Website Name: http://portal.ruraluniv.ac.in

- Each and every student of our institute is provided a login to enter into the Student Portal.
- Username is your Registration number.
**First time Login**

- Use your registration number for both user name and password.
- Enter the captcha exactly as shown in the box. It is case sensitive.
- Then Click login.

- First time password change screen appears.
- Enter your date of birth.
- Enter the new password and confirm it again.
- Then click the submit button.
Successive Logins

- Use your registration number as user name.
- Enter the new password you had created.
- Enter the captcha as shown in the box. It is case sensitive.
- Then Click login.
- For security reasons you will receive an OTP (One Time Password) to your registered Email every time you login into the student portal.

Enter the OTP you got from your email in the following screen. There is an option to resend the OTP if you have not received it.
• While you are logging in for the first time, there is no OTP and you can edit your email id and other details.

• After entering the OTP, the Notification window appears. This displays the current notification for your information.

• It also displays the last login details with your photo.

• Click the Student link to access the other details.
• Your Personal Profile appears on the screen

- You have to fill up the following details compulsory.
- Your Mobile number, Email id, Aadhar Number, Your Father/Mother/Guardian's Mobile number and Father/Mother/Guardian's Email id.
- You can change these details at any time. However all the information from the institute will be send to the mobile number or email id available in your personal profile.
- For displaying the menu click the button displayed in the left side of the screen.
• The menu provides the following details.

- **Registration Card** - Registration Card Details
- **Semester Fee Payment** - For making the Semester Fee and Exam Fee Payment
- **Supplementary Fee Payment** - For making the Fee payment for your supplementary examinations.
- **Attendance** - Your attendance details of the current semester
- **CFA Marks** - Your CFA marks of the current semester
- **Payment History** - Details of your online transactions made by you, with the transactions Ids.
- **Results** - Results of the examinations you have appeared from the first semester.
- **Downloads** - You can download the common formats.
- **Useful Links** - Redirects you to some useful links.

• These menu items will be modified, added or hidden based on the requirements.
• Click this button to hide the menu.

• Click logout to close the portal.

• Clicking Home button in the index screen will redirect you to our institute home page.
• If you forget your password you can use this link to retrieve your password.

![Password Retrieval Screen]

• The screen below will appear on the screen.

![Profile Details Screen]

• You have to answer for the above questions. If the answer matches then a new password will be send to your email id.

• The second question changes randomly among your available personal profile details.

• After login with the registration number and new password, you have to match your date of birth and enter the new password as you have done during the first login.

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