

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Affiliation Section Guidelines for Online Application Management System –Continuation of Affiliation Proposal
2024-25

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 Continuation of Affiliation Proposal :**

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

- 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 2024-25 given below in this guideline and then fill in the **Basic Information Form for Continuation of Affiliation 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 **KBCNMU 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 **KBCNMU 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. विद्यापीठाच्या संलग्नीकरणाच्या नुतनीकरणाचे पत्र (मागील शैक्षणिक वर्षाचे)
2. अटी पूर्ततेच्या पुष्क्यर्थची कागदपत्रे
3. नुतनीकरण मागणी केलेल्या विषयांची / तुकड्यांची मागील वर्षांची विद्यापीठ मान्य विद्यार्थी संख्या दर्शविणारा तक्ता
4. उपलब्ध असलेले शिक्षक दर्शविणारा अद्ययावत तक्ता [415(1), 415(3) वगैरे]. तसेच शिक्षकेत्तर कर्मचारी दर्शविणारा अद्ययावत तक्ता.
5. विद्यापीठ अनुदान आयोगाचे २(एफ) दिल्याबाबतचे पत्र (एकदाच सादर करावे)
6. विद्यापीठ अनुदान आयोगाचे १२ (बी) दिल्याबाबतचे पत्र (एकदाच सादर करावे)
7. राष्ट्रीय मुल्यांकन व प्रत्यापन परिषदेचे (NAAC) पत्र
8. AICTE/NCTE/BCI/RCI/PCI च्या मान्यतेचे पत्र
9. Audit Report ची पत्र
10. कायम संक्रीकरण प्राप्त झाले असल्यास, कायम संलग्नीकरणाच्या पत्राची प्रत

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Affiliation Section Online Application Management System
Continuation of Affiliation Proposal Request 2024-25

Important Dates / Timings & Holidays

Society/Trust/College Online Registration	:	14/08/2023 to 31/08/2023 (during Univ. working hours & working days)
Online Application Forward to University	:	14/08/2023 to 31/08/2023 (during Univ. working hours)
Physical Receipt of Application Printouts	:	31/08/2023 (preferably as per Time Table) (during Univ. working hours & working days)

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

Phone Nos.	:	08828996668, 08828996669 (available on all University working days from 10 am to 5 pm)
email ID	:	<u>support@onlinekbcnmu.org.in</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 NMU, Jalgaon website <http://nmu.ac.in>
2. Use the link nmu.ac.in -> **useful links (at the bottom of the home page)** -> **Online Affiliation -> Affiliation Section**
3. The necessary guidelines shall be available for download in the **Proposal Guidelines 2024-25** 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 2024-25** 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 Continuation of Affiliation Proposal
for the A.Y. 2024-25**

1) OAASIS College ID (if Already Allotted) :

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

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 Continuation of Affiliation Proposal 2024-25	22000100	
2.	Creation of online profile of college	21000310	
	Total Amount		

Jr. Asstt/Sr. Asstt

AR

DR (Affiliation Section)