



No. 124 /MPC(A)/2024

Date : 10.01.2025

## NOTICE

All the students of admission batch 2024-25 ( UG, PG, MBA, MCA, BCA & ITEP are hereby informed to create their own ABC IDs through their DigiLocker platform. ABC ID is compulsory while submission of admission data to MSCB University for issue of Registration Numbers as well as for updation in SAMS portal. The steps to be followed for creation of ABC ID through DigiLocker platform are as under.

1. Download DigiLocker App from Google Playstore.
2. Sign Up the DigiLocker to create Account by giving full name, date of birth, gender, mobile number (the mobile number must be linked with Aadhar), eMail Id & six digit security pin, verify mobile OTP & then submit it.
3. Verify Aadhar by entering the Aadhar No. and submit.
4. See that your DigiLocker Account is opened.
5. In "search" button type ABC ID & get into the interface of ABC ID.
6. Select Institute Id as "COLLEGE".
7. Select Institute Name as "M.P.C. Autonomous College, Baripada".
8. Fill all details and Class Roll No.
9. Click on "Get Document". Your ABC Id will be created.
10. Download and have printout of your ABC ID
11. Submit the printout in two copies to the HoD.

The ABC ID may also be created through website in Desktop / laptop by addressing <https://www.digilocker.gov.in/>

All HoDs and Coordinators are requested to provide necessary assistance to their students about creation of ABC IDs. Further, they are requested to submit the hard copies of ABC IDs of the students and list of students of their concerned Departments along with the soft copies to the Controller of Examinations by **17.01.2025** positively failing which they may not be able to receive Registration Numbers.

This may be treated as MOST URGENT.

Memo No. 125 /2025

Copy to All HoDs & Coordinators // Administrative Bursar / Accounts Bursar / Academic Bursar / CoE / Account Section / MPC WhatsApp Gp (Breaking News) / for information & necessary action. HoDs & Coordinators are requested to circulate in their Department WhatsApp Group.

*Adh. 10-1-25*  
for Principal  
MPC (Auto) College, Takatpur, Baripada

Date : 10.01.2025

Memo No. 126 /2025

Copy to Sri P.R. Prasad, Programmer to upload the same in the College Website for information & necessary action.

*Adh. 10-1-25*  
for Principal  
MPC (Auto) College, Takatpur, Baripada

Date : 10.01.2025

*Adh. 10-1-25*  
Principal  
MPC (Auto) College, Takatpur, Baripada

scm/10.01.2025