

USER GUIDE

Admission Portal 2026-27

Registration, Profile Completion & Programme Application

Portal URL: [\[please add the URL\]](#)

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1. Introduction

This guide helps applicants use the **Samarth Admission Portal for 2026-27**, a digital platform that Higher Education Institutions use to manage admissions online. It explains, step by step and with screenshots of the portal, how to register, complete and lock your profile, and apply to a programme.

What this guide covers

- **Getting to know the portal** (Section 2): the Home, Notice, University Website, Browse Programme, FAQ and Contact Us pages.
- **Registration and login** (Sections 3 to 5): creating your account, logging in, and resetting a forgotten password.
- **Profile completion** (Section 6): filling in profile details, other details and uploads, then previewing, confirming and locking your profile.
- **Applying for a programme** (Section 7): choosing a programme and college preferences, submitting academic details, and paying to complete the application.

Before you begin, keep these ready

- A **personal mobile number** and a **personal email ID**. Both receive one-time passwords (OTPs) during registration.
- **Scanned copies** of your photo, signature, certificates and marksheets in .jpg or .jpeg format, each between 10 KB and 500 KB.
- Be ready to **make the payment**, which is the final step of every programme application.

Keep in mind Your profile cannot be edited once you confirm and lock it, so check every detail first. You can select up to 3 college preferences per programme and apply to a maximum of 5 programmes.

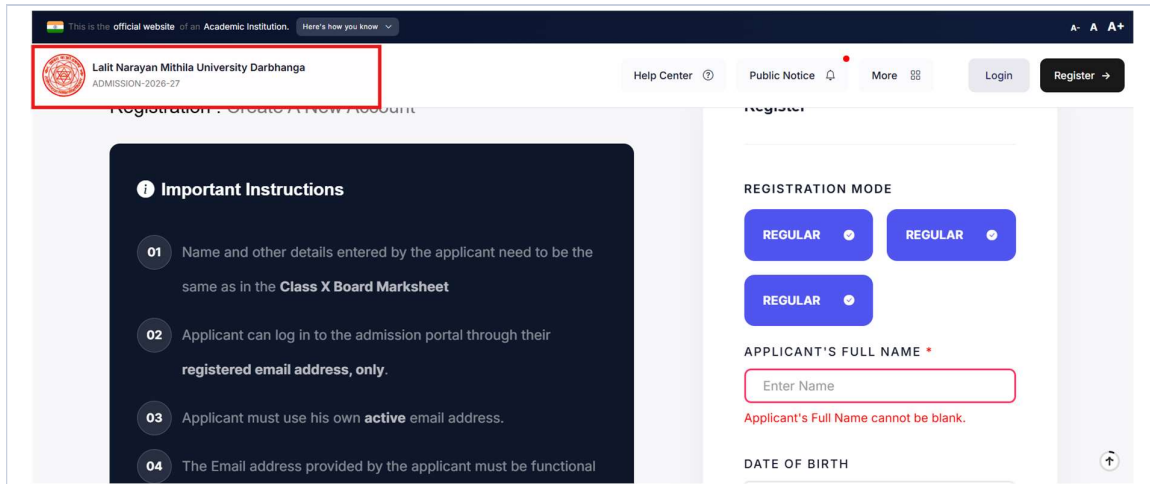
2. Website Walkthrough

The admission portal consists of the following items:

- Home
- Notice
- Institutions
- Programme Information
- FAQ
- Contact Us
- New Registration
- Login

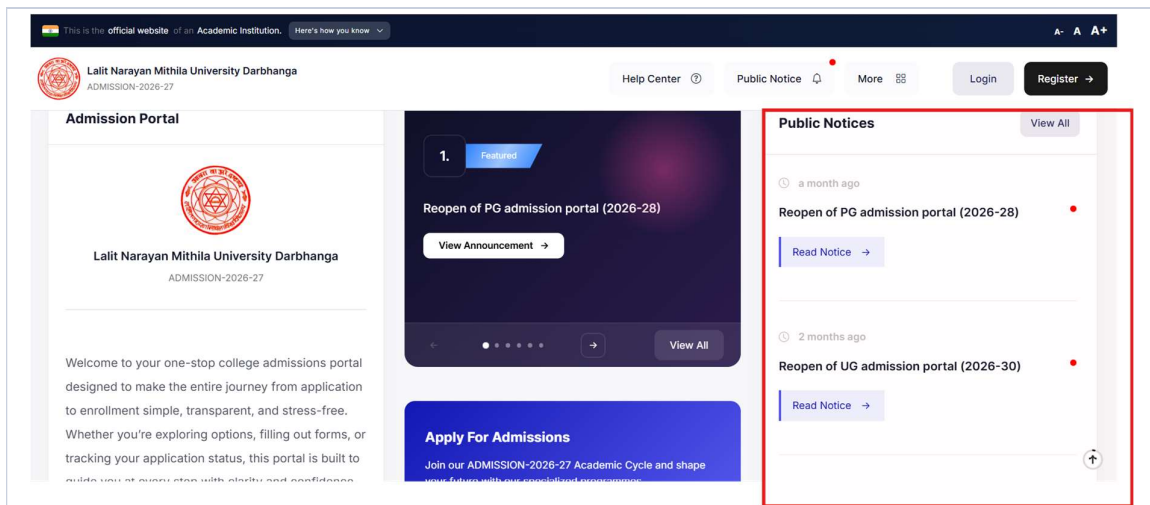
2.1 Home

The **Home** button takes the user back to the landing page of the portal. It is useful for applicants who want to return quickly to the home page while navigating other pages.



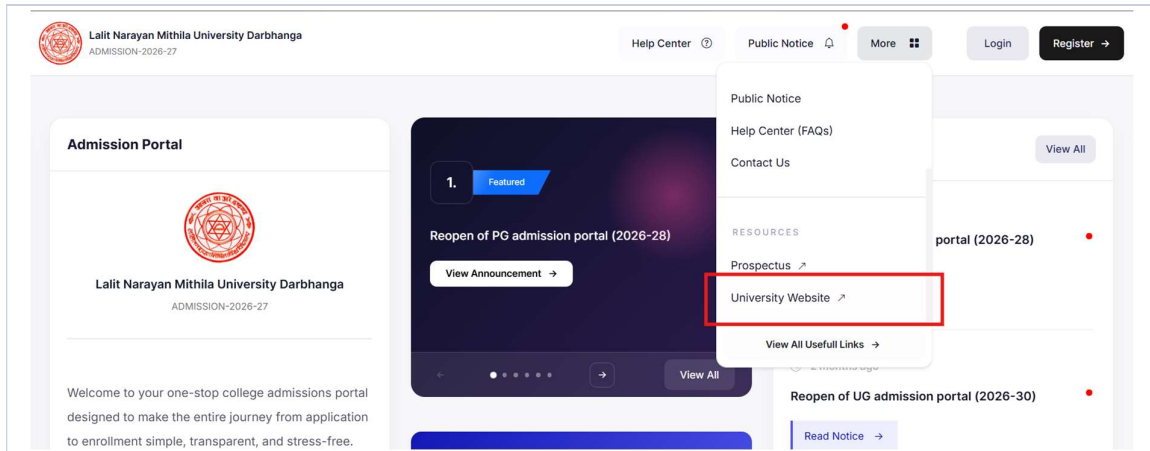
2.2 Public Notice

Notices are announcements about upcoming events or changes in rules or regulations, so applicants should read them regularly. They typically include notices, ordinances, permits, and other important announcements.



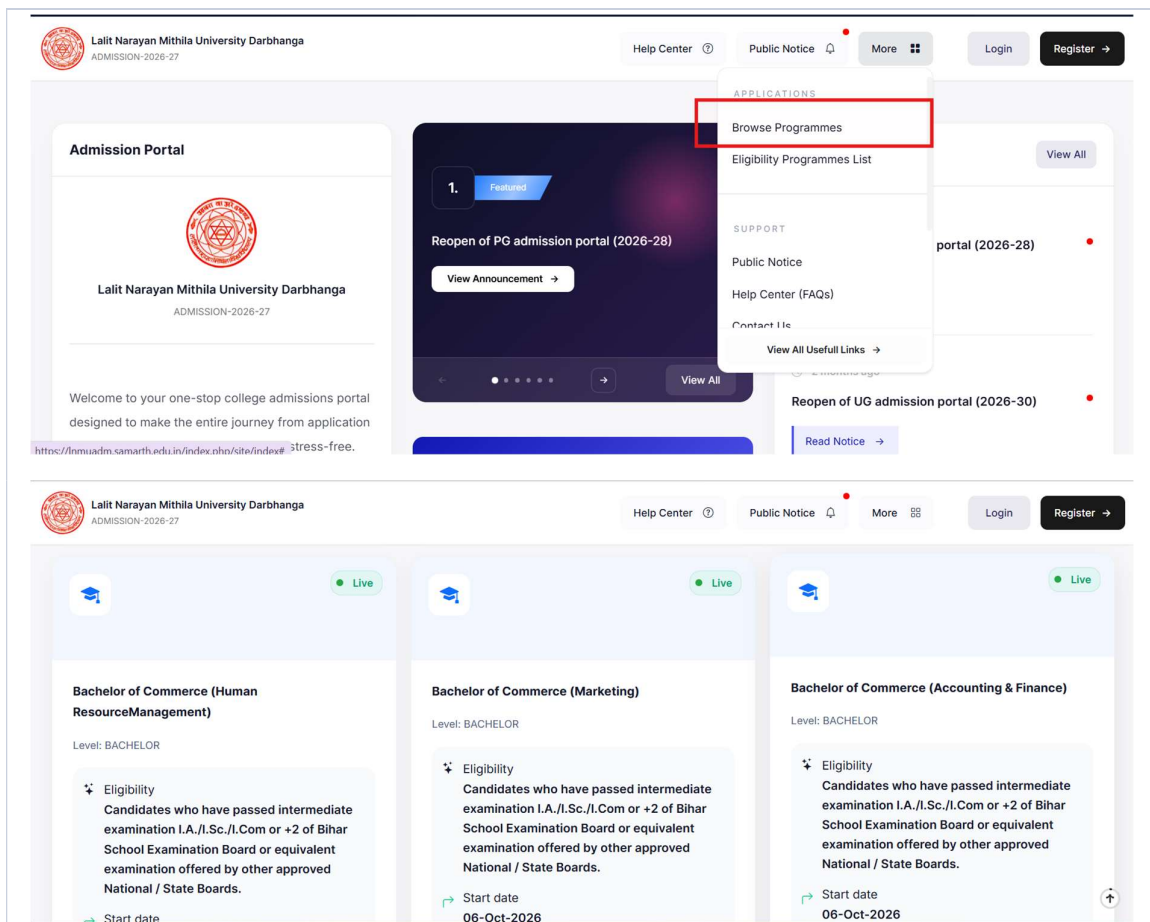
2.3 University Website

The **University Website** section provides detailed information about the participating institutions. Applicants can open this page to view and read the Information Bulletin of the University.



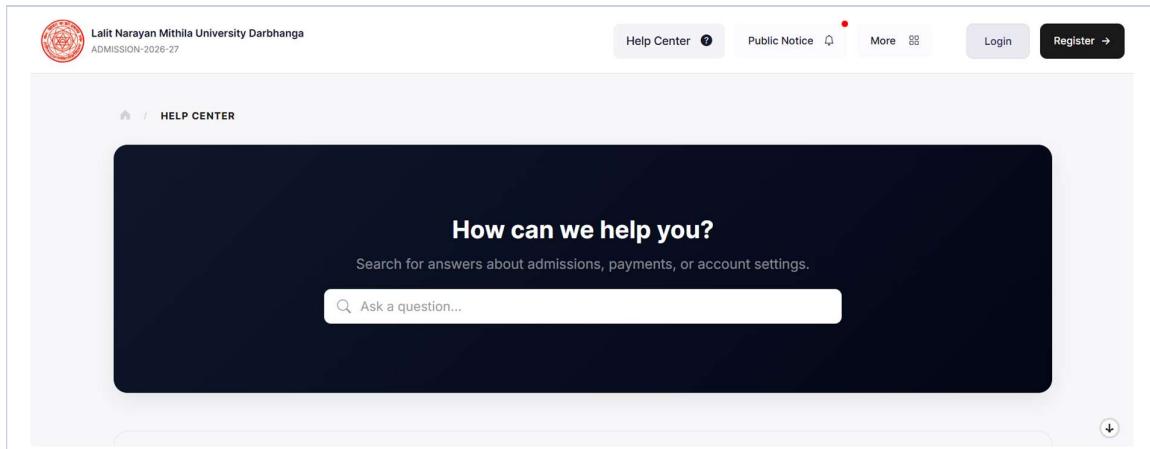
2.4 Browse Programme

The **Browse Programme** section displays a comprehensive list of live programmes. Applicants can explore the programmes offered by the designated University.



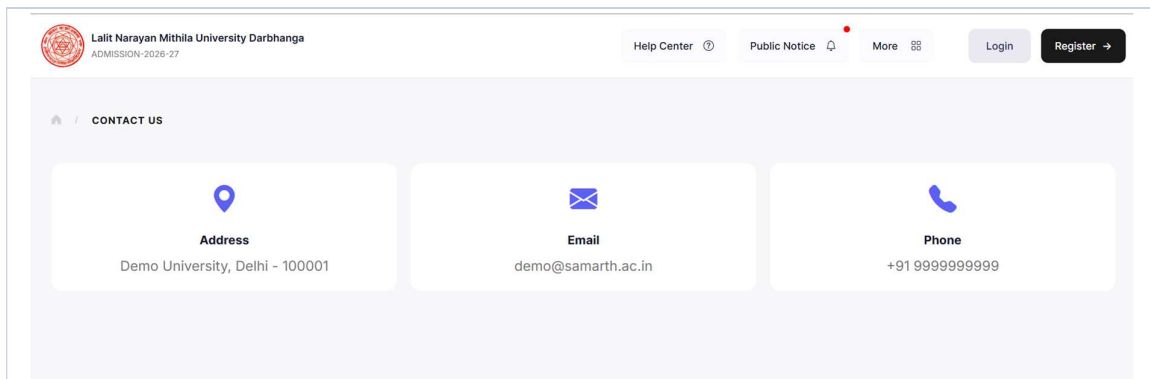
2.5 FAQ

The FAQ (Frequently Asked Questions) section answers the most common queries and concerns applicants may have. It gives quick access to clear, concise explanations and saves time searching for answers.



2.6 Contact Us

The **Contact Us** section lists University and College contact details. Applicants can use them for any queries relevant to those institutions.



3. Registration

Applicants who are new to the portal must register by clicking **Register** before applying for admission. Registration is mandatory and requires a **personal mobile number** and a **personal email ID**.

Important The same mobile number can be used for a maximum of three registrations, but one email ID can be used for only one registration. Applicants are advised not to register more than once on the portal.


Lalit Narayan Mithila University Darbhanga
ADMISSION-2026-27

[Help Center](#)
[Public Notice](#)
[More](#)
[Login](#)
[Register](#)

Important Instructions

- 01 Name and other details entered by the applicant need to be the same as in the **Class X Board Marksheet**
- 02 Applicant can log in to the admission portal through their **registered email address, only**.
- 03 Applicant must use his own **active** email address.
- 04 The Email address provided by the applicant must be functional and the applicant must have access to it throughout the admission process.
- 05 Applicants are encouraged to use latest version of **Google Chrome** web browser for filling the application form.

[Need help? demo@samarth.ac.in](#)

REGISTRATION MODE

REGULAR
REGULAR
REGULAR

APPLICANT'S FULL NAME *

Applicant's Full Name cannot be blank.

DATE OF BIRTH

APPLICANT'S EMAIL *

Applicant's Email cannot be blank.

RE-ENTER APPLICANT'S EMAIL ADDRESS *

RE-ENTER PASSWORD *

MOBILE NUMBER *

Mobile Number cannot be blank.

RE-ENTER MOBILE NUMBER *

CAPTCHA VERIFICATION

64813

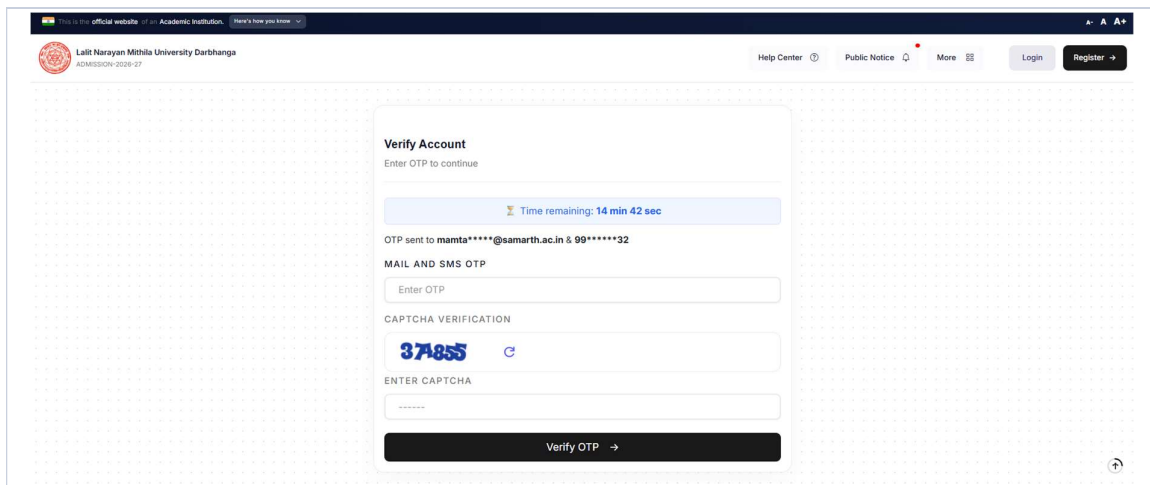
ENTER CAPTCHA

Register

3.1 Steps to Register

1. Click the **Register** tab. The registration page has two sections.
 - i) Read the **Important Instructions** section before registering on the portal.
 - ii) Enter correct details in the student registration form.
2. Enter the applicant's full name in the **Applicant's Full Name** field.
3. Enter the date of birth in the format Day, Month, Year.
4. Enter your email ID in the **Enter Email ID** field.
5. Enter the applicant's mobile number in the **Enter Mobile Number** field.
6. Set your account password in the **Enter Password** field.
7. Enter the captcha for verification and click **Create Account**.

- Two different OTPs are sent separately: one to the registered mobile number and another to the registered email ID.



The screenshot displays the 'Verify Account' page of the Samarth eGov Admission Portal. The page has a header with the university logo and navigation links like 'Help Center', 'Public Notice', 'More', 'Login', and 'Register'. The main content area contains a form with the following elements:

- Verify Account** header with the instruction 'Enter OTP to continue'.
- A blue timer bar showing 'Time remaining: 14 min 42 sec'.
- A message: 'OTP sent to mamta*****@samarth.ac.in & 99*****32'.
- A section for 'MAIL AND SMS OTP' with an 'Enter OTP' input field.
- A 'CAPTCHA VERIFICATION' section showing a CAPTCHA image (37855) and an 'ENTER CAPTCHA' input field.
- A black 'Verify OTP' button at the bottom.

- Enter both OTPs. Your account is now successfully registered.
- Note down your registration number** and keep it for future reference.

4. The Admission Process

The admission process has four steps. The applicant must register, log in to the portal, and complete the following:

- Register on the portal (a one-time process that every applicant must complete).
- Complete the profile.
- Confirm and lock the profile.
- Apply to a programme.

The registration process is described in Section 3.

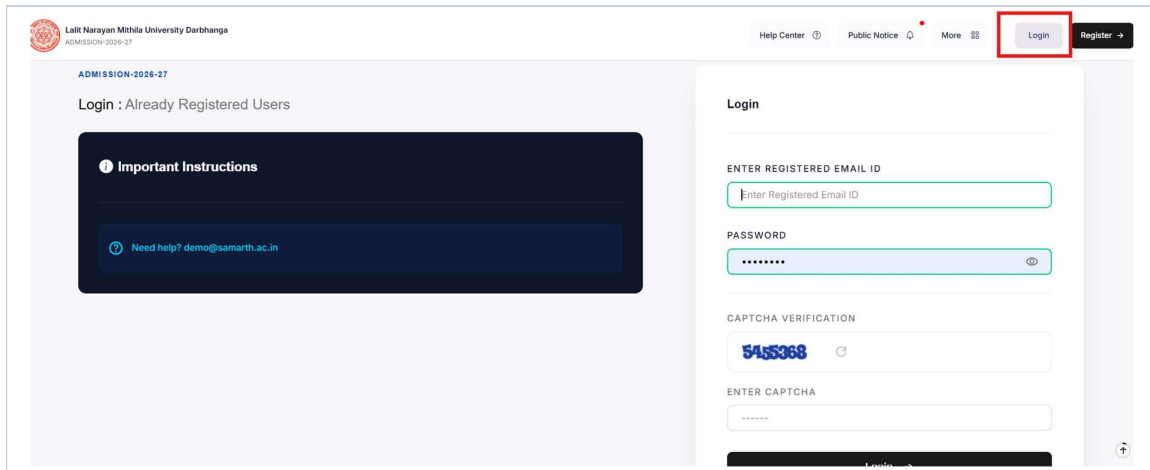
4.1 Applicant Dashboard

The dashboard gives the applicant a personalised space to check their application status, edit or update their profile, and apply to multiple programmes added by the University. This makes it easier to manage multiple applications in one place.

To access the dashboard, complete the registration process and then log in to the portal.

5. Login

After successful registration, click **Login**. You can log in using either your **registration number** or your **email ID**.



5.1 Steps to Log In

1. Enter your registration number or registered email ID.
2. Enter your password.
3. Enter the captcha for verification in the text box.
4. Click **Login** to enter the portal.

After a successful login, you can start your application for admission.

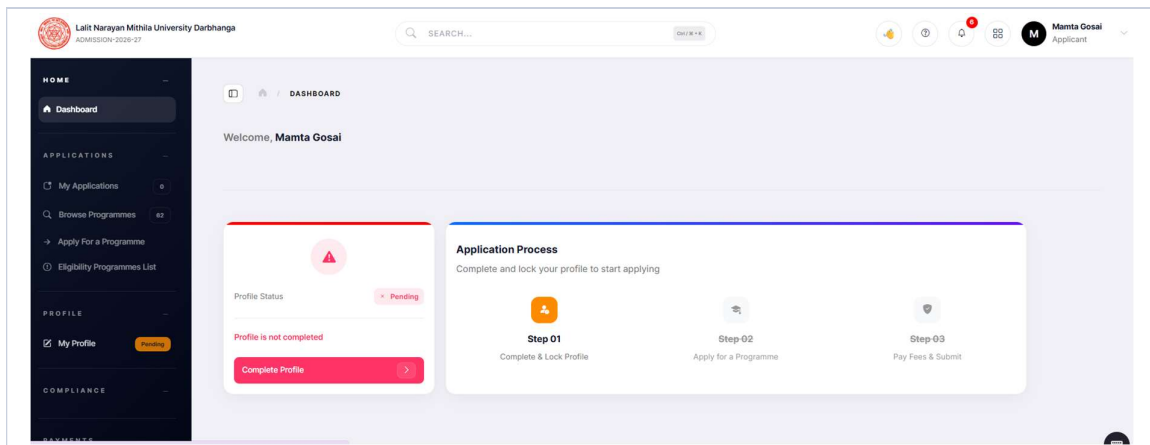
5.2 Forgot Password

If you forget your password, click the **Forgot Password** link and follow these steps:

1. You are redirected to the Password Reset page. Enter your registered email ID and the captcha for verification, then click **Send**.
2. Two different OTPs are sent separately: one to the registered mobile number and another to the registered email ID.
3. Enter both OTPs, enter your new password, and click **Submit**.
4. After submission, you are redirected to the Login page.

6. Completing Your Profile

After you log in, the applicant dashboard is displayed. Use it to begin and track your application.



6.1 Profile Details

Applicants must fill in their profile details first. To begin, click the **Complete Profile** button on the dashboard.

The screenshot shows the 'Personal Details' form within the applicant dashboard. The form is titled 'Personal Details' and includes a progress indicator 'Step 1 of 4'. The form fields are organized into two columns. The left column contains: 'Full Name of the Applicant' (filled with 'Demo Gosai'), 'Registered Mobile Number' (filled with '9953107432'), 'Alternate Mobile Number (Parent's/Guardian's)' (empty), 'Age as on Jul 1, 2022' (filled with '15 Years 6 Month 17 Days'), 'Category' (dropdown menu), and 'Are you citizen of India?' (dropdown menu). The right column contains: 'Applicant's Registered Email' (filled with 'mamta.gosai@samarth.ac.in'), 'Alternate Email' (empty), 'Applicant Date of Birth' (filled with '15', 'December', '2006'), 'Applicant's Gender' (dropdown menu), 'Marital Status' (dropdown menu), 'Blood Group' (dropdown menu), and 'Religion' (dropdown menu). A red box highlights the 'PERSONAL INFO' tab in the top navigation bar.

Place of Birth Details

Country *

State *

District *

Village/Town/City *

Family Details

Mother's Name *

Mother's Mobile Number

LMNU registration details (if applicable)

Have you enrolled in LMNU before? *

Select

Other Category/Quota

Person with Benchmark Disabilities (PwBD) Category *

Select

Kashmiri Migrant *

Select

Prime Minister's Special Scholarship Scheme for J&K Students *

Select

Children/ Widows of Armed Forces Personnel *

Select

Cultural Activities Quota(CCA Quota) *

Sports Quota *

Address

Correspondence Address

Address *

Address Line 2 *

Country *

Select Country

State *

Select State

District *

Select District

City *

Pincode *

Country *

Select Country

State *

Select State

District *

Select District

City *

Pin Code *

Cancel / Go Back

Save Details →

After filling in all the details, click **Save and Next** to move to the next section.

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Before starting the **Other Details** section, the portal shows a preview page so you can verify everything you entered. If you find a wrong input or any issue, you can edit your profile before moving on: click the **Update Details** button.

The screenshot shows the 'Other Category/Quota Details' section of the admission portal. The page header includes the Lalit Narayan Mithila University Darbhanga logo and the text 'ADMISSION-2026-27'. A search bar and a 'Cancel' button are also visible. The user profile 'Demo Gosai Applicant' is shown in the top right corner. The main content area displays a table of categories and their status:

Person with Benchmark Disabilities (PwBD) Category	Kashmiri Migrant
Not Applicable	Not Applicable
Prime Minister's Special Scholarship Scheme for J&K Students	Children/ Widows of Armed Forces Personnel
Not Applicable	Not Applicable
Single Girl Child Quota	Cultural Activities Quota(CCA Quota)
No	Not Applicable
Sports Quota	
No	

At the bottom of the form, there are two buttons: 'Update Details' (highlighted with a red box) and 'Proceed to Next'.

Your profile is saved. Check all the form details in the preview, then click **Proceed to Next** to move to the next section.

This screenshot shows the same 'Other Category/Quota Details' section as the previous one, but with the 'Proceed to Next' button highlighted by a red box. The table of categories and their status remains the same:

Person with Benchmark Disabilities (PwBD) Category	Kashmiri Migrant
Not Applicable	Not Applicable
Prime Minister's Special Scholarship Scheme for J&K Students	Children/ Widows of Armed Forces Personnel
Not Applicable	Not Applicable
Single Girl Child Quota	Cultural Activities Quota(CCA Quota)
No	Not Applicable
Sports Quota	
No	

The 'Update Details' button is still present at the bottom left, and the 'Proceed to Next' button is highlighted at the bottom right.

6.2 Other Details

Applicants must also fill in this section. Click the **Other Details** button on the top section bar after saving your profile details, or click **Proceed to Next** from the preview section.

The screenshot shows the 'Other Information' section of the admission portal. The top navigation bar includes the university logo, name, and admission year. A search bar and user profile are on the right. The main section has tabs for 'PERSONAL INFO', 'OTHER INFO' (highlighted with a red box), 'UPLOADS', and 'FINAL PREVIEW'. A progress bar indicates 'Step 2 of 4'. The 'Other Details' form includes fields for 'Academic Bank of Credits (ABC-ID / APPAR ID)', 'Do you have NCC Certificate?', 'Have you participated in National Service Scheme (NSS) Camp?', and 'Are you Domicile of Bihar?'. Below these is a table for language proficiency.

LANGUAGE	PROFICIENCY (READING/WRITING/SPEAKING)
Hindi	☒ Reading ☒ Writing ☒ Speaking
English	☒ Reading ☒ Writing ☒ Speaking
Assamese	☒ Reading ☒ Writing ☒ Speaking
Other Language	☐ Reading ☐ Writing ☐ Speaking

A 'Save and Next' button is highlighted with a red box at the bottom of the form.

6.3 Uploads

The **Uploads** section asks for the documents mentioned in your profile and other details.

The screenshot shows the 'Upload Documents' section. The top navigation bar is similar to the previous section. The main section has tabs for 'PERSONAL INFO', 'OTHER INFO', 'UPLOADS' (highlighted with a red box), and 'FINAL PREVIEW'. A progress bar indicates 'Step 3 of 4'. The 'Uploads' section contains a red box with instructions for uploading documents, certificates, marksheet, and signature. Below the instructions are fields for 'Photo' and 'Signature', each with a 'Select file' button.

Uploads

Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature

- Digital Photo and Signature are required in .jpg or .jpeg image format.
- File size of digital photo must be within 10kb to 500.00 KB limit.
- Document/Certificate/Marksheet related size of digital photo must be within 10kb to 500.00 KB limit.

Photo *
Accepted formats .jpg .jpeg [10 KB - 500.00 KB]

Signature *

To upload documents:

1. Click the **Uploads** section, or click **Proceed to Next** at the bottom of the Other Details page.
2. Read the upload instructions carefully before uploading your documents.
3. Upload each document in the required format.

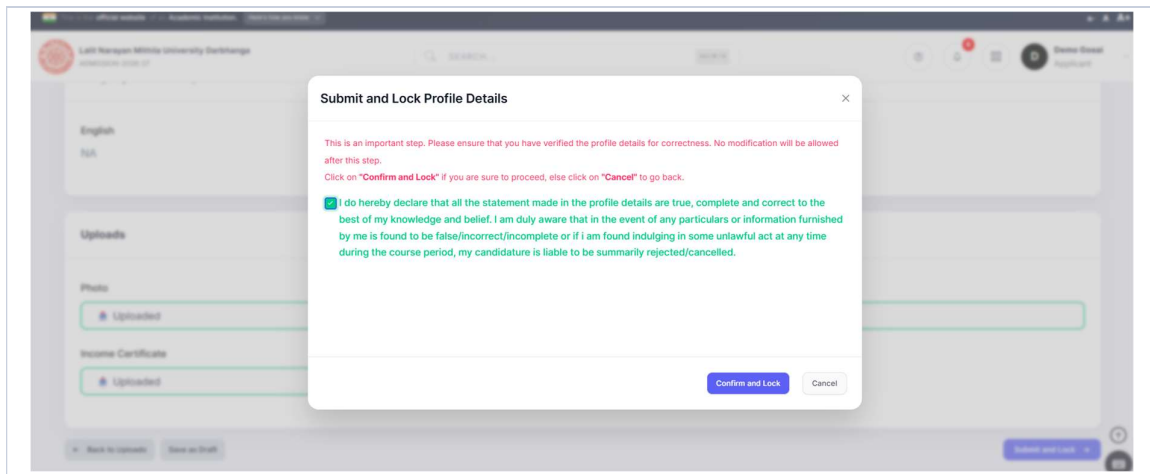
Instructions Uploading images of documents, certificates, marksheets, and signature

- Digital photos and signatures must be in .jpg or .jpeg image format.
- The digital photo must be between 10 KB and 500 KB in size.
- Document, certificate, and marksheet images must also be between 10 KB and 500 KB in size.

After uploading the required documents in the given format, click **Preview Your Profile** to proceed.

6.4 Preview

The preview section is the final review of the application form. Here you can check the complete form and verify it before submitting your admission application. If you find a wrong input or any issue, click the **Edit** button to correct your form.



Note After verifying all the details, check the declaration box confirming that all the information given is correct.

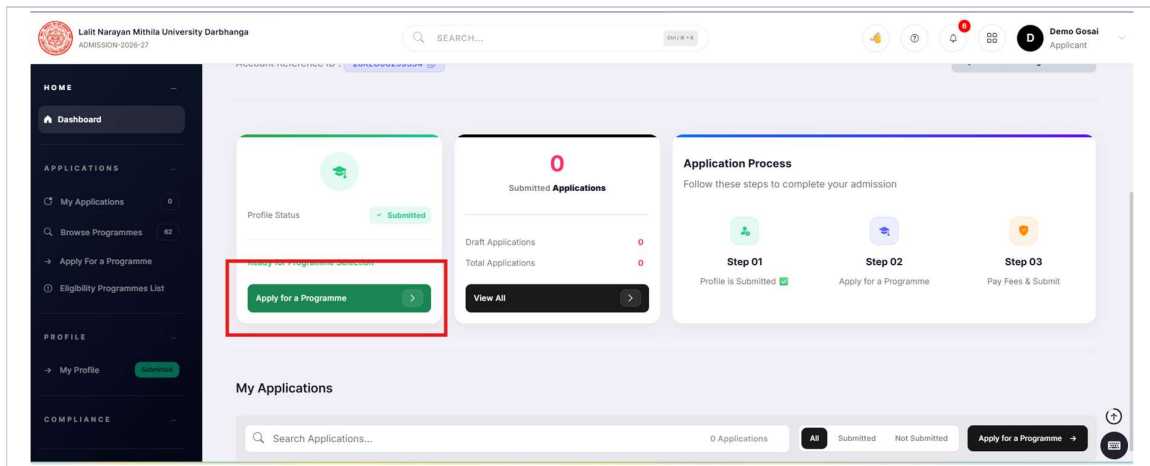
6.5 Confirm and Lock

After checking the declaration box, click **Confirm and Lock** to confirm your profile and proceed to programme selection.

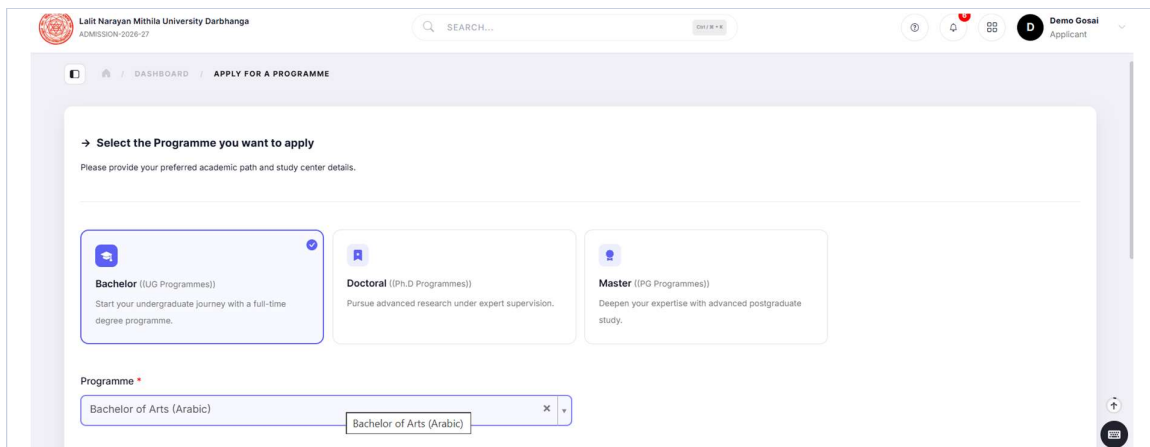
Important After the profile is submitted, the applicant will not be able to edit the details further.

7. Apply for a Programme

1. On the dashboard, click **Apply Programme**.



2. Select the programme you want to apply for.



3. Go through the eligibility criteria and make sure you meet them before applying for the programme.

4. Select your college or institute preferences for the programme. An applicant can select up to 3 college preferences for a particular programme.

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SEARCH...

Eligibility Criteria 1

Eligible

Candidates who have passed intermediate examination I.A./I.Sc./I.Com or +2 of Bihar School Examination Board or equivalent examination offered by other approved National / State Boards.

Preference	College/Institute
1st Preference	Select
2nd Preference	Select
3rd Preference	Select

Select all fields to start an application

Start Application →

5. Once your preferences are filled in, click **Save and Next**.

Lalit Narayan Mithila University Darbhanga
ADMISSION-2026-27

SEARCH...

Eligibility Criteria 1

Eligible

Candidates who have passed intermediate examination I.A./I.Sc./I.Com or +2 of Bihar School Examination Board or equivalent examination offered by other approved National / State Boards.

Preference	College/Institute
1st Preference	214: Ayachi Mithila Mahila College, Benipur, Darbhanga , City: DARBHANGA
2nd Preference	224: M M T M College, Darbhanga , City: Darbhanga
3rd Preference	226: Mithila Mahila College, Azam Nagar, Darbhanga , City: Darbhanga

Select all fields to start an application

Start Application →

6. Fill in the following details:

- Academics
- Uploads

Lalit Narayan Mithila University Darbhanga
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SEARCH...

Bachelor of Arts (Arabic)

Selected

Academic Details

Complete your Academic Details

PROGRAMME ACADEMIC UPLOADS PREVIEW PAYMENTS

Step 2 of 5

Select Applicable Eligibility Criteria (Read Information Bulletin/Prospectus for Eligibility Criteria)

Applicable Eligibility Criteria*

Candidates who have passed intermediate examination I.A./I.Sc./I.Com or +2 of Bihar School Examination Board or equivalent examination offered by other approved National / State Boards.

Qualification Details - X or Equivalent

Class X Year of Passing *

Select

Class X Percentage (If your mark is in CGPA, please convert to equivalent percentage as per your CGPA score and CGPA Scale) *

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SEARCH...

Demo Gosai
Applicant

You are applying for
Bachelor of Arts (Arabic)

Selected

Uploads

Complete your Uploads information

PROGRAMMEACADEMIC**UPLOADS**PREVIEWPAYMENTS

Step 3 of 5

Uploads

Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature

- Digital Photo and Signature are required in .jpg or .jpeg image format.
- File size of digital photo must be within 10kb to 500.00 KB limit.
- Document/Certificate/Marksheet related size of digital photo must be within 10kb to 500.00 KB limit.

7. Preview all the Academics details and click **Submit**.

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SEARCH...

Demo Gosai
Applicant

You are applying for
Bachelor of Arts (Arabic)

Selected

Final Preview

Preview your information

PROGRAMMEACADEMIC**UPLOADS****PREVIEW**PAYMENTS

Step 4 of 5

Programme Selection Details

PROGRAMME NAME

Bachelor of Arts (Arabic)

College/Institute	Preference
Ayachi Mithila Mahila College, Benipur, Darbhanga	1st Preference
M M T M College, Darbhanga	2nd Preference
Mithila Mahila College, Azam Nagar, Darbhanga	3rd Preference

Class X (Scan both marksheet and certificate in a single file and upload)

View File

Class XII Scan both marksheet and certificate in a single file and upload

View File

Form Declaration

"I do hereby declare that all the statement made in the application are true, complete and correct to the best of my knowledge and belief. I am duly aware that in the event of any particulars or information furnished by me is found to be false/incorrect/incomplete or if I am found indulging in some unlawful act at any time during the course period, my candidature is liable to be summarily rejected/cancelled."Additionally undertaking for students whose results are awaited: "I, having been permitted to be provisionally admitted to University hereby undertake to produce the proof of having successfully qualified in the final qualifying examination with requisite percentage of marks if failing, I shall forthwith vacate the seat and shall have no claim for refund of fees already paid."

APPLICANT SIGNATURE

Previous

Submit

8. Verify all the details before final submission.

This is the official website of Academic Institution. Here's how you know

Lalit Narayan Mithila University Darbhanga
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SEARCH...

10 of 10 confirmed

VERIFY BEFORE PROCEEDING

- ☒ My Name is DEMO GOSAI as per the Xth Marksheet/Certificate.
- ☒ My Date of Birth is 15-December-2008 as per the Xth Marksheet/Certificate.
- ☒ My Category is General / Open Category / Unreserved.
- ☒ My Gender is Female.
- ☒ My Mother name is TEST MOTHER.
- ☒ Father's / Guardian's Name is Father.
- ☒ My address for correspondence is correct, which is NEHU, SHILONG, nbba, EAST KHASI HILLS, Delhi, South East - 783022, India
- ☒ I have rechecked all the information in the application form and upload fields.
- ☒ I have read all the guidelines and other related information about the admission.
- ☒ "I do hereby declare that all the statement made in the application are true, complete and correct to the best of my knowledge and belief. I am duly aware that in the event of any particulars or information furnished by me is found to be false/incorrect/incomplete or if I am found indulging in some unlawful act at any time during the course period, my candidature is liable to be summarily rejected/cancelled."Additionally undertaking for

9. Click submit your application.

Note To apply for another programme, repeat the steps in this section (Section 7).

Important An applicant can apply for a maximum of 5 programmes.