

North Maharashtra University, Jalgaon

**Board of Colleges and University Development – Affiliation Section
Guidelines for Online Application Management System –Permanent Affiliation Proposal 2019-20**

Instructions:

- 1) The address and contact details of **Help Desk** are given in the **Contact Us** link on the Home page of the Web Site.
- 2) To activate their link for Permanent Affiliation Proposal AY 2019-20 by clicking on the link **“Activate Link for Permanent Affiliation Proposal AY 19-20”** from their college login in Permanent Affiliation section.
- 3) **Processing Fees Structure for Permanent Affiliation Proposal. This fees is to be paid to KBC NMU alongwith Affiliation fees payment only. No need to pay the same at the time of link activation :**

Application Fees (per Proposal)	for Engineering/Pharmacy/B.Ed. (All)/Management/Law/Social Work	:	₹ 2500/-
	for Arts/ Fine Arts / Commerce /Science	:	₹ 2000/-
Fees for creation of online profile of college (per College)	for Engineering/Pharmacy/B.Ed. (All)/Management/Law/Social Work	:	₹ 2500/-
	for Arts/ Fine Arts / Commerce /Science	:	₹ 2000/-

- 4) All the above Fees can be paid by **Cash** or by **Demand Draft** of any Nationalized Bank drawn in favour of **“Finance and Accounts Officer, KBC NMU, Jalgaon”** at the **KBC NMU Cash Counter, Jalgaon**.
- 5) Once the link is made available, start preparing the proposal online by clicking on the link **“Prepare Proposal”**.
- 6) After successful login the user shall get a simple to understand and easy to use Graphical User Interface (GUI) to enter the necessary information as required in the Application form.
- 7) User can Edit /Delete/Update the information during the Online filling of the Application Form.
- 8) Online **Help for Marathi Typing** is available in **HELP** menu on the **HOME** page of the website. User can refer the Online Help (PDF file) available in the HELP menu on the HOME page of the website.
- 9) **Once you are satisfied about the correctness of the information filled in by you then forward the same to University online. Kindly note that once the Application is forwarded online to University, it is not possible to edit/update/change/delete the information.**
- 10) Thereafter (after the online submission) the Link of Print shall be activated automatically. Take the **printouts** of the **Application Form** and **College Information** separately.
- 11) Pay the proper **Affiliation Fees** (refer **Affiliation Fees Structure** available in **Download** link on **Home** page) at the **KBC NMU Cash Counter, Jalgaon**.
- 12) Put necessary seal and signature on the printed Application Form and College Information and physically forward seven copies to the University along with the **necessary documents** as listed in **Annexure A**. **Also attach the original receipts of Affiliation Fees** with the Application Form.
- 13) The list of the mandatory documents is listed in the **Annexure-A**.
- 14) Kindly note that timing of the **KBC NMU Cash Counter, Jalgaon** to receive the fees is between **10:30 am to 4:00 pm** during University Working days.
- 15) Incomplete application in any respect will be rejected.

Annexure-A

List of Documents to be attached with the Application Form

1. Copy of present affiliation granted for the recent Academic year.
2. Copies of extensions [faculty/course/ subject/additional division] granted by the Government and University affiliation as well from time to time.
3. 2(f) Certificate from UGC
4. Copy of accreditation of NAAC/NBA or any other statutory accreditation Agency by State/ Central Government.
5. Copy of certificate of registration of the Society/trust.
6. Copy of the Constitution of the said Society/trust.
7. Information regarding the aims and objects, powers and functions of the said Governing Body.
8. Audited statement for preceding financial year.
9. Copy of information to be supported by proof, whereby Facilities for co-curricular and extracurricular activities provided by the college is covered.
10. Copy of recent LIC report and documentary proof showing that the college fulfills all the conditions laid down by university, UGC/AICTE/NCTE/RCI/PCI/BCI, as the case may be and State Government of Maharashtra.

North Maharashtra University, Jalgaon
Board of Colleges and University Development – Affiliation Section
Online Application Management System – Permanent Affiliation Proposal Request
2019-20

Important Dates / Timings & Holidays

Society/Trust/College Online Registration	:	20/09/2018 to 29/09/2018 (during Univ. working hours & working days)
Online Application Forward to University	:	20/09/2018 to 29/09/2018 (during Univ. working hours)
Physical Receipt of Application Printouts	:	29/09/2018 (preferably as per Time Table)
		(during Univ. working hours & working days)

Helpdesk Details (Only for Technical Queries and Website Related Assistance) :

Phone Nos.	:	7722065281, 7722065282 (available on all University working days from 10:30 am to 5 pm)
email ID	:	support@oasisnmu.org

Kindly mention your College ID and type of proposal you are working with in email for quick reply and solving of your technical problems.

Please note that the Physical Receipt facility and Help Desk shall not be available during University Holidays.

How to Login to OAASIS ?

1. Access the KBC NMU, Jalgaon website <http://nmu.ac.in>
2. Use the link **Research and Development -> Affiliation -> Online Affiliation**
3. The necessary guidelines shall be available for download in the **Proposal Guidelines 2019-20** section on the home page.
4. Also the **Guidelines, Fees Structure, GRs and Perspective Plan** etc. are available for download in the **Download** link of **Home** Page.

Alternatively

1. Access the online Research and Development website <http://oaasisnmu.org>
2. The necessary guidelines shall be available for download in the **Proposal Guidelines 2019-20** section on the home page.
3. Also the **Guidelines, Fees Structure, GRs and Perspective Plan** etc. are available for download in the **Download** link of **Home** Page.
