# **Registration Process**

Go to Internet Explorer and type the address <u>http://stu.upes.ac.in</u>

#### Click on Student Portal



Type the Username and Password and click login

UNIVE & ENE	ERSITY OF PETROLEUM ERGY STUDIES
Username	500047457
Password	•••••
🔏 Forgot passwo	ord 🕐 Login

Now Click on Re Registration-JAN-2016(as shown in below screen)

UNIVERSITY OF PETROL & ENERGY STUDIES	Welcome,AGARWAL, ASHWIN	r Vad semester exams neid in Dec 2013.
		🗙 Logoff
Student personal details	Document Submission Status	Program Details
AGARIVAL ASHWIN Saria AGARIVAL ASHWIN Saria O 00002147 Enciliner Number R100215019 Innone No Sossano Email ID sehamagoon upes ac in Noneano Street '350 NTIKAND 1, INDIRAPUR Solati Coo 201014 Country IN	Graduate Mark Sheet NO High School Mark Sheet NO Intermediate Mark Sheet NO Migration Certificate NO Domolie Sheet NO Domolie Sheet Not Applicable Income Proof Not Applicable AIEEE/EAMOET/CCB letter/MAT NO	
🚨 Update student contact details		
Financial Status		
INR Total		
Opening Balance 10,000		NEW==>EXAMINATION NOTICE
Payt on Acct/Credit 20,000-		SRE Help Desk
Net Amount Due 10,000		SRE - Requisition Formats UPES - Beilef book
Cash Sec. Dep. Pymts 20,000		SUPPLEMENTARY EXAMINATION December 2015
Amount paid previously(under	process) in INR	HALL HCKET Hostel Card/Transport Card
* I want to Pay 10,000.00	Cilick to Pay	
Payment for*		

## Now Click on Step 1: Validate Campus

7 zupes_student_portal	+
Re-registration Process	
Name         AGAR/WAL, ASHWIN           SAP ID         050007457           Enrollment Number         R100215019           Phone No         9555580095           Email ID	
Step 1: Validate Campus Step 2: Mandatory Compliance	
Return to main screen	

Now If you receive error as below screen please follow the steps mentioned

Error The requested URL could not be retrieved
Error: Access to the web filter denied
Why you are seeing this: You are seeing this error message because the web filter denied your request.
Possible reasons could be:
<ul> <li>Authentication of your username may have failed.</li> <li>Your user group may not be detected correctly.</li> <li>The proxy setting you are using may be incorrect.</li> <li>The authentication service may not be functioning.</li> </ul>
If this problem persists, please ask your administrator to:
<ul> <li>Check the authentication service is running.</li> <li>Check vour user account settings and user group membership in the directory are correct and that they are synchronised with the authentication service on the web filter.</li> <li>Check that the proxy settings in your browser are correct.</li> </ul>

#### Go to Tools—Options—Connection Tab--- LAN Setting --- Advance Button

😪 Local Area Network (LAN) Settings	×
Automatic configuration	
Automatic configuration may override manual settings. To ensure th use of manual settings, disable automatic configuration.	e
Automatically detect settings	
Use automatic configuration <u>s</u> cript	
Address	
Proxy server	
Use a proxy server for your LAN (These settings will not apply to dial-up or VPN connections).	
Address: .ddn.upes.ac.in Port: 8080 Advanced	
Bypass proxy server for local addresses	
OK Cancel	

Now Type the address as shown in below screen i.e. campus.ddn.upes.ac.in

Now	Click	ОК
	00.	<u> </u>

👫 Proxy	/ Settings			×
Servers				
5	Туре	Proxy address to use		Port
	HTTP:	proxy.ddn.upes.ac.in	]:	8080
	Secure:	proxy.ddn.upes.ac.in	:	8080
	ETP:	proxy.ddn.upes.ac.in	:	8080
	So <u>c</u> ks:		:	
	⊻ <u>U</u> se the	same proxy server for all protocols		
Exception	ons			
	Do <u>n</u> ot use	proxy server for addresses beginning v	vith	:
-	campus.do	In.upes.ac.in		< >
	Use semicol	ons ( ; ) to separate entries.		
		ОК		Cancel

Now Refresh the page and select your campus and click submit.



## Now Click On Step 2: Mandatory Compliance

Re-regi	stration Process	A DEROY SPUDIES
Name	AGARWAL, ASHWIN	
SAP ID	0500047457	
Enrollment Nur	nber R100215019	
Phone No	9555580095	
Email ID		
tep 1: Validate (	Campus	
tep 2: Mandator	y Compliance	1

Now Click on the check boxes and click on Confirm Registration

Address Line1:			
Address Line2:	"504 NITIKHAND 1, INDIRAR	URAM"	-
City:	GHAZIABAD		
State:	24		
Country:	IN		
Pin/Zip:	201014		
Contact No:	9555580095		
Emailid:	ssharma@ddn.upes.ac.in		
agree th and agree undertal	hat I have updated my to keep the Universi ke to report for classe e by rules prescribed	current contact ty records curre s as per schedu under 23.3.1	information with the University as on date nt with any changes that may occur subsequent le on day 1 and maintain the attendance of

Re-Registration Completed.

