

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

► Apply for Scheme
Please read user manual before apply any Scheme.

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]	Development of Sports Infrastructure and Equipment	Apply

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

► Coaching Classes for entry into Services for SC/ST/OBC(Non Creamy Layer) and Minorities Students in Universities

Name of University	Central University of Rajasthan, Jaipur
Address	BANDARSINDRI, NATIONAL HIGHWAY 8
District	Ajmer
State	Rajasthan
Year of Establishment	2009
Email of University Nodal Officer	priyar.r05@gmail.com
Mobile no. University Nodal Officer	7838022610
Whether the University is Located under SC/ST/OBC/Minority concentrated District	No
Management Type	Central University
Aided/Un-aided	Partially Aided
Location	Rural
Types of courses offered	General
Teaching Level	Bachelor

Enrollment in Classes(As on 31st July)

Year	Under Graduate													
	General		SC		ST		OBC		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	4	139	137	5	8	7	8

Year	Post Graduate													
	General		SC		ST		OBC		Total		Minority		Pwd	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female

Designation	Faculty Strength					
	Permanent		Temporary/Ad-hoc		Part-Time	Total
Professor		8		8	8	24
Reader/Associate Professor		8		8	8	24
Lecturer/ Assistant Professor		8		8	8	24
Project Associate		8		8	8	24
Coordinator		6		4	4	14
Other		4		4	4	12

Infrastructure available	
Available Space (in sq. mtrs.) for organizing the coaching center	
Office	45
Classroom	6545
Library facilities available *	<input checked="" type="radio"/> Yes <input type="radio"/> No
Details of Financial Assistance	
Non Recurring Items	
Equipments *	₹ 4534
Books & Journals and study materials *	₹ 4545
Total	₹ 9079
Recurring Items	
Honorarium to coordinator *	₹ 5454
Honorarium to teacher/PG Student/Research Scholar *	₹ 34
Remuneration to part time LDC with computer knowledge *	₹ 12
Travelling Expenses *	₹ 54
Contingency *	₹ 123
Part-time peon *	₹ 12
Total	₹ 5689
Select the Bank Account *	Central University of Rajasthan - 666110210000002
<small>(in which funds are to be transferred)</small>	
Attach justification of the proposal (in pdf format) *	<input type="button" value="Browse..."/> hhh.pdf
<input type="button" value="Submit Proposal"/>	

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.

► Applied for getting financial assistance for Remedial Coaching for SC/ST/OBC(Non Creamy Layer) and Minorities in Colleges

i Your application for Coaching Classes for entry into Services for SC/ST/OBC(Non Creamy Layer) and Minorities Students Scheme has been applied successfully .
Please note down the following Acknowledge Number for tracking your application status.
Acknowledgement No. is **COH/XII/2016/0392/605**

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.

► View Applied Scheme

Duration: XII Plan

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

Show 10 entries

Search:

Ack No.	Duration	Scheme	Status	Action
COH/XII/2016/0392/605	XII Plan	Coaching Classes for entry into Services for SC/ST/OBC(Non Creamy Layer) and Minorities Students	Applied	View

3.3.1.6.2 Processing of Application by Section officer /Dealing hand

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

Faculty Strength				
Designation	Permanent	Temporary/Ad-hoc	Part-Time	Total
Professor		8	8	24
Reader/Associate Professor		8	8	24
Lecturer/ Assistant Professor		8	8	24
Project Associate		8	8	24
Coordinator		6	4	14
Other		4	4	12

Infrastructure available (in sq. mtrs.)

Office	45.00
Classroom	6545.00

Library facilities available: Yes

Download the proposal: [Download](#)

Print the application after downloading this pdf:

Update Status *
 Select
 Received & Under Processing
 Rejected

[Submit](#)

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.

Email-To	User Id.	Ack No.	Aishe Code.	Institute Name	Institution Type	State	Status	Applied Date	Action
<input type="checkbox"/>	U0392	COH/XII /2016/0392/605	0392	Central University of Rajasthan, Jaipur	University	Rajasthan	Received & Under Processing	2016-08-10	Process 2
<input type="checkbox"/>	U0252	COH/XII /2016/0252/596	0252	Central University of Kerala, Trivandrum	University	Kerala	Applied	2016-08-02	Process 1

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

► Schemes

S.No	Items	Estimated Amount	Approved Amount
Non Recurring Items			
1	Equipment	₹ 4534	₹ 556
2	Books & Journals and study materials	₹ 34	₹ 6554
Recurring Items			
3	Honorarium to Coordinator	₹ 5454	₹ 454
4	Honorarium to Teacher PG Student/ research Scholar	₹ 34	₹ 664
5	Remuneration To part time LDC with Computer knowledge	₹ 412	₹ 455
6	Travelling expenses	₹ 54	₹ 434
7	Contingency	₹ 123	₹ 3434
8	Honorarium part time peon	₹ 12	₹ 343
Total Amount		₹ 10657	₹ 12894

Update Status *
 Select
 Approved
 Rejected

[Submit](#)

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.