

# USER MANUAL

**Submitting the Applciation ..... 02**

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## Submitting the Application

Click on 'Submit Application & Proceed to Payment' Button.

If you Do not Click on Declaration Check box a Pop Up is shown as:

“Click in the Declaration Checkbox before you Submit the Application”.

The screenshot displays the AICTE Web Portal interface in Microsoft Internet Explorer. The browser's address bar shows the URL: [http://www.aicte-india.org/PRMPORTAL\\_ENUJ/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323409830650](http://www.aicte-india.org/PRMPORTAL_ENUJ/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323409830650). The page title is "AICTE - Bringing e-Governance to ensure transparency".

The main content area is titled "AICTE New Application Form Part A:" and includes a navigation menu with options like Home, Change Password, Admin Screen, Chairman's View-Extension/Accreditation, Chairman's View-New College, New College Application, and New/Extension Approval. The current page is "Application Approval".

The "Application- Header" section contains the following details:

- Current Application Number: 1-450585304
- Current Status: New
- Date- Expert Committee Visit: 29/04/2011
- Permanent Institute Id: [Blank]
- Academic Year: 2012-2013
- Application Type: New Institute
- Application Team: ECUUSER
- Application Requested Date: [Blank]
- Application Status: [Blank]

A pop-up window titled "Siebel" is displayed over the form, containing a warning icon and the message: "Click in the Declaration Checkbox before you Submit the Application.(SBL-EXL-00151)". The pop-up has an "OK" button.

The form includes a section for "For All New Diploma/Degree Institute" with a checkbox for "Have You Been Issued LOI Last Year?" (set to "No") and a "Reference Id #:" field. Below this is a "Declaration" section with the text: "I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013." and "I understand that after I submit the application on Portal, my application shall become un-editable." with an unchecked checkbox.

At the bottom of the form, there are tabs for "Institute Details", "Deficiency Applicant", "Deficiency Report", "Print EOA", "Print Corrigendum", "Corrigendum", "Organisation", "View Uploads by RO", "Contact Person", and "Land Details".

The Windows taskbar at the bottom shows the Start button, several open applications (including "Siebel To...", "Update\_f...", "Interacti...", "What is d...", "Siebel Pa...", "Appaji Li...", "AICTE W...", "User\_Ma..."), and the system clock showing 11:28 AM on 11/12/13.

Click in the 'Declaration' Check box.

The screenshot displays the Siebel Partner Portal interface within a Microsoft Internet Explorer browser. The browser's address bar shows the URL: `http://localhost:8080/start.swe?SWECmd=GotoView&SWEView=AICTE2+Institute+Details+view`. The portal's navigation menu includes options like 'Home', 'Change Password', 'Admin Screen', 'College', 'Chairman's View-Extension/Accreditation', 'Chairman's View-New College', and 'New/Extension Approval'. The main content area is titled 'Application- Header' and contains various form fields for application details. A callout bubble with the text 'Click in this Check box' points to a checked checkbox in the 'Declaration' section. The declaration text reads: 'I understand that after I submit the application on Portal, my application shall become un-editable.' Below the declaration, there are tabs for 'Institute Details' and 'Deficiency Applicant', and a 'Save' button. The Windows taskbar at the bottom shows several open applications and the system clock at 11:34 AM.

**Application- Header**

Current Application Number: 290-31205  
Permanent Institute Id: 101-14001  
Academic Year: 2012-2013

**For All New Diploma/Degree Institute**

Have You Been Issued LOI Last Year?:  
Reference Id #:

**Declaration**

I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013.

I understand that after I submit the application on Portal, my application shall become un-editable.

**Institute Details** | Deficiency Applicant | Deficiency Report | Print EOA | Organisation | View Uploads by RO | Contact Person | Land Details | Building Details

Save

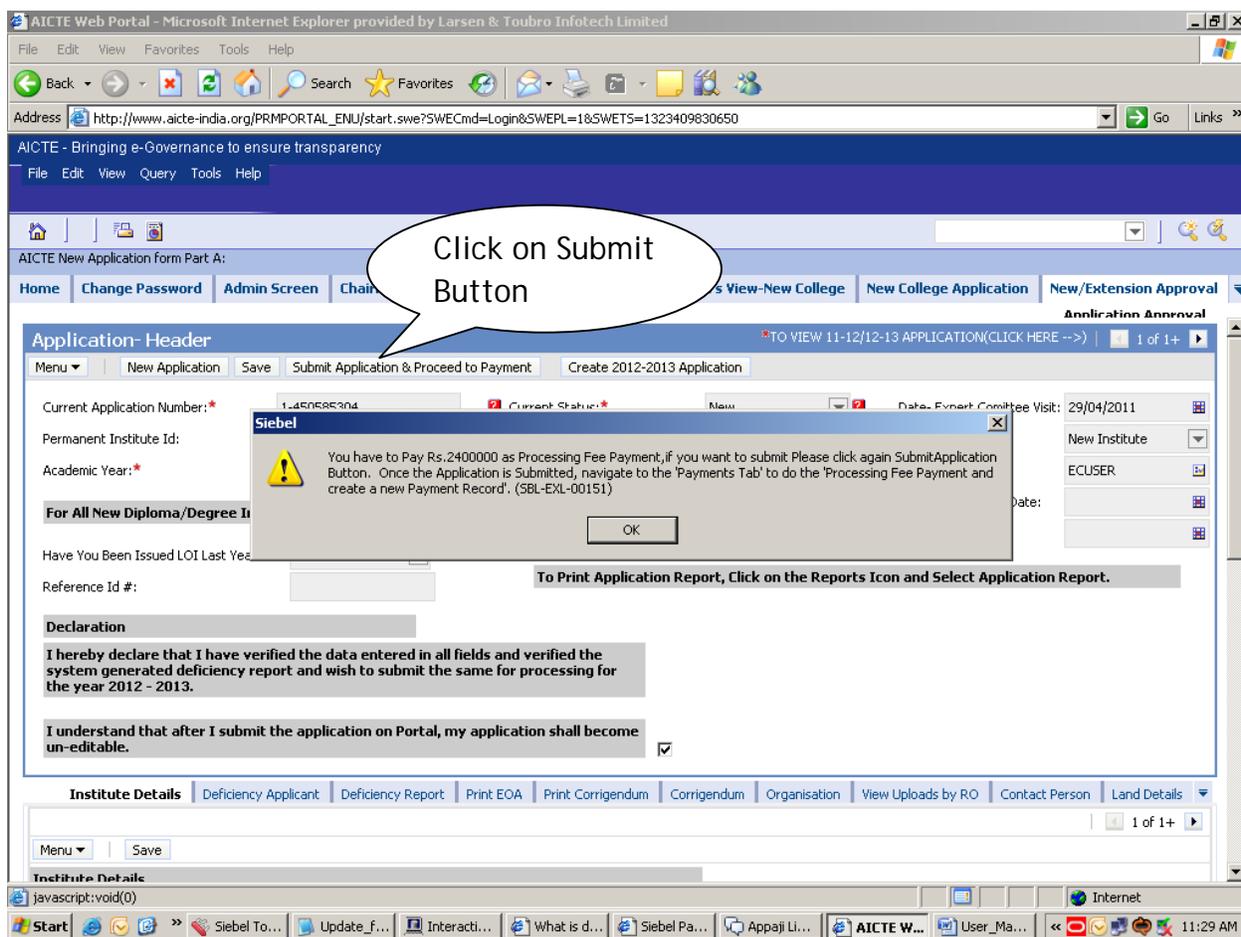
**Institute Details**

Now Click on Submit Button.

Once you click on Submit Application button a pop up displays the following message showing the amount of fee to be paid:

Ex:

"You have to Pay Rs.2400000 as Processing Fee Payment,if you want to submit Please click again SubmitApplication Button.Once the Application is Submitted, navigate to the 'Payments Tab' to do the 'Processing Fee Payment and create a new Payment Record'."



Click on Submit Application button again. Your Application becomes un-editable and status of the Application changes to 'Submitted to RO'.

The screenshot displays the AICTE Web Portal interface in Microsoft Internet Explorer. The browser's address bar shows the URL: [http://www.aicte-india.org/PRMPORTAL\\_ENU/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323409830650](http://www.aicte-india.org/PRMPORTAL_ENU/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323409830650). The page title is "AICTE - Bringing e-Governance to ensure transparency".

The main content area is titled "Application- Header" and contains the following information:

- Current Application Number: 1-450585304
- Permanent Institute Id: [Empty]
- Academic Year: 2012-2013
- Current Status: Submitted to RO
- Sub Status: [Empty]
- Application Opened on: 05/02/2011
- Application Submitted on: 09/12/2011
- Attend Scrutiny Committee On: [Empty]
- Date- Expert Committee Visit: 29/04/2011
- Application Type: New Institute
- Application Team: ECUSER
- Appeal Requested Date: [Empty]
- Closed: [Empty]

A callout bubble points to the "Current Status" field, containing the text: "Status Changes to 'Submitted to RO'".

Below the application details, there is a section for "Declaration" with a checkbox that is checked, indicating the user's understanding that the application will become un-editable upon submission.

The bottom of the page shows the "Institute Details" section with various tabs and a "Save" button.

Now got to Payment's Tab and Make Payment.

## Payments

Inside the **New/Extension Approval** tab, click on the **Payments** tab.

The screenshot shows the AICTE Web Portal interface. The browser title is "AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited". The address bar shows "http://www.aicte-india.org/prportal\_enu/start.swe". The page header includes "AICTE - Bringing e-Governance to ensure transparency". The main navigation menu includes "Home", "Change Password", "Accreditation", "Student Details", "New/Extension Approval", "My Institute Application Screen", and "Technical Campus". The "New/Extension Approval" tab is selected, and the "Payments" sub-tab is also selected. The "Application-Header" section contains various fields for application details, including "Current Application Number", "Permanent Institute Id", "Academic Year", "Current Status", "Sub Status", "Application Opened on", "Submitted to RO", "Date- Expert Comtee Visit", "Application Type", "Application Team", "Application Submitted on", "Attend Scrutiny Committee On", "Appeal Requested Date", and "Closed". There are also sections for "Processing Fee Payment Details" and a "Declaration" section. A white arrow points to the "Payments" tab in the navigation menu. Another white arrow points to the "Payments" sub-tab in the application header.

**Application-Header**

Menu | New Application | Save | Submit Application & Proceed to Payment | Appeal to SAC | Create 2012-2013 Application | UPDATE PAYMENT STATUS

Current Application Number: 1-185845481 | Current Status: | Submitted to RO: | Date- Expert Comtee Visit: |  
Permanent Institute Id: 1-105846701 | Sub Status: | Application Type: Extension-Expansio  
Academic Year: 2012-2013 | Application Opened on: 03/11/2010 | Application Team: PROXYE  
Application Submitted on: | Attend Scrutiny Committee On: | Appeal Requested Date: | Closed: |

**For All New Diploma/Degree Institute**

Have You Been Issued LOI Last Year?: | Application Submitted on: | Attend Scrutiny Committee On: |

Reference Id #: | **To Print Application Report, Click on the Reports Icon and Select Application Report.**

**Check any of the below if Previous Payment Details are not applicable**

New Institute:  | **Processing Fee Payment Details**  
No Previous Application Submitted:  | Total Processing Fee: |  
Govt/Govt-Aided/University Managed:  | Processing Fee Paid: |  
Balance Processing Fee: |

**Declaration**

I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013.

I understand that after I submit the application on Portal, my application shall become un-editable.

**To view payment details click on View Payment Status button on the below applet**

Institute Details | Deficiency Applicant | Deficiency Report | Print EOA | Organisation | View Uploads by RO | Contact Person | Land Details | Building Details | **Payments**

**Step 1: Processing Fee Payment Options** | No Records

Inside the payments tab, click on **Select mode of Payment** button. Then select the mode of payment from the options available in the list. There are two mode of payments options available :

- **CIB (ICICI Only)** - For users who want to make payment from Corporate Internet Banking Account of ICICI Bank.
- **CIB/Retail Banking(Other Bank)** - For users who want to make payment from Retail Banking Account of other banks (including ICICI bank) and Corporate Internet Banking Account of other banks.

#### **List of Banks available for payment:**

Below is the list of banks available for payment via **CIB/Retail Banking(Other Bank)** mode of payment.

<b>Bank Name</b>	<b>Retail Banking</b>	<b>Corporate Internet Banking</b>
Allahabad Bank	Available	Not Available
Axis Bank	Available	Not Available
Bank of Bahrain and Kuwait	Available	Not Available
Bank of Baroda	Available	Available
Bank of India	Available	Available
City Union Bank	Available	Available
Corporation Bank	Available	Not Available
DCB Bank	Available	Not Available
Deutsche Bank	Available	Not Available
Dhanlaxmi Bank	Available	Not Available
Federal Bank	Available	Available
ICICI Bank	Available	Not Available
IDBI Bank	Available	Not Available
Indian Bank	Available	Not Available
Indian Overseas Bank	Available	Not Available
J & K Bank	Available	Available
Karnataka Bank	Available	Not Available
South Indian Bank	Available	Not Available
Standard Chartered Bank	Available	Not Available
Tamilnad Mercantile Bank	Available	Not Available
Union Bank of India	Available	Not Available
Vijaya Bank	Available	Available
Yes Bank	Available	Not Available

For making payment via Corporate Internet Banking or Retail Banking, select the option **CIB/Retail Banking(Other Bank)**.

Step 1: Processing Fee Payment Options | APPLICATION APPROVAL | 1

Menu ▾ | Select mode of Payment | Delete

Before making the Payment, Please Refer Payment Guidelines Document on the Help page of AICTE website.

Check Processing Fee Tab can be Used to Verify the Breakup of the Processing Fee.

Mode of Payment:   
CIB (ICICI Only)  
CIB/Retail Banking(Other Bank)

Step 2: Corporate Internet Banking (CIB)/Retail Banking - Other Banks | 1

Menu ▾

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment):   
Transaction Id:   
Receipt:

Total Amount to be paid:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

Now on **Step 2: Corporate Internet Banking / Retail Banking -Other Banks**, **edit amount only in case of making processing fee payment by using the part payments facility**. Institutes who want to make the payment for the whole processing fee amount in one payment transaction, should not edit this amount.

Step 1: Processing Fee Payment Options | Application Approval | 1

Menu ▾ | Select mode of Payment | Delete

Before making the Payment, Please Refer Payment Guidelines Document on the Help page of AICTE website.

Check Processing Fee Tab can be Used to Verify the Breakup of the Processing Fee.

Mode of Payment: CIB/Retail Banking(Other Bank) ▾

Step 2: Corporate Internet Banking (CIB)/Retail Banking - Other Banks | 1

Menu ▾

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment): 350,000   
Transaction Id:   
Receipt:

Total Amount to be paid: 350,000

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

This is the Total Processing fee amount to be paid by the institute

For Example:

Here we can observe that **Total Amount to be paid is Rs 350,000**. If the institute wants to make the payment for whole of the processing fee amount in one transaction, then the **Amount (edit amount in case of part payment)** field should not be edited. If the institute wants to make the processing fee payment in parts then the amount in **Amount (edit amount in case of part payment)** field can be edited. In this case for making payments by part payment facility we will edit the **Amount (edit amount in case of part payment)** field to **Rs 150,000**.

Now on **Step 3: Payment Details**, a payment record containing the payment Id, payment mode and payment amount for your application will be created. Now on **Step 2: Corporate Internet Banking / Retail Banking -Other Banks** click on the link **Click Here to make Payment(Other Banks)**.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks

Menu ▾

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment): 150,000

Total Amount to be paid: 350,000

Transaction Id:

Receipt:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

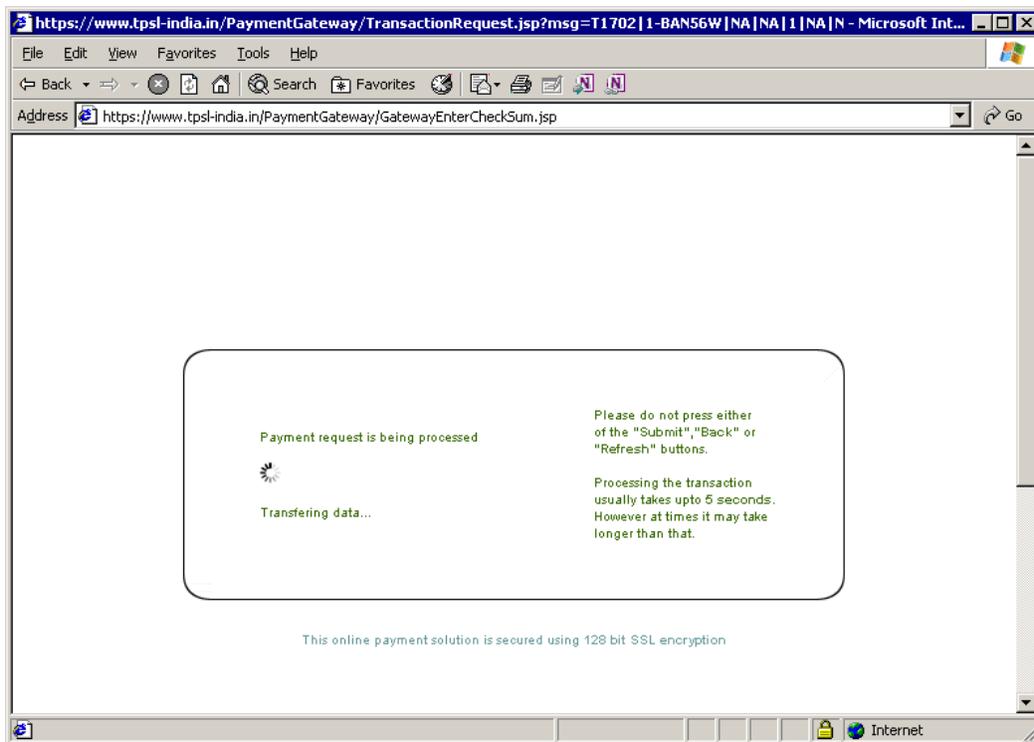
I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

Click Here to Make Payment(Other Banks)

Step 3: Payment Details | Menu ▾ | Save Query View Payment Status 1 - 1 c

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment Amount	Total Amount	ICICI Cheque #	PO N
> 249734907	CIB/Retail Banking(Ot				150,000	350,000		

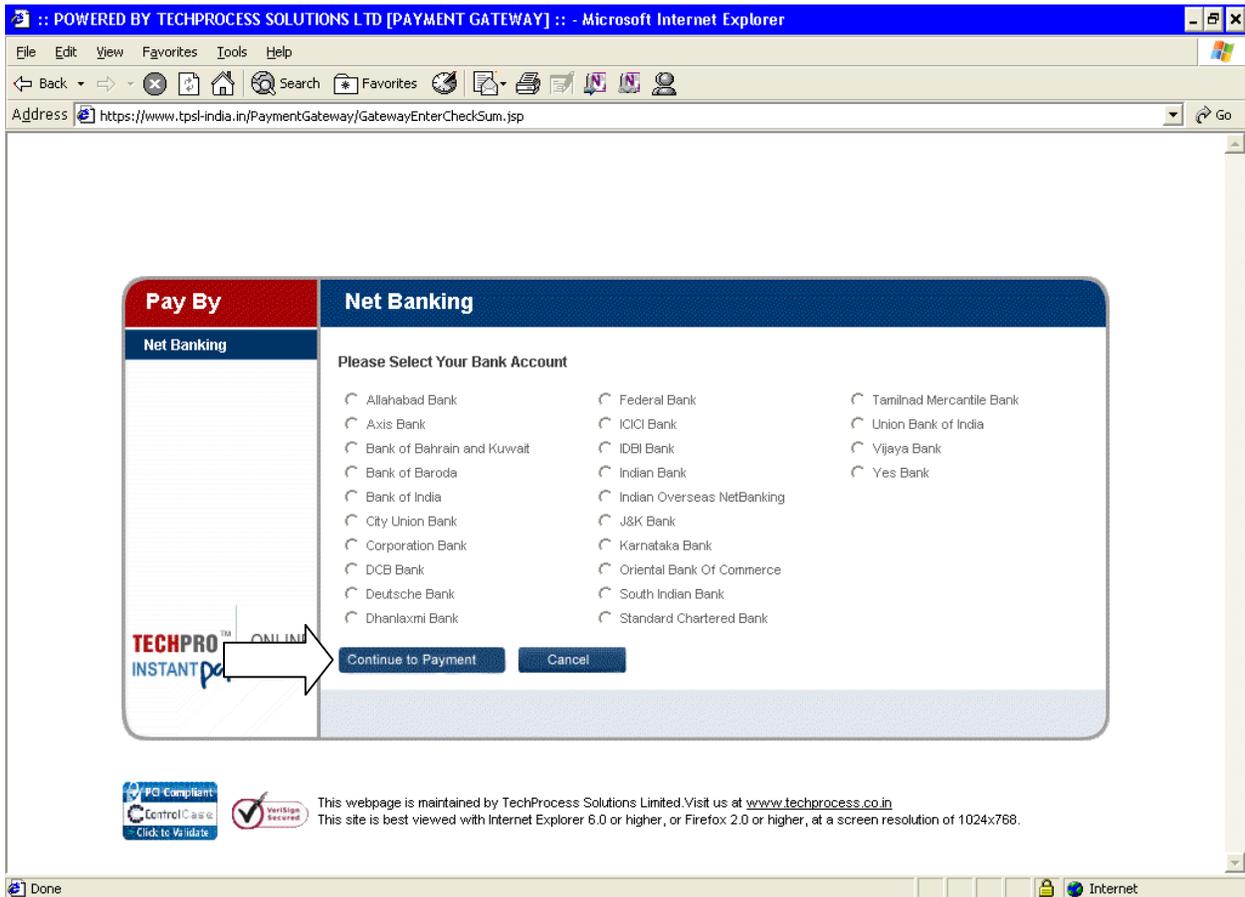
You will be redirected to the TechProcess Solutions , Online Payment Services page. Don't refresh the page.



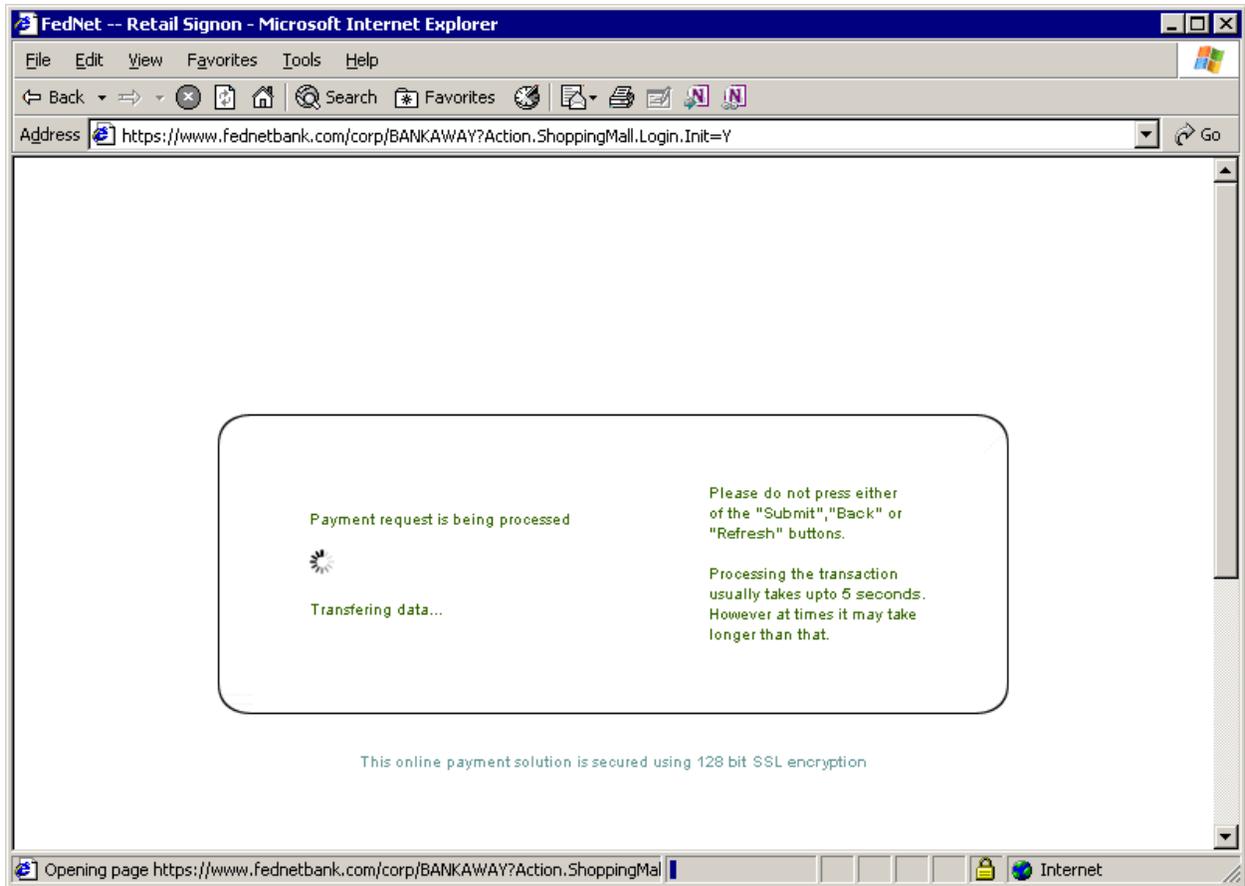
Choose the bank to make the payment and click on the button **Continue to Payment**.

For Example :

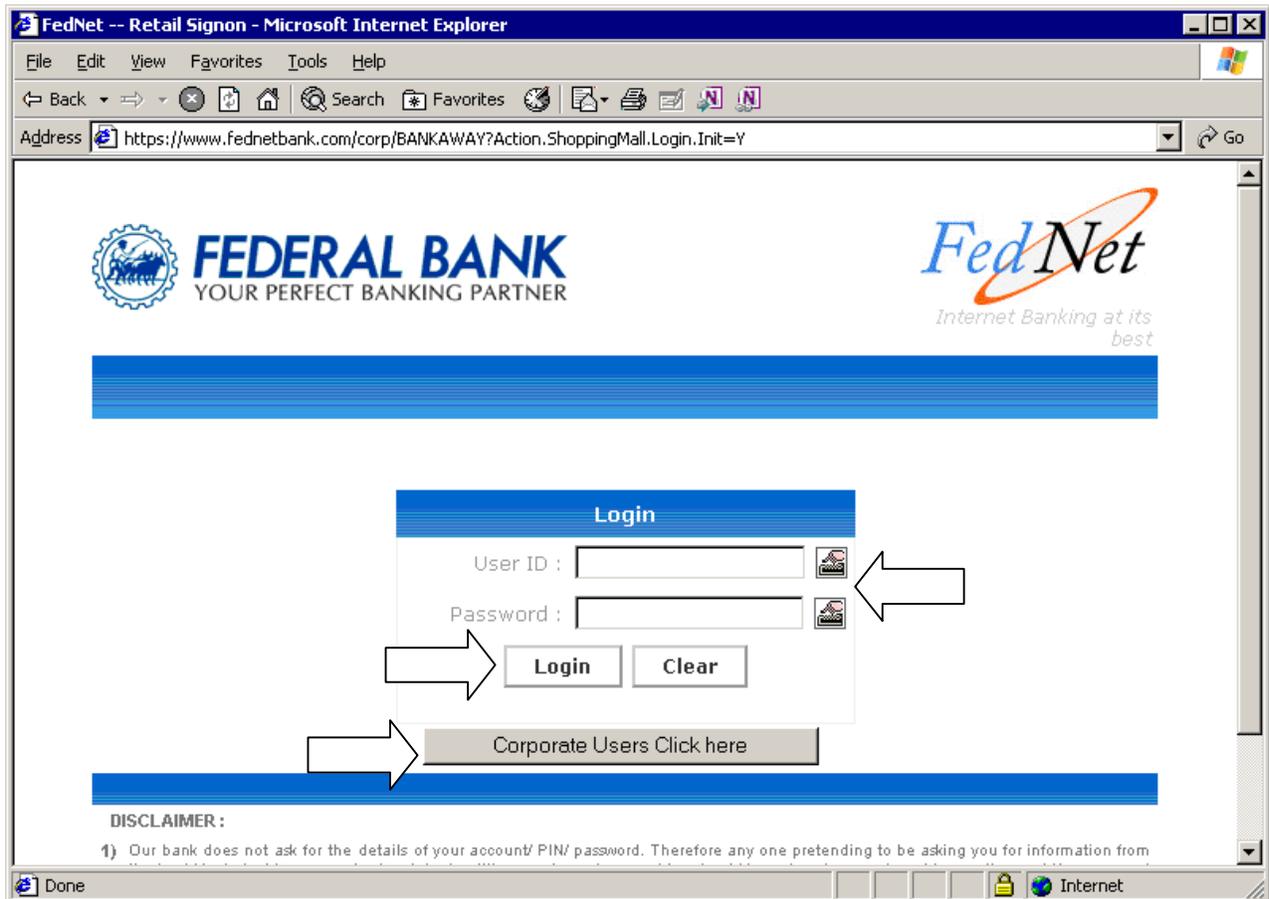
To make payment by **Federal Bank**, Choose the bank and click on the button **Continue to Payment**.



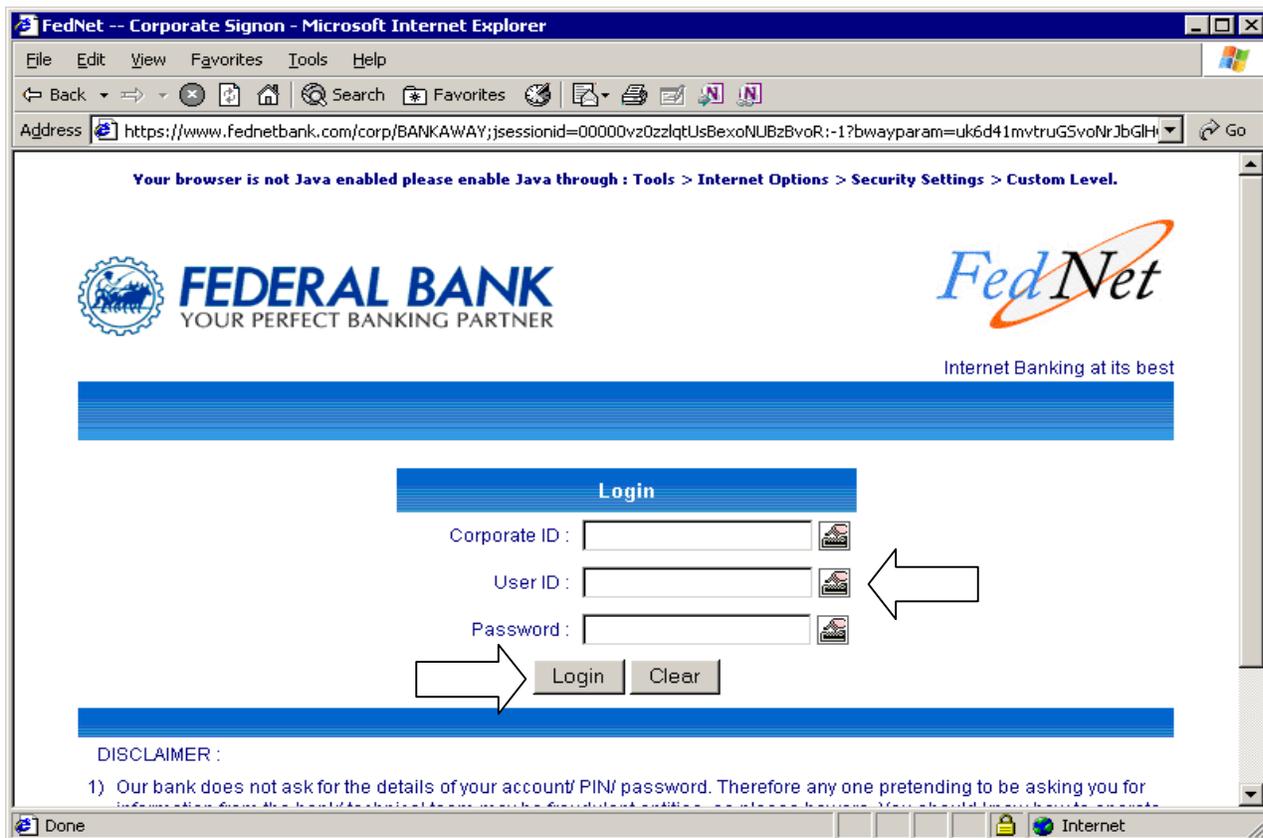
You will be redirected to the Banks Payment page. Don't refresh the page.



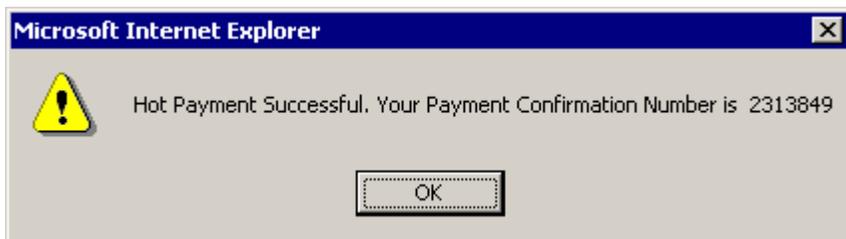
If you wish to make payment by **Retail Banking**, enter the **User ID / Password** and click on the **Login** button. If you want to make payment by **Corporate Internet Banking** click on the **Corporate Users Click here** button.



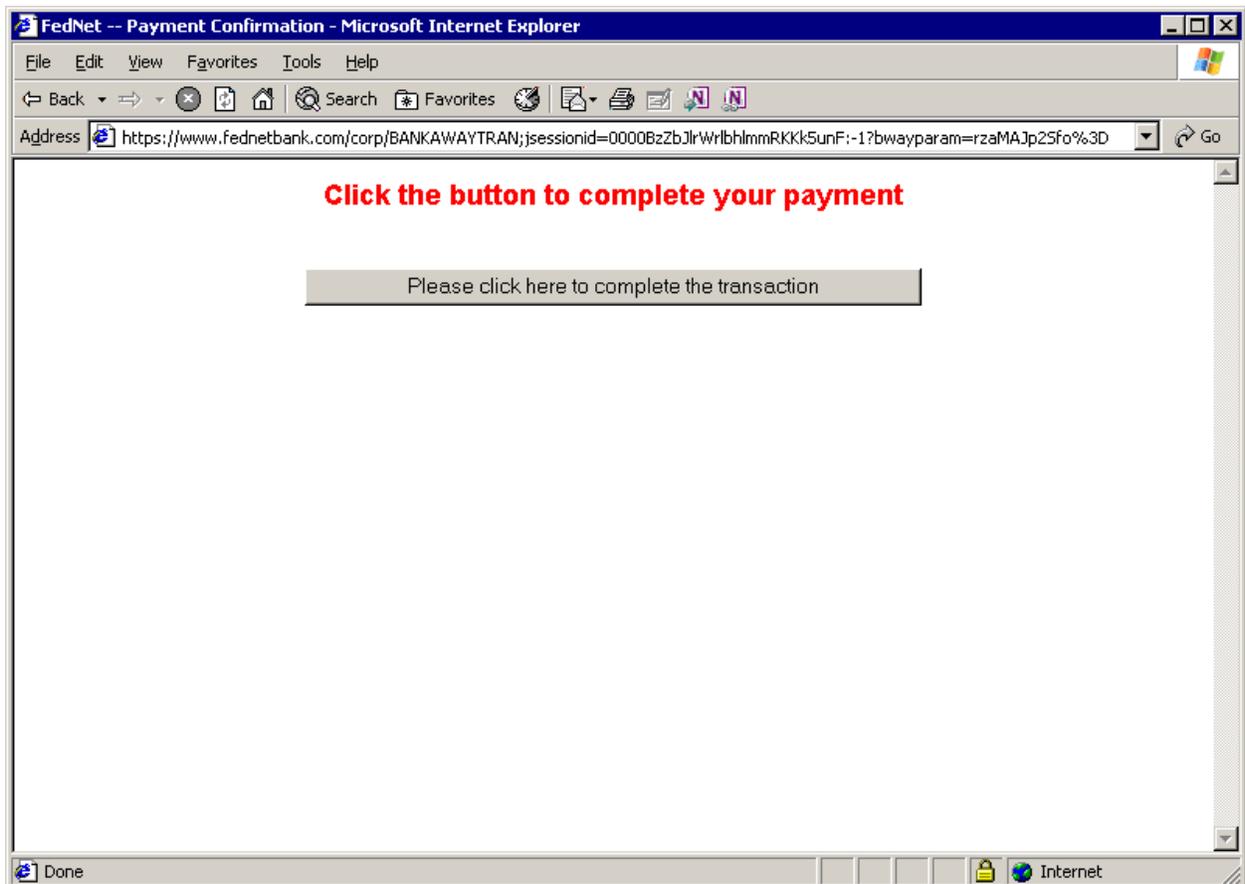
To make payment by **Corporate Internet Banking**, enter the **Corporate ID / User ID / Password** and click on the **Login** button.



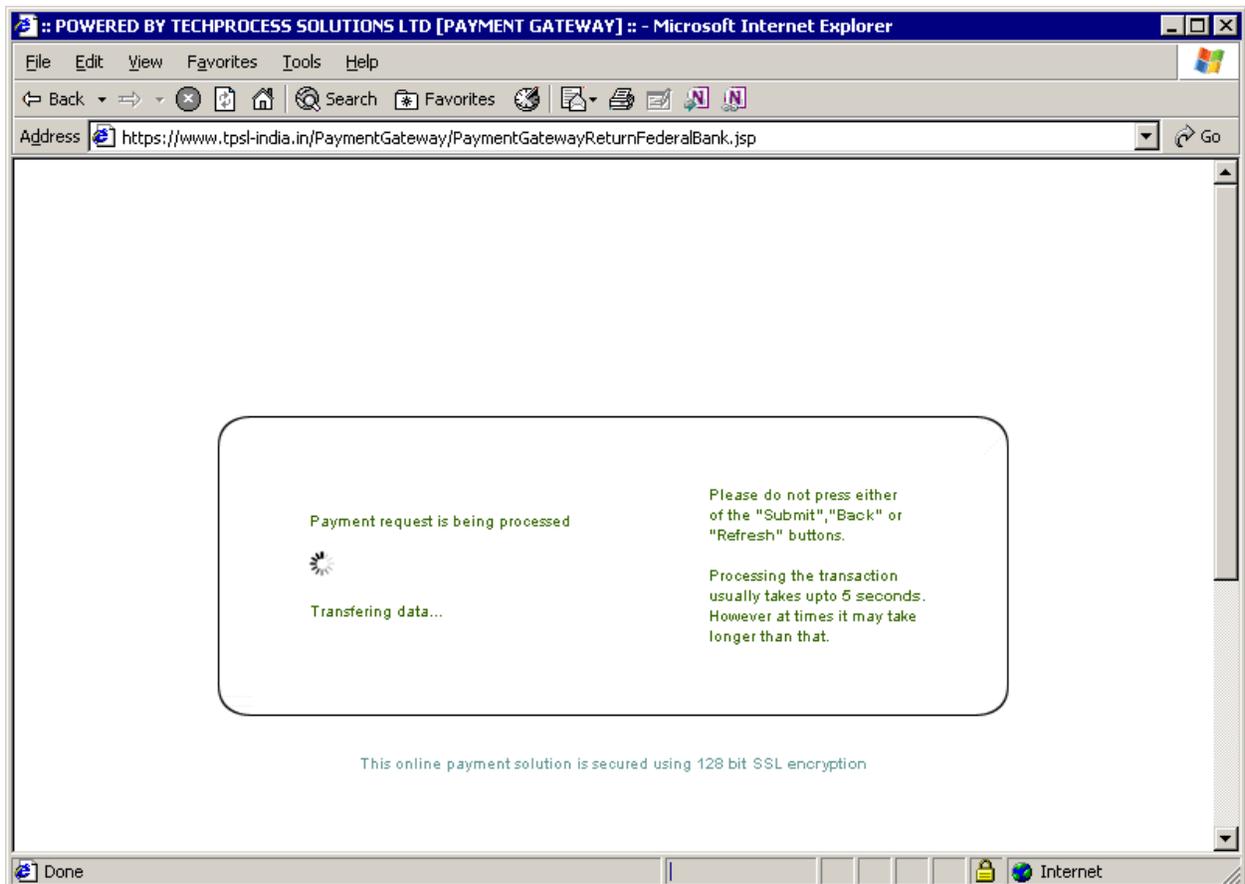
After you have successfully made the payment from your bank account, the below pop up message will be displayed. Click on **OK**.



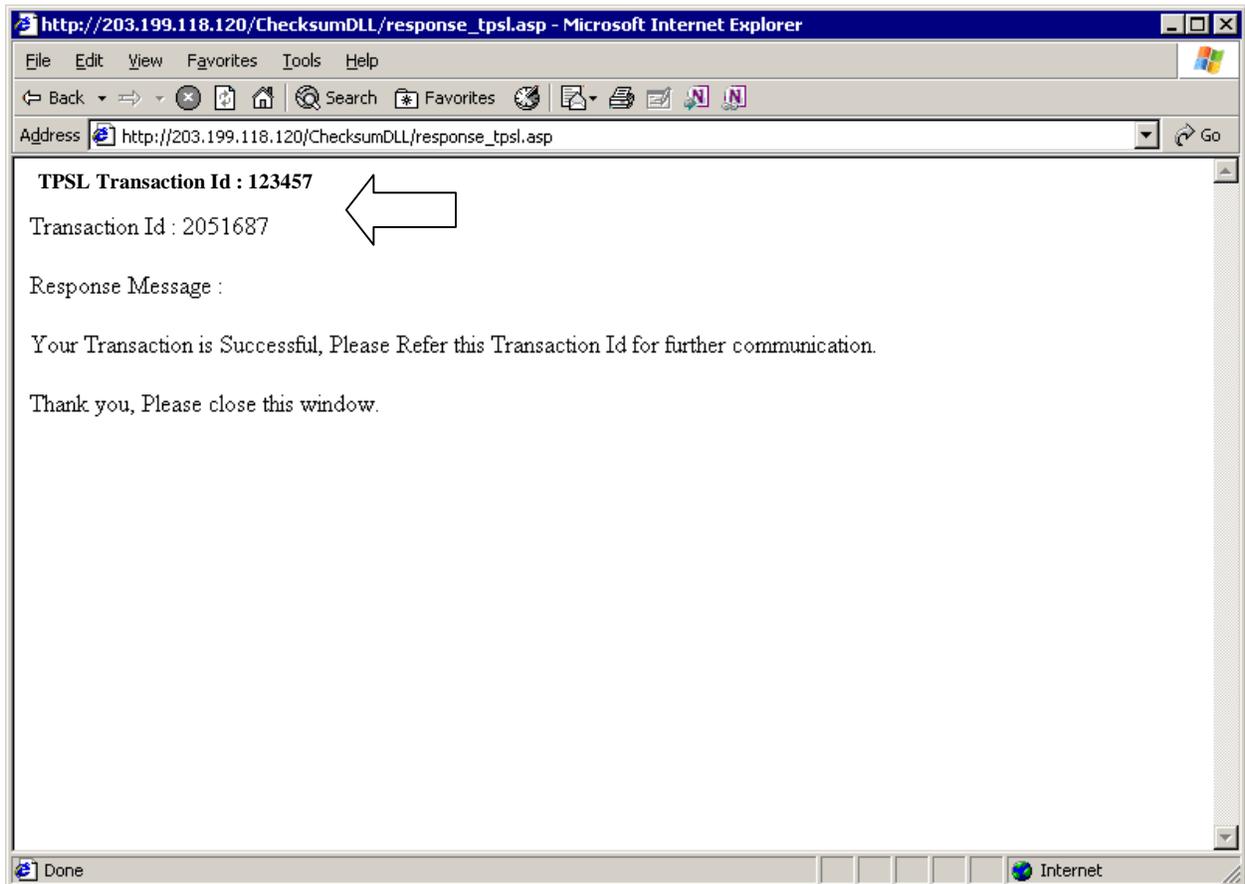
Then click on **Please click here to complete the transaction** button.



Now you will be redirected to the response page. Don't refresh the page.



In the response page, note down the **Transaction Id** and **TPSL Transaction Id**, you can now close the window.



Now click on the **View Payment Status** button to view the transaction id.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks

Menu ▾

**Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.**

Amount (edit amount in case of part payment): 150,000 Total Amount to be paid: 350,000

Transaction Id:

Receipt:

**For latest terms & conditions of Corporate Internet Banking (CIB), Click Here**

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

**Click Here to Make Payment(Other Banks)**

Step 3: Payment Details | Menu ▾ | Save Query View Payment Status 1 - 10

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment Amount	Total Amount	ICICI Cheque #	PO N
> 249734907	CIB/Retail Banking(Ot				150,000	350,000		

After the **View Payment Status** button is clicked the following popup window will come. Click **OK**.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks

Menu ▾

**Corporate Internet Ba**

Amount (edit amount in case of

Receipt:

**For latest terms & conditions of Corporate Internet Banking (CIB), Click Here**

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

**Click Here to Make Payment(Other Banks)**

Step 3: Payment Details | Menu ▾ | Save Query View Payment Status 1 - 10

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment Amount	Total Amount	ICICI Cheque #	PO N
> 249734907	CIB/Retail Banking(Ot	45347840	25676155	Y	150,000	350,000		

Siebel

Payment has been successfully updated. If complete payment has been done, then please click on UPDATE PAYMENT STATUS button.

OK

Now in the application you can observe that the Transaction ID, TPSL Transaction Id and Receipt flag are populated. **The payment for this record (amount of Rs 150,000 has been successfully done.**

Also you can observe the header form. Here **Total Processing Fee is Rs 350,000**. The **processing fee paid so far is Rs 150,000** and the **Balance processing fee to be paid is Rs 200,000**.

The screenshot shows the AICTE Web Portal interface. The main content area is titled "Application-Header" and contains various fields for application information. A table titled "Processing Fee Payment Details" is visible, with the following data:

Field	Value
Total Processing Fee:	350,000
Processing Fee Paid:	150,000
Balance Processing Fee:	200,000

A white arrow points to the "Balance Processing Fee" field.

Now we have to make the payment for rest of the balance processing fee.

For making payment via Corporate Internet Banking or Retail Banking, select the option **CIB/Retail Banking(Other Bank)**.

The screenshot shows the "Step 1: Processing Fee Payment Options" form. The "Mode of Payment" dropdown menu is open, showing the following options:

- CIB (ICICI Only)
- CIB/Retail Banking(Other Bank)

A white arrow points to the "CIB/Retail Banking(Other Bank)" option.

Now on **Step 2: Corporate Internet Banking / Retail Banking -Other Banks**, in this case for making payments by part payment facility we will edit the **Amount (edit amount in case of part payment)** field to **Rs 200,000**.

Now on **Step 3: Payment Details**, a payment record containing the payment Id, payment mode and payment amount for your application will be created. Now on **Step 2: Corporate Internet Banking / Retail Banking -Other Banks** click on the link **Click Here to make Payment(Other Banks)**. Make payment same as mentioned in above example.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks | 1

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment): 200,000 Total Amount to be paid: 350,000

Transaction Id: Receipt:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

Click Here to Make Payment(Other Banks)

Step 3: Payment Details | Menu | Save Query View Payment Status | 1 - 2 of

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment An	Total Amount	ICICI Cheque #	PO Number	Bank
249735862	CIB/Retail Banking(C				200,000	350,000			
249734907	CIB/Retail Banking(C 45347840		25676155	Y	150,000	350,000			

After the payment is successfully done , click on the **View Payment Status** button to view the transaction id.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks | 1

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment): 200,000 Total Amount to be paid: 350,000

Transaction Id: Receipt:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

Click Here to Make Payment(Other Banks)

Step 3: Payment Details | Menu | Save Query View Payment Status | 1 - 2 of

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment An	Total Amount	ICICI Cheque #	PO Number	Bank
> 249735862	CIB/Retail Banking(C				200,000	350,000			
249734907	CIB/Retail Banking(C 45347840		25676155	Y	150,000	350,000			

After the **View Payment Status** button is clicked the following popup window will come. Click **OK**.

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks | 1

Menu ▾

**Siebel** [X]

Payment has been successfully updated. If complete payment has been done, then please click on UPDATE PAYMENT STATUS button.

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment):  Total Amount to be paid:

Transaction Id:

Receipt:

[For latest terms & conditions of Corporate Internet Banking \(CIB\), Click Here](#)

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

[Click Here to Make Payment\(Other Banks\)](#)

Step 3: Payment Details | Menu ▾ | Save Query View Payment Status | 1 - 2 of

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment An	Total Amount	ICICI Cheque #	PO Number	Bank
> 249735862	CIB/Retail Banking(C	43547899	26576166	Y	200,000	350,000			
249734907	CIB/Retail Banking(C	45347840	25676155	Y	150,000	350,000			

Now in the application you can observe that the Transaction ID, TPSL Transaction Id and Receipt flag are populated. **The payment for this record (amount of Rs 200,000 has been successfully done.**

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks | 1

Menu ▾

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment):  Total Amount to be paid:

Transaction Id:

Receipt:

[For latest terms & conditions of Corporate Internet Banking \(CIB\), Click Here](#)

I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

[Click Here to Make Payment\(Other Banks\)](#)

Step 3: Payment Details | Menu ▾ | Save Query View Payment Status | 1 - 2 of

Payment Id	Payment Mode	Bank Transaction ID	TPSL Transaction ID	Receipt	Part Payment An	Total Amount	ICICI Cheque #	PO Number	Bank
> 249735862	CIB/Retail Banking(C	43547899	26576166	Y	200,000	350,000			
249734907	CIB/Retail Banking(C	45347840	25676155	Y	150,000	350,000			

Also you can observe the header form. Here **Total Processing Fee is Rs 350,000**. The **processing fee paid so far is Rs 350,000** and the **Balance processing fee to be paid is Rs 0**. Now we can observe that the full processing fee amount has been paid.

The screenshot shows the AICTE Web Portal interface in Microsoft Internet Explorer. The browser address bar displays [http://www.aicte-india.org/prmportal\\_enu/start.swe](http://www.aicte-india.org/prmportal_enu/start.swe). The page title is "AICTE - Bringing e-Governance to ensure transparency". The navigation menu includes "Home", "Change Password", "Accreditation", "Student Details", "New/Extension Approval", "My Institute Application Screen", and "Technical Campus". The current page is "Application-Header" under the "Accreditation Approval" section. The application details are as follows:

Current Application Number:	I-185845481	Current Status:	Submitted to RO	Date- Expert Comitee Visit:	
Permanent Institute Id:	I-105846701	Sub Status:		Application Type:	Extension-Expansio
Academic Year:	2012-2013	Application Opened on:	03/11/2010	Application Team:	PROXYE
Have You Been Issued LOI Last Year?:		Application Submitted on:		Appeal Requested Date:	
Reference Id #:		Attend Scrubiny Committee On:		Closed:	

For All New Diploma/Degree Institute

Check any of the below if Previous Payment Details are not applicable

New Institute:	<input type="checkbox"/>
No Previous Application Submitted:	<input type="checkbox"/>
Govt/Govt-Aided/University Managed:	<input type="checkbox"/>

**Processing Fee Payment Details**

Total Processing Fee:	350,000
Processing Fee Paid:	350,000
Balance Processing Fee:	0

To view payment details click on View Payment Status button on the below applet

The screenshot also shows a navigation menu with options: "New Application", "Save", "Submit Application & Proceed to Payment", "Appeal to SAC", "Create 2012-2013 Application", "UPDATE PAYMENT STATUS", and "Query Results". A white arrow points to the "Balance Processing Fee" field in the "Processing Fee Payment Details" table.

After full processing fee payment is done, now click on the **UPDATE PAYMENT STATUS** button to change the sub status of the application as **Payment Received**.

The screenshot displays the AICTE Web Portal interface within a Microsoft Internet Explorer browser. The address bar shows the URL: [http://www.aicte-india.org/prmportal\\_enu/start.swe](http://www.aicte-india.org/prmportal_enu/start.swe). The page title is "AICTE - Bringing e-Governance to ensure transparency".

The main navigation menu includes: Home, Change Password, Accreditation, Student Details, New/Extension Approval, My Institute Application Screen, and Technical Campus. The current page is titled "Application-Header" and is part of the "Application Approval" process.

The form contains the following fields and sections:

- Application-Header:** Includes a menu and buttons for "New Application", "Save", "Submit Application & Proceed to Payment", "Appeal to SAC", "Create 2012-2013 Application", and "UPDATE PAYMENT STATUS" (highlighted with a white arrow).
- Current Application Number:** 1-185845481
- Permanent Institute Id:** 1-105846701
- Academic Year:** 2012-2013
- Current Status:** (with a red error icon)
- Sub Status:** (with a red error icon)
- Application Opened on:** (with a red error icon)
- Submitted to RO:** (with a dropdown menu and a red error icon)
- Date- Expert Committee Visit:** (with a dropdown menu)
- Application Type:** Extension-Expansio (with a dropdown menu)
- Application Team:** PROXYE (with a dropdown menu)
- Application Submitted on:** 03/11/2010 (with a red error icon)
- Appeal Requested Date:** (with a dropdown menu)
- Closed:** (with a dropdown menu)
- Attend Scrutiny Committee On:** (with a dropdown menu)

Additional sections include:

- For All New Diploma/Degree Institute:** "Have You Been Issued LOI Last Year?" (with a dropdown menu)
- Reference Id #:** (with a text input field)
- Check any of the below if Previous Payment Details are not applicable:** Includes checkboxes for "New Institute:", "No Previous Application Submitted:", and "Govt/Govt-Aided/University Managed:".
- Processing Fee Payment Details:** Includes fields for "Total Processing Fee:" (350,000), "Processing Fee Paid:" (350,000), and "Balance Processing Fee:" (0).
- Declaration:** (with a text input field)

Instructions on the page include: "To Print Application Report, Click on the Reports Icon and Select Application Report." and "To view payment details click on View Payment Status button on the below applet".

Click OK.

The screenshot shows the AICTE Web Portal interface in Microsoft Internet Explorer. The browser title is "AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited". The address bar shows the URL "http://www.aicte-india.org/prmportal\_enu/start.swe". The page header includes the AICTE logo and the tagline "AICTE - Bringing e-Governance to ensure transparency". The navigation menu includes "Home", "Change Password", "Accreditation", "Student Details", "New/Extension Approval", "My Institute Application Screen", and "Technical Campus". The main content area is titled "Application- Header" and contains various form fields and buttons. A modal dialog box is displayed in the center, titled "Siebel", with a yellow warning icon and the message "Complete Processing Fee has been received and Sub Status Updated as Payment Received". The dialog box has an "OK" button. The background form includes fields for "Current Application Number" (1-105845401), "Permanent Institute Id" (1-105846701), and "Academic Year" (2012-2013). There are also sections for "For All New Diploma/Degree Institute", "Check any of the below if Previous Payment Details are not applicable", and "Processing Fee Payment Details" (Total Processing Fee: 350,000, Processing Fee Paid: 350,000, Balance Processing Fee: 0). A "Declaration" section is also visible at the bottom.

As we can observe, now the sub status has been changes to **Payment Received**.

The screenshot displays the AICTE Web Portal interface in Microsoft Internet Explorer. The browser address bar shows the URL: [http://www.aicte-india.org/prmportal\\_enu/start.swe](http://www.aicte-india.org/prmportal_enu/start.swe). The page title is "AICTE - Bringing e-Governance to ensure transparency".

The main content area is titled "Application-Header" and contains the following details:

- Current Application Number: 1-185845481
- Permanent Institute Id: 1-105846701
- Academic Year: 2012-2013
- Current Status: Submitted to RO
- Sub Status: Payment Received
- Application Opened on: 03/11/2010
- Application Type: Extension-Expansio
- Application Team: PROXYE
- Application Submitted on: [Empty]
- Attend Scrubiny Committee On: [Empty]
- Date- Expert Comitee Visit: [Empty]
- Appeal Requested Date: [Empty]
- Closed: [Empty]

There are several buttons and links at the top of the application header, including "New Application", "Save", "Submit Application & Proceed to Payment", "Appeal to SAC", "Create 2012-2013 Application", and "UPDATE PAYMENT STATUS".

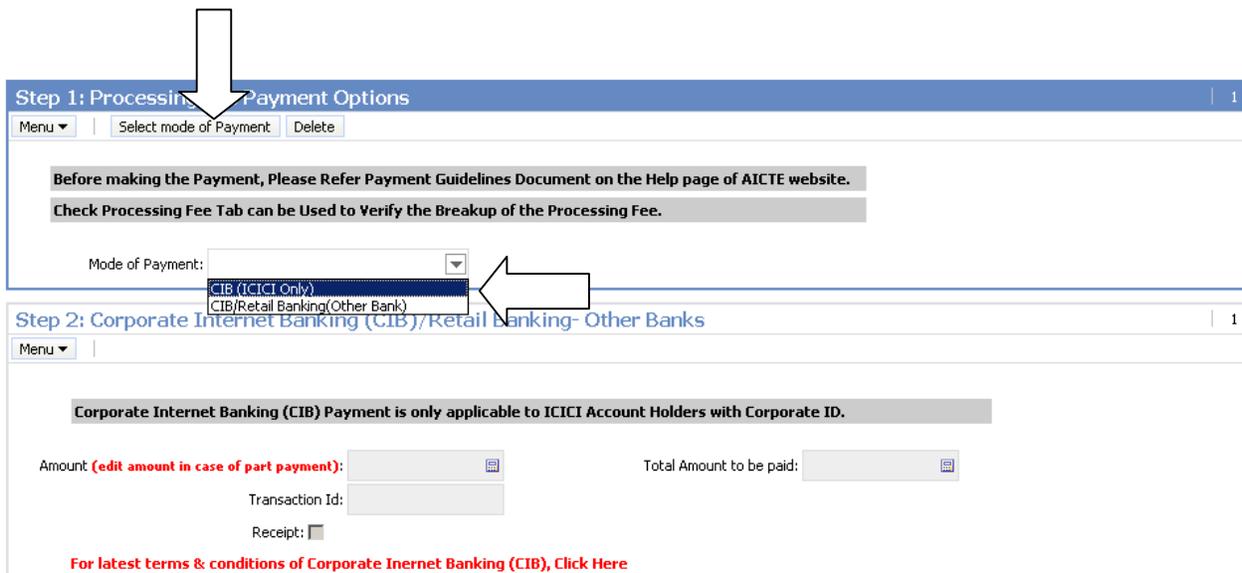
Below the application details, there are sections for "For All New Diploma/Degree Institute" and "Check any of the below if Previous Payment Details are not applicable".

The "Processing Fee Payment Details" section shows:

Field	Value
Total Processing Fee:	350,000
Processing Fee Paid:	350,000
Balance Processing Fee:	0

At the bottom of the page, there is a "Declaration" section and a note: "To view payment details click on View Payment Status button on the below applet".

For making payment via Corporate Internet Banking of ICICI Bank, select the option **CIB (ICICI Only)**.



Step 1: Processing Fee Payment Options | 1

Menu ▾ | Select mode of Payment | Delete

Before making the Payment, Please Refer Payment Guidelines Document on the Help page of AICTE website.  
Check Processing Fee Tab can be Used to Verify the Breakup of the Processing Fee.

Mode of Payment:

Step 2: Corporate Internet Banking (CIB)/Retail Banking- Other Banks | 1

Menu ▾ |

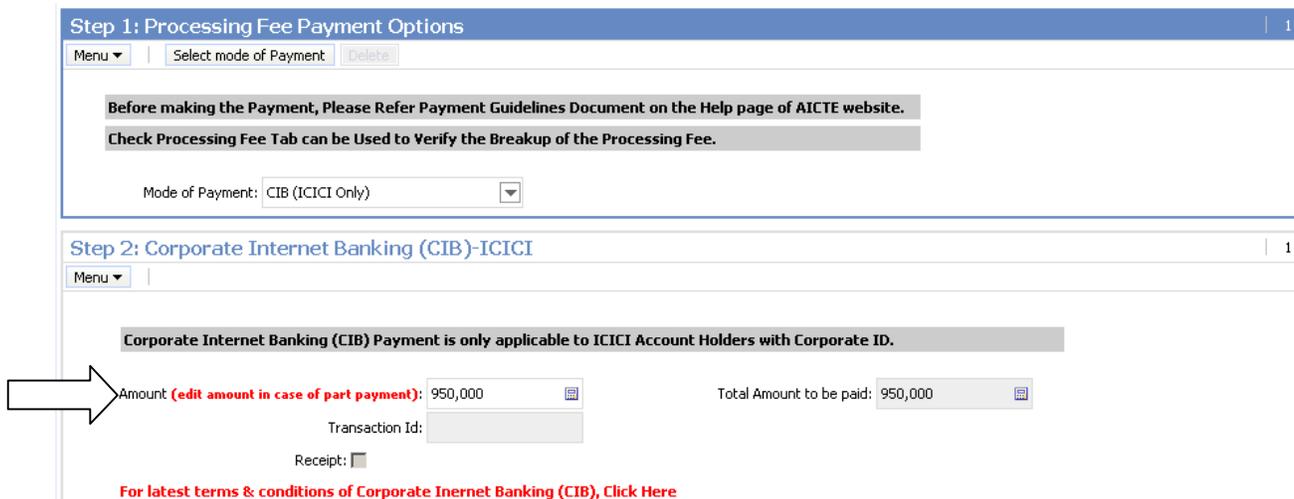
Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment):   
Transaction Id:   
Receipt:

Total Amount to be paid:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

Now on **Step 2: Corporate Internet Banking / Retail Banking -Other Banks**, **edit amount only in case of making processing fee payment by using the part payments facility**. Institutes who want to make the payment for the whole processing fee amount in one payment transaction, should not edit this amount.



Step 1: Processing Fee Payment Options | 1

Menu ▾ | Select mode of Payment | Delete

Before making the Payment, Please Refer Payment Guidelines Document on the Help page of AICTE website.  
Check Processing Fee Tab can be Used to Verify the Breakup of the Processing Fee.

Mode of Payment:

Step 2: Corporate Internet Banking (CIB)-ICICI | 1

Menu ▾ |

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment):   
Transaction Id:   
Receipt:

Total Amount to be paid:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here

For Example:

Here we can observe that **Total Amount to be paid is Rs 950,000**. If the institute wants to make the payment for whole of the processing fee amount in one transaction, then the **Amount (edit amount in case of part payment)** field **should not be edited**. If the institute wants to make the processing fee payment in parts then the amount in **Amount (edit amount in case of part payment)** field can be edited. In this case for making payments by part payment facility we will not edit the **Amount (edit amount in case of part payment)**.

Now on **Step 3: Payment Details**, a payment record containing the payment Id, payment mode and payment amount for your application will be created. Now on **Step 2: Corporate Internet Banking (CIB)-ICICI** click on the link **Click Here to make Payment(ICICI Bank Only)**.

Step 2: Corporate Internet Banking (CIB)-ICICI | 1

Menu ▾

**Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.**

Amount (edit amount in case of part payment): 950,000 | Total Amount to be paid: 950,000

Transaction Id:

Receipt:

**For latest terms & conditions of Corporate Internet Banking (CIB), Click Here**

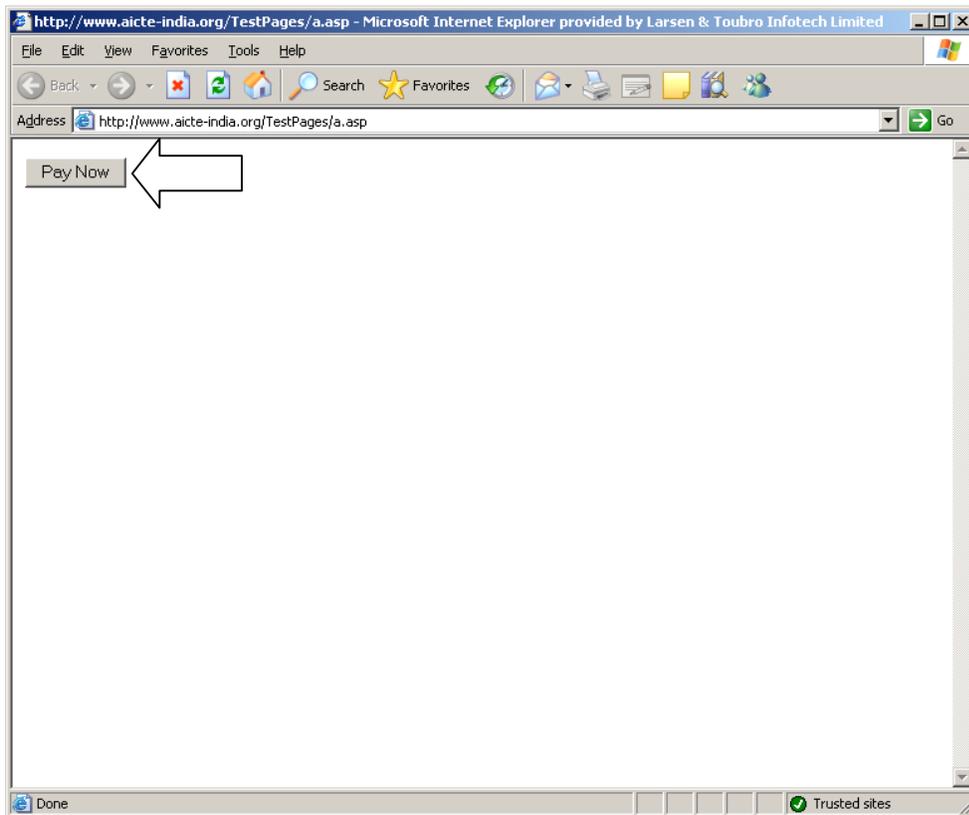
I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same:

**Click Here to Make Payment(ICICI Bank Only)**

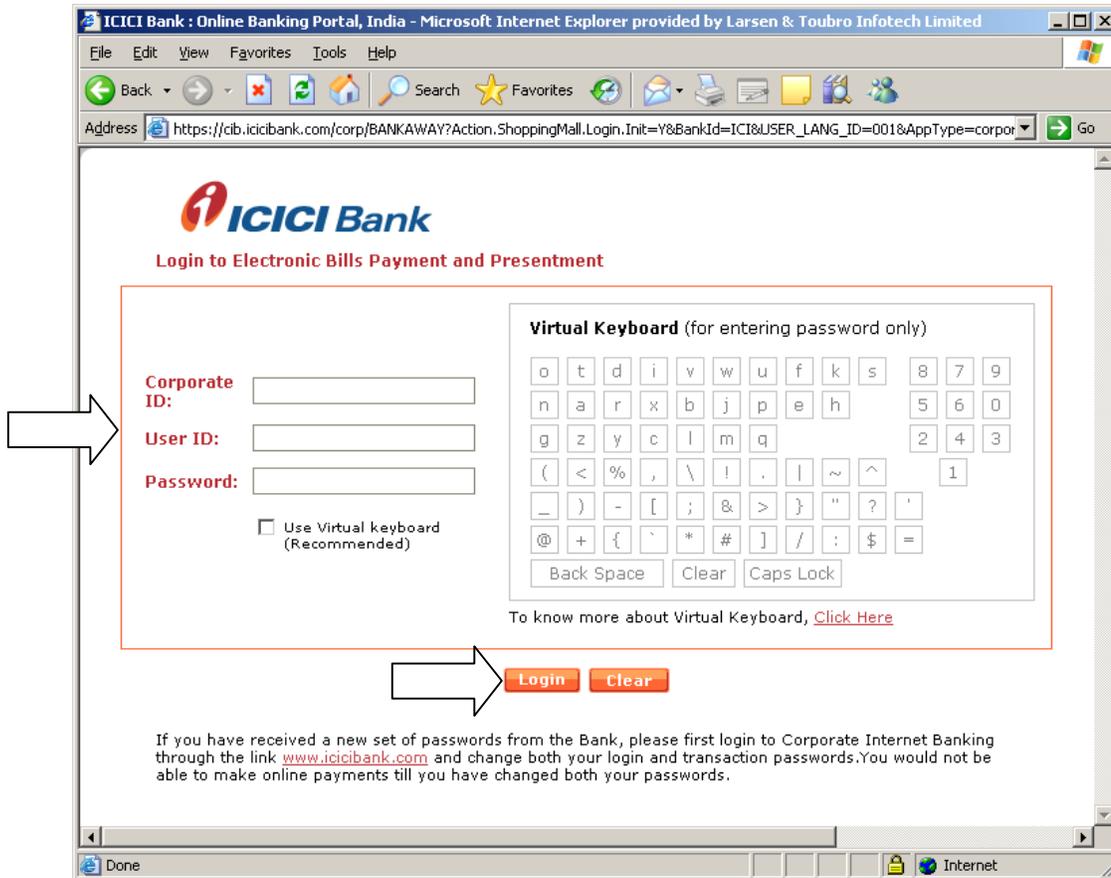
Step 3: Payment Details | Menu ▾ | Save | Query | View Payment Status | 1 - 1 of

Payment Id	Payment Mode	Bank Transaction	TPSL Transaction Receipt	Part Payment An	Total Amount	ICICI Cheque #	PO Number	Bal
249736025	CIB (ICICI Only)			950,000	950,000			

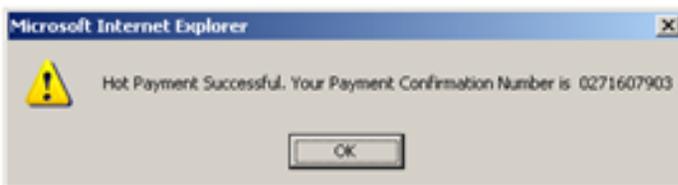
You will be redirected to the AICTE page for CIB ICICI payment. Click on the **Pay Now** button.



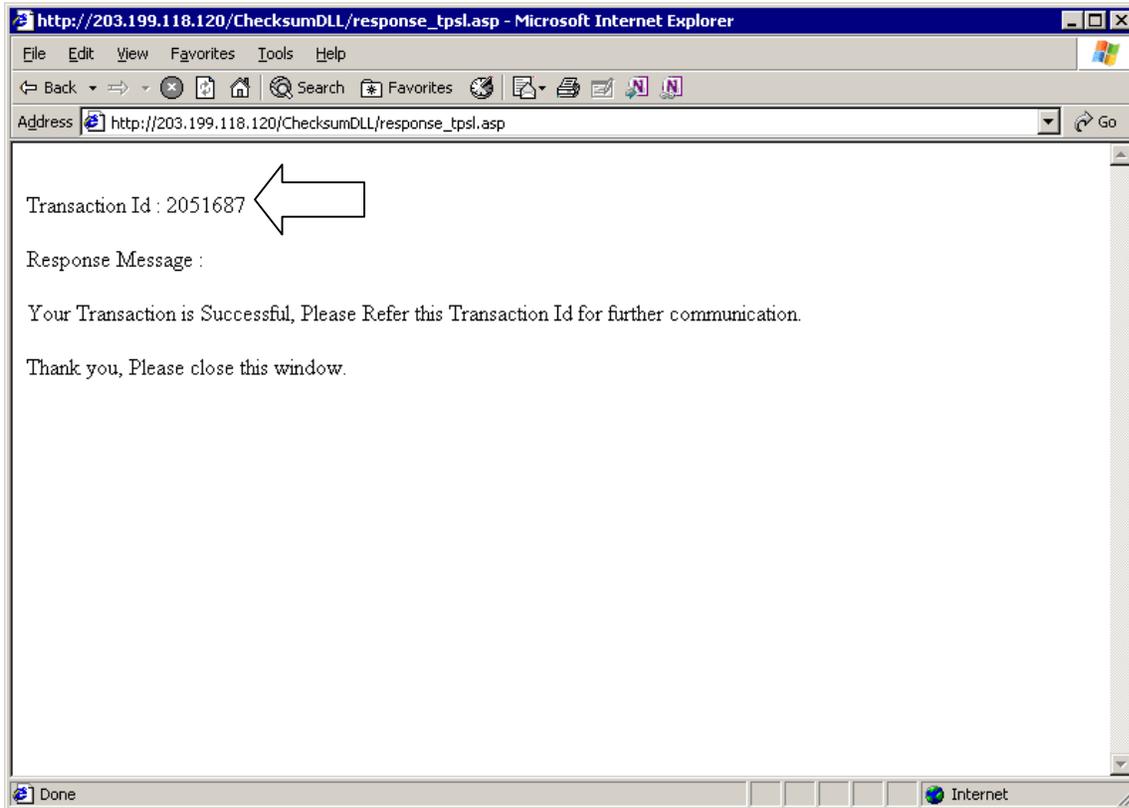
Now you will be redirected to **ICICI Banks CIB Payment** page. Enter the **Corporate ID / User ID / Password** and click on the **Login** button.



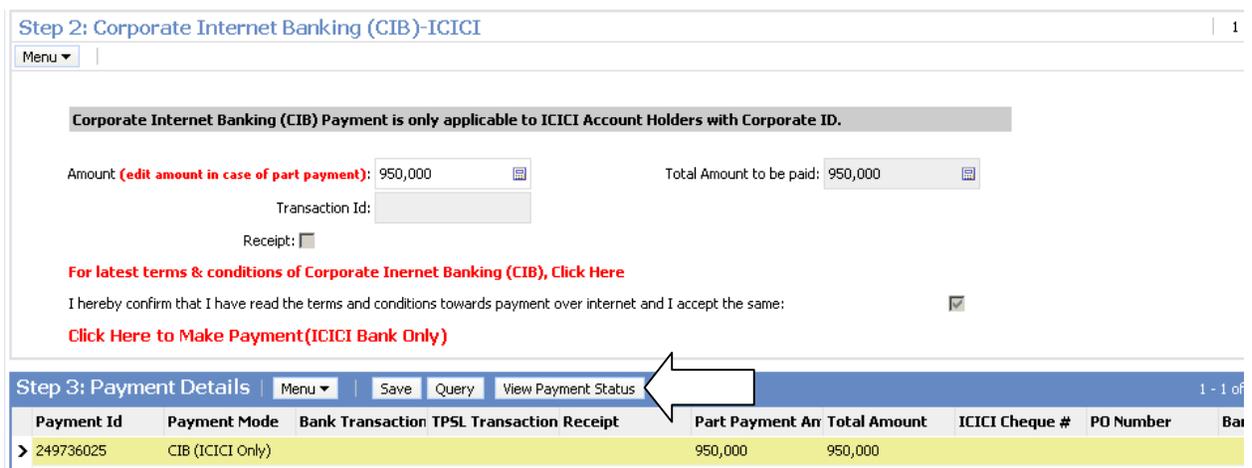
After you have successfully made the payment from your bank account, the below pop up message will be displayed. Click on **OK**.



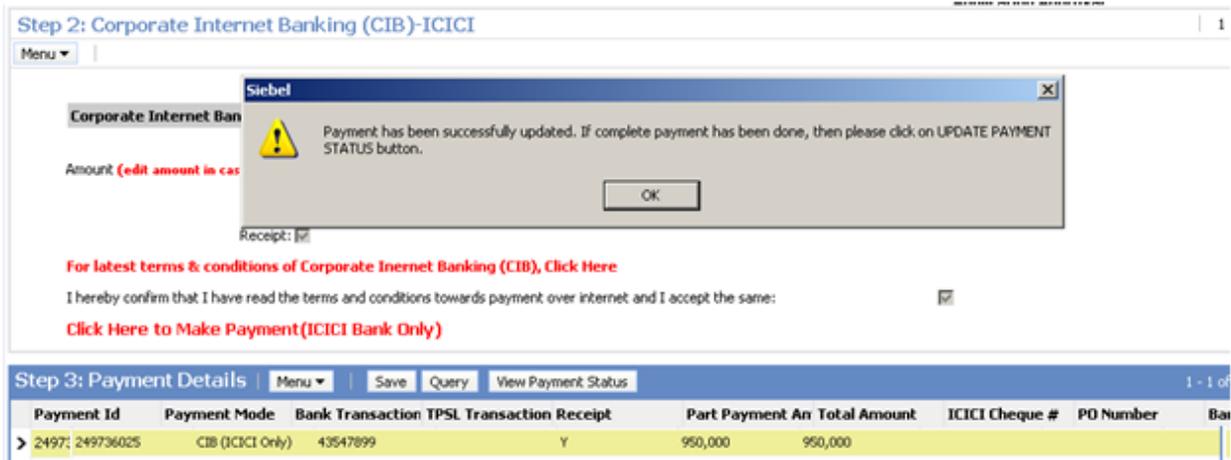
Now you will be redirected to the response page, note down the **Transaction Id**, you can now close the window.



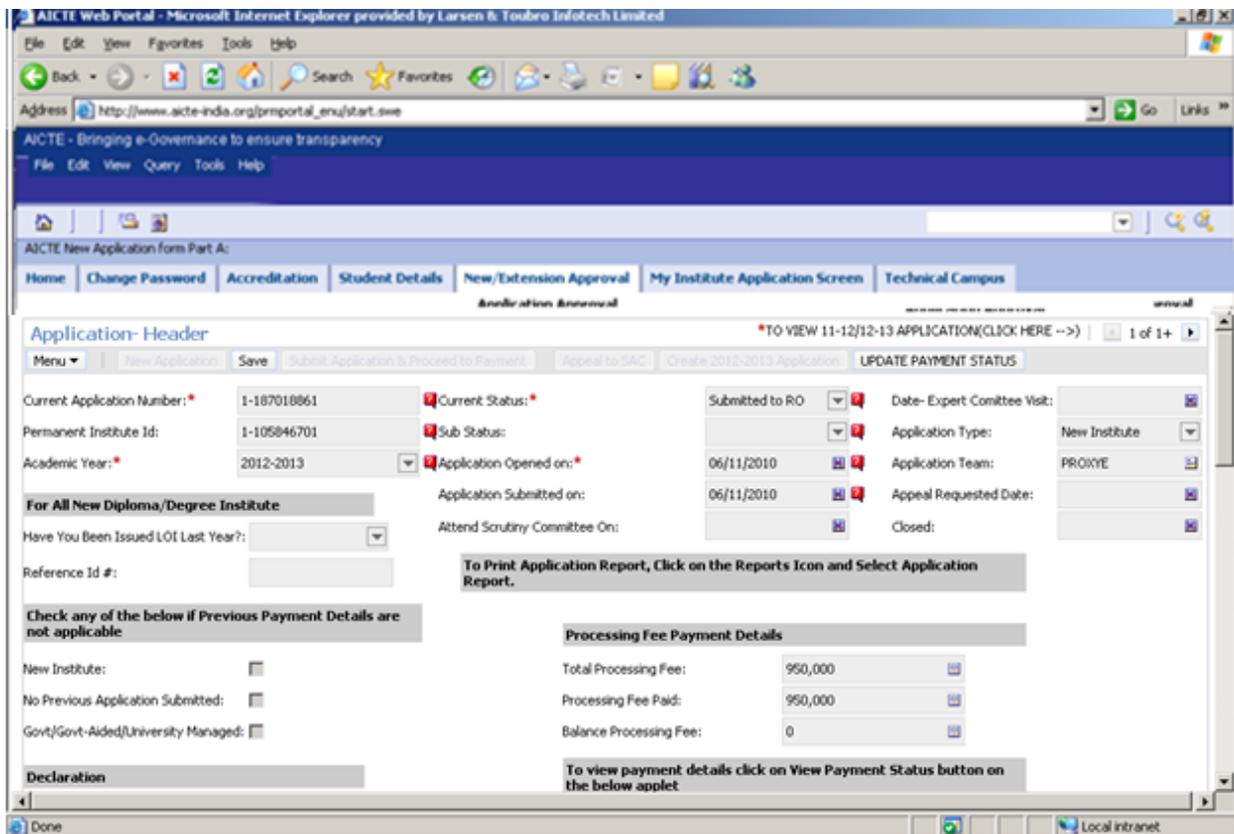
Now click on the **View Transaction ID** button to view the transaction id.



Now in the application you can observe that the Transaction ID and Receipt flag are populated. **The payment for this record (amount Rs 950,000) has been successfully done.** Click OK.



Also you can observe the header form. Here **Total Processing Fee is Rs 950,000.** The **processing fee paid so far is Rs 950,000** and the **Balance processing fee to be paid is Rs 0.** Now we can observe that the full processing fee amount has been paid.



After full processing fee payment is done, now click on the **UPDATE PAYMENT STATUS** button to change the sub status of the application as **Payment Received**.

The screenshot shows the AICTE Web Portal interface in Microsoft Internet Explorer. The browser address bar displays [http://www.aicte-india.org/portal\\_enq/start.swf](http://www.aicte-india.org/portal_enq/start.swf). The page title is "AICTE - Bringing e-Governance to ensure transparency". The navigation menu includes "Home", "Change Password", "Accreditation", "Student Details", "New/Extension Approval", "My Institute Application Screen", and "Technical Campus". The main content area is titled "Application-Header" and contains the following fields and buttons:

- Menu: New Application, Save, Submit Application & Proceed to Payment, Appeal to SAC, Create 2012-2013 Application, **UPDATE PAYMENT STATUS** (highlighted with a white arrow)
- Current Application Number: 1-187018861
- Permanent Institute Id: 1-105846701
- Academic Year: 2012-2013
- Current Status: [Red flag icon]
- Sub Status: [Red flag icon]
- Application Opened on: [Red flag icon]
- Submitted to RO: [Red flag icon]
- Date- Expert Comitee Visit: [Red flag icon]
- Application Type: New Institute
- Application Team: PRO/VE
- Application Submitted on: 06/11/2010
- Appeal Requested Date: 06/11/2010
- Attend Scrutiny Committee On: [Red flag icon]
- Closed: [Red flag icon]

Additional sections include:

- For All New Diploma/Degree Institute**: Have You Been Issued LOI Last Year? [Dropdown]
- Check any of the below if Previous Payment Details are not applicable**:
  - New Institute:
  - No Previous Application Submitted:
  - Govt/Govt-Aided/University Managed:
- Processing Fee Payment Details**:
  - Total Processing Fee: 950,000
  - Processing Fee Paid: 950,000
  - Balance Processing Fee: 0
- Declaration**: [Text area]

Instructions: "To Print Application Report, Click on the Reports Icon and Select Application Report." and "To view payment details click on View Payment Status button on the below applet".

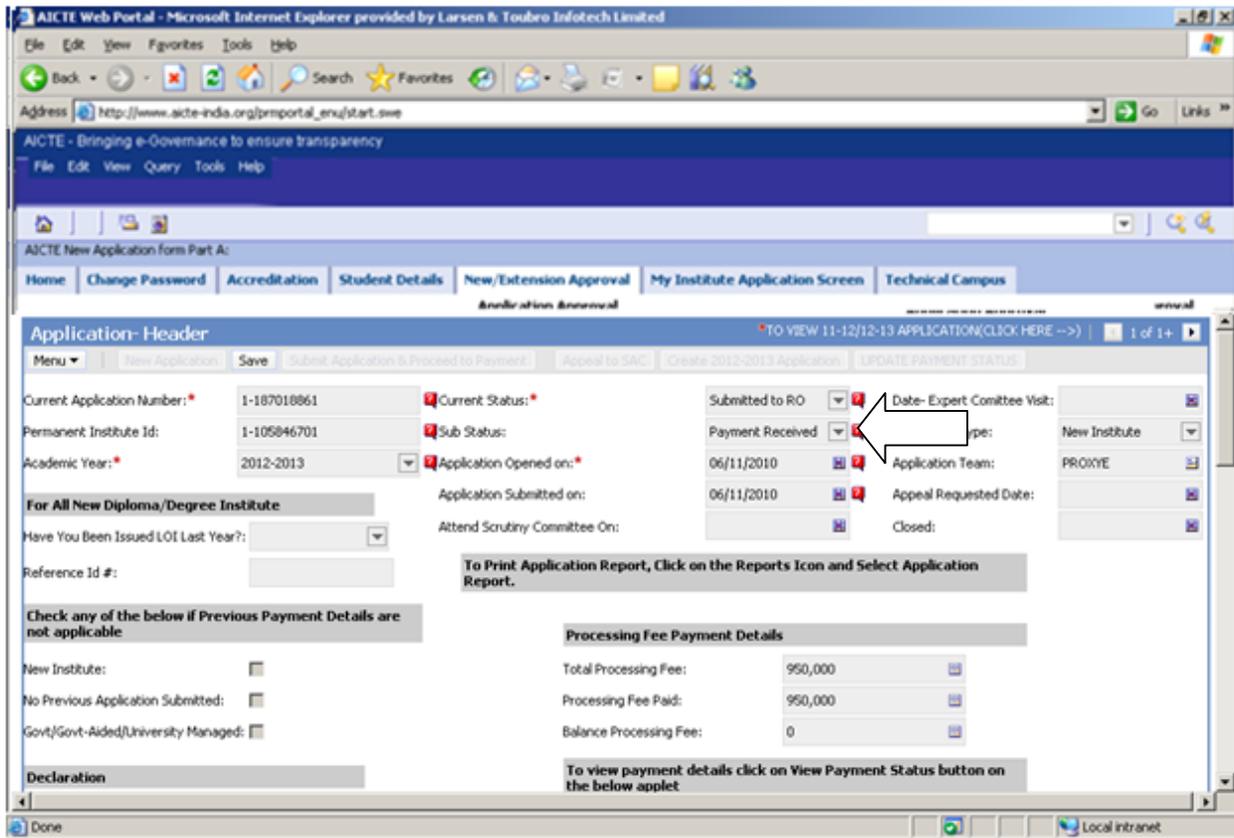
Click OK.

The screenshot displays the AICTE Web Portal interface in Microsoft Internet Explorer. The browser's address bar shows the URL [http://www.aicte-india.org/prportal\\_enu/start.swf](http://www.aicte-india.org/prportal_enu/start.swf). The page title is "AICTE - Bringing e-Governance to ensure transparency". The navigation menu includes "Home", "Change Password", "Accreditation", "Student Details", "New/Extension Approval", "My Institute Application Screen", and "Technical Campus". The "New/Extension Approval" section is active, showing an "Application-Header" form. A "Siebel" dialog box is overlaid on the form, displaying a warning icon and the message: "Complete Processing Fee has been received and Sub Status Updated as Payment Received". The dialog box has an "OK" button. The background form includes fields for "Current Application Number" (1-187010861), "Permanent Institute Id" (1-105846701), and "Academic Year" (2012-2013). It also features a "Processing Fee Payment Details" section with the following information:

Processing Fee Payment Details	
Total Processing Fee:	950,000
Processing Fee Paid:	950,000
Balance Processing Fee:	0

Additional form elements include a "Declaration" section and a "To Print Application Report" instruction. The browser's status bar at the bottom shows the page number "1 of 1+".

Also you can observe that the sub status of the application is changed to **Payment Received**.



#### Note :-

For Institutes which have Corporate Internet Banking access from respective banks having **Maker/Checker/Authorizer Levels**, care should be taken that all individuals **approve** the payment for AICTE. The above is applicable to all Corporate Internet Banking payments made **via ICICI Bank** or **via any other Bank** mentioned in List of Banks available for payment.

For queries related to issues faced in Payments, you can send mail to [payment.query@aicte-india.org](mailto:payment.query@aicte-india.org) containing the following details:

1. **Date & Time of Payment**
2. **Name of the Bank**
3. **Name of Account Holder**
4. **Account Number**
5. **Mode of Payment (CIB or Retail Banking)**
6. **Payment Conformation Number**
7. **Amount**
8. **Bank Transaction Id**
9. **TPSL Transaction Id (applicable for payments via CIB/Retail Banking(Other Banks))**
10. **Application Number**
11. **Payment Id**

# Deficiency Report

To generate deficiency Report for the specific application select **Deficiency Applicant** Tab in the below given tabs.

The screenshot shows the AICTE Web Portal interface in Microsoft Internet Explorer. The browser title is "AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited". The address bar shows the URL: [http://www.aicte-india.org/prmportal\\_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416](http://www.aicte-india.org/prmportal_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416). The page content includes a navigation menu with tabs: Home, Change Password, Admin Screen, Chairman's View-Extension/Accreditation, Chairman's View-New College, New College Application, and New/Extension Approval. The main content area is titled "Application- Header" and contains a form for application details. The "Institute Details" section at the bottom has several tabs: Institute Details, Deficiency Applicant (highlighted with a red box), Deficiency Report, Print EOA, Print Corrigendum, Corrigendum, Organisation, View Uploads by RO, Contact Person, and Land Details. The "Deficiency Applicant" tab is currently selected.

**Application- Header**

Menu | New Application | Save | Submit Application & Proceed to Payment | Create 2012-2013 Application

Current Application Number:*	1-692509161	Current Status:*	New	Date- Expert Committee Visit:	
Permanent Institute Id:	1-4986546	Sub Status:		Application Type:	Approval
Academic Year:*	2012-2013	Application Opened on:*	14/10/2011	Application Team:	ECUSER
<b>For All New Diploma/Degree Institute</b>		Application Submitted on:		Appeal Requested Date:	
Have You Been Issued LOI Last Year?:		Attend Scrutiny Committee On:		Closed:	

Reference Id #:

**Declaration**

I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013.

I understand that after I submit the application on Portal, my application shall become un-editable.

**Institute Details** | **Deficiency Applicant** | Deficiency Report | Print EOA | Print Corrigendum | Corrigendum | Organisation | View Uploads by RO | Contact Person | Land Details

Click On Calculate Deficiency Button as shown below.

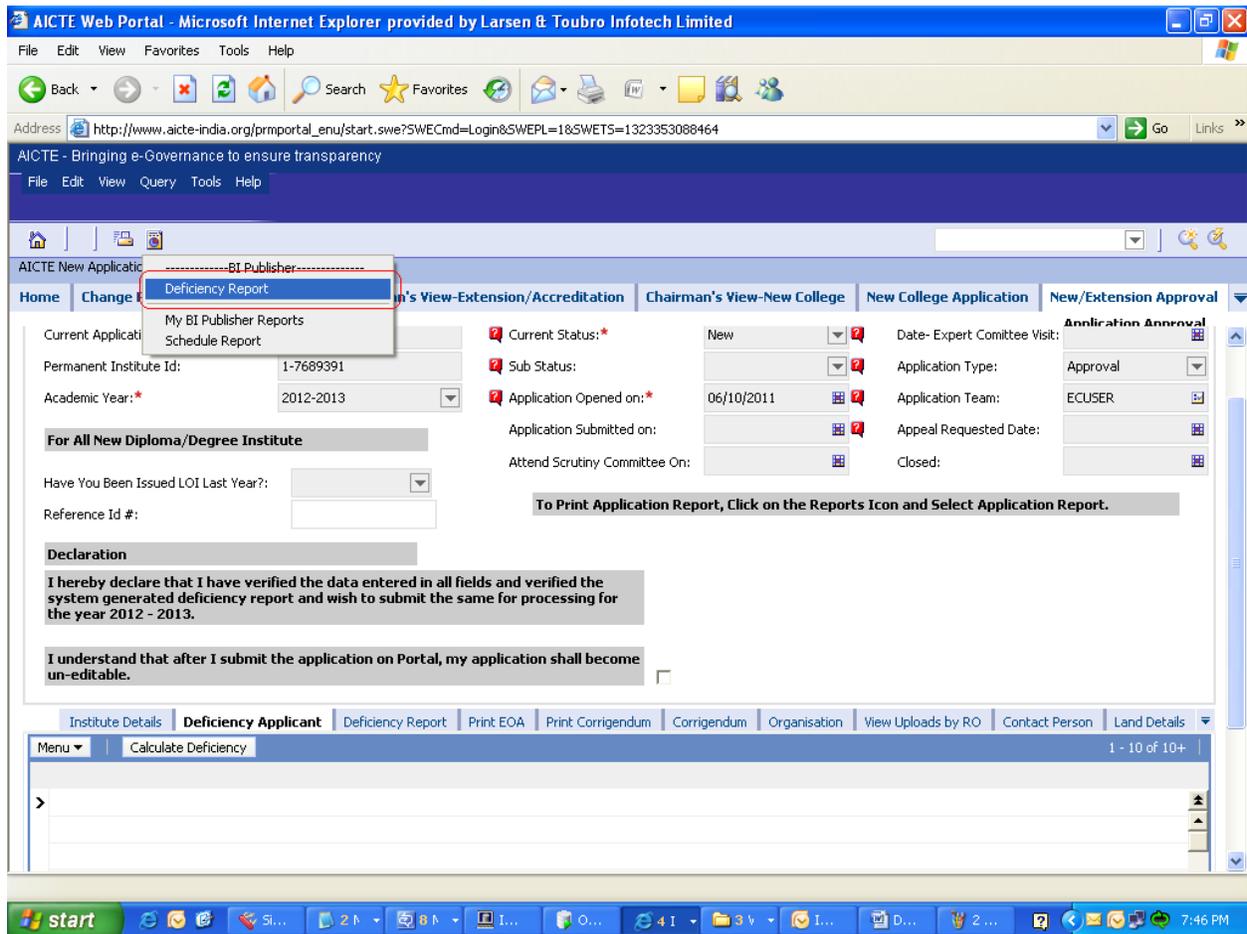
The screenshot displays the AICTE Web Portal interface in Microsoft Internet Explorer. The browser window title is "AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited". The address bar shows the URL: [http://www.aicte-india.org/prmportal\\_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416](http://www.aicte-india.org/prmportal_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416). The page content includes a navigation menu with options: Home, Change Password, Admin Screen, Chairman's View-Extension/Accreditation, Chairman's View-New College, New College Application, and New/Extension Approval. Below the navigation menu, there is a section for "Application Approval" with a "Reference Id #" field and a "Declaration" section. The declaration text reads: "I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013." Below the declaration, there is a checkbox for "I understand that after I submit the application on Portal, my application shall become un-editable." At the bottom of the page, there is a navigation menu with options: Institute Details, Deficiency Applicant, Deficiency Report, Print EOA, Print Corrigendum, Corrigendum, Organisation, View Uploads by RO, Contact Person, and Land Details. The "Calculate Deficiency" button is highlighted with a red box, and an arrow points to it from the left.

System will take few moments to calculate deficiency.

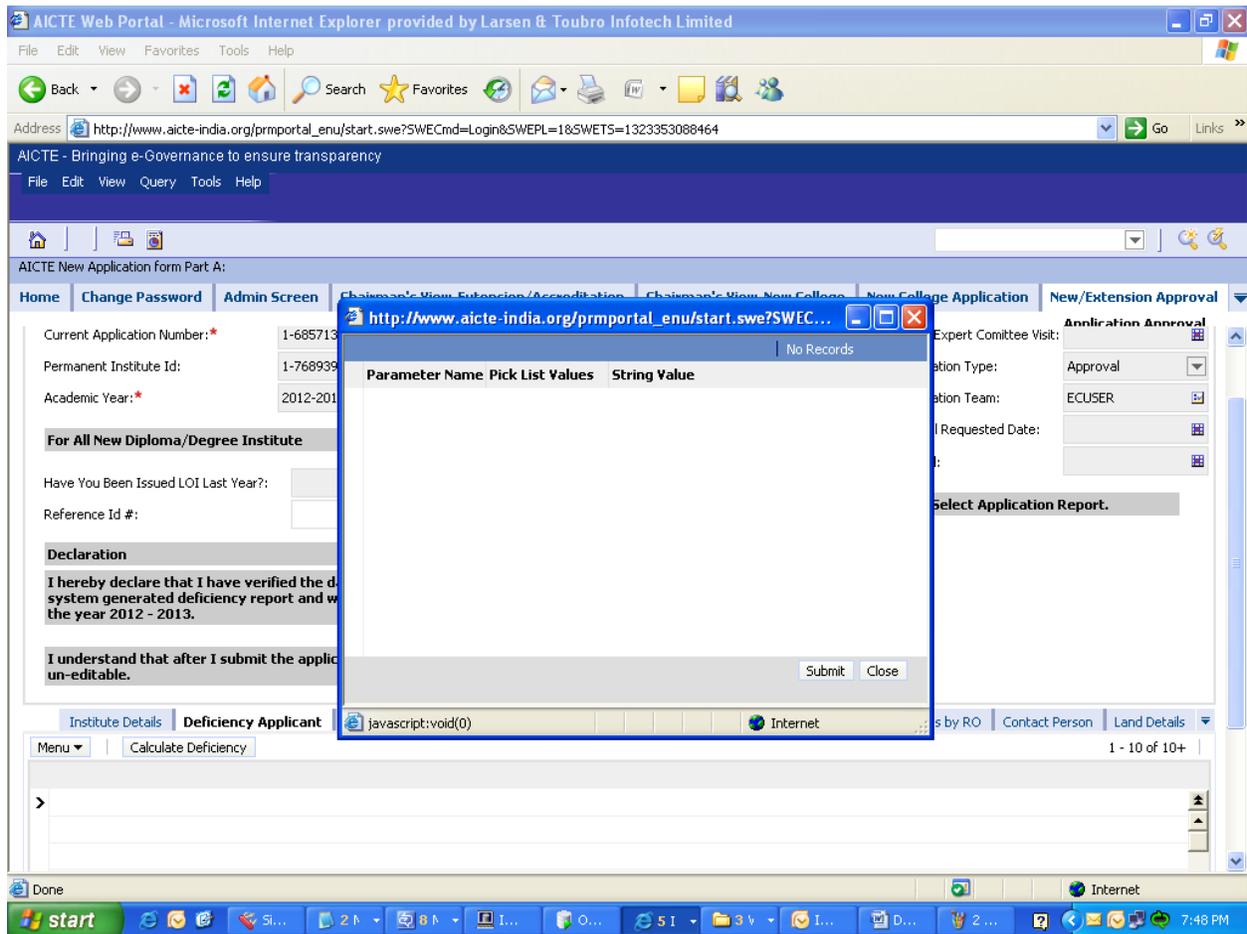
To generate all calculations in Single PDF report format Click on Reports Icon as shown below.

The screenshot shows the AICTE Web Portal interface in Microsoft Internet Explorer. The browser title is "AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited". The address bar shows the URL: [http://www.aicte-india.org/prmportal\\_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416](http://www.aicte-india.org/prmportal_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323351580416). The page content includes a navigation menu with the following items: Home, Change Password, Admin Screen, Chairman's View-Extension/Accreditation, Chairman's View-New College, New College Application, and New/Extension Approval. Below the navigation menu, there is a form for "AICTE New Application Form" with various input fields and dropdown menus. A red arrow points to the "Reports" icon in the top navigation bar, which is circled in red. The form fields include: Current Application Number (1-685713121), Permanent Institute Id (1-7689391), Academic Year (2012-2013), Current Status (New), Sub Status, Application Opened on (06/10/2011), Application Type (Approval), Application Team (ECUSER), Application Submitted on, Appeal Requested Date, Attend Scrutiny Committee On, and Closed. A declaration box contains the text: "I hereby declare that I have verified the data entered in all fields and verified the system generated deficiency report and wish to submit the same for processing for the year 2012 - 2013." Below the declaration, there is a checkbox for "I understand that after I submit the application on Portal, my application shall become un-editable." At the bottom of the page, there is a footer with navigation links: Institute Details, Deficiency Applicant, Deficiency Report, Print FOA, Print Corinnendum, Corinnendum, Organisation, View Links by RO, Contact Person, and Land Details.

Select Deficiency Report as shown below



Below following window will open.



Click on Submit Button

AICTE Web Portal - Microsoft Internet Explorer provided by Larsen & Toubro Infotech Limited

File Edit View Favorites Tools Help

Address [http://www.aicte-india.org/prmportal\\_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323353088464](http://www.aicte-india.org/prmportal_enu/start.swe?SWECmd=Login&SWEPL=1&SWETS=1323353088464) Go Links

AICTE - Bringing e-Governance to ensure transparency

File Edit View Query Tools Help

AICTE New Application Form Part A:

Home Change Password Admin Screen Chairman's View Extension/ Accreditation Chairman's View New College New College Application New/Extension Approval

Current Application Number:\* 1-685713  
Permanent Institute Id: 1-768939  
Academic Year:\* 2012-2013

**For All New Diploma/Degree Institute**

Have You Been Issued LOI Last Year?:   
Reference Id #:

**Declaration**

I hereby declare that I have verified the deficiency report generated by the system generated deficiency report and will accept the same for the year 2012 - 2013.

I understand that after I submit the application, the application will be un-editable.

Application Approval

Expert Comitee Visit:   
Application Type: Approval  
Application Team: ECUSER  
Requested Date:   
Date:   
Select Application Report.

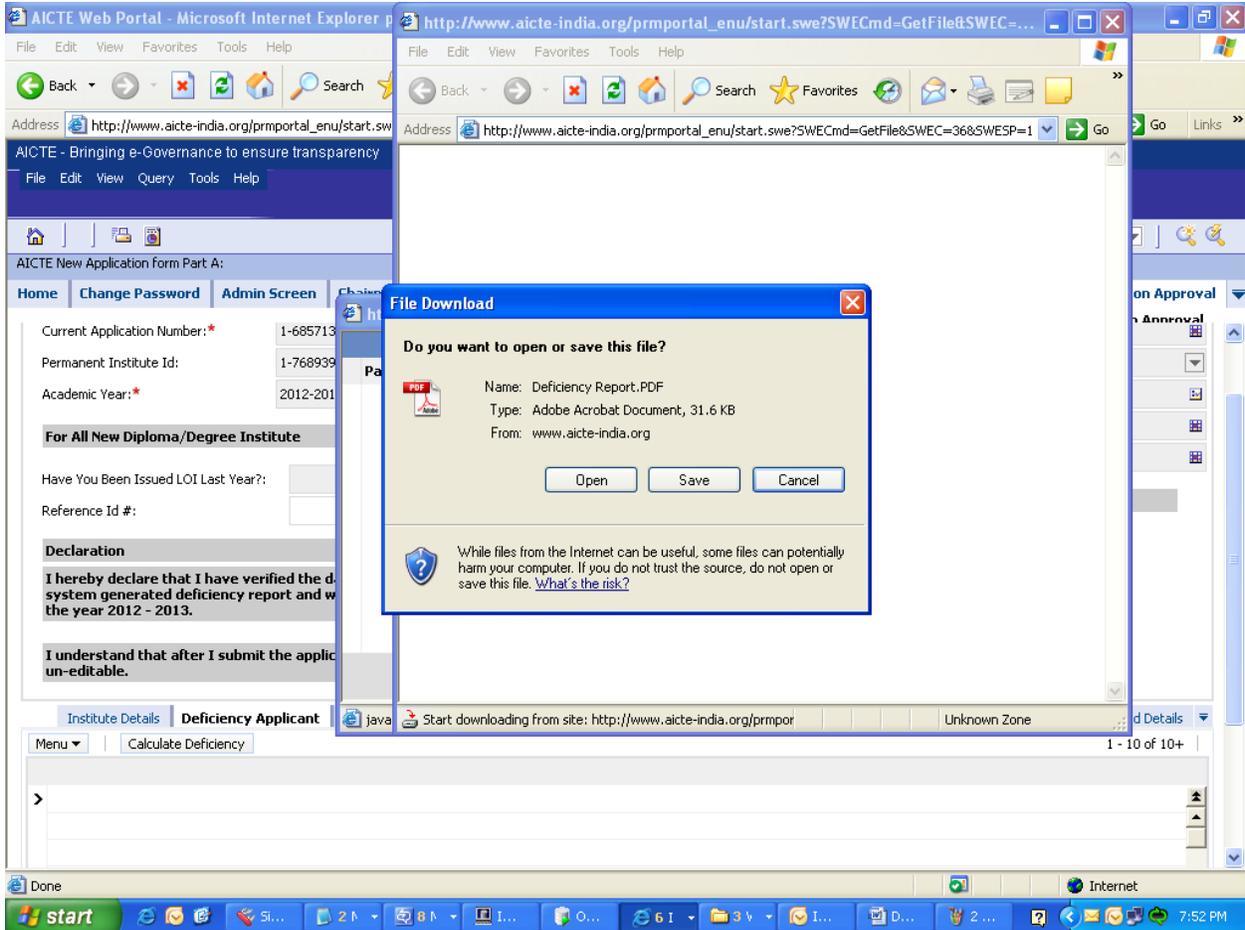
Submit Close

Institute Details Deficiency Applicant Done Internet

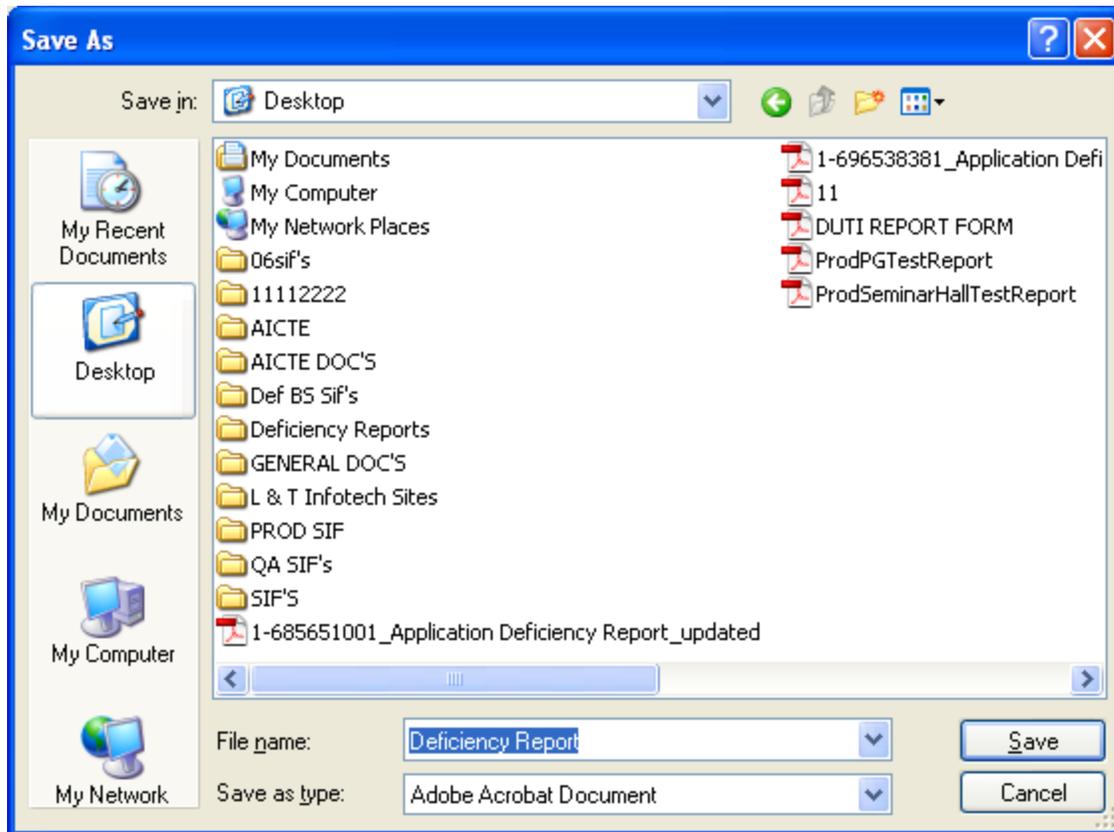
Menu Calculate Deficiency 1 - 10 of 10+

start Si... 2 8 I... O... 5 I 3 v I... D... 2 ... 7:51 PM

PDF Report will be generated and pop up window will appear to open or save the PDF.



Open / Save it to specific location with specific name of user's interest



Now user can Open the PDF Report and verify all report data and any deficiency in it as shown below.

123test.pdf - Adobe Reader

File Edit View Document Tools Window Help

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**Institute Level Faculty**

	Actual number	Required number as per CI	Deficiency
Total Faculty (UG+PG+DIPLOMA)	81	80	No

**Program Level Faculty**

Program	Course	Level	Course Duration	Full Time / Part Time	Approved Intake (11-12)	Approved Intake (10-11)	Approved Intake (09-10)	Approved Intake (08-09)	Approved Intake (07-08)	Faculty
MCA	MASTER S IN COMPUTER APPLICATIONS	POST GRADUATE	3	FULL TIME	120	120	120	120	60	25
ENGINEERING AND TECHNOLOGY	CIVIL ENGINEERING	UNDER GRADUATE	4	FULL TIME	60	60				8
ENGINEERING AND TECHNOLOGY	COMPUTER SCEINCE & ENGINEERING	UNDER GRADUATE	4	FULL TIME	60	60				8
ENGINEERING AND TECHNOLOGY	ELECTRONICS & COMMUN	UNDER GRA	4	FULL TIME	60	60				8

start Sieb... 2 N... 6 M... 3 I... 3 W... Inbo... Defic... 123t... 9:50 AM

123test.pdf - Adobe Reader

File Edit View Document Tools Window Help

3 / 8 Zoom In 101% Scrolling Pages One Full Page Find Beyond Adobe Reader

ADMINISTRATION

**Administrative Area**

Type	Actual Room Area/Land Area	Expected Room Area/Land Area	Deficiency
Principal / Director Office	30	30	No
Central Store	32	30	No
Maintenance	10	10	No
Security	13	10	No
Housekeeping	12	10	No
Exam Control Office	33	30	No
Placement Office	45	30	No
Main / Administrative Office	300	300	No

**Amenities Area**

Type	Actual Room Area/Land Area	Expected Room Area/Land Area	Deficiency
Boys Common Room	125.23	100	No
Girls Common Room	105.69	100	No
Cafeteria	293.8	150	No
Stationery Store	21.63	10	No
First aid cum Sick Room	14.25	10	No

**Computational Facilities**

Type	Available	Required	Deficiency
Internet Bandwidth	10	3	No
Printers	48	45	No
Legal Application S/W	67	20	No
Legal System S/W	47	3	No
PCs to Student ratio	456	450	No

start Sieb... 2 N... 8 M... 3 I... 3 W... Inbo... Defic... 123t... 9:51 AM

**Note:** If user made any changes to the Application then he/she has to click on Calculate Deficiency button again and generate new report as shown above to get new updated report with changed data.