount
1000 X	
500 X	
100 X	
50 X	
20 X	
10 X	
5 X	
Total	
9. Depositor Contact No.	
Cheque / Payorder / DD No.	
Payable At Branch:	
Transaction ID (Mandatory filled by Bank Officials)	
Signature/ Stamp	Signature of Depositor

Each form also includes a footer note: "Must be drawn payable at the centre of deposit of the instrument i.e. outstation instruments not acceptable".

Please click the Print Pay in Slip button for payment by cash/ demand draft. **Print the pay in slip and pay fees at nearest ICICI Bank branch. You are required to upload the pay-in-slip on the portal. Also you need to submit a counter copy of duly stamped by the Bank in the institution to Manisha Asrani, in CEPT Summer/Winter office.**

Kindly please note the following necessary steps

- You have to scan the counter copy and upload it through your SWS account. Please note that your process is still incomplete and you would be required to follow the step 4.
- Please check your details in the pay-in slip and in the online payment option. You would not be able to register your courses without fee payment.
- Fees mentioned for professionals are the total amount with service tax.

Step 4 Completing the Registration

Note: Kindly note that once the payment of the fees is done by Online/Offline Mode, the Registration gets completed, **The courses selected and the priority of the courses cannot be changed after the payment.**

[Click here](#) to view online/offline payment charges

ONLINE PAYMENT

Fees due for 5 credits.
₹ 30,000

[PAY VIA EAZYPAY](#) [PAY VIA CITRUS](#)

OFFLINE PAYMENT

STEP 1 | Download bank slip. [DOWNLOAD](#)

STEP 2 | Using the slip make payment at ICICI Bank.

STEP 3 | Upload stamped bank receipt. [UPLOAD NOW](#)

ICICI BRANCH NAME

BANK NAME

DATE OF DD

MODE OF PAYMENT

DD NO. (START WITH 0)

AMOUNT

Online Payment Mode

Please note that once the online payment transaction is successfully completed the registration process is completed and you have successfully registered for the SWS course option of your choice.

Offline Payment Mode

On Paying the fees in the ICICI bank you need to upload the duly bank stamped Challan/payslip in the portal also. Please note that the registration process gets completed only when the payslip is uploaded in the portal by this mode of payment. Once the payslip is uploaded and submitted the registration process would be completed as per the SWS course option of your choice.