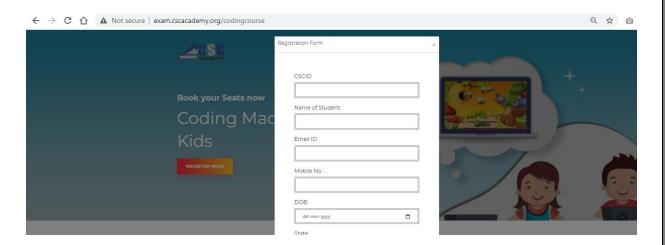


## Registration process – Short term LIVE CLASS Course

## Following are the steps for registration of participant for Short term LIVE CLASS Course

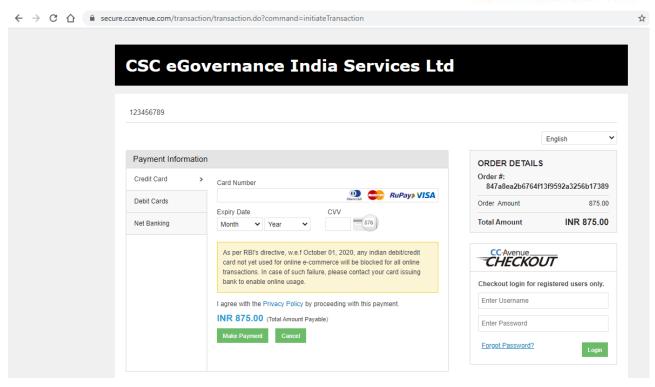
- Head office Team will share the webpage URL of registration with all the State team and VLEs. As we have created for our previous progrom Digital Teaching Tools. <a href="http://exam.cscacademy.org/teachertraining">http://exam.cscacademy.org/teachertraining</a>.
- 2. Now VLE will open this URL and fill all the required details of the participant in the registration link.
- 3. All VLES need to kindly note that CSC ID is always given in the form, where it is not mandatory field. Therefore when VLE is adding any student detail they need to add CSC ID properly, therefore that would be our reference for payment of VLE commission later.

Below is the registration form:



4. Once all the details are filled and when clicked on submit button, it will redirect to payment page.





- 5. Now, VLE need to complete the payment by Credit card, Debit Card or by net banking. Once the payment will be complete, Receipt will be generated for the training program.
- 6. And after that in next 48 hours participant will receive the email regarding the registration in their registered email id.
- 7. After that all the required details for the training program like, timings link for live classes all are shared by email and calls are also done to the participants for their confirmation.



|     | Registration Form | × |
|-----|-------------------|---|
|     |                   |   |
|     | CSCID:            |   |
|     |                   |   |
|     | Name of Student:  |   |
| C   |                   |   |
|     | Email ID:         |   |
|     |                   |   |
|     | Mobile No. :      |   |
|     |                   |   |
|     | DOB:              |   |
|     | dd-mm-yyyy 🗀      |   |
|     | State             |   |
|     | Select            |   |
|     | District:         |   |
|     | Select            |   |
| age | Gender:           |   |
| the | -Please Select-   |   |
| sch |                   |   |