



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்
TAMILNADU TEACHERS EDUCATION UNIVERSITY
(Established under Tamil Nadu Act 33 of 2008)
GangaiammanKoil Street, Karapakkam, Chennai – 600 097.
Website: www.tnteu.ac.in

No. TNTEU/R/UMIS/2023/

Date: 16.08.2023

Dr.P.C.NAGA SUBRAMANI, Ph.D.
Registrar i/c

WEB POSTING

To

The Principals of all the Affiliated Colleges of Education.

Sir/Madam,

Sub: TNTEU –University Management Information System (UMIS) -
Submission of Data for e-Governance - Reg.

Ref : Mail dated on 10.08.2023

As per the reference cited, the principals are requested to submit the Students Data in [UMIS link](https://umis2.xenovex.com/) (<https://umis2.xenovex.com/>), the UMIS USER ID and PASSWORD is applicable in their respective College login. The Principals are request to upload the student's data on or before 18.08.2023

Yours faithfully,


16/8/23
REGISTRAR i/c

Encl: As stated above

**Reg: Teachers Education - UMIS portal - User login (625 Institutions as on 27 June 2023)**

2 messages

suganthi3005 <suganthi3005@tn.gov.in>

Thu, Aug 10, 2023 at 4:50 PM

To: tneuprint@gmail.com, itsupport@tneua.ac.in

Cc: Ceotnega <ceotnega@tn.gov.in>, jdegov4.tnega@tn.gov.in, Marciano Tom <marciano.tom@semt.gov.in>, Jagannath0412 <jagannath0412@tn.gov.in>

Sir/Madam

You may be aware that TNeGA is developing the University Management Information System (UMIS) portal. The primary objective of UMIS is to provide a single window platform (like EMIS), for all institutions under DoTE, DoCE, DME, DPH, Law, TNAU etc. This common portal will help completeness of applications in other platforms like scholarship portals, etc. The portal would also enable easy accessible dashboard to the different stakeholders on number of students enrolled, the type of courses offered, the academic performance of students, etc.

TNeGA has collected student data of those currently pursuing higher education from all Universities across TamilNadu. This data was cleansed and uploaded into the UMIS database. Institutions are provided with a login for UMIS and are requested to verify the uploaded data and confirm the student information.

The institution must correct and update the student information wherever required. Once the student information is confirmed, an unique UMIS number will be generated for every student.

If a student is missing in the list, the institute can add by following the steps given in the user manual. Instruc-

tions to be followed to perform the above mentioned tasks are provided in the attached user manual file.

Institutions are requested to kindly login using the respective 'InstitutionCode' as the username (from the attached excel) and the temporary Password provided.

It is instructed to the institutions to change the temporary password immediately after login.

Please find the below along with this email.

Login details are in the attached Excel.

A user manual about how to use the application.

The below Google Meet link will be open daily between 11:00 a.m. to 05:00 p.m. for institutions to connect with TNeGA for support, clarifications, and feedback. Requesting all institutions to make use of the help to immediately complete confirming all student's information and generating a unique UMIS number for every student pursuing in your respective institute.

<https://meet.google.com/xpn-yhnc-hjj>

For any technical queries, kindly contact the below:

1. Jagannath K. (jagannath0412@tn.gov.in)

2. Suganthi Ezhil (suganthi3005@tn.gov.in)



--

Thanks & Regards

Suganthi

TNeGA

2 attachments

 **UMIS Manual_V3_27.06.2023.pptx**
2919K **Teachers Education@27.06.2023.xls**
108K**Suganthi Ezhil M.A** <suganthi3005@tn.gov.in>

Fri., Aug 11, 2023 at 03.05 PM

To: tneuprint@gmail.com, itsupport@tneua.ac.in

FYI

----- Forwarded Message -----

Subject: Reg: Teachers Education - UMIS portal - User login (625 Institutions as on 27 June 2023)**Date:** Tue, 27 Jun 2023 22:20:21 +0530**From:** suganthi3005 <suganthi3005@tn.gov.in>**To:** tneuprint@gmail.com, itsupport@tneua.ac.in**CC:** Ceotnega <ceotnega@tn.gov.in>, jdegov4.tnega@tn.gov.in, Marciano Tom <marciano.tom@semt.gov.in>, Jagannath0412 <jagannath0412@tn.gov.in>

[Quoted text hidden]

2 attachments



UMIS Manual_V3_27.06.2023.pptx
2919K



Teachers Education@27.06.2023.xls
108K



(University Management Information System)

UMIS


Date: 17.06.2023



Contents

- [Introduction](#)
- [How to access UMIS?](#)
- [How to add a student?](#)
- [How to edit a student?](#)
- [How to approve the student?](#)
- [What is to be filled in the student Information?](#)

What is UMIS ?



University Management Information System [UMIS] is a common portal which stores the information of students pursuing higher education. This would help in better management of educational resources and provide the state government with better insight into the educational sector. UMIS also serve as a comprehensive platform that integrates data, automates processes, and provides analytical capabilities to support the diverse needs of a higher education department. The genuineness of student data should be validated at the initial stage through interfaces like EMIS, NPCI, Aadhaar, eSevai, etc. UMIS will act as a Decision Support System and help the state and Education department administrators and management to make data-driven decisions through reports, analytics, and dashboards, etc.

Modules

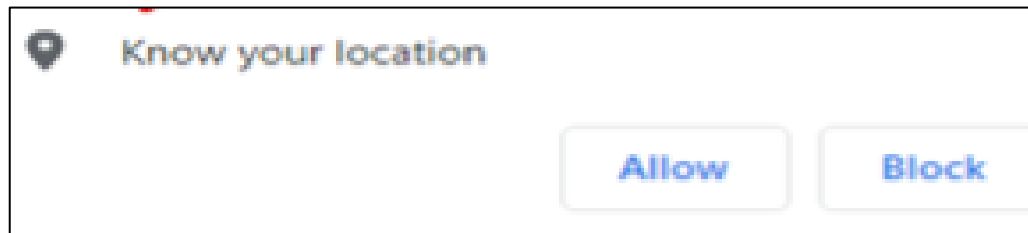
- Institution Information
- Course Information
- Student Information
- Institution Login
- Student data validation

What are the Pre-Requisites of UMIS ?

- Ensure that your system has the latest versions of browsers such as Chrome, Edge, Firefox, etc.



- Allow access to Geo-location when prompted by the browser (as below).

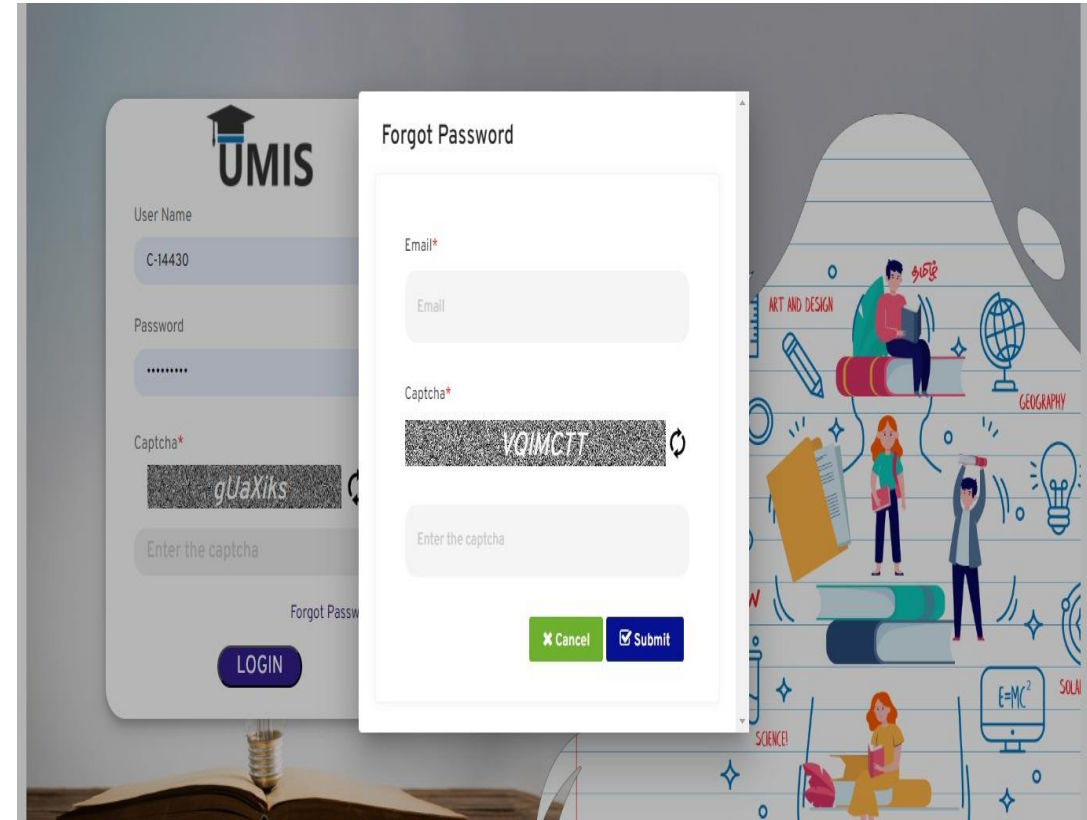


How to access UMIS?

- To access the Application, navigate to the URL shown below

<https://umis2.xenovex.com/>

- Click the Login Button
- Enter the username and temporary password issued by the department through email.
- After logging in, you will be prompted to change the temporary password with a new password.






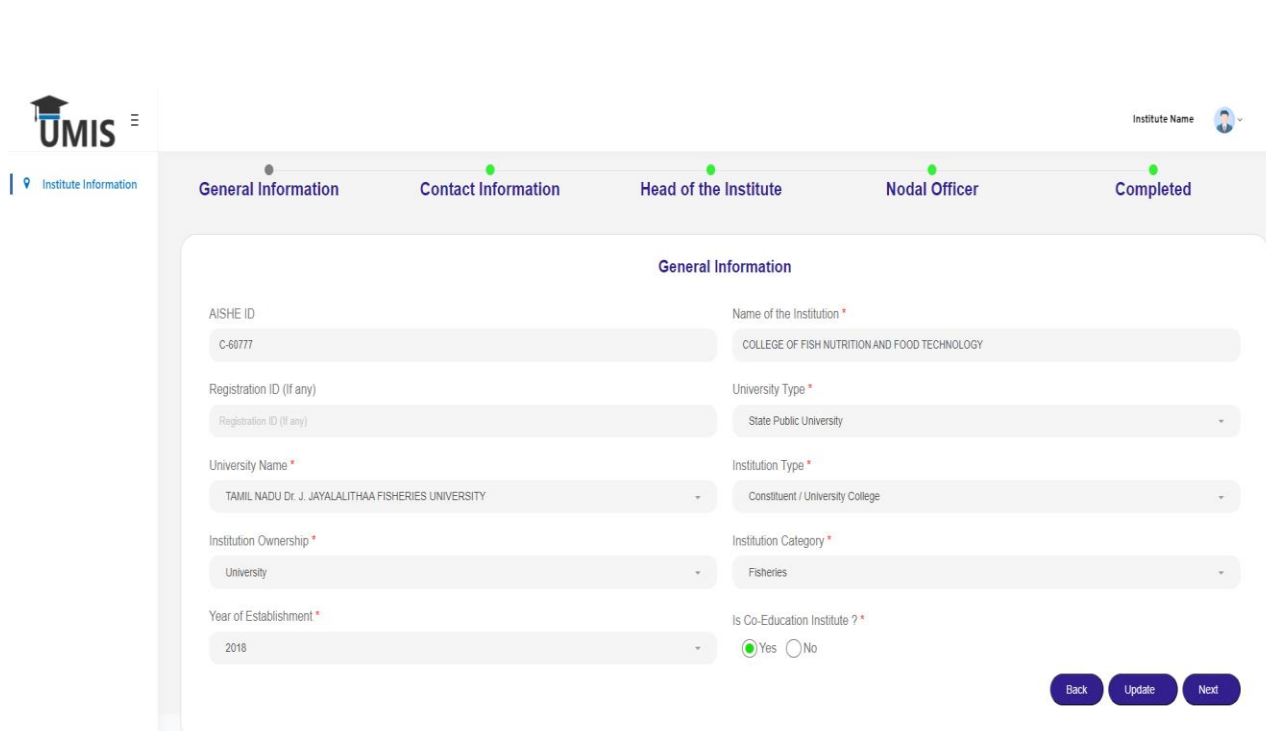
Institution Information

- After the initial successful login, the system will prompt you to provide the institute information by clicking on 'Provide your Institute Information'.
- Details already provided by the institutes to TNeGA will be populated.
- Missing details can be updated and saved.

Provide Your Institute Information

 You need to Complete the Institute Information to proceed further

Institution Information



The screenshot displays the U MIS Institute Information form. The form is titled "General Information" and is part of a multi-step process. The steps are: General Information, Contact Information, Head of the Institute, Nodal Officer, and Completed. The "General Information" step is currently active, indicated by a green dot above the tab. The form contains the following fields:

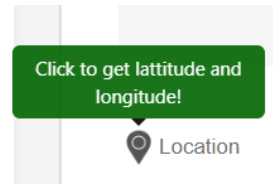
Field Name	Value
AISHE ID	C-60777
Name of the Institution *	COLLEGE OF FISH NUTRITION AND FOOD TECHNOLOGY
Registration ID (If any)	Registration ID (If any)
University Type *	State Public University
University Name *	TAMIL NADU Dr. J. JAYALALITHAA FISHERIES UNIVERSITY
Institution Type *	Constituent / University College
Institution Ownership *	University
Institution Category *	Fisheries
Year of Establishment *	2018
Is Co-Education Institute ? *	<input checked="" type="radio"/> Yes <input type="radio"/> No

At the bottom right of the form, there are three buttons: "Back", "Update", and "Next".

- Institution must fill in other details like affiliation, Contact information, geo-tagging, Head of the institution, Nodal officer, principal name & contact, etc. [Please refer to the fields in the 'Appendix'](#).

Institution Information

- Edit option has been provided to the institutes in case required to edit the updated information.
- If you click the location icon, the longitude & latitude will populate automatically in the textbox.
- Once all the details are updated, click the 'Confirm' button to submit the data.



General Information Contact Information Head of the Institute Nodal Officer Completed

Institute Information

General Information

AISHE ID C-59432	Name of the Institution * Dr MGR FISHERIES COLLEGE AND RESEARCH INSTITUTE, THALAINAYERU
Registration ID (if any) 786EG4653	University Type * State Public University
University Name * TAMIL NADU Dr. J. JAYALALITHAA FISHERIES UNIVERSITY	Institution Type * Constituent / University College
Institution Ownership * University	Institution Category * Fisheries
Year of Establishment * 2020	Is Co-Education Institute ? * Yes

Contact Information

State * Tamil Nadu	District * Nagapattinam	
Taluk * KILVELUR	Village AANAIMANGALAM	
Location Type * Urban	Corporation / Municipality / Town Panchayat * NAGAPATTINAM	
Ward * WARD 05	Postal Code * 625106	
Postal Address * THALAINAYERU	Mobile Number * 864864586	
Phone Number 93457185797868000767 ...	Email Id * deanfrnitnayeru@tnfu.ac.in	
Website URL		
Location	Latitude 13.0187982	Longitude 80.206861

Head of the Institute

Salutation* Selvan	Name of the HOI* Ajay
Designation* Vice Chairman	Gender* Male
Aadhar Number* 844561796856	Phone Number* 9416546444
Postal Address* Chennai	Email Id* ajay@gmail.com

Nodal Officer






Salutation* Selva	Name of the Nodal Officer* Selva
Designation* Vice Chairman	Gender* Male
Postal Address* Chennai	Phone Number* 9943526452
Email Id* aronpaul@yahoo.com	

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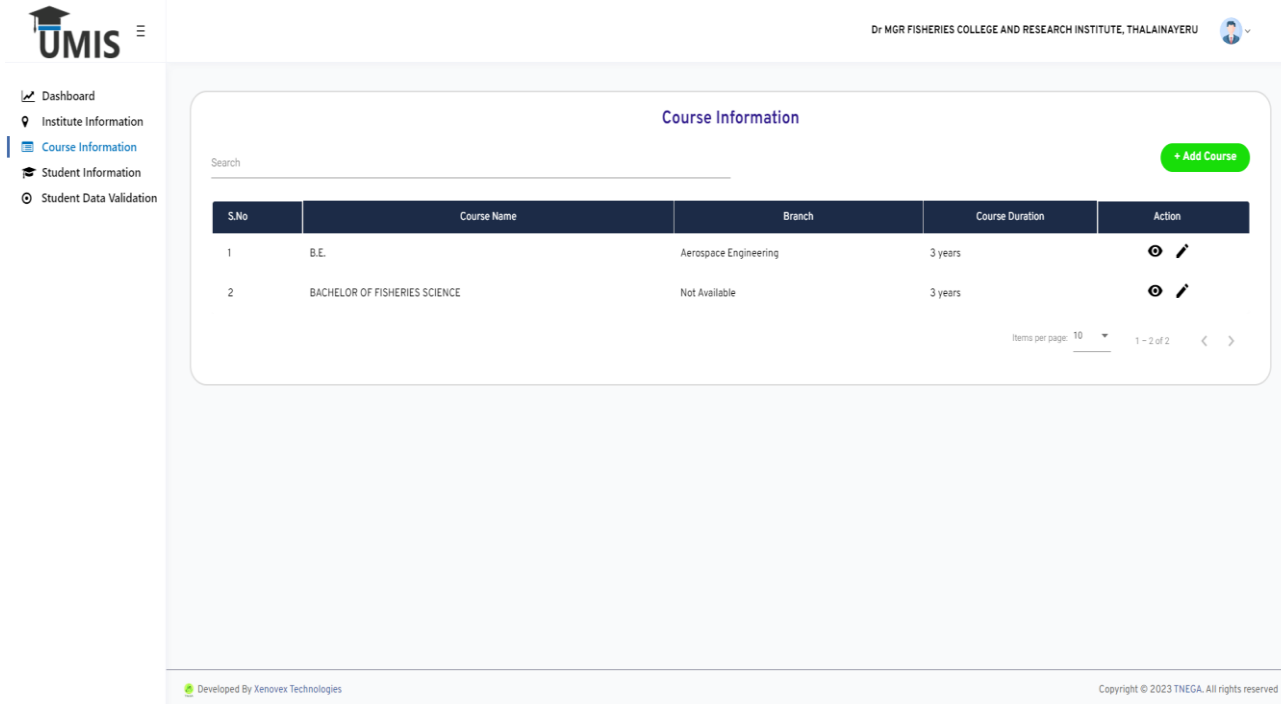
Dashboard Menu







-  Dashboard
-  Institute Information
-  Course Information
-  Student Information
-  **Student Data Validation**

- Only after the Institution details are completed and submitted, the other menus will be enabled on the left side of the screen.

Course Information - List



The screenshot displays the UMIS (University Management Information System) interface. The top navigation bar includes the UMIS logo and a menu icon. The main header identifies the institution as 'Dr MGR FISHERIES COLLEGE AND RESEARCH INSTITUTE, THALAINAYERU'. The left sidebar contains navigation options: Dashboard, Institute Information, Course Information (highlighted), Student Information, and Student Data Validation. The main content area is titled 'Course Information' and features a search bar and a green '+ Add Course' button. Below this is a table with the following data:

S.No	Course Name	Branch	Course Duration	Action
1	B.E.	Aerospace Engineering	3 years	 
2	BACHELOR OF FISHERIES SCIENCE	Not Available	3 years	 

At the bottom of the table, there is a pagination control showing 'Items per page: 10' and '1 - 2 of 2' with navigation arrows. The footer of the page includes 'Developed By Xenovex Technologies' and 'Copyright © 2023 TNEGA. All rights reserved'.

- List of courses provided by the institutions can be seen in course information tab.
- Institutes can add new course by clicking the 'Add course' button.
- Once courses are added, they will be displayed in the course list and ONLY listed on the student registration page.
- If a course is unavailable to be added / mapped, the institutes may contact the designated officials provided in the last slide.

Course Information – Add Course

- Institutes must fill in the required details and submit to add a new course.




- Dashboard
- Institute Information
- Course Information
- Student Information
- Student Data Validation

Add Course

Course Name *	Branch / Specialization *
B.VOC	INDUSTRIAL FISHING TECHNOLOGY
Course Duration (in years) *	Maximum time to Complete Course (in year) *
3	5
Whether the course has a valid Accreditation? *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	

Cancel Add



















Student Data Validation



- Dashboard
- Institute Information
- Course Information
- Student Information
- Student Data Validation**

Dr MGR FISHERIES COLLEGE AND RESEARCH INSTITUTE, THALAINAYERU

Search

Action	UMIS Id	Student Name	Mobile Number	Email	Date Of Birth	Status
 		Sachin Pirathik, M	9952218419	sachinmani9626@gmail.com	23-11-2004	Rejected
 	9000000046	AsrafAli, I AsrafAli, I	7708468005	asrafnewsath@gmail.com	25-02-2005	Approved
 		H.JEBARAJ	9788194564	rajjeba14@gmail.com	20-10-2002	Rejected
 		N.Imran Mohammed	9344166049	imrmd03@gmail.com	13-08-2003	In Review
 		Raseena parveen, H	6382283342	parveenseena4@gmail.com	31-03-2005	In Review
 		Sameer Akthar, J	9486479097	sameerakthar5748@gmail.com	02-04-2001	In Review
 		R.Evangeline Lincy	8056802709	evangelinelincy11@gmail.com	11-12-2003	In Review
 		A.Berishma	8807548177	berishma2003@gmail.com	15-02-2003	In Review
 		R.Hepzibah Blesslene	9790623742	hepzibahblesslene@gmail.com	07-06-2004	In Review

Items per page: 10 11 - 20 of 183

- If an institute had provided data to TNeGA to be uploaded in the database, then they can use this menu to update and confirm a student information.
- ONLY after the data is validated by the institutions, the UMIS number is generated.

Student Data Validation

Dr MGR FISHERIES COLLEGE AND RESEARCH INSTITUTE, THALAINAYERU

Search

Show Grid

Action	UMIS Id	Student Name	Mobile Number	Email	Date Of Birth	Status
		Roshini, E	8940480007	roshnieverest@gmail.com	11-02-2004	In Review
		Maria Susila Vinisha.V	7904484652	vinisha445@gmail.com	24-01-2002	In Review
		N.Loshin	9360598472	vinoloshin@gmail.com	15-09-2003	In Review
		Joshma, J.S	9360552135	joshmajs04@gmail.com	23-12-2004	In Review
		A.SELVA ABILA	7539985069	abiantony623@gmail.com	27-08-2002	In Review
		Bejoe prawin, R	7397645506	bejoeprawin@gmail.com	04-06-2004	In Review
		S.J.Evengelin Hepzibah Mariam	9489280243	hepzibah6042950@gmail.com	17-11-2003	In Review
		F.SHARINE CATHRINE	9345865393	drsharine2020@gmail.com	20-06-2002	In Review
		Bovas Joel, J	8610529476	bovasjoel75@gmail.com	15-06-2004	In Review

Items per page: 10 21 - 30 of 183 < >

Click on the Student data validation tab and use the filters to list the required student data by clicking on 'Show Grid'.

The students list will appear on the screen and status will be displayed as “In review”.

Click on edit button against the respective student data to edit the details or can be just viewed using the view option.

Student Data Validation - Edit

UMIS
Dashboard
Institute Information
Course Information
Student Information
Student Data Validation

Completed General Information Contact Information Family Information Bank Account Details Current Academic Information

Student Information

EMIS ID * 32814009000179
Student Name * Benu
Reason * 11-09-2004
Gender * Male
Blood Group * B+
Religion * Christian
Community * Newpiper
Caste *
MBC *
Is the student the first graduate in the family? * No
Did you come under any special admission quota? * No
Did you belong to differently abled category? * No

Contact Information

Mobile Number * 894680007
Email ID * roshniweeet@gmail.com
Permanent Address:
Country * India
State * Tamil Nadu
Location Type * District *
Taluk * Village *
Postal Address *
D/o.Everest, 12/77,north street, hindubahal,Radhapuram TH, tirunelveli DT -627 104

Communication Address:
Country * India
State * Tamil Nadu
Location Type * District *
Taluk * Village *
Postal Address *
D/o.Everest, 12/77,north street, hindubahal,Radhapuram TH, tirunelveli DT -627 104

Family Information

Father's Name *
Father's Occupation / Sector *
Mother's Name * michael vijitha
Mother's Occupation / Sector *
Guardian's / Spouse's Name *
Is Christian Category? * No
Annual Family Income (in Rs) * 8
Parent / spouse / Guardian Mobile Number * 9443963395

Bank Account Details

Account Number *
IFSC Code *
Bank * Bank Branch *
City *

Current Academic Information

Academic Year * 2021-2022
Stream Type * FISHERIES SCIENCE
Course Type *
Course * BACHELOR OF FISHERIES SCIENCE
Branch / Specialization *
Medium of Instruction *
Not Available
Date of Admission * 24-09-2022
Mode of Study * Regular
Counseling / Admission Number *
Type of Admission *
Registration / Roll Number *
Has the student joined as lateral entry? * No
U-20 TN (A-000-04-000) *
Hosteller *
Joining Date in Hostel *
Yes
Leaving Date from Hostel *
Hostel Type * Welfare or Govt Department

Approve Reject Cancel

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- Student details are separated into 5 sections.
- If the sections are incomplete, they are displayed in red color. If completed, they are displayed in green color.
- When all the sections are completed, ONLY then the 'Approve' button will be enabled.
- When approved, a unique UMIS number for the student will be generated.
- In case, a student / record does not belong to the institute, use the 'Reject' option to delete the student record from the institute.
- In case a student is missing that belong to the institute, use the 'Add Student' option in the 'Student Information' menu.

Student Information - View

The screenshot shows the 'Student Information' view in the UMIS system. The interface includes a sidebar with navigation options: Dashboard, Institute Information, Course Information, Student Information (selected), and Student Data Validation. The main content area is titled 'Student Information' and features a '+ Add Student' button in the top right. Below the title, there are filters for 'Academic Year' (set to 'All Academic Year'), 'Course' (set to 'All Course'), and 'Branch / Specialization' (set to 'All Branch'). A 'Show Grid' button is also present. A search bar is located below the filters. The main data is presented in a table with the following columns: Action, UMIS Id, Student Name, Mobile Number, Email, and Date Of Birth. The table contains 10 rows of student data. At the bottom of the table, there is a pagination control showing 'Items per page: 10' and '1 - 10 of 19'.

Action	UMIS Id	Student Name	Mobile Number	Email	Date Of Birth
	9000000050	SHALINI S	9472948748	Robert@gmail.com	12-10-2004
	9000000049	Twilla Bezet ezhil	8978987987	f@gmail.com	24-01-2013
	9000000045	Berrin Cecil C	8798797897	ddd@gmail.com	24-01-2013
	9000000044	Ezhil nesa	9786786787	a@gmail.com	16-01-2013
	9000000043	Brayan jeffrey	8676745645	test@gmail.com	08-01-2013
	9000000042	SIVA testing	9998888888	Test@gmail.com	07-04-2004
	9000000039	ferwdfdfs	9872982892	ammu5425435435@gmail.com	03-01-2013
	9000000036	KIRIBASHINI S	8456643643	cxvxx@fdh.gewf	12-11-2003
	9000000021	Oviya_M	8667854215	oviyamanimaran1@gmail.com	09-08-2005

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- All Approved student details will be displayed in the 'Student information' menu.
- To add a new student, click on 'Add student' button.

Student Information – Add Student

- The institute shall fill all the student information as required in each section.
- Please refer to all the required fields in the [Appendix](#).

The institute must mandatorily update the student record with EMIS ID.

- With EMIS ID – Key in the EMIS ID and use 'Get Data' to populate the student information from EMIS.
- Without EMIS ID. - If EMIS ID is not available for a student for VALID reasons, then 'No' should be selected and the reason for the unavailability of EMIS MUST be selected from the dropdown.

The screenshot shows the 'U MIS' web application interface for adding a student. The top navigation bar includes 'General Information', 'Contact Information', 'Family Information', 'Bank Account Details', 'Current Academic Information', and 'Completed'. The left sidebar contains 'Dashboard', 'Institute Information', 'Course Information', 'Student Information', and 'Student Data Validation'. The main form area is titled 'General Information' and contains the following fields:

- Is EMIS ID Available? ***: Radio buttons for 'Yes' and 'No' (selected).
- Reason for unavailability of EMIS-ID? ***: A dropdown menu with options: 'Schooling Before the Year 2018' (selected), 'Schooling Outside Tamil Nadu', and 'EMIS not available, Other reasons'.
- Salutation ***: A dropdown menu.
- Student Date of Birth ***: A text input field with a date format 'dd/mm/yyyy'.
- Blood Group ***: A dropdown menu.
- Religion ***: A dropdown menu.
- Caste ***: A dropdown menu.
- Gender ***: Radio buttons for 'Male', 'Female', and 'Third Gender'.
- Nationality ***: A dropdown menu.
- Community ***: A dropdown menu.
- Is the student the first graduate in the family? ***: Radio buttons for 'Yes', 'No', and 'Not Applicable'.
- Did you come under any special admission Quota? ***: Radio buttons.
- Did you belong to differently abled category? ***: Radio buttons.

Student Information

The screenshot displays the UMIS Student Information form, which is divided into several sections. The form is titled 'Student Information' and includes a navigation menu at the top with options: General Information, Contact Information, Family Information, Bank Account Details, Current Academic Information, and Completed. The form is currently in the 'General Information' section, which is highlighted in red. The form contains the following fields:

- General Information:** Reason for unavailability of EMSG-IDP, Schooling Outside Tamil Nadu, Student Name, Date of Birth, Gender, Nationality, Religion, Community, MISC, Address, and Did you come under any special admission quota?
- Contact Information:** Mobile Number, Email Id, Permanent Address (Country, State, Location Type, Taluk, Zone, PERUNELUDI, Postal Address), and Communication Address (Country, State, Location Type, Taluk, Zone, PERUNELUDI, Postal Address).
- Family Information:** Father's Name, Mother's Name, Guardian's / Spouse's Name, Annual Family Income (in Rs), Father's Occupation / Sector, Mother's Occupation / Sector, Is Ophan Category, and Parent / Mother / Guardian Mobile Number.
- Bank Account Details:** Account Number, IFSC Code, Bank Branch, and City.
- Current Academic Information:** Academic Year, Course Type, Branch / Specialization, Mode of Study, Type of Admission, Counseling, Registration / Roll Number, and Has the student joined as lateral entry?

The form also includes a 'Confirm' button at the bottom right.

- After all details are updated in all the sections, a summary page is shown to review the student information.
- Edit option is provided in section to edit the details in the respective section.
- Once all the details are confirmed, click the 'Confirm' button.
- When confirmed, a unique UMIS number for the student will be generated.

Change / Forgot Password


Change Password

OldPassword*

New Password*

Confirm Password*

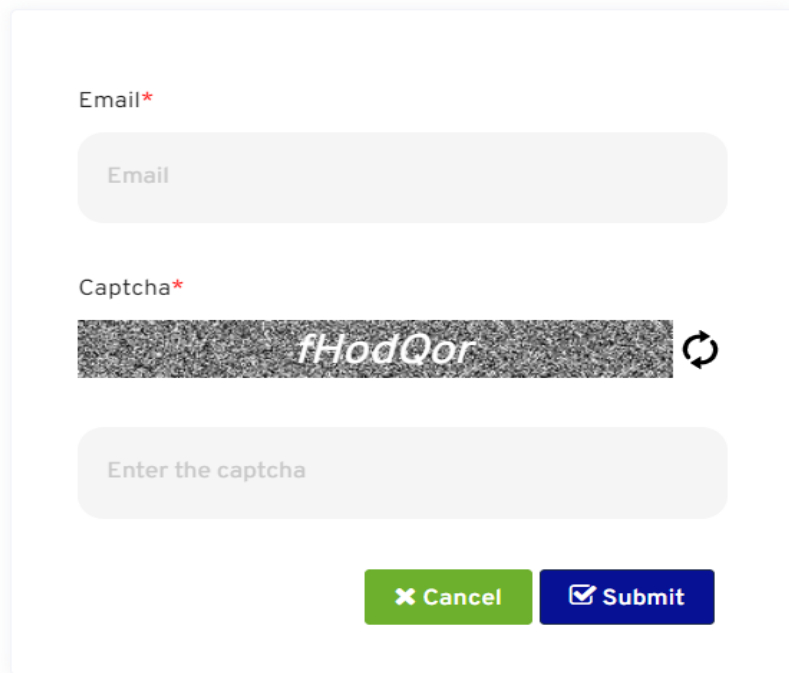
Captcha*



- Enter the old password.
- Enter a new password that meets the specified criteria (e.g., minimum length, complexity requirements, etc.).
- Confirm the new password by re-typing it.
- Save the changes to update your password successfully.

Forgot Password

Forgot Password



Email*

Email

Captcha*

fHodQor

Enter the captcha

Cancel Submit

- Click the forgot password option for changing the password.
- A popup window will appear, enter the email address provided by the institute and captcha.
- You will get a temporary password in your registered email.
- Use this temporary password to login and change the password.
- In case of difficulties, the institutes may contact the designated officials provided in the last slide.



FAQ

✓ What is the URL for UMIS?

The URL for UMIS is <https://umis2.xenovex.com/>

✓ What is the use of UMIS?

- The primary objective of UMIS is to provide a single window platform similar to EMIS, but for all the institutions offering collegiate and training education.

✓ Can the student details be downloaded?

- Yes, the student details can be downloaded by the institutions. [This will be available in the portal soon.](#)

✓ How frequently can student details be updated?

- As frequently as needed by the institutions

✓ **Who is the Owner of UMIS Data for an institute?**

- The respective Head of the Institute.

✓ **What are the future updates that could be expected in UMIS?**

- Login for every student along with eKYC verification.
- Consolidated dashboards for HoDs, CM Office.
- Integrations with Naan Mudhalvan portal, etc.



Institutes/College Login

✓ How do I initiate institute registration in UMIS?

- The Head of the institute must contact the officials provided in the last slide to get a new login in UMIS.

✓ What are all the details that are fetched using EMIS ID?

- The Student details such as name, date of birth, Religion, Community, Gender, Parent's name, mobile number, guardian name, etc., will be automatically fetched from the EMIS PORTAL. In case, if any of the details of the students is wrong or if the students like to change the details provided earlier then the students can edit the same.



Support

The below officials may be contact for any support in the UMIS application.

- Jagan – jagannatho412@tn.gov.in - 8248796625
- Suganthi – suganthi3005@tn.gov.in - 7401088183



THANK YOU



APPENDIX

PROBABLE LIST FIELDS IN UMIS PORTAL

* Denotes mandatory

Institute Field Information

S. No.	Module	Field Name (* Denotes a mandatory)	Field Description
1	Institution	*AISHE code	ENTER THE CORRECT AISHE CODE. IF YOU COULDN'T FIND THE AISHE CODE.
2	Institution	*Institute name	ENTER THE CORRECT INSTITUTION NAME IN CAPITAL LETTER
3	Institution	*Institution Registration. Number	ENTER THE REGISTRATION NUMBER OF THE INSTITUTE
4	Institution	*Affiliated University Name	ENTER THE NAME OF THE UNIVERSITY IN CAPITAL LETTERS.
5	Institution	*College/Institution/University type	ENTER THE CORRECT INSTITUTION NAME IN CAPITAL LETTERS.
6	Institution	*University Type (State / Centre / Deemed / etc.)	ENTER THE UNIVERSITY TYPE (STATE / CENTRE / DEEMED)
7	Institution	*Institute Location type (Urban / Rural)	ENTER THE INSTITUTE LOCATION TYPE
8	Institution	Institute Postal Address	THE INSTITUTION'S ADDRESS SHOULD BE ENTERED IN CAPITAL LETTERS. THE STREET ADDRESS ALONG WITH THE PIN CODE SHOULD BE ENTERED
9	Institution	*Institute Contact number	ENTER THE INSTITUTION'S CONTACT NUMBER, WHICH WILL BE USED FOR FURTHER COMMUNICATION.
10	Institution	*Institute email address	ENTER THE INSTITUTION'S EMAIL ID WHICH WILL BE USED FOR FURTHER COMMUNICATION



Institute Field Information

S. No.	Module	Field name	Field Description
11	Institution	*Institute District / Block	ENTER THE DISTRICT OF THE INSTITUTION
12	Institution	*Institute Zone / Ward	ENTER THE ZONE OF THE INSTITUTION
13	Institution	Institute Website	ENTER THE INSTITUTION WEBSITE
14	Institution	*Year of establishment	ENTER THE INSTITUTION TO BE ESTABLISHMENT
15	Institution	*CO-EDUCATION INSTITUTE?	CHOOSE THE INSTITUTION IS CO-EDUCATION OR NOT
16	Institution	*Head of Institute name	ENTER THE NAME OF THE INSTITUTION HEAD
17	Institution	*Head of Institute Designation	ENTER THE HEAD OF THE INSTITUTE DESIGNATION
18	Institution	*Head of Institute Aadhaar	ENTER HEAD OF THE INSTITUTE AADHAAR
19	Institution	*Head of Institute Address	ENTER THE ADDRESS OF THE INSTITUTION HEAD
20	Institution	*Head of Institute Mobile	ENTER THE CONTACT DETAILS
21	Institution	*Head of Institute eMail	ENTER THE EMAIL ADDRESS OF THE INSTITUTION HEAD
22	Institution	*Nodal Officer name	ENTER THE NAME OF THE NODAL OFFICER
23	Institution	*Nodal Officer Designation	ENTER THE DESIGNATION OF THE NODAL OFFICER
24	Institution	*Nodal Officer Address	ENTER THE ADDRESS OF THE NODAL OFFICER



Institute Field Information

S. No.	Module	Field name	Field Descriptions
25	Institution	Nodal Officer Mobile	ENTER THE MOBILE NUMBER OF THE NODAL OFFICER
26	Institution	Nodal Officer eMail	ENTER THE EMAIL ADDRESS OF THE NODAL OFFICER
27	Institution	Name of the bank (Institute)	ENTER THE NAME OF THE BANK IN CAPITAL LETTER
28	Institution	Bank Account number (Institute)	ENTER THE CORRECT ACCOUNT NUMBER OF THE INSTITUTION.
29	Institution	Bank Account Name	ENTER THE NAME AS MENTIONED IN THE PASSBOOK
30	Institution	Bank Account Type	ENTER THE TYPE OF BANK ACCOUNT EITHER SAVING/CURRENT ACCOUNT
31	Institution	IFSC code (Institute)	ENTER THE IFSC CODE OF THE BANK.
32	Institution	Bank branch (Institute)	ENTER THE BRANCH NAME OF THE ACCOUNT.
33	Institution	Institute geo location	ENTER THE IDENTIFICATION OF THE GEOGRAPHIC LOCATION OF A INSTITUTION
34	Course	Course Name	ENTER THE COURSE NAME OF THE INSTITUTION IN CAPITAL LETTER .
35	Course	Course Stream	ENTER THE STREAM.
36	Course	Course Duration (years)	ENTER THE DURATION OF YOUR COURSE IN YEARS.
37	Course	Course Maximum Duration (years)	ENTER THE MAXIMUM DURATION OF YOUR COURSE



Student Information

S. No.	Module	Field name	Field Description
38	Student	EMIS Number	ENTER THE EMIS NUMBER OF THE STUDENT
39	Student	* Name of the student	ENTER THE FULL NAME OF THE STUDENT IN CAPITAL LETTER
40	Student	*Date of birth	ENTER THE DATE OF BIRTH , DD/MM/YYYY
41	Student	Student registration number	ENTER THE STUDENT REGISTRATION NUMBER /ROLL NO
42	Student	*Admission mode (Govt. / Mgmt quota)	ENTER THE ADMISSION MODE (GOVT. / MGMT QUOTA)
43	Student	*Academic year	THE PERIOD OF THE YEAR DURING WHICH STUDENTS ATTEND UNIVERSITY
44	Student	*Course	ENTER THE COURSE NAME
45	Student	Course commencement date	
46	Student	*Lateral Entry (Y/N)	ADMISSION IN LATERAL ENTRY
47	Student	*Course year	ENTER THE COURSE YEAR (I,II,ETC.)



Student Information

S. No.	Module	Field name	Field Description
50	Student	*Community	ENTER THE COMMUNITY OF THE STUDENT
51	Student	*Religion	ENTER THE RELIGION OF THE STUDENT IN CAPITAL LETTER
52	Student	*Aadhaar number (student)	ENTER THE AADHAAR NUMBER OF THE STUDENT. 12 DIGIT SHOULD BE ENTERED
53	Student	*Caste	ENTER THE CASTE OF THE STUDENT IN CAPITAL LETTER
54	Student	*Blood group	ENTER THE BLOOD GROUP OF THE STUDENT
55	Student	*Nationality	ENTER THE NATIONALITY OF THE STUDENT(INDIAN /FOREIGN)
56	Student	*Gender of the student	ENTER THE GENDER
57	Student	*Email ID	ENTER THE MOBILE WHICH CAN BE USED FOR FURTHER COMMUNICATION
58	Student	*Phone number	ENTER THE PHONE NUMBER OF THE STUDENT
59	Student	*Permanent address	ENTER THE PERMANENT ADDRESS OF THE STUDENT IN CAPITAL LETTER



Student Information

S. No.	Module	Field name	Field Description
64	Student	Family Card number	
65	Student	*Differently abled (Yes/No)	ENTER WHETHER THE STUDENT IS DIFFERENTLY ABLED (YES/NO)
66	Student	*Type of differently abled	ENTER THE TYPE OF DISABILITY
67	Student	*Disability percentage	ENTER THE DISABILITY PERCENTAGE
68	Student	*First graduate	ENTER WHETHER THE STUDENT IS A FIRST GRADUATE (YES/NO)
69	Student	*Hosteller (Yes/No)	ENTER WHETHER THE STUDENT IS A HOSTELLER
70	Student	Date of joining (hostel)	ENTER THE DATE OF JOINING IN THE HOSTEL
71	Student	Date of leaving (hostel)	ENTER THE DATE OF LEAVING IN THE HOSTEL
72	Student	*Hostel type (Free / Paid)	ENTER THE HOSTEL TYPE (FREE / PAID)
73	Student	*Father Name	ENTER THE FATHER'S NAME OF THE STUDENT IN CAPITAL LETTER

