

**Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon**

**Affiliation Section Guidelines for Online Application Management System –Natural Growth Proposal 2020-21**

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) **Processing Fees Structure for Natural Growth Proposal :**

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

- 3) 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, KBCNMU, Jalgaon”** at the **KBCNMU Cash Counter, Jalgaon**.
- 4) Take a printout of Application Form for Continuation of Affiliation Proposal 2020-21 given below in this guideline and then fill in the **Basic Information Form for Natural Growth Proposal** in English attached herewith and submit the same in person at the Application Receiving Counter at **Affiliation Section, KBCNMU, Jalgaon**.
- 5) Get the Application form verified/authorized from the concerned Authority of **Affiliation Section, KBCNMU, Jalgaon** for fees payment details.
- 6) Pay **Application Fees** (per proposal) and **Fees for creation of online profile of College** (Per College) at the **KBCNMU Cash Counter, Jalgaon**.
- 7) Produce the Original payment receipts of **Application Fees** (per proposal) and **Fees for creation of Online profile of College** (for verification purpose) along with the filled in Basic Information Form at the Login ID/Password Issue Counter at **Affiliation Section, KBCNMU, Jalgaon**.
- 8) Once the same is verified as per Sr. No. 7, the Login ID shall be confirmed and necessary links shall be activated accordingly. Also the Login ID and password shall be forwarded via SMS on the mobile number as mentioned in the Application Form.  
**Note :** Do not change Mobile No. otherwise you will not get any message in this behalf & you will be held responsible for the same.
- 9) After the receipt of the Login ID please login to proceed further.
- 10) 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.
- 11) User can Edit /Delete/Update the information during the Online filling of the Application Form.
- 12) 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.

- 13) **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.**
- 14) Thereafter (after the online submission) the Link of Print shall be activated automatically. Take the **printouts** of the **Application Form** and **College Information** separately.
- 15) Pay the proper **Affiliation Fees** (refer **Affiliation Fees Structure** available in **Download** link on **Home** page) at the **NMU Cash Counter, Jalgaon**.
- 16) 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.**
- 17) The list of the mandatory documents is listed in the **Annexure-A**.
- 18) Kindly note that timing of the **NMU Cash Counter, Jalgaon** to receive the fees is between **10:30 am to 4:00 pm** during University Working days.
- 19) Incomplete application in any respect will be rejected.

**Annexure – A**

**List of Documents to be attached with the Application Form**

1. महाराष्ट्र शासनाने मान्यता दिल्याचे पत्र (प्रथम टप्पा)
2. विद्यापीठाचे प्रथम संलग्नतेचे पत्र
3. AICTE/NCTE/BCI/RCI/PCI च्या मान्यतेचे पत्र
4. अटी पूर्ततेच्या पुढ्यर्थची कागदपत्रे
- 8 Audit Report ची पत्र

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**Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon**  
**Board of Colleges and University Development – Affiliation Section**  
**Online Application Management System – Continuation of Affiliation Proposal**  
**Request 2020-21**

**Important Dates / Timings & Holidays**

Society/Trust/College Online Registration	:	<b>01/08/2019 to 31/08/2019</b> (during Univ. working hours & working days)
Online Application Forward to University	:	<b>01/08/2019 to 31/08/2019</b> (during Univ. working hours)
Physical Receipt of Application Printouts	:	<b>31/08/2019</b> <b>(preferably as per Time Table)</b>  (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 <b>10 am to 5 pm</b> )
email ID	:	<u><a href="mailto:support@oaasisnmu.org">support@oaasisnmu.org</a></u>

*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 KBCNMU, Jalgaon website <http://nmu.ac.in>
2. Use the link [nmu.ac.in](http://nmu.ac.in) -> **Research and Development** -> **Affiliation Section**-> **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 KBCNMU website <https://affiliation.onlinekbcnmu.org.in>
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.

**BASIC Application Form for Natural Growth Proposal  
for the A.Y. 2020-21**

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1) OAASIS College ID (if Already Allotted) :

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2) College Name: \_\_\_\_\_

3) Type of Faculties currently available in College (*Please Tick  $\surd$  any of the following as applicable*)

<input type="checkbox"/>	Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce And Management
<input type="checkbox"/>	Law	<input type="checkbox"/>	Fine Arts	<input type="checkbox"/>	Mental Moral And Social Sciences
<input type="checkbox"/>	Pharmacy	<input type="checkbox"/>	Education	<input type="checkbox"/>	Engineering And Technology

4) Select Group of College

<input type="checkbox"/>	Engineering/Pharmacy/B.Ed(all)/Management/ Law/Social Work
<input type="checkbox"/>	Arts/ Fine Arts/ Commerce/ Science

5) Mobile No.(For SMS Alerts): \_\_\_\_\_

6) MICR Account Number : \_\_\_\_\_

7) Receipt No. (Application Fees): \_\_\_\_\_ Date: \_\_\_\_\_

8) Receipt No. (College Profile): \_\_\_\_\_ Date: \_\_\_\_\_

**Sign and Seal of College Authority**

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To,

**The Finance / Cash Section**

**KBCNMU Jalgaon**

Please accept Rs. \_\_\_\_\_ (in words Rupees \_\_\_\_\_ ) towards

S.No.	Details of Fees	SAP Account Head	Amount
1.	Application Fees for Natural Growth Proposal 2020-21	22000100	
2.	Creation of online profile of college	21000310	
	Total Amount		

Jr. Asstt/Sr. Asstt

AR

DR (Affiliation Section)