TATA CONSULTANCY SERVICES
Experience certainty.

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

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**

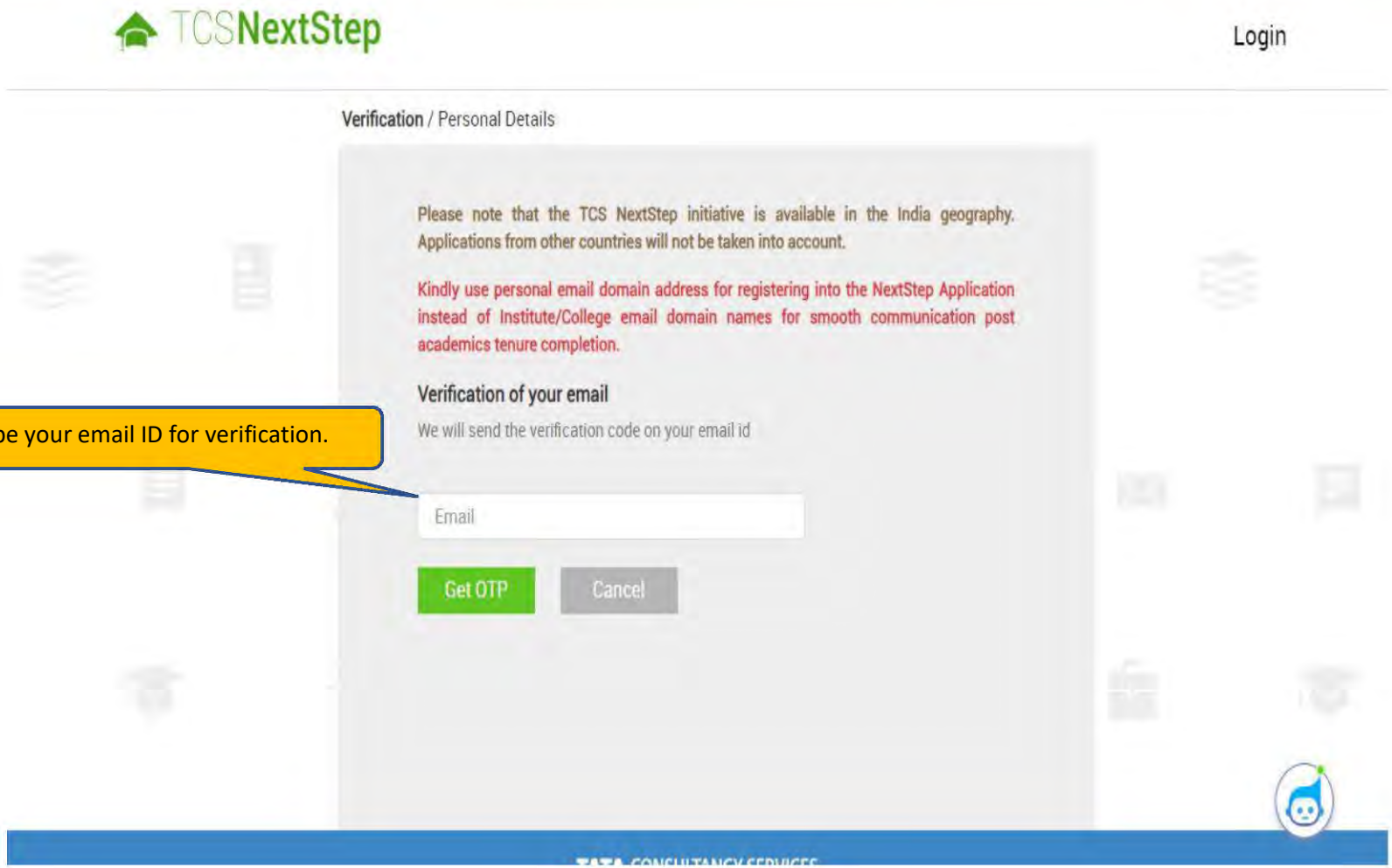
IT

Information Technology

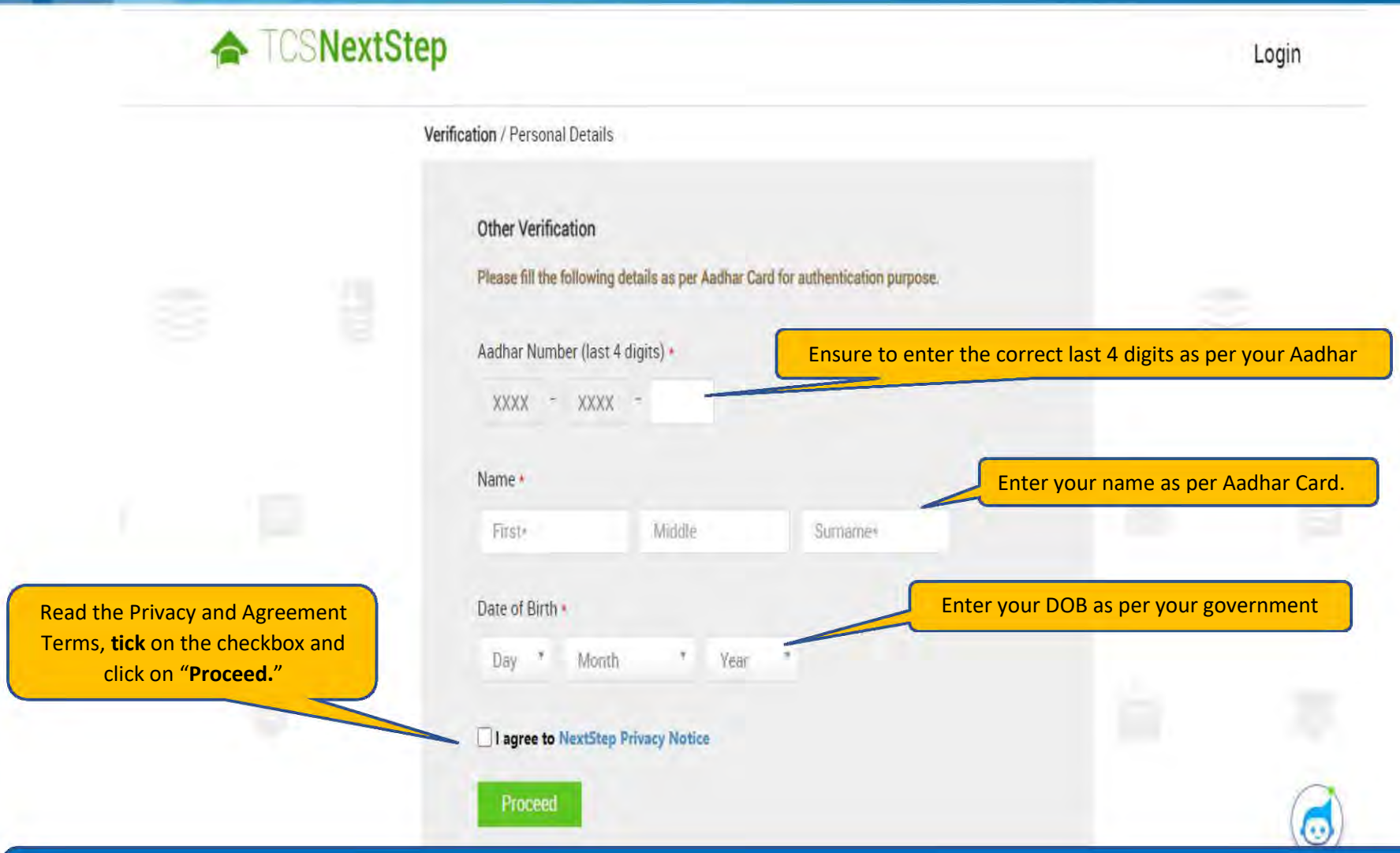
BPS

Business Process Services

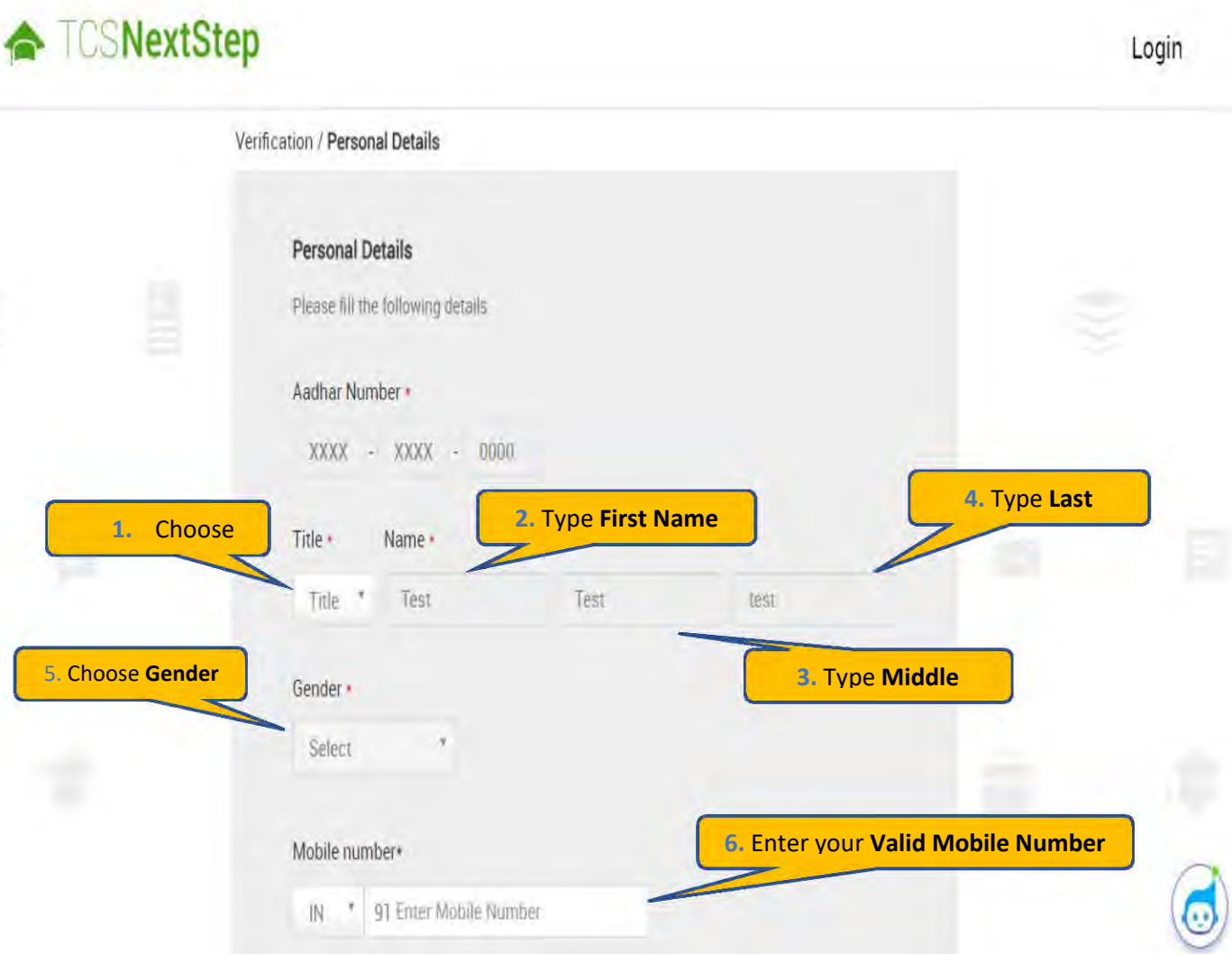
TCSNextStep - Registration Page

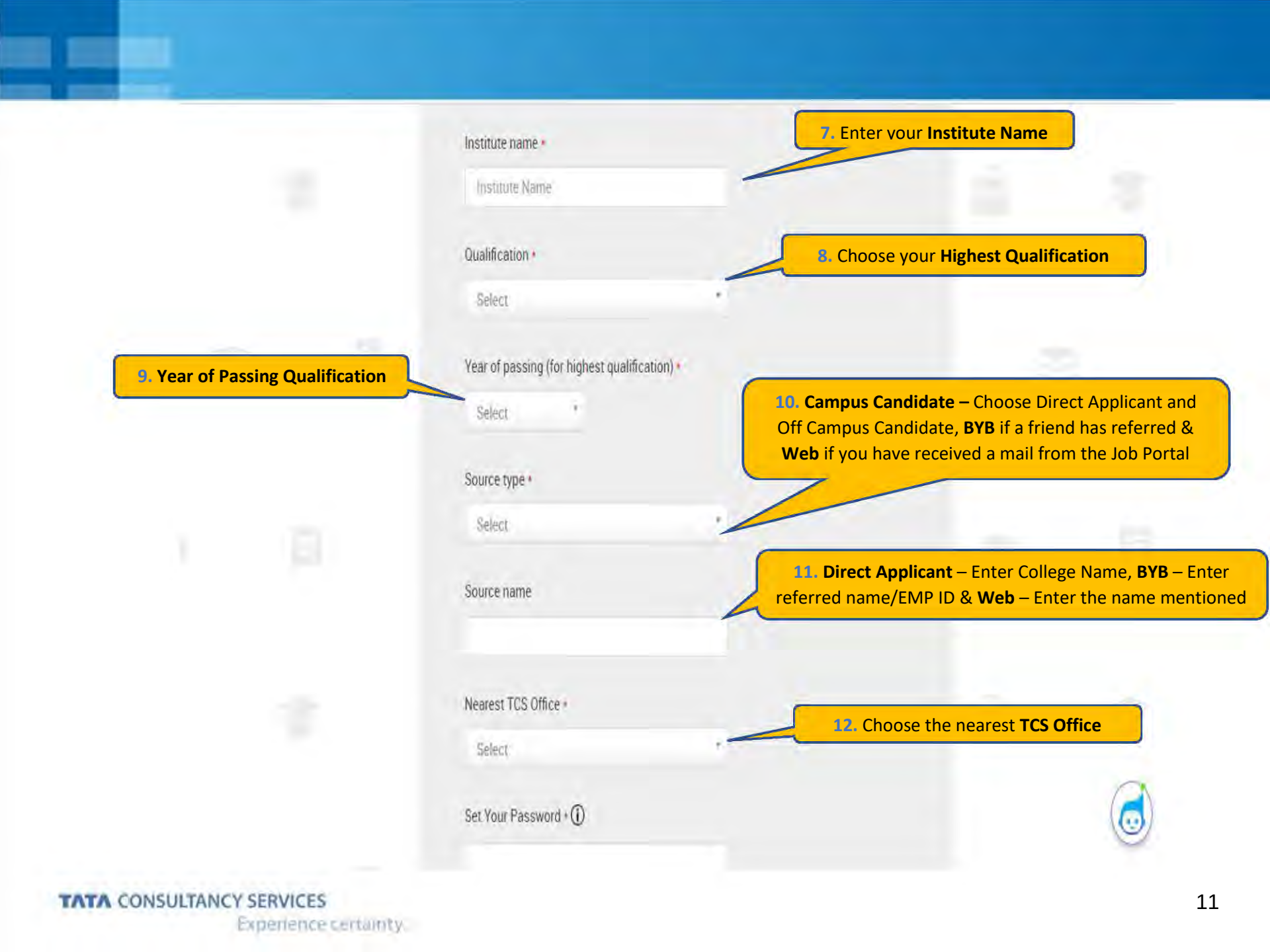

TCSNextStep
Login
Verification / Personal Details
Please note that the TCS NextStep initiative is available in the India geography. Applications from other countries will not be taken into account.
Kindly use personal email domain address for registering into the NextStep Application instead of Institute/College email domain names for smooth communication post academics tenure completion.
Verification of your email
We will send the verification code on your email id
Email
Get OTP
Cancel
Type your email ID for verification.

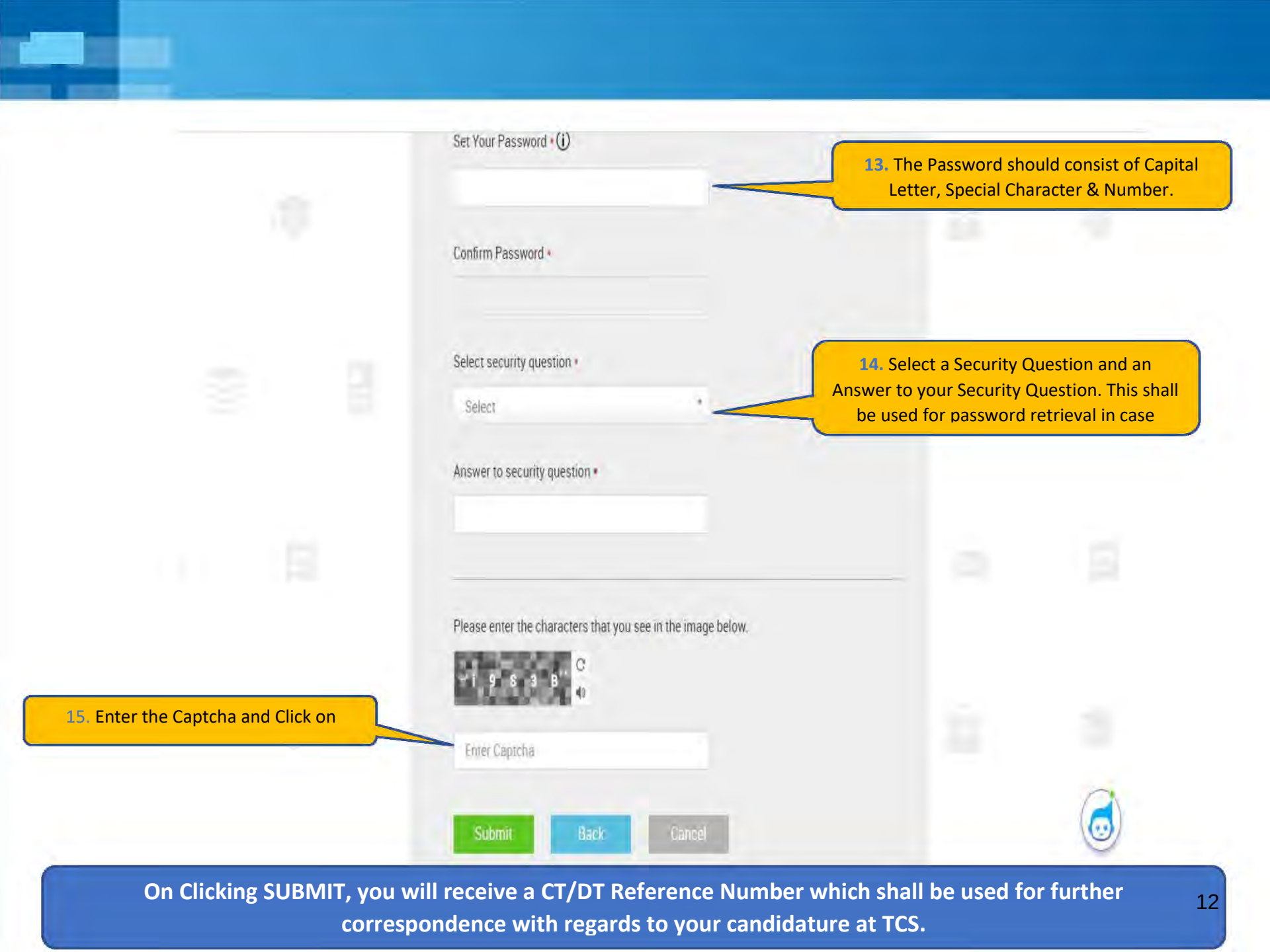
TCSNextStep
Login
Verification / Personal Details
OTP Verification
We emailed you a 6 character code for verification on atd77882@zslsz.com. Enter the code to confirm your email.
Kindly enter the OTP manually, copy paste feature is not allowed.
OTP
01:44
Resend OTP
Submit
Cancel
Enter the OTP sent on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

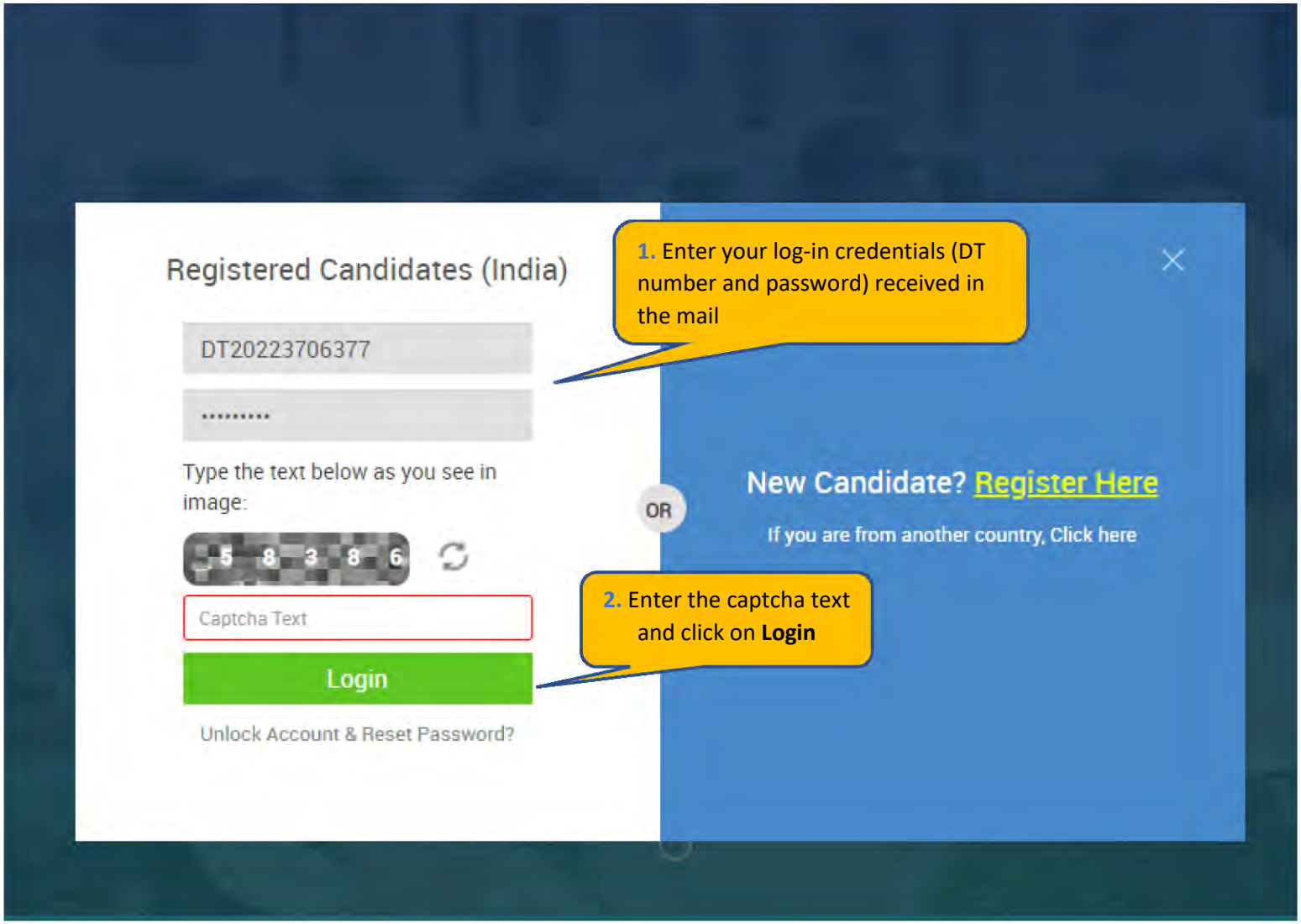

TCSNextStep
Login
Verification / Personal Details
Personal Details
Please fill the following details
Aadhar Number *
XXXX - XXXX - 0000
Title *
Name *
Title
Test
Test
test
Gender *
Select
Mobile number*
IN
91 Enter Mobile Number
1. Choose
2. Type First Name
3. Type Middle
4. Type Last
5. Choose Gender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


Institute name *
Institute Name
7. Enter your Institute Name
Qualification *
Select
8. Choose your Highest Qualification
9. Year of Passing Qualification
Year of passing (for highest qualification) *
Select
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
Source type *
Select
11. Direct Applicant – Enter College Name, BYB – Enter referred name/EMP ID & Web – Enter the name mentioned
Source name
Nearest TCS Office *
Select
12. Choose the nearest TCS Office
Set Your Password *



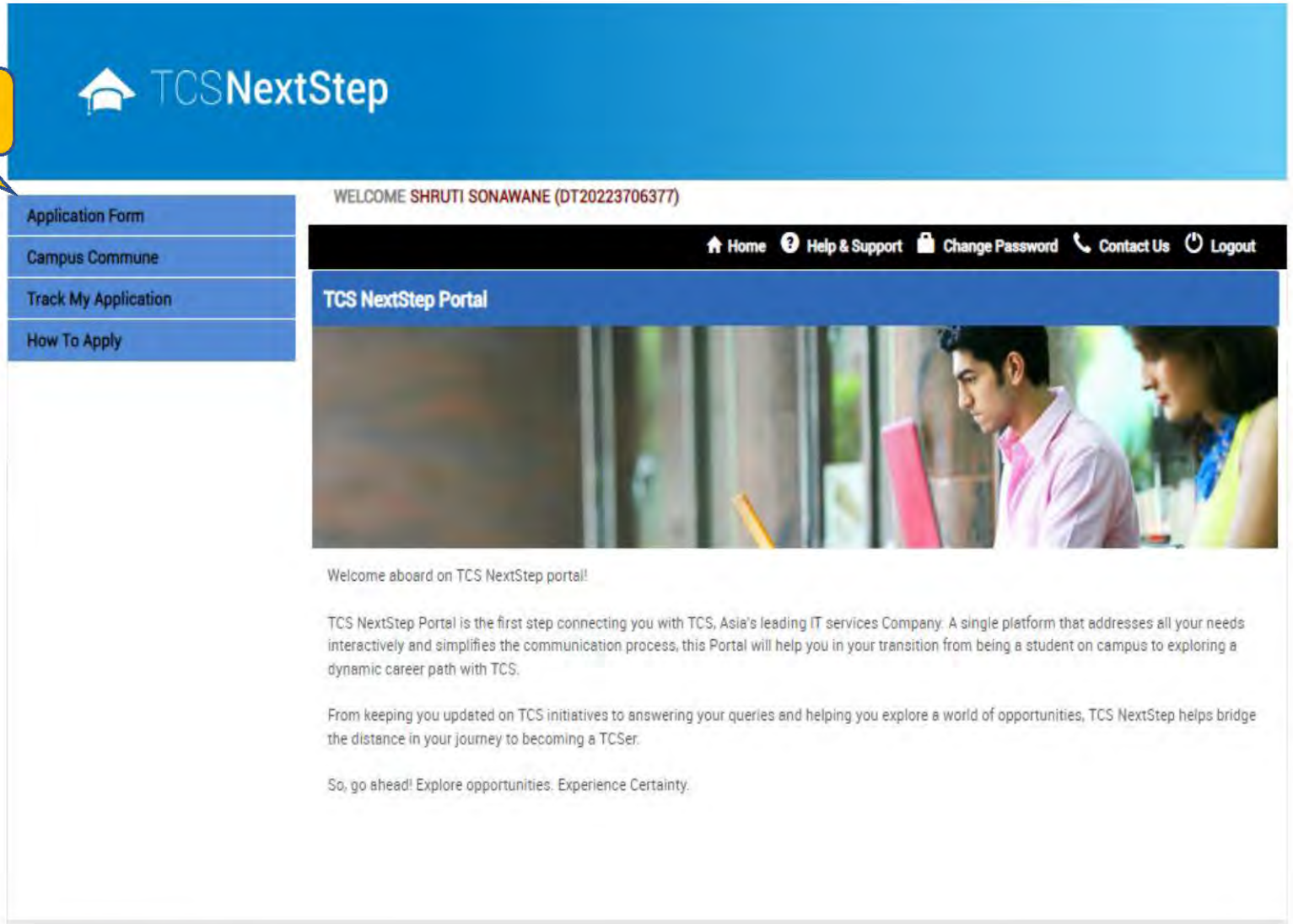
On Clicking SUBMIT, you will receive a CT/DT Reference Number which shall be used for further correspondence with regards to your candidature at TCS.

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?
OR
New Candidate? Register Here
If you are from another country, Click here
1. Enter your log-in credentials (DT number and password) received in the mail
2. Enter the captcha text and click on Login

TCSNextStep - Application Form

3. Click on **Application**



Application Form

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

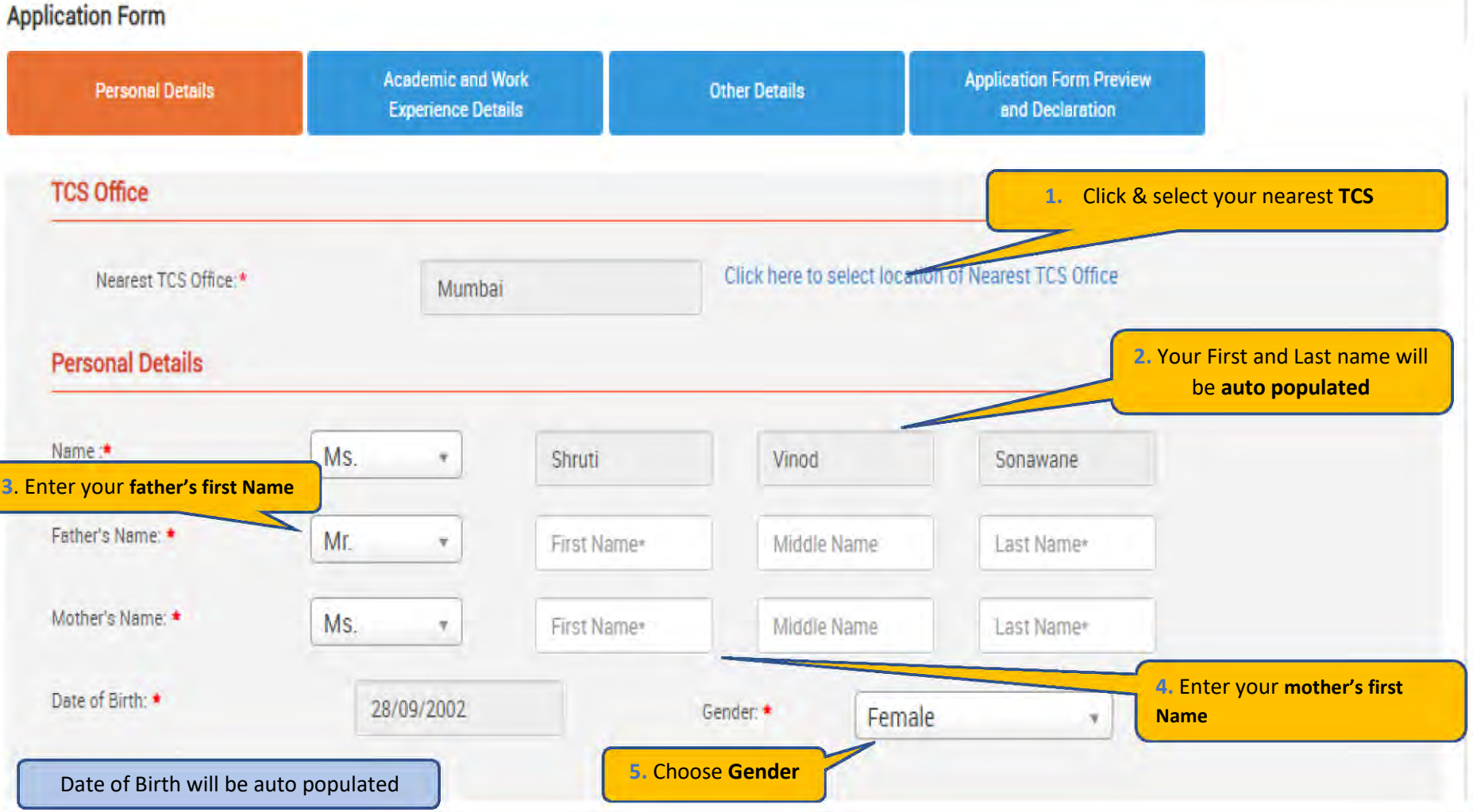
IMPORTANT INSTRUCTIONS

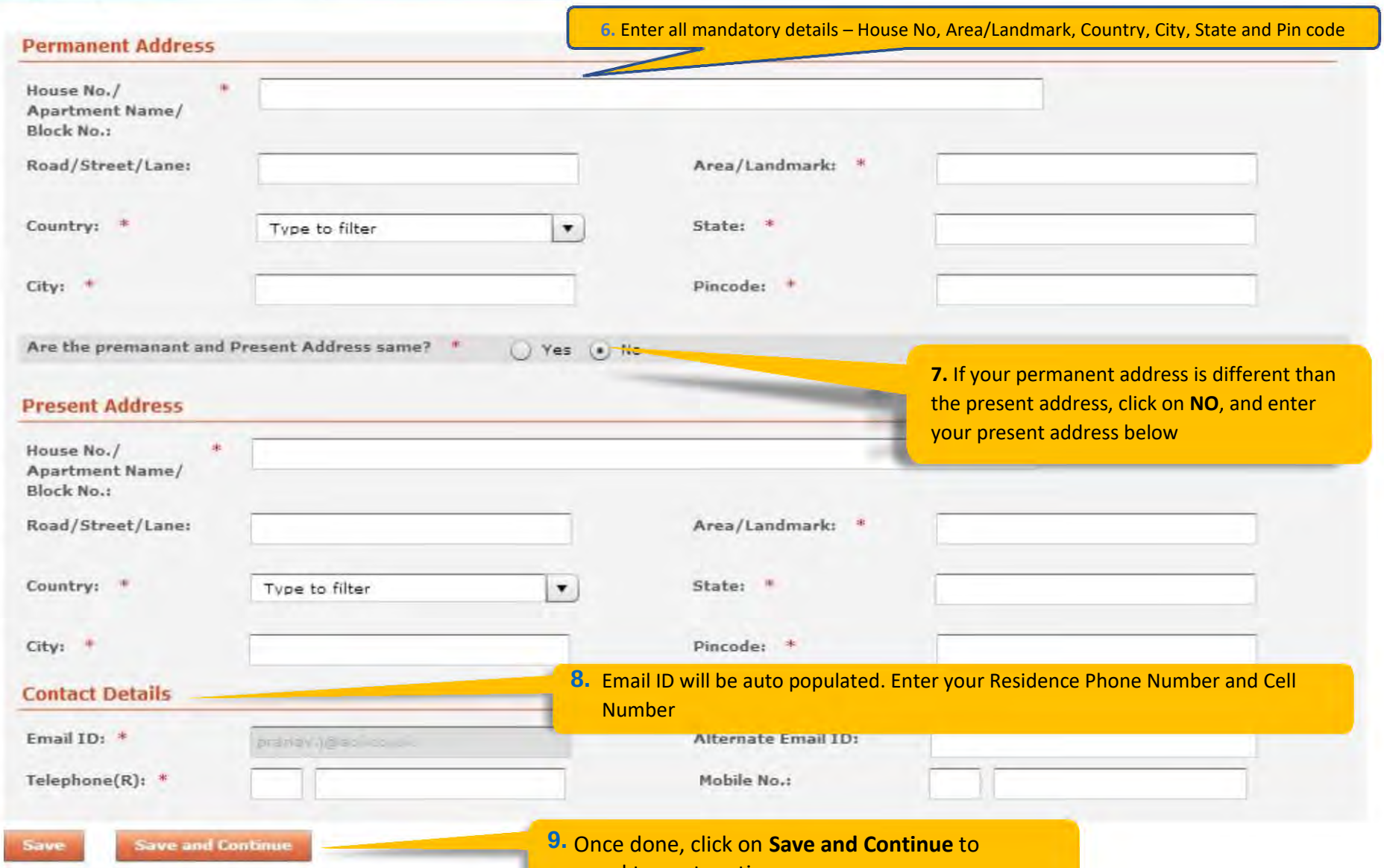
1. The form is divided into following four sections. It is mandatory to enter details in all four sections.
   - Personal Detail
   - Academic and Work Experience Details
   - Other Details
   - Form preview and declaration
2. Fields marked with "*" in these sections are mandatory.
3. To save the details 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
1. Click & select your nearest TCS
Nearest TCS Office:*
Mumbai
Click here to select location of Nearest TCS Office
Personal Details
2. Your First and Last name will be auto populated
Name :*
Ms.
Shruti
Vinod
Sonawane
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:
Alternate Email ID:
Telephone(R):
Mobile No.:
Save
Save and Continue
9. Once done, click on Save and Continue to proceed to next section

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 :

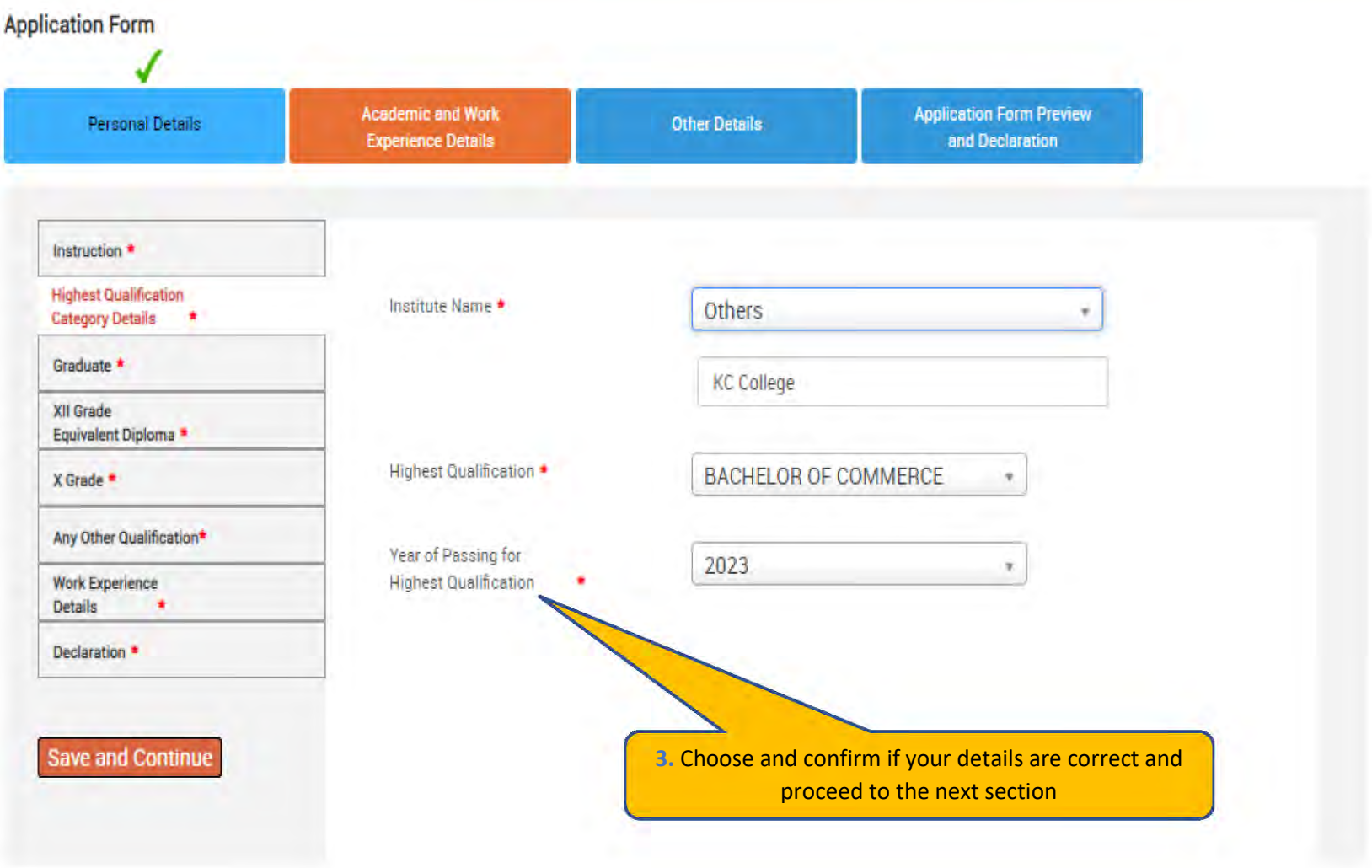
1. "Marks/CGPA Obtained" denotes Total Marks/CGPA secured by you in ALL* subjects in all semesters in the first attempt.
2. "Total Marks/CGPA" denotes total of maximum marks in ALL* subjects in all semesters in the first attempt. *ALL implies that all subjects mentioned on the marksheet (including languages, 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

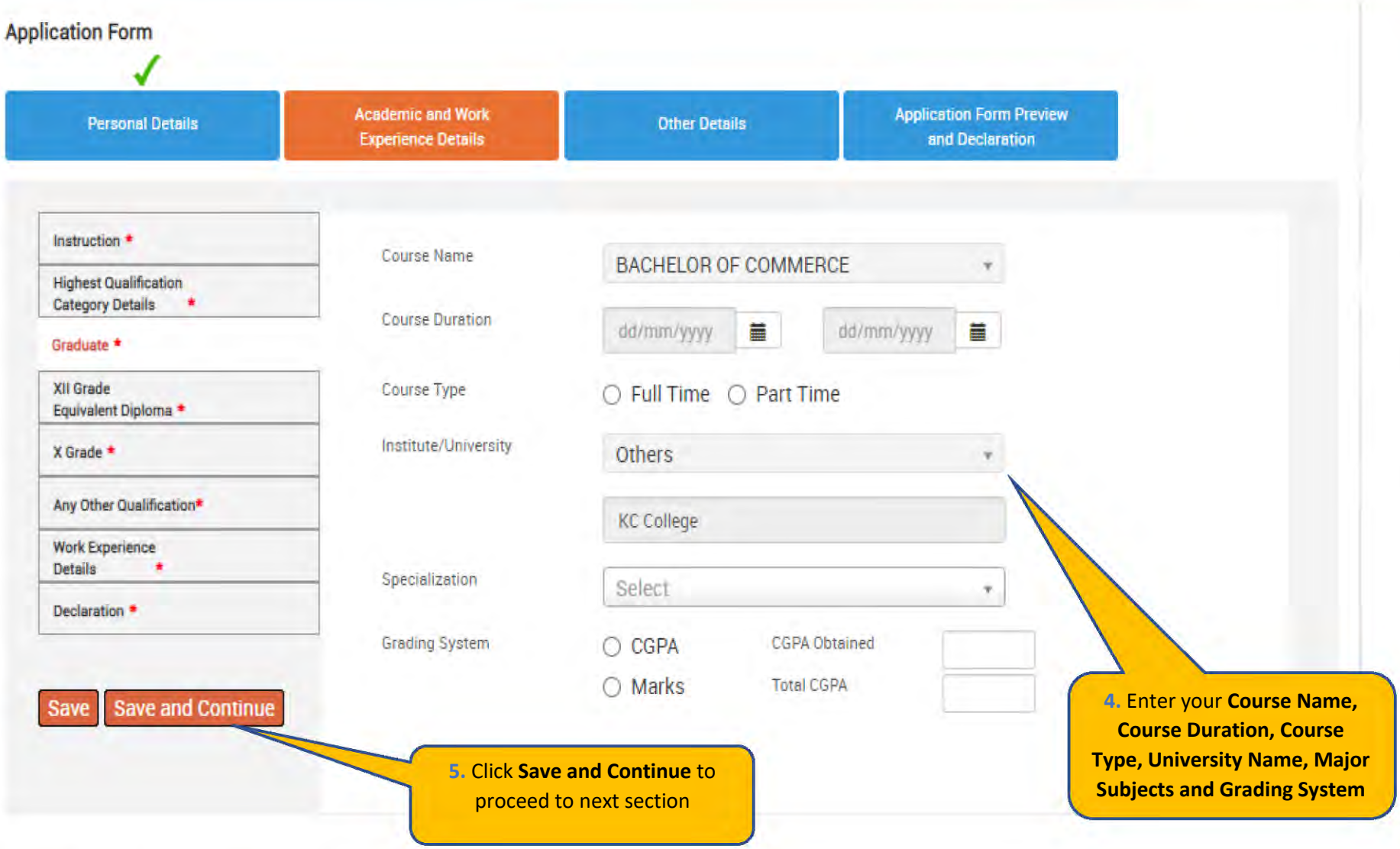
2. Use the side bar to navigate within different sections

Fields marked with are * mandatory

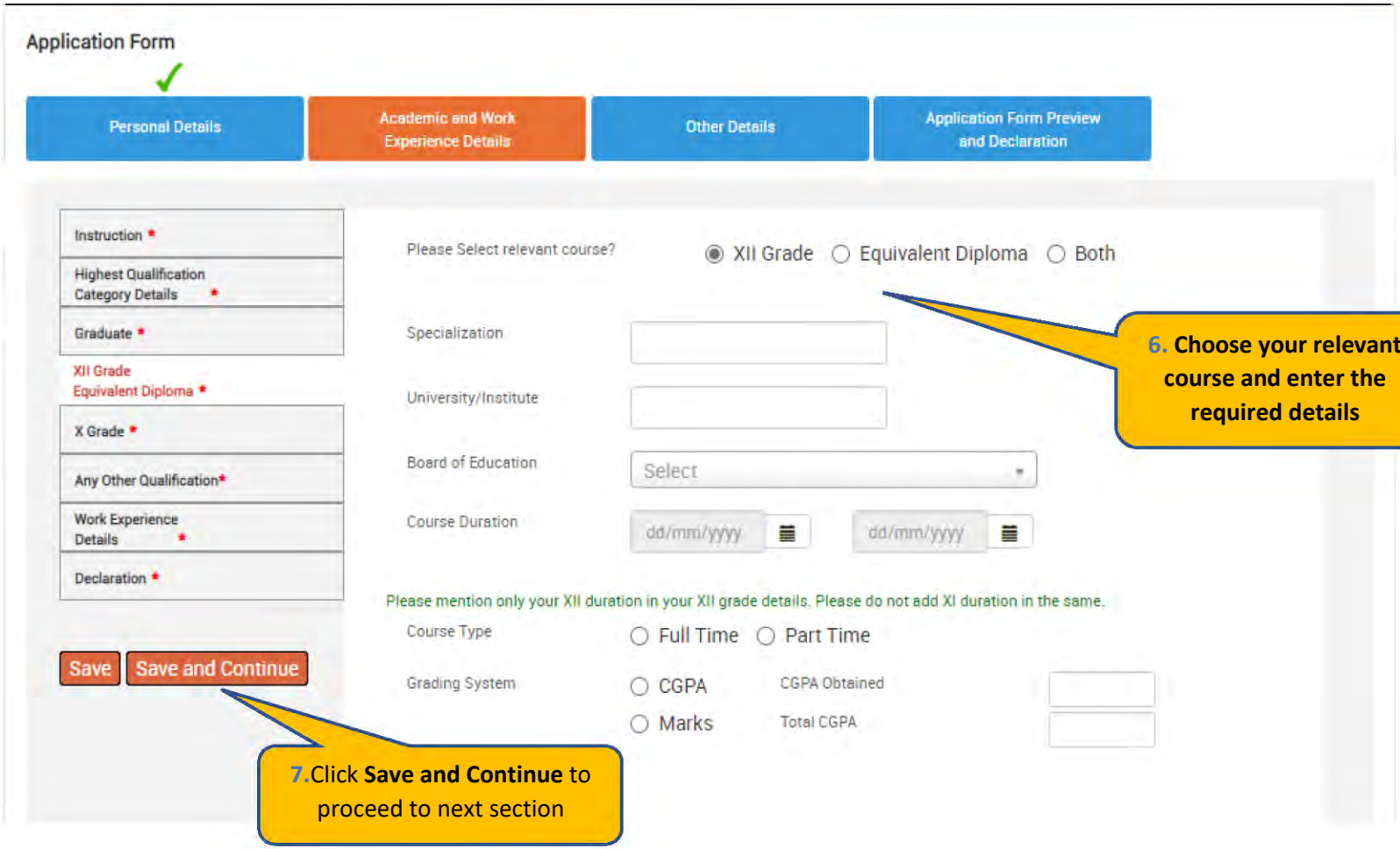
Application Form – Academic and Work Experience Details



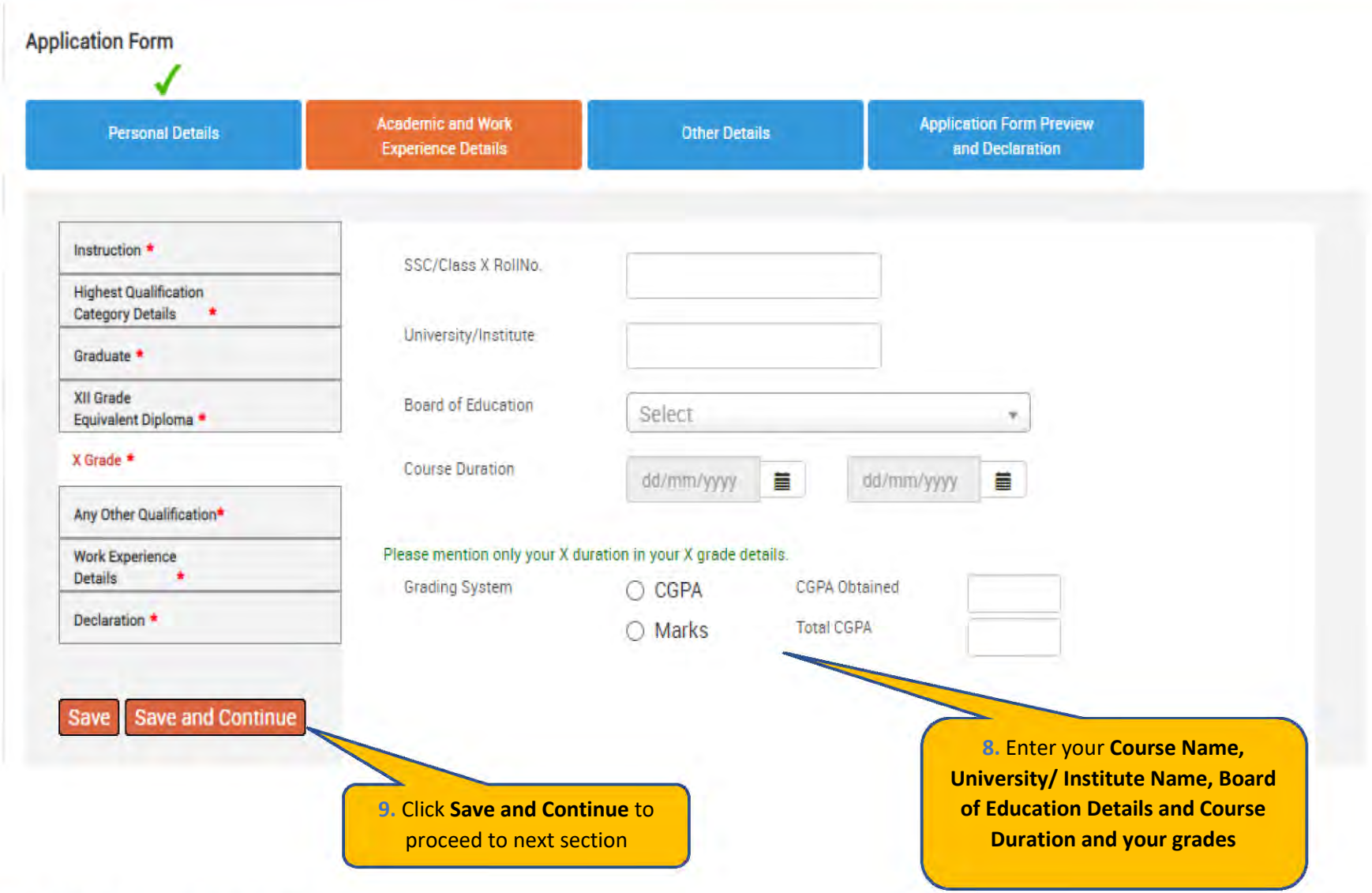
Application Form – Academic and Work Experience Details



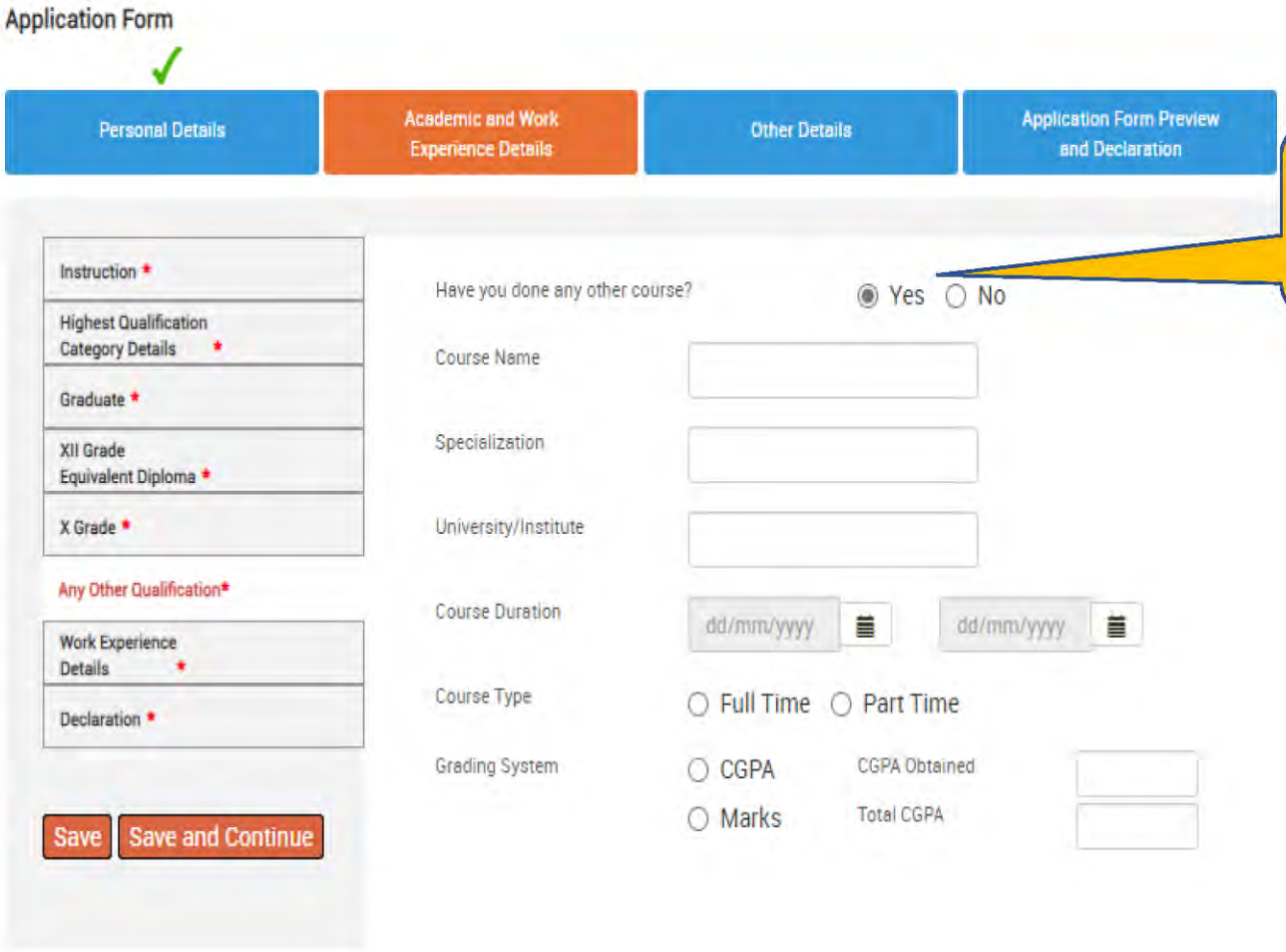
Application Form – Academic and Work Experience Details



Application Form – Academic and Work Experience Details

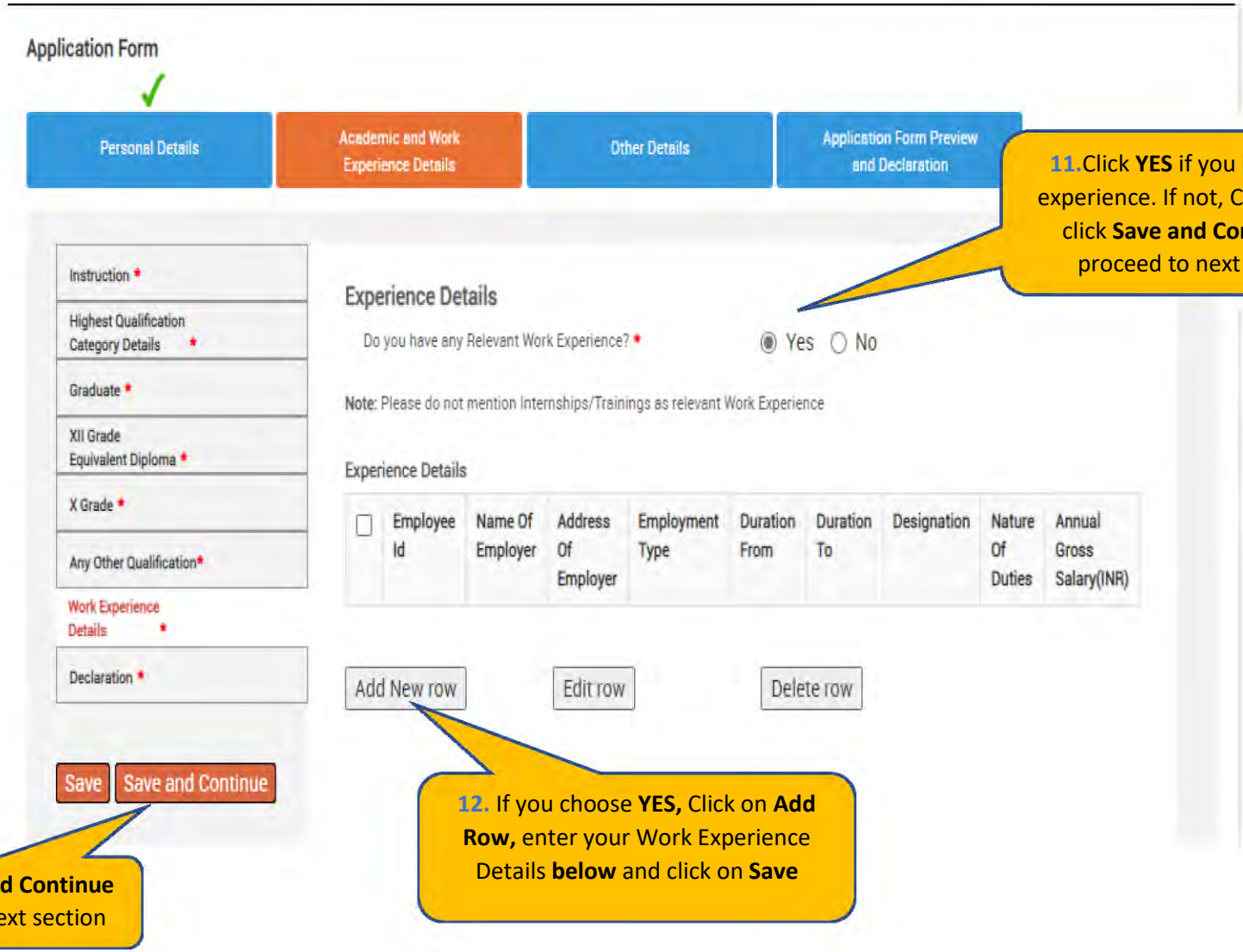


Application Form – Academic and Work Experience Details



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



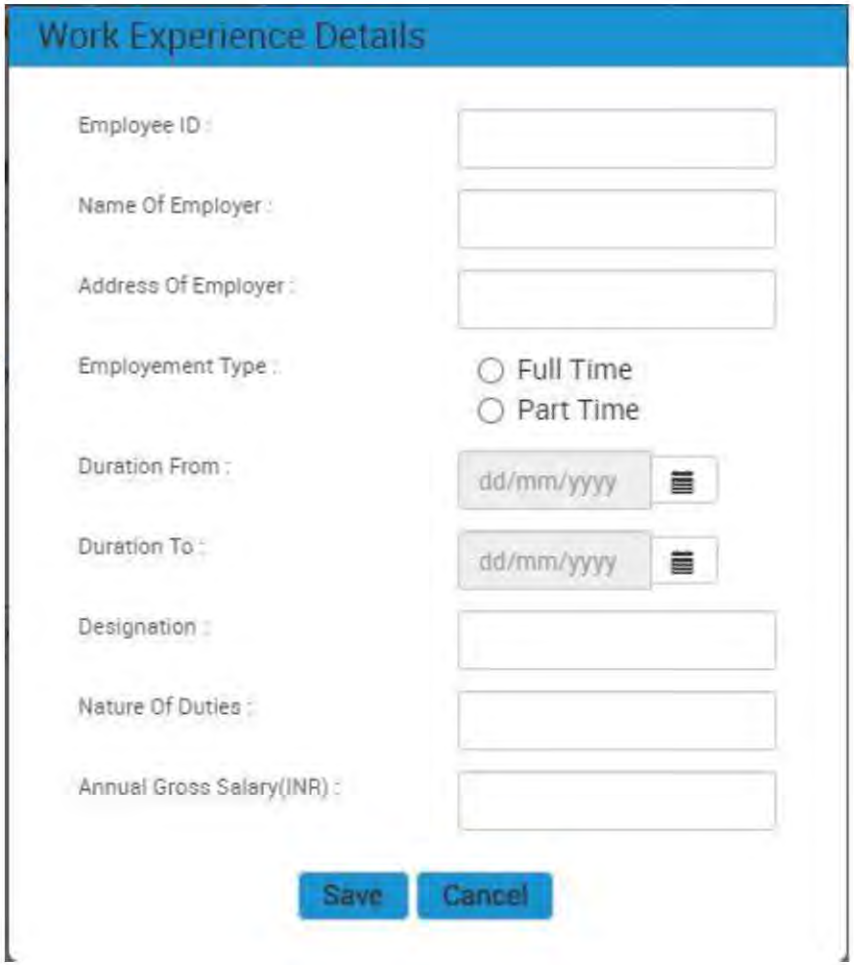
11. Click **YES** if you have work experience. If not, Click **NO** and click **Save and Continue** to proceed to next section

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

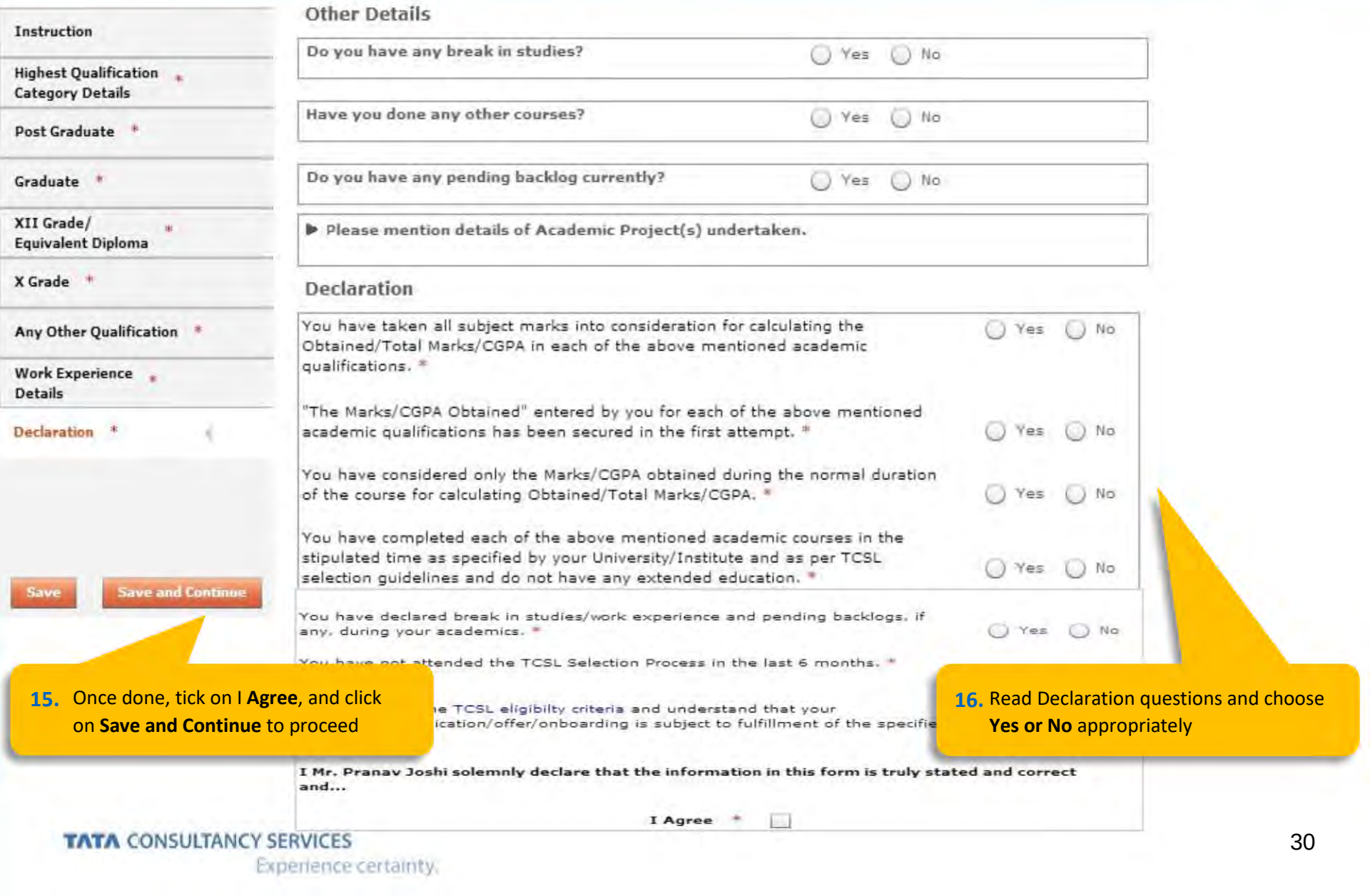
13. Click **Save and Continue** to proceed to next section

Application Form – Academic and Work Experience Details

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



Application Form – Academic and Work Experience Details

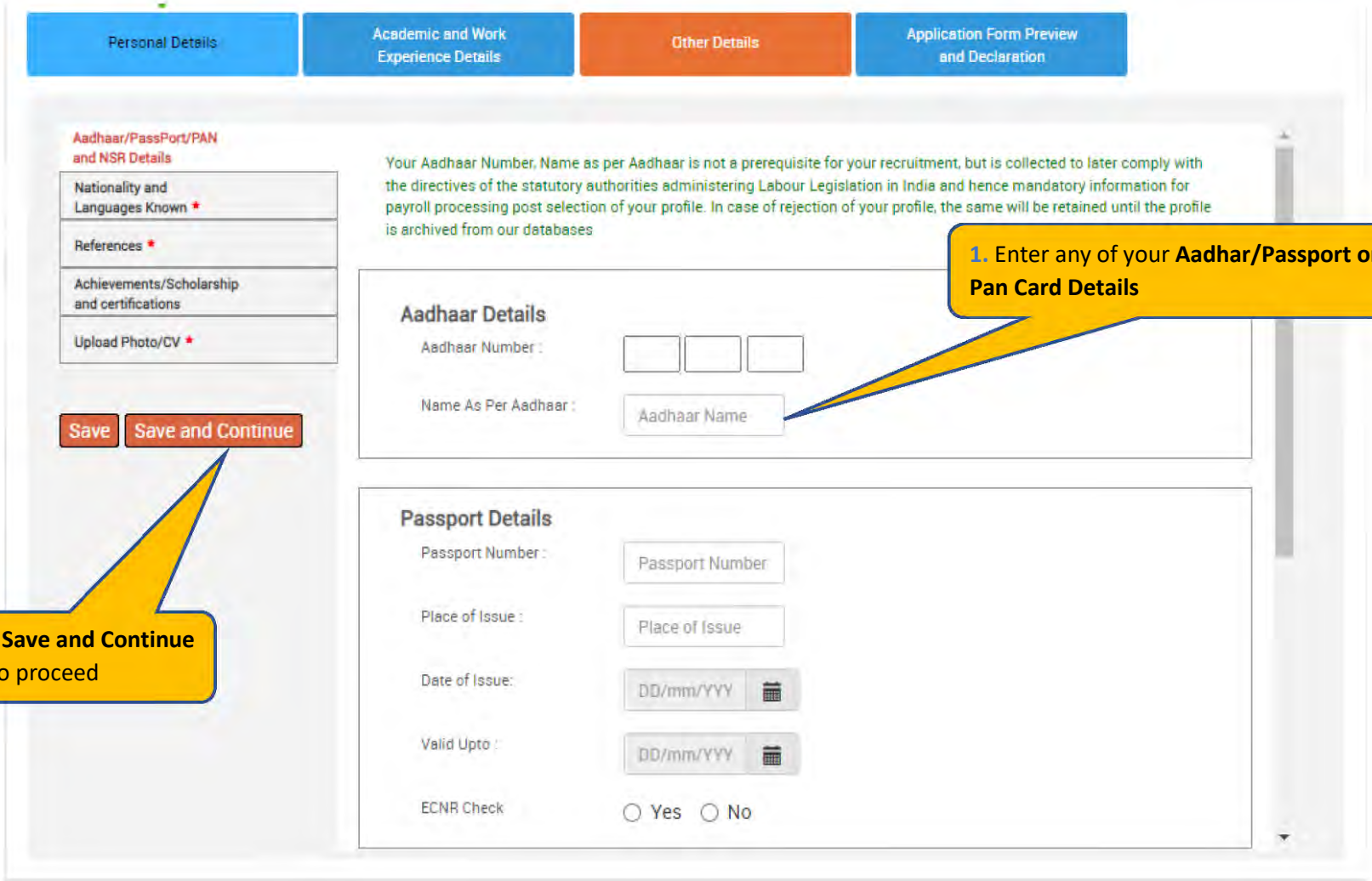


15. Once done, tick on I **Agree**, and click on **Save and Continue** to proceed

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

Application Form – Other Details

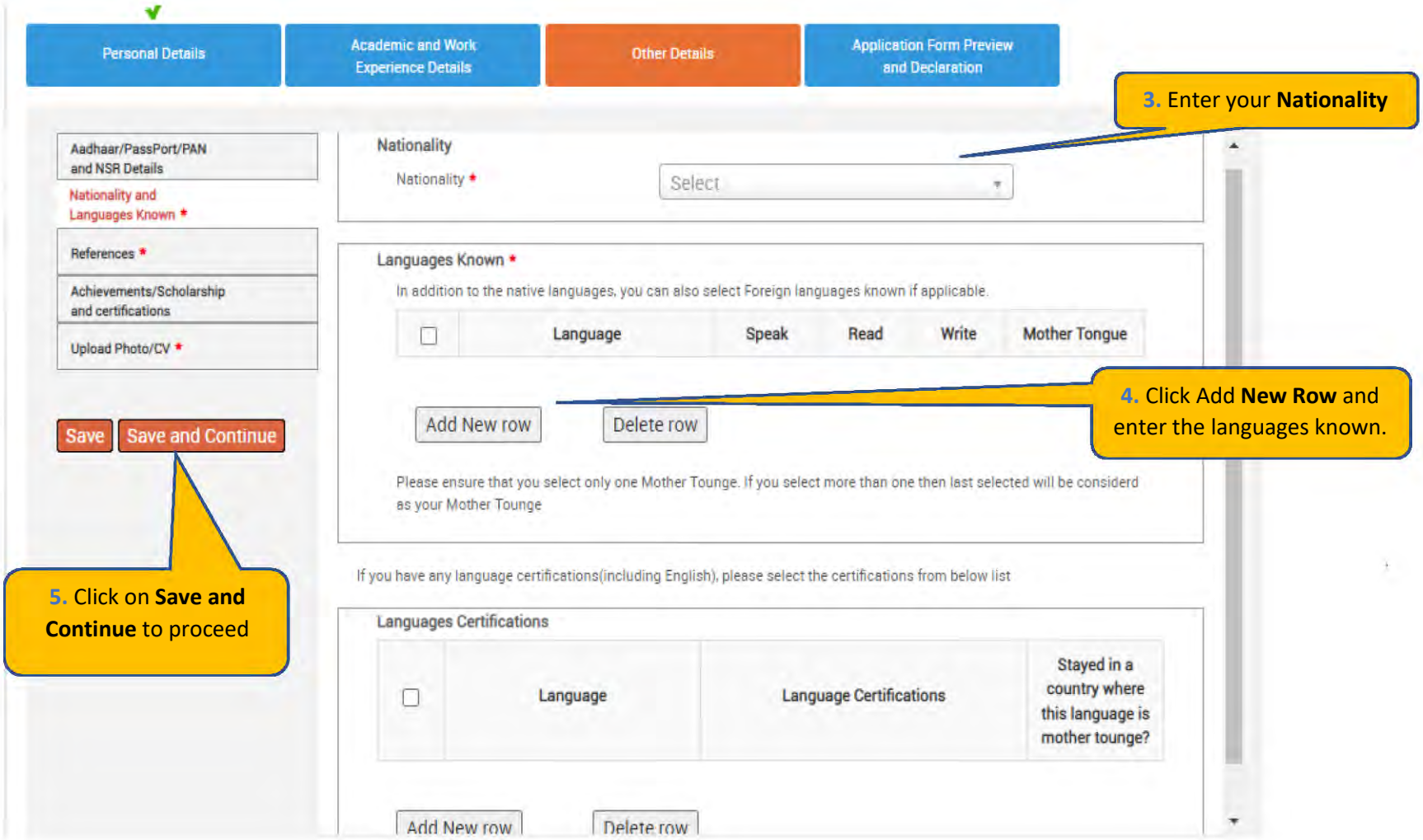
Application Form – Other Details



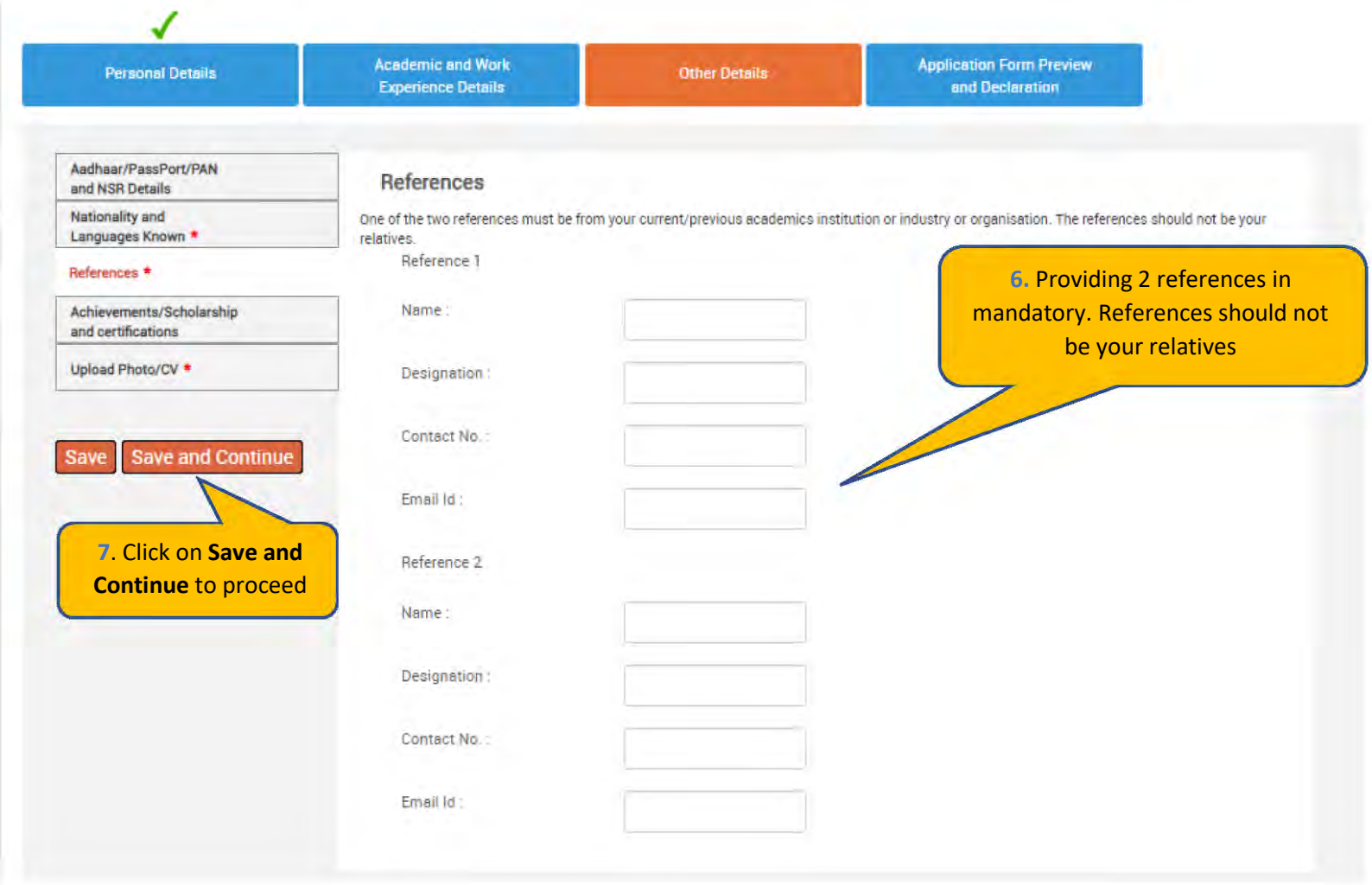
1. Enter any of your **Aadhar/Passport or Pan Card Details**

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

Application Form – Other Details



Application Form – Other Details



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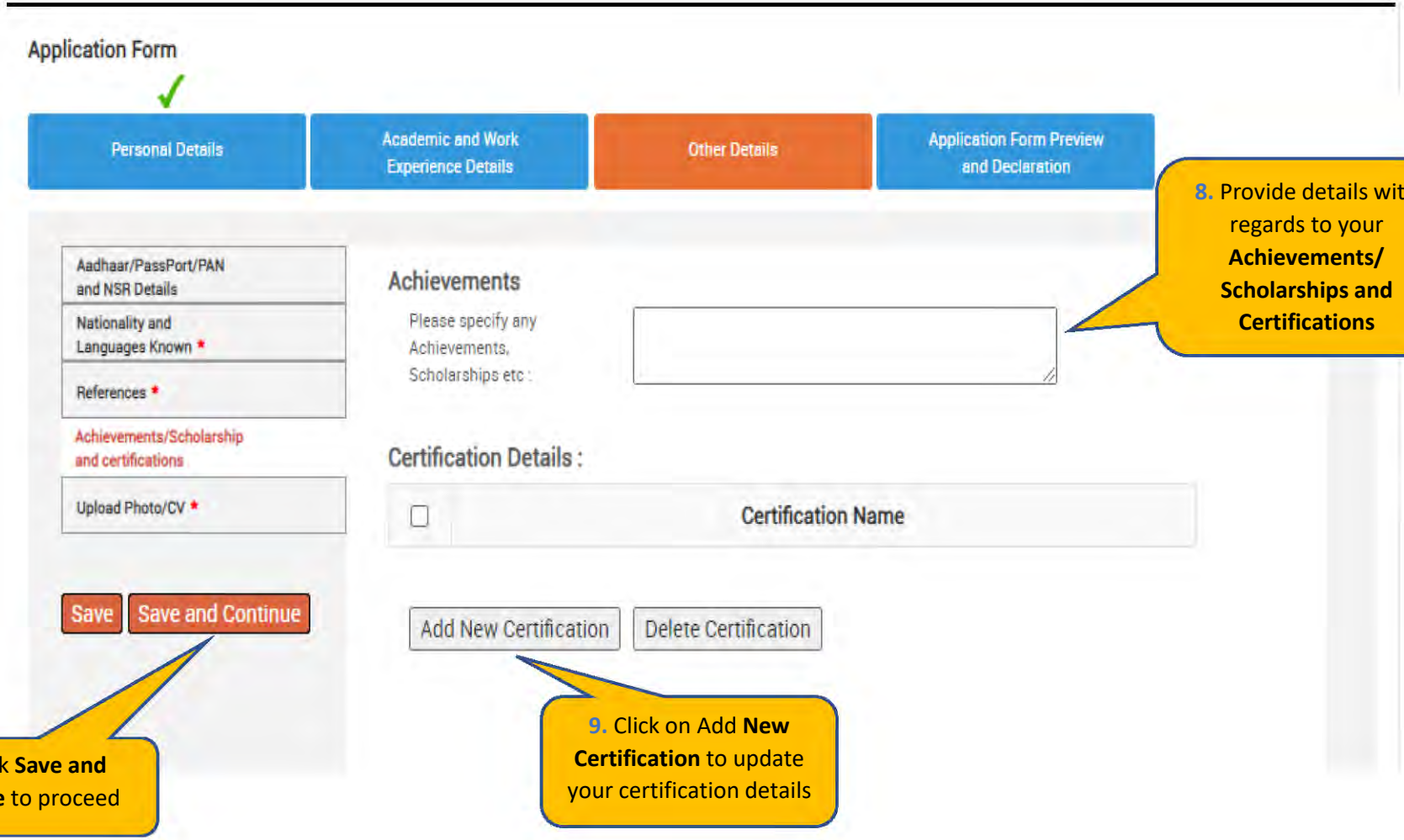
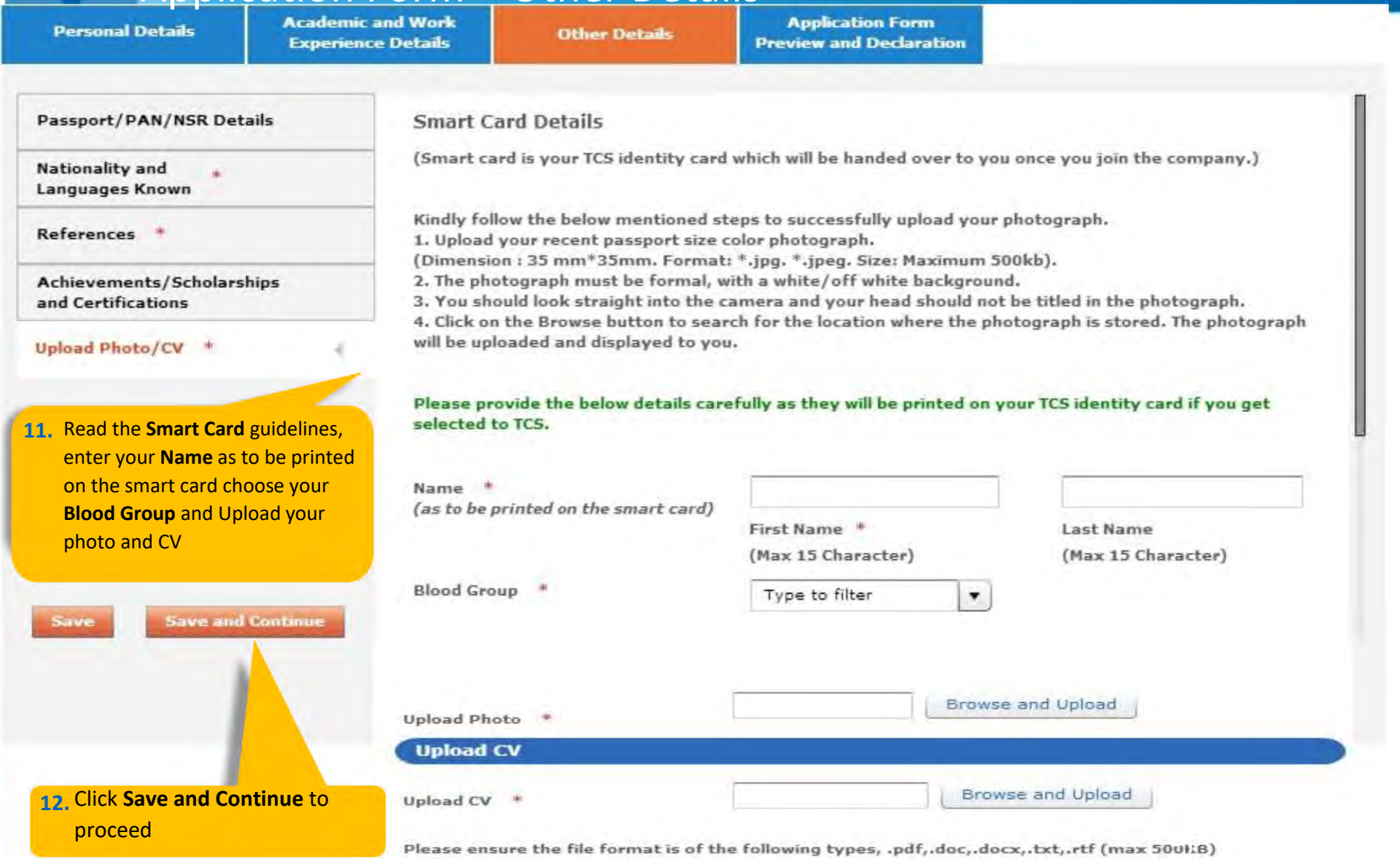
Experience certainty.

Application Form – Other Details



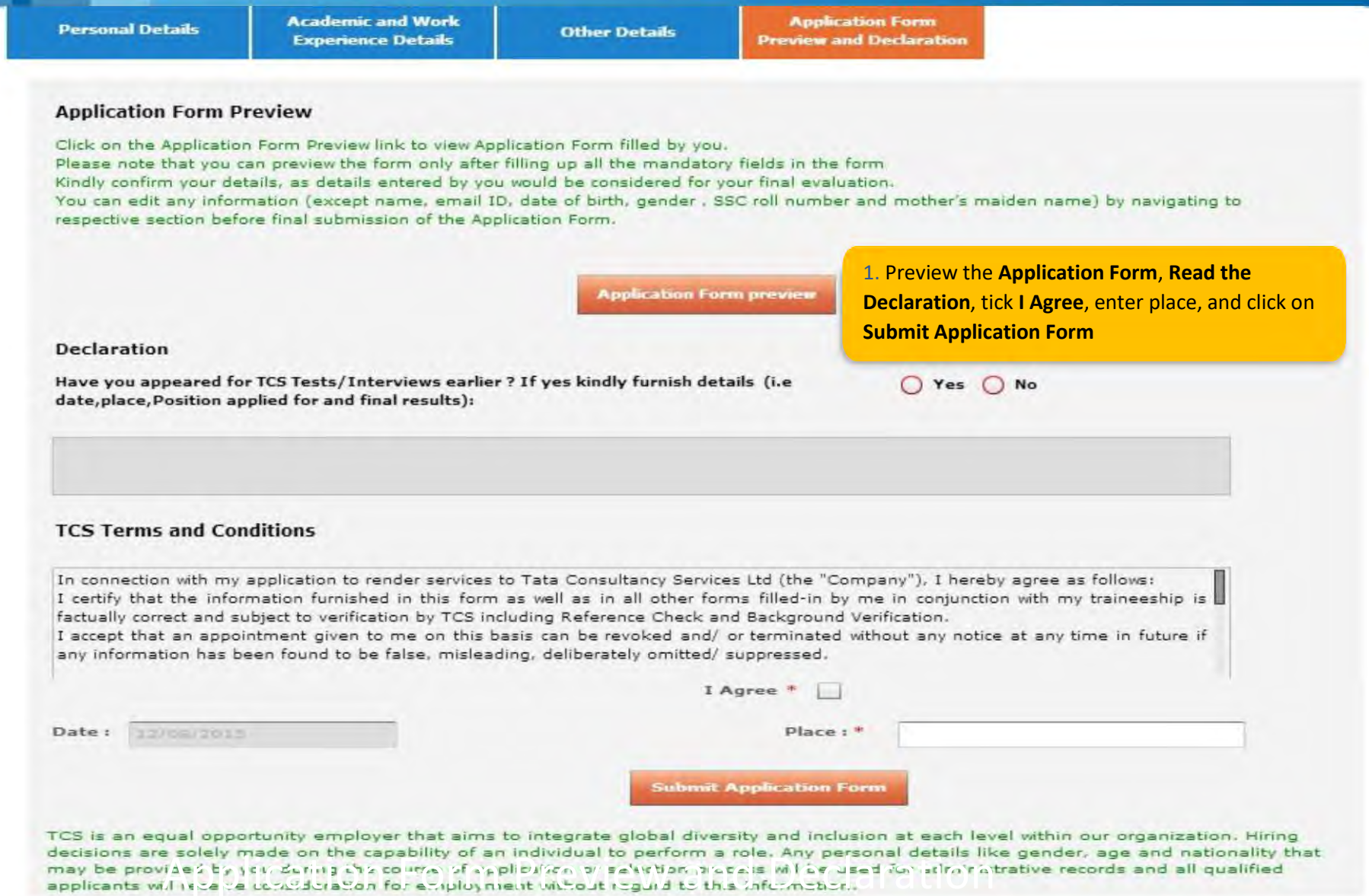
Application Form – Other Details



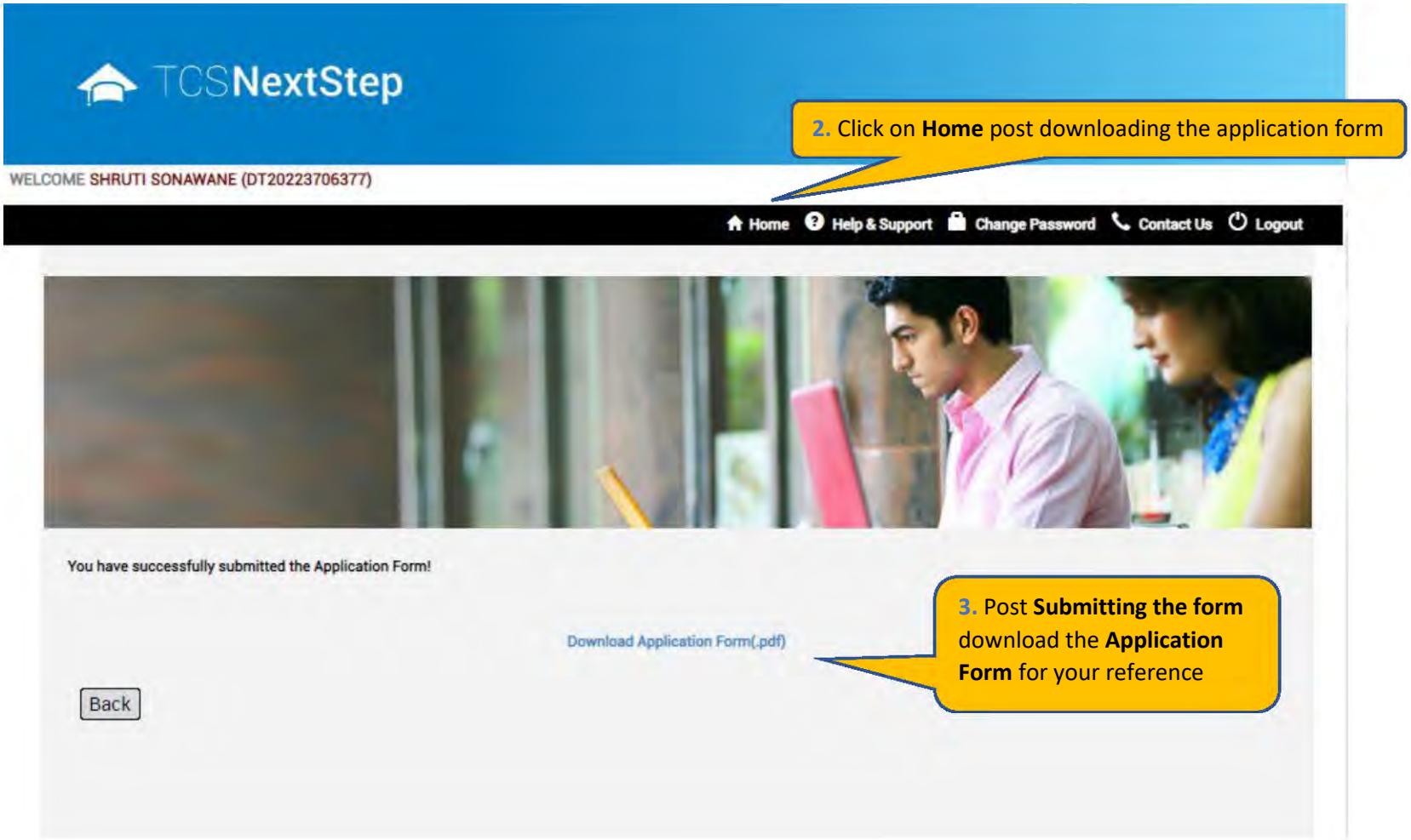
11. Read the **Smart Card** guidelines, enter your **Name** as to be printed on the smart card choose your **Blood Group** and Upload your photo and CV

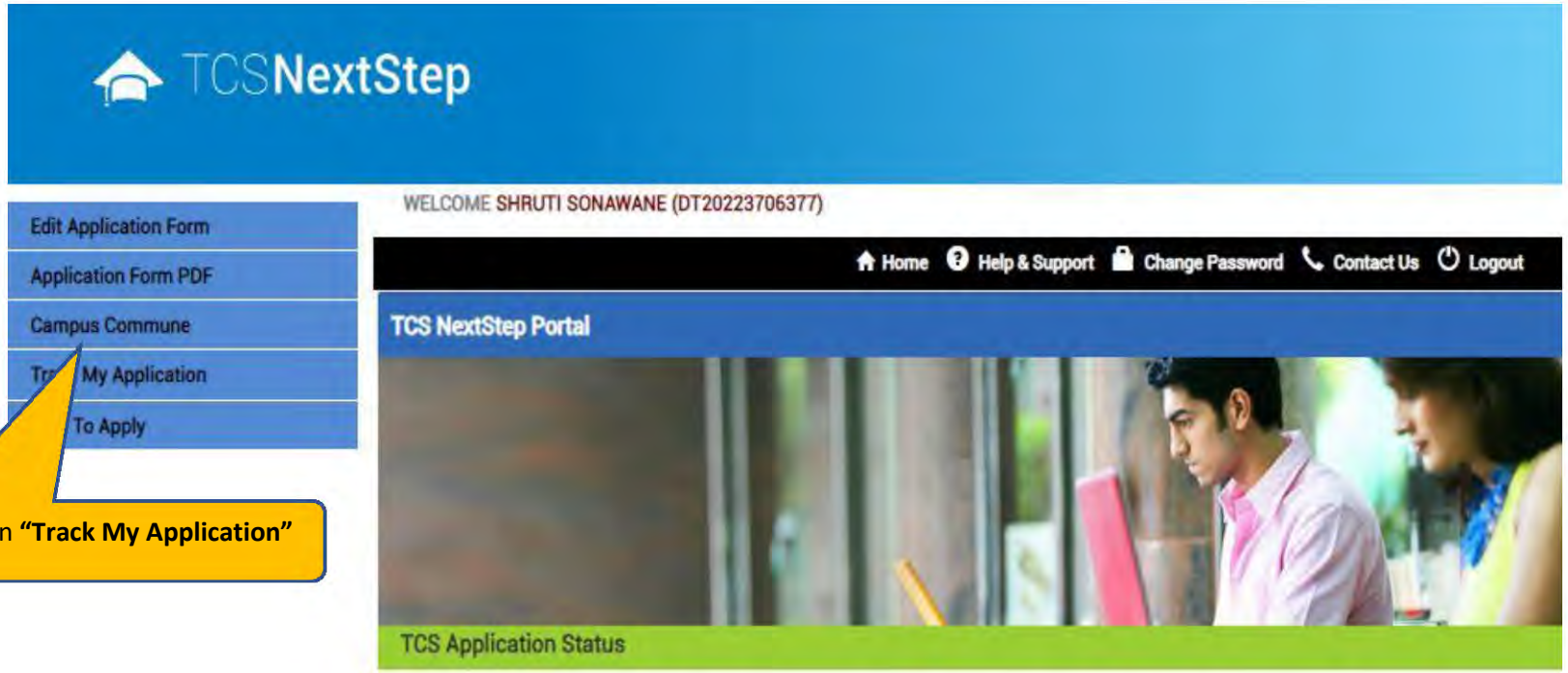
12. Click **Save and Continue** to proceed

Application Form – Application Form Preview and Declaration



Application Form Preview and Declaration

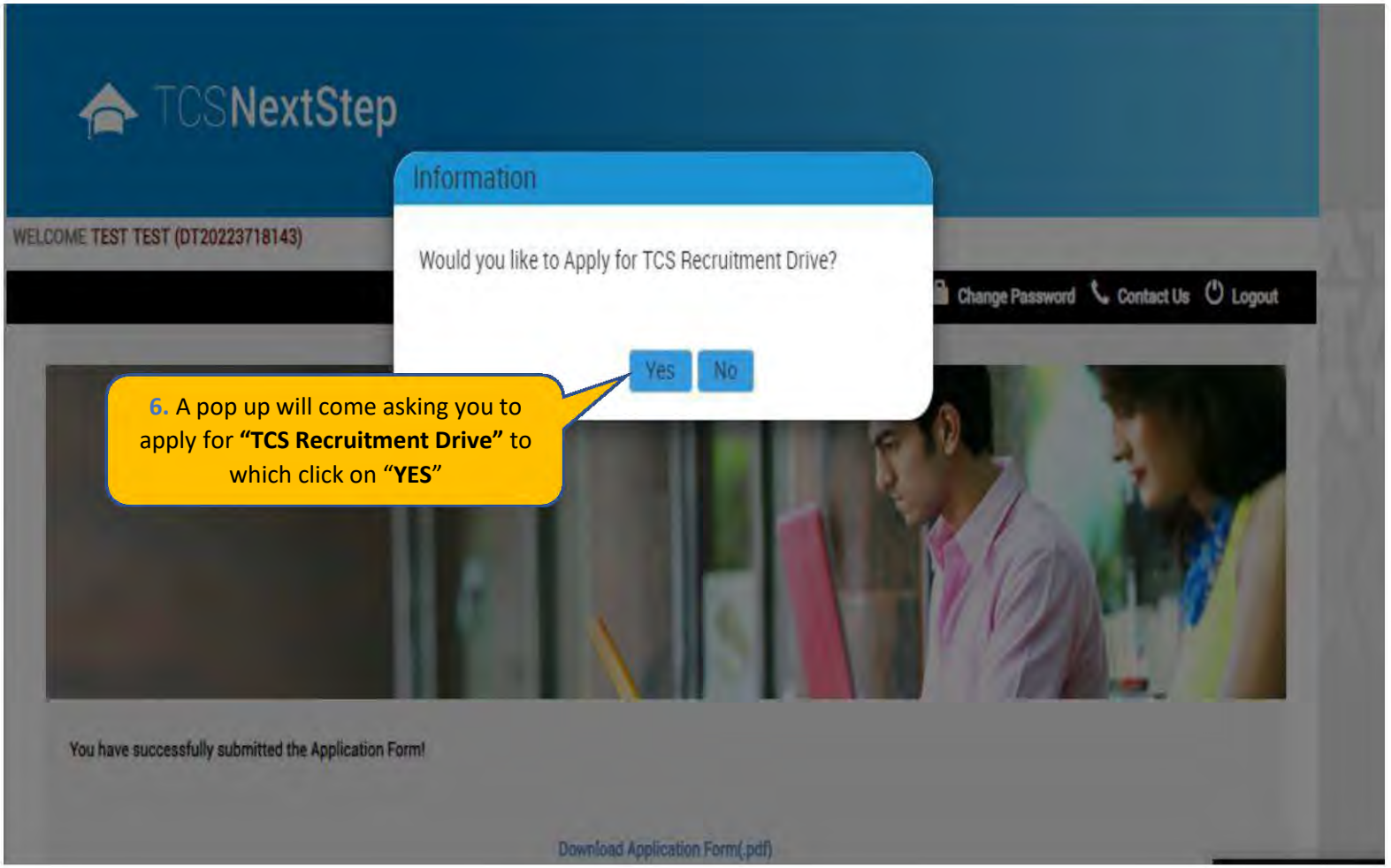

TCSNextStep
2. Click on Home post downloading the application form
WELCOME SHRUTI SONAWANE (DT20223706377)
Home
Help & Support
Change Password
Contact Us
Logout
You have successfully submitted the Application Form!
Download Application Form(.pdf)
3. Post Submitting the form download the Application Form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

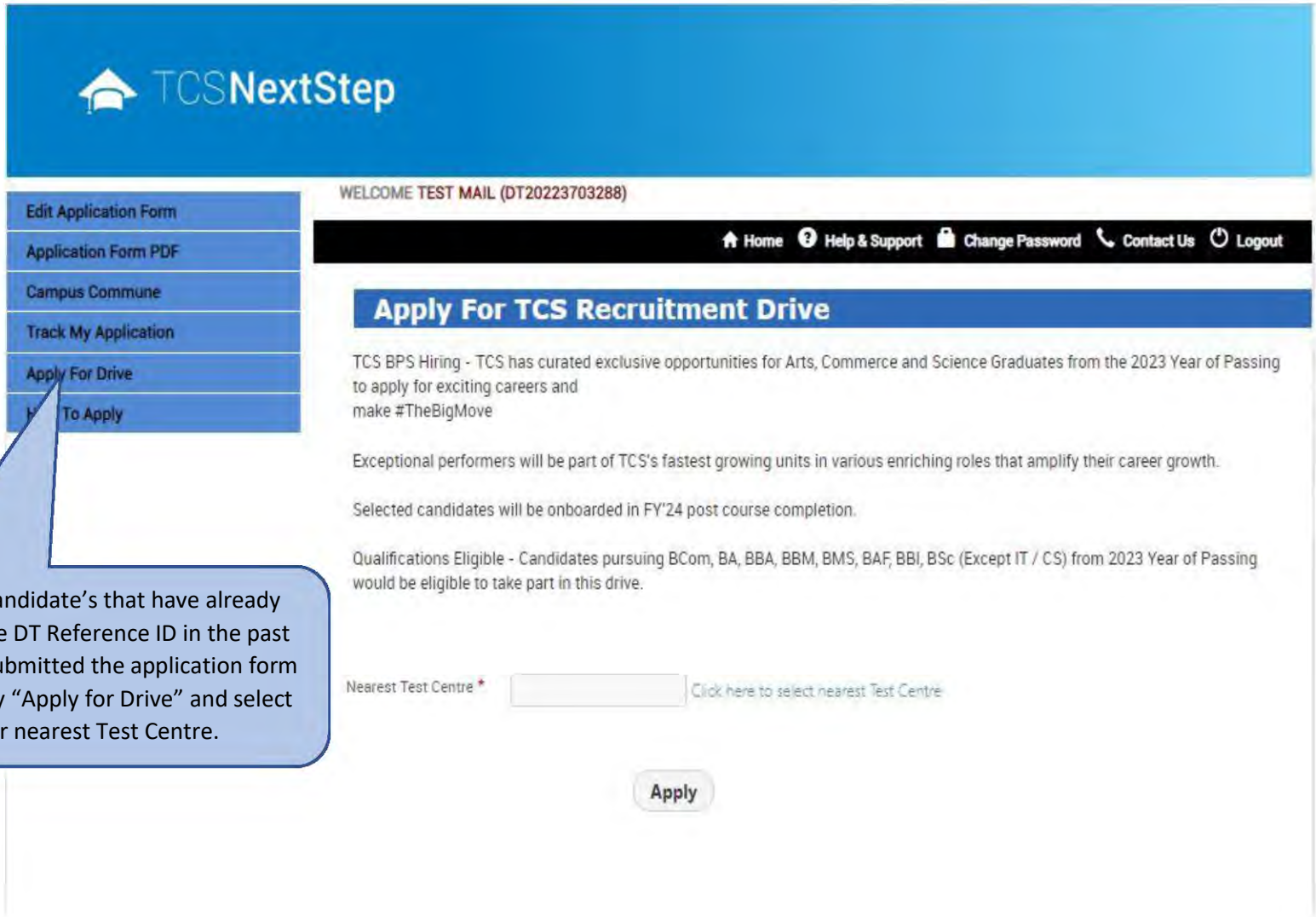


4. Click on **"Track My Application"**

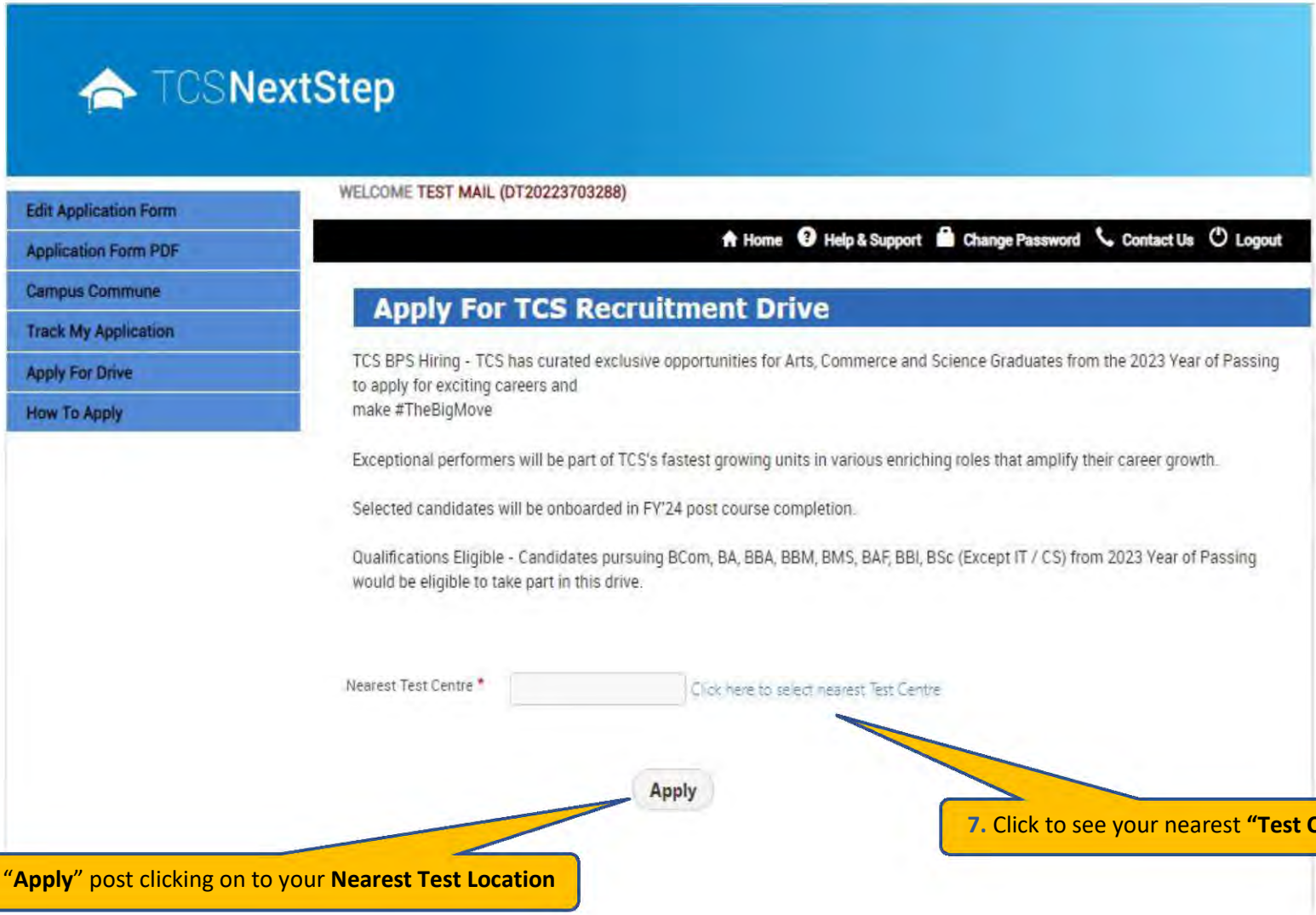
5. Application Status should reflect as **Application Received**

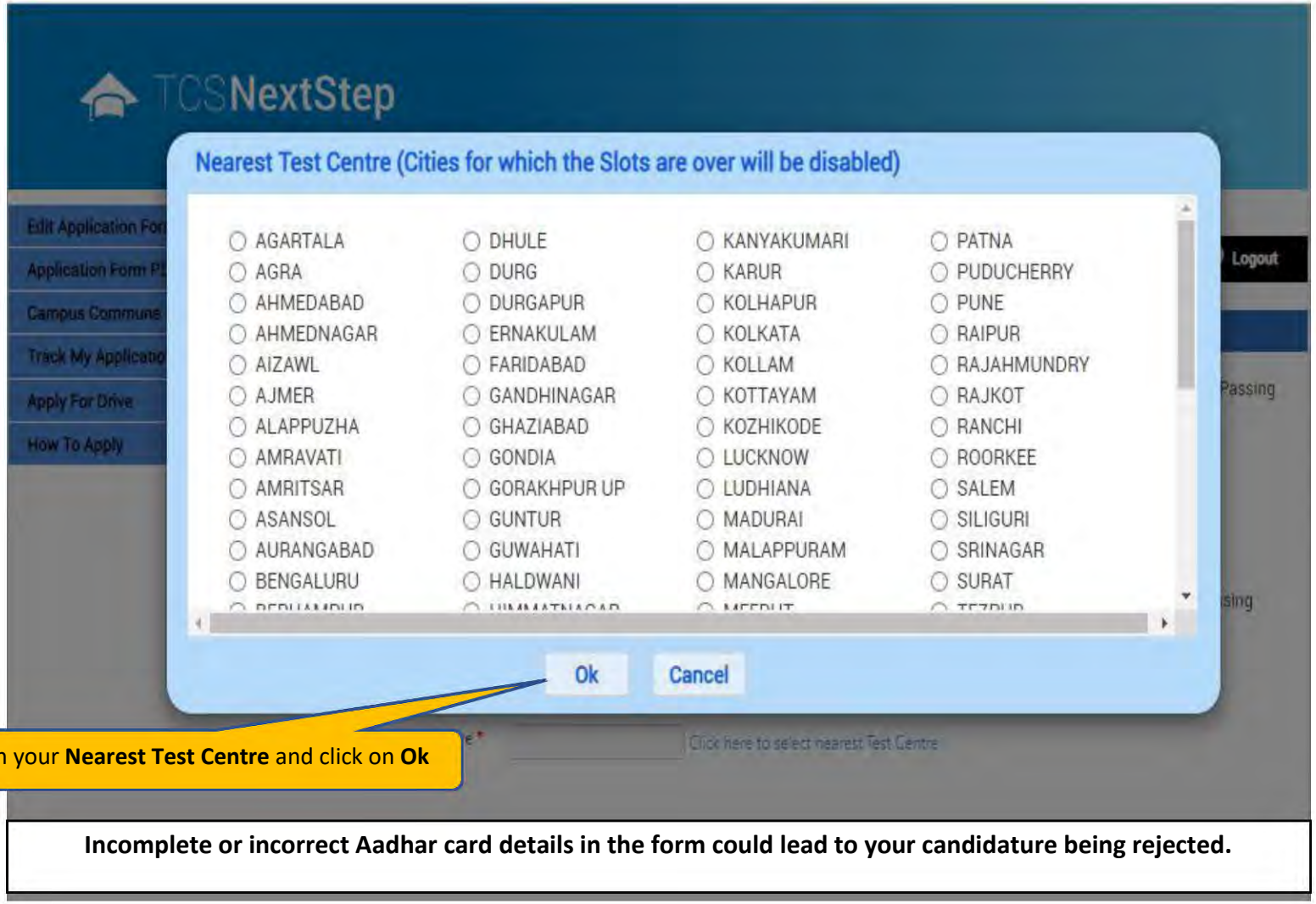
Activity	Status	Date (DD/MM/YYYY)
Application Received	Application Received	09/12/2022 11:59
Candidate Registration	Registered	08/12/2022 15:28


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)



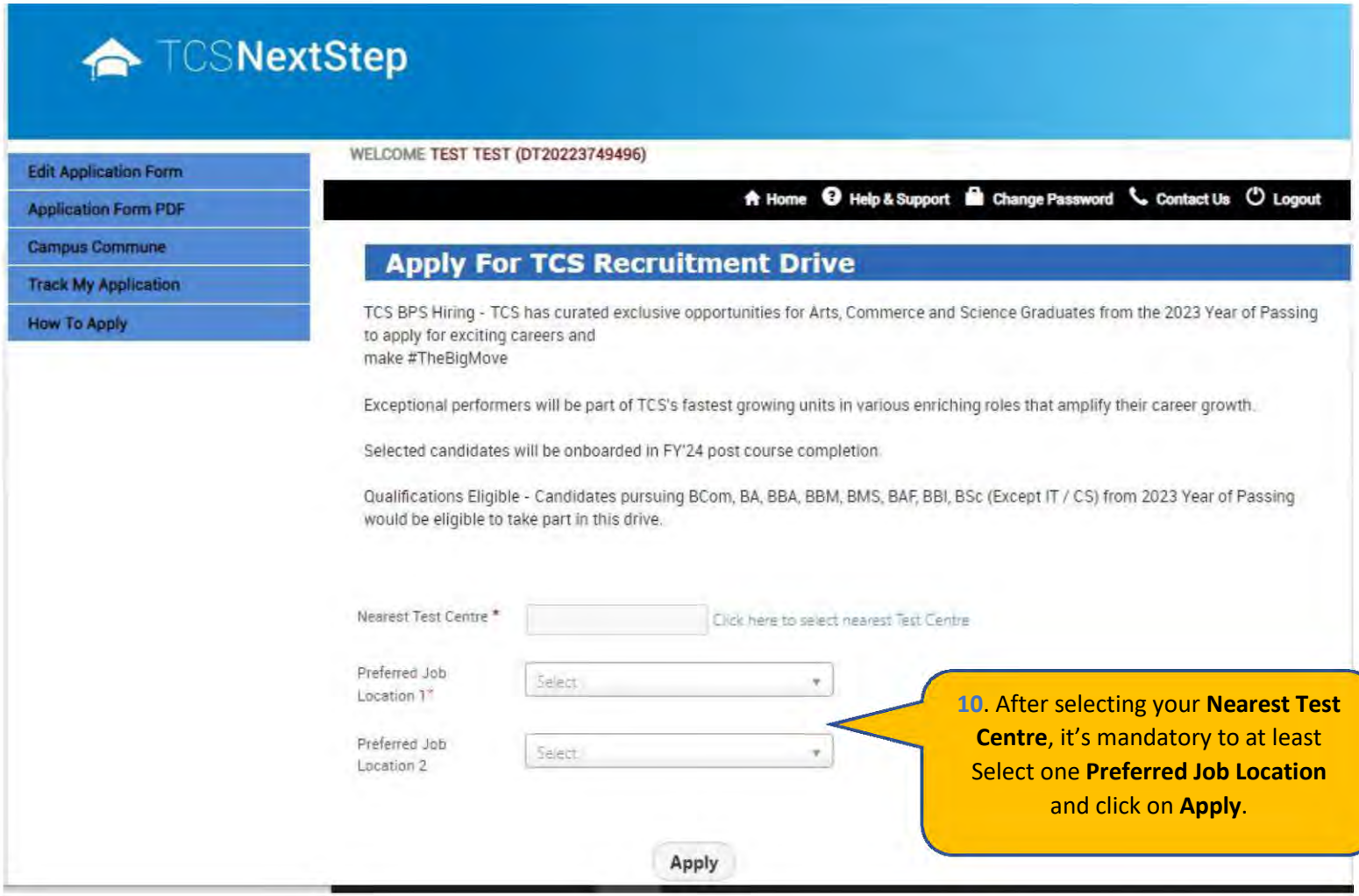
For the Candidate's that have already created the DT Reference ID in the past and have submitted the application form can directly "Apply for Drive" and select your nearest Test Centre.


TCSNextStep
Edit Application Form
Application Form PDF
Campus Commune
Track My Application
Apply For Drive
How To Apply
WELCOME TEST MAIL (DT20223703288)
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
Apply
7. Click to see your nearest "Test Centre"
8. Click on "Apply" post clicking on to your Nearest Test Location

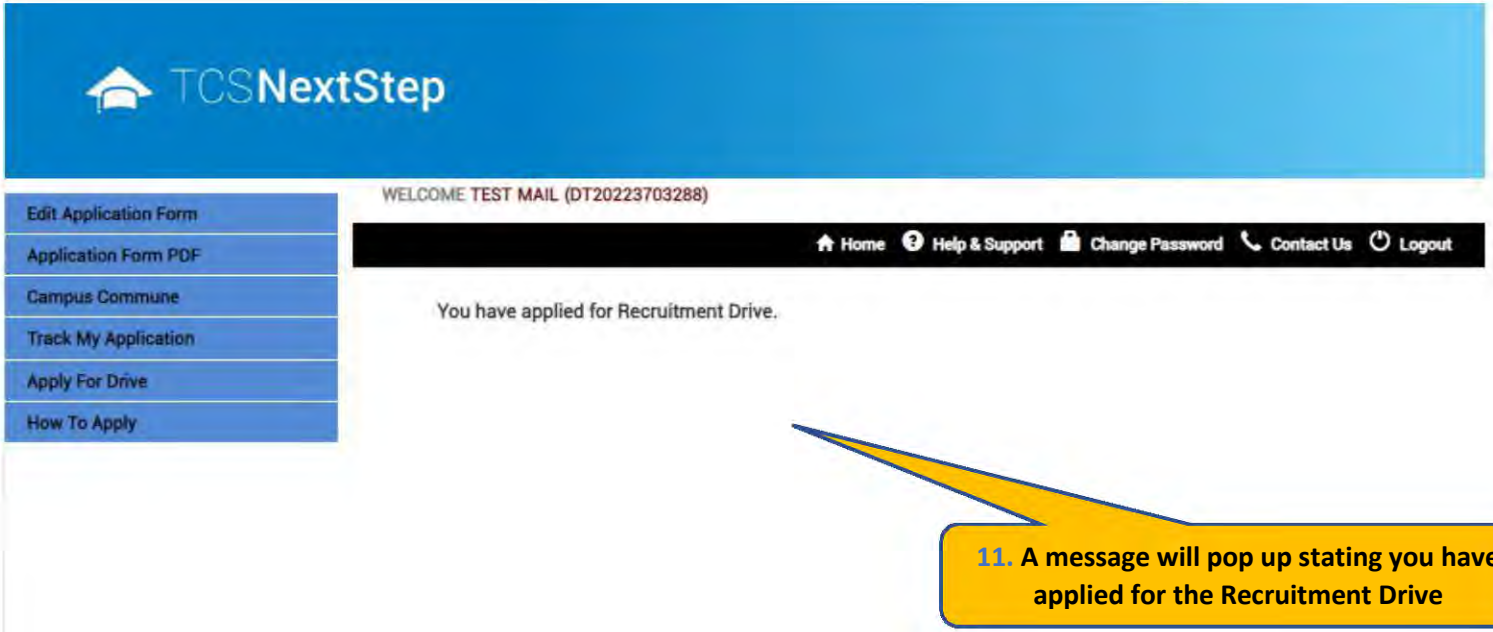


9. Click on your **Nearest Test Centre** and click on **Ok**

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



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

Thank You