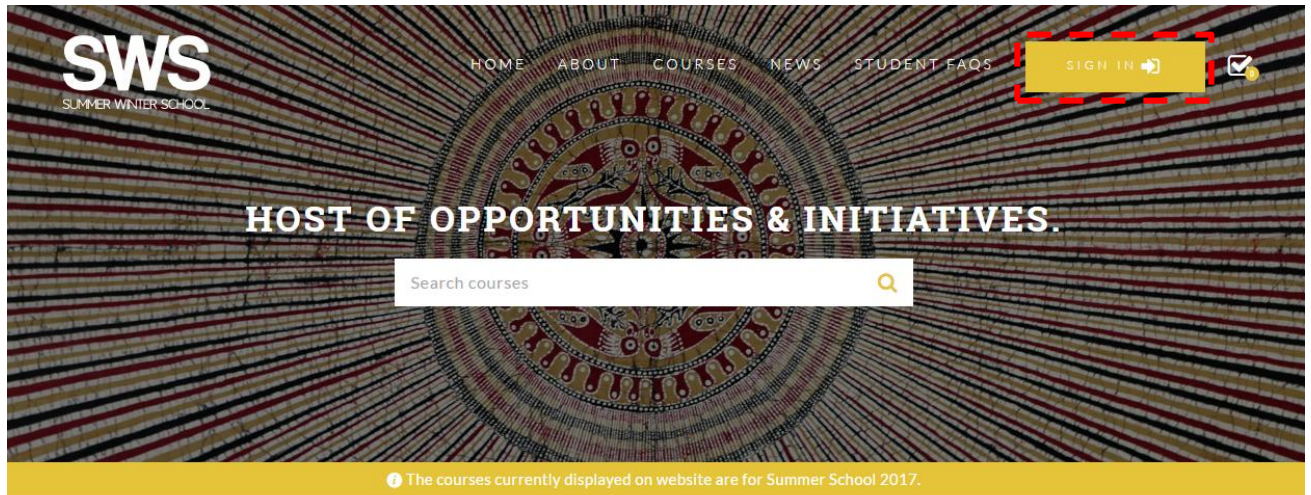


GENERAL INSTRUCTIONS FOR REGISTRATION OF SWS COURSES

Step 0 Login on the SWS website and follow the highlighted box (Red Box)

Go to link: <http://sws.cept.ac.in/>



SUMMER WINTER SCHOOL

The Summer and Winter Schools (SWS) at CEPT University are opportunities for students to gain valuable learning experience that goes far beyond the structured classrooms.

[LEARN MORE](#)

ANNOUNCEMENT

NO ANNOUNCEMENTS

NEWS

SS17 Call for Proposals
02 JAN 2017

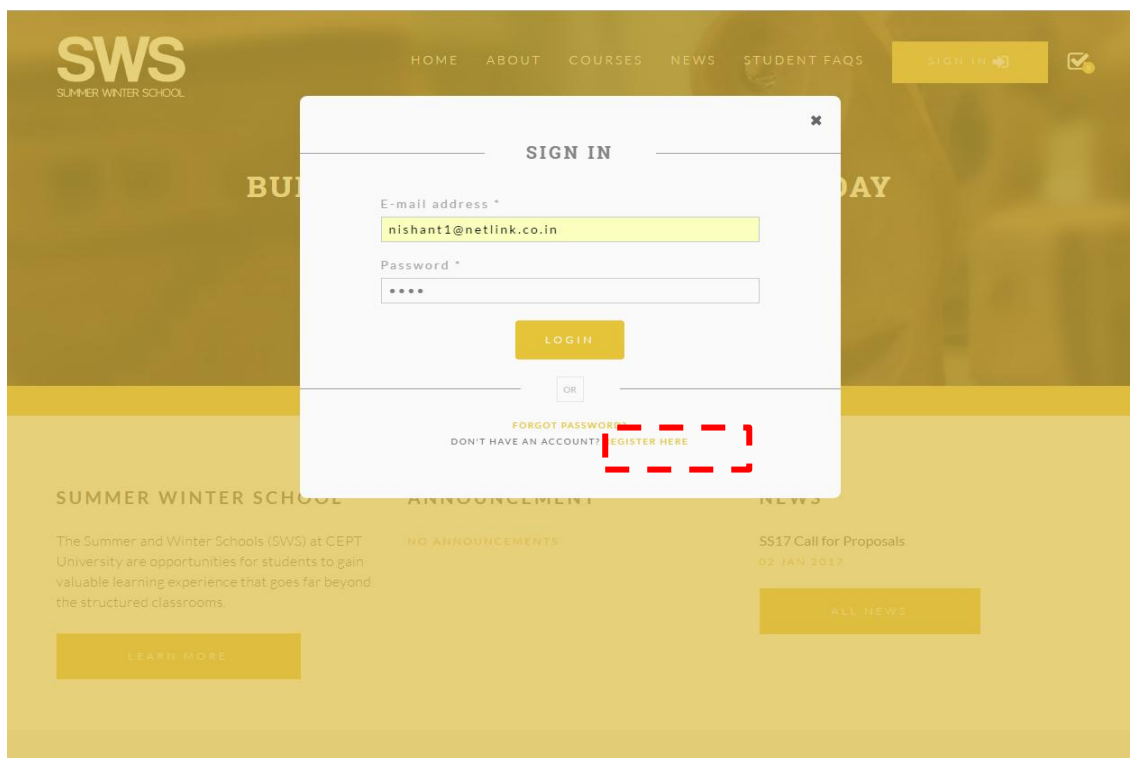
[ALL NEWS](#)

Step 1: Details for NON-CEPT STUDENTS/PROFESSIONALS

Non CEPT Students or Professionals need to register by clicking on the top of the registration tab as a NEW Student and fill up all the Personal Information in the Portal. (Refer the above screenshot)

Note for Non CEPT Student: Please note that if you are registering in the Summer Winter School as non CEPT students, you must be a bona fide student in any education institution in India or abroad. You will have to submit bona fide certificated to summer winter school. You can upload the same or else can send the same through mail also on the email ID summerwinterschool@cept.ac.in after the completion of the registration process. This is a mandatory requirement for getting enrolled in any course.

Note for Professional: Please note that if you are registering in the Summer Winter School as a Professional, you must be read the rules given in the student handbook carefully and submit the required documents of your association with current organization. This is a mandatory requirement for getting enrolled in any course.



The screenshot displays the SWS Summer Winter School website. At the top, there is a navigation menu with links for HOME, ABOUT, COURSES, NEWS, and STUDENT FAQS. A SIGN IN button is visible in the top right corner. A modal window titled "SIGN IN" is open in the center, featuring an "X" close button in the top right. The form contains two input fields: "E-mail address *" with the value "nishant1@netlink.co.in" and "Password *" with masked characters. Below these fields is a yellow "LOGIN" button. Underneath the login button is an "OR" separator, followed by two links: "FORGOT PASSWORD" and "DON'T HAVE AN ACCOUNT? REGISTER HERE". The "REGISTER HERE" link is highlighted with a red dashed rectangular border. The background of the website shows a header with the SWS logo and a main content area with a "NEWS" section containing an announcement for "SS17 Call for Proposals" dated 02 JAN 2017.

Once you click the SIGN IN button the next screen would be seen as above kindly click the **register** button as highlighted in the above screen and complete the registration process. You need to fill in all the mandatory details asked in the form. Please use your current active email ID for the registration process only. Once you complete filling up the form you would receive an email of the Unique Student Code generated for SWS. You would be requiring the same code for all further correspondence of SWS.

Student Code generated for SWS. You would be requiring the same code for all further correspondence of SWS.

Step 1: Sign In for CEPT STUDENTS

SWS
SUMMER WINTER SCHOOL

HOME ABOUT COURSES NEWS STUDENT FAQs SIGN IN

SIGN IN

E-mail address *
nishant1@netlink.co.in

Password *
.....

LOGIN

FORGOT PASSWORD?
DON'T HAVE AN ACCOUNT? REGISTER HERE

SUMMER WINTER SCHOOL ANNOUNCEMENT NEWS

The Summer and Winter Schools (SWS) at CEPT University are opportunities for students to gain valuable learning experience that goes far beyond the structured classrooms.

LEARN MORE

NO ANNOUNCEMENTS

SS17 Call for Proposals
02 JAN 2017

ALL NEWS

CEPT STUDENTS: For logging in the system, the students registered with CEPT University need to enter the registered CEPT e-mail id and password (newly admitted students would be given password separately by e-mail).

Step 2 Selections of Courses

SWS
SUMMER WINTER SCHOOL

HOME ABOUT COURSES NEWS STUDENT FAQS

MOHIKA YADAV

HOW TO MAKE POP UP
11 Days
CEPT Campus

SET COURSE PRIORITY

Select Courses: 1 Set Course Priority: 2 Pay Fees: 3

Filters

S17FA001
ARCHITECTURE
HOW TO MAKE POP UP
Prantik Chattopadhyaya | Kruti Thaker
5 Credits | 11 Days
May 22 - Jun 01, 2017
CEPT Campus

S17FA002
ARCHITECTURE
ASSEMBLAGE - PRIMACY OF IMAGINATION AND JUXTAPOSITION
Sharad Sheth
3 Credits | 14 Days
May 18 - May 31, 2017
CEPT Campus

S17FA003
ARCHITECTURE
ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS
Vicky Achnani | Kiran Vaghela
5 Credits | 18 Days
May 22 - Jun 08, 2017
CEPT Campus

S17FA004
ARCHITECTURE
MEDIA, TRANSMEDIA, AND THE MULTIPLE ARTS
Gavin Keeney
5 Credits | 15 Days
May 08 - May 22, 2017
Ljubljana, Slovenia, Venice, Italy

ENROLL ENROLL ENROLL ENROLL

Go to course tab given on top of the SWS page. After that click on enrol check box for selecting the course option of your choice. After selection of the courses you are required to click on **Set Course Priority**. You can scroll down for more courses.

Step 2.1 Selecting the priority & Applying Credits

After selection of the courses from the courses page, you will have to go to Set course Priority. On that page you will have to set the course priority and also you will have to choose the credits you want to apply for. Maximum 8 credits you will be able to apply.

Note: In case of time clash of courses you would be shown a warning indicating a time clash. However, you would be still able to select the courses and you would be allotted either of the courses based on your preference.

The screenshot displays the 'Set Course Priority' step in a four-step process. Step 1, 'SET COURSE PRIORITY', shows two course options:

- Course 1:** 'HOW TO MAKE POP UP' by Prantik Chattopadhyaya | Kruti Thaker, 5 Credits | 11 Days. ID: S17FA001.
- Course 2:** 'ARCHITECTURE IN MOTION : MAKING OF BUILT FORM THROUGH RAPID DEPLOYABLE SYSTEMS' by Vicky Achnani | Kiran Vaghela, 5 Credits | 18 Days. ID: S17FA003.

A 'SCHEDULE CONFLICT' warning is shown for course S17FA003, indicating a conflict with course S17FA001. A 'BACK TO SELECTION' button is provided below the warning.

STEP 2 - ENTER CREDITS

The user is prompted to 'Enter Number of Credits you wish to enroll for (max. 8)'. The value '5' is entered in the input field, and a 'CHANGE' button is next to it. Below this, there are two buttons: 'SAVE MY COURSES' and 'NEXT PAY FEES'.

Step 3 Payments of Fees/ Registration

- 1) View the charges and fees per credit as applicable.
- 2) Read the student hand book and tick the undertaking before making the payment.

← → ↻ https://sws.cept.ac.in/pay-fees

PAY FEES

Select Courses 1 Set Course Priority 2 Pay Fees 3 Accept Courses 4

Note: The registration process will be considered complete, only after fees are paid. Changes are not permitted in course selection or their priority, once fees are paid.
[Click here](#) to view online/offline payment charges. [Click here](#) to view cost per credit.

15 Points of undertaking from the students enrolling in SWS

1. Will not indulge in:
 - a. Profring of any kind as the same is prohibited by law;
 - b. Willful defiance of orders and instructions issued from time to time;
 - c. Any activity individually or collectively which may obstruct smooth administrative functioning or which is in contravention of pronounced university policy;
 - d. Create any obstacle in the smooth running of the courses;
 - e. Insubordinate to Faculty & Staff directly or indirectly;
 - f. Carry out unlawful activity.
2. I will maintain:
 - a. Correct personal behavior and conduct towards all while inside classes/studios, workshops, laboratory, office in/off campus.
 - b. Sense of proportion and balance during extra-curricular activities.
3. I will abide by:
 - a. Any instructions and directions issued by the faculty and administrative authorities in the letter and spirit intended;
 - b. Have in possession identity card issued and produce the same on demand;
 - c. Manage any funds placed at my disposal economically, truthfully and submit accounts at laid down schedules;
 - d. All teaching sessions of the course(s) offered;
 - e. Attend site visits assigned and prepare site reports thereof.
4. I fully understand that:
 - a. The Summer and Winter Schools are regulated similar to academic semesters.
 - b. During the site visit (s) for field visits(s) and project work, I am required to carry out work on my own and independently, and these sessions are regulated similar to academic behavior on campus.
5. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
6. The University is not responsible for penalties assessed by air carriers that may result due to operational and/or itinerary changes, regardless of whether the University makes a flight arrangement. Any additional expense resulting from the above will be paid by me.
7. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
8. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
9. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
10. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
11. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
12. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
13. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
14. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.
15. I understand and agree that the University reserves the right to make changes to the Program or travel (if required) at any time and for any reason, with or without notice, and the University shall not be liable for any expenses incurred by me as a result of such changes.

I hereby acknowledge and understand all the above clauses and conditions and have read the [student handbook](#) and agree to abide by it.

I have read the [student handbook](#), and agree to the rules outlined above.

CONTINUE TO PAYMENT

PAY FEES



Note: Kindly note that once the payment of the fees is done by Online/Offline Mode, the Registration gets completed. **The courses selected and the priority of the courses cannot be changed after the payment.**

[Click here](#) to view online/offline payment charges

ONLINE PAYMENT

Fees due for 5 credits.

₹ 30,000

PAY VIA EAZYPAY

PAY VIA CITRUS

OFFLINE PAYMENT

STEP 1

Download bank slip. [DOWNLOAD](#)

STEP 2

Using the slip make payment at ICICI Bank.

STEP 3

Upload stamped bank receipt. [UPLOAD NOW](#)

TESTIMONIALS

There are 2 modes of Payment of Fees: - Online and Offline. Please see the details below

Online Payment Mode:- You can pay through citrus. Kindly refer the above screenshot

1. CITRUS: Net Banking/ Credit – Debit Card

Offline Payment Mode:- CEPT-ICICI Challan: For Cash and DD

Screen shots for above mentioned Payment Options

Online Payment Mode

Citrus Payment Gateway Screen

The screenshot shows the Citrus payment gateway interface. It includes a header with the Citrus logo and navigation tabs for Citrus Account, Credit Card, Debit Card, and Net Banking. The main form contains fields for Name (First Name, Last Name), Email, Address (Street 1, Street 2, City, State, India, Zip Code), and Mobile. Below these are fields for Card Number (MM, YYYY, CW), Name on Card, and a prominent orange 'PAY ₹ 30000.00' button. At the bottom, there is a checkbox for 'Enable Quick Pay' and a 'Cancel' link.

Offline Payment Mode

By printing auto-generated pay-in slip, and cash/demand draft payment at any ICICI bank branch in India. **(This option is not available for international students living outside India)**

The image displays three identical copies of an auto-generated pay-in slip. Each slip is divided into three main sections: Student/Applicant Copy, Institution Copy, and Bank Copy. The slip is for CEPT University, Ahmedabad, and is for a payment of ₹25,000. The slip includes fields for Branch Sol Id, Name of Branch, Date of Deposit, PAN No. of Institution, Account to be credited, Institution Name, Student Name, Roll No./Student Id, Class/Sem/Year, Course/Section, Amount, and Amount in words. It also features a table for Denomination and Amount, a Total field, and fields for Depositor Contact No., Cheque / Payorder / DC No., Branch, and Transaction ID. The slip is signed by Charan V and includes a signature/stamp area for the ICICI Bank Ltd. A note at the bottom states: '*Must be drawn payable at order of deposit of the Institution (Institution: Instruments not acceptable)'.

Please click the Print Pay in Slip button for payment by cash/ demand draft. **Print the pay in slip and pay fees at nearest ICICI Bank branch. You are required to upload the pay-in-slip on the portal. Also you need to submit a counter copy of duly stamped by the Bank in the institution to CEPT Summer/Winter office.**

Kindly please note the following necessary steps

- a) You have to scan the counter copy and upload it through your SWS account. Please note that your process is still incomplete and you would be required to follow the step 4.
- b) Please check your details in the pay-in slip and in the online payment option. You would not be able to register your courses without fee payment.
- c) Fees mentioned for professionals are the total amount with service tax.

Step 4 Completing the Registration

Note: Kindly note that once the payment of the fees is done by Online/Offline Mode, the Registration gets completed. **The courses selected and the priority of the courses cannot be changed after the payment.**

[Click here](#) to view online/offline payment charges

ONLINE PAYMENT

Fees due for 5 credits.
₹ 30,000

[PAY VIA EAZYPAY](#) [PAY VIA CITRUS](#)

OFFLINE PAYMENT

STEP 1 | Download bank slip. [DOWNLOAD](#)

STEP 2 | Using the slip make payment at ICICI Bank.

STEP 3 | Upload stamped bank receipt. [UPLOAD NOW](#)



| | |
|--|---|
| ICICI BRANCH NAME | MODE OF PAYMENT |
| Select Branch ▼ | DD ▼ |
| BANK NAME | DD NO. (START WITH 0) |
| <input type="text"/> | <input type="text"/> |
| DATE OF DD | AMOUNT |
| <input type="text"/> | <input type="text"/> |
| <input type="text" value=".pdf, .jpeg"/> | FILE SUBMIT |



Online Payment Mode



Please note that once the online payment transaction is successfully completed the registration process is completed and you have successfully registered for the SWS course option of your choice. **In case the amount has been deducted and the registration process is not completed, kindly write an email on summerwinterschool@cept.ac.in with the transaction details or drop in to the office.**

Offline Payment Mode

On Paying the fees in the ICICI bank you need to upload the duly bank stamped Challan/payslip in the portal also. Please note that the registration process gets completed only when the payslip is uploaded in the portal by this mode of payment. Once the payslip is uploaded and submitted the registration process would be completed as per the SWS course option of your choice.

| Student/Applicant Copy | | 8. Cash Details: | |
|--|--|--|------------------------|
|  <p>CEPT University Ahmedabad</p>  | | Denomination | Amount |
| Branch Sol Id | | 2000 x | |
| Name of Branch: | | 500 x | |
| Date of Deposit: | 2 5 0 7 1 8 D D M M Y Y | 200 x | |
| PAH No. of Institution | A A A 3 C 0 4 S 2 C 0 0 3 6 S L F E S C O L | 100 x | |
| Account to be credited | F C C F O P | 50 x | |
| 1. Institution Name | | 20 x | |
| 2. Student Name | Charan V | 10 x | |
| 3. Roll No./Student Id | 12381900265 | 5 x | |
| 4. Class/Sem/Year | | Total | |
| 5. Course /Section | | 8. Depositor | |
| 6. Amount | 25,000/- | Contact No. | |
| 7. Amount in words | Rupees Twenty Five Thousands only. | Cheque / Payorder / DD No. | Drawn on Bank |
| | | Payable At | Branch |
| | | Transaction ID (Mandatory filed by Bank Officials) | |
| | | Signature / Stamp | Signature of Depositor |
| | | *Must be drawn payable at centre of deposit of the instrument (institutional instruments not acceptable) | |

| Institution Copy | | 8. Cash Details: | |
|--|--|--|------------------------|
|  <p>CEPT University Ahmedabad</p>  | | Denomination | Amount |
| Branch Sol Id | | 2000 x | |
| Name of Branch: | | 500 x | |
| Date of Deposit: | 2 5 0 7 1 8 D D M M Y Y | 200 x | |
| PAH No. of Institution | A A A 3 C 0 4 S 2 C 0 0 3 6 S L F E S C O L | 100 x | |
| Account to be credited | F C C F O P | 50 x | |
| 1. Institution Name | | 20 x | |
| 2. Student Name | Charan V | 10 x | |
| 3. Roll No./Student Id | 12381900265 | 5 x | |
| 4. Class/Sem/Year | | Total | |
| 5. Course /Section | | 8. Depositor | |
| 6. Amount | 25,000/- | Contact No. | |
| 7. Amount in words | Rupees Twenty Five Thousands only. | Cheque / Payorder / DD No. | Drawn on Bank |
| | | Payable At | Branch |
| | | Transaction ID (Mandatory filed by Bank Officials) | |
| | | Signature / Stamp | Signature of Depositor |
| | | *Must be drawn payable at centre of deposit of the instrument (institutional instruments not acceptable) | |

| Bank Copy | | 8. Cash Details: | |
|--|--|--|------------------------|
|  <p>CEPT University Ahmedabad</p>  | | Denomination | Amount |
| Branch Sol Id | | 2000 x | |
| Name of Branch: | | 500 x | |
| Date of Deposit: | 2 5 0 7 1 8 D D M M Y Y | 200 x | |
| PAH No. of Institution | A A A 3 C 0 4 S 2 C 0 0 3 6 S L F E S C O L | 100 x | |
| Account to be credited | F C C F O P | 50 x | |
| 1. Institution Name | | 20 x | |
| 2. Student Name | Charan V | 10 x | |
| 3. Roll No./Student Id | 12381900265 | 5 x | |
| 4. Class/Sem/Year | | Total | |
| 5. Course /Section | | 8. Depositor | |
| 6. Amount | 25,000/- | Contact No. | |
| 7. Amount in words | Rupees Twenty Five Thousands only. | Cheque / Payorder / DD No. | Drawn on Bank |
| | | Payable At | Branch |
| | | Transaction ID (Mandatory filed by Bank Officials) | |
| | | Signature / Stamp | Signature of Depositor |
| | | *Must be drawn payable at centre of deposit of the instrument (institutional instruments not acceptable) | |