
User Manual

For

Administrator's Online Affiliation System

Version 1.0

Bundelkhand University, Jhansi

Submitted By :

The logo for updesco, featuring the word 'updesco' in a stylized font. The 'u' and 'd' are blue, while the 'p', 'e', 's', and 'c' are red. The 'o' is a solid red circle.

Designed & Developed By:

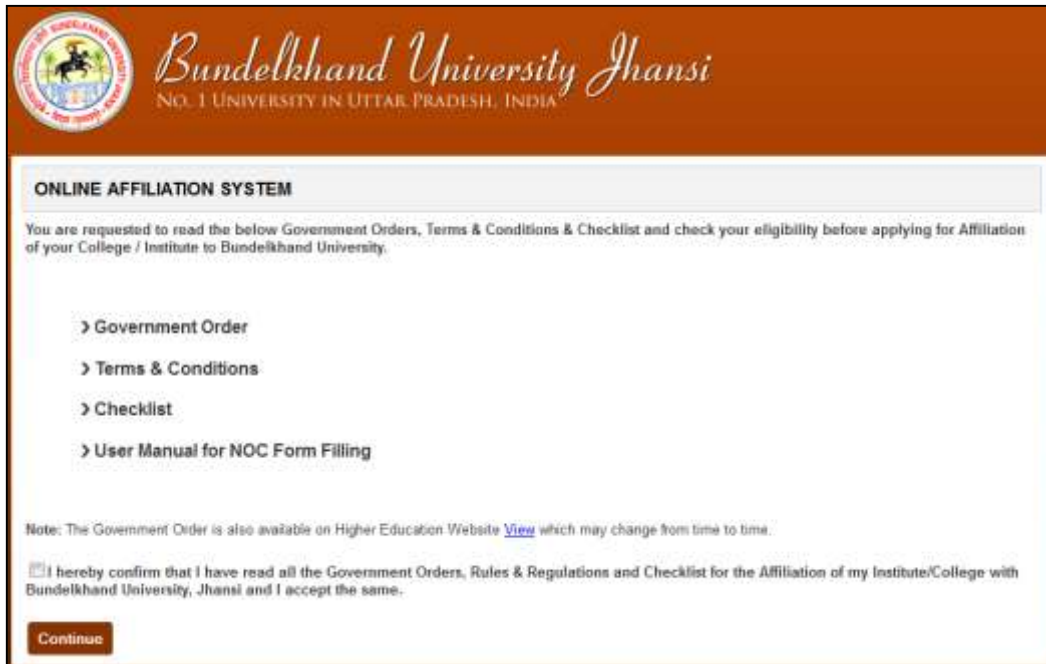
The logo for omni-NET Technologies (P) Limited. It features the word 'omni-NET' in a stylized font, with 'omni' in red and 'NET' in blue. Below it, the text 'TECHNOLOGIES (P) LIMITED' and 'ISO 9001:2008 Certified' is displayed in a smaller font, separated by horizontal lines.

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1. Opening Registration form

- Type URL <https://www.bujhansi.org> in address bar of browser to open website of Bundelkhand University, Jhansi.
- Click on Affiliation link from menu tab
- The browser will display following screen:



The screenshot shows the 'ONLINE AFFILIATION SYSTEM' interface. At the top, there is a logo of Bundelkhand University Jhansi and the text 'Bundelkhand University Jhansi NO. 1 UNIVERSITY IN UTTAR PRADESH, INDIA'. Below this, the title 'ONLINE AFFILIATION SYSTEM' is displayed. A message reads: 'You are requested to read the below Government Orders, Terms & Conditions & Checklist and check your eligibility before applying for Affiliation of your College / Institute to Bundelkhand University.' There are four links with right-pointing chevrons: '> Government Order', '> Terms & Conditions', '> Checklist', and '> User Manual for NOC Form Filling'. A note states: 'Note: The Government Order is also available on Higher Education Website [View](#) which may change from time to time.' Below the note is a checkbox with the text: 'I hereby confirm that I have read all the Government Orders, Rules & Regulations and Checklist for the Affiliation of my Institute/College with Bundelkhand University, Jhansi and I accept the same.' At the bottom left, there is a 'Continue' button.

Image: Terms and Conditions Screen

- The above screen has following Portable Document File (PDF) to download
 - Government Order
 - Terms and Conditions
 - Checklist
 - User Manual for NOC
- A link is given to user to view Government Order from Higher Education Website
- To continue registration process, a user must accept the declaration given in the form by clicking checkbox

“After clicking ‘Continue’ button the page will redirect to Registration Form”

2. NOC Registration Form Screen

- The browser will open registration form given as below:

Bundelkhand University Jhansi
NO. 1 UNIVERSITY IN UTTAR PRADESH, INDIA

REGISTRATION FOR NOC

Name of Trust/Society	<input type="text"/>	Name of Institute/College	<input type="text"/>
Date of Registration	<input type="text"/>	Registration valid Upto	<input type="text"/>
Title	<input type="text"/> Mr. <input type="button" value="v"/>		
First Name	<input type="text"/>	Last Name	<input type="text"/>
Designation	<input type="text"/>		
Mobile No.	<input type="text"/>	<input type="checkbox"/> Is Primary Mobile No.?	<input type="button" value="Add"/> <input type="button" value="Cancel"/>
Email Address	<input type="text"/>	<input type="checkbox"/> Is Primary Email ID?	<input type="button" value="Add"/> <input type="button" value="Cancel"/>

Address of Trust/Society

Address Line 1	<input type="text"/>	Address Line 2	<input type="text"/>
City	<input type="text"/>	Pin Code	<input type="text"/>
State	<input type="text"/> Uttar Pradesh <input type="button" value="v"/>	District	<input type="text"/> AGRA <input type="button" value="v"/>

Address of Proposed Site

Address Line 1	<input type="text"/>	Address Line 2	<input type="text"/>
City	<input type="text"/>	Pin Code	<input type="text"/>
State	<input type="text"/> Uttar Pradesh <input type="button" value="v"/>	District	<input type="text"/> Banda <input type="button" value="v"/>

For Terms & Conditions please [Click Here](#)

I hereby confirm that I have read the Rules & Regulations, Checklist, GO for the affiliation of my Institute/College with Bundelkhand University, Jhansi and I accept to bind the same.

Fill all the details and then click on REGISTER or RESET

Image: Registration form for NOC Screen

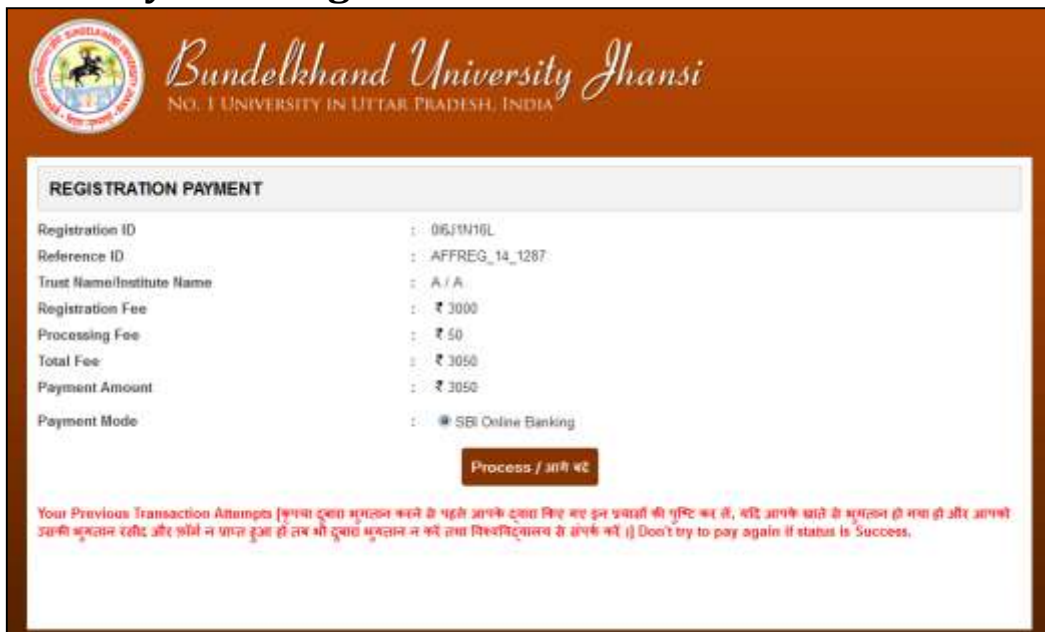
3. Field description of Registration form

Field Name	Description
Name of Trust/Society	Enter Name of Trust/ Society
Name of Institute/ College	Name of existing/proposed Institute/College
Date of Registration	Date of Registration of Trust/Society * Must be minimum 3 years old to proceed
Registration Valid Up to	Date when registration of Trist/Society will expire
Title	Title of person who filling the form
First Name	First Name of Person who is filling the form
Last Name	Last Name of Person who is filling the form
Designation	Designation of person in Trust/Society who is filling the form
Mobile Number	Mobile number for contact * a user may enter up to 5 mobile numbers, at least one must be declared as primary
Email Address	Email Address for contact * a user may enter up to 5 Email addresses, at least one must be declared as primary
Address of Trust/Society	
Address Line 1	Enter First line of address
Address Line 2	Enter second line of address
City	Enter city
Pin Code	Enter PIN Code of city
State	Select State. Select Other that Uttar Pradesh if Trust/Society registered from any other district
District	Type name of district
Address of Proposed Site	
Address Line 1	Enter First line of address
Address Line 2	Enter second line of address
City	Enter city
Pin Code	Enter PIN Code of city
State	Select State
District	Select city where Institute/College is exist/proposed

- A link is given below the form to view terms and condition
- To proceed user must agree term and conditions by clicking checkbox

"After clicking 'Register' button the page will redirect to Payment Page of Registration"

4. NOC Payment Page



REGISTRATION PAYMENT

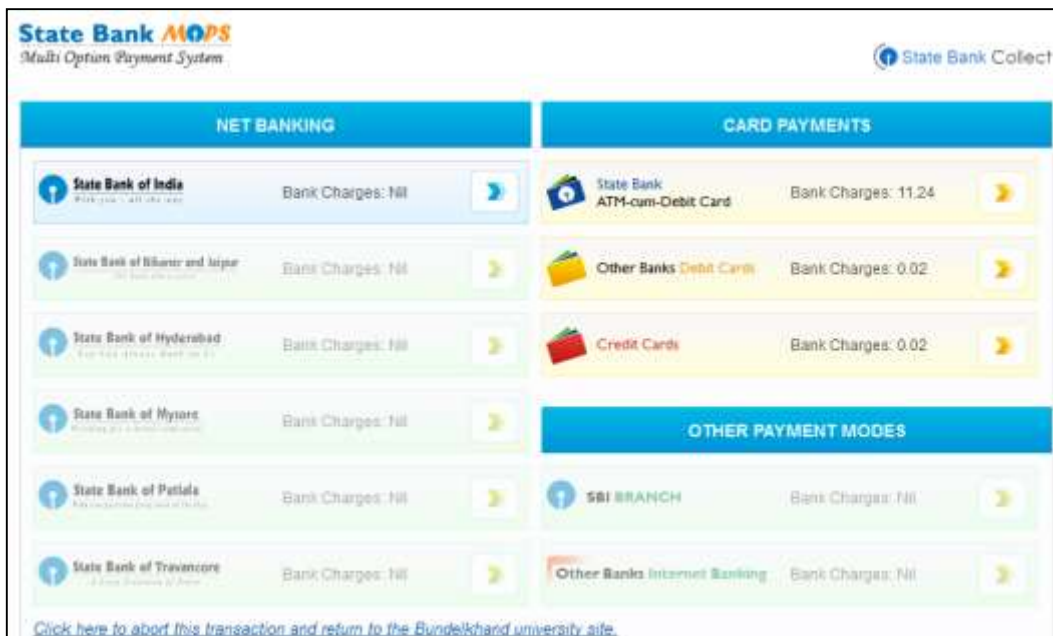
Registration ID	: 06J1N16L
Reference ID	: AFFREG_14_1287
Trust Name/Institute Name	: A / A
Registration Fee	: ₹ 3000
Processing Fee	: ₹ 50
Total Fee	: ₹ 3050
Payment Amount	: ₹ 3050
Payment Mode	: <input checked="" type="radio"/> SBI Online Banking

[Process / भुगतान करें](#)

Your Previous Transaction Attempts [कृपया दुबारा भुगतान करने के पहले आपके द्वारा किए गए इन प्रयासों की पुष्टि कर लें, यदि आपके खाते के भुगतान हो गया हो और आपको उसकी भुगतान रसीद और कॉपी न प्राप्त हुआ हो तब भी दुबारा भुगतान न करें तथा निश्चिन्तित्वालेन से संकेत करें।] Don't try to pay again if status is Success.

Image: Registration Payment Page

- To precede payment click 'Process' button, page will be redirected to confirm submit page
- Click on Submit Fees button
- The page will be redirected to payment gateway



State Bank MOPS
Multi Option Payment System

State Bank Collect

NET BANKING		CARD PAYMENTS	
State Bank of India	Bank Charges: Nil	State Bank ATM-cum-Debit Card	Bank Charges: 11.24
State Bank of Bihar and Jharkhand	Bank Charges: Nil	Other Banks Debit Cards	Bank Charges: 0.02
State Bank of Hyderabad	Bank Charges: Nil	Credit Cards	Bank Charges: 0.02
State Bank of Mysore	Bank Charges: Nil	OTHER PAYMENT MODES	
State Bank of Patiala	Bank Charges: Nil	SBI BRANCH	Bank Charges: Nil
State Bank of Travancore	Bank Charges: Nil	Other Banks Internet Banking	Bank Charges: Nil

[Click here to abort this transaction and return to the Bundelkhand university site.](#)

Image: State Bank Multi Option Payment System Screen

- User may pay fees through State Bank Net Banking or by Card Payment, choose as per your convenience
- After successful payment the browser will display the following screen given below:

“Note: a fresh registration will be needed if payment unsuccessful”

5. Mobile and Email Verification

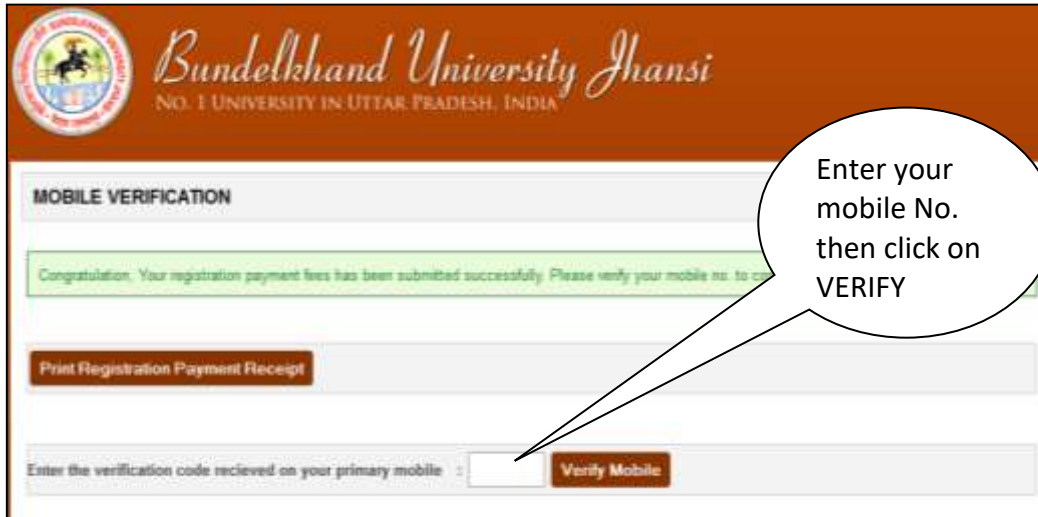


Image: Mobile Verification Page after Successful Payment

- A code will be sent to Mobile number, registered as primary
- Type code into given Mobile verification textbox

“After successful mobile verification, an email activation link will be sent to the email address, registered as primary”

- Click on activation link, page will be redirected to Email Activation Successful page
- After successful email activation a User ID and a Password will be sent to the email address, registered as primary, and a link where user may login to fill-up NOC form. After clicking NOC Login form, browser will display the screen given on the next page

6. Filling NOC Form

Image: College Login Form

- Enter User Name and Password provided in email and click Login button. After successful login page will be redirected to Home Page of NOC, as given below:

Image: Home Page of NOC

- **Before Starting:**

“Every user must read/ download the prerequisite of form filling for preparation of NOC. All files given in prerequisite must be saved in Computer System used to upload, and information will be ready to enter as per requirement in the form to save time.”

7. College Profile Screen

Bundelkhand University Jhansi
NO. 1 UNIVERSITY IN UTTAR PRADESH, INDIA

Welcome : [1066] Institute of Environment and Management

COLLEGE PROFILE

Name of Degree College/Institute: INSTITUTE OF ENVIRONMENT AND MANAGEMENT

Is the Degree College/Institute established? Yes No

Name of Nearest Railway Station from Degree College/Institute: []

Distance of Degree College/Institute from the Railway Station (in Km): []

Distance of Degree College/Institute from the City (in Km): []

Type of Degree College: --Select--

Category of Degree College/Institute: --Select--

Is Degree College/Institute Registered as Minority? Yes No

Authorized as Minority from: --Select--

Registration & Other Details: []

Minority certificate/Document (Attach PDF Max Size 5 MB): [Browse] No file selected [Upload]

Is any Degree College located within 15 km of the place where the College is being established? IF YES, then mention the details below. Yes No

S.No.	Full Name of College/Institute	Affiliated from (Name of University)	Distance from the existing/proposed college (in Km)	Distance from the Railway Station (in Km)	Distance from the Bus Stand (in Km)	Name of Courses/teaching in Institute/Colleges
[]	[]	[]	[]	[]	[]	[]

Is any Intermediate College located within 15 km area of existing/proposed Institute/College? IF YES, then mention the details below. Yes No

S.No.	Full Name of Intermediate College	Affiliated from (Name of University)	Distance from the existing/proposed college (in Km)	Distance from the Railway Station (in Km)	Distance from the Bus Stand (in Km)	Name of Courses/teaching in Institute/Colleges
[]	[]	[]	[]	[]	[]	[]

Keeping in view, the existing college, the need for Higher Education remain unfulfilled in the particular field of education? Yes No

If a new Degree College is opened in the proposed site, will a minimum of 100 students be available in the first year in the proposed new College, without any adverse impact on the approved student intake in the courses being run in the existing Degree Colleges? Yes No

Will 60 students at the undergraduate level and 40 students at the postgraduate level be available without any adverse impact in other Degree Colleges of the area after approval of affiliation of the new course in the existing college? Yes No

Name of Course(s) for which NOC is sought:

NO Courses passing to SO (Click Ctrl to select multiple course)	Selected Course
BA BCOM BPHIC BSC BSCAG	[]

Select Course (n): []

Is the Degree College being run since previous session(s)? Yes No

Number of subject/courses at Undergraduate/Postgraduate level and the duration since when teaching is being done and the number of students in each course

Name of courses	Category (UG/PG)	Duration since when teaching is being done (in years)	Number of Students	Percentage of Seat (in %)
[]	<input type="radio"/> UG <input type="radio"/> PG	[]	[]	[]

Description of the teachers appointed in courses being run earlier, with their eligibility and the nature of appointment of each teacher

Name of Teacher	Eligibility/Qualification	Nature of Appointment	Course	Sludge No.
[]	--Select--	--Select--	[]	[]

[Save & Proceed] [Reset]

Fill all the details and upload the documents then click on SAVE & PROCEED or RESET

Image: College Profile Page

8. Field Description of College Profile

Field Name	Description
Name of Degree College/Institute	Carried from Registration Details
Is the Degree College/Institute established?	Select Yes or No
Name of Nearest Railway Station from Degree College/Institute	Enter Name of Nearest Railway Station
Distance of Degree College/Institute from the Railway Station (in Km)	Enter Distance of Degree College/Institute from the Railway Station (in Km)
Distance of Degree College/Institute from the City (in Km)	Enter Distance of Degree College/Institute from the City (in Km)
Type of Degree College	Selection from List Aided or SFS
Category of Degree College/Institute	Selection from List, Women or Co-education
Is Degree College/Institute Registered as Minority?	Select Yes or No
Authorized as Minority from	Select from List
Registration & Other Details	Enter minority registration and other detail
Minority certificate/Document	Uploaded Minority certificate/ Document
Is any Degree College located within 15 km of the place where the College is being established?	Select Yes or No
Full Name of College/Institute	Enter full name of College/ Institute
Affiliated from (Name of University)	Enter Name of University
Distance from the existing/proposed college (in Km)	Enter Distance from the existing/proposed college (in Km)
Distance from the Railway Station (in Km)	Enter Distance from the Railway Station (in Km)
Distance from the Bus Stand (in Km)	Enter Distance from the Bus Stand (in Km)
Name of Course(s) running in Institute/Colleges	Enter Name of Course(s) running in Institute/Colleges
Is any Intermediate College located within 15 km area of existing/proposed institute/College?	Select Yes or No
Full Name of Intermediate College	Enter Full Name of Intermediate College
Affiliated from (Board)	Enter Affiliated from (Board)
Distance from the existing/proposed college (in Km)	Enter Distance from the existing/proposed college (in Km)
Distance from the Railway Station (in Km)	Enter Distance from the Railway Station (in Km)
Distance from the Bus Stand (in Km)	Enter Distance from the Bus Stand (in Km)
Name of Course(s) running in	Enter Name of Course(s) running in

Field Name	Description
Institute/Colleges	Institute/Colleges
Keeping in view, the existing college, the need for Higher Education remain unfulfilled in the particular field of education?	Select Yes or No
If a new Degree College is opened in the proposed site, will a minimum of 100 students be available in the first year in the proposed new College, without any adverse impact on the approved student intake in the courses being run in the existing Degree Colleges?	Select Yes or No
Will 60 students at the undergraduate level and 40 students at the postgraduate level be available without any adverse impact in other Degree Colleges of the area after approval of affiliation of the new course in the existing college?	Select Yes or No
Selected Course	Selection from List Box
Is the Degree College being run since previous session(s)?	Selection from Radio Button
Name of courses	Enter by User
Category (UG/PG)	Selection from Radio Button
Session since when teaching is being done (In years)	Enter by User
Number of Students	Enter by User
Percentage of Result (%)	Enter by User

- After filling up above information click Save and Proceed. Page will be redirected to Organization Detail, as given below:

9. Organization Detail Screen

ORGANISATION DETAILS

Name of Operating Trust/Society: Type of Operating Organization:

Registration status of Society/Trust: Registered With:

Date of Registration: Registration valid Upto:

Upload Latest Registration Certificate of Society/Trust (Attach PDF Max Size 5 MB): No file selected

Address of Trust/Society

Address: Town/Village: State:

District: Pin Code:

STD Code: Landline Phone No:

Fax No: Website:

Founder Member Details

Title	Founder Member Name	Founder Member's Father Name	Founder Member's Mother Name	Founder Member's Identification	Mobile No. of Contact Person
<input type="text" value="--Select--"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For adding Active and Life Member of Trust/Society Approved by Registrar of Society/Competent Authority:

Sources of Income of the Society/Trust managing the Degree College/Institution:

Annual Income in previous three years of the Society/Trust managing the Degree College/Institution Duly verified by Registered Chartered Accountant/ Competent Authority

Upload proof of the annual income (Duly verified by Registered Chartered Accountant/ Competent Authority) and the sources of income in the previous three years of the Society/Trust managing the Degree College/Institution

Year	Annual Income (Rs. in lac)	Upload
Year 1 : <input type="text" value="2011"/>	<input type="text"/>	<input type="button" value="Upload"/>
Year 2 : <input type="text" value="2012"/>	<input type="text"/>	<input type="button" value="Upload"/>
Year 3 : <input type="text" value="2013"/>	<input type="text"/>	<input type="button" value="Upload"/>

Upload proof of the annual income (Duly verified by Registered Chartered Accountant/ Competent Authority) and the sources of income in the previous three years of the Society/Trust managing the Degree College/Institution (Attach PDF Max Size 5 MB)

PKM No. of Trust/Society or Founder Member: Bank Name:

Primary Bank Account No.: IFSC Code:

Site plan (Shooting Stars m.) approved by: Name of Approved architect who designed the site plan:

Building plan Approved from: Provision of CCTV camera in proposed/constructed building: Yes No

Situation around 30 meter of site plan

East	West
<input type="text"/>	<input type="text"/>
North	South
<input type="text"/>	<input type="text"/>

Important Note:

The details of building plan will be prepared by a registered architect / engineer of the concerned authority on the basis of building bylaws issued by the state government from time to time and may should be approved by the concerned Competent Authority (Development Authority / Planning Board / Nagar Nigam / Town Area / Nagar Panchayat / Gram Panchayat & District Board as applicable)

Is site plan allowed to village? Yes No

Location of proposed site plan in haryana map issued by Tehsildar/SUB-DIV (Attach PDF Max Size 5 MB): No file selected

Proposed site plan design (Attach pdf Max Size 5 MB): No file selected

Form/Certificate 143 Residential/Non-Agriculture land (Attach PDF Max Size 5 MB): No file selected

Form/Certificate 175-joint Certification (Attach PDF Max Size 5 MB): No file selected

Khata Khattani duly verified by the Tehsildar/SUB-DIV (Attach pdf Max Size 5 MB): No file selected

Neat Naksha (Attach PDF Max Size 5 MB): No file selected

Image of Road connecting to existing/proposed site showing existing width of approach road (Attach JPEG/JPG Max Size 5 MB): No file selected

Certificate of Brighthouse from the competent authority as per NBC(National Building Code) (Attach PDF Max Size 5 MB): No file selected

Structural Design by a qualified structural Engineering for the proposed building showing details as per NBC(National Building Code) (Attach PDF Max Size 5 MB): No file selected

Fill all the details and upload the documents then click on SAVE & PROCEED or RESET

Image: Organization Detail Form Screen

10. Field Description of Organization Detail

Field	Remarks
Name of Degree Operating Trust/ Society	Carried from Registration Details
Type of Organization	Select from the list
Registration Status of Trust/ Society	Non Editable
Registered With	Carried from Registration Details
Date of Registration	Carried from Registration Details
Registration Valid Up to	Carried from Registration Details
Upload Latest Registration Certificate of Trust/ Society (Max Size 5 MB)	Upload Latest Registration Certificate of Trust/ Society using <i>Browse</i> Button then click <i>Upload</i>
Address	Carried from Registration Details
Town/Village	Carried from Registration Details
State	Carried from Registration Details
District	Carried from Registration Details
Pin Code	Carried from Registration Details
STD Code	Enter STD Code of City/Town
Landline Phone No	Enter Landline Phone Number
Fax No	Enter Fax Number
Website	Enter Website URL
Founder Member Details	
Title	Select Title of Founder Member
Founder Member Name	Enter Name of Founder Member
Founder Member's Father Name	Enter Father Name of Founder Member
Founder Member's Mother Name	Enter Mother Name of Founder Member
Founder Member's Designation	Enter Designation of Founder Member
Mobile No. of Contact Person	Enter Mobile Number of Founder Member
Email	Enter Email Address of Founder Member
For adding Active and Life Member of Trust/Society Approved by Registrar of Society/Competent Authority : Click on Click Here Link, this will open additional Popup to enter Active and Life Members Detail	
Member Name	Enter Name of Member
Father's Name	Enter Father Name
Mother's Name	Enter Mother's Name
Membership Type	Select from List
Contact Number	Enter Contact Number
Email	Enter Email Address
Sources of Income of the Society/Trust managing the Degree College/Institute	Enter Source of Income of Trust/ Society
Annual income in previous three years of the Society/Trust managing the Degree College/Institution Duly verified by Registered Chartered Accountant/ Competent Authority	
Annual income (Rs. in lac) Year 1	Enter amount of given year in Lacs and upload the proof

Field	Remarks
Annual income (Rs. in lac) Year 2	Enter amount of given year in Lacs and upload the proof
Annual income (Rs. in lac) Year 3	Enter amount of given year in Lacs and upload the proof
PAN No. of Trust/Society or Founder Member	Enter PAN of Trust/ Society
Bank Name	Enter name of Bank
Primary Bank Account No.	Enter Bank Account Number
IFSC Code	Enter IFSC Code of Branch
Site plan (Showing Sazra no.) approved by	Select from List
Name of Approved architect who designed the site plan	Enter Name of Approved architecture designed the site plan
Building plan Approved from	Select from the list
Provision of CCTV camera in proposed constructed building	Select Yes or NO
Situation around 30 meter of site plan	Situation around site plan in all four directions, enter details
Is site plan situated in village?	Select Yes or No
Proposed site plan design (Attach pdf Max Size 5 MB)	Upload
Form/Certificate 143-Residential/Non-Agriculture land (Attach PDF Max Size 5 MB)	Upload

Form/Certificate 176-joint Certification (Attach PDF Max Size 5 MB)	Upload
Khasra-Khatauni duly verified by the Tehsildar/SDM/ADM (Attach pdf Max Size 5 MB)	Upload
Nazri Naksha (Attach PDF Max Size 5 MB)	Upload
Image of Road connecting to existing/proposed site showing existing width of approach road (Attach JPEG/JPG Max Size 5 MB)	Upload
Certificate of firefighting from the competent authority as per NBC (National Building Code) (Attach PDF Max Size 5 MB)	Upload
Structural Design by a qualified structural Engineering for the proposed building showing details on MAP as per NBC(National Building Code) (Attach PDF Max Size 5 MB)	Upload

11. Click Save and Proceed to continue Payment

“Note: After successful NOC payment (Final Submit), all the fields of College Profile and Organization Details will be frozen for NOC verification from the Bundelkhand University, Jhansi, so make sure that all entries are fulfilled correctly before Final Submit”

12. Reports and Print Outs

- Registration Payment Receipt: after successful payment of registration
- NOC Payment Receipt: after successful payment of NOC
- NOC Report

Login to University Management System

- Open University Management System by typing https://ums.bujhansi.org/bujhansi_ims in browser
- Login page will be open, as given below:

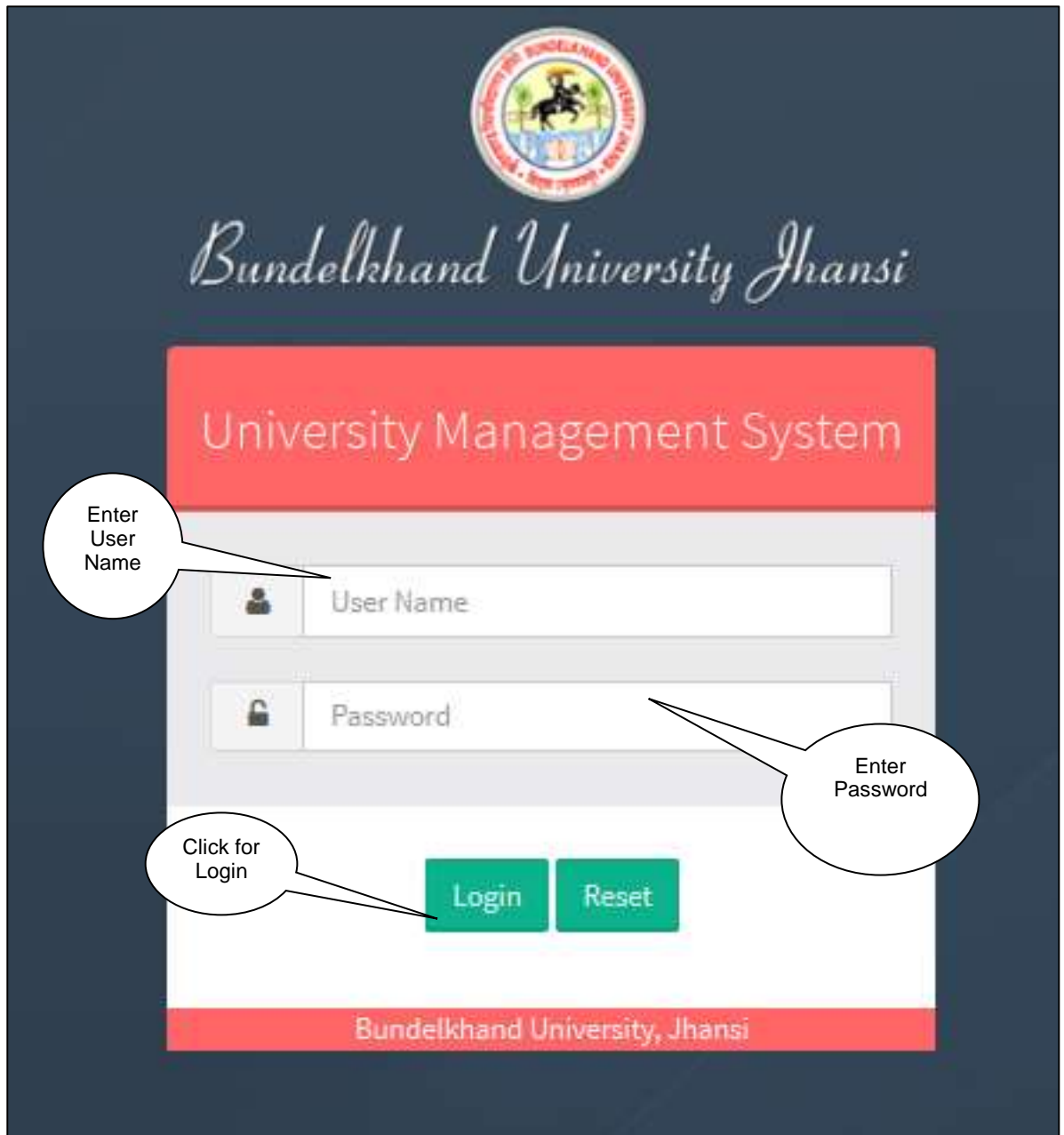


Image: University/College UMS Login Screen

- Type your User Name and Password and click Login button
- The University Management System will open, the interactive screen is given below:

13. Dashboard

Steps :

- Dashboard looks like this:-

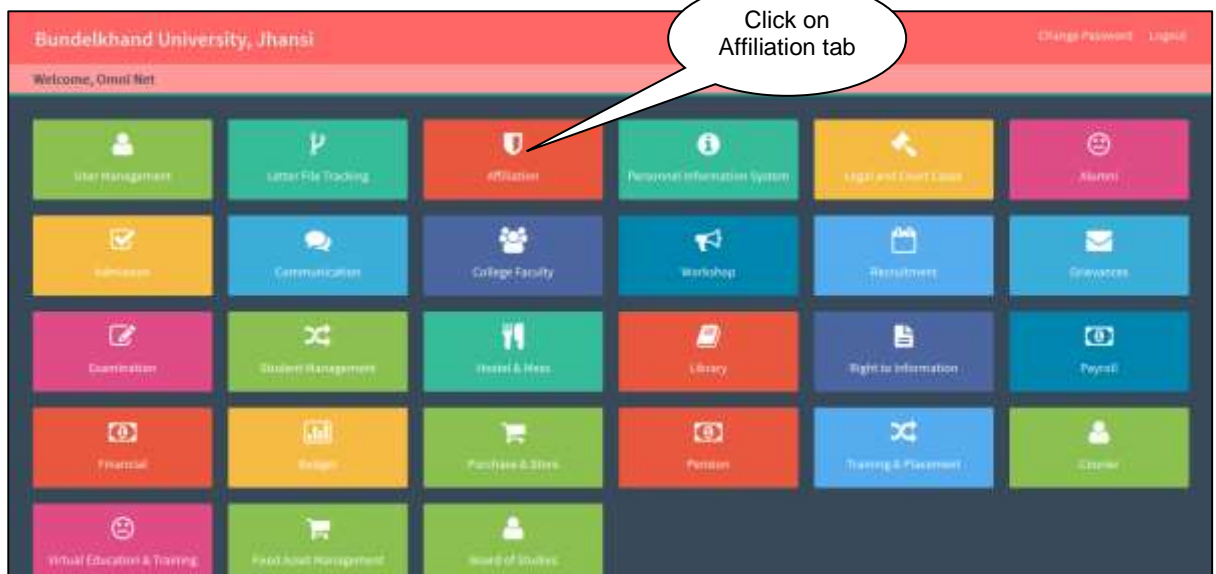


Image: Dashboard

- Click Affiliation Tab, page will be navigated to Affiliation Module.
- The Affiliation Module screen is given below:



- Click on **NOC List of Old Colleges for B.Ed. Tab.**

14. NOC List of Old Colleges for B.Ed. Form

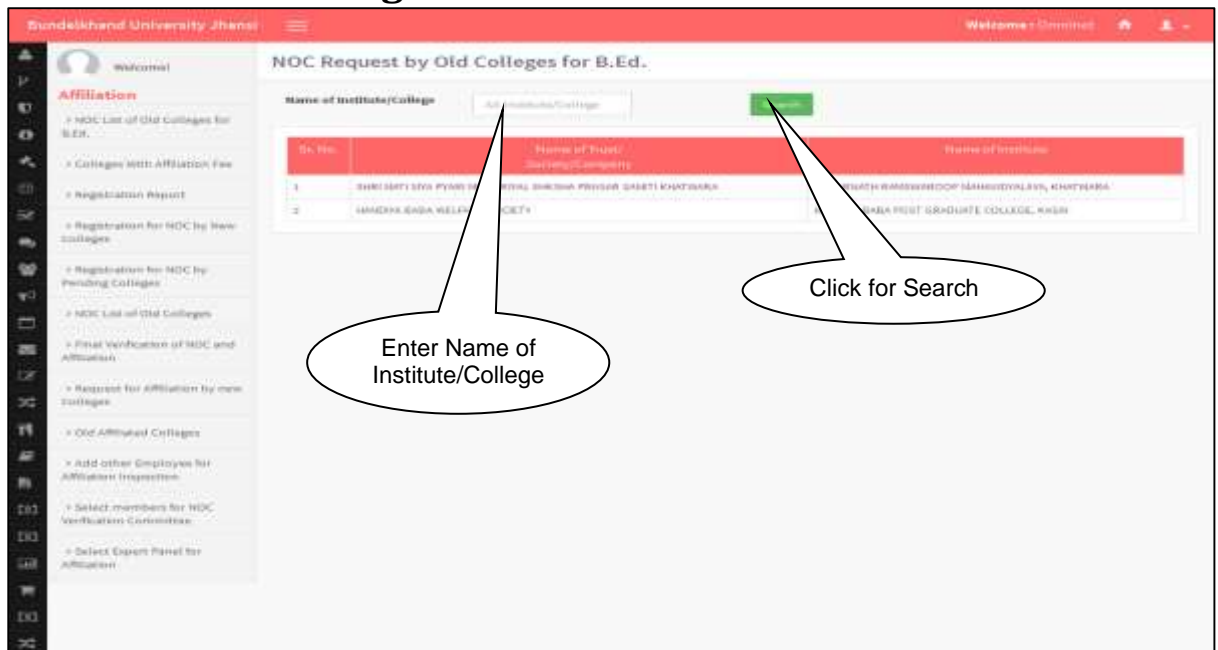


Image: NOC List of Old Colleges for B.Ed.

- Type **Name of Institute/College** and Click on **Search** Button to Search the record.
- Click on **College with Affiliation fee Tab**.

15. College with Affiliation Fee

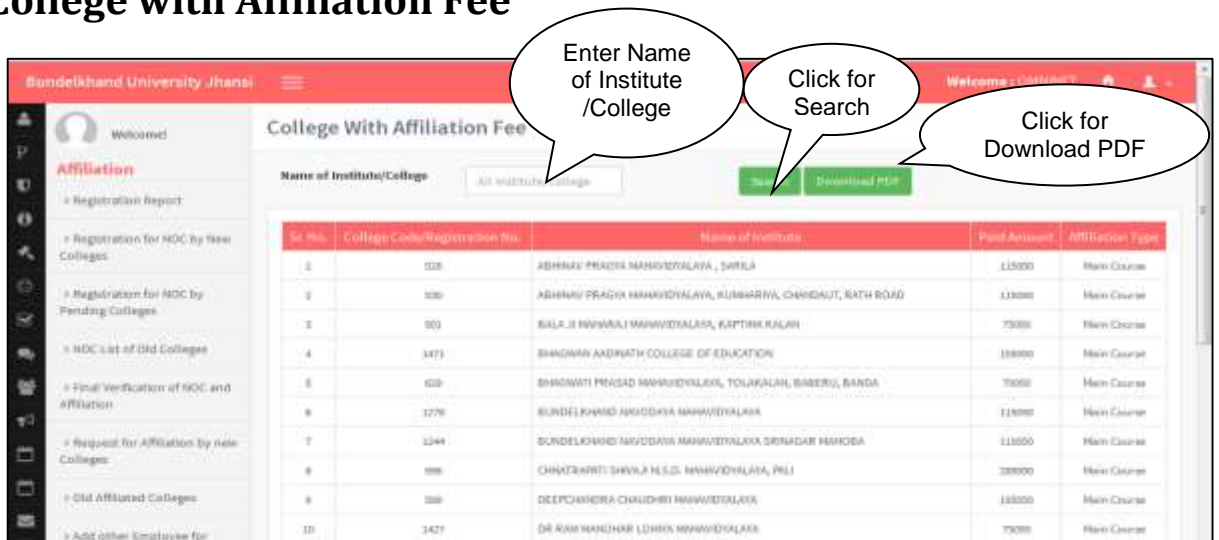


Image: College with Affiliation Fee

- Type **Name of Institute/College** and Click on **Search** Button to Search the record.
- Click on **Registration Report Tab**.

16. Registration Report

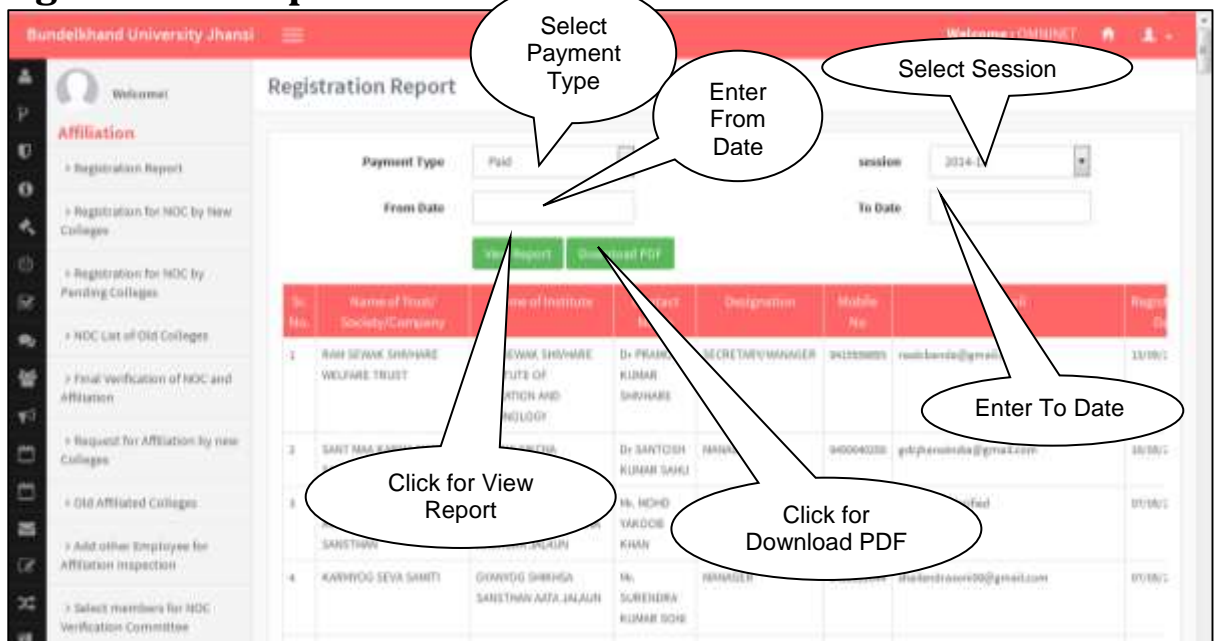


Image: Registration Report

- Select Type and Click on **View Report** Button to View the record.
- Click on **Registration for NOC by New Colleges Tab**.

17. Registration for NOC by New Colleges

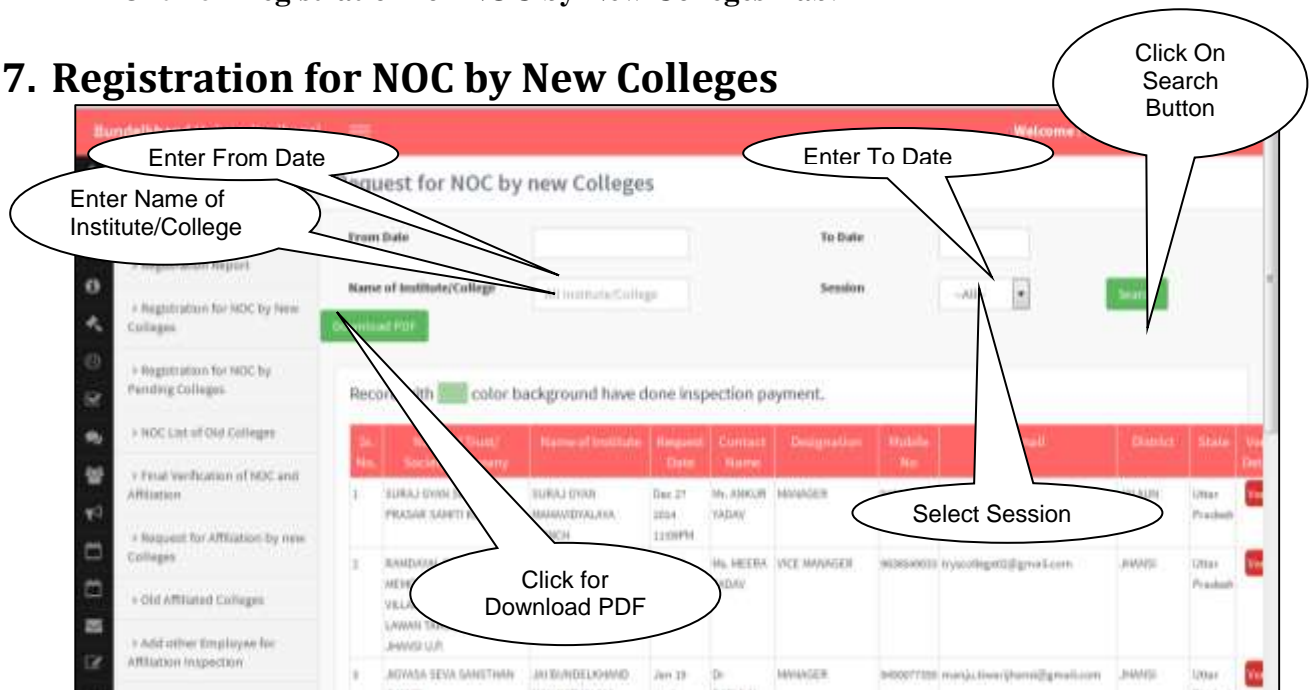


Image: Registration for NOC by New Colleges

- Type **Name of Institute/College** and Click on **Search** Button to Search the record.
- Click on **Registration for NOC by Pending Colleges Tab**.

18. Registration for NOC by Pending Colleges

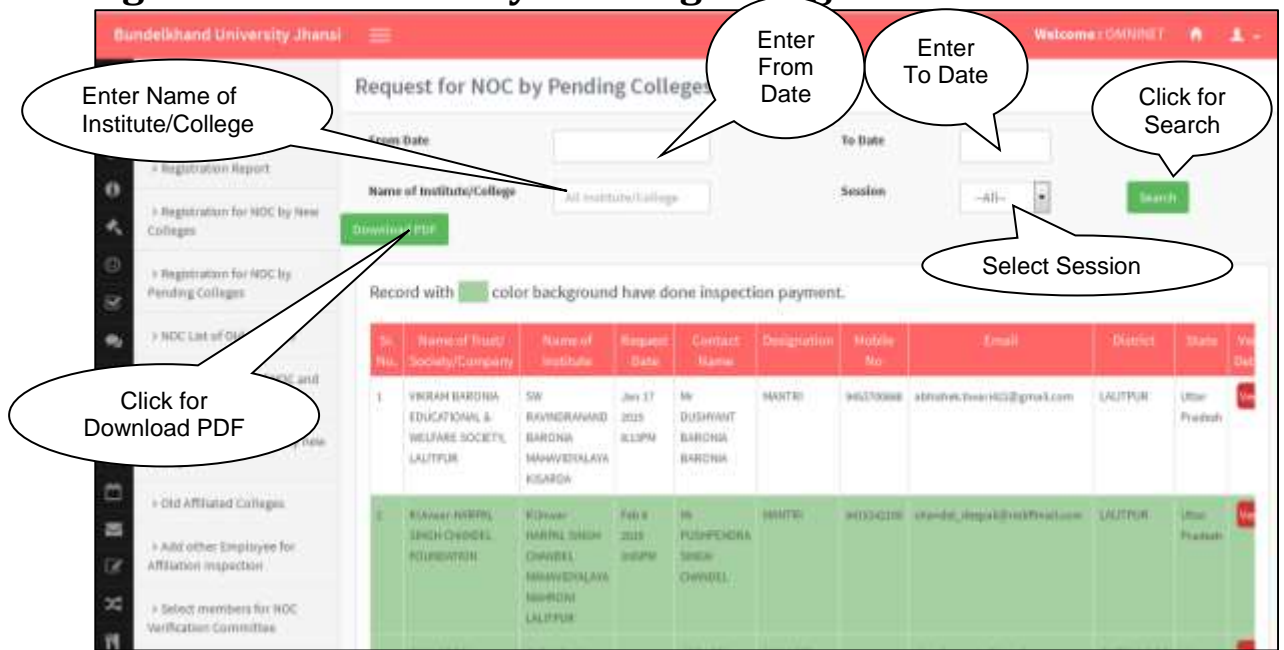


Image: Registration for NOC by Pending Colleges

- Type **Name of Institute/College** and Click on **Search** Button to Search the record.
- Click on **NOC List of Old Colleges** Tab.

19. NOC List of Old Colleges

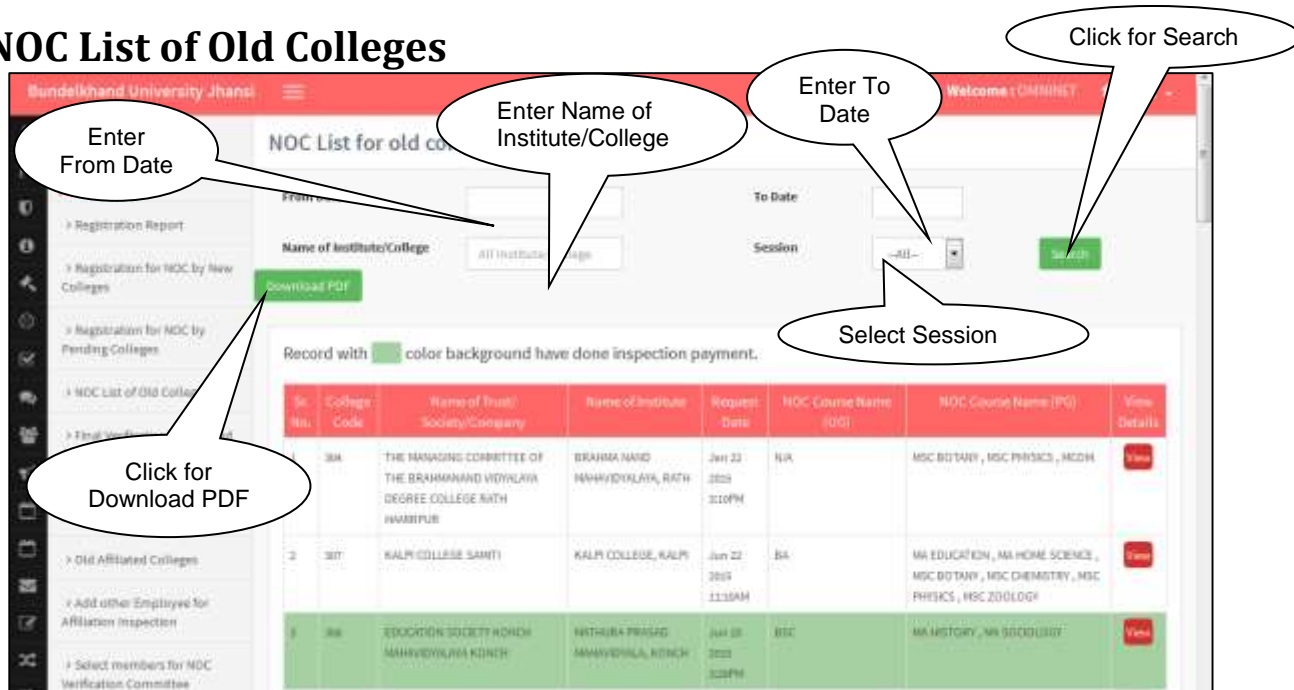


Image: NOC List of Old Colleges

- Type **Name of Institute/College** and Click on **Search** Button to Search the record.
- Click on **Final Verification of NOC and Affiliation** Tab.

20. Final Verification of NOC and Affiliation



Image: Final Verification of NOC and Affiliation

- Click on **Request for Affiliation by New Colleges Tab**.

21. Request for Affiliation by New Colleges Form

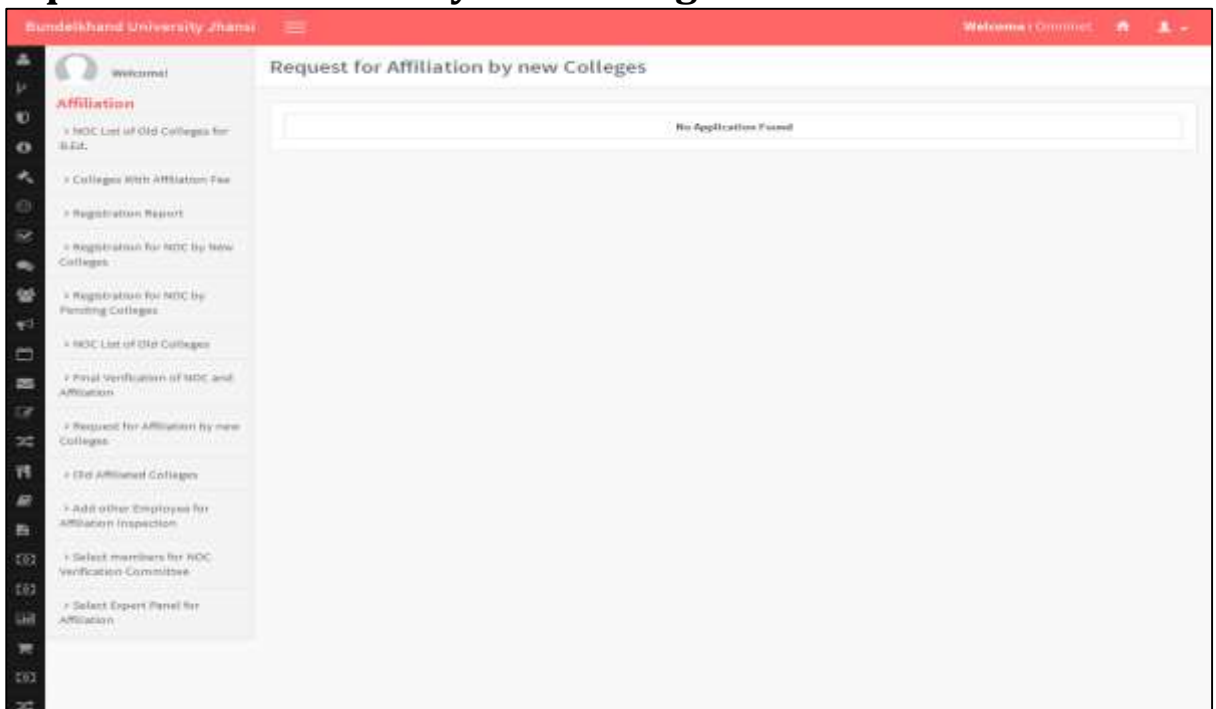


Image: Request for Affiliation by New Colleges

- Click on **Old Affiliated College Tab**.

22. Old Affiliated College

Sl. No.	Name of Parent Society/Company	Name of Institute	Contact Name	Designation	HCB No.	Email	District	State	View Details
1	TEST OPT	LAXMI DEVI BAKENDRA SINGH YADAV GEORGE COLLEGE, UMHAROH	Vishal shrestha	mantri	30300003	vishal@stpt.com	Banda	Uttar Pradesh	View
2	SHROMATI SDA PYARI BENDRAL SHIKSH PRASAD SAHITI KHATWALA	KEDARNATH BANSARUPOO NAHAYDOLAKA, KUMTWARA	dr. arund kumar mitra	manager	341302003	bansarmitra01@gmail.com	Banda	Uttar Pradesh	View
3	Arvidhya sagar academy shiksha samithi	DEEPCHEERA CHANDRI MAHATAPALAKA	sanjay jain	MANAGER	38892288		Banda	Uttar Pradesh	View
4	PTVT KVM SOCIETY	PT. VISHNUDEV TRAWRI COLLEGE OF EDUCATION	ABHISHEK TRAWRI	MANAGER	341311224	PTVT.COLLEGE@KVM.COM	Banda	Uttar Pradesh	View
5	dr. prabhat shiksha sansa samiti govilatan banda	DR. PRANJAY SINGH SHARMA, NAHAYDOLAKA, GAURI KALA, JASPURA	prabhat singh	manager	378800473	prabhatshiksha@gmail.com	Banda	Uttar Pradesh	View
6	dr. prabhat shiksha sansa samiti govilatan banda	DR. PRANJAY SINGH SHARMA, NAHAYDOLAKA, GAURI KALA, JASPURA	prabhat singh	manager	378800473	prabhatshiksha@gmail.com	Banda	Uttar Pradesh	View
7	Arvidhya sagar academy shiksha samiti	LATE ISHVA PRASAD SAHAYDOLAKA, KUMTWARA	sanjay jain	MANAGER	345410900	shagoraprasad@gmail.com	Banda	Uttar Pradesh	View

Image: Old Affiliated College

- Click on **Add Other Employee for Affiliation Inspection Tab**.

23. Add Other Employee for Affiliation Inspection Form

Enter Name

Enter Department

Enter E-Mail Id

Enter Contact No.

Enter Designation

Click for Submit

Image: Add Other Employee for Affiliation Inspection

- In this section, **Administrator** will fill the required details of **Employee** and Click on **Submit** button to add the Record.
- Click on **Select Members for NOC Verification Committee Tab**.

24. Select Members for NOC Verification Committee Form

Select Trust/Society

Name of Trust/Society

Name of Employee

Search Employee

Record with red color background have already verified details

S.No	Select	Employee Code	Employee Name	Designation	Department
1	<input type="checkbox"/>	SU_T_R_0605	DR. SARVENDRA K...	Assistant Professor	
2	<input type="checkbox"/>	SU_T_R_0606	AKITA CH...		INSTITUTE OF ENGINEERING AND TECHNOLOGY
3	<input type="checkbox"/>	SU_T_R_0607	DR. HEEM...		INSTITUTE OF LIFE SCIENCE (DEPARTMENT OF BIOTECHNOLOGY), BUNDELKHAND UNIVERSITY CAMPUS
4	<input type="checkbox"/>	SU_T_R_0608	DR. JETENDRA VERMA		INSTITUTE OF ENGINEERING AND TECHNOLOGY
5	<input type="checkbox"/>	SU_T_R_0609	DR. SANDEEP KUMAR MISHRA	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
6	<input type="checkbox"/>	SU_T_R_0610	BRIJENDRA KUMAR KASVP	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
7	<input type="checkbox"/>	SU_T_R_0611	DR. PEYUSH SHARDAWJ	Associate Professor	INSTITUTE OF PHARMACY, BUNDELKHAND UNIVERSITY CAMPUS
8	<input type="checkbox"/>	SU_T_R_0612	AKANKSHA GUPTA	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
9	<input type="checkbox"/>	SU_T_R_0613	DR. SHASHANK VERMA	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
10	<input type="checkbox"/>	SU_T_R_0614	RAH SINGH KUSHWAHA	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
11	<input type="checkbox"/>	SU_T_R_0615	SPOOBY DEBI	Assistant Professor	INSTITUTE OF ENGINEERING AND TECHNOLOGY
12	<input type="checkbox"/>	SU_T_R_0616	MANU RAJ R	Assistant Professor	B.L.R. INSTITUTE OF LAW, BUNDELKHAND UNIVERSITY CAMPUS
13	<input type="checkbox"/>	SU_T_R_0617	ANUP KUMAR	Assistant Professor	DR. B.A. AMBEDKAR INSTITUTE OF SOCIAL SCIENCES
14	<input type="checkbox"/>	SU_T_R_0618	DR. BHAKHENDRA BADAL	Assistant Professor	INSTITUTE OF BASIC SCIENCE (DEPARTMENT OF MATHEMATICAL

Click for Search Employee

Enter Name of Employee

Image: Select Members for NOC Verification Committee

- In this section, **Administrator** will fill the required details and Click on **Search Employee** button to Search the Record.
- Click on **Select Expert Panel for Affiliation Tab**.

25. Select Expert Panel for Affiliation Form

Select Trust/Society

Name of Trust/Society

Name of Employee

Search Employee

Record with red color background have already verified details

S.No	Select	Employee Code	Employee Name	Designation	Department
1	<input type="checkbox"/>	SU_T_R_0700	KAP BIPIN...	Professor	DEPARTMENT OF...
2	<input type="checkbox"/>	SU_T_R_0701	English Techn...	Software Engineer	Software Development
3	<input type="checkbox"/>	SU_T_R_0702	TRIST	apt	
4	<input type="checkbox"/>	SU_T_R_0703	PROF. GURU R. A...	Professor	DEPARTMENT OF...
5	<input type="checkbox"/>	SU_T_R_0704	PROF. N. C. SHARMA	Professor	INSTITUTE OF...
6	<input type="checkbox"/>	SU_T_R_0705	DR. H. C. SHARMA		INSTITUTE OF...
7	<input type="checkbox"/>	SU_T_R_0706	DR. P. J.		INSTITUTE OF...
8	<input type="checkbox"/>	SU_T_R_0707	DR. A. C.		INSTITUTE OF...
9	<input type="checkbox"/>	SU_T_R_0708	DR. V. K. SHARMA		INSTITUTE OF...
10	<input type="checkbox"/>	SU_T_R_0709	DR. P. K. SHARMA	Assistant Professor	INSTITUTE OF...
11	<input type="checkbox"/>	SU_T_R_0710	DR. P. K. SHARMA	Assistant Professor	INSTITUTE OF...
12	<input type="checkbox"/>	SU_T_R_0711	PROF. S. P. SHARMA	Professor	INSTITUTE OF...

Click for Search Employee

Enter Name of Employee

Image: Select Expert Panel for Affiliation

- In this section, **Administrator** will fill the required details and Click on **Search Employee** button to Search the Record.