



# MADHUSUDAN LAW UNIVERSITY

---

USER GUIDE FOR STUDENT FORM FILL UP

## Step 1: Access the Login Page

To begin, open your web browser and go to the Madhusudan Law University student login page by clicking on the following link: <https://mlu.datatech.ind.in/LogIn.aspx> and click to **Student Login**.



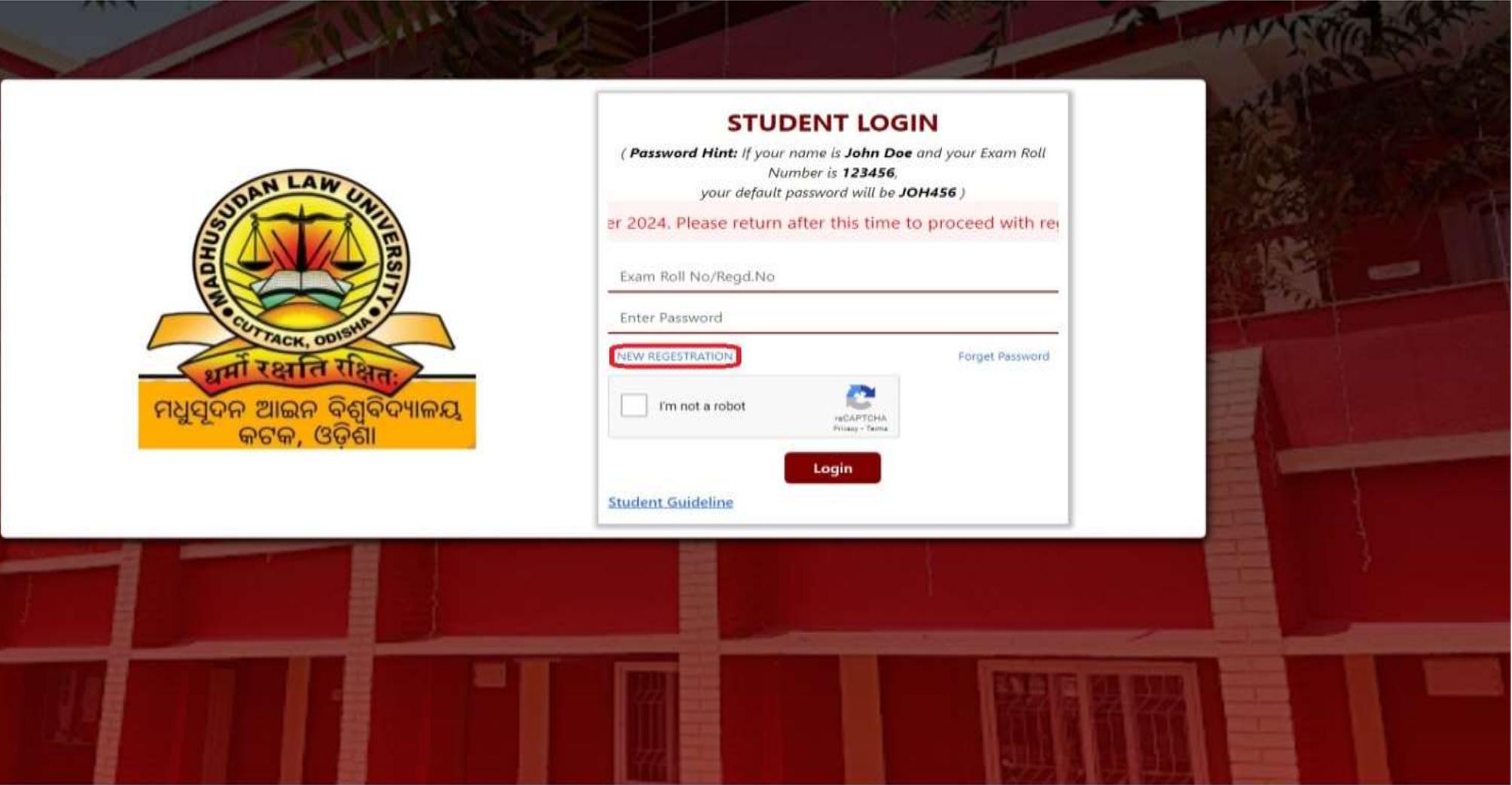
→ STUDENT LOGIN

→ COLLEGE LOGIN

→ UNIVERSITY LOGIN

## Step 2: Enter Your Credentials

**New Registration for Student Login :** Click "**New Registration**" to start the process of creating a new student account for accessing the portal.



### Step 3: Fill The Registration Form

**Registration for Student :** Fill in the Student Registration Form with personal details, academic information, and contact details, then click "**Submit**" to complete the registration process.

Student Registration Home > Student Registration Form



**Student Registration Form**

College :	Admission Batch :	Regular / Back :	STREAM :	SEMESTER :
<input type="text" value="-- Select College--"/>	<input type="text" value="2021"/>	<input type="text" value="Regular"/>	<input type="text" value="5 Years Int. B.A,LL.B."/>	<input type="text" value="---Select Semester---"/>

---

<p><b>Roll No:*</b></p> <input type="text" value="Enter Your Name"/>	<p><b>Name:*</b></p> <input type="text" value="Enter Your Name"/>
<p><b>Father Name :</b></p> <input type="text" value="Enter Father Name"/>	<p><b>Mother Name:</b></p> <input type="text" value="Enter Mother Name"/>
<p><b>Gender</b></p> <input type="radio"/> Male : <input type="radio"/> Female : <input type="radio"/> Other : <input type="radio"/>	<p><b>Religion :</b></p> <input type="text" value="Select Your Religion"/>
	<p><b>DOB :</b></p> <input type="text" value="dd/mm/yyyy"/>
<p><b>Address :</b></p> <input type="text" value="Enter Your Address"/>	
<p><b>Category :</b></p> <input type="radio"/> SC : <input type="radio"/> ST : <input type="radio"/> OBC : <input type="radio"/> GEN : <input type="radio"/>	<p><b>Blood group :</b></p> <input type="text" value="Enter Your Blood Group"/>
<p><b>Contact Number :</b></p> <input type="text" value="Enter Contact Name"/>	<p><b>Email Id :</b></p> <input type="text" value="Enter Email id"/>

## Step 4: Save Your Credentials

Student Login Details: Kindly save your User ID & Password for the Login Purpose.

# Thank you !

*Thanks for submitting..*

### Your Login Details

**User ID: 202401**  
**Password: NAV401**

Once your application is approved by college,  
you can log in using your Student Login  
credentials.

[Go To Home](#)



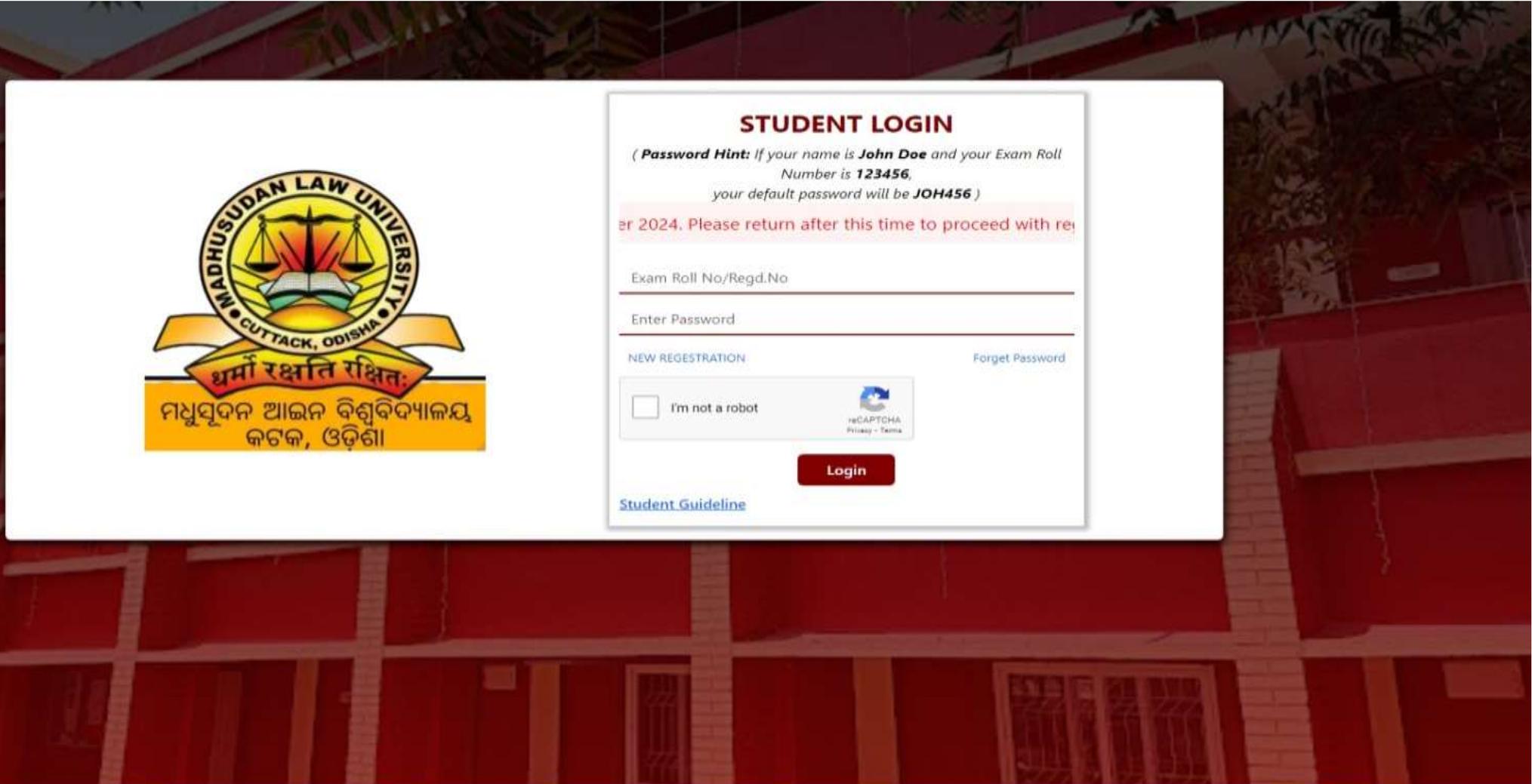
**Madhusudan Law University** | ମଧୁସୂଦନ ଆଇନ ବିଶ୍ୱବିଦ୍ୟାଳୟ  
State University, Established under The Odisha Universities Act ,1989

**After confirmation from your college Administrator you are Eligible to fill your Examination Form along with Subject selection and Pay Examination Fees Online In the same Portal.**

## Step 5: Enter Your Credentials

- **Username:** Enter your university-provided Exam Roll Number in the "Username" field. This is typically your student ID
- **Password:** Enter the password associated with your account. The default password is a combination of the first three capital letters of your name and the last three digits of your Exam Roll Number.

Example: If your name is **John Doe** and your Exam Roll Number is **123456**, your default password will be **JOH456**.



**MADHUSUDAN LAW UNIVERSITY**  
CUTTACK, ODISHA

धर्मो रक्षति रक्षितः  
ମଧୁସୂଦନ ଆଇନ ବିଶ୍ୱବିଦ୍ୟାଳୟ  
କଟକ, ଓଡ଼ିଶା

### STUDENT LOGIN

( *Password Hint: If your name is **John Doe** and your Exam Roll Number is **123456**, your default password will be **JOH456*** )

er 2024. Please return after this time to proceed with re

Exam Roll No./Regd.No

Enter Password

[NEW REGISTRATION](#) [Forget Password](#)

I'm not a robot

reCAPTCHA  
Privacy - Terms

**Login**

[Student Guideline](#)

## Step 6: Your Dashboard

After logging in, you will be directed to your Student Profile dashboard, where you can view and manage your academic information. For your security, please update your password immediately. Go to the Change Password section to set a new, secure password.

**MS LAW UNIVERSITY**  

**Student Profile** [Home](#) > [Student Profile](#)

**Profile**

**Grievance** >

**Documents** >

**Examination** >

**Change Password**

**Logout**

**NO IMAGE**

**E-Roll No** [REDACTED]

Sex: [REDACTED]    Catagory: [REDACTED]    DOB: [REDACTED]

**College Info :**

College Roll No : [REDACTED]    Regd.No : [REDACTED]

College Name : [REDACTED]

**Personal Info :**

Father Name :

Mother Name :

Phone :

E-Mail :

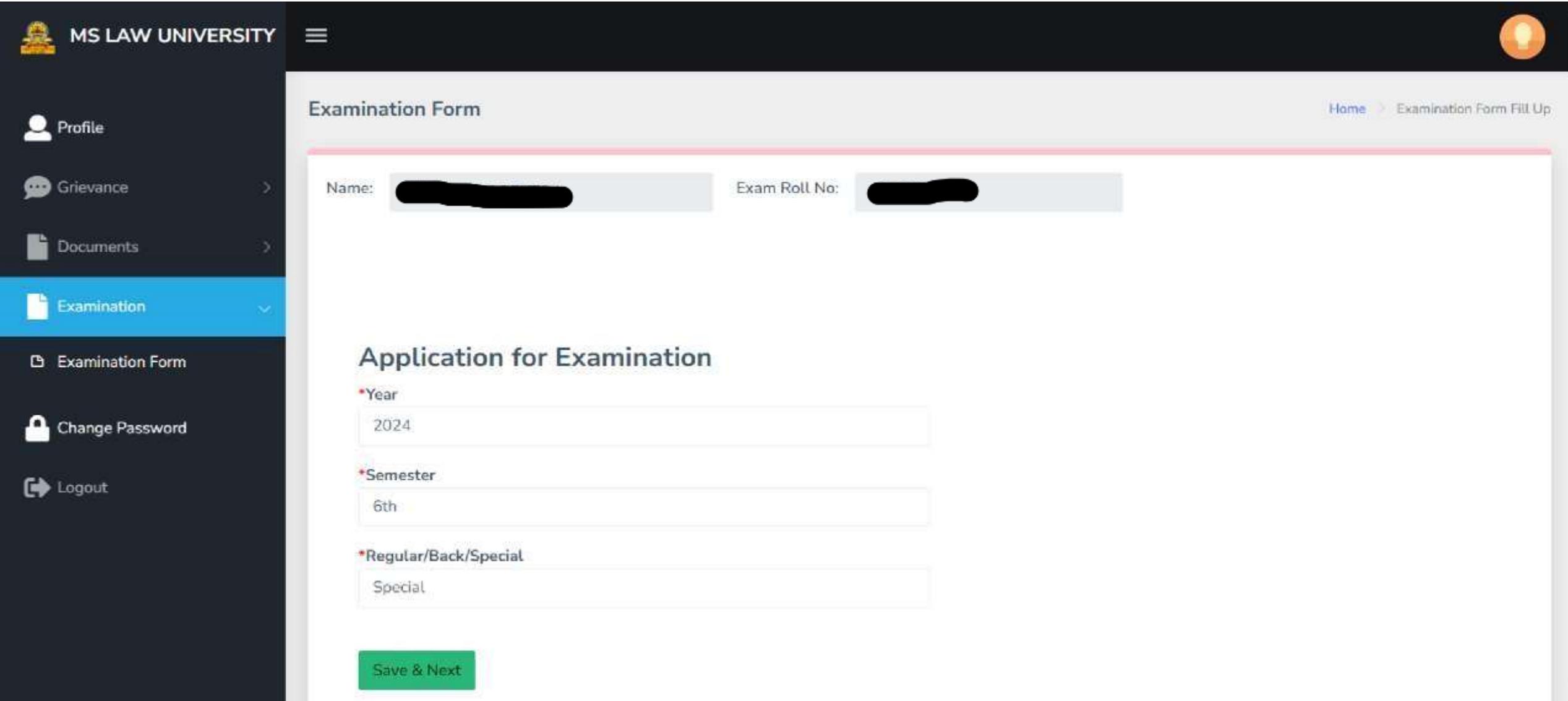
**Address :**

[+GRIEVANCE](#)

## Step 7: Fill Your Examination Form

### 1. Navigate to the Examination Section:

1. From your dashboard, click on the "Examination" menu on the left-hand side.
2. Under this section, select "Examination Form" to access the form-fill-up page.



The screenshot shows the MS Law University website interface. The top navigation bar includes the university logo, the name "MS LAW UNIVERSITY", a hamburger menu icon, and a user profile icon. A dark sidebar on the left contains navigation options: Profile, Grievance, Documents, Examination (highlighted in blue), Examination Form, Change Password, and Logout. The main content area is titled "Examination Form" and includes a breadcrumb trail: Home > Examination Form Fill Up. At the top of the form, there are two input fields: "Name:" and "Exam Roll No:", both containing redacted black text. Below these is the section header "Application for Examination". The form contains three required fields, each with a red asterisk: "Year" (containing "2024"), "Semester" (containing "6th"), and "Regular/Back/Special" (containing "Special"). A green "Save & Next" button is located at the bottom of the form.

MS LAW UNIVERSITY

Profile

Grievance

Documents

Examination

Examination Form

Change Password

Logout

Examination Form

Home > Examination Form Fill Up

Name: [Redacted]

Exam Roll No: [Redacted]

### Application for Examination

\*Year  
2024

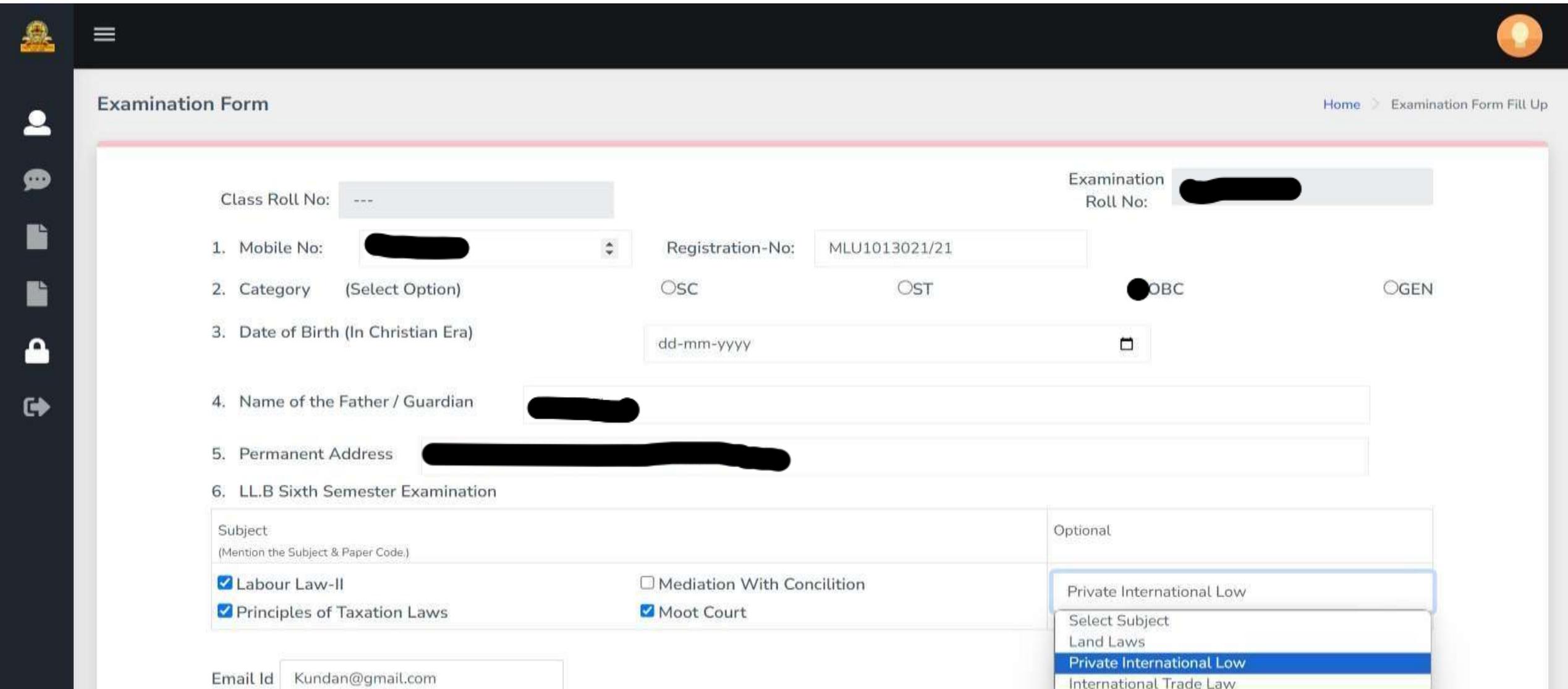
\*Semester  
6th

\*Regular/Back/Special  
Special

Save & Next

## Step 8: Fill Your Examination Form

Please fill in your basic details accurately, including your mobile number, category, date of birth, your father's or guardian's name, and your permanent address. Make sure to select your subjects for the examination and provide a valid email ID for communication.



The screenshot shows a web interface for filling an examination form. The page title is "Examination Form" and the breadcrumb is "Home > Examination Form Fill Up". The form contains the following fields and options:

- Class Roll No:** [Redacted]
- Examination Roll No:** [Redacted]
- 1. Mobile No:** [Redacted]
- Registration-No:** MLU1013021/21
- 2. Category (Select Option):** Radio buttons for OSC, OST, **OBC** (selected), and OGEN.
- 3. Date of Birth (In Christian Era):** Input field with placeholder "dd-mm-yyyy" and a calendar icon.
- 4. Name of the Father / Guardian:** [Redacted]
- 5. Permanent Address:** [Redacted]
- 6. LL.B Sixth Semester Examination:**
  - Subject:** (Mention the Subject & Paper Code.)
    - Labour Law-II
    - Principles of Taxation Laws
    - Mediation With Conciliation
    - Moot Court
  - Optional:**
    - Private International Low
    - Select Subject
    - Land Laws
    - Private International Low** (highlighted)
    - International Trade Law
- Email Id:** Kundan@gmail.com

## Step 9: Fill Your Examination Form

please upload your signature and a recent passport-sized photograph. Ensure that both files are clear and meet the required specifications for a smooth submission. (i) **Choose file and Click To Preview & Upload**

Subject (Mention the Subject & Paper Code.)	Optional
<input checked="" type="checkbox"/> Labour Law-II	<input type="checkbox"/> Mediation With Conciliation
<input checked="" type="checkbox"/> Principles of Taxation Laws	<input checked="" type="checkbox"/> Moot Court
	Private International Law

Email Id

Sl No.	Required Document	Document Specifications	Upload	Action
1	Photograph	Document Formate: jpg min size(Kb) :20 max size (Kb) : 200	<input type="button" value="Choose File"/> No file chosen 	<input type="button" value="Preview &amp; Upload"/>
2	Signature	Document Formate: jpg min size(Kb) :20 max size (Kb) : 200	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Preview &amp; Upload"/>

## Step 10: Preview Form

Review the information on your Examination form carefully. If everything looks correct and you are satisfied with the details, click the **"Final Submit button & Pay"** button. If you need to make any changes, click the **Update** button to revise your form.



### Preview Form

#### MADHUSUDAN LAW UNIVERSITY APPLICATION FORM FOR ADMISSION TO

3rd Semester Examination in 3 Year LL.B. Course

University Registration No: /2024 University Roll No: 1465566546

(To be assigned by the University)

PARTICULAR TO BE FILLED IN BY THE CANDIDATE

1. Name	Kundan Singh				
2. Category (Select Option)	SCO	STO	OBC	GEN	PHO
3. Date of Birth	2024-11-14				
4. Name of the Father / Guardian	AVBD				
5. Permanent Address	Bhubaneswar				
6. 3rd Semester Examination in 3 Year LL.B. Course					

Subject (Mention the Subject & Paper Code.)	Optional
<input checked="" type="checkbox"/> Family Law-I <input checked="" type="checkbox"/> Public International Law <input checked="" type="checkbox"/> Jurisprudence <input checked="" type="checkbox"/> Company Law <input checked="" type="checkbox"/> Professional Ethics	<input checked="" type="checkbox"/>

Email Id	kundanp9712@gmail.coi	Phone No	8601219150
----------	-----------------------	----------	------------

Date	11/11/2024 2:17:44 PM	Transaction ID	
------	-----------------------	----------------	--



Photo

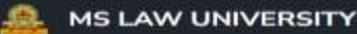
Signature

[Update](#) [Final Submit](#) [Final Submit & Pay](#)

**Note:** Once you submit, you will not be able to make any changes in this form.

# Step 11: Examination Fee Payment

After completing your form, proceed to pay the examination fee on click of **“Click here to Pay”** button. Please review the fee details carefully before making the Payment.

MS LAW UNIVERSITYProfileGrievanceDocumentsExaminationHome > Examination Form Fill Up

### Examination Form

#### INSTRUCTIONS

1. No application shall be entertained unless it is properly filled in and submitted along with necessary documents in conformity with the regulations and instruction of the college as amended from time to time.
2. No. candidate shall be allowed to offer any subject or paper other than those mentioned in this application provided the candidate is eligible under Regulations to offer such subject or paper.
3. No application for admission to the examination shall be entertained after the due date. In exceptional cases permission may be granted provided the reason for delay is considered to be sufficient and the application along with the requisite fee reaches the office within seven days after the due date with the late fee prescribed.
4. Defective application forms will be rejected at any stage of detection.
5. Fees to be remitted.

Description	3rd
Examination Fee	975
Centre Charge	200
PENALTY DUE DATE (14-11-2024 23:59)	500
PENALTY DUE DATE (20-11-2024 23:59)	1000
PENALTY DUE DATE (25-11-2024 23:59)	1500

#### Important Notice

To complete your application process, please pay the required fees by following the link below: After completing the payment, please take a screenshot of the payment confirmation. You are required to upload this screenshot in the designated field below. Ensure the screenshot clearly shows the payment details for verification.

(Important Notice: Due to an urgent update, we will begin accepting payments after 3 PM. The payment option will be available on your dashboard from this time. The university will confirm your payment by 12 PM the following day. Please plan accordingly..)



[Click here to Pay](#)

## Step 12: Pay the Examination Fee

Click **Proceed to Pay** and complete the payment process. Check the fee details carefully before confirming the transaction.



**MADHUSUDAN LAW UNIVERSITY**  
Order ID: # 422782616  
**₹ 1175.0**

+9108601219150 | Kundan Singh Edit

Select Payment Methods

-  **UPI**  
Paytm, PhonePe, Bhim UPI and More
-  **Credit Card**  
Mastercard, Visa, Rupay, Maestro, Amex
-  **Debit Card**  
Visa, Master, Rupay, Maestro, Amex
-  **Net Banking**  
ICICI, SBI, BOI, BOB and more

**₹ 1175.00** Proceed to Pay  
[View detailed bill](#)

Powered By:  Secured By:  

## Step 13: Confirm Payment

After payment, return to your dashboard. If the **Payment** button appears green, click it to download or print your payment receipt.

The screenshot shows the MS Law University Student Profile page. The left sidebar contains navigation options: Profile, Grievance, Documents, and Examination. The main content area is titled "Student Profile" and includes a profile card and a form for updating information. The profile card shows a "NO IMAGE" placeholder, a degree of "LL.B", and an "E-Roll No" field. The form contains sections for "College Info", "Personal Info", and "Address". The "Payment" button is highlighted in green, indicating a successful transaction. Other buttons include "Exam Form" and "+GRIEVANCE".

**MS LAW UNIVERSITY**

Student Profile

Home > Student Profile

Exam Form ✓ Payment ₹ ✓ +GRIEVANCE

**College Info :**  
College Roll No : \_\_\_\_\_ Regd.No : \_\_\_\_\_  
College Name : \_\_\_\_\_

**Personal Info :**  
Father Name : \_\_\_\_\_ Mother Name : \_\_\_\_\_  
Phone : \_\_\_\_\_ E-Mail : \_\_\_\_\_

**Address :**  
Enter your Address

UPDATE

**Profile Card:**  
NO IMAGE  
LL.B  
E-Roll No \_\_\_\_\_  
Male Sex OBC Catagory 10/10/1993 DOB



**Madhusudan Law University** | ମଧୁସୂଦନ ଆଇନ ବିଶ୍ୱବିଦ୍ୟାଳୟ  
**State University, Established under The Odisha Universities Act ,1989**

**THANK YOU**