Web Portal Overview

Sign-Up

Registration

Dashboard

Accounts

User Management

Reports

Settings

Miscellaneous

Exit

**Sign-Up**

Select Country from drop down: At the moment, enable only Canada in the list of drop-down countries and remaining countries can be enabled later based on their terminology and work process.

Australia

**Canada**

New Zealand

United Kingdom

United States of America

Select Type from drop down:

Candidate

Consultant

Institution

Business

Select Service from drop down:

**Candidate** to select anyone service from the radio button

**Single**

Study or Migration or Work or Business or Visa or Others

Or

**Candidate** to select from the check box for Multiple services

**Multiple**

Study

Migration

Work

Business

Visa

Others

**Institution** to select from the Check box

School

College

University

**Consultant** to select from the Check box

RCIC Consultant

Immigration Lawyer

Attorney

**Business** to select from the Check box

Chartered Accountant

User ID – Auto generated

Valid email address as user name

Password – To have minimum 8 Characters (Capital Letter/Small Letter/Number/Special character)

Captcha

OTP will be generated later once Messaging services are integrated.

**Registration**

At the moment registration for anyone is free but it can be enabled once Payment gateways are integrated and configure Membership fee.

Candidate

Consultant

RCIC Consultant

Immigration Lawyer

Attorney

Institution

School

College

University

Business

Chartered Accountant

Institution: Generic forms can be used to avoid multiple handling. Reports can be generated based on their Type.

Consultant: Roles for RCIC consultants, Immigration Lawyer and Attorney are more or less similar. Generic forms can be used to avoid multiple handling. Reports can be generated based on their Type.

**Candidate**

Refer Registration form - [Scutum Admin Template (eventdelhi.com)](https://c.eventdelhi.com/tel2/main/index.php)

Refer Assessment form – Education - [Assessment for Education – Canada - Tekvantis Overseas Education and Migration (tekvantismigration.com)](https://www.tekvantismigration.com/pre-assessment-for-education-canada/)

Refer CRS Calculator – Migration (refer form link) – <https://www.canadavisa.com/comprehensive-ranking-score-calculator.html?utm_source=newsletter&utm_medium=email&utm_campaign=newsletter-20220323>

**Institutions**

School

Refer [College Enrollment - Tekvantis Overseas Education and Migration (tekvantismigration.com)](https://www.tekvantismigration.com/college-enrollment-form/)

Refer [University Enrollment - Tekvantis Overseas Education and Migration (tekvantismigration.com)](https://www.tekvantismigration.com/university-enrollment-form/)

**Consultants**

Refer [RCIC Consultant Enrollment - Tekvantis Overseas Education and Migration (tekvantismigration.com)](https://www.tekvantismigration.com/rcic-consultant-enrolment-form/)

Immigration Lawyer

Attorney

**Business**

Refer [Chartered Accountant Enrollment - Tekvantis Overseas Education and Migration (tekvantismigration.com)](https://www.tekvantismigration.com/chartered-accountant-enrollment-form/)

Super Admin Dashboard

Profile

Candidate

Assessment for Education

CRS Calculator for Immigration

Registration form

Enquiries for Education / Migration / Work / Business

Reports

Institutions

School

Registration/Enrollment

Enquiry Reports

Status progress reports

College

Registration/Enrollment

Enquiry Reports

Status progress reports

University

Registration/Enrollment

Enquiry Reports

Status progress taken reports

Consultants

RCIC Consultant

Registration/Enrollment

Enquiry Reports

Case progress reports

Immigration Lawyer

Registration/Enrollment

Enquiry Reports

Case progress reports

Attorney

Registration/Enrollment

Enquiry Reports

Case progress reports

Business Corporate

Chartered Accountant

Registration/Enrollment

Enquiry Reports

Progress status reports

Accounts

Receipt

Payment

Reports

User Management

Super Admin

Admin

Entry Level User

Co-Ordinator

Accountant

Reports

Membership expiry reports

Accounting reports

School enquiries and Progress status reports

Settings

Country

Currency

Calendar – date format

Miscellaneous

Backup

Restore

Security

Exit

**Candidate Login and Logout**

Forget password

To reset new password, type registered email address …………………………..

Click on the email link to Reset Password ……………………

Reset New Password……………..

Confirm New Password……………..

Candidate Dashboard features to be enabledbased on nature of Signing-Up

Sign-Up

Registration

Dashboard

Profile

All details of registration form with personal image.

Institutions

School

College

University

Consultants

RCIC Consultant

Immigration Lawyer

Attorney

Corporate Business

Chartered Accountant

Reports

Enquiry reports such as

School

College

University

RCIC Consultant

Immigration Lawyer

Attorney

Chartered Accountant

Progress based reports

School

College

University

RCIC Consultant

Immigration Lawyer

Attorney

Chartered Accountant

Membership area

Member since DD-MM-YYYY Expired on DD-MM-YYYY

Membership Type: Single or Multiple

Services availed: Study Immigration Work Visa Business Others

Score Card – Tabular format – Progress analysis

Request History – Tabular format

Notepad

Exit

**For Study: -**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Education Description | Status | Valid Up-To | Remarks |
| 1 | Language Test – Academic IELTS |  |  |  |
| 2 | ECA Report – 3/4 years - Degree |  |  |  |
| 3 | ECA Report – 1/2 years - Master |  |  |  |
| 4 | Academic Documents submission |  |  |  |
| 5 | Work Experience if there is any Gap |  |  |  |
| 6 | SOP’s preparation and submission |  |  |  |
| 7 | Letter of Acceptance from the Institution |  |  |  |
| 8 | Fee Payment + Source of Fund – Bank statement |  |  |  |
| 9 | Apply for Student Visa |  |  |  |
| 10 | Biometrics + Medical |  |  |  |
| 11 | Apply under SDS or Non SDS category |  |  |  |
| 12 | GCMS report request if Visa rejected |  |  |  |
| 13 |  |  |  |  |
| 14 |  |  |  |  |
| 15 |  |  |  |  |

**For Migration: -**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Process Description | Status | Valid Up-To | Remarks |
| 1 | Language Test – IELTS |  |  |  |
| 2 | ECA Report – 3/4 years - Degree |  |  |  |
| 3 | ECA Report – 1/2 years - Master |  |  |  |
| 4 | Trade License registration |  |  |  |
| 5 | NOC identified |  |  |  |
| 6 | EOI – federal created |  |  |  |
| 7 | EOI – provincial created |  |  |  |
| 8 | EOI – federal and provincial update |  |  |  |
| 9 | ITA (Invitation to Apply) |  |  |  |
| 10 | Biometrics completed |  |  |  |
| 11 | Medical completed |  |  |  |
| 12 | Source of funds – Bank statement |  |  |  |
| 13 | COPR (Confirmation of Permanent Residence) |  |  |  |
| 14 | AOR (Acknowledgement of receipt) |  |  |  |
| 15 | PPR (Passport request) |  |  |  |

**Consultant Login and Logout**

Forget password

To reset new password, type registered email address …………………………..

Click on the email link to Reset Password ……………………

Reset New Password……………..

Confirm New Password……………..

Consultant Dashboard

Sign-Up

Registration

Dashboard

Profile

RCIC Consultant

Immigration Lawyer

Attorney

Chartered Accountant

All details of registration form with personal image.

Reports

Enquiry reports such as

Study

Work

Migration

Visa

Others

Progress based reports

Study

Work

Migration

Visa

Others

Membership area

Member since DD-MM-YYYY Expired on DD-MM-YYYY

Membership Type: Single or Multiple

Services availed: Study Immigration Work Visa Business Others

Score Card – Tabular format – Progress analysis based on candidate enrollment and their services. Overall Tabular format and Individual Tabular format along with the remarks or Reasons and feedback

Notepad

Exit

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Process Description - Enrollment | Total Cases | In Progress | Success | Failed |
| 1 | Express Entry |  |  |  |  |
| 2 | PNP |  |  |  |  |
| 3 | AIP |  |  |  |  |
| 4 | RINP |  |  |  |  |
| 5 | Student Visa |  |  |  |  |
| 6 | Family Visa |  |  |  |  |
| 7 | Spouse Visa |  |  |  |  |
| 8 | Tourist Visa |  |  |  |  |
| 9 | Business Visa |  |  |  |  |
| 10 |  |  |  |  |  |

**Institution Login and Logout**

Forget password

To reset new password, type registered email address …………………………..

Click on the email link to Reset Password ……………………

Reset New Password……………..

Confirm New Password……………..

Candidate Dashboard features to be enabledbased on nature of Signing-Up

Sign-Up

Registration

Dashboard

Profile

All details of registration form with personal image.

Institutions

School

College

University

Reports

Enquiry reports such as

Candidates based on Courses, Type, Intake, etc.

Progress based reports

Candidates based on Courses, Type, Intake, etc.

Membership area

Member since DD-MM-YYYY Expired on DD-MM-YYYY

Membership Type: Single or Multiple

Services availed: Study Immigration Work Visa Business Others

Score Card – Tabular format – Progress analysis based on candidate enrollment and their services. Overall Tabular format and Individual Tabular format along with the remarks or Reasons and feedback

Notepad

Exit

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Process Description - Request | Total | In Progress | Accepted | Rejected |
| 1 | Candidate – Diploma course |  |  |  |  |
| 2 | Candidate – PG Diploma course |  |  |  |  |
| 3 | Candidate – Bachelor Degree |  |  |  |  |
| 4 | Candidate – Master Degree |  |  |  |  |
| 5 | Doctorate |  |  |  |  |
| 6 | Certification |  |  |  |  |
| 7 | Others |  |  |  |  |

**Work flow Process – Canada**

Tabular format to be generated based on the inputs provided and progress made in the candidate case.

Generation of Score card and eligibility attainment procedures and steps to follow: -

1. Language Test – IELTS - Overall Bands - Valid up-to DD-MM-YYYY.
2. ECA Report – 3/4 years degree equivalency – Valid up-to DD-MM-YYYY.
3. ECA Report – 1/2 years PG diploma or Master equivalency – Valid up-to DD-MM-YYYY.
4. Trade License - Valid up-to DD-MM-YYYY.
5. NOC – code identified.
6. EOI – federal created and Valid up-to DD-MM-YYYY.
7. EOI – provincial created and Valid up-to DD-MM-YYYY.
8. EOI – federal and provincial update during the year of validity for any change in the activities of the candidates such as Academic, Technical, Work experience, etc.
9. ITA (Invitation to Apply)
10. Biometrics
11. Medical
12. Source of funds – Bank statement
13. COPR (Confirmation of Permanent Residence)
14. AOR (Acknowledgement of receipt) Application for Permanent Residence (e-APR)
15. PPR (Passport request)