ATTENTION STUDENTS !

PROCEDURE TO CREATE / RESET PASSWORD

Students are advised to follow the steps as given below for creating/ resetting password for the New Portal launched by the Institute :

Step-1	Click on the following link to visit the SMASH Portal :
	SMASH PORTAL
	The following screen opens :
	THE INSTITUTE OF Helpline Number 011-32132333 Company Secretaries of India 011-6620499
	HOME ITABENT + COMPLANT + HOME RECEPT HELP + ACART +
	USER LOGIN User havened User ha
Step-2	Students may directly visit the Reset/ Create Password link :
	RESET OR CREATE PASSWORD
	The following screen opens :
	Forgot Password
	Enter User ID *
	Enter User ID Verification Code jub9dp O Submit
	Enter the Registration Number and Verification Code
Step-3	The following screen opens :
	Forgot Password
	Registration Number
	Country - Select-
	Mobile *
	Email ID *
	Close Submit
	Enter Registration Number, Date of Birth, Country, Mobile Number and E-Mail Id (the details should exactly match with those appearing in the Old System) and click on the Submit Button
Step 4	On entering the correct details, a One Time Password is automatically sent by the system to the registered E-Mail Id and Mobile Number. Also, the following screen opens :
	Forgot Password
	OTP has been sent to your mobile and Email ID.
	Enter OTP Submit Resend
	Enter the One Time Password as received in the Mobile Number OR E-Mail id.

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Confirm	Pasistword *		(Minimum II Characters)					
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