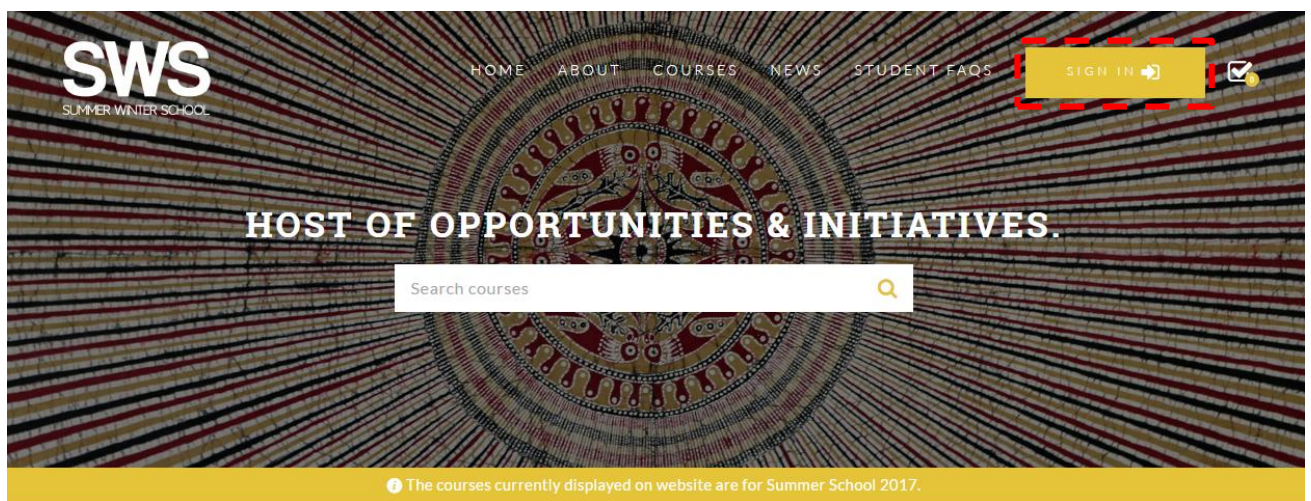


GENERAL INSTRUCTIONS FOR REGISTRATION OF SWS COURSES

Step 0 Login on the SWS website and follow the highlighted box (Red Box)

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



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

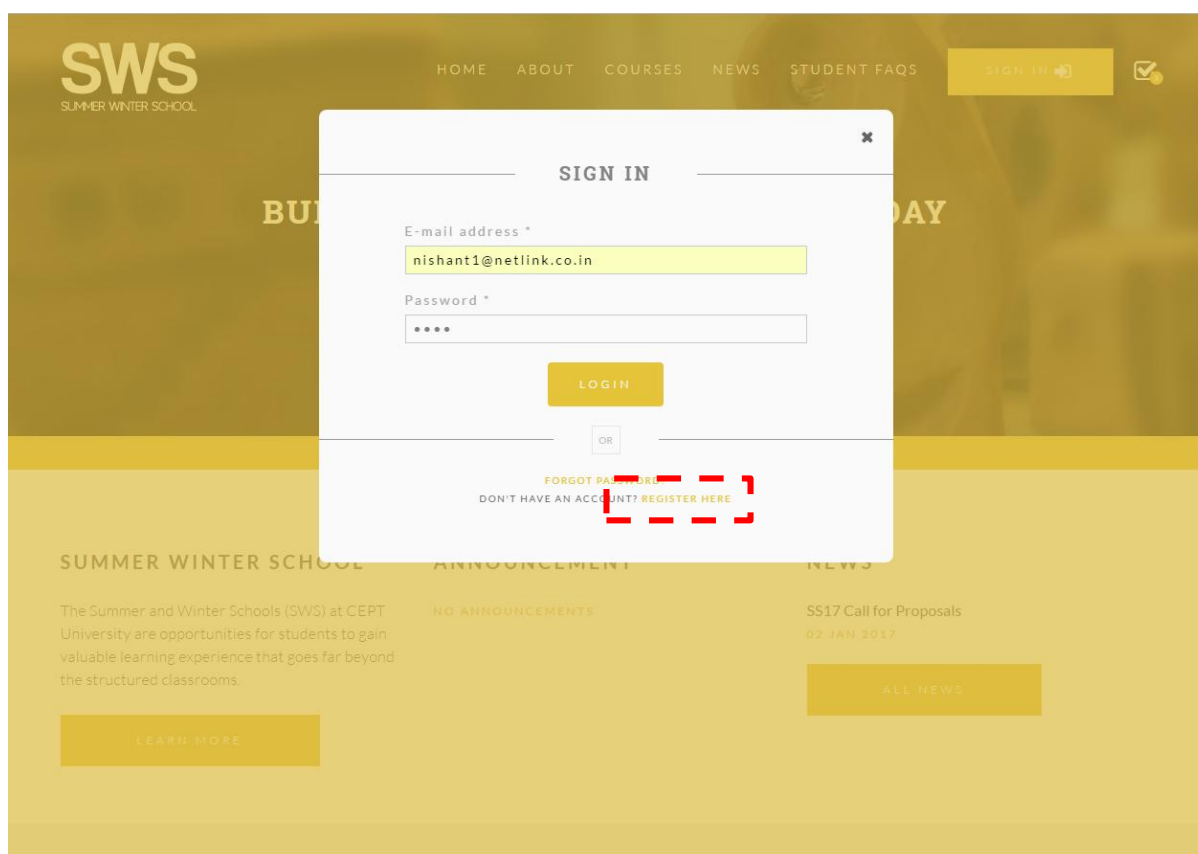
[ALL NEWS](#)

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.

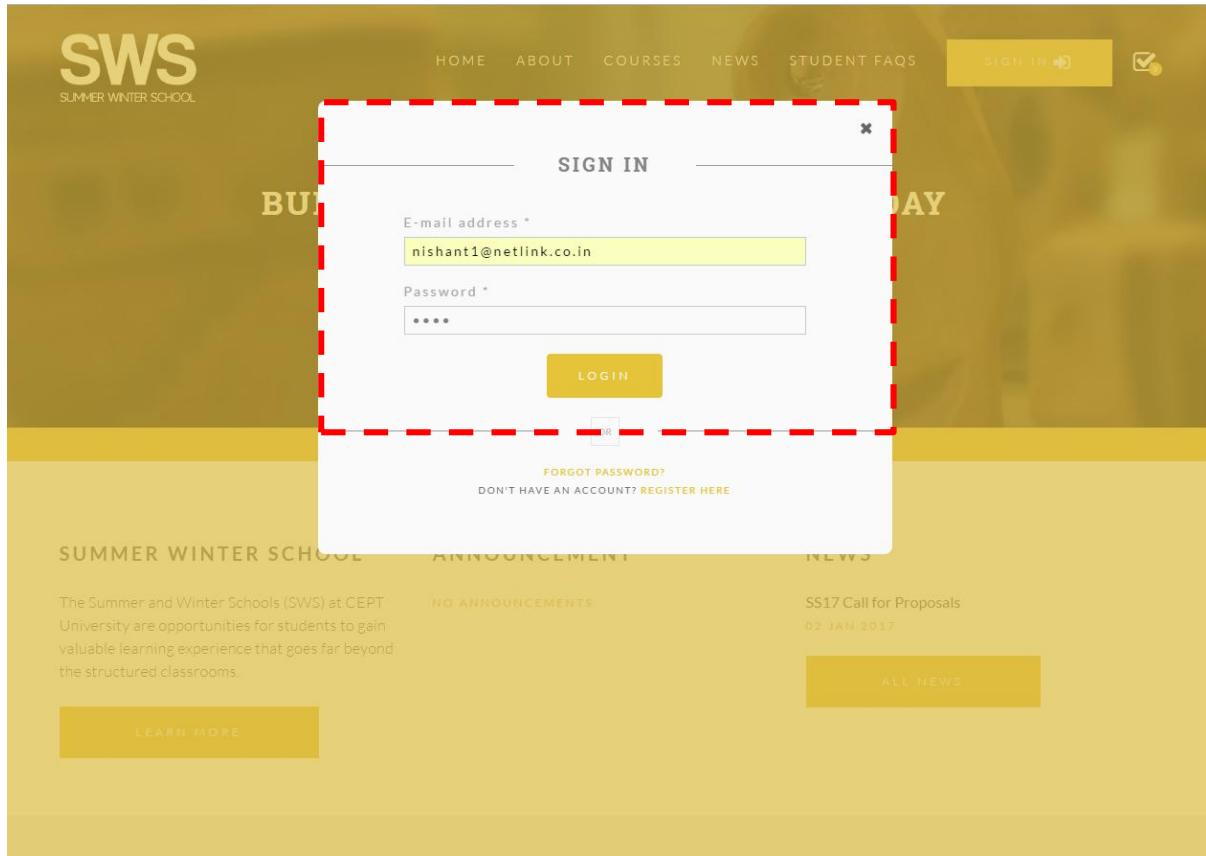
Note for Professional: Please note that if you are registering in the Summer Winter School as a Professional, you must be read the rules given in the student handbook carefully and submit the required documents of your association with current organization. This is a mandatory requirement for getting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



The screenshot displays the SWS (Summer Winter School) website interface. At the top, there is a navigation menu with links for HOME, ABOUT, COURSES, NEWS, and STUDENT FAQs. A SIGN IN button is visible in the top right corner. The main content area features a large banner with the text "BUY DAY". Overlaid on this is a "SIGN IN" modal form. The form contains two input fields: "E-mail address *" with the value "nishant1@netlink.co.in" and "Password *" with masked characters "....". Below these fields is a yellow "LOGIN" button. Underneath the login button is an "OR" separator. At the bottom of the form, there are two links: "FORGOT PASSWORD?" and "DON'T HAVE AN ACCOUNT? REGISTER HERE". The "REGISTER HERE" link is highlighted with a red dashed rectangular box. The background of the website shows a section titled "SUMMER WINTER SCHOOL ANNOUNCEMENT" with a "LEARN MORE" button and a "NEWS" section with a "ALL NEWS" button.

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 website has a dark blue header with the SWS logo and navigation links: HOME, ABOUT, COURSES, NEWS, STUDENT FAQS, and a SIGN IN button. A sign-in modal is open, featuring a red dashed border. The modal contains the following fields and buttons:

- SIGN IN** (Title)
- E-mail address *** (Label) with the value `nishant1@netlink.co.in` entered in the input field.
- Password *** (Label) with masked characters (dots) in the input field.
- LOGIN** (Button)
- FORGOT PASSWORD?** (Link)
- DON'T HAVE AN ACCOUNT? REGISTER HERE** (Link)

The background of the website shows a section titled "SUMMER WINTER SCHOOL ANNOUNCEMENT" with a "LEARN MORE" button, and a "NEWS" section with a "SS17 Call for Proposals" announcement dated "02 JAN 2017" and an "ALL NEWS" button.

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

The screenshot displays the SWS Summer Winter School website interface. At the top, there is a navigation bar with 'HOME', 'ABOUT', 'COURSES', 'NEWS', and 'STUDENT FAQS'. A progress indicator shows three steps: '1 Select Courses', '2 Set Course Priority', and '3 Pay Fees'. The 'COURSES' tab is active. A user profile for 'MONIKA YADAV' is visible in the top right corner. A dropdown menu is open, showing 'HOW TO MAKE POP UP' (11 Days, CEPT Campus) and a 'SET COURSE PRIORITY' button. Below the navigation, there are filters and a grid of four course cards. Each card includes a course ID, title, instructor, credits, duration, and location. The first card, S17FA001 'HOW TO MAKE POP UP' by Prantik Chattopadhyaya | Kruti Thaker, has an 'ENROLL' button with a checked checkbox and a car icon. The other three cards (S17FA002, S17FA003, and S17FA004) have 'ENROLL' buttons with unchecked checkboxes and a car icon. A red dashed box highlights the 'ENROLL' button for S17FA001 and the dropdown menu.

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 Achnanani | 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

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

Select Courses Set Course Priority Pay Fees Accept Courses

1 2 3 4

STEP 1 - SET COURSE PRIORITY

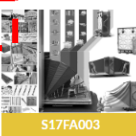
1



HOW TO MAKE POP UP
Prantik Chattopadhyya | Kruti Thaker
5 Credits | 11 Days

S17FA001

2



ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS
Vicky Achnani | 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

BACK TO SELECTION

STEP 2 - ENTER CREDITS

Enter Number of Credits you wish to enroll for (max. 8): [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/ Registration

- 1) View the charges and fees per credit as applicable.
- 2) Read the student hand book and tick the undertaking before making the payment.

PAY FEES

Select Courses 1 Set Course Priority 2 Pay Fees 3 Accept Courses 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

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: First Name, Last Name

* Email: Email Id

Address Street1, Address Street2

* Address: City, State

India, ZipCode

* Mobile: Mobile No.

Citrus Account | Credit Card | Debit Card | Net Banking

Card Number: MM, YYYY, CVV

Name on Card

PAY 30000.00

Enable Quick Pay [Cancel](#)

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)

Print

Total: 1 page

Destination

Pages All e.g. 1-5, 8, 11-13

Margins

Options Simplify page Headers and footers Background graphics

Student/Applicant copy		Institution copy		Bank's copy	
CEPT UNIVERSITY Amredabad		CEPT UNIVERSITY Amredabad		CEPT UNIVERSITY Amredabad	
Branch Sol Id		Branch Sol Id		Branch Sol Id	
Name of Branch		Name of Branch		Name of Branch	
Date of Deposit	08/09/2016	Date of Deposit	08/09/2016	Date of Deposit	08/09/2016
PAN No. of Institution	AAAJC0452C	PAN No. of Institution	AAAJC0452C	PAN No. of Institution	AAAJC0452C
Account to be credited	0036SLFEECOL	Account to be credited	0036SLFEECOL	Account to be credited	0036SLFEECOL
1. Institution Name	FCCUJY	1. Institution Name	FCCUJY	1. Institution Name	FCCUJY
2. Student Name	Monika Yadav	2. Student Name	Monika Yadav	2. Student Name	Monika Yadav
3. Roll No./Student Id	PT100715	3. Roll No./Student Id	PT100715	3. Roll No./Student Id	PT100715
4. Class/Sem/Year		4. Class/Sem/Year		4. Class/Sem/Year	
5. Course /Section		5. Course /Section		5. Course /Section	
6. Amount	30,000/-	6. Amount	30,000/-	6. Amount	30,000/-
7. Amount in words	thirty thousand rupees only	7. Amount in words	thirty thousand rupees only	7. Amount in words	thirty thousand rupees only
8. Cash Details		8. Cash Details		8. Cash Details	
Denomination	Amount	Denomination	Amount	Denomination	Amount
1000 X		1000 X		1000 X	
500 X		500 X		500 X	
100 X		100 X		100 X	
50 X		50 X		50 X	
20 X		20 X		20 X	
10 X		10 X		10 X	
5 X		5 X		5 X	
Total		Total		Total	
9. Depositor Contact No.		9. Depositor Contact No.		9. Depositor Contact No.	
Cheque / Payorder / DD No.		Cheque / Payorder / DD No.		Cheque / Payorder / DD No.	
Payable At Branch:		Payable At Branch:		Payable At Branch:	
Transaction ID (Mandatorily filled by Bank Officials)		Transaction ID (Mandatorily filled by Bank Officials)		Transaction ID (Mandatorily filled by Bank Officials)	
Signature/ Stamp		Signature/ Stamp		Signature/ Stamp	
ICICI Bank Ltd		ICICI Bank Ltd		ICICI Bank Ltd	

*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 MODE OF PAYMENT

BANK NAME DD NO. (START WITH 0)

DATE OF DD AMOUNT

[FILE](#) [SUBMIT](#)

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.