

# WEST GUWAHATI COMMERCE COLLEGE

BORIPARA, MALIGAON, GUWAHATI  
KAMRUP, ASSAM, PIN-781012

From:  
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Principal



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## NOTICE OF REGISTRATION

This is for information of all FYUGP B. Com 1<sup>st</sup> Semester student that their Registration Process is already live in <https://gauhati.samarth.edu.in/index.php/site/login>. Therefore, all the students are asked to complete their registration process urgently. Further, the students are required to pay a Registration Fee of Rs. 250/- (Rupees Two Hundred Fifty only) for the current academic session. The fee is to be paid along with the examination fee.

While registering their details, Enrollment Number generated by the Samarth Portal shall be treated as the Registration Number of the student under Gauhati University.

Note: The steps of Registration process & GU Notification are attached herewith.

PRINCIPAL

West Guwahati Commerce College  
Maligaon, Baripara, Guwahati-12

Principal  
West Guwahati Commerce College  
Maligaon, Baripara, Guwahati-12


## SECTION-A

### New Student Registration

**Step 1.** Students can register themselves by clicking on the "New Registration" Button,


After that, the following details need to be selected/entered by the students:


- Programme
- Name (as on ID card)
- Mode of Registration
  - Enrollment Number
- Enrollment Number

Then, click on the  button.


After that, a new window will appear. In that, the following details need to be entered for the new registration:

- Mobile Number
  - Email Address
- (These details must be correct to receive OTP via mail)

Then, click on the  button.

After successful verification of the OTP received via Mail/SMS, click on the  button to proceed further.

Once OTP will be verified, students need to set a password for their login in a new window

Then, click on the  button.

**Note: The students need to note down the username for further use.**



**GAUHATI UNIVERSITY  
OFFICE OF THE REGISTRAR  
GUWAHATI-781014**

**NOTIFICATION NO-118**

**Registration of 1<sup>st</sup> Semester Students under Gauhati University**

It is hereby notified for information of all concerned that all 1<sup>st</sup> Semester Students of various UG/PG/FYIMP/FYIUGP programmes under Gauhati University are required to pay a Registration Fee of Rs. 250/- (Rupees Two Hundred Fifty only) for the current academic session. The fee is to be paid along with the examination fee.

Further, it is informed that the Enrollment Number generated by the Samarth Portal shall be treated as the Registration Number of the student under Gauhati University. This number will be available in the respective student portals after completion of the registration process.

All affiliated colleges and university departments are requested to inform their students accordingly and ensure timely completion of registration formalities.

Sd/-

**Registrar  
Gauhati University**

Memo No. GU/M/R/2025/2664-73

Date : 13/11/2025

Copy forwarded for information and necessary action to :

1. Secretary University Classes, G.U.
2. The Controller of Examinations, G.U.
3. Treasurer, G.U.
4. Head/Direction of all academic Deptt./Center/Institutions.
5. All Principals of Affiliated Colleges.
6. Secretary to V.C., G.U.
7. Secretary to Registrar, G.U.
8. G.U. Website.
9. Office Copy

*[Handwritten Signature]*  
12/11/25

**Registrar  
Gauhati University**