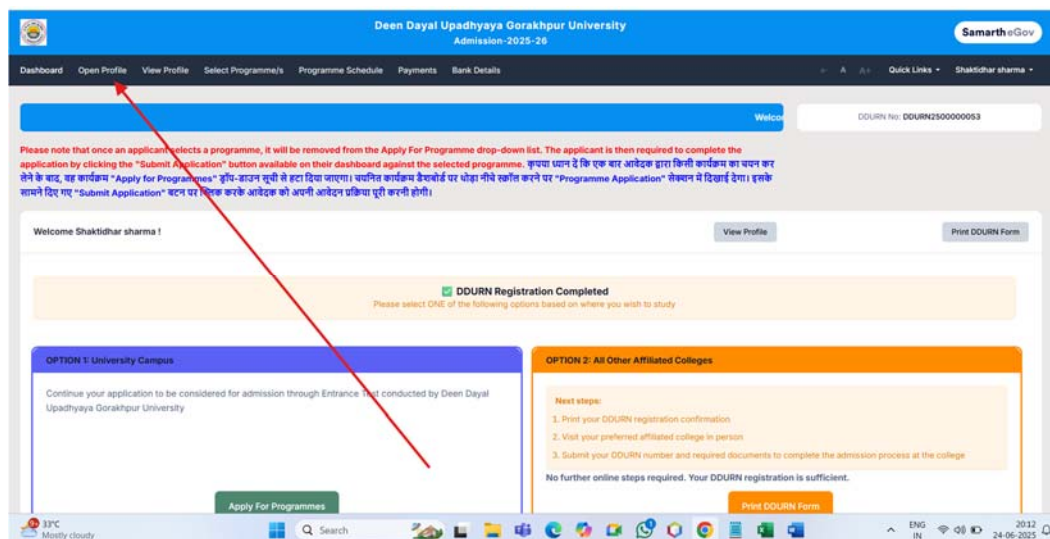


Applicant Instruction Guide: Updating Profile and Academic Details

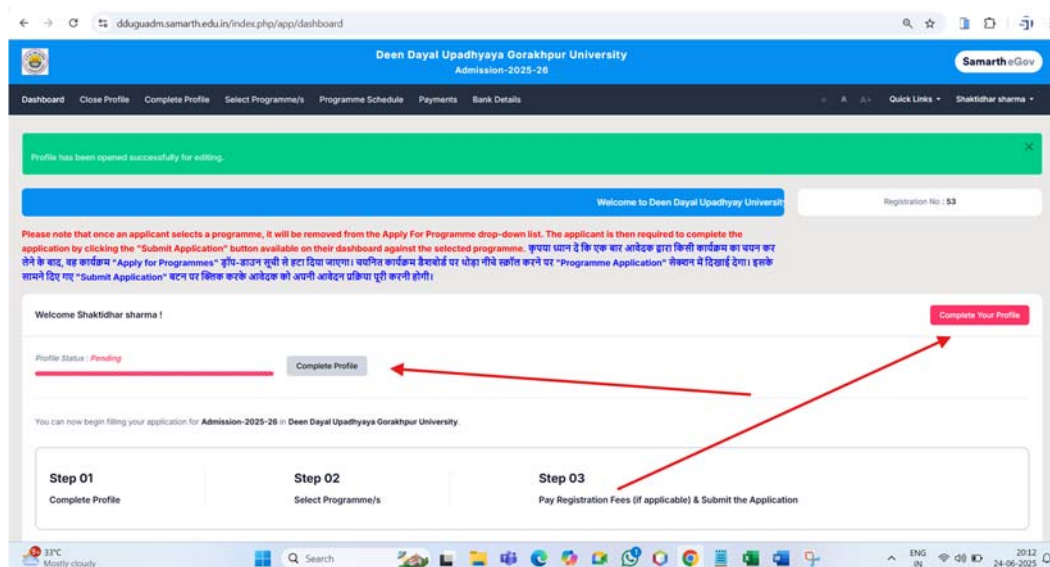
Step 1: Open Profile

Click on the 'Open Profile' link from the dashboard.



Step 2: Access Complete Profile

A new screen will appear. Click on the 'Complete Profile' button.



Step 3: Preview Profile

A profile preview page will open. Scroll to the bottom and click on the 'Update Details' button.

ddugoadm.samarth.edu.in/index.php/personal/preview/personal

Bank Details

Name of the Account Holder: SHAKTIDHAR SHARMA

Name of the Bank: BANK OF BARODA

Account Number: 55078100011565

IFSC Code: BARBOMEHDAW

Bank Branch Name: MEHDAWAL

Other Category/Quota Details

Buttons: Back to Dashboard, Update Details, Proceed to Next

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Step 4: Update Panel

A panel will open where you can update your details as required.

ddugoadm.samarth.edu.in/index.php/personal/form/personal

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Dashboard Close Profile Complete Profile Select Programme/s Programme Schedule Payments Bank Details

Quick Links Shaktidhar sharma

Go Back

Editing: Profile Details

Personal Details

Full Name of the Applicant: Shaktidhar sharma

Applicant's Registered Email: shaktidharsharma826@gmail.com

Registered Mobile Number: 8176895076

Alternate Email

Alternate Mobile Number (Parent's/Guardian's)

Applicant Date of Birth: 4 August 2007

Age as on Jul 1, 2025: 17 Years 10 Month 28 Days

Applicant's Gender: Male

Do you have domicile of Uttar Pradesh?: Yes

Category: General

Marital Status: I am married

Blood Group: Not Known

Step 5: Save Updated Information

After making changes, click on the 'Save Details' button.

Permanent Address ☐ Click if Same As Correspondence Address

Address *
VILL BHATWALIYA

Address Line 2 *
POST BISAUWA

Country *
India

State *
Uttar Pradesh

City *
SANT KABIR NAGAR

District *
SANT KABIR NAGAR

Pin Code *
272271

[Cancel / Go Back](#) [Save Details](#)

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Step 6: Confirm and Pay

You will be redirected to a preview screen. Scroll down and click on the 'Confirm Details and Pay Registration Fee' button.

Photo
Uploaded

Signature
Uploaded

Declaration

This is an important step. Please ensure that you have verified the profile details for correctness. No modification will be allowed after this step.

☒ I do hereby declare that all the statement made in the profile details 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.

[Back to Uploads](#) [Save as Draft](#) [Confirm Details and Pay Registration Fee](#)

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For any technical support, please mail your query at
admission@ddugu.ac.in or call 7080596669
Time: 10:00AM to 5:00PM

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Step 7: Make Payment

On the next screen, click on 'Click Here to Make Payment'.

Registration Payment

Registration Number	55
Full Name of the Applicant	Shaktihar sharma
Applicant's Gender	Male
Category	General
Mother's Name	GAVATHI DEVI
Father's Name	ANAND SHARMA
Registration Fee	₹ 100
Total Amount To be Paid	₹ 100

[Click here to make payment](#)

Step 8: Verify on Dashboard

After that my transaction page will come, then click on dashboard, print your form, check, details are updated.

Status update using old successful transaction.

Home / My Transactions

My Transactions

#	ACTION	ORDER NUMBER (ALIAS REFERENCE NUMBER)	FINAL PAYMENT STATUS	TRANSACTION DETAILS	TRANSACTION FEE DETAILS
1	Verified and Updated Print Registration Slip	75202 [2025-26XREG01X75202]	Success	Transaction Type: REGISTRATION Programme: B.A(Hons), Bachelor of Arts (Hons), Service Reference No: 303945 Gateway: RAZORPAY Bank Response: [paid]	Amount: ₹100.00 Transaction ID: [DPW303945X75202] Transaction Date: 2025-06-10 19:37:17
2	Verified and Updated Print Profile Registration Slip	75188 [2025-26XProfile Registration75188]	Success	Transaction Type: Profile Registration Service Reference No: 13 Gateway: RAZORPAY Bank Response: SUCCESS [captured]	Amount: ₹100.00 Transaction ID: [DPW75120XJAW] Transaction Date: 2025-06-10 18:54:47

Updating Academic Details

Go to the Dashboard. Scroll down to the Program List section. Click on the 'Update Academic Details' button and make the necessary changes.

For any queries, please contact the University Admission Helpdesk at helpdesk@ddugu.ac.in

Programme Applications

FORM NUMBER	PROGRAMME	UPDATE ACADEMIC DETAILS	UPDATE UPLOAD	DATE	STATUS	ACTION	RECEIPTS
DDUGU250038965	Courses(s) Chosen(s) Programme: Bachelor of Arts (Hons.)	Update Academic Details	Update Uploads	2025-06-10 19:37:07	Application Extended Document Scrutiny Status: No Action Taken		Print Form

Profile Status : Submitted [View Profile](#)

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[Universities](#)

For any technical support, please mail your query at admission@ddugu.ac.in or call 7080596669
Time: 10:00AM to 5:00PM

32°C Mostly cloudy 24-06-2025

Updating Academic Documents

Click on the 'Update Uploads' button on the dashboard. Re-upload or replace the required academic documents.