





Handbook for Candidate Registration

Log In to NextStep Campus Portal

Registration Page

Candidate Log-In

Application Form

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



Logging on to TCS





NextStep



Select Category

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

4: Choose**BPS**



Information Technology



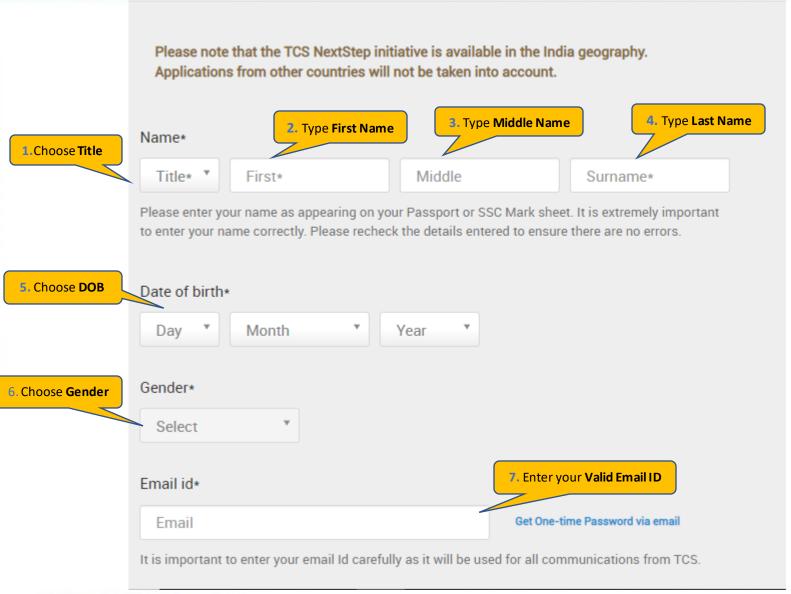
Business Process Services

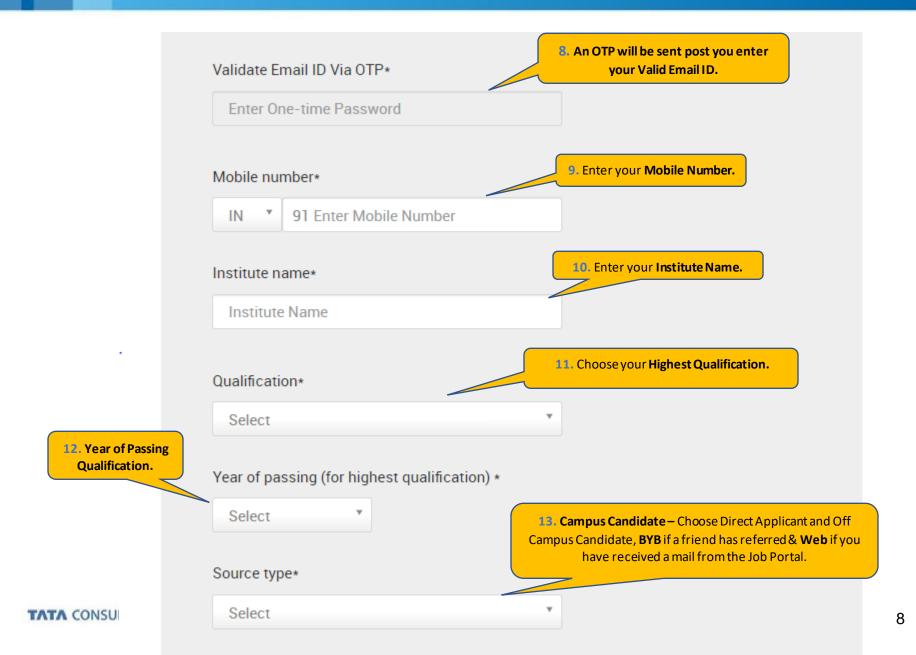
Experience certainty.

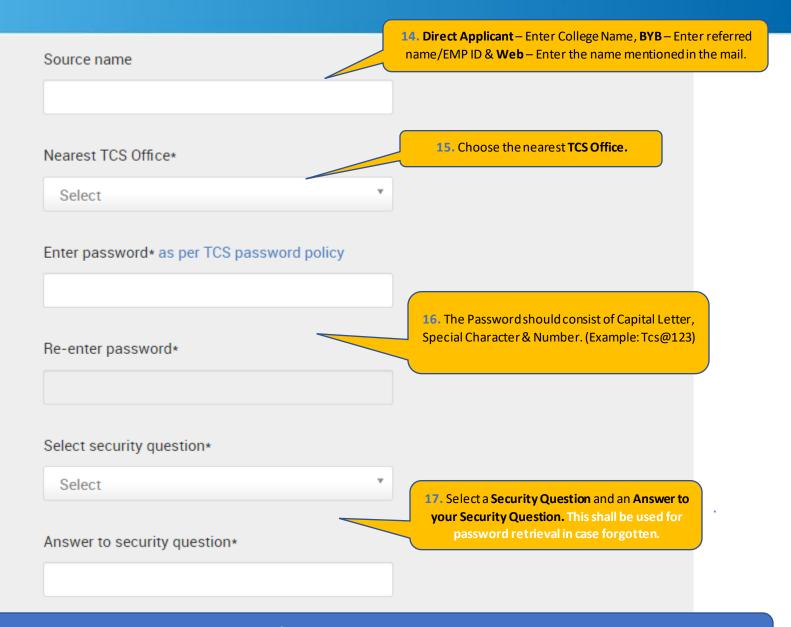




- Registration Page







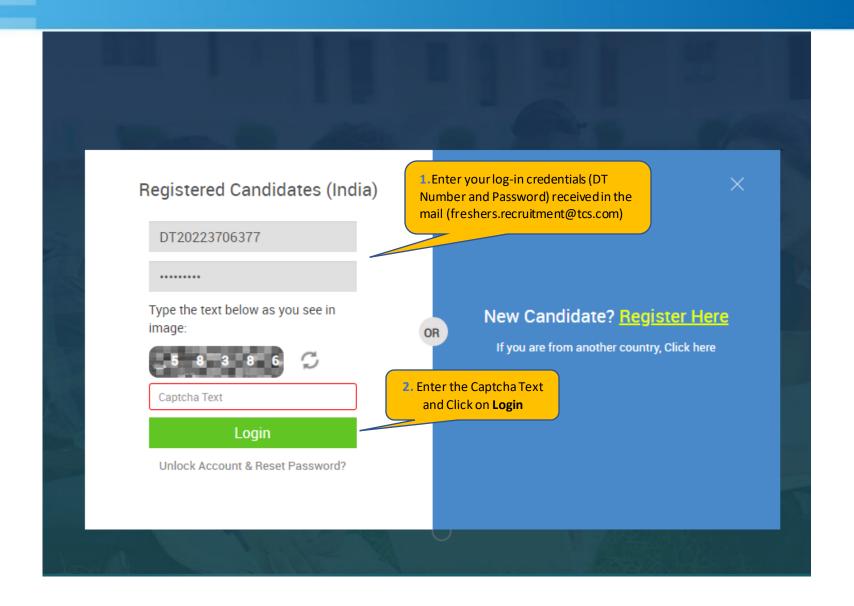
On Clicking SUBMIT, you will receive a CT/DT Reference Number which shall be used for further correspondence with regards to your candidature at TCS

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- Candidate Log-In



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- Application Form

3. Click on Application Form.

★ TCSNextStep

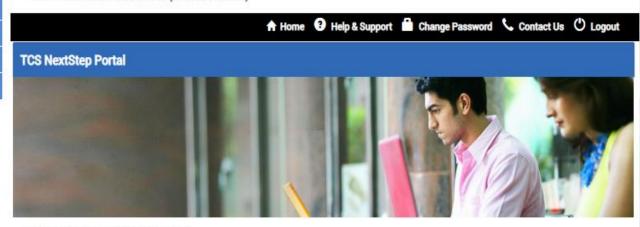
Application Form

Campus Commune

Track My Application

How To Apply

WELCOME SHRUTI SONAWANE (DT20223706377)



Welcome aboard on TCS NextStep portal!

TCS NextStep Portal is the first step connecting you with TCS, Asia's leading IT services Company. A single platform that addresses all your needs interactively and simplifies the communication process, this Portal will help you in your transition from being a student on campus to exploring a dynamic career path with TCS.

From keeping you updated on TCS initiatives to answering your queries and helping you explore a world of opportunities, TCS NextStep helps bridge the distance in your journey to becoming a TCSer.

So, go ahead! Explore opportunities. Experience Certainty.

Application Form

Personal Details

Academic and Work Experience Details

Other Details

Application Form Preview and Declaration

IMPORTANT INSTRUCTIONS

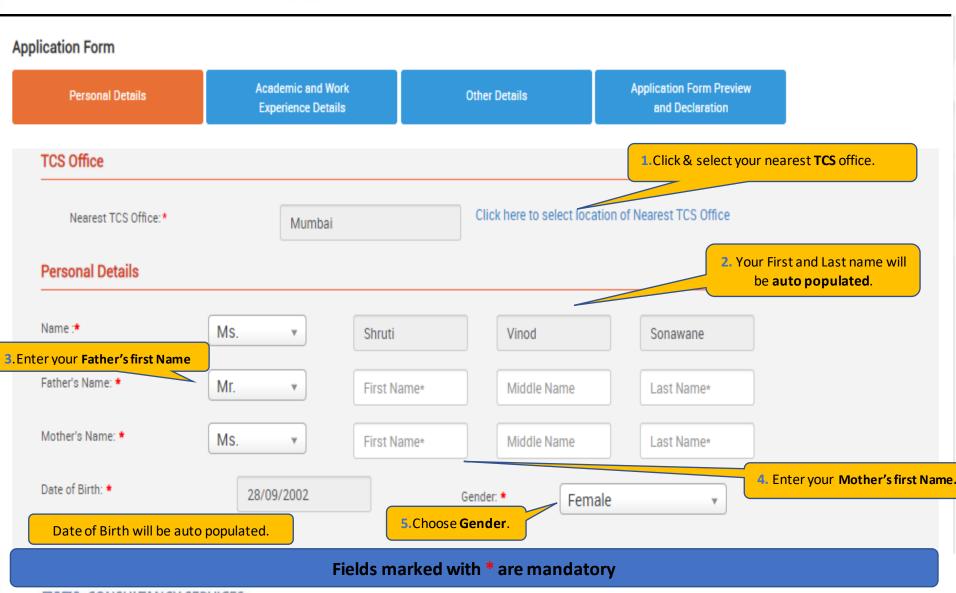
- 1. The form is divided into following four sections. It is mandatory to enter details in all four sections.
 - Personal Detail
 - · Academic and Work Experience Details
 - Other Details
 - · Form preview and declaration
- 2. Fields marked with "*" in these sections are mandatory.
- 3. To save the details 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.
- 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.
- 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

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NextStep - Application Form - Personal Details



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16

louse No./ * Apartment Name/ Block No.:				
oad/Street/Lane:			Area/Landmark: *	
ountry: *	Type to filter	•	State: *	
ity: *			Pincode: *	
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resent Address				4. If your Permanent Address different
79 W	. Tr			than Present address, click NO and ente
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ouse No./ * .partment Name/ lock No.:			Area/Landmark: *	than Present address, click NO and ente
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resent Address Nouse No./ * Apartment Name/ Block No.: Road/Street/Lane: Country: * City: * Contact Details Email ID: *	Type to filter pranav.j@aol.co.uk		State: * Pincode: * I ID will be auto populated	than Present address, click NO and enter your Present address below

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Application Form

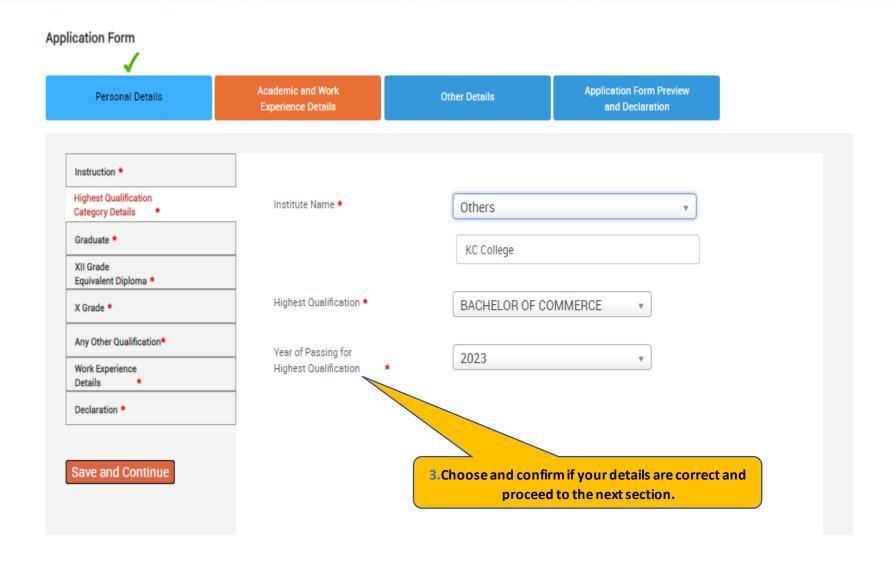
Continue

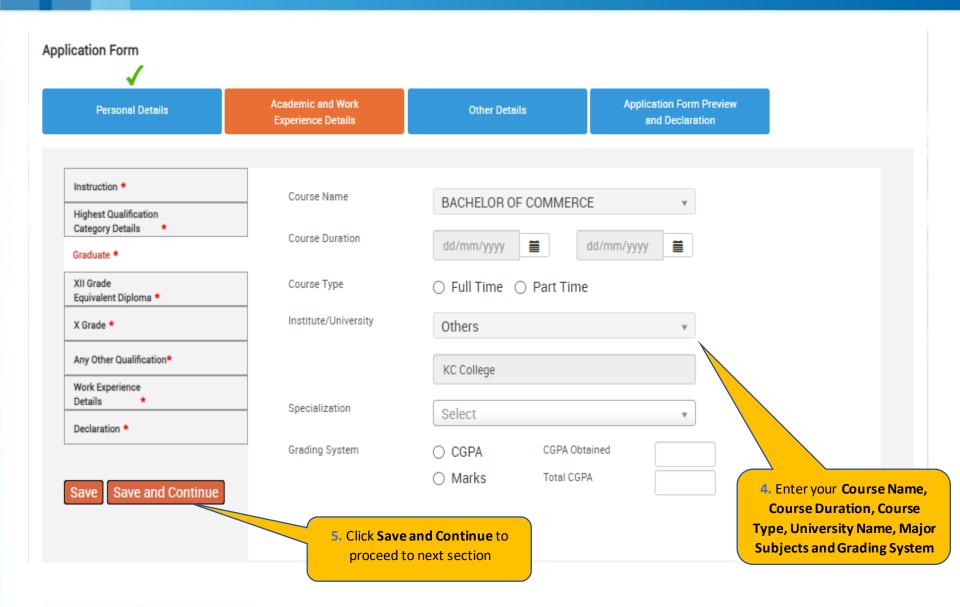
Academic and Work Application Form Preview Personal Details Other Details Experience Details and Declaration Instruction * Academic Instructions: Highest Qualification 1. "Marks/CGPA Obtained" denotes Total Marks/CGPA secured by you in ALL* subjects in all semesters in the first Category Details attempt. Graduate * 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 XII Grade Equivalent Diploma * 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 X Grade * eligibility. 4. Verify your marks after entering, as it is a part of the selection criteria. Any Other Qualification* 5. Please mention only your XII duration in XII Grade details . Pls do not add the XI duration in the same. Work Experience Details Declaration * 1. Read the instructions before you start filling your application form.

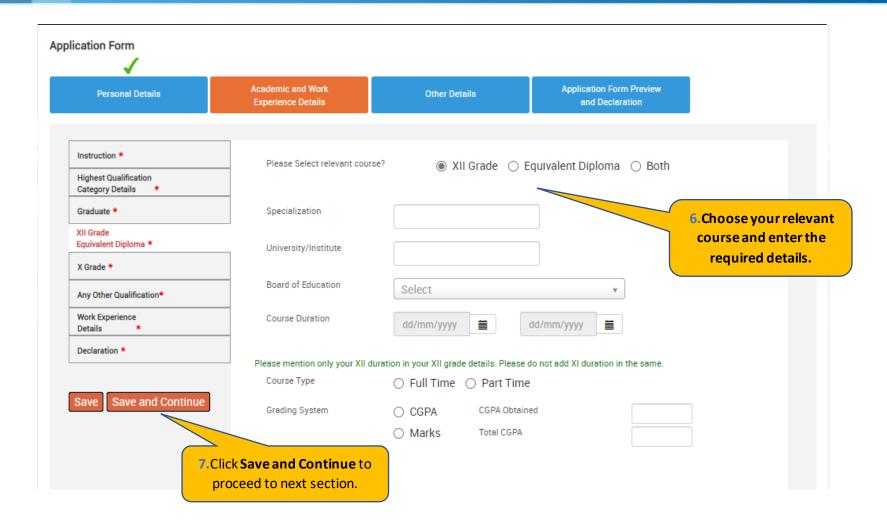
2. Use the side bar to navigate

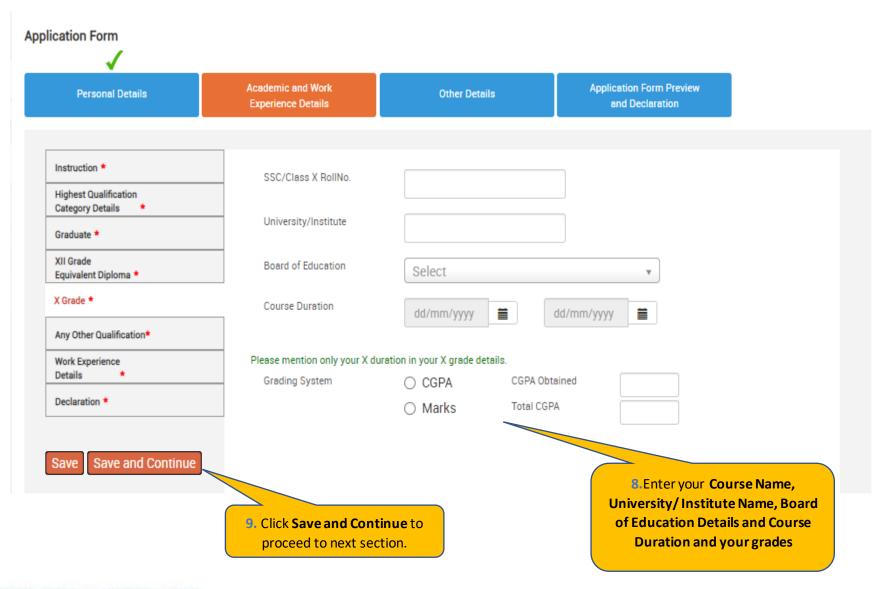
within different sections.

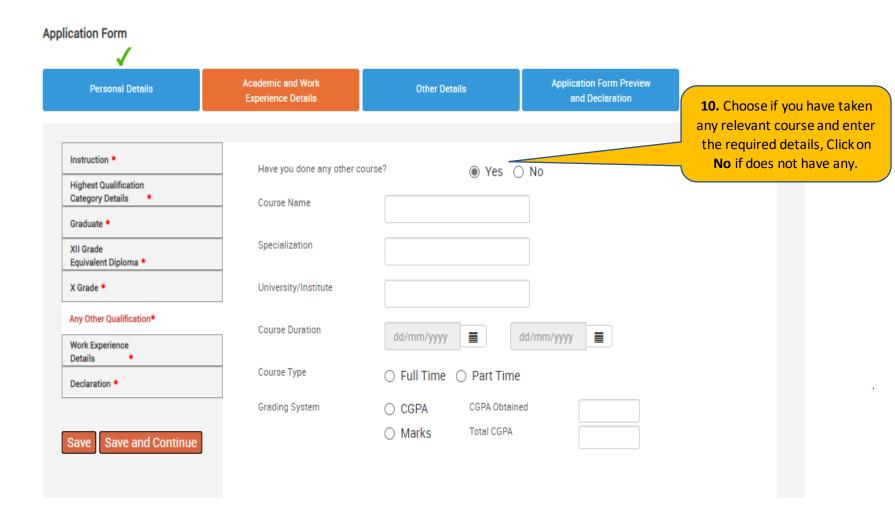
Fields marked with are * mandatory



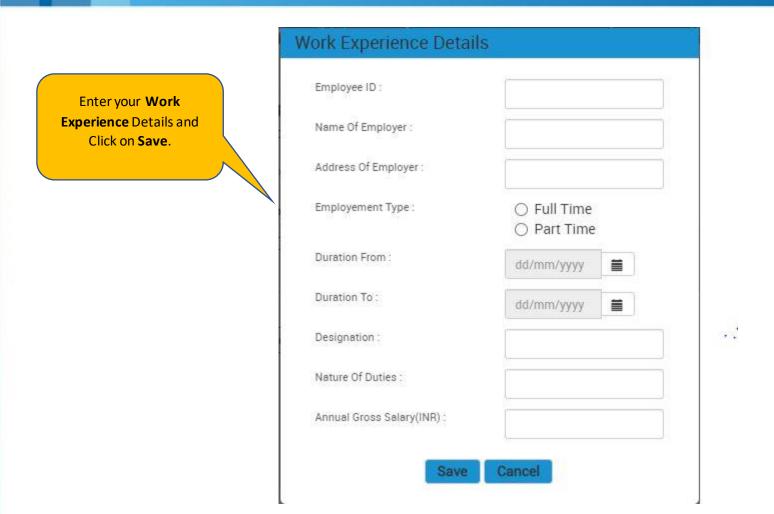


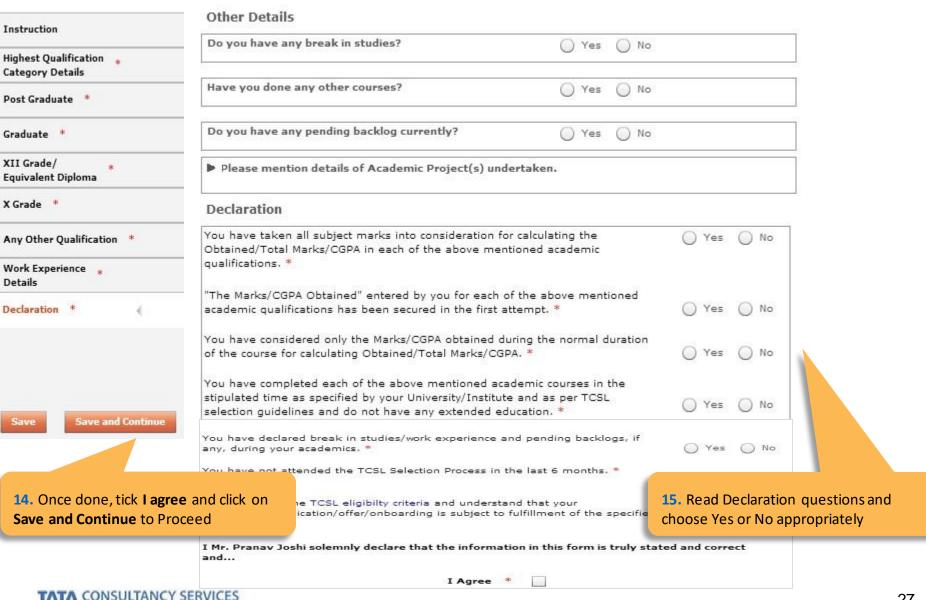








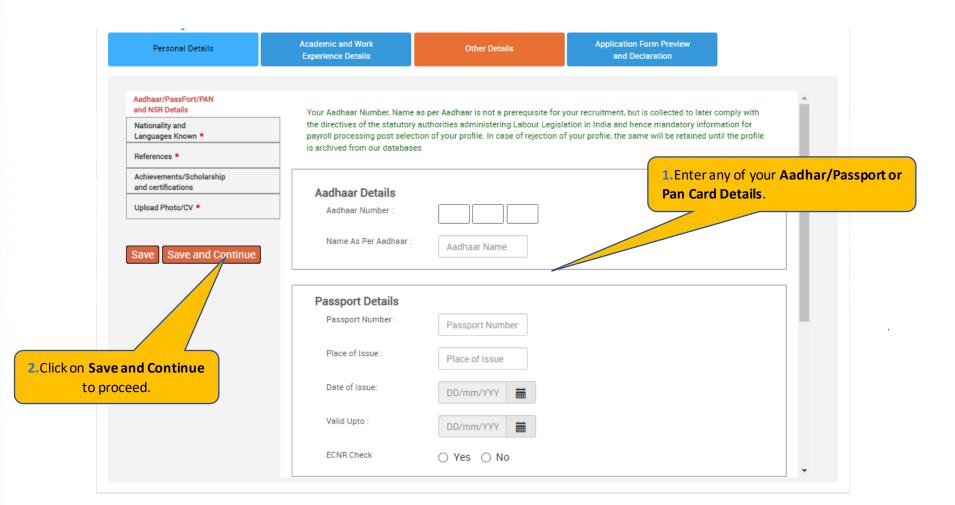


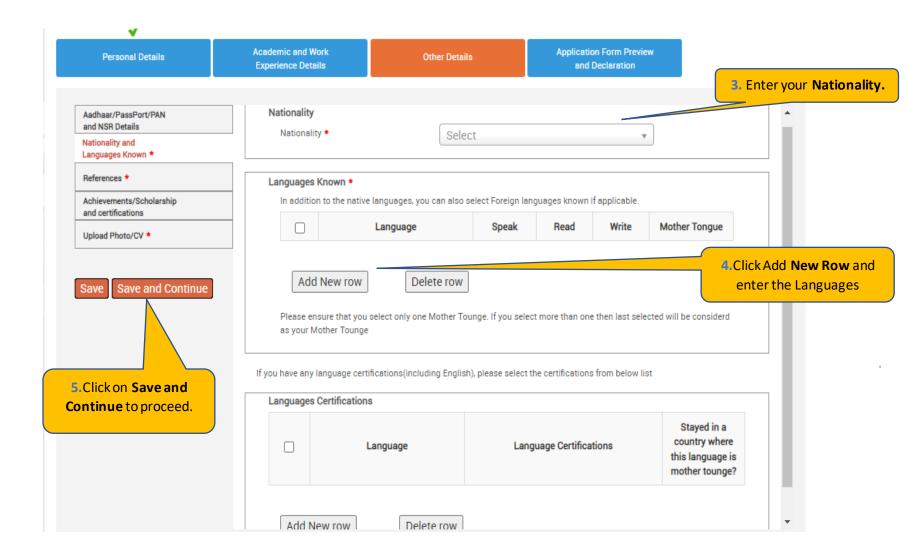


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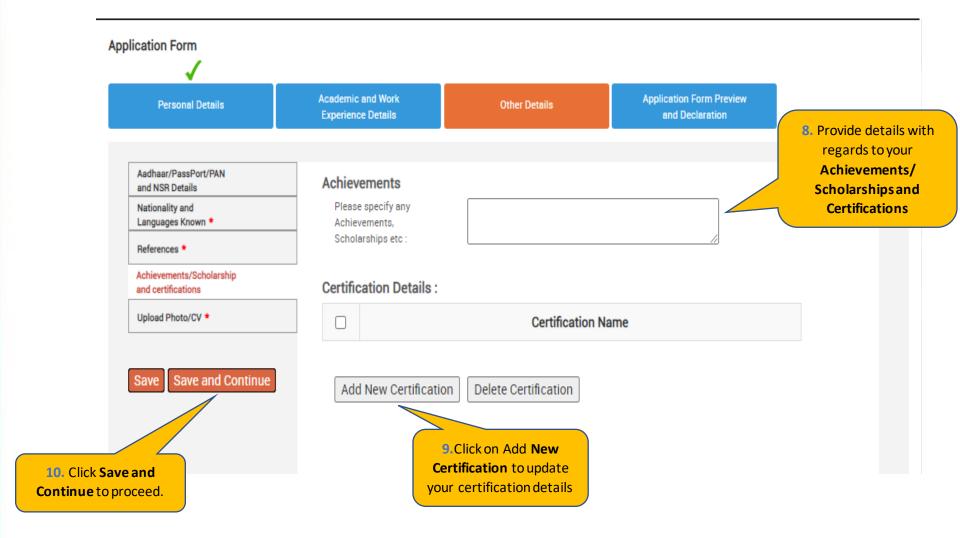


NextStep





Personal Details	Academic and Work Experience Details	Other Details	Application Form Preview and Declaration
Aadhaar/PassPort/PAN and NSR Details	References		
Nationality and Languages Known *	One of the two references must be from relatives.	om your current/previous academics institut	on or industry or organisation. The references should not be your
References *	Reference 1		6. Providing 2 references i
Achievements/Scholarship and certifications	Name :		mandatory. References shoul be your relatives.
Upload Photo/CV *	Designation :		De your relatives!
Save Save and Continue	Contact No. :		
	Email Id :		
 Click on Save and Continue to proceed. 	Reference 2		
Continue to proceed.	Name :		
	Designation :		
	Contact No. :		
	Email Id :		



Personal Details

Academic and Work Experience Details

Other Details

Application Form
Preview and Declaration

Please ensure the file format is of the following types, .pdf,.doc,.docx,.txt,.rtf (max 500KB)

Passport/PAN/NSR Details	Smart Card Details		
Nationality and * Languages Known	(Smart card is your TCS identity card	which will be handed over to y	ou once you join the company.)
References *	Kindly follow the below mentioned st 1. Upload your recent passport size of (Dimension: 35 mm*35mm. Format	color photograph.	55 AEA 35
Achievements/Scholarships and Certifications	The photograph must be formal, w You should look straight into the c	vith a white/off white backgrou amera and your head should n	ind.
Upload Photo/CV *	will be uploaded and displayed to you		notograph is stored. The photograph
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. Save Save and Continue	Please provide the below details care selected to TCS. Name * (as to be printed on the smart card) Blood Group *	First Name * (Max 15 Character) Type to filter	your TCS identity card if you get Last Name (Max 15 Character)
	Upload Photo *	Brow	se and Upload
	Upload CV		
12. Click Save and Continue to	Upload CV *	Bro	wse and Upload

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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

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: 12/08/2

Place : *

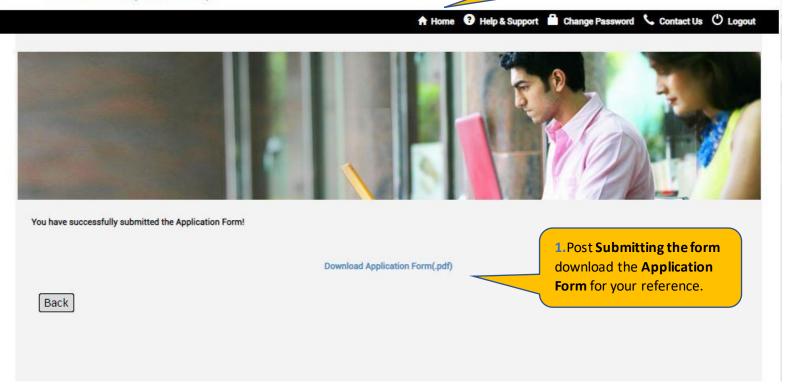
Submit Application Form

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.



2. Click on **Home** post downloading the application form

WELCOME SHRUTI SONAWANE (DT20223706377)





Edit Application Form

Application Form PDF

Campus Commune

Track My Application

How To Apply

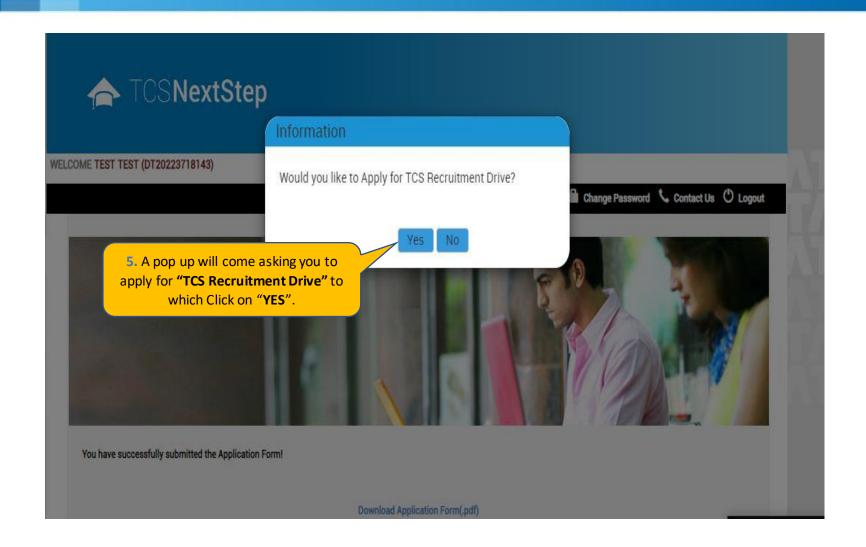
WELCOME SHRUTI SONAWANE (DT20223706377)

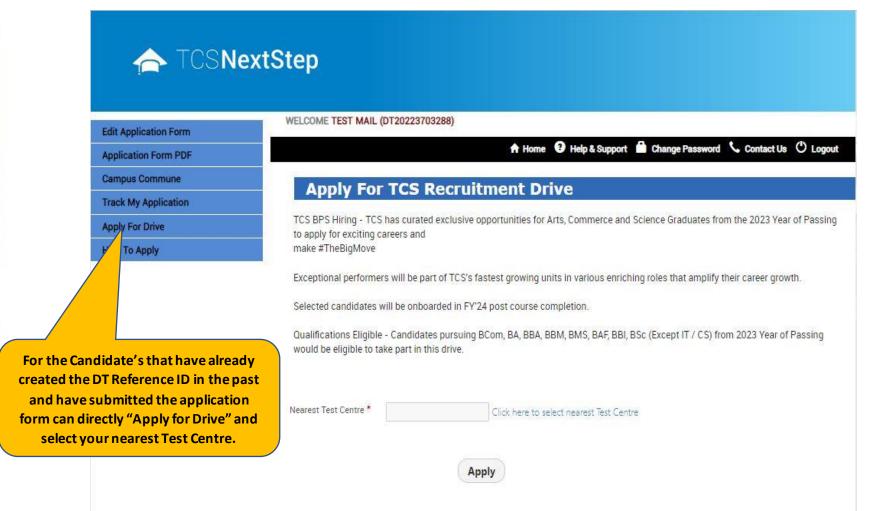


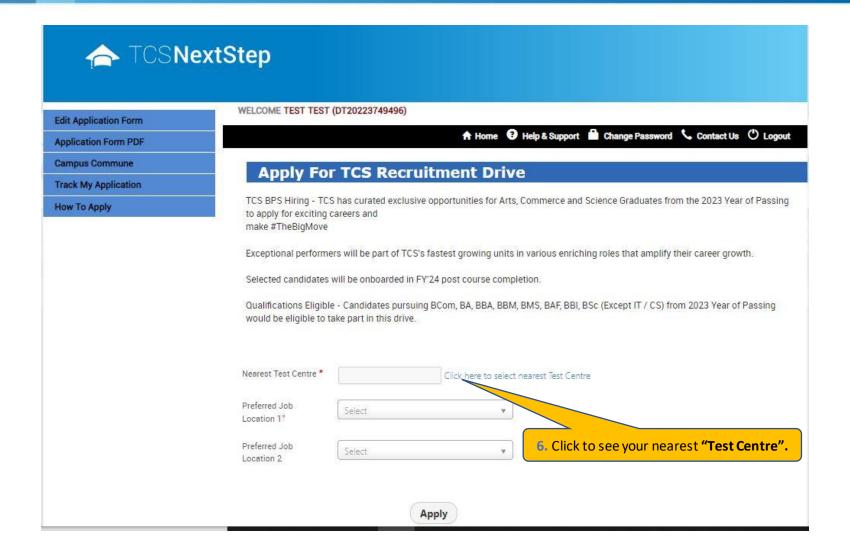
3. Click on "Track My Application"

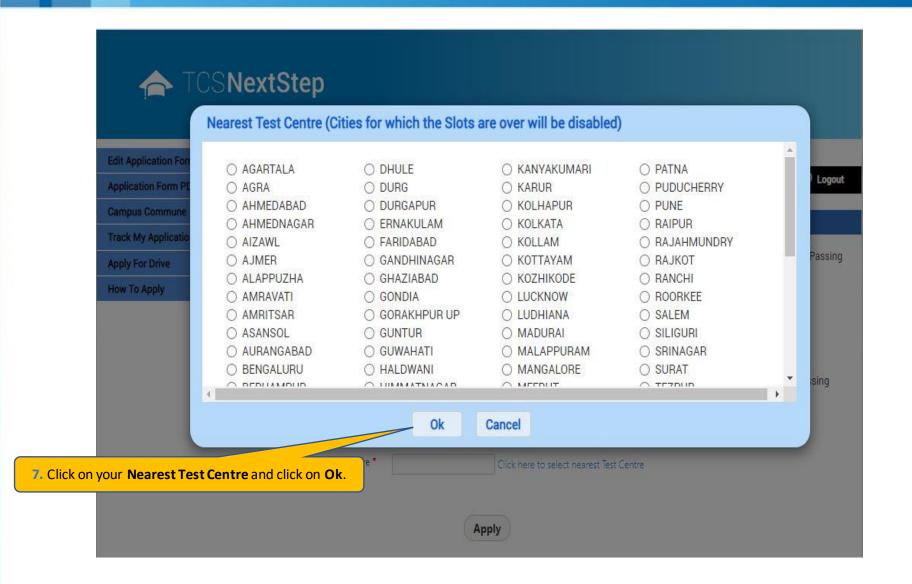
4. Application Status should reflect as Application Received.

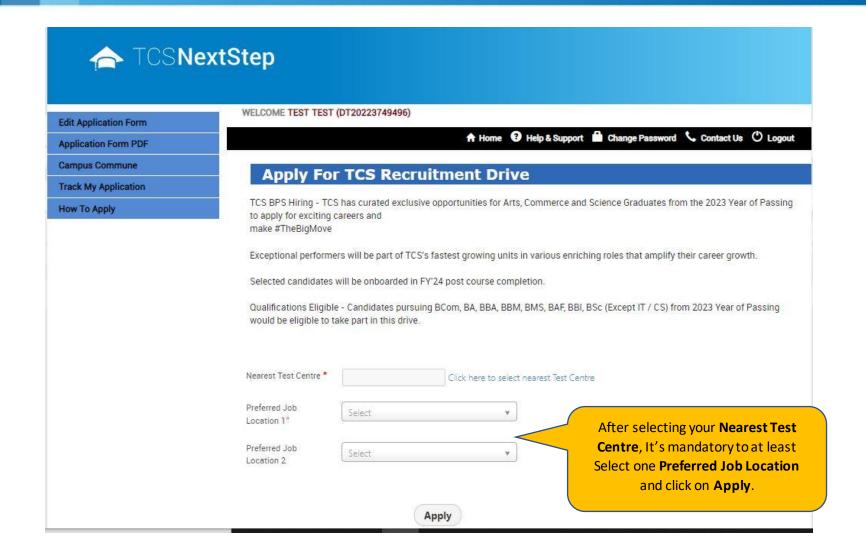
Activity	Status	Date (DD/MM/YYYY)
Application Received	Application Received	09/12/2022 11:59
Candidate Registration	Registered	08/12/2022 15:28

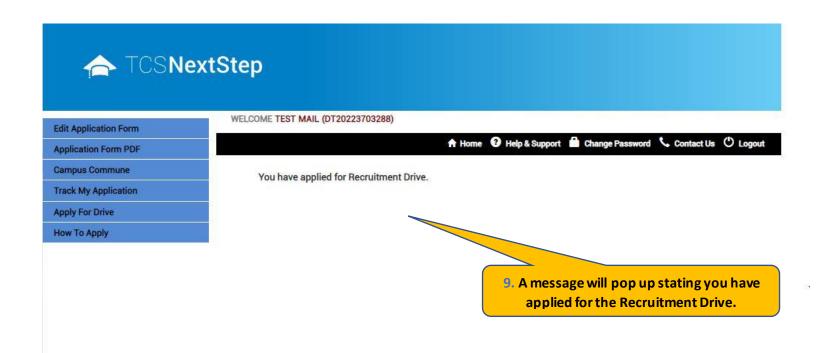












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Thank You