

Handbook For Candidate Registration and Application

- **Logging to NextStep Campus Portal**
- **Candidate Registration Process**
- **Application Form**
- **Track Application**
- **Apply For Drive**

Logging to NextStep Campus Portal.

Visit URL- <https://nextstep.tcsapps.com/indiacampus/#/>

Candidate Registration Process

NextStep

Campus Commune

Help & Support

Login

Register

Welcome aboard
TCS NextStep

[Register Now](#)

Already Registered? [LOGIN HERE](#)

Click on **Register Now** (For
Fresh Registrations)

You can **Login** from here (If
already Registered)

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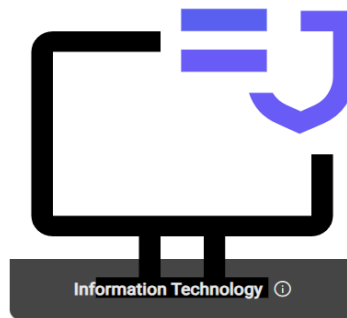
STEP 1/4

Registration Category

Select the category you would like to apply for: IT or BPS

Please note that you can register with us under only one category and registering in the incorrect category may lead you to repeat the entire registration process.

Please note that the TCS NextStep initiative is available in the **India geography**. Applications from other countries will not be taken into account.

[Continue](#)

Select appropriate Category IT or BPS

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STEP 2/4

Email Verification

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.

Please enter your Email ID

We will send the verification code on your email id.

[Request OTP](#)

Enter your valid personal **email id** for verification. Do not use any college/other email id here.

[← Back](#)

Click here to receive **OTP** on email id entered.



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STEP 2/4

Email Verification

Enter OTP

We have mailed you a **one time password** for verification on **mani2300@gmail.com**. Enter the code to verify your email.

Submit OTP

Resend OTP

Time Remaining : 04m 57s

← Change Email ID

In case wrong mail id has been entered, you can use **Change Email ID** option to enter email id again.

Enter the **OTP** received on your email id.



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STEP 2/4

Email Verification

Your Email ID has been Verified

Email ID

✓ Email ID Verified

Email Id successfully verified

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OTHER VERIFICATION

PERSONAL DETAILS

STEP 3/4

Other Verification

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

Aadhar Number (Last 4 digits)

• • • • - • • • • - 0 0 0 0

Ensure to enter the correct last 4 digits of your Aadhar card

Date of Birth

Enter your correct Date of Birth as per Aadhar card

First Name*

Middle Name

Enter your name as mentioned in the Aadhar card

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> OTHER VERIFICATION

PERSONAL DETAILS

Aadhar Number (Last 4 digits)

● ● ● ● - ● ● ● ● - 0 0 0 0

Date of Birth

First Name*

Middle Name

Last Name*

☐ I agree to the [NextStep Privacy Notice](#)

Read the **Privacy Notice and Agreement** Terms, **tick** on the checkbox and **click** on **Continue**

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Continue

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✓ OTHER VERIFICATION

> PERSONAL DETAILS

Personal Details

Personal Information

Title

Choose the Correct Title

Mr. Ms. Dr.

First Name

Testq

Middle Name

Test

Verify First/Middle and Last Name

Last Name

Test

Aadhaar Number (Last 4 Digits)

• • • • - • • • • - 1 2 3 4

Verify Last 4 digits of Aadhaar card

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✓ OTHER VERIFICATION

> PERSONAL DETAILS

Gender

✓ Male

Female

Choose your **Gender**

Are you a Person with Disability (PwD)? *

Yes

No

Choose if you are a **person with disability (PwD)**

Contact & Other Details

+91 IN

Mobile Number*

Enter your **valid mobile number**

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✓ OTHER VERIFICATION

> PERSONAL DETAILS

Choose the nearest TCS office

Nearest TCS Office*

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✓ OTHER VERIFICATION

> PERSONAL DETAILS

Education Details

Institution State*

Institution City*

Institution*

Qualification*

← Back

Register

Choose the **State**, where your institution is located.

Choose the **City**, where your Institution is located.

Choose your **Institution Name**. Please select "**Others**", if your institution name is not listed here.

Choose your correct **Qualification**.

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✓ OTHER VERIFICATION

> PERSONAL DETAILS

Specialization*

Year Of Passing(For Highest Qualification)*

Please enter the characters as you see in the image below:

12345

Enter Captcha here

← Back Register

Choose your **Specialization** correctly.

Choose your **Year of Passing**, for Highest Qualification.

Enter the Captcha displayed on the screen and Click on **Register**.

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Qualification*

ARQUITECTURA Y URBANISMO

✓ OTHER VERIFICATION

✓ PERSONAL DETAILS

Registration Details Confirmation

Dear Testq Test Test,

Kindly check and verify all details before you Submit the Form.

Please confirm that the correct **Email ID** and **Mobile Number** have been Registered.

Your Registered Email ID:

Your Registered Mobile Number:

No, Go back Yes, Confirm

← Back Register

Verify the filled detail and Click on **Yes, Confirm**

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Hey Testq, your registration is now complete!

Thank you for registering with TCS!
Please note your **Reference ID: CT/DT 123x** for all further communication with TCS.
An email with your DT Reference ID has been sent to your registered email ID.

Click Here to Login

Message on Successful Registration

This is your **Reference ID**, to be used for further communication with TCS.

You can **Login** from here



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Welcome aboard
TCS NextStep

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Already Registered? [LOGIN HERE](#)

Click on **Login Here**, if registration is already done.

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Login

Please enter the Email ID/Reference ID & Captcha.
We will send the verification code on your Email ID.

Please enter the characters as you see in the image below:

87275



Request OTP

Enter your registered **email id/reference id** here

New Candidate?

Register Now

If you are from a different country, [Click Here](#)

Enter the **captcha text** here and Click on **Request OTP**

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🏠 / Login

Login

We have mailed you a one time password for verification on your registered email id. Enter the code to verify your email.

Enter OTP

👁

Time Remaining : 03:31

Resend OTP

Login

Entered the wrong Email ID/Reference ID? [Go Back and Update](#)

Click on **Resend OTP**, in case OTP is not received over registered email id

You can view the **OTP** from here whether entered correctly.

Enter the **OTP** received on your registered **Email ID** and click on **Login**.
If the entered details are correct, Login will be successful.

New Candidate?

Register Now

If you are from a different country, [Click Here](#)

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Application Form

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Hey Testq,

Welcome aboard on TCS NextStep Portal!

Connect with TCS, Asia's leading IT services company. Our interactive platform simplifies communication and addresses all your needs. Transition seamlessly from student life to a dynamic career path with TCS. Stay updated on TCS Initiatives, get answers to your queries, and explore a world of opportunities. TCS NextStep bridges the gap on your journey to becoming a TCSeer.

So, go ahead! Explore opportunities. Experience Certainty.

Do you have any queries?

Learn more about the Application Process or feel free to reach out and share your Feedback

Explore the Application Process

Click on **Application Form**

Click here, if you want to understand the application form filling process

Fill Application Form

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Application Form


Track My Application

Application Form

Instructions

- The Application Form consists of Four Sections:
 1. Personal Details
 2. Academic and Work Experience
 3. Other Details
 4. Form Preview and Declaration
- Please remember that all fields are mandatory to fill unless specified as optional.
- To save the information you have entered so far, click on the **Save** button.
- Once you have completed filling in all the details in one section, click on **Save and Continue** to proceed on to the next section.
- Please note that you must fill in all the details in one section, to unlock the next section for filling details. However, you can review the entire Application Form in **View-Only** mode.
- If you need to make any edits, simply navigate to the relevant section and make the necessary changes. After editing, remember to click on **Save Progress** to save your updated details.

Carefully Read all the instructions above and click on **Start the Application Process**

Start the Application Process →

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Application Form

Personal Details

Academic & Work Experience

Other Details

Form Preview and Declaration

[Application Form Instructions](#)

> PERSONAL DETAILS

Personal Information

Name

✓ Mr.

Ms.

Dr.

First Name

Middle Name

Last Name

Testq

Test

Test

Date of Birth

Gender

10/06/1986

✓ Male

Female

Save and Continue

Verify all the auto filled details referred from the registration form and **Click on Save and Continue**

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> PERSONAL DETAILS

Father's Name*

✓ Mr.

Dr.

First Name*

AAA

Middle Name(optional)

VVV

Last Name*

DDD

Address

Present Address

House No./Apartment Name/Block No.*

dsd

Road/Street/Lane (Optional)

Area/Landmark*

Choose correct Title and Enter First Middle and Last name for Father's Name

Enter all mandatory details- House No. Area/Landmark, Country, State, City and PIN Code. Please ensure correct City and PIN code details are entered.

Save and Continue

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> PERSONAL DETAILS

Contact Details

Email ID

mani2300@gmail.com

Country code*

+91 IN

Mobile Number*

3434343434

Nearest TCS Office Location*

TCS - Ahmedabad

Alternate Email ID(optional)

Country...

Alternate number(optional)

Once all the above details are correctly filled, click on **Save and Continue** to proceed to next section

Save and Continue

Email id and mobile number, nearest TCS office location details will be auto populated. You may enter alternate email/contact number as well.

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Academic Instructions

✓ HIGHEST QUALIFICATION CATEGORY DETAILS

GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

SECTION 1/6

Highest Qualification Category Details

Institute Name*

Sujatha Institute Of Management Studies

Please choose institute name value from list

Highest Qualification*

BACHELOR OF ENGINEERING

Year of Passing (For Highest Qualification)*

2026

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Save

Save and Continue

Read the **Academic instructions** before you start filling the section here

Verify the **Highest Qualification** details.

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HIGHEST QUALIFICATION CATEGORY DETAILS

GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

SECTION 2/3

Graduation

Institute/University*

Sujatha Institute Of Management Studies

Course Name*

BACHELOR OF ENGINEERING

Specialization*

INFORMATION TECHNOLOGY

Course Duration

Start Date*

03/03/2022

End Date*

24/07/2026

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Save

Save and Continue

Verify the **Institute/University** and **Course name** which is auto populated and enter correct specialization details for **Graduation**

Use the options to **Navigate** within different sections. Fields marked with * are mandatory

Choose correct course duration **Start and End Dates**

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HIGHEST QUALIFICATION CATEGORY DETAILS

GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

Start Date*

03/03/2022

→

End Date*

24/07/2026

Select Course Type*

Full Time

Part Time

Select Grading System*

Marks

CGPA

Total Marks Obtained*

788

Total Maximum Marks*

1000

Equivalent %

78.80

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Save

Save and Continue

Select Course Type, Grading systems and enter correct marks, percentage/CGPA as applicable.

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HIGHEST QUALIFICATION CATEGORY DETAILS

GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

SECTION 3/6

XII Grade Equivalent Diploma

Please Select the relevant Course. Select both if Applicable

XII Grade

Equivalent Diploma

XII Grade

Institute/University*

xzxz

Board of Education*

State Board

Specialization*

PCM

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Save

Save and Continue

Choose your **relevant course** and enter the required details.

Enter correct **Specialization, Course Start and End Date, Select Grading System, Marks, Percentage/CGPA** as applicable

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HIGHEST QUALIFICATION CATEGORY DETAILS

GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

SECTION 4/6

X Grade

Institute/University*

ABC University

Board of Education*

State Board

Course Duration

Start Date*

01/01/2019

End Date*

31/12/2019

Note: Please mention only your X grade details.

Select Grading System*

Marks

CGPA

Total Marks Obtained*

888

Total Maximum Marks*

1000

Equivalent %

88.80

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Save and Continue

Enter your Institute detail, select Board of Education, Course Start and End Date, Select Grading System, Marks, Percentage/CGPA as applicable.

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GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

ANY OTHER QUALIFICATION

WORK EXPERIENCE DETAILS

SECTION 6/7

Work Experience Details

Do you have any relevant Work Experience?
Internships/Trainings do not count as relevant Work Experience*

Yes

☒ No

If you have any work experience, then Select **Yes**, and add the relevant details, else select as **No**. Please note, internships are not considered as relevant work experience.

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Save and Continue

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✓ GRADUATION

✓ XII GRADE EQUIVALENT DIPLOMA

✓ X GRADE

✓ ANY OTHER QUALIFICATION

✓ WORK EXPERIENCE DETAILS

> DECLARATION

SECTION 7/7

Declaration

Did 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

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Save

Save and Continue

Read Declaration questions carefully and select appropriate options (Yes or No).

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GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

Do you have any pending backlog currently?

Yes

No

Details of Academic Project(s) undertaken*

Mention the details of Academic Project(s) undertaken

0/ 500

I hereby solemnly declare that the Marks/CGPA furnished by me were obtained during the stipulated time as per University/Institute norms and TCSL selection guidelines, without any extended education.*

Yes

No

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Save

Save and Continue

Enter Academic Project Details here(If any)

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GRADUATION

XII GRADE EQUIVALENT DIPLOMA

X GRADE

WORK EXPERIENCE DETAILS

DECLARATION

You have declared break in studies/work experience and pending backlogs, if any, during your academics.*

Yes

No

You have read the [TCSL Eligibility Criteria](#) and understand that your Candidature/Application Offer/Onboarding is subject to fulfillment of the specified criteria.*

Yes

No

I Sasa solemnly declare that the information in this form is truly stated and correct and I am competent to furnish as well as verify it with adequate details whenever requested for by TCSL.*

☒ *I Agree

Check the **I Agree** box and Click on **Save and Continue** to proceed to further section

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> NATIONALITY AND LANGUAGES KNOWN

ACHIEVEMENTS AND CERTIFICATIONS (OPTIONAL)

UPLOAD PHOTO/CV

SECTION 1/3

Nationality And Languages Known

Nationality

Nationality*

India

Languages Known

Apart from your Native languages, you can add additional Foreign Languages If you know them.

Please remember to **select only one Mother Tongue**

+ Add Language

Please Add at least one Language. Make sure your Mother Tongue is included as one of the known Languages.

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Save and Continue

Choose your **Nationality**

Click **Add Language** and enter the languages known.

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> NATIONALITY AND LANGUAGES KNOWN

ACHIEVEMENTS (OPTIONAL)

UPLOAD PHOTO/CV

Language Certifications (Optional)

If you have any Language Certifications, including English, please add accordingly.

+ Add Language Certification

You can add Language Certifications(If any)

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✓ NATIONALITY AND LANGUAGES KNOWN

> ACHIEVEMENTS (OPTIONAL)

UPLOAD PHOTO/CV

SECTION 2/3

Achievements (Optional)

Achievements

Achievements, Scholarships etc

Enter any Achievements, Scholarships etc

0 / 1000

You can add Academic Achievement details here (If any)

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✓ NATIONALITY AND LANGUAGES KNOWN

✓ ACHIEVEMENTS AND CERTIFICATIONS (OPTIONAL)

UPLOAD PHOTO/CV

Drag and drop a file

OR

Select file from your device

I hereby declare that the photograph affixed on this application form is a true and correct representation of myself. I understand that any discrepancy in the photo may lead to rejection of my application* *

☐ * I Agree

Upload CV

Maximum file size: 500 KB | Accepted formats: .pdf, .doc, .docx, .txt, .rtf

Drag and drop a file

OR

Select file from your device

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Save

Save and Continue

Upload Photo:- Read the photo specifications carefully and upload your **photograph** accordingly. Do not upload any selfies, photo with lanyard, college id photo or any casual photo. The photo should formal and recently captured.

Upload your recent CV/Resume

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Declaration On Legal And Disciplinary Proceedings

Are you involved in any pending and / or closed Civil / Criminal / case / proceedings / charges / enquiry prior to joining TCS.

Yes

No

Are you involved in any pending and / or closed Disciplinary / malpractices and / or any other charges / proceedings / enquiry / case pending against me in any University or any other educational authority / institution prior to joining TCS.

Yes

No

Note: If the answer to any of the above mentioned question is **YES**, give full particulars of the case / arrest / detention / fine / conviction / sentence / punishment etc. and / or the nature of the case pending in the Court / University / Educational authority etc. at the time of filling the form.

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Read the Declaration questions carefully and select appropriate options as Yes/No

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Application Form Preview

- To view the application form you filled out, simply click on the **Application Form Preview** button.
- Please keep in mind that you can only preview the form after completing all the required fields.
- It's important to review your details because the information you entered will be used for your final evaluation.
- If you need to make any changes to your application, you can do so before submitting the form by simply navigating to the respective section.
- Please note that certain fields such as your Name, Email ID, Gender, Date of Birth, and Mother's Maiden Name cannot be edited.

Application Form Preview 

Click on **Application Form Preview**, Verify your details and Click on **Continue**

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> TCS TERMS AND CONDITIONS

SECTION 3/3

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.

As a condition of Company's consideration of my application for traineeship with the Company, I hereby give my consent to the Company to investigate or cause to be investigated through any third parties my personal, educational and pre or post joining history.

I understand that the background investigation will include, but not be limited to, verification of all information given by me to the Company. I

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Submit Application Form

Read TCS Terms and Conditions carefully

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During the recruitment process, I declare that I am not a person who is involved in any physical or financial or any other employment with TCS. I also declare that there is no criminal case filed against me in any Court of law in India or abroad and no restrictions are placed on my travelling anywhere in India or abroad for the purpose of business of the company.

☐ I Agree to the TCS Terms and Conditions

Date
04/08/2026

Place*

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.

Kindly ensure that if you have uploaded your photo before 16-Sep-2025 request you to please reupload the photo meeting the updated specification and then submit the Application form.

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Submit Application Form

Click on I Agree, enter the Place and click on Submit Application Form

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✓ SECURITY DETAILS

✓ DECLARATION

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I confirm and undertake that the Company shall incur no liability or obligation of any nature whatsoever resulting from such investigation or sharing of the investigation results as above. I certify that I am at present in sound mental and physical condition to undertake employment with TCS. I am not under any legal proceedings, investigation or restriction of any kind and have no restrictions on my movement and no restrictions on my employment.

Are you sure you want to Submit the Application Form? Please ensure that you have reviewed the Form and entered the correct details. Any unsaved changes will be lost.

Confirmation to Submit the **Application Form**

No, Let it be Yes, Submit Application Form

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Application Form- Edit/Download

The screenshot shows the 'Application Form' page on the NextStep portal. The page has a dark sidebar with navigation links: Home, Application Form, and Track My Application. The main content area has a header 'Application Form' and a success message: 'Hey Test, you've successfully submitted your Application Form!'. Below the message, it says: 'Remember, for the TCS Selection Process, please make sure to bring a **printed copy** of the **Application Form** and your **CV**. It's important!' and 'Wishing you the best of luck!'. There are two buttons: 'Download Application Form' (blue) and 'Edit Application Form' (white with a pencil icon). Two orange callout boxes provide additional instructions: one points to the 'Edit Application Form' button stating 'You Can also **Edit** certain details in the application form upto a certain application stage.' and the other points to the 'Download Application Form' button stating 'Once Application form is submitted successfully, you can **download** the form by clicking **Download Application Form**'. The footer contains links: About TCS Next Step, Privacy Notices, Cookie Policy, Disclaimer, Browser Compatibility, and Accessibility Statement. A small TCS logo is in the bottom right corner of the page.

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Hey Test, you've successfully submitted your Application Form!

Remember, for the TCS Selection Process, please make sure to bring a **printed copy** of the **Application Form** and your **CV**. It's important!

Wishing you the best of luck!

[Download Application Form](#) [Edit Application Form](#)

You Can also **Edit** certain details in the application form upto a certain application stage.

Once Application form is submitted successfully, you can **download** the form by clicking **Download Application Form**

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Track My Application

The screenshot displays the 'Track My Application' interface on the NextStep portal. The page features a dark sidebar with navigation links: Home, Application Form, Apply For Drive, and Track My Application (highlighted with a blue icon and a yellow arrow). The main content area, titled 'Track My Application', shows a timeline of events:

- 11:30 AM (IST) 11th Sep, 2025**: Candidate Registration Registered (marked with a green checkmark).
- 12:22 PM (IST) 11th Sep, 2025**: Application Received Application Received (marked with a green checkmark).

An orange callout box points to the 'Track My Application' sidebar link with the text: "Click on **Track My Application** to get the current application status. The application status should reflect as **Application Received**".

At the bottom of the page, there is a footer with the TCS logo and 'TATA CONSULTANCY SERVICES' text on the left, and a series of links (About TCS Next Step, Privacy Notices, Cookie Policy, Disclaimer, Browser Compatibility, Accessibility Statement, Help) and a TATA logo on the right. Below the links, it states 'Application name Release Version: 12.2 | ©2025 Tata Consultancy Services Limited'.

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Apply For Drive

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Apply for TCS Recruitment Drive

Disclaimer :

In TCSL, we believe that flexibility to work from any location is imperative not only to meet our global business but also for overall development of our employees. If offered, the organization will consider your selection of preferred job locations, however the final decision of job location will reside with TCSL and will depend on the organization's need to service a business requirement.

Please select your preferred 3 test centres*

Kindly note that allocation of test center will depend on the centre capacity.

Test Centre 1*

[Click here to select Test Centre 1](#)

Test Centre 2*

[Click here to select Test Centre 2](#)

Test Centre 3*

[Click here to select Test Centre 3](#)

Please select your preferred job locations*

Preferred Job Location 1*

Preferred Job Location 2*

Preferred Job Location 3*

In case you are eligible for any recruitment drive organized by TCS, you will get an option of "Apply For Drive".

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Disclaimer :

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Please select your preferred 3 test centres*

Kindly note that allocation of test center will depend on the centre capacity.

Test Centre 1*

[Click here to select Test Centre 1](#)

Test Centre 2*

[Click here to select Test Centre 2](#)

Test Centre 3*

[Click here to select Test Centre 3](#)

Please select your preferred job locations*

Preferred Job Location 1*

Preferred Job Location 2*

Preferred Job Location 3*

You need to select at least **three Test centres** in order of your test preference and accordingly select your Job location preferences, where you wish to join (if selected).

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Test Centre 3*

[Click here to select Test Centre 3](#)

Please select your preferred job locations*

Preferred Job Location 1*

Preferred Job Location 2*

Preferred Job Location 3*

Select the skill on which you wish to be evaluated during interview process *

Select the skill

Certification Details

Add Certification

Apply for Recruitment Drive

Please select correct Skill, basis which you will be evaluated during interview process (if shortlisted).

You can add relevant Certifications (if any)

Click on this option to Apply for Recruitment Drive

Apply For Recruitment Drive

The screenshot displays the 'NextStep' web application interface. The top navigation bar includes links for 'Campus Commune', 'Help & Support', and 'Contact Us', along with a user profile icon. A dark sidebar on the left contains navigation options: 'Home', 'Application Form', 'Apply For Drive' (highlighted with a blue circle), and 'Track My Application'. The main content area is titled 'Apply for TCS Recruitment Drive' and features a large blue heading: 'You've successfully applied for the TCS Recruitment Drive!'. Below this, a message states: 'We are pleased to inform you that your application for the recruitment drive has been successfully received. Your next step is to await further updates.' An orange callout box with a pointer indicates that a message will be displayed stating 'you have successfully applied for the TCS recruitment Drive.' At the bottom of the main area, a green notification bar reads 'Successfully Applied for Drive' with a close button. The bottom right corner of the application area features a small circular icon with a robot face. The entire interface is set against a light gray background with a decorative confetti pattern in the top right corner.

Thank You