3.3.1.6. Coaching Classes for entry into Services for SC/ST/OBC(Non Creamy Layer) and Minorities Students

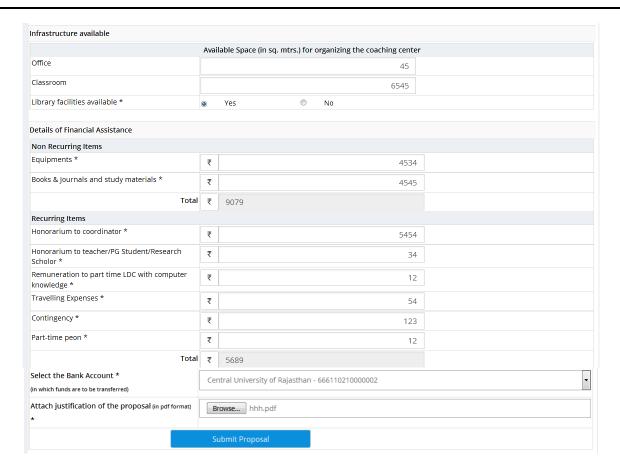
3.3.1.6.1 Submit Proposal

- 1: Before Submitting proposal college/university should submit/ update his bank details & institute profile. User should also read guidelines for concerned scheme at URL http://ugc.ac.in.
- 2: To submit proposal, institute should click **Scheme** on the left panel. Following Screen will appear

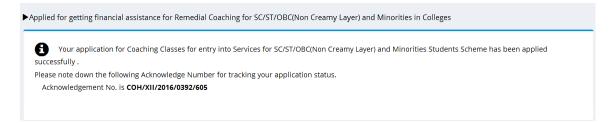
Scheme Code	Scheme Name	Action	
[CCS]	Scheme of Community Colleges for Universities and Colleges	Draft 1	Apply
[WS]	Development of Women's Studies in Indian Universities and Colleges	Draft 0	Apply
[EOC]	Equal Opportunity Center/Cell in Colleges/Universities		Apply
[REC]	Remedial Coaching for SC/ST/OBC(Non Creamy Layer) and Minorities		Apply
[CWH]	Construction of Women Hostel in Indian Universities and Colleges		Apply
[SSC]	Organising Conferences, Workshops,Seminars in Colleges		Apply
[COA]	Coaching Classes for entry into Services for SC/ST/OBC(Non Creamy Layer) and Minorities Students		Apply
[SCT]	Coaching for NET/SET for SC/ST/OBC(Non Creamy Layer) and Minorities Students		Apply
[PSN]	Higher Education for Persons with Special Needs(HEPSN)		Apply
[VHT]	Visually Challenged Teachers		Apply
[SIE]	Developement of Sports Infrastructure and Equipment		Apply

3: After Clicking on Apply button, following screen will appear

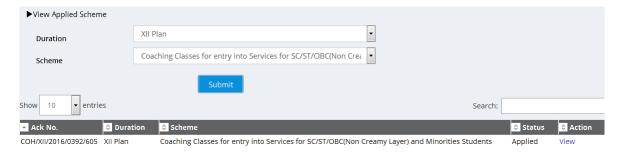
Name of University					Central University of Rajasthan, Jaipur									
,					BANDAR	SINDRI, NA	TIONAL H	IIGHWAY 8						
					Aimer									
					Rajasthan									
Year of Establishment				2009										
Email of University Nodal Officer Mobile no. University Nodal Officer				priyar.r05@gmail.com										
				7838022	610									
-		nder SC/ST	/OBC/Min	ority	No									
Whether the University is Located under SC/ST/OBC/Minority concentrated District														
Management Type				Central University										
Aided/Un-aided				Partially	Aided									
Location					Rural									
Types of courses offered				General										
Feaching Level					Bachelor									
Enrollment in Classes(As o	n 31st July)												
					1	Jnder Grad	uate							
Year	Gene	eral	S	c		ST	ОВС		Total		Minority		Pwd	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
2015 - 16	54	45	75	84		5 4	5	5 4	139	137	5	8	7	
	Year General SC			Post Graduate ST OBC			Total		Minority		Pwd			
Voor	Gene	aral	C	r				DC.	100	.cii	IVIIII			wa
Year	Gene Male	eral Female	S Male	C Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Year								Female	Male	Female	Male	Female	Male	Female
Year					Male		Male	Female	Male	Female	Male	Female	Male	Female
Year Design	Male				Male	Female	Male ngth	Female orary/Ad-h			Male rt-Time	Female	Male Tota	
Desig n: Professor	Male ation			Female	Male	Female aculty Stre	Male ngth		ос 8			8		l 2
Desig n. Professor Reader/Associate Professo	Male ation			Female	Male	Female aculty Stre 8 8	Male ngth		ос 8 8			8 8		l 2 2
Design Professor Reader/Associate Professo Lecturer/ Assistant Profes	Male ation			Female	Male	Female Faculty Stre 8 8 8	Male ngth		oc 8 8			8 8 8		l 2 2
	Male ation			Female	Male	Female aculty Stre 8 8	Male ngth		ос 8 8			8 8		



4: User enters/ selects required information & press submit button to submit proposal. Acknowledgement number is generated by system & a screen like below will after successful submission of proposal.

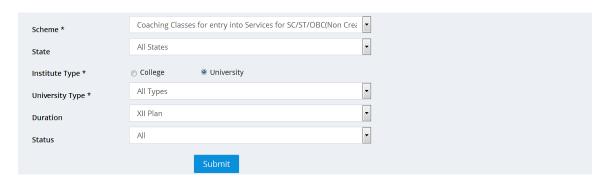


5: User may view his/her proposal & status of his/her proposal in View Applied Scheme Tab in scheme menu after selecting scheme name & pressing submit button.



3.3.1.6.2 Processing of Application by Section officer / Dealing hand

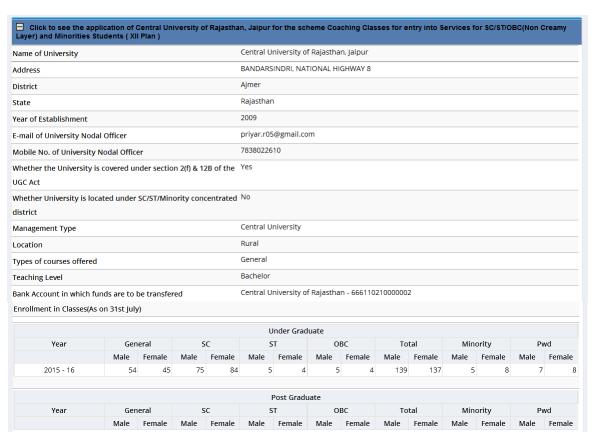
1. UGC Officer Login, following screen will appear to him.

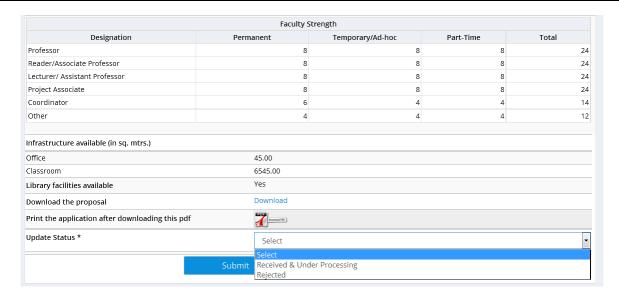


- 2: User selects scheme name as well as other parameters to filter records and click submit button.
- 3: Screen given below will appear to User. User may view & download the application on clicking Institute name.

Email-To	User Id.	≎ Ack No.	Aishe Code.	≎ Institute Name	Institution Type	≎ State	≎ Status	Applied Date	≎ Action
	U0392	COH/XII /2016/0392/605	0392	Central University of Rajasthan, Jaipur	University	Rajasthan	Applied	2016-08-10	Process 1
	U0252	COH/XII /2016/0252/596	0252	Central Univeristy of Kerala, Trivandrum	University	Kerala	Applied	2016-08-02	Process 1
	U0050	COH/XII /2016/0050/508	0050	Assam University, Slichar	University	Assam	Applied	2016-06-15	Process 1
	U0164	COH/XII /2016/0164/408	0164	Kurukshetra University, Kurukshetra	University	Haryana	Applied	2016-03-03	Process 1
	U0164	COH/XII /2016/0164/400	0164	Kurukshetra University, Kurukshetra	University	Haryana	Received & Under Processing	2016-02-15	Process 2

4: To process application user clicks on Process1 link. Following screen will appear.

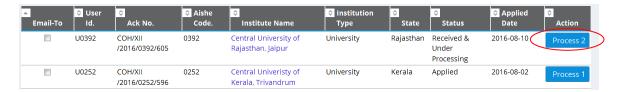




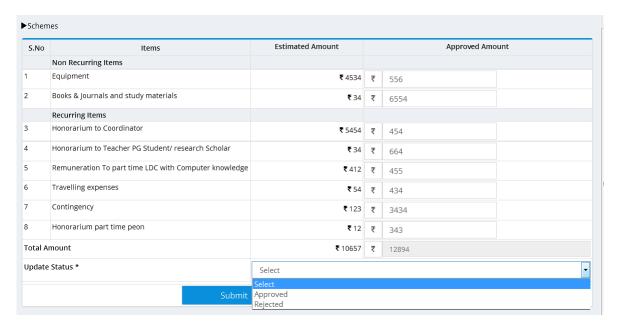
5: User may select status between Received &Under Processing and Rejected depending on user proposal. Status Rejected indicates that proposal is not in correct format and Received & Under Processing indicates that proposal is fit for sending to expert Committee. In case user selects Received &Under Processing status & he/she press submit button, following screen appears.

User Application has been Accepted and forwarded to Expert Committee

6: Status of application gets changed to Received &Under Processing as shown below.



7: Now user again repeats steps 2 & 3, to process application user clicks on Process2 link. Following screen will appear to him.



8: User may select one of the statuses (Rejected, Approved). It is mandatory to enter amount in all items. Finally he clicks on Submit button. Once section officer/dealing hand change the status of proposal, an alert through SMS/Email goes to respective college/ university.						
9: User may view & print synopsis report in Report Tab.						
10: College /University may view status of proposal on their respective dashboard.						