

**Notice**  
**DAC/N-12/2024-25, dated 04.05.2024**

The students of Semester-II (now in Semester-I; admitted in 2023 under CCF), Semester-IV (CBCS) and Semester-VI (CBCS) are asked to upload their Photograph in the college portal for getting System Generated Identity Card.

The steps of uploading Photograph are:

1. Keep your Photo (in JPG format; <200 KB size) in your system (Phone/Tab/Computer) and give a file name.
2. Login to Students ERP
3. Enter your Student ID and Password
4. Click on 'Document upload' button available on the Left-hand panel
5. Choose the file containing your Photo
6. After uploading press on 'Confirm' button and logout.

**Sd/-**  
**Principal**  
**Dinabandhu Andrews College**