



Government of Maharashtra  
**Ismail Yusuf College of Arts, Science and Commerce, Mumbai**

Hello everyone,  
Welcome to **Online PG Admissions**  
**2023-24**

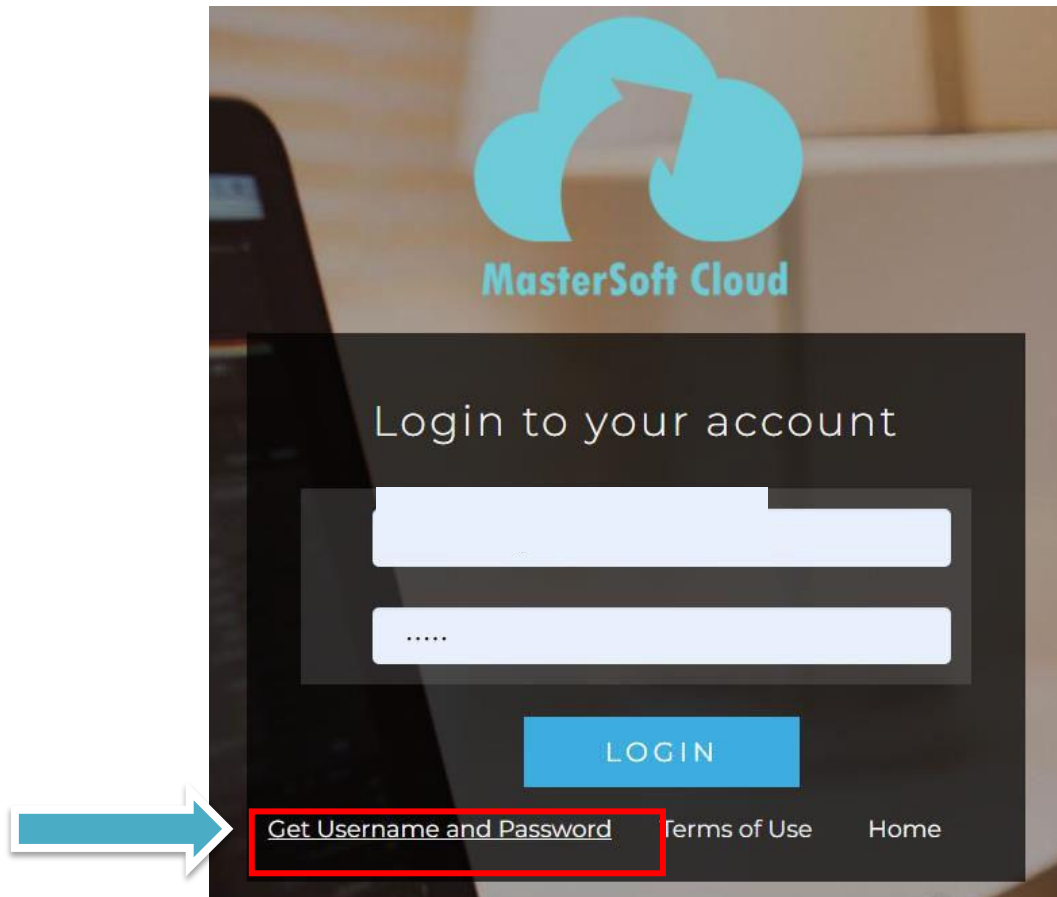
Powered by



Let's understand how you can **successfully complete PG**  
**online registration process.**

# GET USERNAME & PASSWORD

**Step1:** First go to the link: <https://cimsstudent.mastersofterp.in/>  
then, click on **"Get Username and Password"** button given on the screen.



# GET USERNAME & PASSWORD THROUGH MOBILE/EMAIL

**Step2:** You need to enter your registered **Mobile Number** or **Registered Email-id**.

Get Username and Password ×

Password will be send on registered mobile number or email id!

Mobile  Email

0000000252

Send Password

 **MOBILE NUMBER**

Get Username and Password ×

Password will be send on registered mobile number or email id!

Mobile  Email

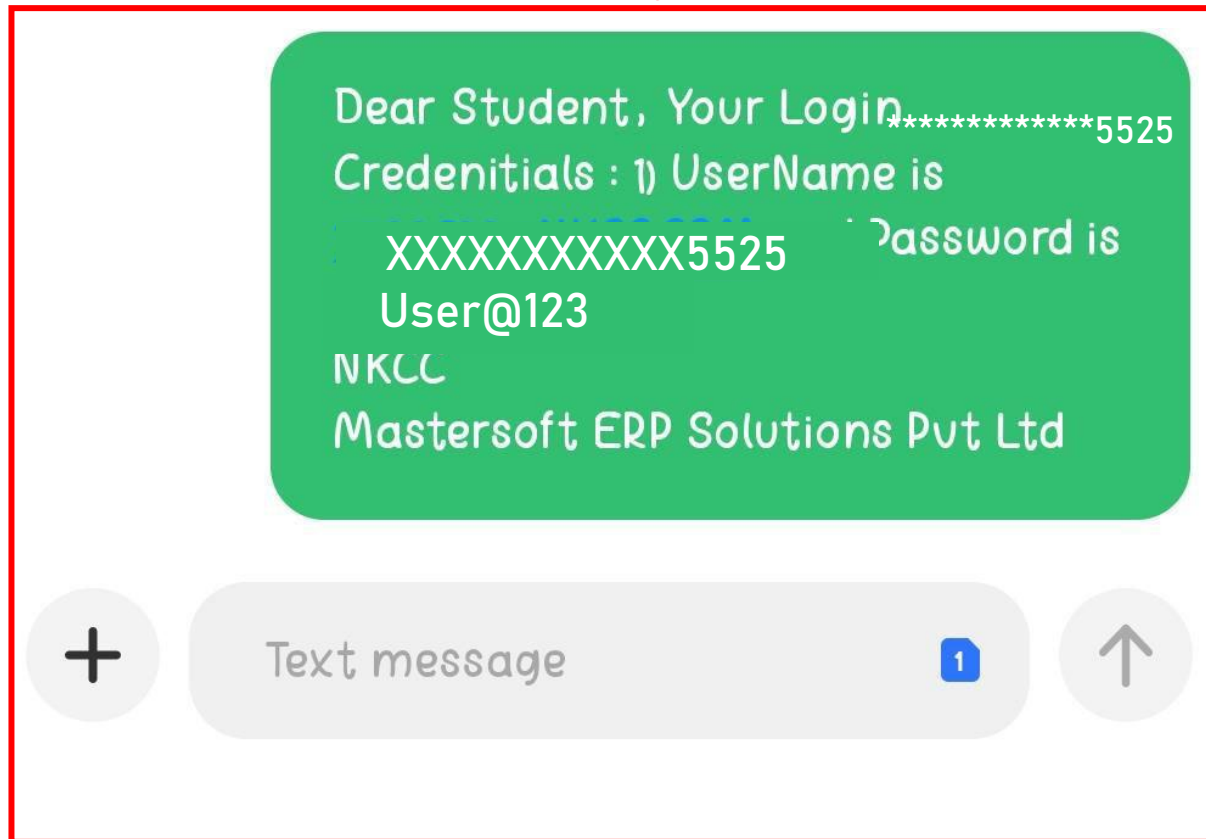
hellostudents@gmail.com

Send Password

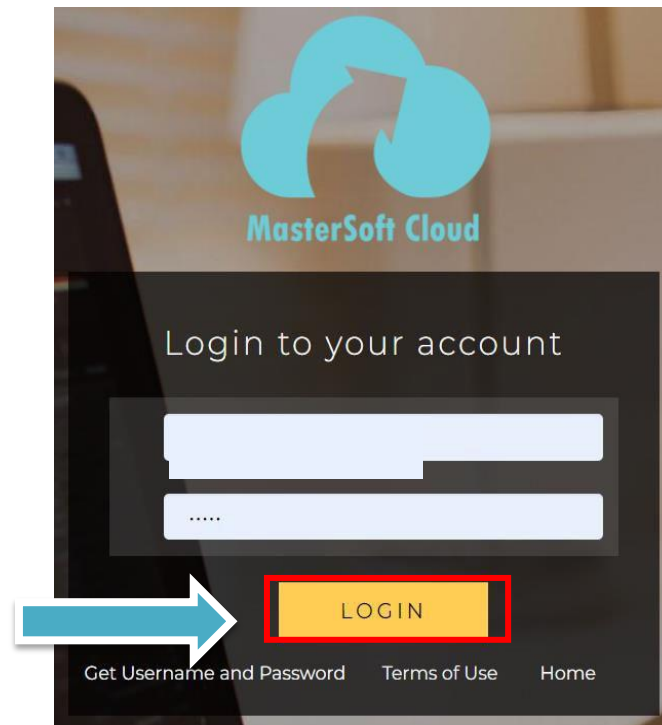
**EMAIL ID** 

# TEXT MESSAGE CONFIRMATION

**Step3:** On entering the mobile number, username and password will be generated and send on your registered **Mobile Number or Email-id** **Respectively.**

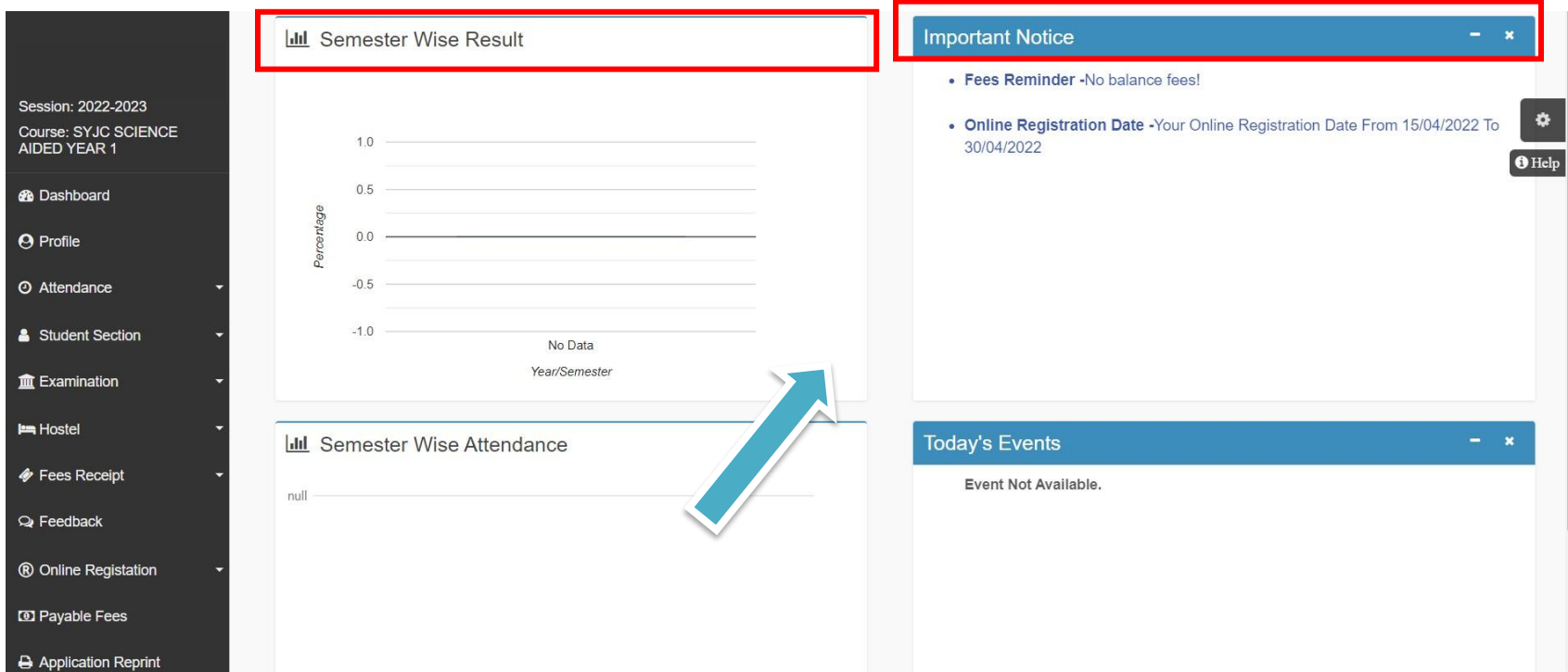


**Step4:** Enter the credentials which you have received and click on the login option to **Successfully Login To The System.**



# STUDENT DASHBOARD

**Step5:** As you can see this your student dashboard where you can check semester wise **Results, Important Notices, Attendance Record** etc. You will be able to see **Menu Bar** with different pages which is present at the **Left-Hand Side** of the screen to navigate through different pages of the software.

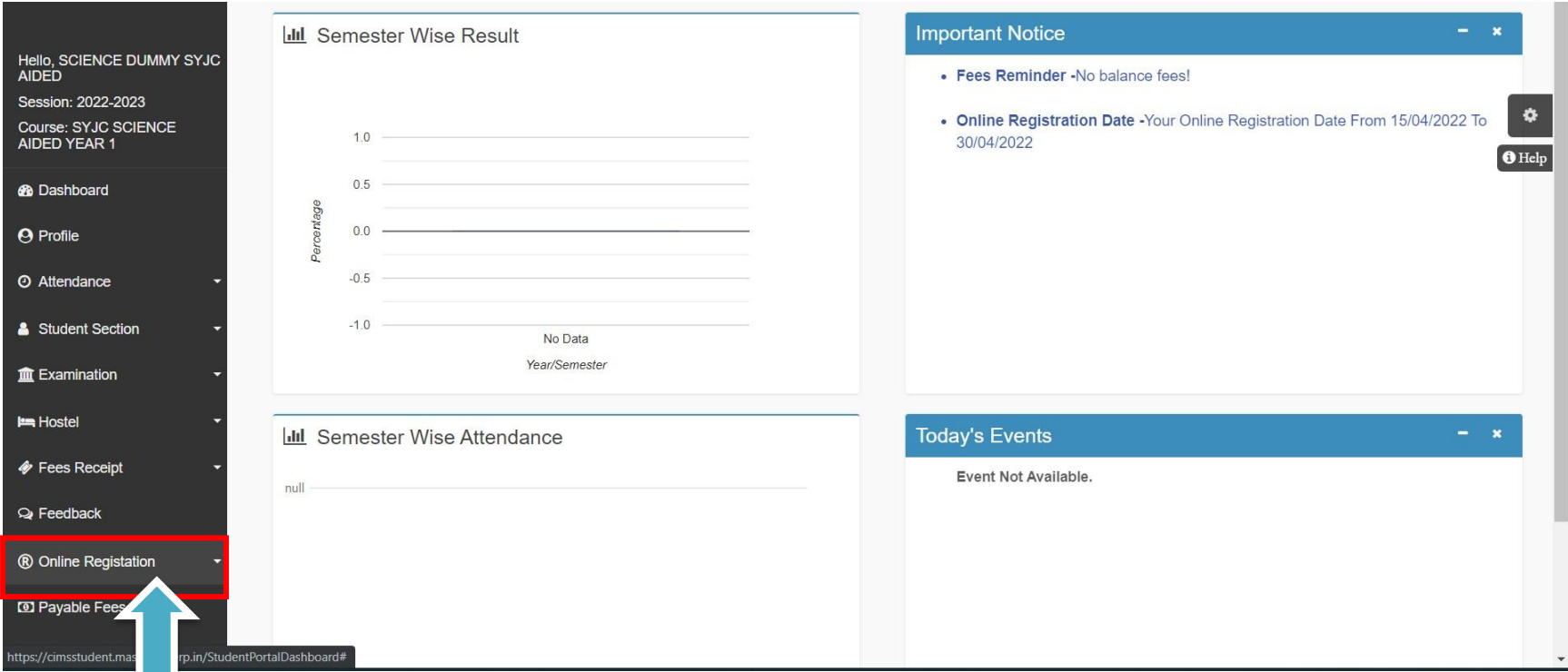


The screenshot displays the Student Dashboard interface. On the left is a dark navigation menu with the following items: Session: 2022-2023, Course: SYJC SCIENCE AIDED YEAR 1, Dashboard, Profile, Attendance, Student Section, Examination, Hostel, Fees Receipt, Feedback, Online Registration, Payable Fees, and Application Reprint. The main content area is divided into several sections:

- Semester Wise Result:** A chart showing Percentage (Y-axis, -1.0 to 1.0) versus Year/Semester (X-axis). The chart displays "No Data".
- Semester Wise Attendance:** A chart showing null data.
- Important Notice:** A blue header box containing two notices:
  - Fees Reminder -No balance fees!
  - Online Registration Date -Your Online Registration Date From 15/04/2022 To 30/04/2022
- Today's Events:** A blue header box containing the text "Event Not Available."

A blue arrow points from the "Semester Wise Attendance" chart towards the "Important Notice" section.

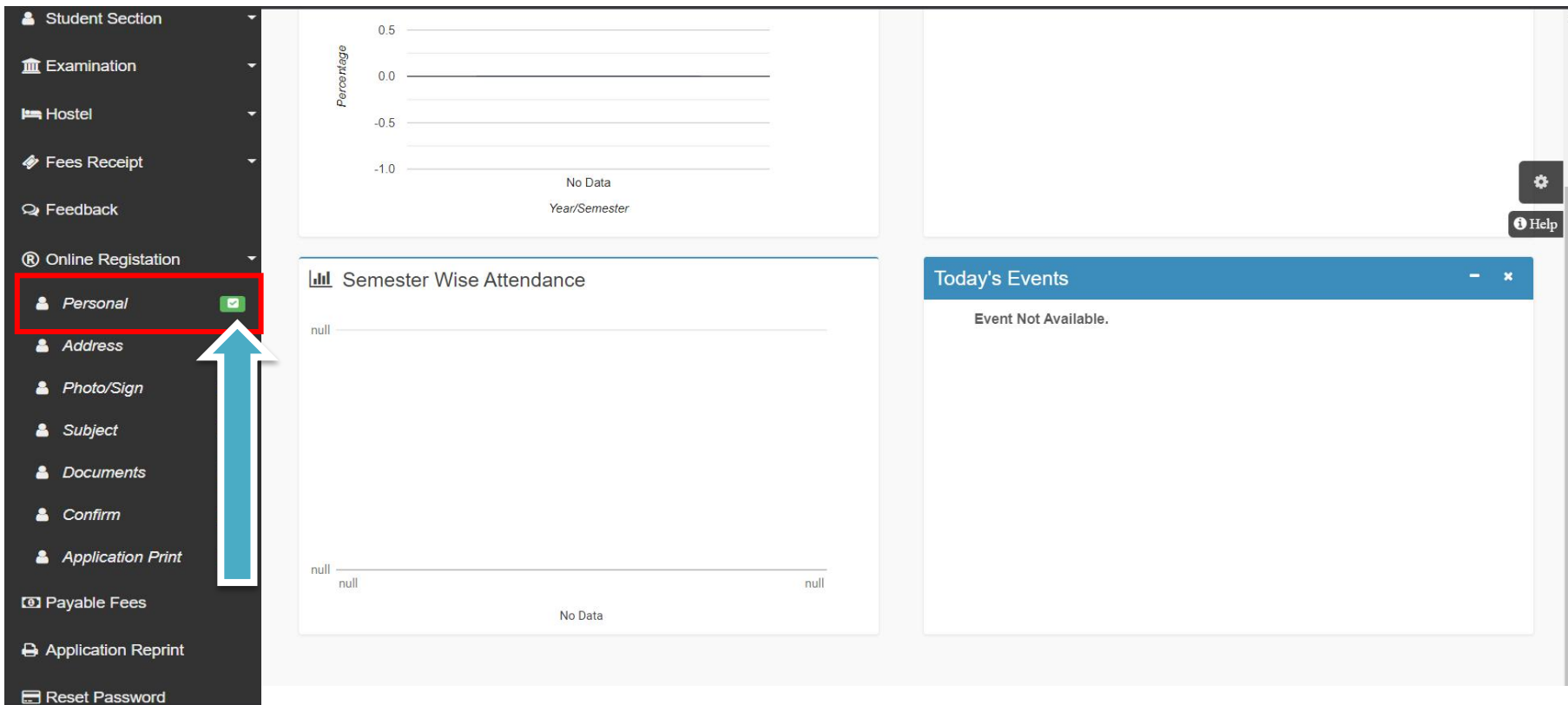
**Step6:** For commencing **Online Registration Process**, click on the **Online Registration Option** present on the left-hand side of the screen.



The screenshot displays a student portal dashboard. On the left, a dark sidebar contains a navigation menu with the following items: Dashboard, Profile, Attendance, Student Section, Examination, Hostel, Fees Receipt, Feedback, **Online Registration** (highlighted with a red box and a blue arrow), and Payable Fees. The main content area is divided into three sections: 'Semester Wise Result' (a line chart showing 'No Data'), 'Semester Wise Attendance' (a line chart showing 'null'), and 'Important Notice' (listing 'Fees Reminder' and 'Online Registration Date'). A 'Today's Events' section below the notice shows 'Event Not Available.' The browser address bar at the bottom left shows the URL: <https://cimsstudent.mastsoft.com/StudentPortalDashboard#>.

# ONLINE REGISTRATION

**Step7:** Now click on the **Personal Tab** present on the left-hand side of the screen.



The screenshot displays the MasterSoft online registration interface. On the left, a dark sidebar menu lists various options: Student Section, Examination, Hostel, Fees Receipt, Feedback, Online Registration (with a red circle around it), Personal (highlighted with a red box and a blue arrow), Address, Photo/Sign, Subject, Documents, Confirm, Application Print, Payable Fees, Application Reprint, and Reset Password. The main content area is divided into three sections. The top-left section is a line chart titled 'Percentage' with a y-axis ranging from -1.0 to 0.5 and an x-axis labeled 'Year/Semester'. The chart area is empty, displaying 'No Data'. The bottom-left section is a bar chart titled 'Semester Wise Attendance' with a y-axis labeled 'Percentage' and an x-axis labeled 'Year/Semester'. The chart area is empty, displaying 'No Data'. The right section is a window titled 'Today's Events' with a blue header and a white body. The body contains the text 'Event Not Available.' In the top right corner of the main content area, there are two icons: a gear icon for settings and a 'Help' icon.



# PERSONAL DETAILS


**Step8:** The first field that is personal, the details here like your first name, middle name, last name is already given and you cannot change it. But you can change email, gender, etc., **if required**. Once you complete filling the personal details click on **"Save and Next Button"**. (Please note that all the red mark fields are mandatory)

Online Registration -> Personal Details

Note : \*Marked as Mandatory!

|                        |                             |                              |                                    |
|------------------------|-----------------------------|------------------------------|------------------------------------|
| Title                  | M/                          | Local Guardian's Contact No. | Enter Local Guardian's Contact No. |
| Last Name/Surname      | SYBSC TEST                  | Caste Category *             | OPEN                               |
| First Name             | Enter First Name            | Nationality *                | INDIAN                             |
| Middle Name            | Enter Middle Name           | Religion *                   | HINDU                              |
| Gender *               | MALE                        | Handicap                     | Please select handicap             |
| Mobile No. *           | 000000000                   | Handicap Percentage          | 0                                  |
| Phone No.              | Enter Phone No.             | Aadhaar No. *                | 123456789012                       |
| Email ID *             | helostudent@gmail.com       | Total Family Member          | Enter Total Family Member          |
| Date of Birth *        | 01/01/1900                  | Family Income *              | 240000                             |
| Place of Birth *       | MUMBAI                      |                              |                                    |
| State of Birth *       | MAHARASHTRA                 |                              |                                    |
| District of Birth *    | MUMBAI                      |                              |                                    |
| Marital Status *       | UNMARRIED                   |                              |                                    |
| Mother tongue *        | HINDI                       |                              |                                    |
| Blood group            | AB+                         |                              |                                    |
| Mother's Contact No.   | Enter Mother's Contact No.  |                              |                                    |
| Mother's Email ID      | Enter Mother's Email ID     |                              |                                    |
| Father's Contact No. * | 1212121212                  |                              |                                    |
| Father's Occupation *  | SERVICE                     |                              |                                    |
| Father's Email ID      | Enter Father's Email ID     |                              |                                    |
| Local Guardian's Name  | Enter Local Guardian's Name |                              |                                    |

[Save & Next](#)



# ADDRESS DETAILS

**Step9:** Next page is address details, here you need to fill your **Personal or Local address.**

Once you complete filling the address details form click on **"Save and Next Button"**.

Online Registration -> Address Details

Note : \* Marked Is Mandatory !

### PERMANENT ADDRESS


|            |             |  |   |
|------------|-------------|--|---|
| Country *  | INDIA       | Permanent Address<br>(Flat No., Bldg No., Street No., Plot No.)* | FLAT NO.001, BLDG NO.ADDRESS LINE1,STREET NO,LINE2, LOCATION,<br>PLOT NO.AREA,LANDMARK PIN CODE |
| State *    | MAHARASHTRA | House Number *   | 001   |
| District * | MUMBAI      | Pin Code *   | 400001  |
| City *     | MUMBAI      |  |   |

### LOCAL ADDRESS

Same as Permanent Address

|            |             |  |   |
|------------|-------------|--|---|
| Country *  | INDIA       | Local Address<br>(Flat No., Bldg No., Street No., Plot No.)* | LOCAL ADDRESS<br>(Flat No., Building No., Street No., Plot No.) |
| State *    | MAHARASHTRA | House Number *   | 001   |
| District * | MUMBAI      | Pin Code *   | 400010  |
| City *     | MUMBAI      |  |   |

[Save & Next](#) [Back to Previous](#)




# PHOTO & SIGNATURE DETAILS

**Step10:** Next page is photo and signature page, here you need to **Upload Your Photo and Signature**. Click on the **Upload Photo and Upload Signature** and select the valid file. Once you complete uploading photo and signature then click on **“Save and Next Button”**. (Note: photo size should be max 500kb and Signature size should be max 300kb)

Online Registration --> Photo and Signature Details

### Student Photo \*


[Upload Photo](#)



Please Select valid image file(e.g. JPG,PNG) (Max size 500 kb)


### Student Signature\*

[Upload Sign](#)



Please Select valid image file(e.g. JPG,PNG) (Max size 300 kb)

[Save & Next](#) [Back to Previous](#)



## **SUBJECT SELECTION**

The courses which has Subject selection like **M.Sc.M.A.M.COMPART II** will have to select the subject / subject group in this step.

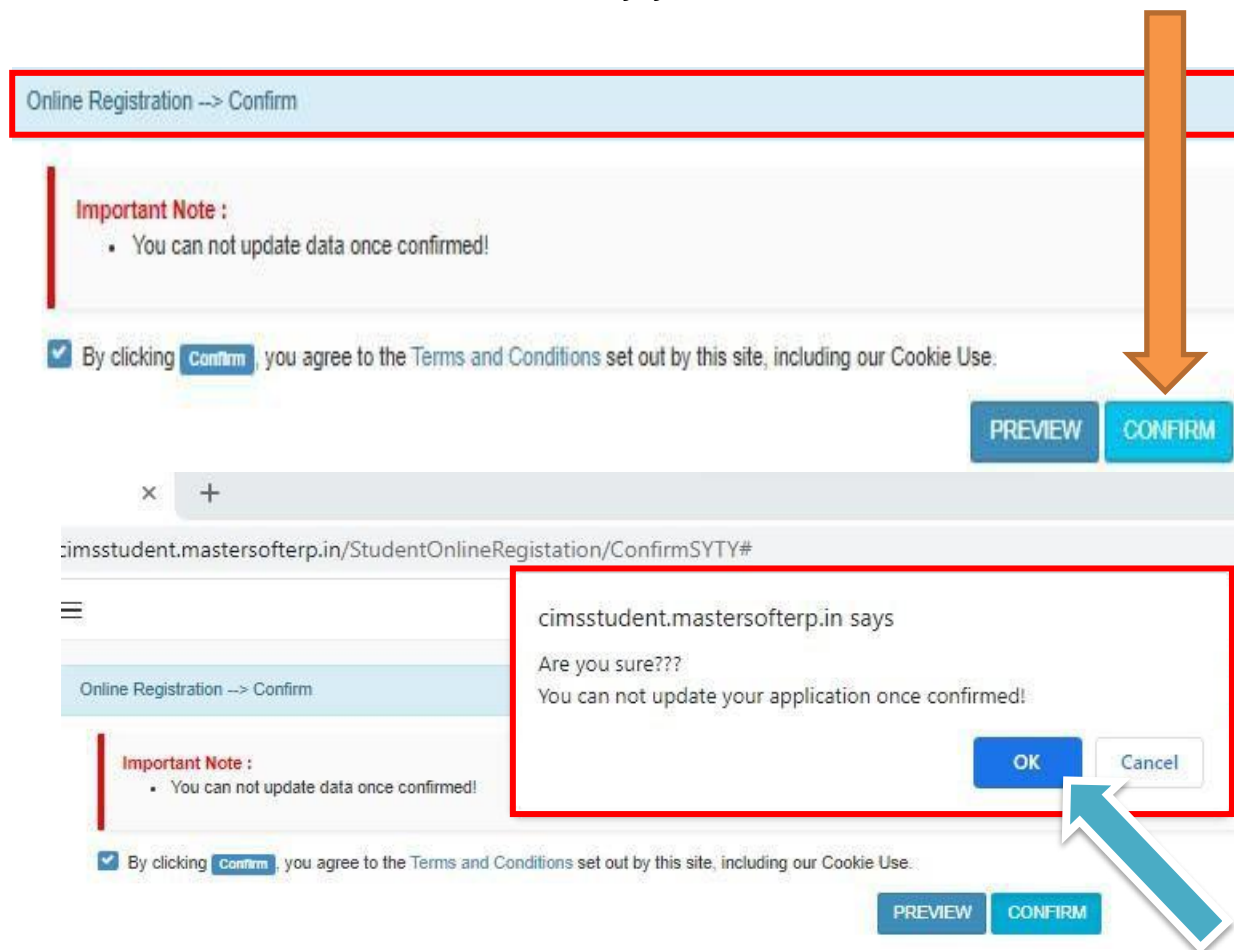
**For rest of the courses students don't need to select any subject.**

# APPLICATION CONFIRMATION

Step15: Next page is confirm, you need to **Confirm All** .

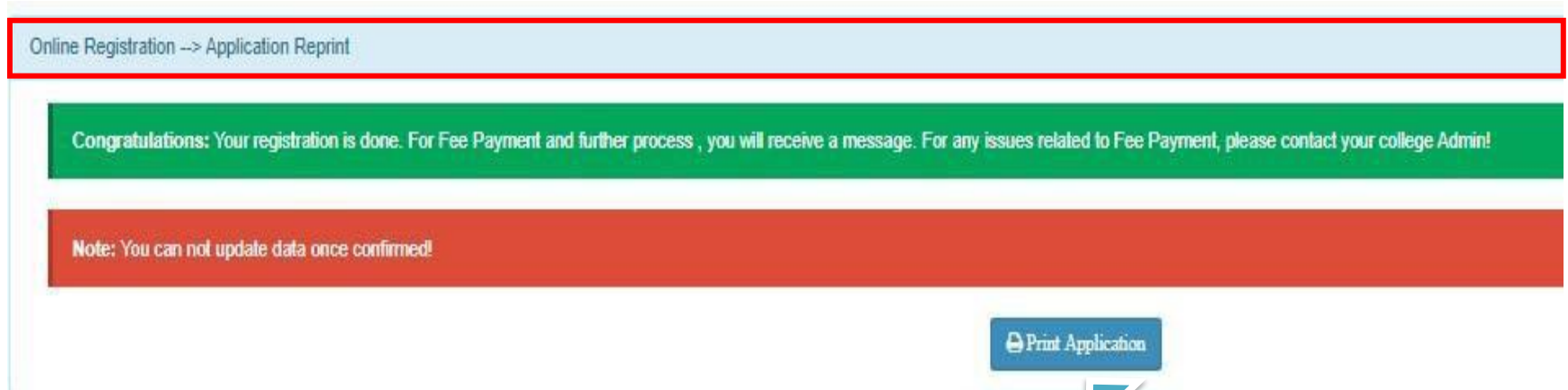
The Details you have filled because you won't be able to Update/Edit the data after Confirmation.

Once you are sure that the details entered by you are true and correct click **"Confirm" Button**.



The screenshot illustrates the application confirmation process. At the top, a light blue header bar contains the text "Online Registration --> Confirm". Below this, an "Important Note" section states: "You can not update data once confirmed!". A checkbox is checked, indicating agreement to the Terms and Conditions. Two buttons, "PREVIEW" and "CONFIRM", are visible. A large orange arrow points from the "CONFIRM" button to a modal dialog box. The dialog box, titled "cimsstudent.mastersofterp.in says", contains the text: "Are you sure???", "You can not update your application once confirmed!", and two buttons: "OK" and "Cancel". A white arrow points to the "OK" button. Below the dialog box, the "PREVIEW" and "CONFIRM" buttons are visible again.

Step16: Now to print your application click on **"Print Application" Option** present in the left-hand side of the screen. Application form will include all your details such as personal details, academic details, photo-signature etc.



Online Registration --> Application Reprint

**Congratulations:** Your registration is done. For Fee Payment and further process , you will receive a message. For any issues related to Fee Payment, please contact your college Admin!

**Note:** You can not update data once confirmed!

[Print Application](#)

The screenshot shows a web interface for printing an application. At the top, a light blue header bar contains the text "Online Registration --> Application Reprint" and is outlined with a red border. Below this, there are two horizontal bars: a green one with a congratulatory message and a red one with a note. At the bottom right, a blue button labeled "Print Application" is highlighted with a large blue arrow pointing towards it.

**After confirming the form and verification of college you will receive SMS for paying the fees, after fees payment only your admission will get confirmed**

**THANK YOU**