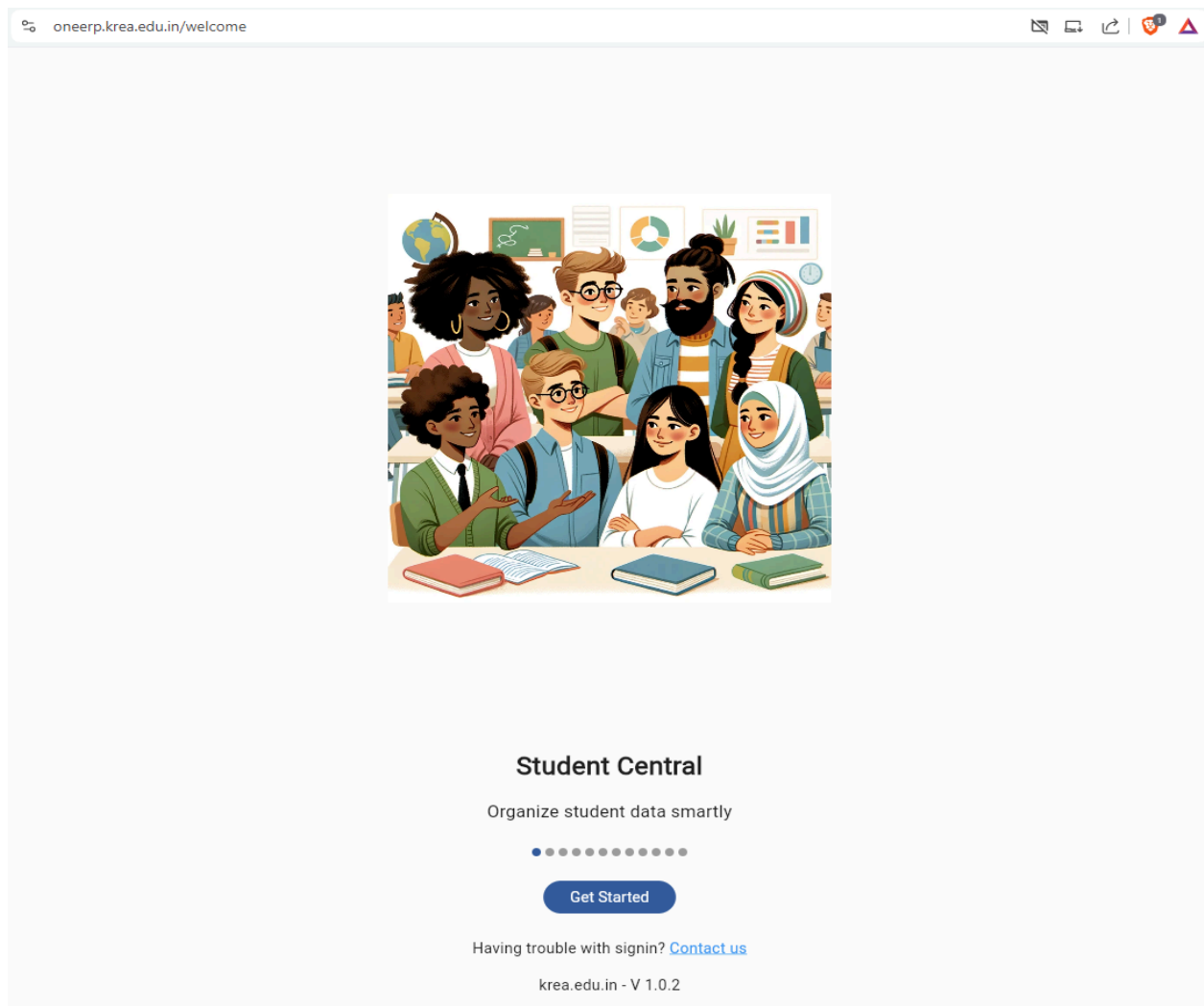


KREA ERP GUIDE

Login:

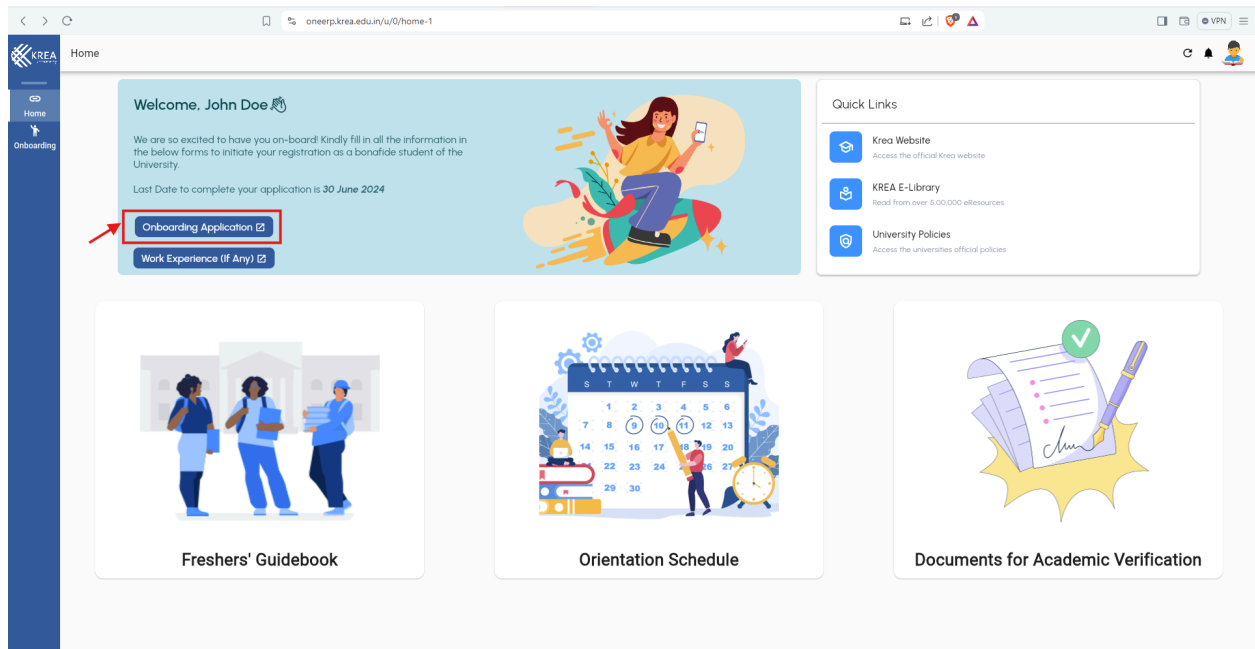


Upon clicking on [this](#) link, you will be redirected to a page as seen above. The page contains basic information on what this portal will allow you to do. Click on 'Get Started' to login and proceed.



- Click on Sign In with Google.
- Enter the credentials for the Krea Email ID provided in the Email, SMS or Whatsapp message* shared with you. Please change your password after you sign in for the first time.

Filling the Onboarding Application :



Once you have successfully signed in and entered the portal, you will see a page similar to this. You are required to fill in any missing information in your onboarding application. You can do so by clicking on the button labeled 'Onboarding Application', which will redirect you to the form as shown below.

Form Submission (Student)
Onboarding

Personal Information Address Details Academic Details Health Information Insurance Details Undertakings and Consent (Student) Undertakings and Consent (Parents/Guardians) Preference

Personal Information

Application Number * BBA2024004 Date of Birth * 28-Nov-2003 Proof of Date of Birth * Select Proof of Date of Birth file

First Name * Siva1 Middle Name * <nil> Last Name * Subramaniam

Name (as per your Govt. approved ID Card) * Siva Subramaniam Gender * Male Sex (Assigned at birth) * Male

Religion * Category (SC/ST/OBC/...) * Upload Category Certificate Select Upload Category Certificate file

Nationality * Aadhaar Number 1243243546576 Upload Aadhaar Card Select Upload Aadhaar Card file

Passport Number 1243243546576 Upload Copy of Passport Select Upload Copy of Passport file Select if parent(s) work in the Defence Forces? *

Upload Passport size photo * Select Upload Passport size photo file

Note:
Guidelines for Uploading the Passport Photo: The size of the scanned jpg image of the passport size photo should not exceed 200 kb. The photo should cover 80% of the face without a mask. The photo should be a professional photo and informal selfies should not be uploaded. The photo must have been taken against a white light background. The photo must be a recent one (not older than 3 months). Any photo that does not follow these guidelines will not be accepted.

You can begin by filling out the forms required for your application. You can proceed in order or select a specific section you wish to complete. Follow the on-screen instructions to enter the necessary information. Each form is designed to capture specific details, so please ensure all fields are accurately filled out. For additional guidance, hover over the info icons next to each field.

Form Submission (Student)
Onboarding

Personal Information Address Details Academic Details Health Information Insurance Details Undertakings and Consent (Student) Undertakings and Consent (Parents/Guardians) Preference

Personal Information

Application Number * BBA2024004 Date of Birth * 28-Nov-2003 Proof of Date of Birth * Select Proof of Date of Birth file

First Name * Siva1 Middle Name * <nil> Last Name * Subramaniam

Name (as per your Govt. approved ID Card) * John Doe Gender * Male Sex (Assigned at birth) * Male

Religion * Category (SC/ST/OBC/...) * Upload Category Certificate Select Upload Category Certificate file

Nationality * Aadhaar Number 1243243546576 Upload Aadhaar Card Select Upload Aadhaar Card file

Passport Number 1243243546576 Upload Copy of Passport Select Upload Copy of Passport file Select if parent(s) work in the Defence Forces? *

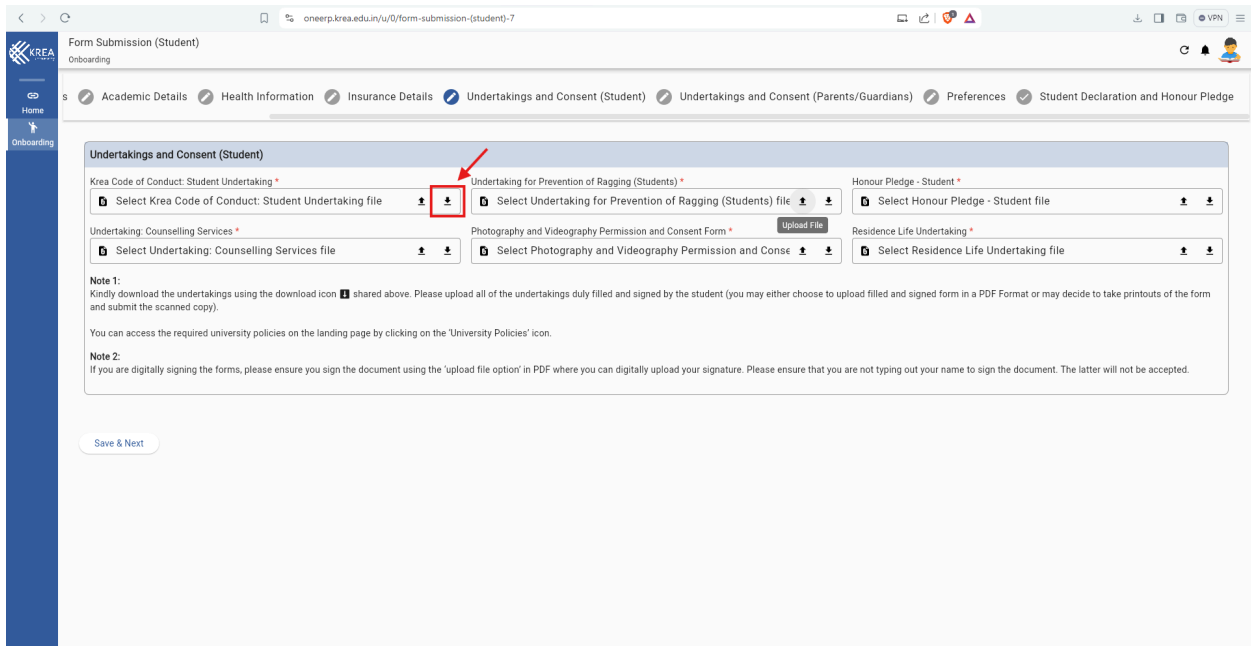
Upload Passport size photo * Select Upload Passport size photo file

Note:
Guidelines for Uploading the Passport Photo: The size of the scanned jpg image of the passport size photo should not exceed 200 kb. The photo should cover 80% of the face without a mask. The photo should be a professional photo and informal selfies should not be uploaded. The photo must have been taken against a white light background. The photo must be a recent one (not older than 3 months). Any photo that does not follow these guidelines will not be accepted.

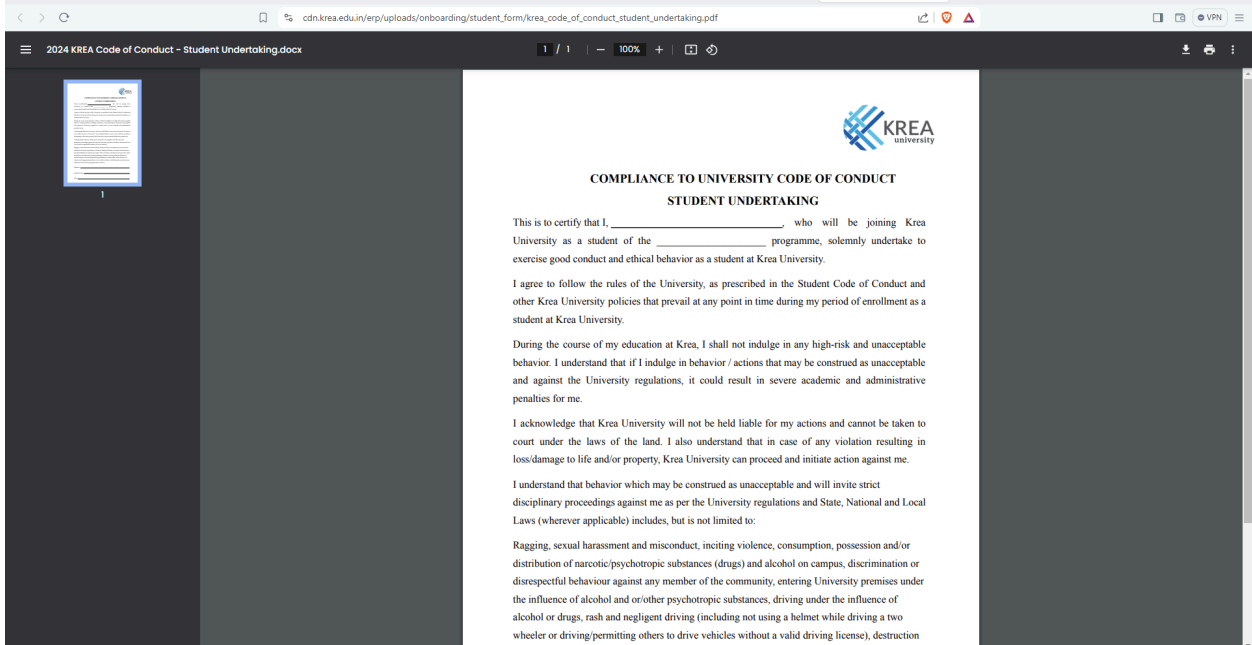
Save & Next

To go to the next page, you can either click on one of the labels in the top bar (such as 'Personal Information', 'Address Details', etc.) or click on the 'Save & Next' button at the bottom of the page.

IMPORTANT NOTE: Please click on 'Save & Next', to save the entered information before moving on to the next page. Filled fields will NOT be saved unless you click on 'Save & Next'.



To download an undertaking form, click on the download button (↓) in that section. This will start the download. Select a location on your device to save the form, and confirm the download.



2024 KREA Code of Conduct - Student Undertaking.docx

1 / 1 100%

COMPLIANCE TO UNIVERSITY CODE OF CONDUCT
STUDENT UNDERTAKING

This is to certify that I, _____ who will be joining Krea University as a student of the _____ programme, solemnly undertake to exercise good conduct and ethical behavior as a student at Krea University.

I agree to follow the rules of the University, as prescribed in the Student Code of Conduct and other Krea University policies that prevail at any point in time during my period of enrollment as a student at Krea University.

During the course of my education at Krea, I shall not indulge in any high-risk and unacceptable behavior. I understand that if I indulge in behavior / actions that may be construed as unacceptable and against the University regulations, it could result in severe academic and administrative penalties for me.

I acknowledge that Krea University will not be held liable for my actions and cannot be taken to court under the laws of the land. I also understand that in case of any violation resulting in loss/damage to life and/or property, Krea University can proceed and initiate action against me.

I understand that behavior which may be construed as unacceptable and will invite strict disciplinary proceedings against me as per the University regulations and State, National and Local Laws (wherever applicable) includes, but is not limited to:

Ragging, sexual harassment and misconduct, inciting violence, consumption, possession and/or distribution of narcotic/psychotropic substances (drugs) and alcohol on campus, discrimination or disrespectful behaviour against any member of the community, entering University premises under the influence of alcohol and/or other psychotropic substances, driving under the influence of alcohol or drugs, rash and negligent driving (including not using a helmet while driving a two wheeler or driving/permitting others to drive vehicles without a valid driving license), destruction

Once you have downloaded the forms, you can fill in your details using one of the following methods:

1. Print the downloaded form. Write your details on the hard copy of the form. Upload clear pictures or scanned copies of the completed form.
2. Open the downloaded form using a PDF reader or editor. Fill in your details electronically. Save the completed form and upload it.

Form Submission (Student)
Onboarding

Academic Details Health Information Insurance Details Undertakings and Consent (Student) Undertakings and Consent (Parents/Guardians) Preferences **Student Declaration and Honour Pledge**

Student Declaration and Honour Pledge

Declaration 1 *

☐ I hereby declare that the information provided in this form is true and to the best of my knowledge. If at any time during the course of my enrollment as a student of Krea University or later, the information provided by me is found to be false, untrue or incorrect, then Krea University may exercise the right to nullify/suspend my enrollment during or after the programme and/or may rescind the degree conferred on me.

Declaration 2 *

☐ I also take the responsibility of informing the Office of Student Life regarding any changes pertaining to the non-academic information shared in the form during the course of my programme and enrollment as a student of the University. Similarly, in case there are any changes pertaining to my educational background and academics shared in the form, I will duly notify the Admissions Office and the Academic Office.

[Submit](#) [Back](#)

Please read the declarations carefully and tick the checkboxes to affirm your commitment.

Personal Information Address Details Academic Details Health Information Insurance Details Undertakings and Consent (Student) Undertakings and Consent (Parents/Guardians)

Student Declaration and Honour Pledge

Declaration 1 *

☒ I hereby declare that the information provided in this form is true and to the best of my knowledge. If at any time during the course of my enrollment as a student of Krea University or later, the information provided by me is found to be false, untrue or incorrect, then Krea University may exercise the right to nullify/suspend my enrollment during or after the programme and/or may rescind the degree conferred on me.

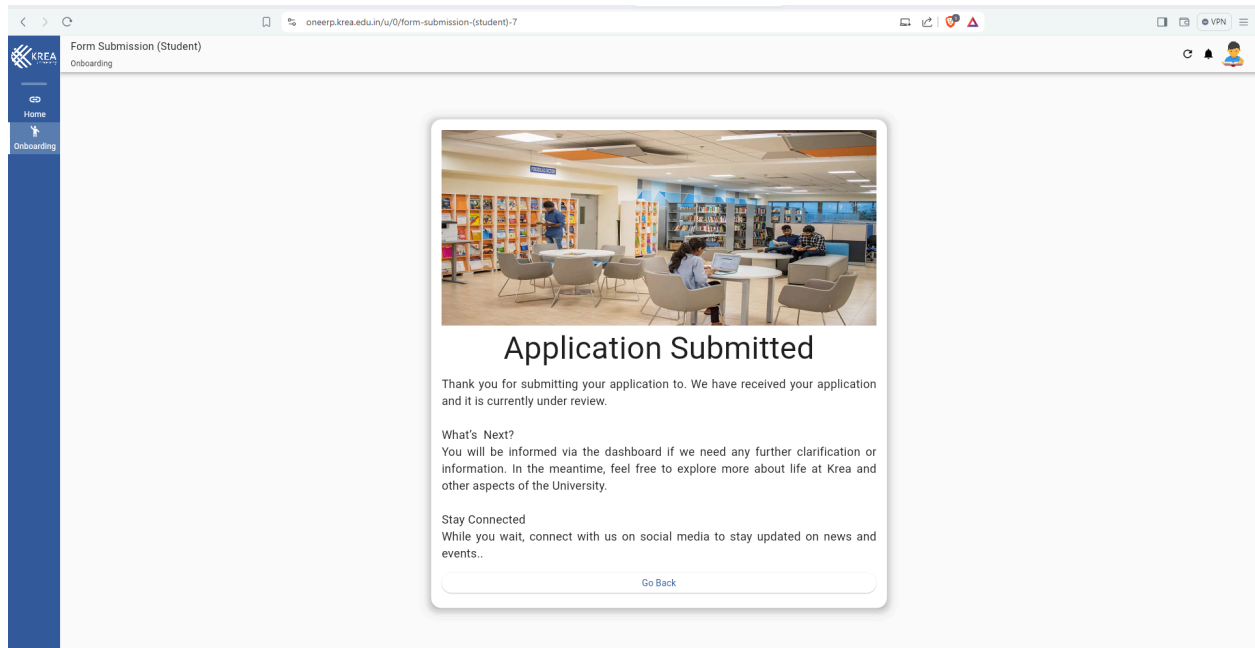
Declaration 2 *

☒ I also take the responsibility of informing the Office of Student Life regarding any changes pertaining to the non-academic information shared in the form during the course of my programme and enrollment as a student of the University. Similarly, in case there are any changes pertaining to my educational background and academics shared in the form, I will duly notify the Admissions Office and the Academic Office.

[Submit](#) [Back](#)

Please fill all required fields in Academic Details

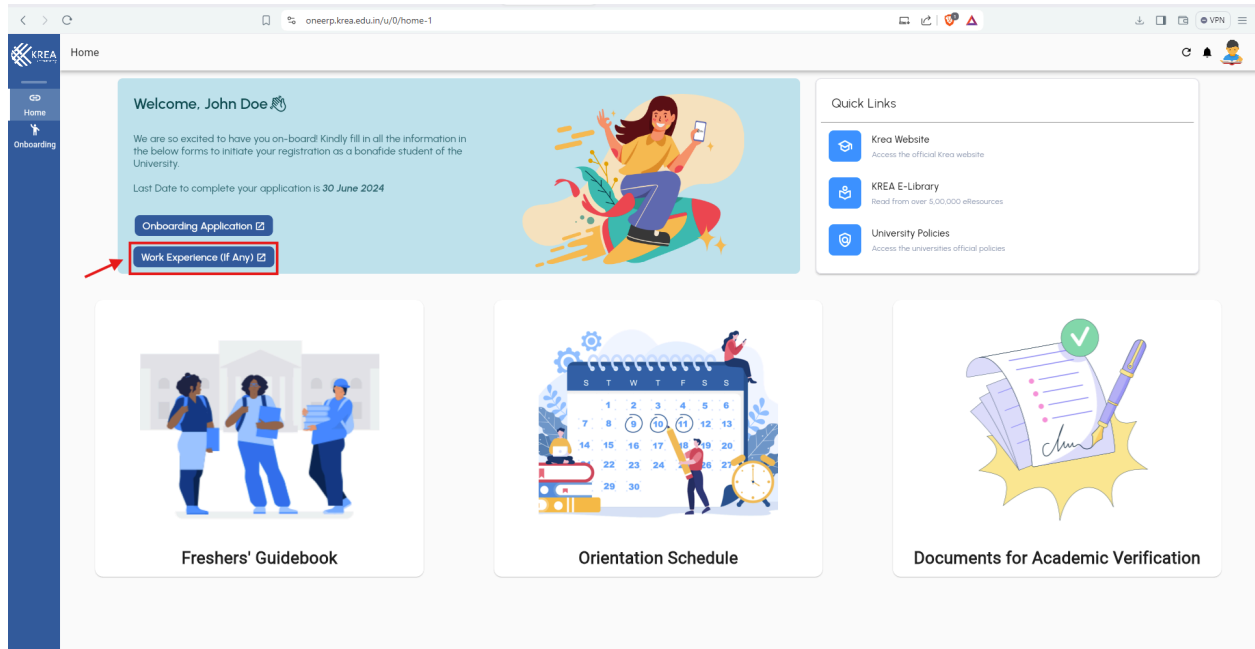
The form will only accept submission if all required mandatory fields have been filled with valid information. In case there are any missing fields, you will be presented with a warning, as shown above, indicating the page(s) that have unfilled fields..



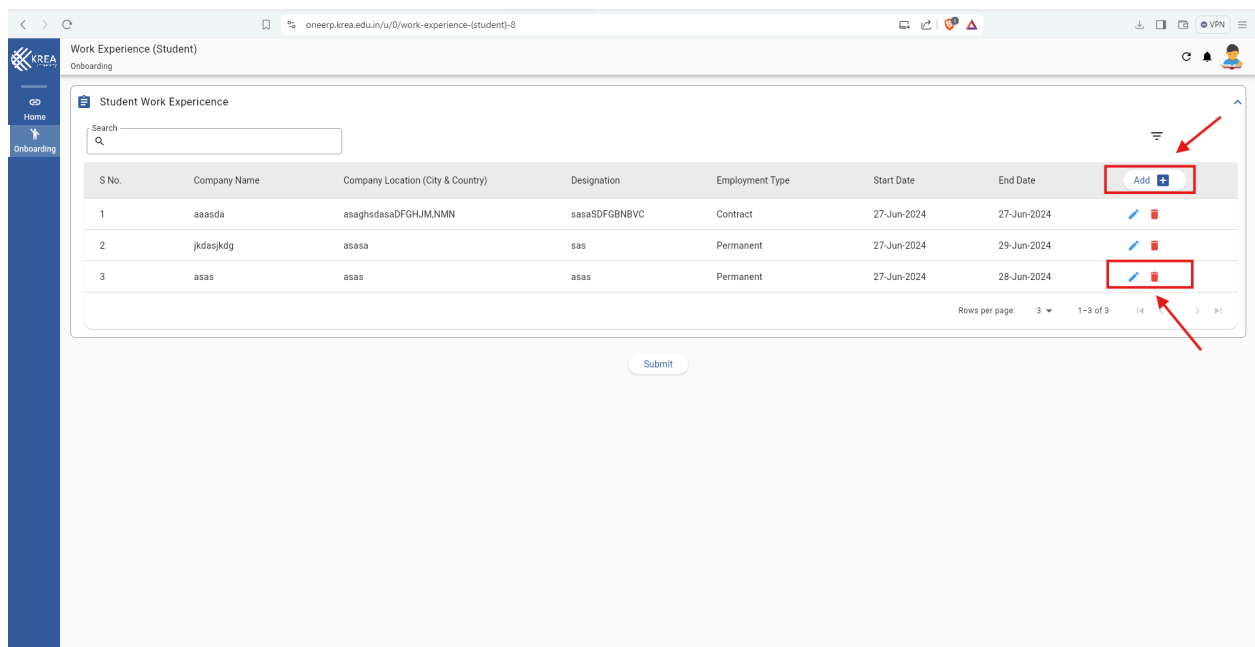
Once the form has been successfully submitted, you will be greeted with this page.

Work Experience:

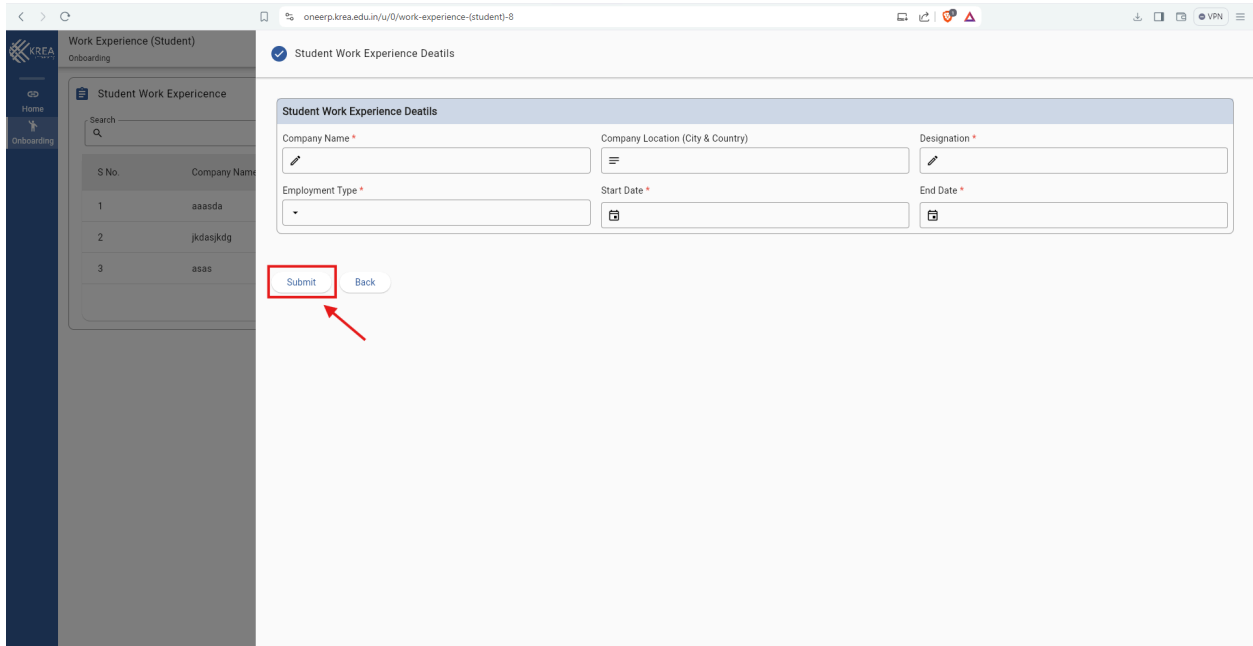
This section is only applicable for those with existing work experience.



The page can be accessed by clicking on the button labeled 'Work Experience (If Any)'. It will redirect you to the page below.



To add work experience to the list, click on the button labeled 'Add'. To delete, click on the bin icon that has been highlighted, and to edit, click on the pencil icon.



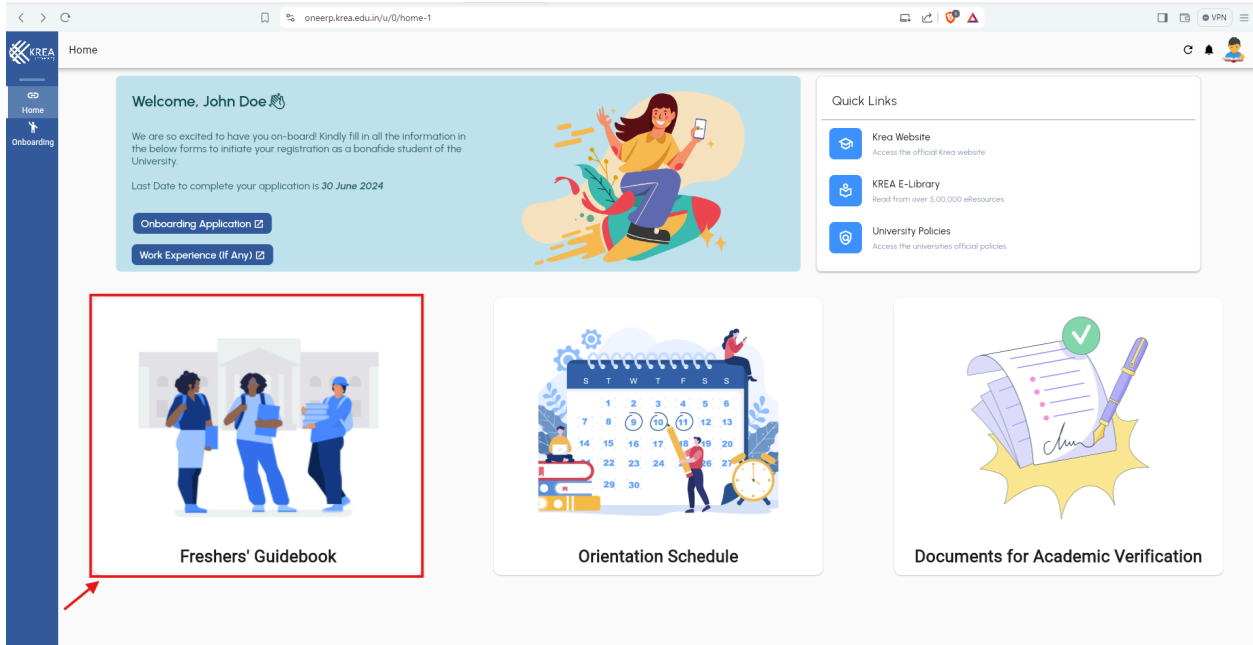
The screenshot shows a web application interface for 'Student Work Experience Details'. On the left is a sidebar with 'KREA' logo and navigation links: 'Home' and 'Onboarding'. The main content area is titled 'Student Work Experience Details' and contains a form with the following fields:

- Company Name *
- Company Location (City & Country)
- Designation *
- Employment Type *
- Start Date *
- End Date *

Below the form are two buttons: 'Submit' and 'Back'. The 'Submit' button is highlighted with a red rectangle, and a red arrow points to it from below.

While adding, a pop-up as shown above will appear. Fill in the details and click 'Submit' to add your details.

Essential Resources:

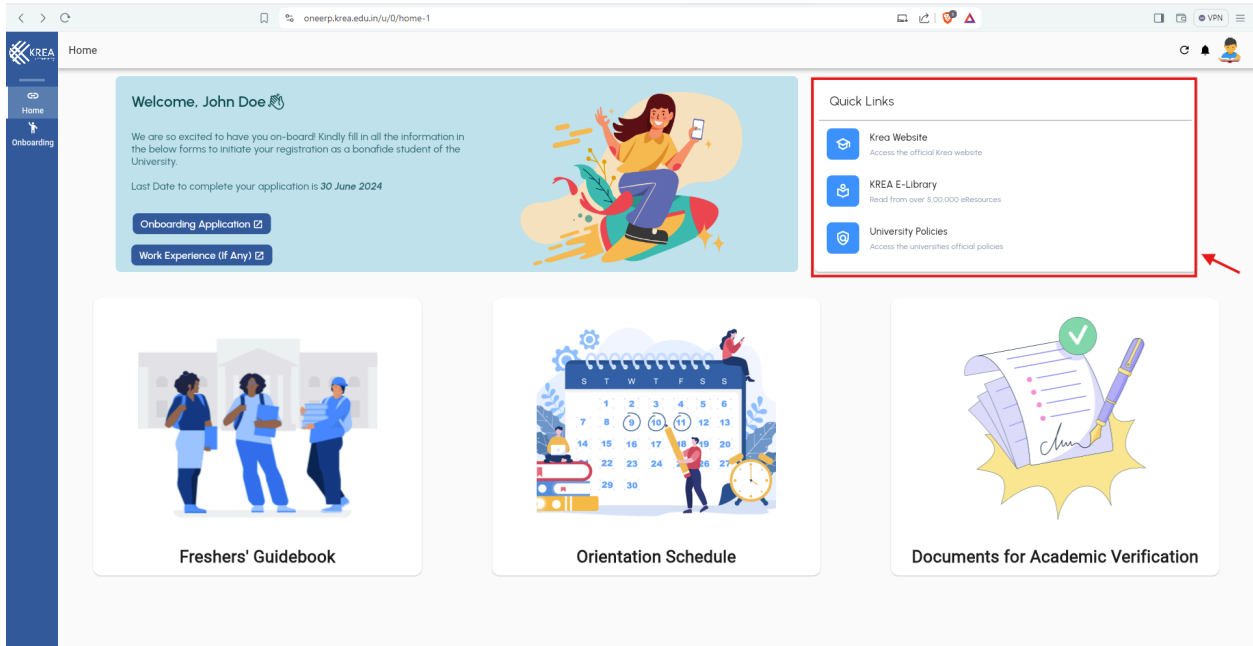


The screenshot shows the KREA University Onboarding homepage. The top navigation bar includes the KREA logo and the text "Home". The main content area is divided into several sections:

- Welcome, John Doe**: A personalized welcome message with a user icon. Below it, a message states: "We are so excited to have you on-board! Kindly fill in all the information in the below forms to initiate your registration as a bonafide student of the University." A deadline is provided: "Last Date to complete your application is 30 June 2024". Two buttons are visible: "Onboarding Application" and "Work Experience (If Any)".
- Quick Links**: A section with three links: "Krea Website" (Access the official Krea website), "KREA E-Library" (Read from over 5,00,000 eResources), and "University Policies" (Access the universities official policies).
- Resource Cards**: Three cards are displayed below the welcome message:
 - Freshers' Guidebook**: Highlighted with a red box and a red arrow pointing to it. The card features an illustration of three students carrying books.
 - Orientation Schedule**: Features an illustration of a calendar and a person holding a book.
 - Documents for Academic Verification**: Features an illustration of a document with a green checkmark and a pen.

You will also find essential resources, such as the Fresher's Guidebook (highlighted above), Documents for Academic Verification and the Orientation Schedule on your homepage. We request that you review these resources and follow the instructions on the respective forms.

Accessing Quick Links :



The screenshot shows the KREA University onboarding page. The browser address bar displays `oneerp.krea.edu.in/u/0/home-1`. The page features a welcome message for "John Doe" and a "Quick Links" section highlighted with a red box. The "Quick Links" section contains three items: "Krea Website", "KREA E-Library", and "University Policies". Below this section, there are three cards: "Freshers' Guidebook", "Orientation Schedule", and "Documents for Academic Verification".

Home

Welcome, John Doe

We are so excited to have you on-board! Kindly fill in all the information in the below forms to initiate your registration as a bonafide student of the University.

Last Date to complete your application is 30 June 2024

[Onboarding Application](#)

[Work Experience \(If Any\)](#)

Quick Links

- [Krea Website](#)
Access the official Krea website
- [KREA E-Library](#)
Read from over 5,00,000 eResources
- [University Policies](#)
Access the universities official policies

Freshers' Guidebook

Orientation Schedule

Documents for Academic Verification

To access any resources (such as the E-library, University Policies etc.), click on any of the links in the 'Quick Links' section.