Guru Gobind Singh Indraprastha University
"A State University established by the Govt. Of NCT Delhi"
Sector 16-C, Dwarka, New Delhi – 110078

F. No.: GGSIPU/CCGPC/2023/ 938 28th March 2024

Sub. Placement opportunity for B.Com, BA and BBA students of GGSIP University of the batch passing out in year 2024 in the company "TCS" under TCS BPS Hiring for the Batch of 2024 – Phase II.

Dear Placement Officer,

Greetings from CCGPC, GGSIPU!!!

Please find below details of Placement opportunity for B.Com, BA and BBA students of GGSIP University of the batch passing out in year 2024 in the company "TCS" under TCS BPS Hiring for the Batch of 2024 – Phase II. for your reference and circulation to students to apply on given link by **14th April 2024 (Sunday)**.

REGISTRATION LINK: https://www.tcs.com/careers/india/tcs-bps-fresher-hiring-2024

- **Courses & Discipline:** Full Time Graduates from B. Com, BA and BBA – 2024 Year of Passing candidates may apply.
- **Course Types:** Only full-time courses will be considered (part-time / correspondence courses will not be considered). Candidates who have completed their Secondary and / or Senior Secondary course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other courses are full-time.
- **Highest Qualification:** It is mandatory that the course to be cleared and completed within the stipulated time duration of the course without any backlogs to be eligible for joining in TCS if selected.
- **Backlogs:** Should not have any backlogs at the time of appearing for TCS Selection process. The course should be completed within the stipulated duration of the course.
- **Gap / Break in Education:** It is mandatory for students to declare gaps in education, if any in TCS Application Form. The overall academic gap should not exceed 24 months until the highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.
- **Work Experience:** Please note, the role is for 'Entry Level Requirement'. However, prior work experience, if any is required to be mandatorily declared by the candidates in the TCS Application Form. And necessary documents supporting this experience are required to be submitted by the candidates at the time of TCS Selection Process.
- **Age:** Minimum age – 18 years and Maximum age – 28 years.

Please Note: Last date for registration is **14th April 2024 (Sunday).**

Note: Kindly note that Company have a stringent eligibility criterion and a robust selection process. Candidate's eligibility as per the defined criteria will be checked at various stages of the selection process. At any point of time if they are found ineligible, or data shared by them is found discrepant, their candidature will be disqualified.
Students must register and fill up the application form on the TCS NextStep portal (if not done already). The status of the student should be **"Applied for Drive"**. This is important to be included in the test process.

(Dr. Nisha Singh)
Training and Placement Officer
CCGPC, GGSIP University

Steps to complete the Application Process:

Step 1. Logon to the TCS Next Step Portal here (https://www.tcs.com/careers/india/tcs-bps-fresher-hiring-2024)

Step 2. Verification Details as per Aadhaar
- It is important and mandatory to update your details correctly.
- Incorrect details submitted may lead to disqualification of your candidature.

Step 3. Register and apply for the TCS BPS Hiring process for **Batch of 2024.**

Scenario A. If you are a registered user, kindly login and proceed to complete the application form. Upon submission, kindly click on **'Apply for Drive.'**

Scenario B. If you are a new user, kindly click on Register Now, choose **category as 'BPS'** and proceed to fill your details. Submit your application form and click on '**Apply for Drive.'**

Important: Please ensure that the details in the TCS Application Form are complete and accurate (Academic Details, Internship, Work Experience, if any)

Step 4. Select your mode of test (In-Centre) and choose your preferred test Centre & then click on Apply. Please Note, test Centre once chosen cannot be changed.

Step 5. To confirm your status, check **'Track Your Application'.** The status should reflect as '**Applied for Drive.**'

IMPORTANT NOTE: Please note that this is an In-Centre test. Kindly be informed that the allotment of seats in the respective center's will be on 'First-Come-First Serve' basis and hence it is important to register and apply at the earliest to select your preferred Test Centre. The selection of preferred city will be restricted once the seats are full (you will not be able to select your preferred city if the seats are already full).

Kindly find attached the step by step registration manual and Aadhar flyer for your reference please.

tcs Careers

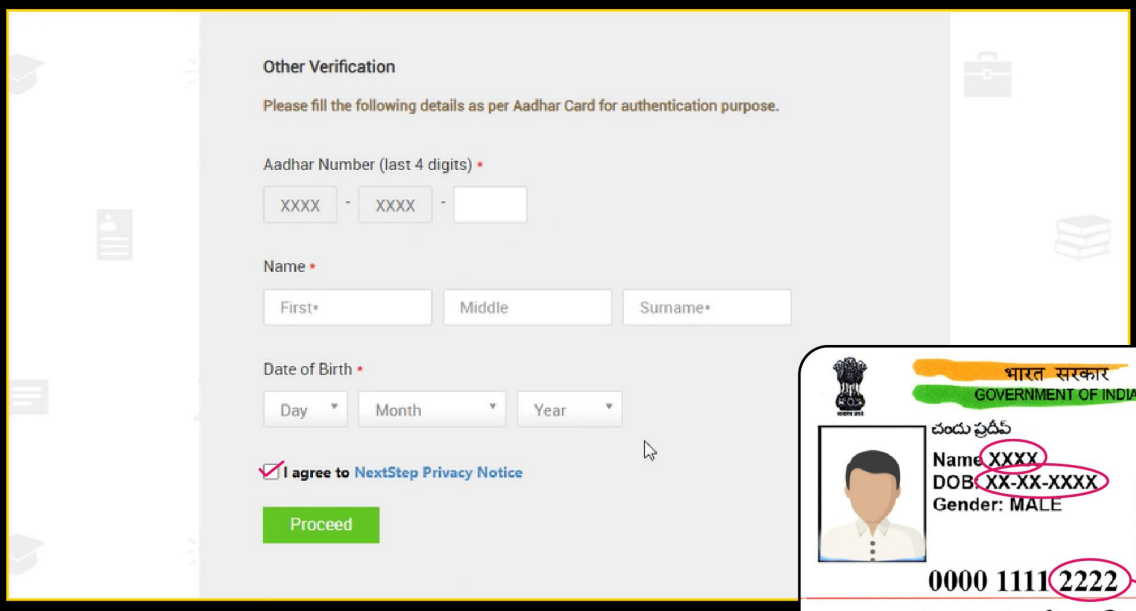
Building on belief

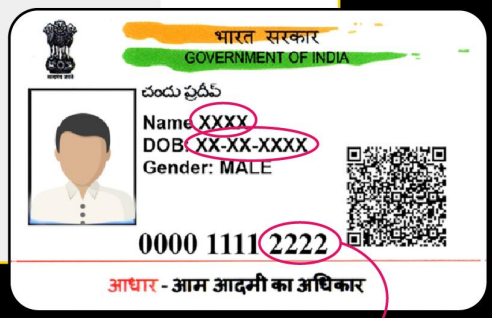
Did you know?

Giving the right information can bring you closer to your goal.

Ensure you get the best chance in the TCS BPS Fresher Hiring by filling out the registration details as per your Aadhar card.

Take a look at what you need to fill:





Adhaar number
(last 4 digits)

Cross check and proceed to move ahead in the next step of the registration process.

Please note: Incomplete or incorrect Aadhar card details in the form could lead to your candidature being rejected.

Start right, thrive fast

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TCSNextStep

Handbook for Candidate Registration

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Log In to NextStep Campus Portal

Registration Page

Candidate Log

Application Form

- Personal Details
- Academic and Work Experience Details
- Other Details
- Application Form Preview and Declaration

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Logging on to the TCSNextStep Campus Portal

Logging on to TCS NextStep Campus Portal (continued)

TCSNextStep

Select Category

You have a choice to apply for IT or BPS. Please note that you can register with us under only one category and registering in incorrect category may lead you to repeat the entire registration process

Choose **BPS**

IT

Information Technology

BPS

Business Process Services

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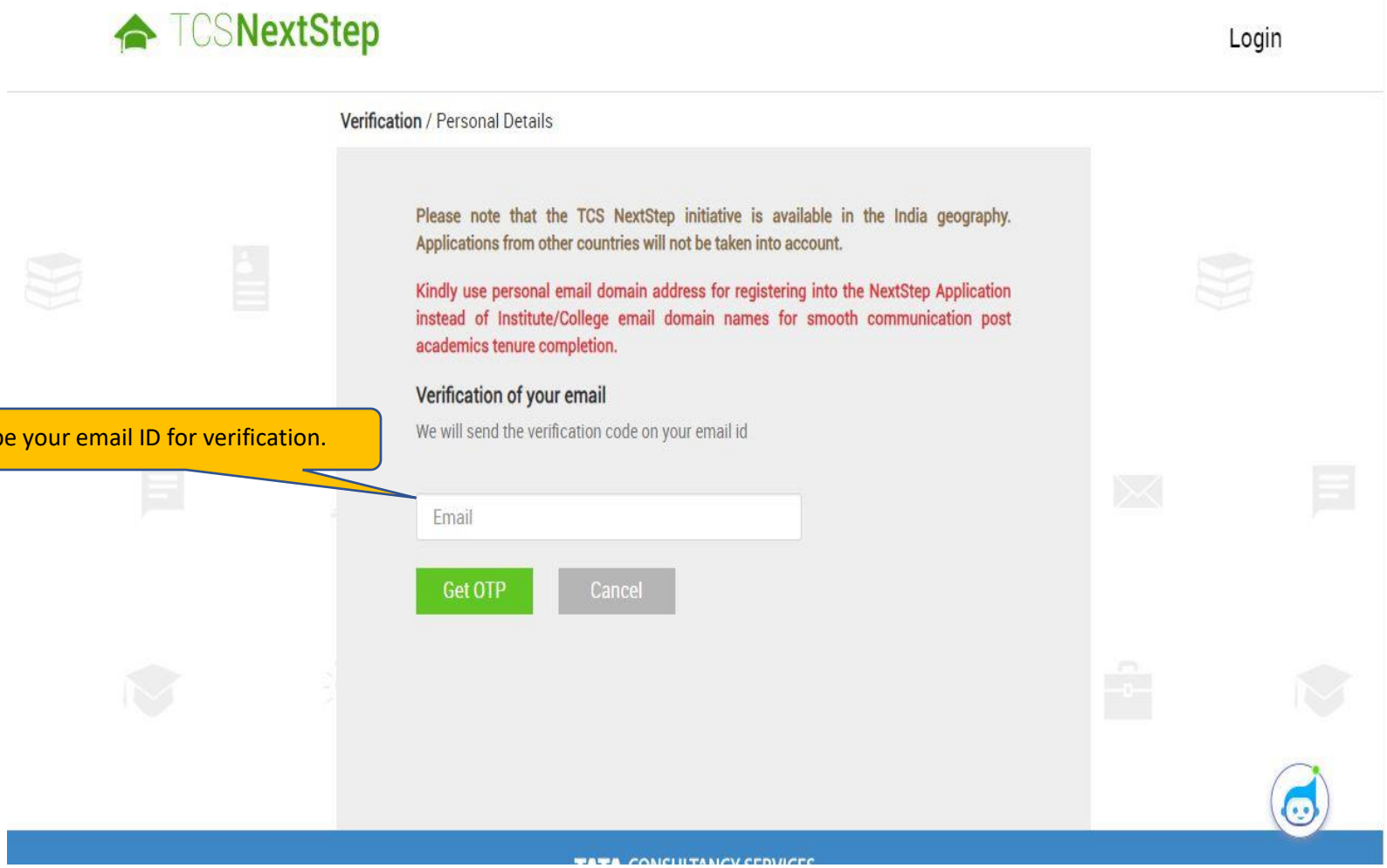
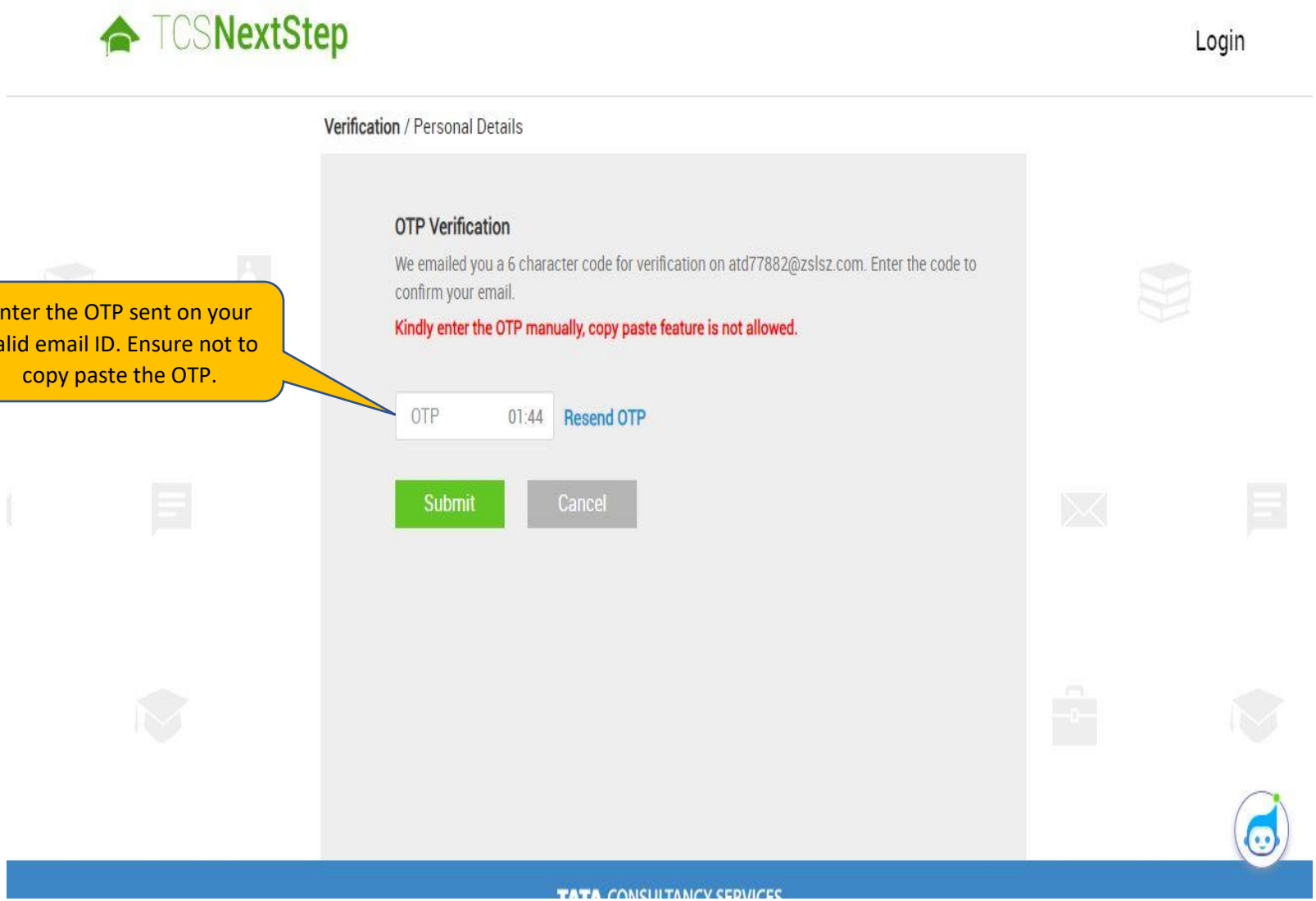
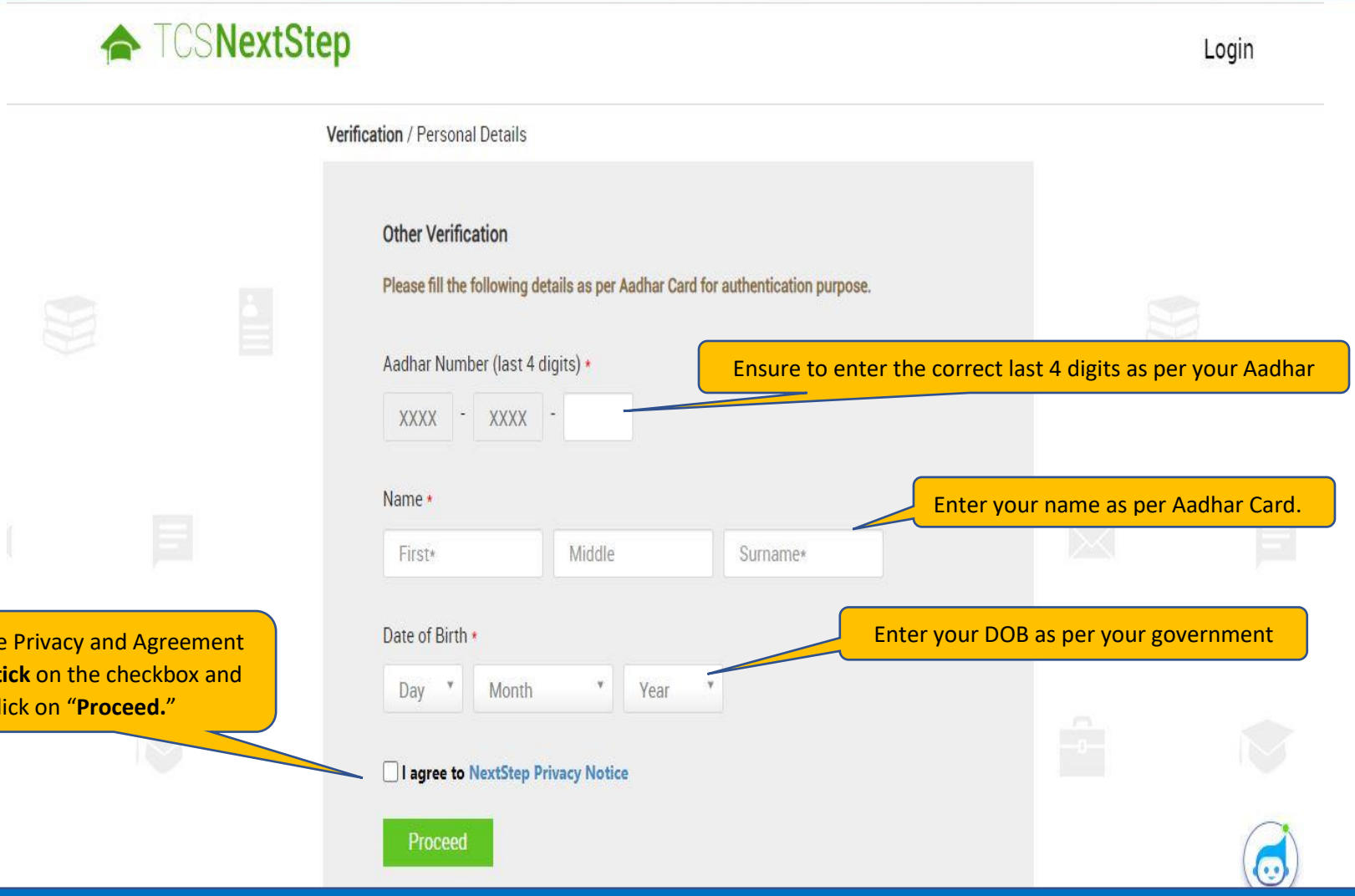
- Registration Page

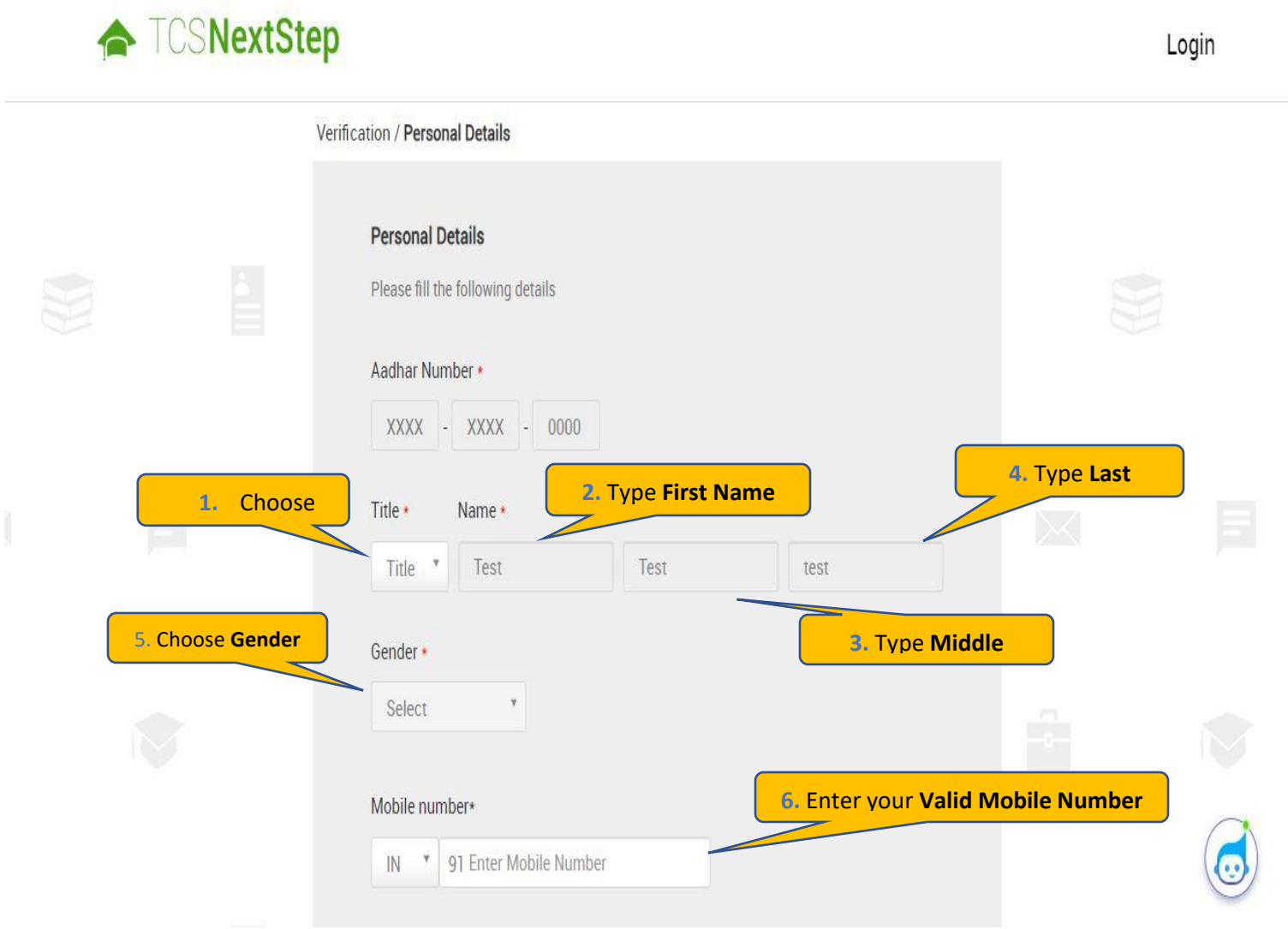


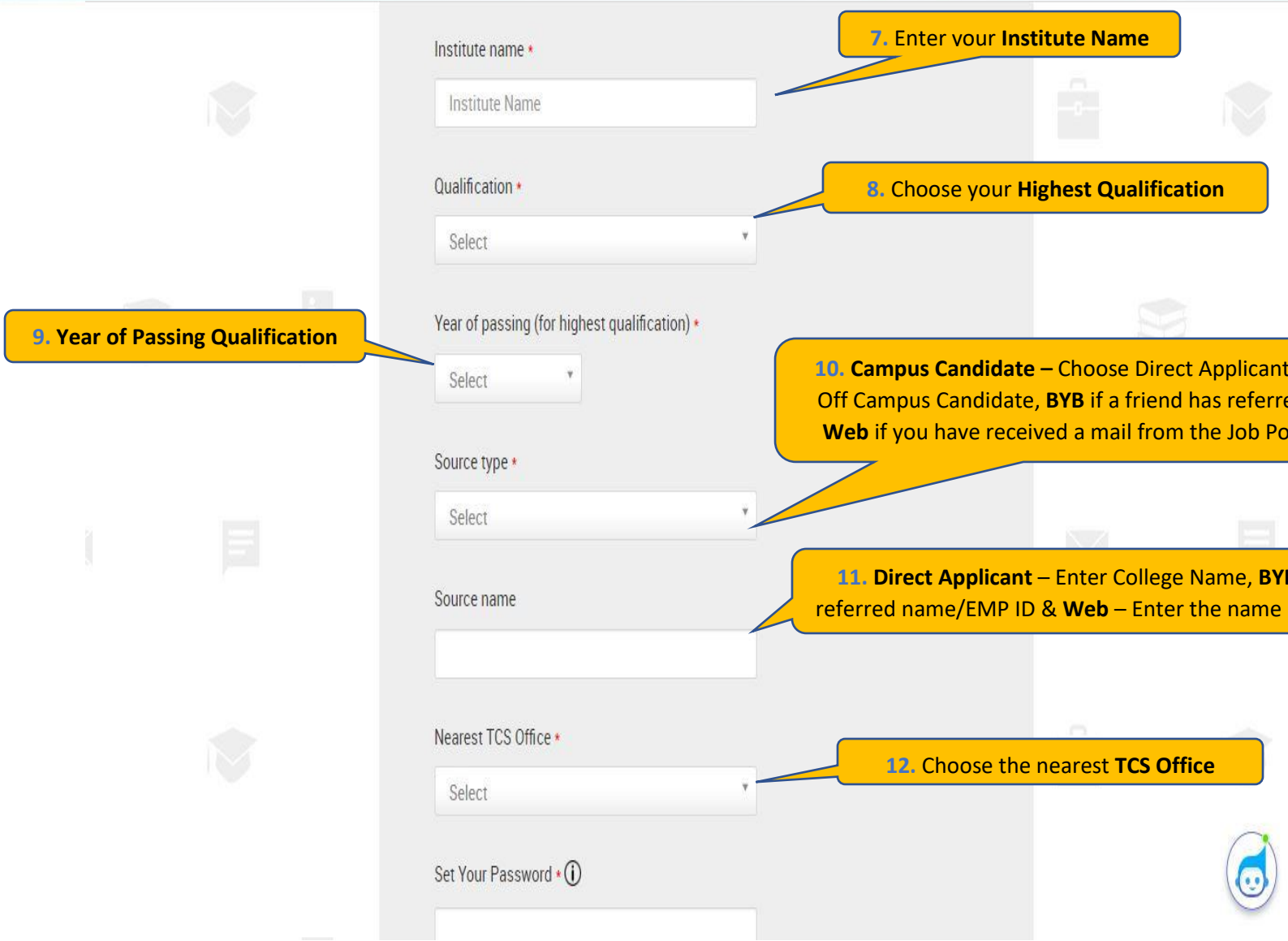
Type your email ID for verification.

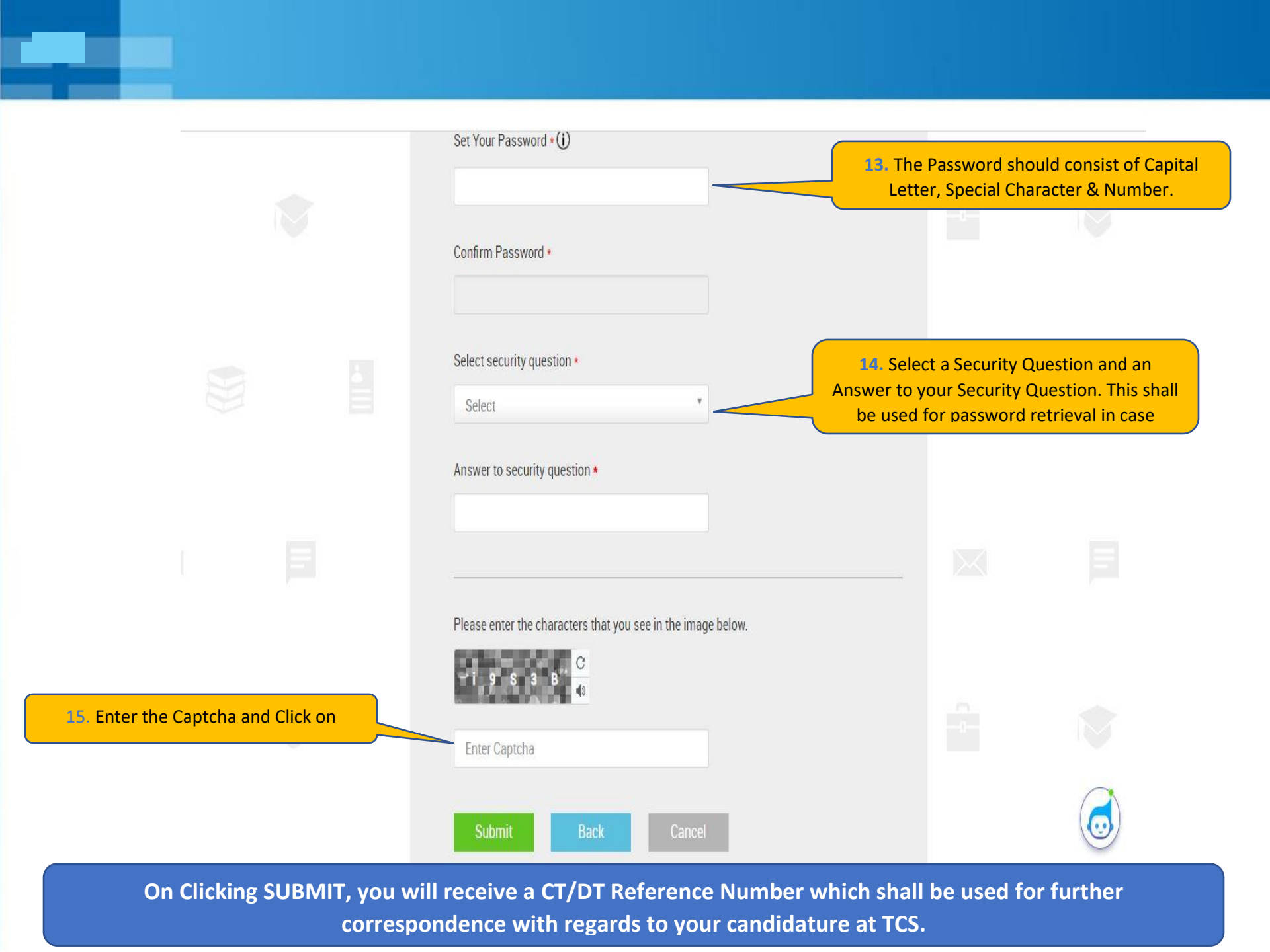

TCSNextStep
Login
Verification / Personal Details
OTP Verification
We emailed you a 6 character code for verification on atd77882@zslsz.com. Enter the code to confirm your email.
Kindly enter the OTP manually, copy paste feature is not allowed.
OTP
01:44
Resend OTP
Submit
Cancel
Enter the OTP sent on your Valid email ID. Ensure not to copy paste the OTP.



It is **Important/Mandatory** to update your **Aadhar Number, Name, Date of Birth** as per Aadhar Card. Please ensure the details are updated correctly without any error.


TCSNextStep
Login
Verification / Personal Details
Personal Details
Please fill the following details
Aadhar Number *
XXXX - XXXX - 0000
Title * Name *
Title
Test
Test
test
Gender *
Select
Mobile number*
IN
91 Enter Mobile Number
1. Choose
2. Type First Name
3. Type Middle
4. Type Last
5. Choose Gender
6. Enter your Valid Mobile Number


Institute name *
Institute Name
Qualification *
Select
Year of passing (for highest qualification) *
Select
Source type *
Select
Source name
Nearest TCS Office *
Select
Set Your Password *
7. Enter your Institute Name
8. Choose your Highest Qualification
9. Year of Passing Qualification
10. Campus Candidate – Choose Direct Applicant and Off Campus Candidate, BYB if a friend has referred & Web if you have received a mail from the Job Portal
11. Direct Applicant – Enter College Name, BYB – Enter referred name/EMP ID & Web – Enter the name mentioned
12. Choose the nearest TCS Office



On Clicking SUBMIT, you will receive a CT/DT Reference Number which shall be used for further correspondence with regards to your candidature at TCS.

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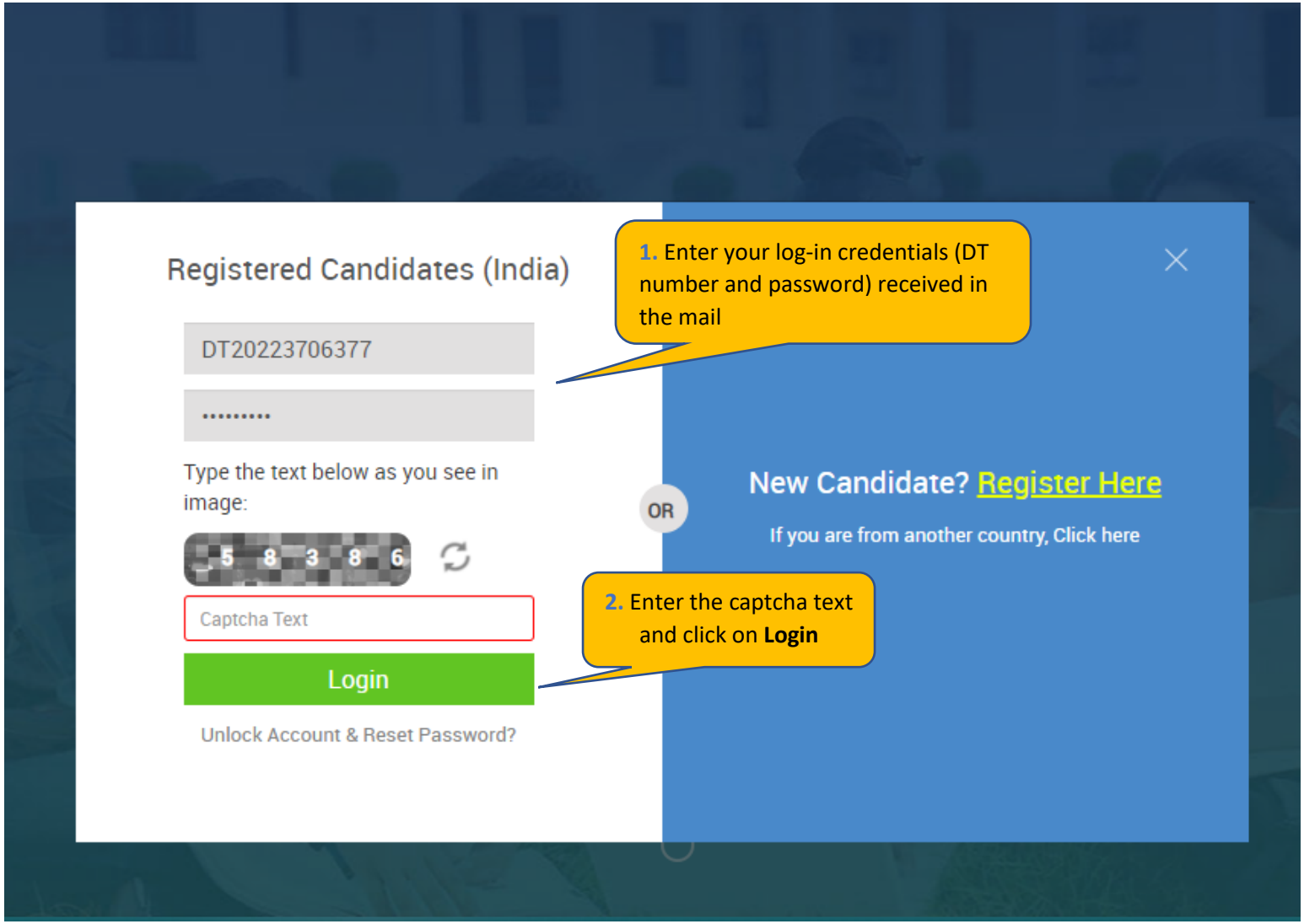
TCSNextStep - Candidate Log-In


Registered Candidates (India)
DT20223706377
Type the text below as you see in image:
5 8 3 8 6
Captcha Text
Login
Unlock Account & Reset Password?
1. Enter your log-in credentials (DT number and password) received in the mail
2. Enter the captcha text and click on Login
OR
New Candidate? Register Here
If you are from another country, Click here

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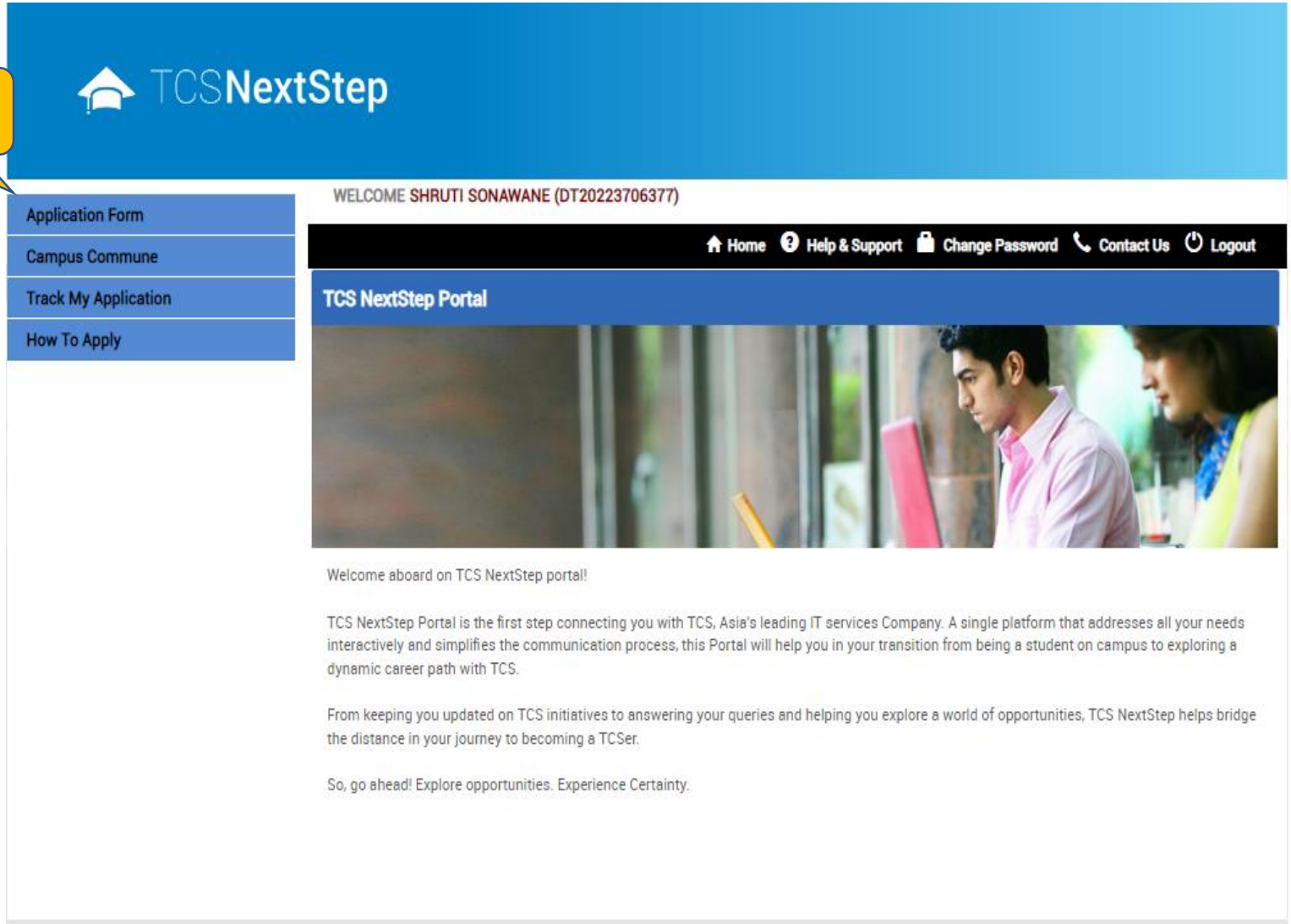
- Application Form

3. Click on **Application**



Application Form

Personal Details	Academic and Work Experience Details	Other Details	Application Form Preview and Declaration

IMPORTANT INSTRUCTIONS

1. The form is divided into following four sections. It is mandatory to enter details in all four sections.
   - Personal Detail
   - Academic and Work Experience Details
   - Other Details
   - Form preview and declaration
2. Fields marked with "*" in these sections are mandatory.
3. To save the details and navigate to the next field/screen, click 'Save and Continue'.
4. To submit the form, click 'Submit Application Form' in 'Form Preview and Declaration' section.
5. Please review the details properly before submitting the form to avoid errors.You can use the Application Form preview feature after filling in all the mandatory fields. In case you wish to edit any details, you can navigate to the relevant section and edit the same.
6. Click 'Save' after editing any details in the form. To submit the form with the updated details, click 'Submit Application Form'. Please note that if you do not submit the form after editing any details, the details will not be saved.

4. Read important instructions above and click on start filling the form

Start Filling the Form

NextStep - Application Form – Personal Details

Application Form

Personal Details | Academic and Work Experience Details | Other Details | Application Form Preview and Declaration

TCS Office

Nearest TCS Office:* Mumbai

Click here to select location of Nearest TCS Office

1. Click & select your nearest **TCS**

Personal Details

Name :* Ms. | Shruti | Vinod | Sonawane

2. Your First and Last name will be **auto populated**

3. Enter your **father's first Name**

Father's Name: * Mr. | First Name* | Middle Name | Last Name*

Mother's Name: * Ms. | First Name* | Middle Name | Last Name*

4. Enter your **mother's first Name**

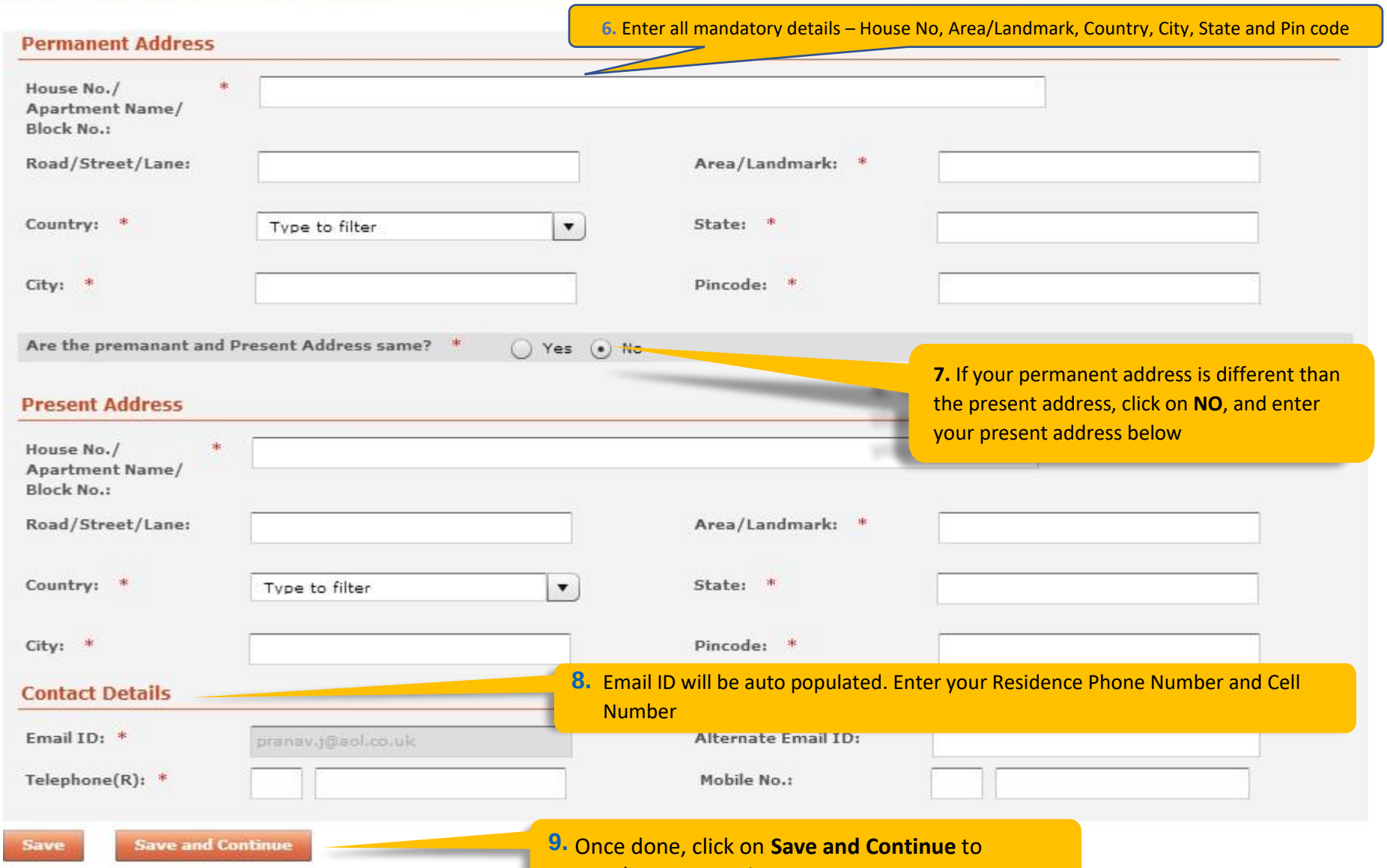
Date of Birth: * 28/09/2002

Gender: * Female

Date of Birth will be auto populated

5. Choose **Gender**

Fields marked with * are mandatory


6. Enter all mandatory details – House No, Area/Landmark, Country, City, State and Pin code
Permanent Address
House No./ Apartment Name/ Block No.:
Road/Street/Lane:
Area/Landmark:
Country:
Type to filter
State:
City:
Pincode:
Are the premanant and Present Address same?
Yes
No
7. If your permanent address is different than the present address, click on NO, and enter your present address below
Present Address
House No./ Apartment Name/ Block No.:
Road/Street/Lane:
Area/Landmark:
Country:
Type to filter
State:
City:
Pincode:
Contact Details
8. Email ID will be auto populated. Enter your Residence Phone Number and Cell Number
Email ID:
pranav.j@aol.co.uk
Alternate Email ID:
Telephone(R):
Mobile No.:
Save
Save and Continue
9. Once done, click on Save and Continue to proceed to next section

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Application Form –Academic & Work Experience Details

Application Form

Personal Details | Academic and Work Experience Details | Other Details | Application Form Preview and Declaration

Instruction *

- Highest Qualification Category Details *
- Graduate *
- XII Grade Equivalent Diploma *
- X Grade *
- Any Other Qualification*
- Work Experience Details *
- Declaration *

Continue

Academic Instructions :

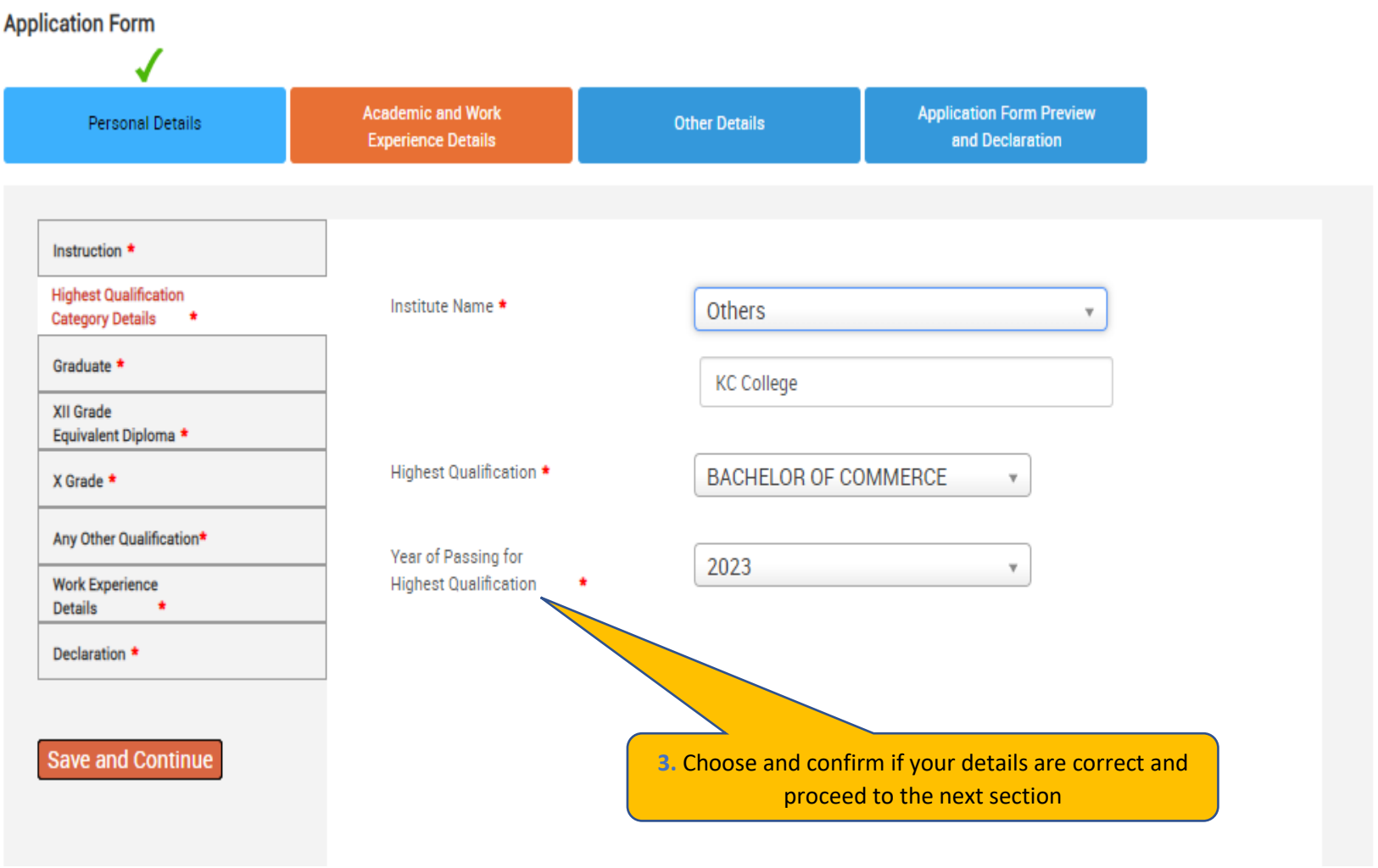
1. "Marks/CGPA Obtained" denotes Total Marks/CGPA secured by you in ALL* subjects in all semesters in the first attempt.
2. "Total Marks/CGPA" denotes total of maximum marks in ALL* subjects in all semesters in the first attempt. *ALL implies that all subjects mentioned on the marksheet (including languages, optional subjects etc) should be taken into consideration for calculating the obtained/total marks/CGPA.
3. Marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.
4. Verify your marks after entering, as it is a part of the selection criteria.
5. Please mention only your XII duration in XII Grade details . Pls do not add the XI duration in the same.

1. **Read the instructions** before you start filling your application form

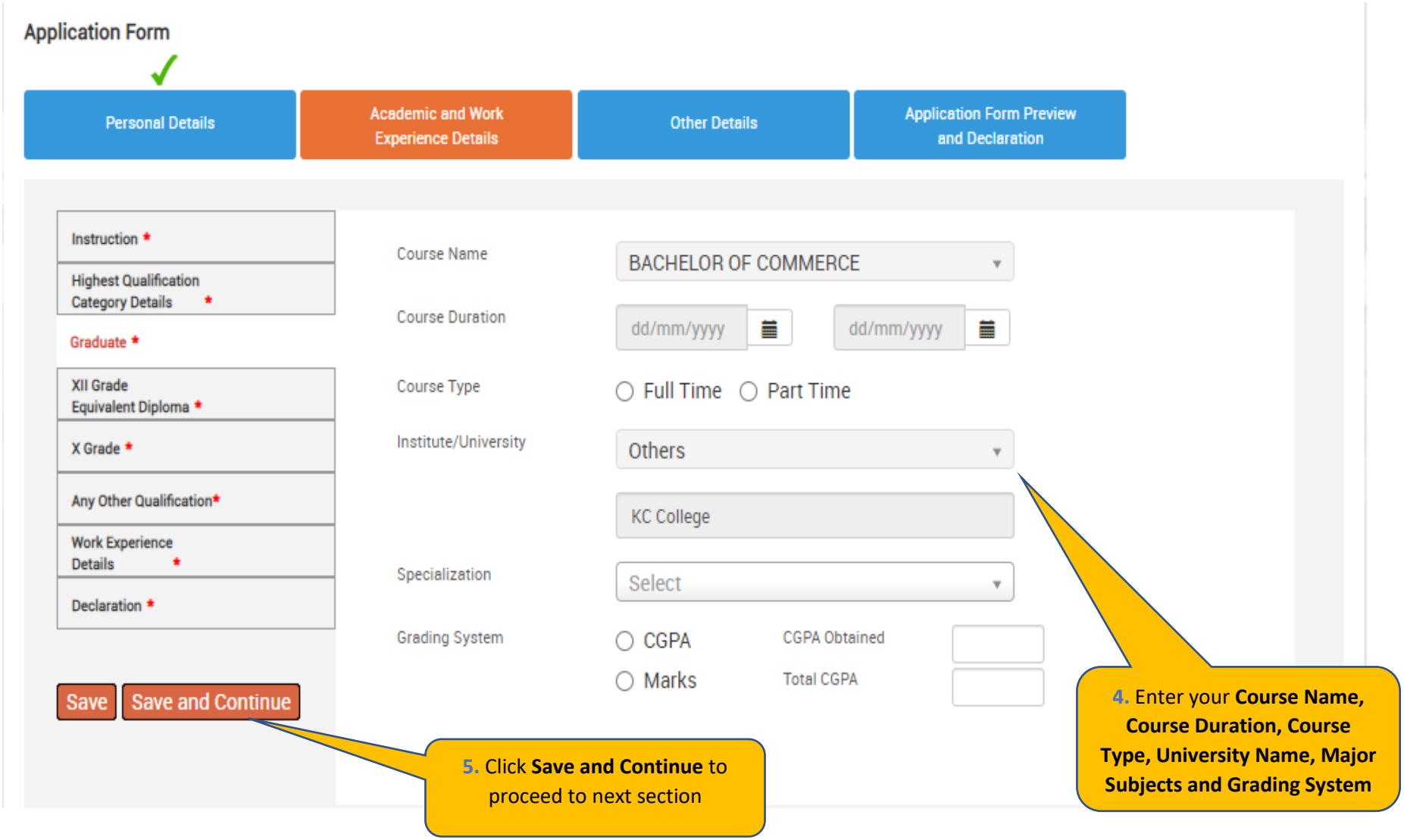
2. Use the side bar to navigate within different sections

Fields marked with are * mandatory

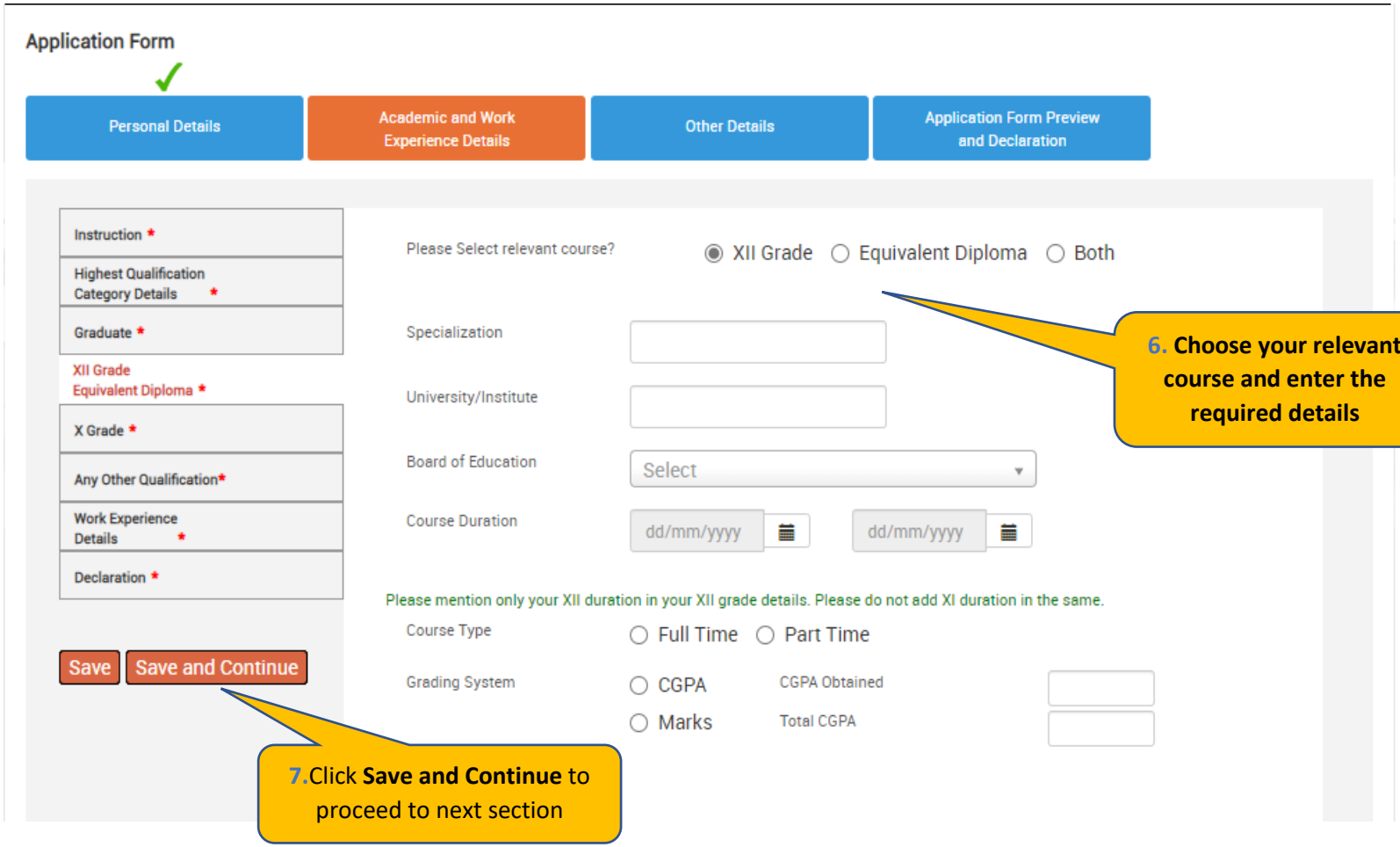
Application Form – Academic and Work Experience Details



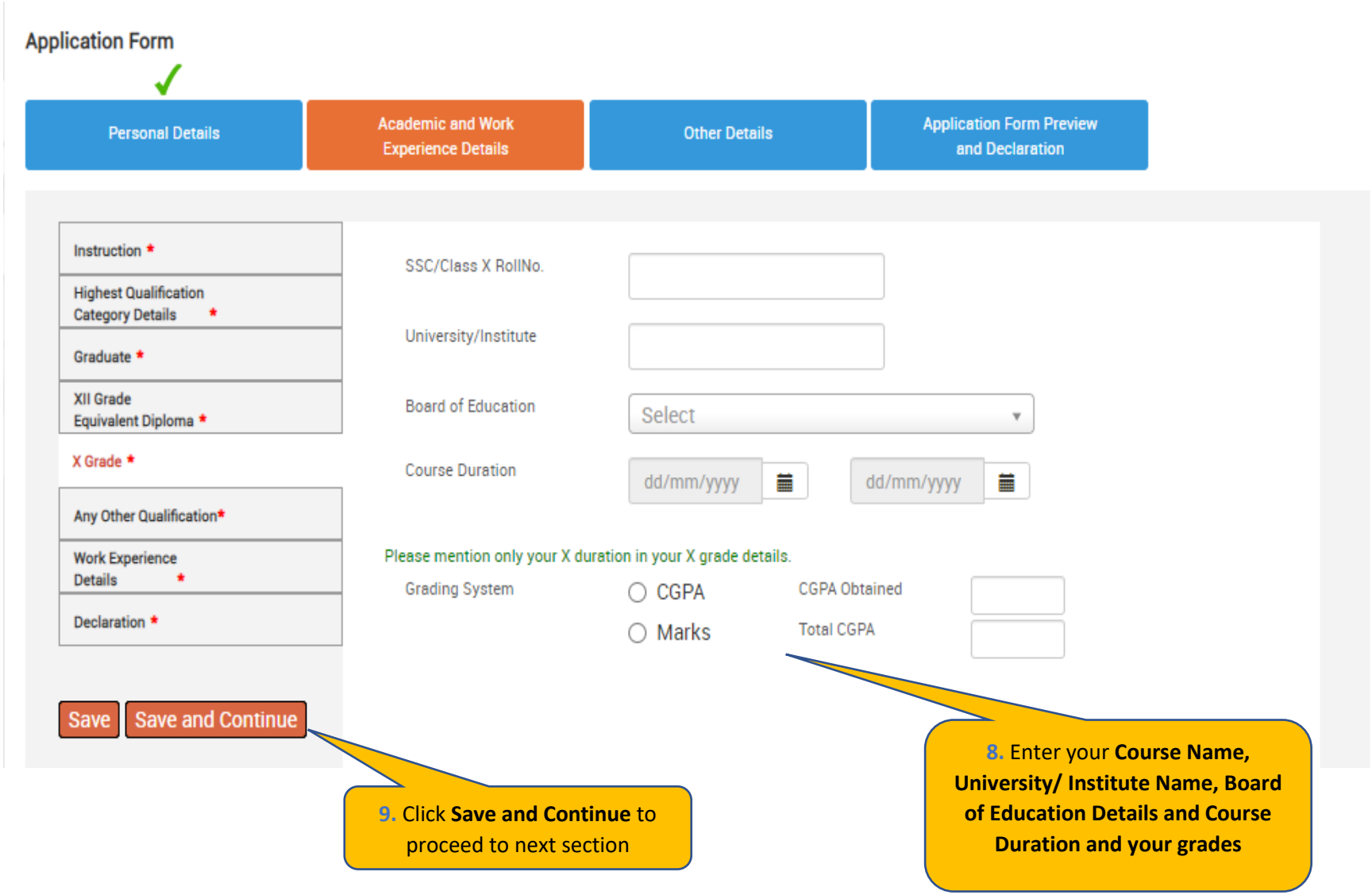
Application Form – Academic and Work Experience Details



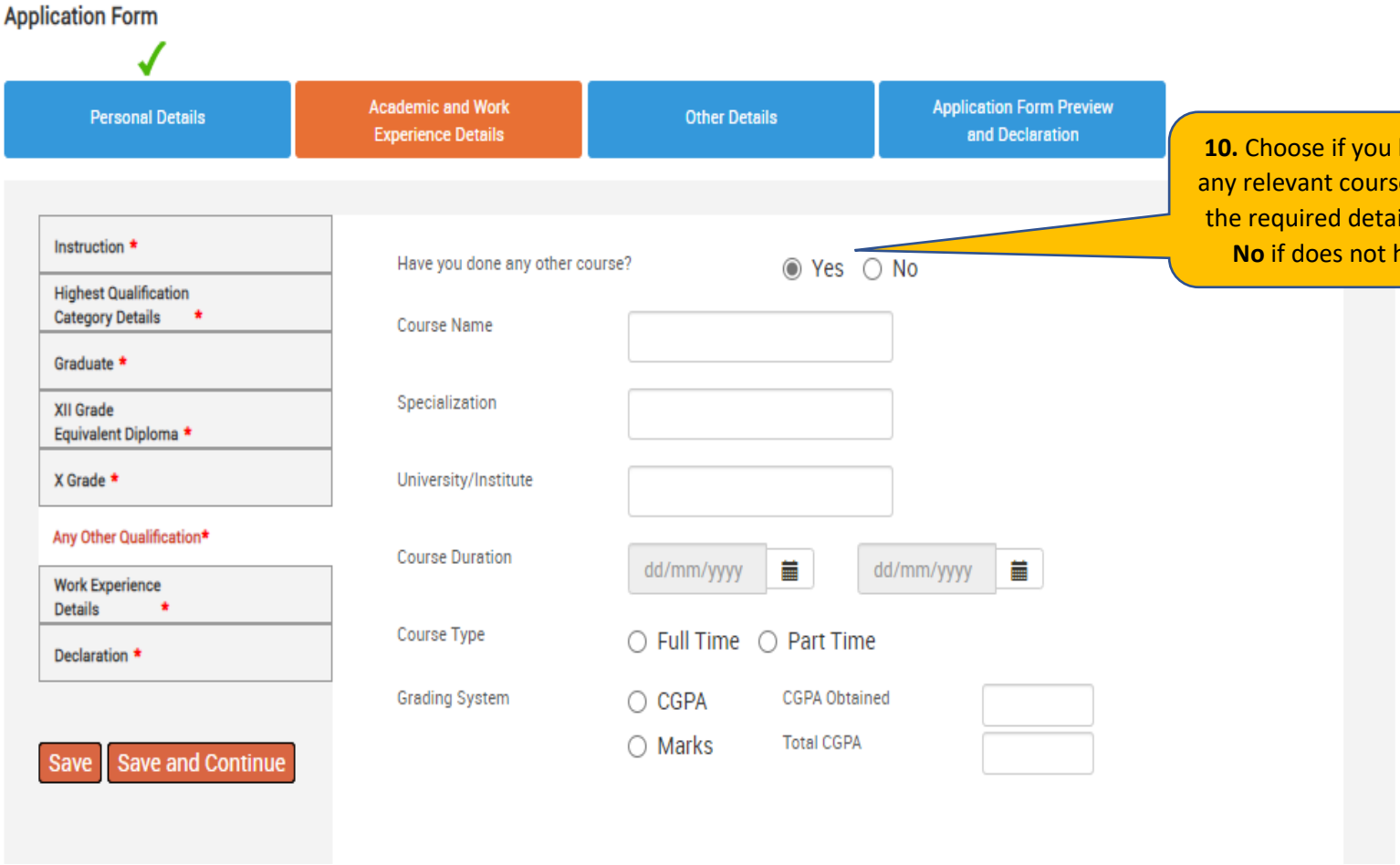
Application Form – Academic and Work Experience Details



Application Form – Academic and Work Experience Details

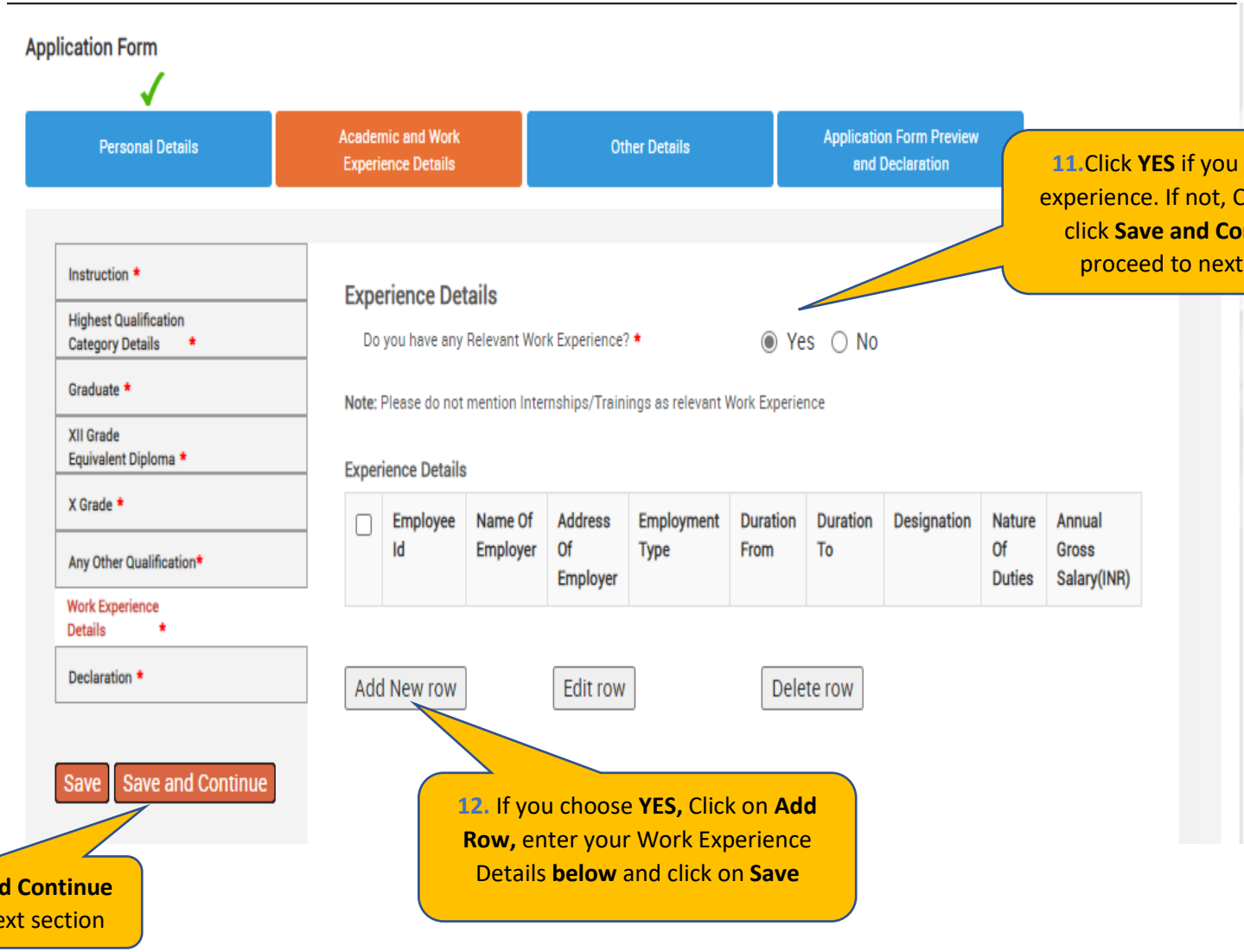


Application Form – Academic and Work Experience Details



10. Choose if you have taken any relevant course and enter the required details, Click on **No** if does not have any

Application Form – Academic and Work Experience Details



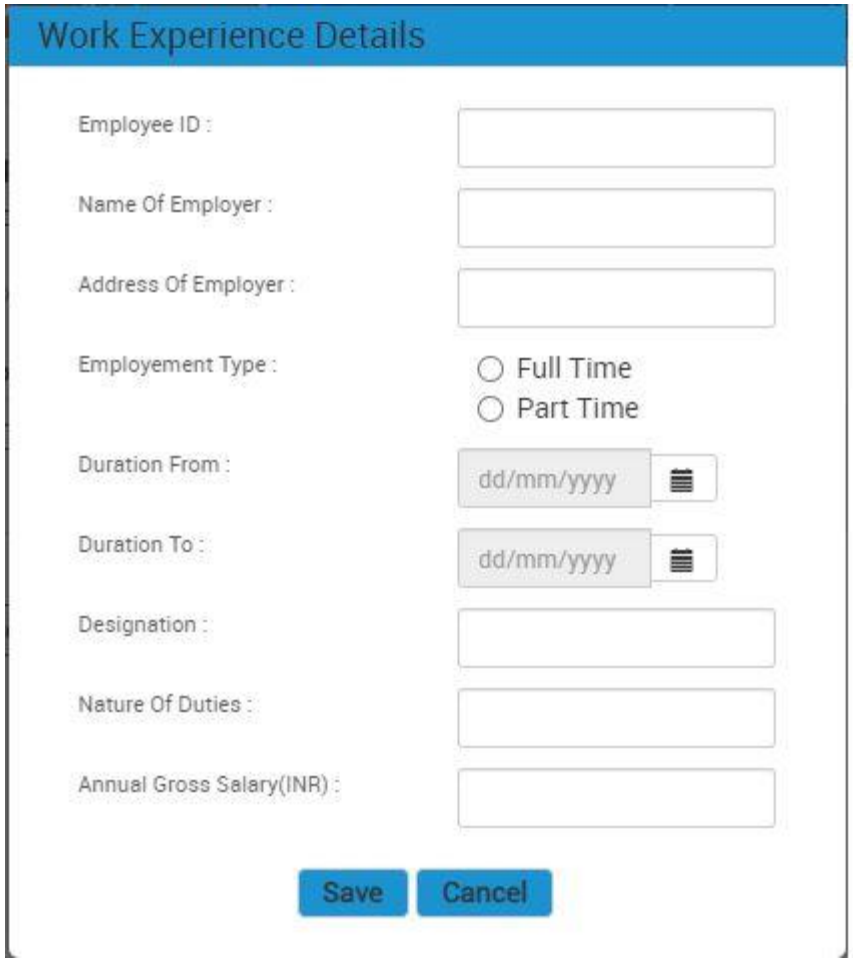
11. Click **YES** if you have work experience. If not, Click **NO** and click **Save and Continue** to proceed to next section

12. If you choose **YES,** Click on **Add Row,** enter your Work Experience Details **below** and click on **Save**

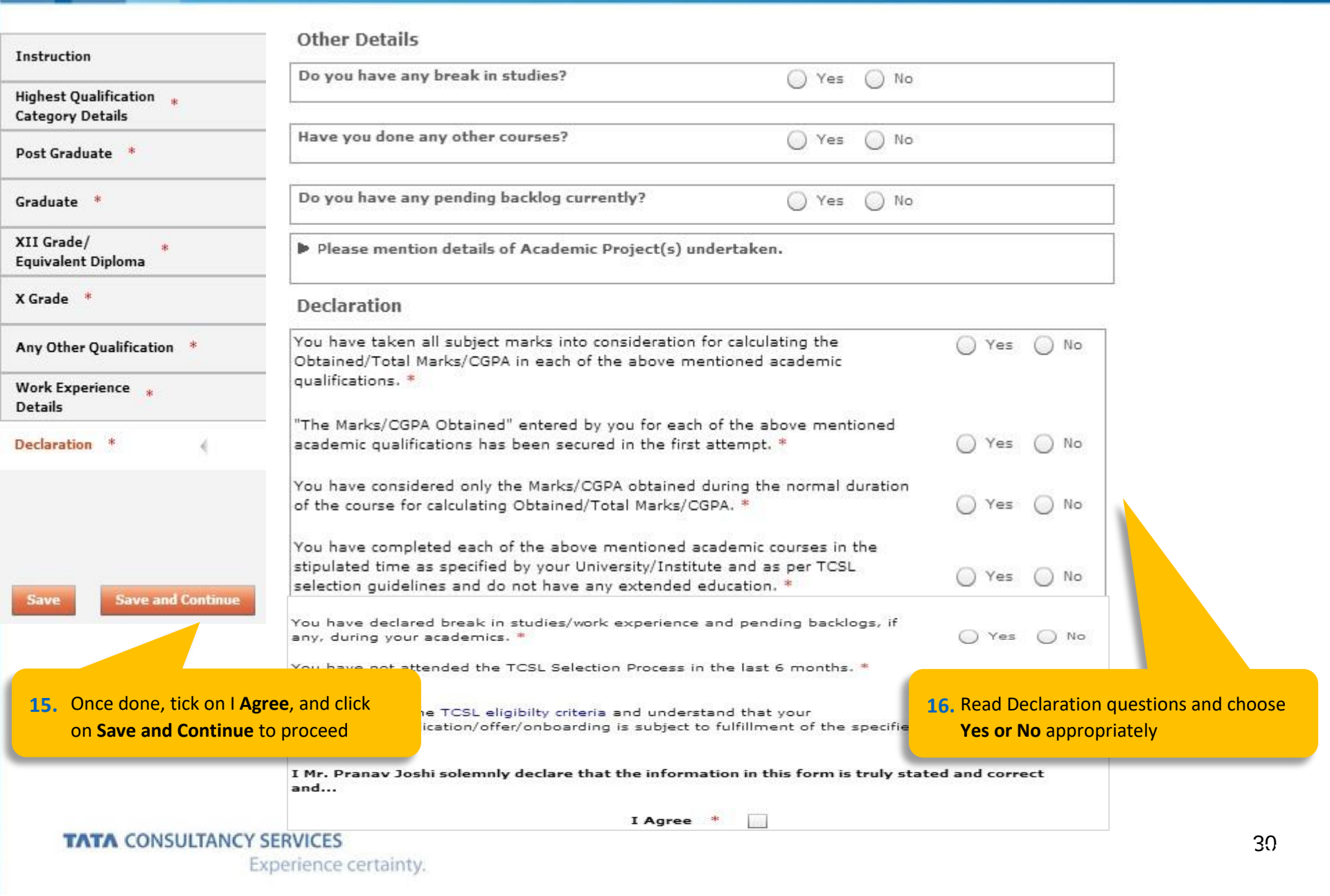
13. Click **Save and Continue** to proceed to next section

Application Form – Academic and Work Experience Details

14. Enter your **Work Experience** Details and click on **Save**.



Application Form – Academic and Work Experience Details

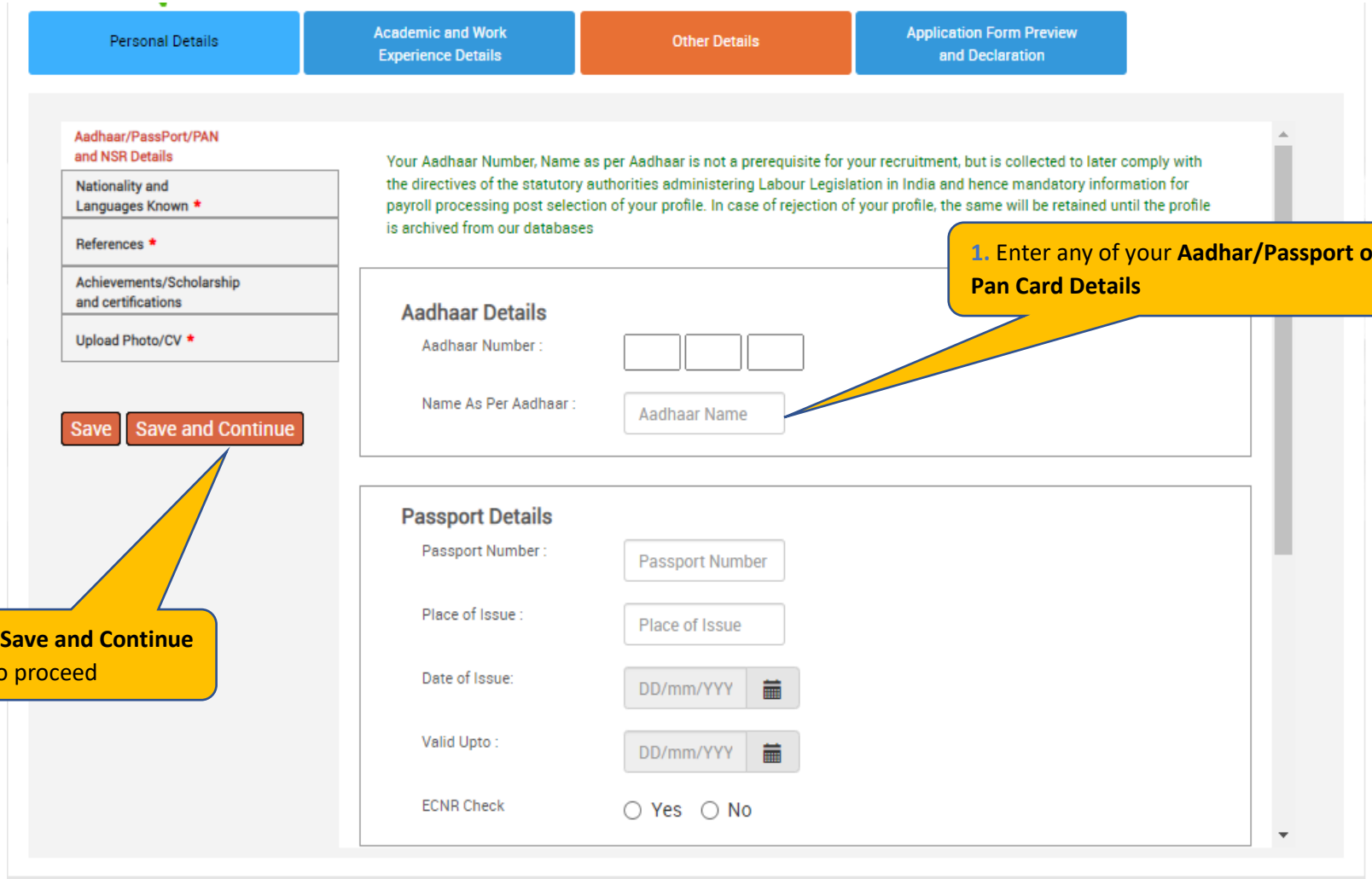


15. Once done, tick on I **Agree**, and click on **Save and Continue** to proceed

16. Read Declaration questions and choose **Yes or No** appropriately

Application Form – Other Details

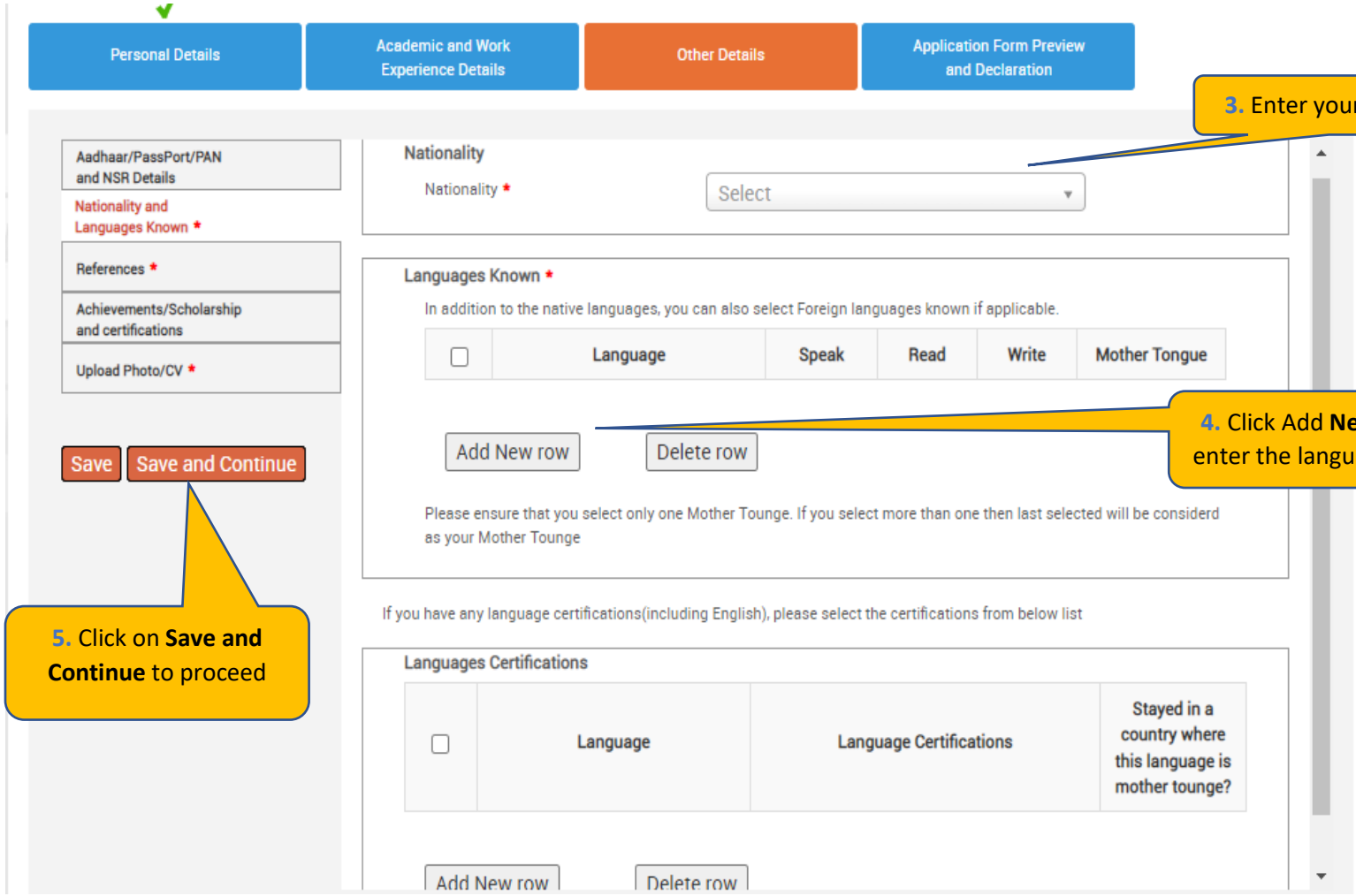
Application Form – Other Details



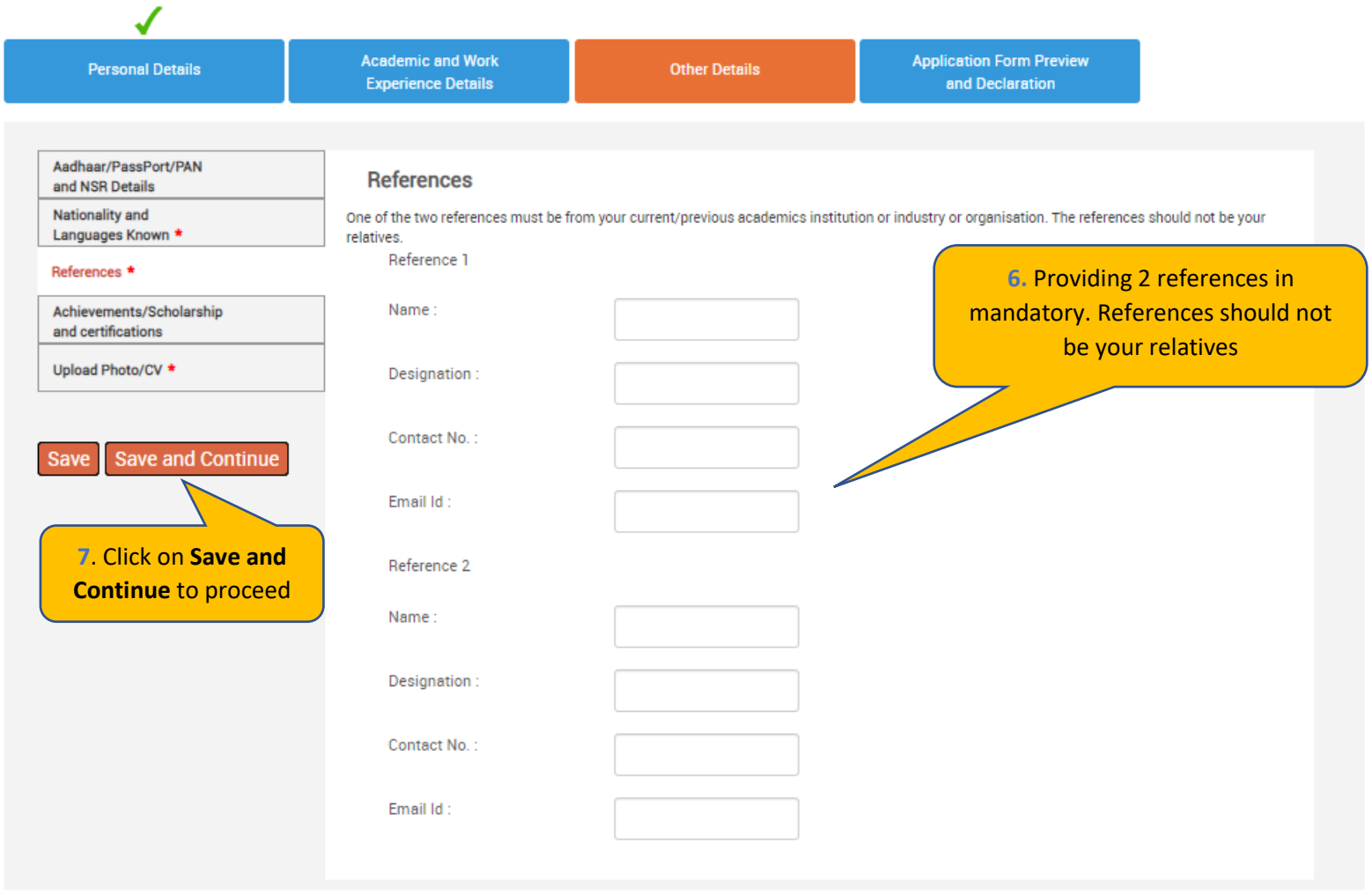
1. Enter any of your **Aadhar/Passport or Pan Card Details**

2. Click on **Save and Continue** to proceed

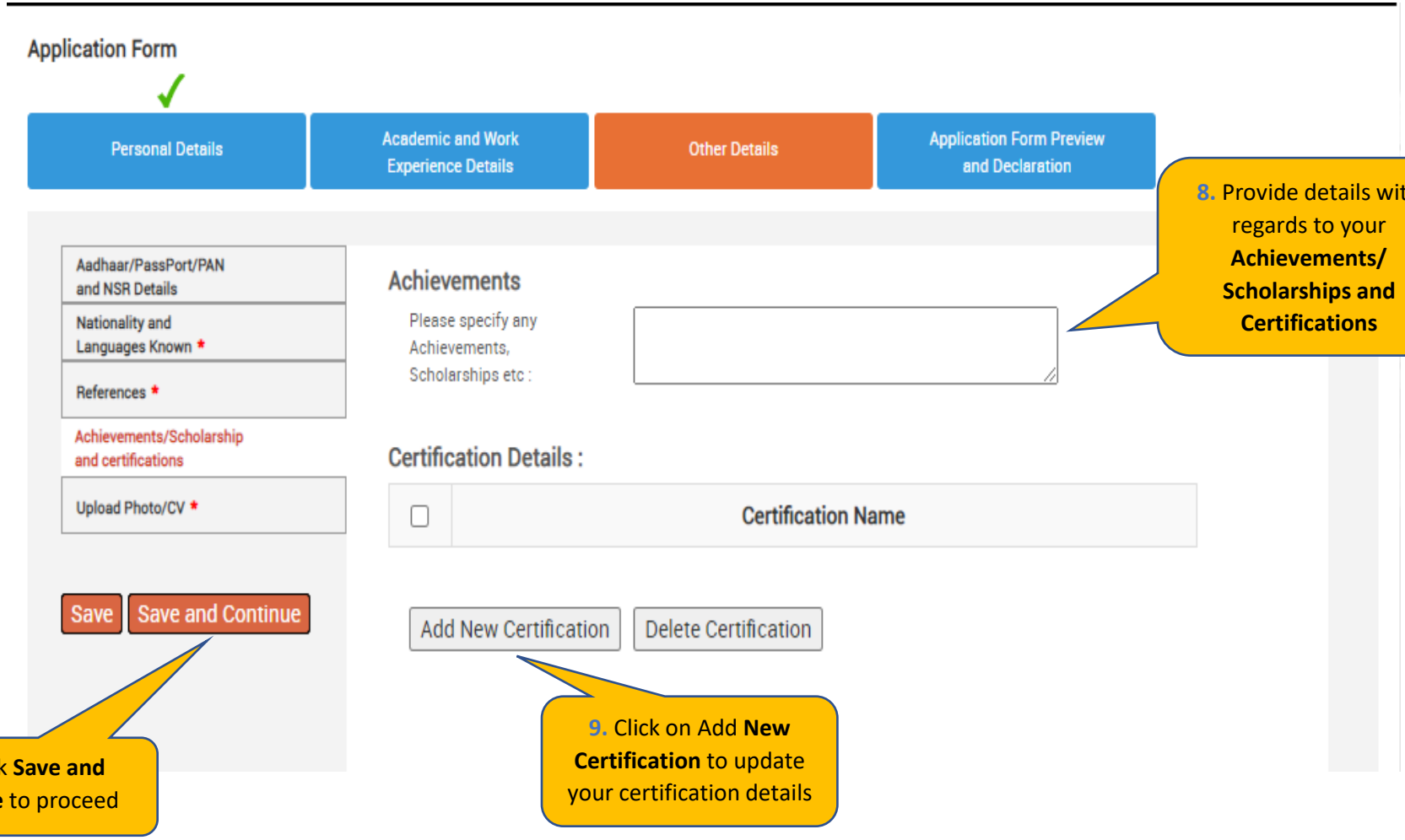
Application Form – Other Details



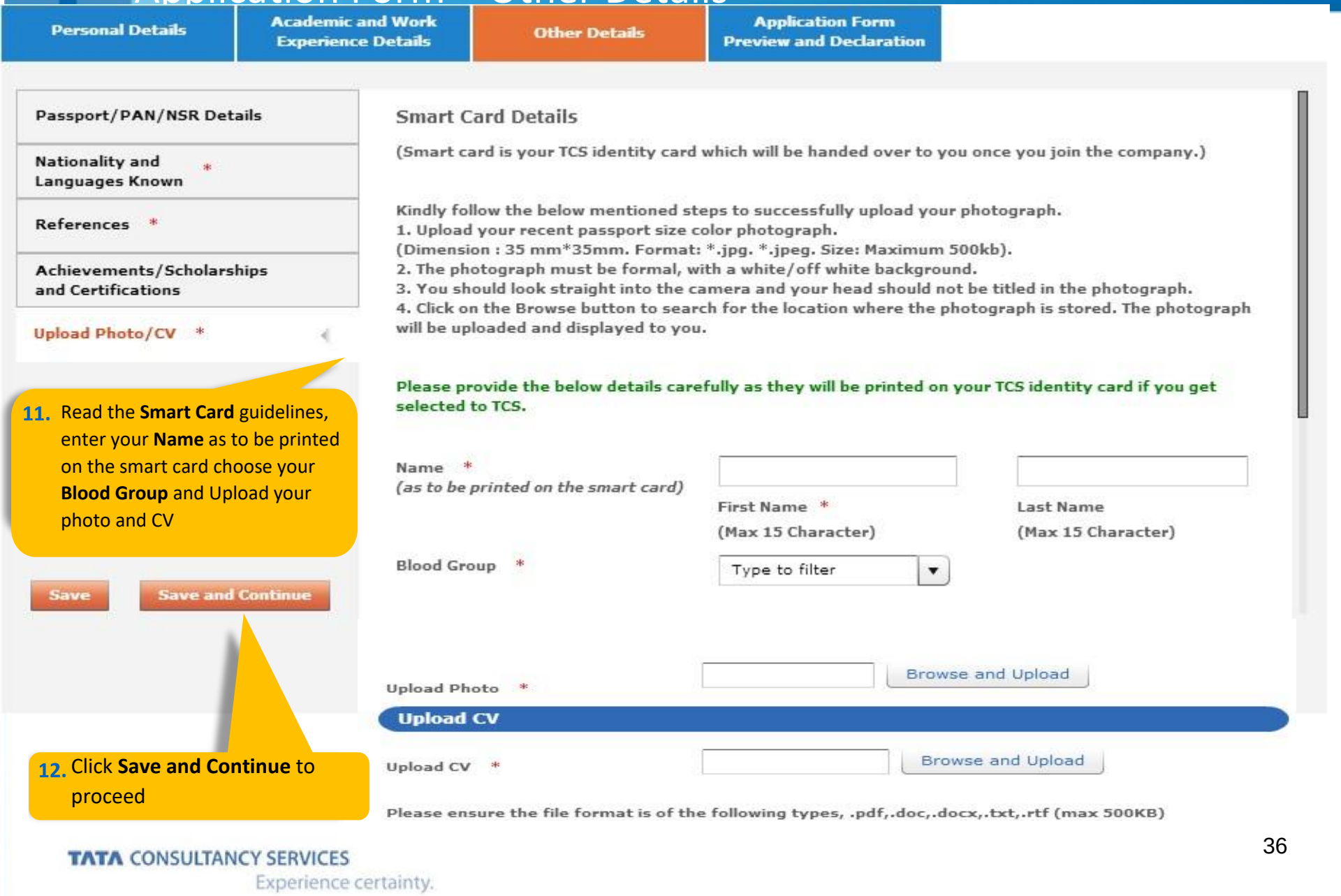
Application Form – Other Details



Application Form – Other Details



Application Form – Other Details



11. Read the **Smart Card** guidelines, enter your **Name** as to be printed on the smart card choose your **Blood Group** and Upload your photo and CV

12. Click **Save and Continue** to proceed

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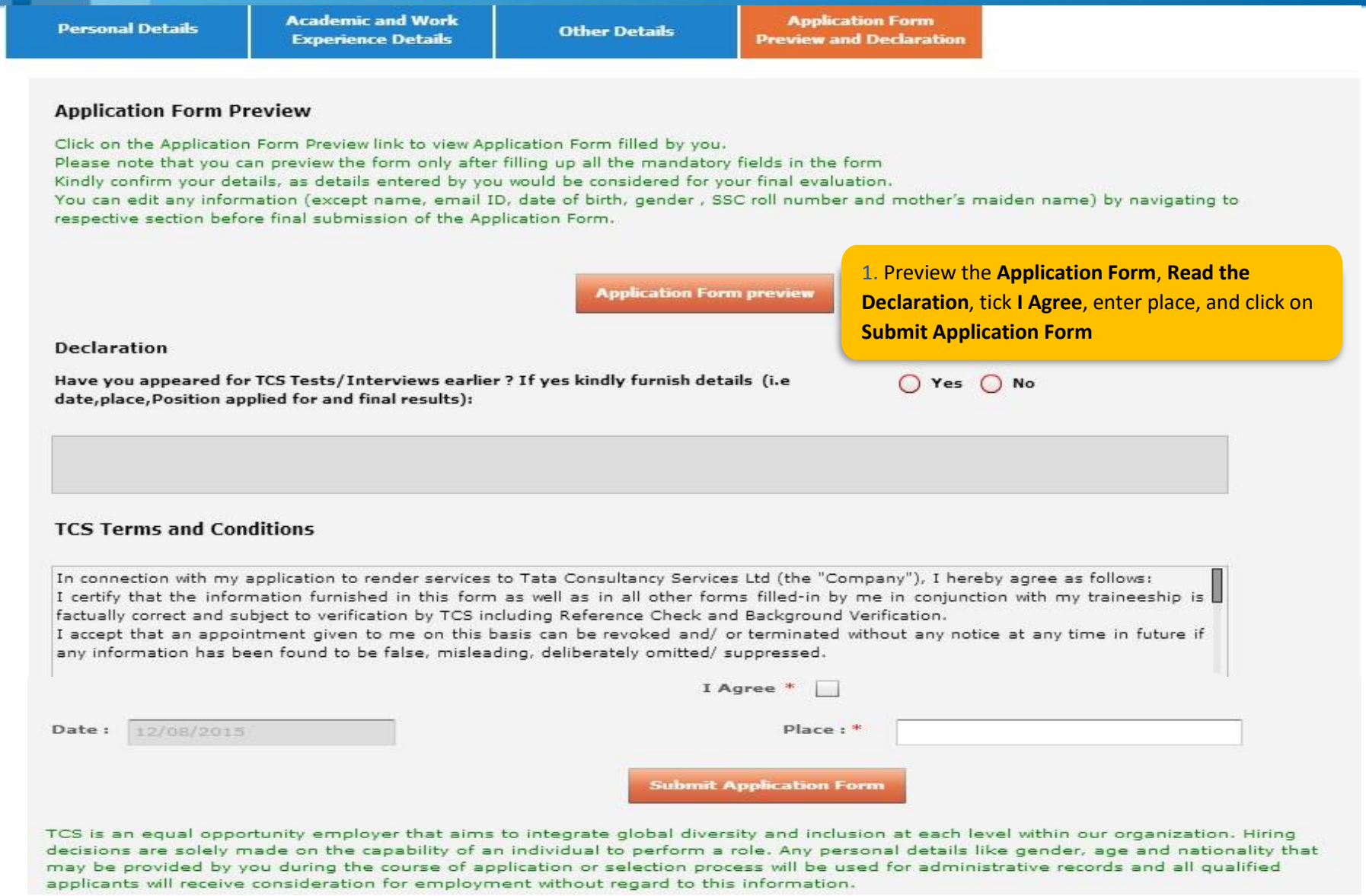
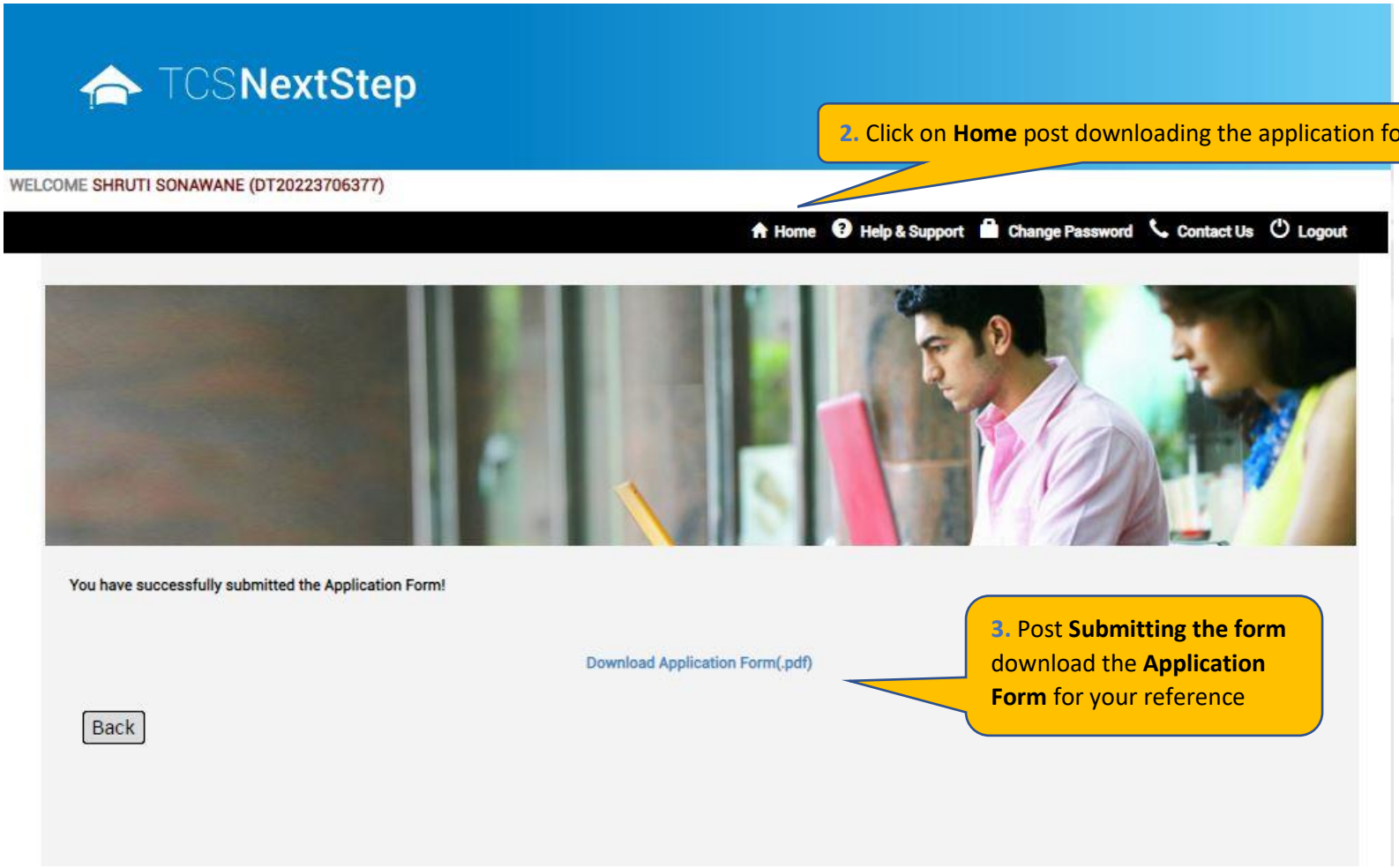
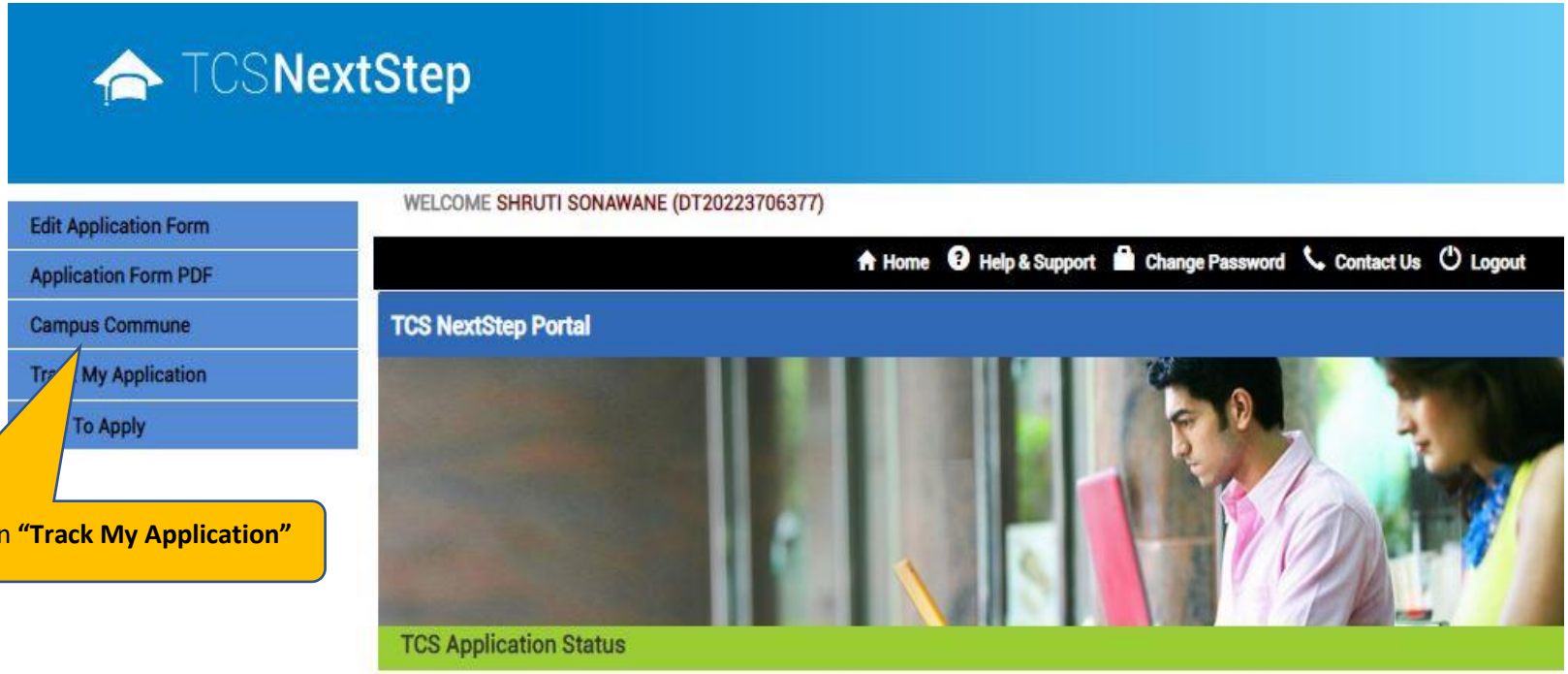
Application Form – Application Form Preview and Declaration


Personal Details
Academic and Work Experience Details
Other Details
Application Form Preview and Declaration
Application Form Preview
Click on the Application Form Preview link to view Application Form filled by you.
Please note that you can preview the form only after filling up all the mandatory fields in the form
Kindly confirm your details, as details entered by you would be considered for your final evaluation.
You can edit any information (except name, email ID, date of birth, gender , SSC roll number and mother's maiden name) by navigating to respective section before final submission of the Application Form.
Application Form preview
1. Preview the Application Form, Read the Declaration, tick I Agree, enter place, and click on Submit Application Form
Declaration
Have you appeared for TCS Tests/Interviews earlier ? If yes kindly furnish details (i.e date,place,Position applied for and final results):
Yes
No
TCS Terms and Conditions
In connection with my application to render services to Tata Consultancy Services Ltd (the "Company"), I hereby agree as follows:
I certify that the information furnished in this form as well as in all other forms filled-in by me in conjunction with my traineeship is factually correct and subject to verification by TCS including Reference Check and Background Verification.
I accept that an appointment given to me on this basis can be revoked and/ or terminated without any notice at any time in future if any information has been found to be false, misleading, deliberately omitted/ suppressed.
I Agree *
Date :
12/08/2015
Place : *
Submit Application Form
TCS is an equal opportunity employer that aims to integrate global diversity and inclusion at each level within our organization. Hiring decisions are solely made on the capability of an individual to perform a role. Any personal details like gender, age and nationality that may be provided by you during the course of application or selection process will be used for administrative records and all qualified applicants will receive consideration for employment without regard to this information.

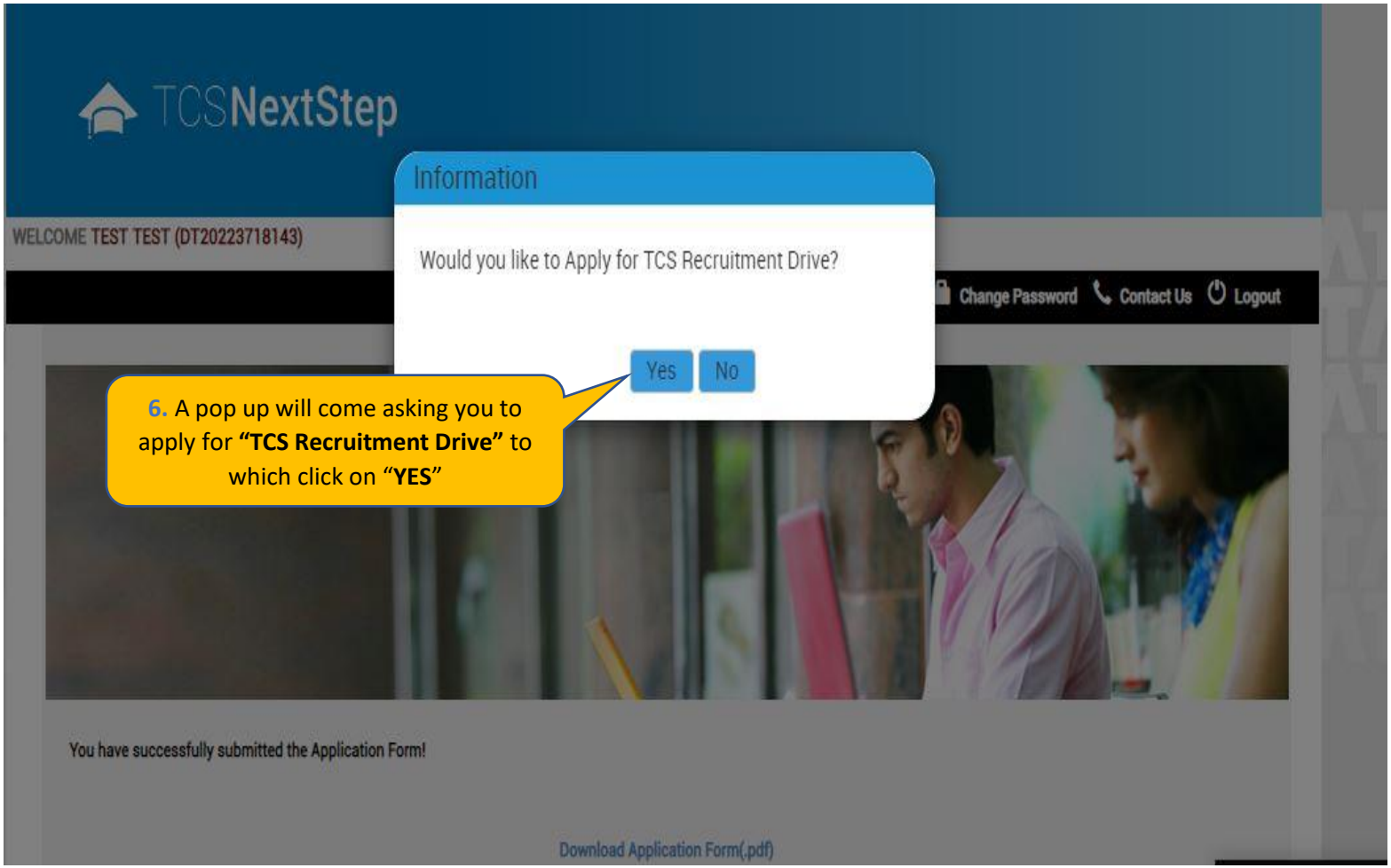

TCSNextStep
2. Click on Home post downloading the application form
WELCOME SHRUTI SONAWANE (DT20223706377)
Home
Help & Support
Change Password
Contact Us
Logout
You have successfully submitted the Application Form!
Download Application Form(.pdf)
3. Post Submitting the form download the Application Form for your reference
Back

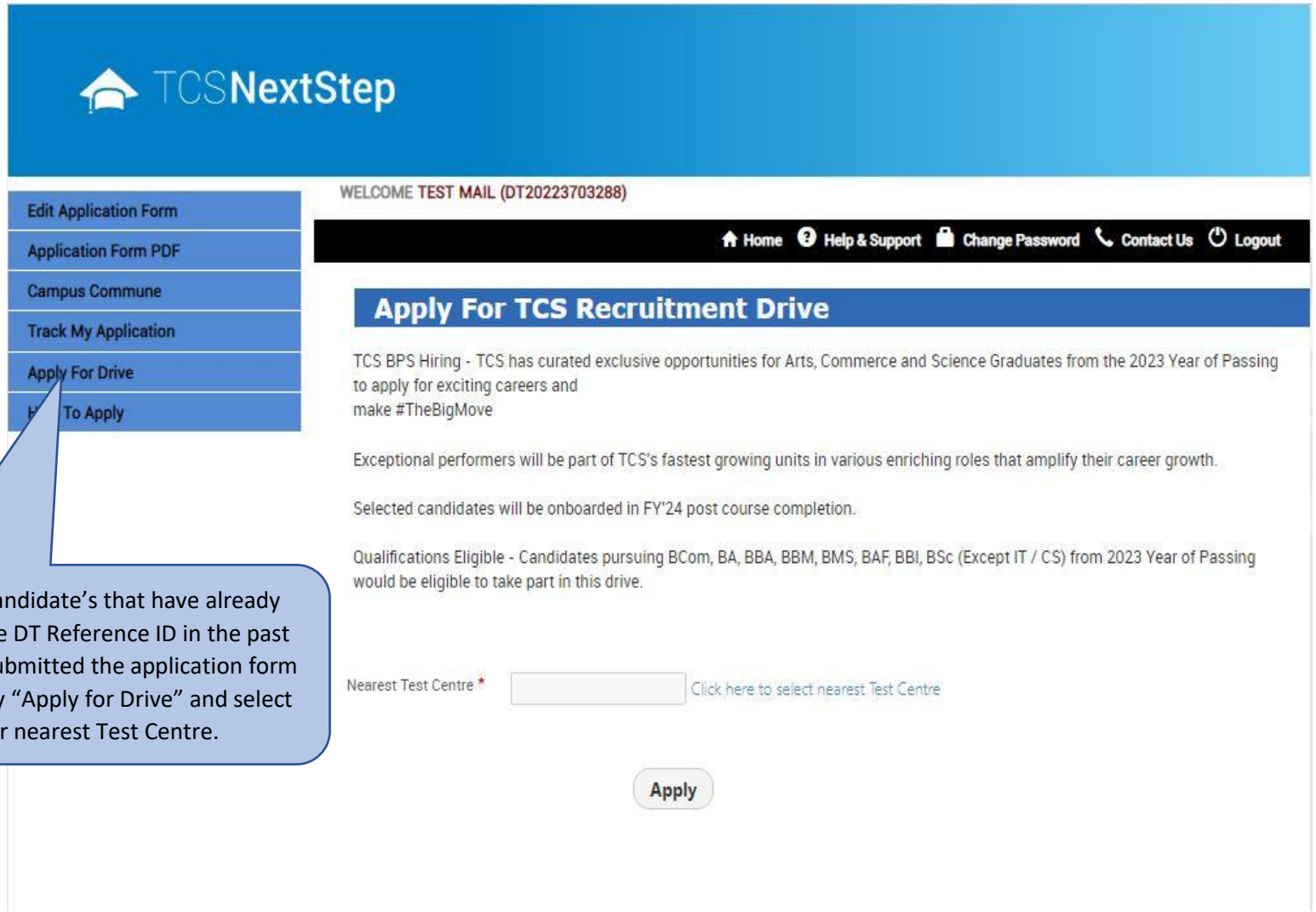


4. Click on **"Track My Application"**

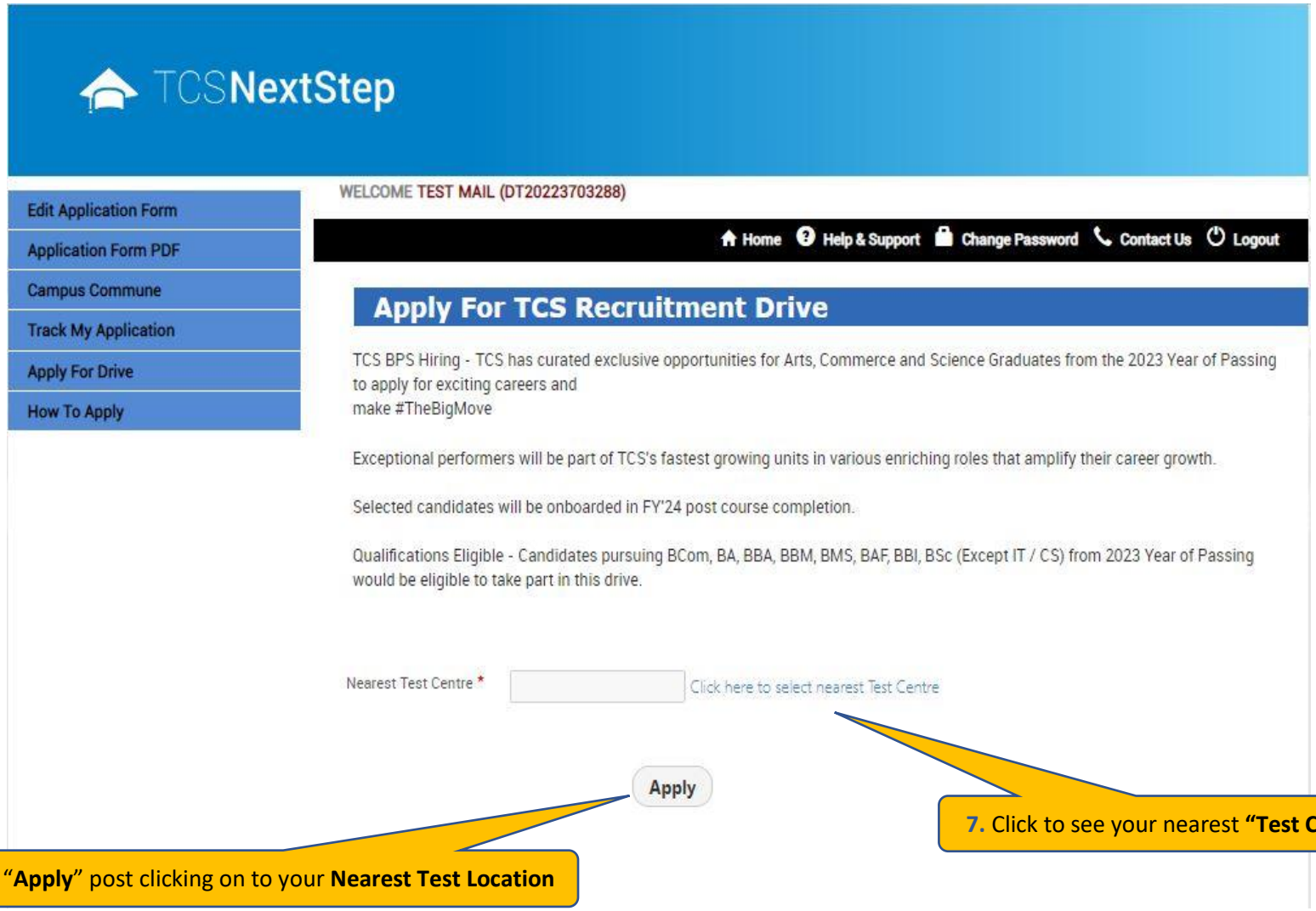
5. Application Status should reflect as **Application Received**

Activity	Status	Date (DD/MM/YYYY)
Application Received	Application Received	09/12/2022 11:59
Candidate Registration	Registered	08/12/2022 15:28


TCSNextStep
WELCOME TEST TEST (DT20223718143)
Change Password
Contact Us
Logout
Information
Would you like to Apply for TCS Recruitment Drive?
Yes
No
6. A pop up will come asking you to apply for "TCS Recruitment Drive" to which click on "YES"
You have successfully submitted the Application Form!
Download Application Form(.pdf)

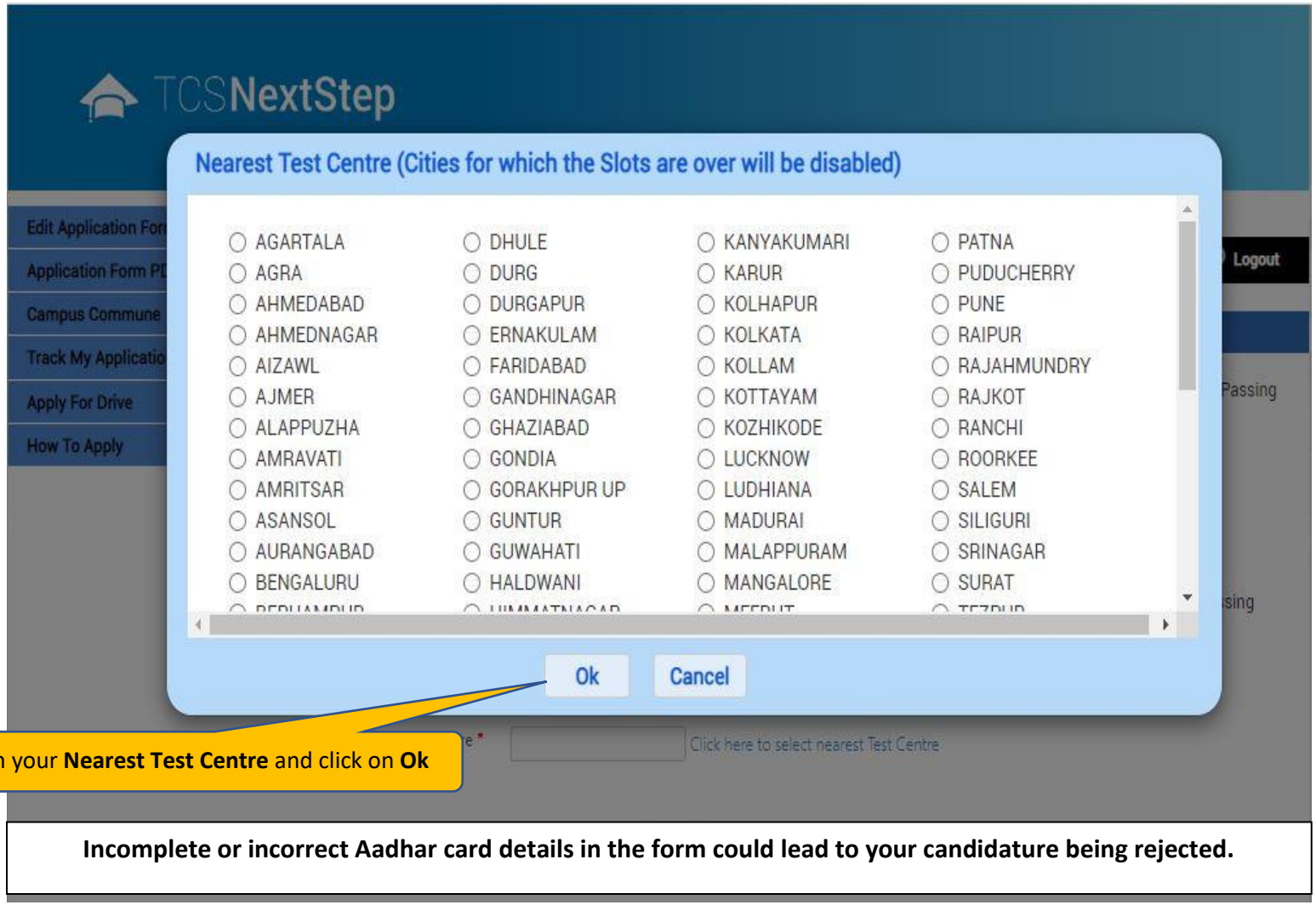


For the Candidate's that have already created the DT Reference ID in the past and have submitted the application form can directly "Apply for Drive" and select your nearest Test Centre.



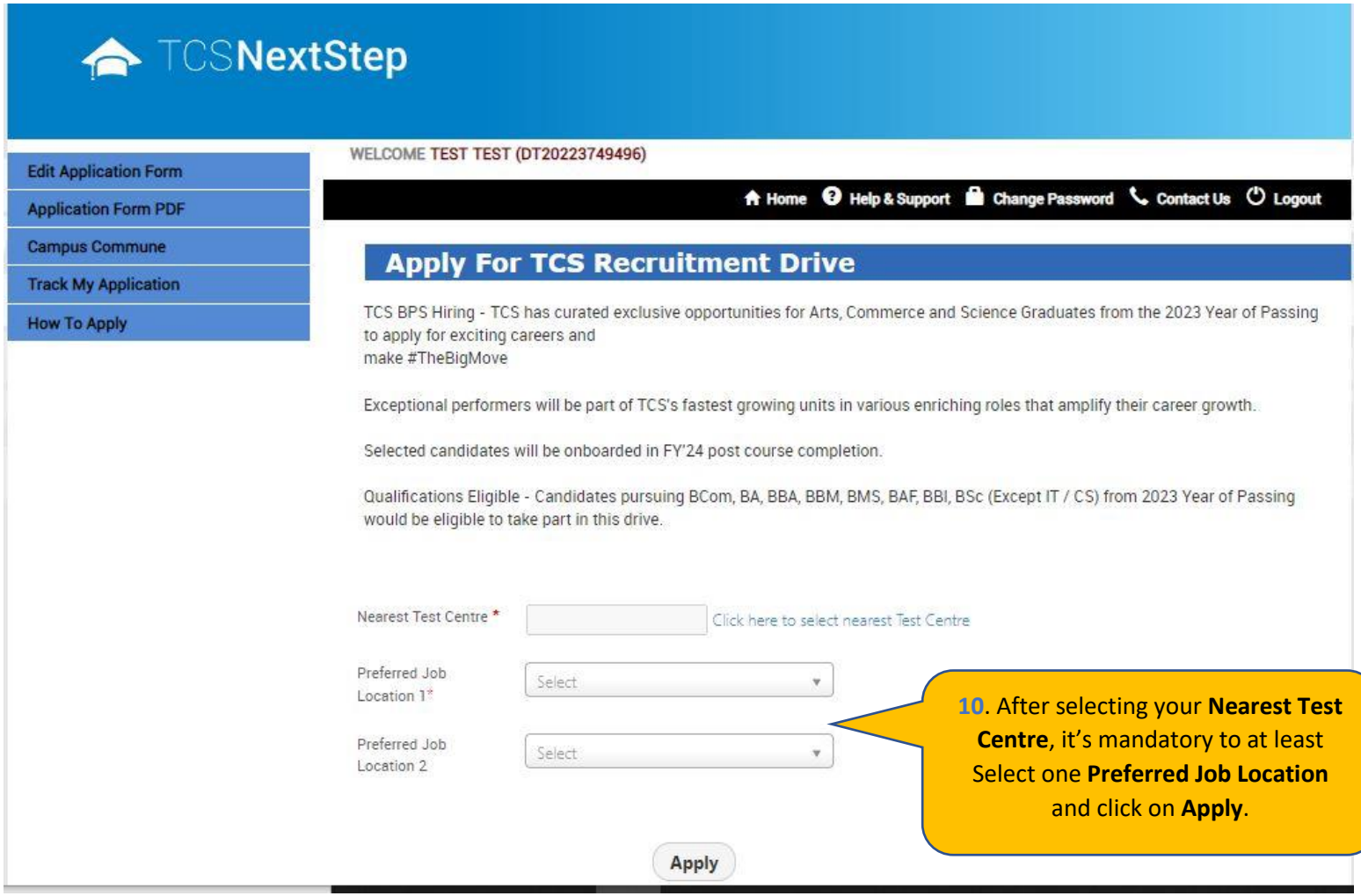
7. Click to see your nearest **"Test Centre"**

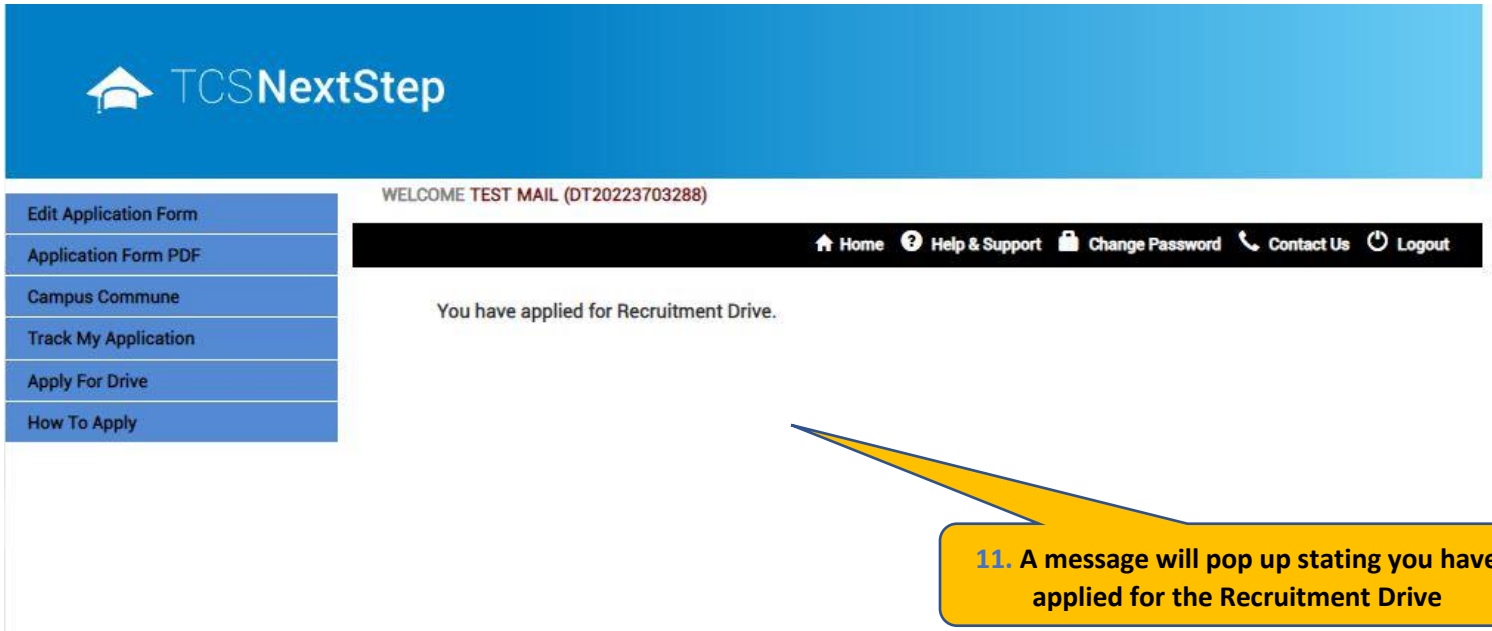
8. Click on "**Apply**" post clicking on to your **Nearest Test Location**



9. Click on your **Nearest Test Centre** and click on **Ok**

Incomplete or incorrect Aadhar card details in the form could lead to your candidature being rejected.


TCSNextStep
WELCOME TEST TEST (DT20223749496)
Edit Application Form
Application Form PDF
Campus Commune
Track My Application
How To Apply
Home
Help & Support
Change Password
Contact Us
Logout
Apply For TCS Recruitment Drive
TCS BPS Hiring - TCS has curated exclusive opportunities for Arts, Commerce and Science Graduates from the 2023 Year of Passing to apply for exciting careers and
make #TheBigMove
Exceptional performers will be part of TCS's fastest growing units in various enriching roles that amplify their career growth.
Selected candidates will be onboarded in FY'24 post course completion.
Qualifications Eligible - Candidates pursuing BCom, BA, BBA, BBM, BMS, BAF, BBI, BSc (Except IT / CS) from 2023 Year of Passing would be eligible to take part in this drive.
Nearest Test Centre *
Click here to select nearest Test Centre
Preferred Job Location 1*
Select
Preferred Job Location 2
Select
Apply
10. After selecting your Nearest Test Centre, it's mandatory to at least Select one Preferred Job Location and click on Apply.



11. **A message will pop up stating you have applied for the Recruitment Drive**

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Experience certainty.

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Thank You