



KHANGCHENDZONG STATE UNIVERSITY, SIKKIM
(Established by an Act of Sikkim Legislative Assembly)

Ref. 3-9/SSU/URC/2019-22/w.e.f.2018/243

Date:05.09.2026

CIRCULAR NO:101

Subject : Online Registration for newly admitted students (Academic Session 2026-27) who have completed the essential formalities for admission to the First semester at Khangchendzonga State University, Sikkim

The undersigned is pleased to notify that the online application for university registration is enabled for the **newly admitted students (Academic session 2026-27) who have completed the essential formalities for admission to the First semester at Khangchendzonga State University, Sikkim**

1. All newly admitted students must self-register online at the following portal and submit print copies of their application to the dealing officer/staff deputed for the purpose, in the Examination Division of the Khangchendzonga State University, Sikkim for due physical verification and endorsement.
https://ksusconnect.online/NEP/student_portal/fresher_register.php
2. The dealing officer shall submit the consolidated print copies of all applicants duly verified and signed, along with copies of all supporting documents to the office of the ACoE/ Verifying Officer deputed for the purpose by the university for further processing.
3. Many of the details registered in the system cannot be changed. Therefore, utmost care must be taken while furnishing the details of the applicant.
4. Stepwise instruction to be followed by the applicant and sample registration form is enclosed for needful circulation & reference to all concerned.
5. For any technical issue, email **cvidurchettri@gmail.com** or contact 9064253986 (IT Resource Person, KSUS).

Please Note: In order to timely complete all pre-examination activities before the start of the end semester examinations, all concerned are instructed to strictly follow the given timelines:

Sl.No	Activity	Last Date
1	Last date for Online registration by students	11.09.2026: (The portal/ online window will be closed at 2.00.P.M)
2	Submission of the downloaded and print copies along with the supporting documents (complete in all respect) by the students to the dealing officer in the Examination division	16.09.2026: (For students of Sanskrit, Limbu and Lepcha Departments)
		17.09.2026: (For students of Nepali and Bhutia Departments)

Controller of Examinations
Khangchendzonga State University, Sikkim
Tadong

Copy to:

1. P.S. to Hon'ble Vice Chancellor, KSUS
2. The Registrar
3. The Finance Officer
4. I.T. Resource Person, KSUS
5. Notice Board
6. File
7. Guard File



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INSTRUCTION FOR ONLINE REGISTRATION

1. All newly admitted students (Academic session 2026-27) who have completed the essential formalities for admission to the First semester at Khangchendzonga State University, Sikkim must submit online application form, for university registration.

The online registration form is available at the following link:

https://ksusconnect.online/NEP/student_portal/fresher_register.php

2. The necessary supporting documents as indicated herein below must be submitted along with the registration form.
3. The applicants are advised to check the details carefully before final submission.
4. Applicants who have already submitted their Original Migration Certificate to the University on some earlier dates/ during the time of admission, are not required to submit the same however, they are required to mention the Migration Certificate Number at the designated slot/box provided in the online form .
5. Applicants who have not submitted their Original Migration Certificate to the university as on this date or till they complete the filling-up-of online registration form will have to compulsorily submit the same to the Dealing Officer in the examination division along with the print copy of the form on the date prescribed by the university in its Circular No :101
6. After submitting the online form , the applicant must:
 - (a). Print the Auto-generated Registration form (Students copy and University copy).
 - (b). Submit the print & self-signed copies of the form (Student's copy and University's copy) along with all supporting documents as prescribed in the form, to the Dealing Officer in the examination division on the date as prescribed in circular No :101
7. **Documents required to be submitted with print copies of the autogenerated Registration forms:**

(a). Original copy of Migration Certificate: *(to be uploaded and also the original copy to be submitted to the dealing officer in the Examination division, if not submitted during the time of admission).*

(b). Original Transfer & Character Certificate: *(Original copy, to be submitted, if not submitted during the time of admission).*

(c). College Leaving Certificate: *(To be submitted, if not submitted during the time of admission)*

(d). Category Certificate (if applicable): *(To be submitted, if not submitted during the time of admission).*

(e). Attested copy of Bachelor's (Qualifying Examinations) Mark Sheet(s): *(To be submitted, if not submitted during the time of admission).*

(f). Attested copy of Bachelor's Degree Certificate: *(to be uploaded and also the attested copy to be submitted to the dealing officer in the Examination division).*

(g). Attested copy of Class-X Marksheet: *(to be uploaded and also the attested copy to be submitted to the dealing officer in the Examination division).*

(h). Passport size Photograph: 1 copy.

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