

Steps to join SWAYAM Courses

1. From the list of courses, click on the URL given for joining the course of your choice.

(If you do not have the course list, you can visit swayam.gov.in and click on All Courses or put a search in Course catalogue).

2. The course joining URL from course list will take you to course information page. Click on the red button - **JOIN** - to begin your registration for the course

3. Register through Google if you have Gmail account (preferable) or go for SIGN UP NOW. **You can register from your college domain id of edu.in**

4. You will reach your profile page. Start filling your personal details - Name, Mobile No., age group, country

5. Profession – **Student** (Do not select Other) (*Staff members who are enrolling must select Faculty*)

6. Highest qualification- **XII std**

7. Year of graduation- Please select appropriate expected year of graduation i.e. **completion of your TY according to the year of your admission to FY** (e.g. *Students who have joined FY in the year 2024-25 will have their year of graduation : 2027*)

8. Academic Bank of Credits (ABC) : Select the option from the drop-down list : **I have ABC ID**

9. Enter ABC ID : Please enter your ABC ID carefully, without any hyphen

Education Details:

1. Part of Swayam Local Chapter – **YES**
2. State- Maharashtra
3. City-Mumbai
4. College/School Name -**Select Sophia College from dropdown list**
5. College /School Roll No. – *Please put your complete roll no. along with the prefixed alphabet e.g. A24002 and not 24002*
6. Degree - Pls select **Science or Arts & Humanities** (accordingly) *Please do not select medical etc.*

7. Department- *select from dropdown list (You can select any one subject from the subject combination that you have offered in college)*
8. Study Year – 2nd year (for SY) **(Select appropriate current year you are studying in, from the dropdown list).**
9. Click on two boxes for: **I agree**
10. Click on red button **SAVE**

After this you will get a Welcome confirmation mail with the link for your course page.

Go to your course page. Follow regularly all the announcements etc. which you can access from the brown ribbon with tabs like Announcement, About course, Progress etc.

There is a last tab - Mentor. *Click on that, and select your teacher as a Mentor, in case your teacher has opted for Mentorship.*

To go to your courses hereon, you can go to swayam.gov.in , sign in with your registered email id and select **MY COURSES**.

STUDENTS/FACULTY to REMEMBER TO FOLLOW THESE IMPORTANT STEPS WHILE REGISTERING:

- Learners have to say **YES** to the question 'Are you part of a Local Chapter'
- Choose the correct college name from the dropdown.
- This is very important; else the learner will not be available in the SPOC login and the learner's data will not be reflected
- Students choose the Profession as '**Student**'
- Faculty choose the Profession as 'Faculty' (Not Employed)
- Use the **same email id** for enrolling to courses & exam registration.
- **Assignments submitted through one mail id & exam registered through another mail id will not be accepted**