Tata Consultancy Services (TCS) Hiring for B.A, B.Com & B.B.A Students
(Year of Passing Graduation - 2025)

Recruitment Event	Last date for registration	Test Date	Test Mode
TCS BPS Hiring 2025 (Graduating Bath of 2025)	**25th January, 2025 (Saturday)**	**Will be confirmed by TCS Recruitment Team to eligible students**	**In-Center (TCS Physical Center) Examination**

STUDENTS ARE ADVISED TO READ THE PRESENT NOTICE THOROUGHLY and, ALSO REFER TO THE TCS WEBSITE & READ THE REGISTRATION HANDBOOK ATTACHED with the present Notice BEFORE STARTING THE REGISTRATION PROCESS

Eligibility

Eligible Students : 2025 Year of Passing Graduates from B.Com (Hons &Gen), B.A (Hons &Gen) and B.B.A (Hons)

TCS WEBSITE for IMPORTANT INFORMATION: https://www.tcs.com/careers/india/tcs-bps-hiring-batch-2025

Steps for Registration – LAST DATE : January 25, 2025

Some Additional Information for the Students (you need to mention the following in the FIRST STEP of Filling up the FORM in the TCS PORTAL) :

1. **You MUST CREATE your DT/CT Reference Number FIRST from the TCS Portal failing which you will not be able Proceed further**

2. **Source Type**   : **DIRECT**

3. **College Name & Source**   : **BARRACKPORE RASTRAGURU SURENDRANATH COLLEGE**

4. **Category**   : **BPS**

5. **Highest Qualification**   : **Bachelor of Arts / Bachelor of Commerce / B.B.A etc (Year of Passing 2025)**

6. **Percentage of Class 10 & 12** : **Please follow your Marksheet of Class 10 & 12**

7. **Percentage of Graduation**   : **Please Calculate the PERCETANGE (Total Percentage of all Subjects in Graduation – as per Graduation Marksheets received till date) please DO NOT PUT SGPA if the** option **is not available**

ENTIRE REGISTRATION - Step 1 to Step 6 - SHOULD BE DONE FROM DESKTOP or LAPTOP ONLY

Registration HANDBOOK / MANNUAL attached with the PRESENT NOTICE

Step 1. Logon to the TCS Nextstep Portal (**from DESKTOP or LAPTOP only**) :   **https://nextstep.tcs.com/campus/#/**

Step 2. Details in Application Form

- It is mandatory to update:-
    - o   Name as per Aadhaar card

    - o   Date of birth as per Aadhaar card.

- Please ensure that the details have been updated correctly before submission.
- Incorrect details submitted may lead to disqualification of your candidature.

Step 3. Registration - **Apply for TCS BPS hiring process.**

      Scenario A. If you are **a registered user**, kindly login and proceed to complete the application form. **Upon submission, kindly click on 'Apply for Drive'.**

      Scenario B. If you are **a new user, kindly click on 'Register Now', choose category as 'BPS' and proceed to fill in your details. Submit your application form and click on 'Apply for Drive'.**

Important: Please ensure that the details in the TCS Application Form are complete and accurate.

Step 4. Select your mode of test (In-Centre) and choose your preferred test centre & then click on '**Apply**'. Please Note, test centre once chosen cannot be changed**.**

Step 5. To confirm your status, check **'Track Your Application'**. The status should reflect as '**Applied for Drive'.**

Step 6. After completing ALL THE PROCESS at the TCS PORTAL (Step-1 to Step-5) the student MUST FILL UP THE Google Form :   **https://forms.gle/QWozZT31tNniTwjb9**

LAST DATE : January 25, 2025

In case of queries students can come at the Centre for Career Development & Placement Cell, BRSNC (at Science Campus) on working days of college (Monday to Saturday – 12:00 Noon to 400 PM)

Please note that this is an Online Portal of Tata Consultancy Services (TCS). All the necessary authority and decision regarding the entire Recruitment Process rests upon the sole discretion of the Recruiter (TCS Recruitment Team).

                        Sd/
                       Principal
        Barrackpore Rastraguru Surendranath College

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TCSNextStep **Handbook for Candidate Registration**

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](#)

Click **on Register Here**

TCSNextStep

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.

Enter the OTP sent on your Valid email ID. Ensure not to copy paste the OTP.

| OTP | 01:44 | Resend OTP |

Submit   Cancel

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TCSNextStep

Verification / Personal Details

Other Verification

Please fill the following details as per Aadhar Card for authentication purpose.

Aadhar Number (last 4 digits) *

| XXXX | - | XXXX | - | |

Ensure to enter the correct last 4 digits as per your Aadhar

Name *

| First* | Middle | Surname* |

Enter your name as per Aadhar Card.

Date of Birth *

| Day ▾ | Month ▾ | Year ▾ |

Enter your DOB as per your government

Read the Privacy and Agreement Terms, **tick** on the checkbox and click on "**Proceed.**"

☐ I agree to NextStep Privacy Notice

Proceed

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.

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Institute name *

Institute Name

Qualification *

Select ▾

Year of passing (for highest qualification) *

Select ▾

Source type *

Select ▾

Source name

Nearest TCS Office *

Select ▾

Set Your Password * ⓘ

Set Your Password * (i)

13. The Password should consist of Capital Letter, Special Character & Number.

Confirm Password *

Select security question *

Select ▾

14. Select a Security Question and an Answer to your Security Question. This shall be used for password retrieval in case

Answer to security question *

Please enter the characters that you see in the image below.

i 9 S 3 B

↻
◀))

15. Enter the Captcha and Click on

Enter Captcha

Submit   Back   Cancel

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.

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- Candidate Log-In

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TCS**NextStep** - Application Form

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

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

Present Address

House No./ Apartment Name/ Block No.: *	
Road/Street/Lane:	Area/Landmark: *
Country: *	Type to filter ▼	State: *
City: *	Pincode: *

Contact Details

Email ID: *	pranav.j@aol.co.uk	Alternate Email ID:
Telephone(R): *	Mobile No.:

Save   Save and Continue

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NextStep   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

✓

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

Instruction *	Institute Name *	Others ▾
Highest Qualification Category Details *		KC College
Graduate *		
XII Grade Equivalent Diploma *	Highest Qualification *	BACHELOR OF COMMERCE ▾
X Grade *		
Any Other Qualification*	Year of Passing for Highest Qualification *	2023 ▾
Work Experience Details *		
Declaration *		

Save and Continue

3. Choose and confirm if your details are correct and proceed to the next section

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Application Form – Academic and Work Experience Details

Application Form

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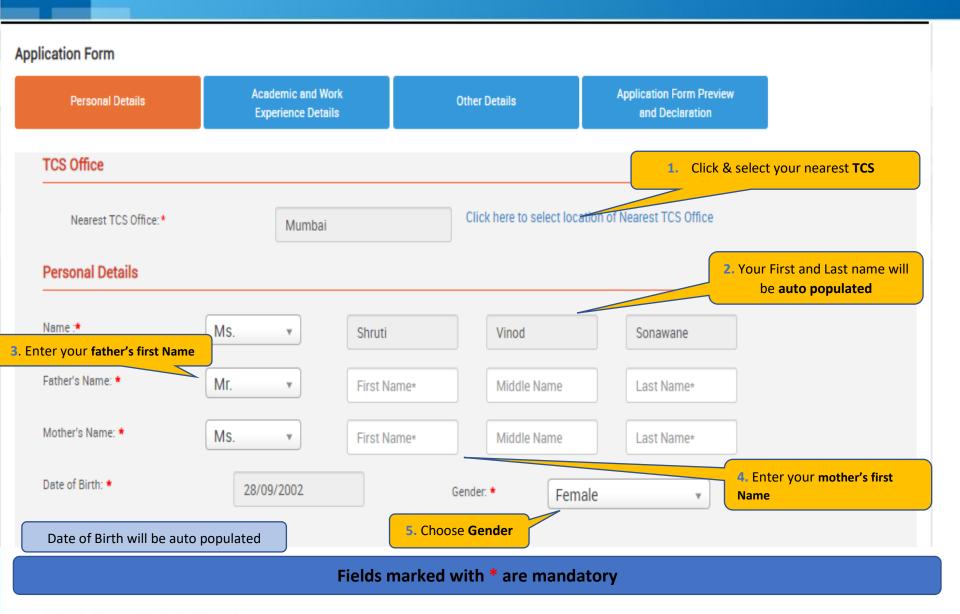| Personal Details	Academic and Work Experience Details	Other Details	Application Form Preview and Declaration

| Instruction * |
| Highest Qualification Category Details * |
| Graduate * |
| XII Grade Equivalent Diploma * |
| X Grade * |
| Any Other Qualification* |
| Work Experience Details * |
| Declaration * |

SSC/Class X RollNo. [ ]

University/Institute [ ]

Board of Education [Select ▾]

Course Duration [dd/mm/yyyy 🗓] [dd/mm/yyyy 🗓]

Please mention only your X duration in your X grade details.

Grading System   ○ CGPA   CGPA Obtained [ ]
                  ○ Marks   Total CGPA [ ]

Save **Save and Continue**

8. Enter your **Course Name, University/ Institute Name, Board of Education Details and Course Duration and your grades**

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

Application Form – Academic and Work Experience Details

Application Form

✓

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

10. Choose if you have taken any relevant course and enter the required details, Click on **No** if does not have any

Instruction *
Highest Qualification Category Details *
Graduate *
XII Grade Equivalent Diploma *
X Grade *
Any Other Qualification*
Work Experience Details *
Declaration *

Save **Save and Continue**

Have you done any other course?   ◉ Yes   ○ No

Course Name

Specialization

University/Institute

Course Duration   dd/mm/yyyy 🗓   dd/mm/yyyy 🗓

Course Type   ○ Full Time   ○ Part Time

Grading System   ○ CGPA   CGPA Obtained
                   ○ Marks   Total CGPA

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Application Form – Academic and Work Experience Details

Application Form

✓

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

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

Instruction *
Highest Qualification Category Details *
Graduate *
XII Grade Equivalent Diploma *
X Grade *
Any Other Qualification*
Work Experience Details *
Declaration *

Experience Details

Do you have any Relevant Work Experience? *   ◉ Yes   ○ No

Note: Please do not mention Internships/Trainings as relevant Work Experience

Experience Details

☐	Employee Id	Name Of Employer	Address Of Employer	Employment Type	Duration From	Duration To	Designation	Nature Of Duties	Annual Gross Salary(INR)

[Add New row]   [Edit row]   [Delete row]

[Save] [Save and Continue]

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

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

Work Experience Details

Employee ID :

Name Of Employer :

Address Of Employer :

Employement Type :
- ○ Full Time
- ○ Part Time

Duration From : dd/mm/yyyy

Duration To : dd/mm/yyyy

Designation :

Nature Of Duties :

Annual Gross Salary(INR) :

Save   Cancel

Other Details

Do you have any break in studies?	⚪ Yes ⚪ No
Have you done any other courses?	⚪ Yes ⚪ No
Do you have any pending backlog currently?	⚪ Yes ⚪ No

▶ Please mention details of Academic Project(s) undertaken.

Declaration

You have taken all subject marks into consideration for calculating the Obtained/Total Marks/CGPA in each of the above mentioned academic qualifications. *	⚪ Yes ⚪ No
"The Marks/CGPA Obtained" entered by you for each of the above mentioned academic qualifications has been secured in the first attempt. *	⚪ Yes ⚪ No
You have considered only the Marks/CGPA obtained during the normal duration of the course for calculating Obtained/Total Marks/CGPA. *	⚪ Yes ⚪ No
You have completed each of the above mentioned academic courses in the stipulated time as specified by your University/Institute and as per TCSL selection guidelines and do not have any extended education. *	⚪ Yes ⚪ No
You have declared break in studies/work experience and pending backlogs, if any, during your academics. *	⚪ Yes ⚪ No

You have not attended the TCSL Selection Process in the last 6 months. *

...he TCSL eligibilty criteria and understand that your
...ication/offer/onboarding is subject to fulfillment of the specifie...

I Mr. Pranav Joshi solemnly declare that the information in this form is truly stated and correct and...

I Agree * ☐

Sidebar

Instruction

Highest Qualification * Category Details

Post Graduate *

Graduate *

XII Grade/ * Equivalent Diploma

X Grade *

Any Other Qualification *

Work Experience * Details

Declaration * ◀

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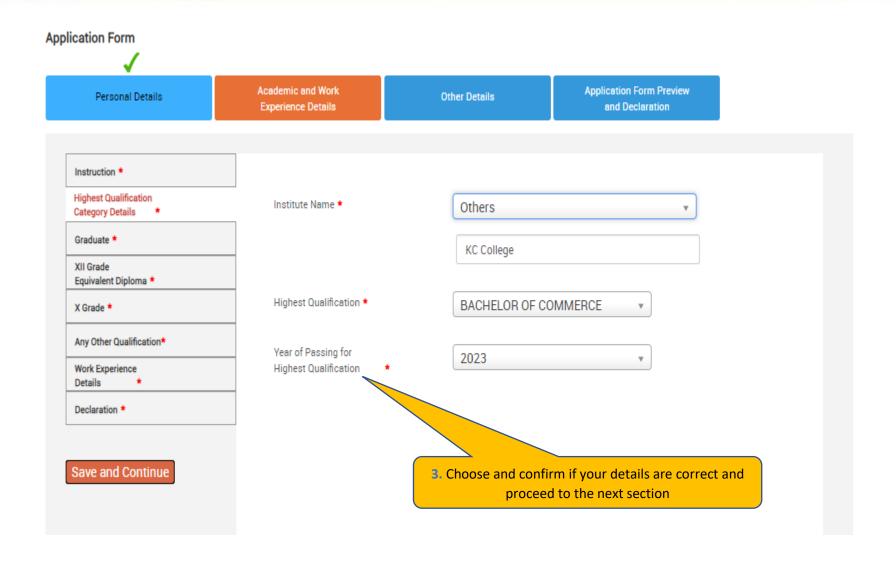
15. Once done, tick on I **Agree**, and click on **Save and Continue** to proceed

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

NextStep Application Form – Other Details

Application Form – Other Details

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

Aadhaar/PassPort/PAN and NSR Details

Nationality and Languages Known *

References *

Achievements/Scholarship and certifications

Upload Photo/CV *

Save | Save and Continue

Your Aadhaar Number, Name as per Aadhaar is not a prerequisite for your recruitment, but is collected to later comply with the directives of the statutory authorities administering Labour Legislation in India and hence mandatory information for payroll processing post selection of your profile. In case of rejection of your profile, the same will be retained until the profile is archived from our databases

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

Aadhaar Details
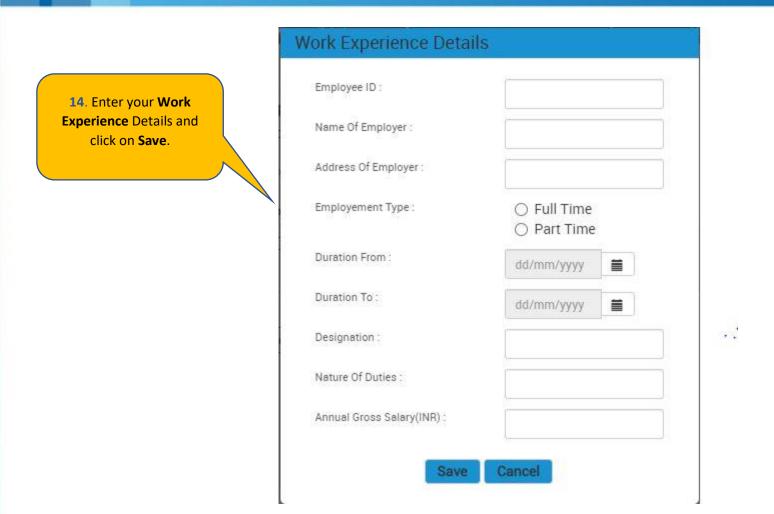
Aadhaar Number :

Name As Per Aadhaar : Aadhaar Name

Passport Details

Passport Number : Passport Number

Place of Issue : Place of Issue

Date of Issue: DD/mm/YYY

Valid Upto : DD/mm/YYY

ECNR Check ○ Yes ○ No

2. Click on **Save and Continue** to proceed
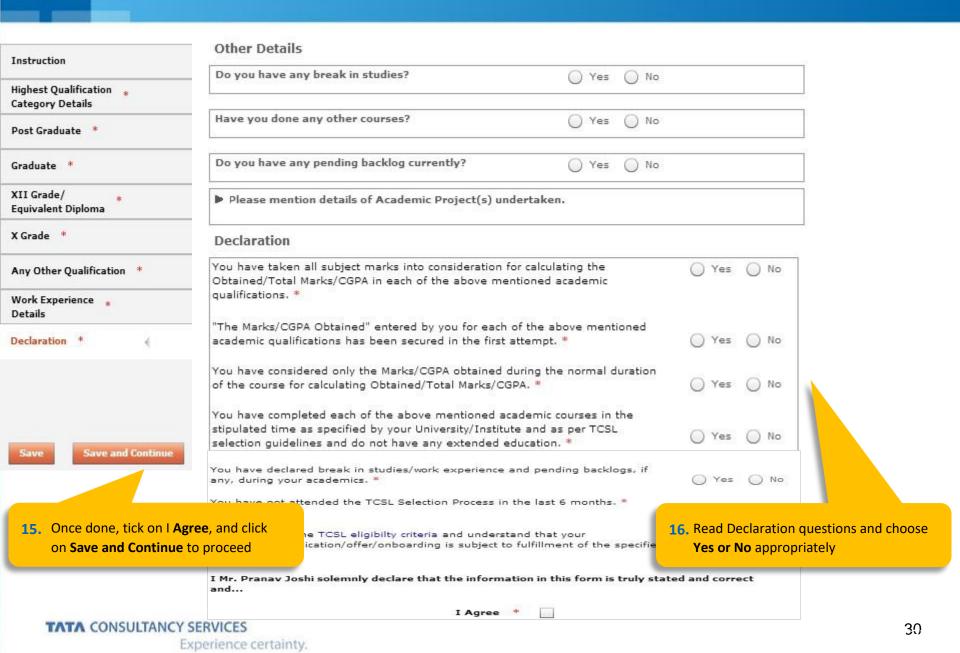
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Application Form – Other Details

Application Form – Other Details

✓

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

Aadhaar/PassPort/PAN and NSR Details
Nationality and Languages Known *
References *
Achievements/Scholarship and certifications
Upload Photo/CV *

Save **Save and Continue**

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

References

One of the two references must be from your current/previous academics institution or industry or organisation. The references should not be your relatives.

Reference 1

Name :

Designation :

Contact No. :

Email Id :

Reference 2

Name :

Designation :

Contact No. :

Email Id :

6. Providing 2 references in mandatory. References should not be your relatives

Application Form

✓

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

Aadhaar/PassPort/PAN and NSR Details

Nationality and Languages Known *

References *

Achievements/Scholarship and certifications

Upload Photo/CV *

Save **Save and Continue**

Achievements

Please specify any Achievements, Scholarships etc :

Certification Details :

☐	**Certification Name**

Add New Certification   **Delete Certification**

8. Provide details with regards to your **Achievements/ Scholarships and Certifications**

9. Click on Add **New Certification** to update your certification details

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

Application Form – Other Details

Passport/PAN/NSR Details

Nationality and Languages Known *

References *

Achievements/Scholarships and Certifications

Upload Photo/CV *

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

Save   **Save and Continue**

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

Smart Card Details

(Smart card is your TCS identity card which will be handed over to you once you join the company.)

Kindly follow the below mentioned steps to successfully upload your photograph.
1. Upload your recent passport size color photograph.
(Dimension : 35 mm*35mm. Format: *.jpg. *.jpeg. Size: Maximum 500kb).
2. The photograph must be formal, with a white/off white background.
3. You should look straight into the camera and your head should not be titled in the photograph.
4. Click on the Browse button to search for the location where the photograph is stored. The photograph will be uploaded and displayed to you.

Please provide the below details carefully as they will be printed on your TCS identity card if you get selected to TCS.

Name *
(as to be printed on the smart card)

First Name *   Last Name
(Max 15 Character)   (Max 15 Character)

Blood Group *   Type to filter ▼

Upload Photo *   [   ] Browse and Upload

Upload CV

Upload CV *   [   ] Browse and Upload

Please ensure the file format is of the following types, .pdf,.doc,.docx,.txt,.rtf (max 500KB)

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Application Form – Application Form Preview and Declaration

Application Form Preview

Click on the Application Form Preview link to view Application Form filled by you.
Please note that you can preview the form only after filling up all the mandatory fields in the form
Kindly confirm your details, as details entered by you would be considered for your final evaluation.
You can edit any information (except name, email ID, date of birth, gender , SSC roll number and mother's maiden name) by navigating to respective section before final submission of the Application Form.

Application Form preview

1. Preview the **Application Form**, **Read the Declaration**, tick **I Agree**, enter place, and click on **Submit Application Form**

Declaration

Have you appeared for TCS Tests/Interviews earlier ? If yes kindly furnish details (i.e date,place,Position applied for and final results):

◯ Yes ◯ No

TCS Terms and Conditions

In connection with my application to render services to Tata Consultancy Services Ltd (the "Company"), I hereby agree as follows:
I certify that the information furnished in this form as well as in all other forms filled-in by me in conjunction with my traineeship is factually correct and subject to verification by TCS including Reference Check and Background Verification.
I accept that an appointment given to me on this basis can be revoked and/ or terminated without any notice at any time in future if any information has been found to be false, misleading, deliberately omitted/ suppressed.

I Agree * ☐

Date : 12/08/2015

Place : * _____

Submit Application Form

TCS is an equal opportunity employer that aims to integrate global diversity and inclusion at each level within our organization. Hiring decisions are solely made on the capability of an individual to perform a role. Any personal details like gender, age and nationality that may be provided by you during the course of application or selection process will be used for administrative records and all qualified applicants will receive consideration for employment without regard to this information.

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TCSNextStep

🏠 Home   ❓ Help & Support   🔒 Change Password   📞 Contact Us   ⏻ Logout

2. Click on **Home** post downloading the application form

You have successfully submitted the Application Form!

Download Application Form(.pdf)

3. Post **Submitting the form** download the **Application Form** for your reference

Back

TCS NextStep

WELCOME SHRUTI SONAWANE (DT20223706377)

Edit Application Form

Application Form PDF

Campus Commune

Track My Application

To Apply

🏠 Home ❓ Help & Support 🔒 Change Password 📞 Contact Us ⏻ Logout

TCS NextStep Portal

TCS Application Status

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

6. A pop up will come asking you to apply for **"TCS Recruitment Drive"** to which click on "**YES**"

Edit Application Form

Application Form PDF

Campus Commune

Track My Application

Apply For Drive

How To Apply

🏠 Home   ❷ 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

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

🏠 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
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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**

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TCSNextStep

Nearest Test Centre (Cities for which the Slots are over will be disabled)

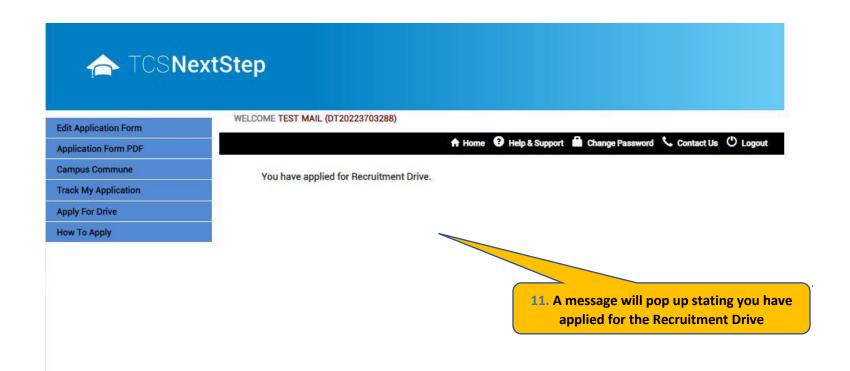|			
○ AGARTALA	○ DHULE	○ KANYAKUMARI	○ PATNA
○ AGRA	○ DURG	○ KARUR	○ PUDUCHERRY
○ AHMEDABAD	○ DURGAPUR	○ KOLHAPUR	○ PUNE
○ AHMEDNAGAR	○ ERNAKULAM	○ KOLKATA	○ RAIPUR
○ AIZAWL	○ FARIDABAD	○ KOLLAM	○ RAJAHMUNDRY
○ AJMER	○ GANDHINAGAR	○ KOTTAYAM	○ RAJKOT
○ ALAPPUZHA	○ GHAZIABAD	○ KOZHIKODE	○ RANCHI
○ AMRAVATI	○ GONDIA	○ LUCKNOW	○ ROORKEE
○ AMRITSAR	○ GORAKHPUR UP	○ LUDHIANA	○ SALEM
○ ASANSOL	○ GUNTUR	○ MADURAI	○ SILIGURI
○ AURANGABAD	○ GUWAHATI	○ MALAPPURAM	○ SRINAGAR
○ BENGALURU	○ HALDWANI	○ MANGALORE	○ SURAT
○ BERHAMPUR	○ HIMMATNAGAR	○ MEERUT	○ TEZPUR

Edit Application For
Application Form PD
Campus Commune
Track My Applicatio
Apply For Drive
How To Apply

Logout

Passing

Ok   **Cancel**

Click here to select nearest Test Centre

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.

Thank You