

3.3.1.9. Higher Education for Persons with Special Needs (HEPSN)

3.3.1.9.1 Submit Proposal

1: Before Submitting proposal college/university should submit/ update his bank details & institute profile. User should also read guidelines of the scheme.

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 Apply
[WS]	Development of Women's Studies in Indian Universities and Colleges	Draft 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

► Higher Education for Persons with Special Needs(HEPSN)

Name of University.	Central University of Rajasthan, Jaipur
Address	BANDARSINDRI, NATIONAL HIGHWAY 8
District	Ajmer
State	Rajasthan
Year of Establishment	2009
Management Type	,Partially Aided
Email of Nodal Officer	priyar.r05@gmail.com
Mobile No. of Nodal Officer	7838022610
Whether the University is covered under section 2(f) & 12B of the UGC Act	Yes
Whether University is located under SC/ST/OBC/Minority concentrated district	No
How many differently-abled persons are enrolled	32
Has University constituted an expert committee related to this scheme *	<input type="radio"/> Yes <input checked="" type="radio"/> No

Services of HEPSN

	Currently offered	Assistance is sought from UGC
Establishment of Enabling units for Differently-abled Persons(Component-I)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Providing access to Differently-abled Person(Component-II)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Providing Special equipment to augment education services for Differently-abled persons(Component-III)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Estimated Expenditure (Rs. in Lakhs.) *	Recurring	Non Recurring
	2332	2323

Select Bank Account *
(In which funds are to be transferred)

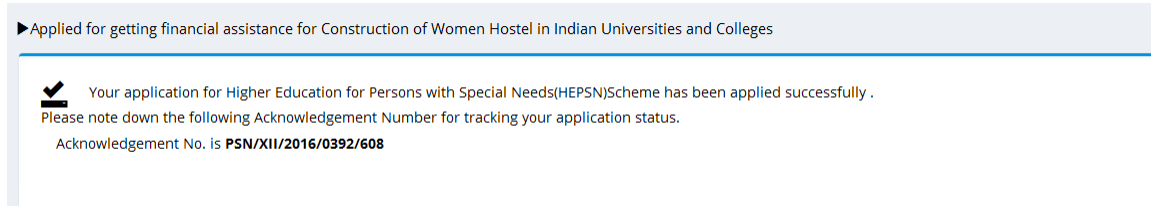
Central University of Rajasthan (666110210000002) (BKID0006667)

Please attach Need and justification of proposal *

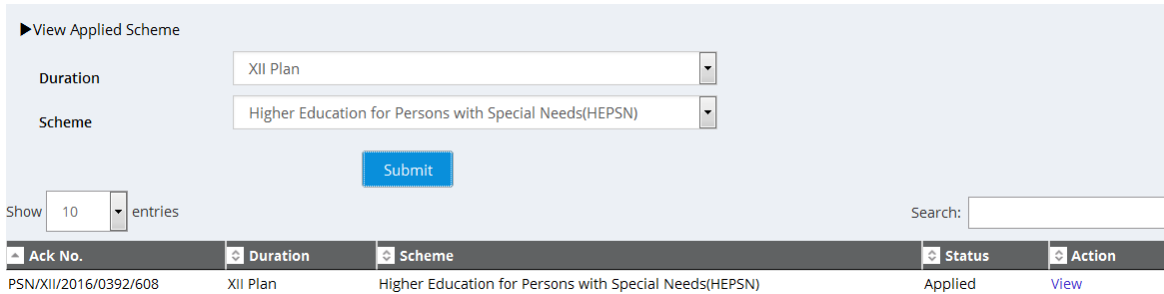
[Browse...](#) hhh.pdf
(only PDF not exceeding 200 kb)

[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.

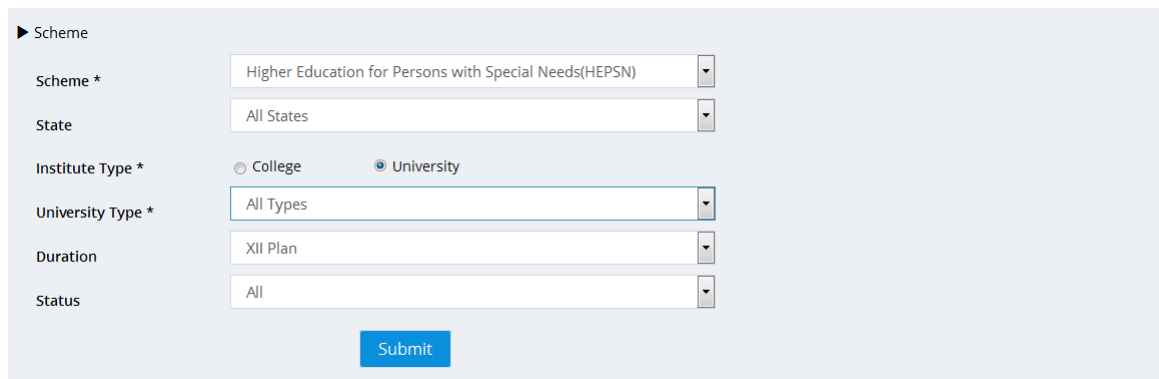


5: User may view his/her proposal & status of his/her proposal in View Applied Scheme Tab in scheme menu after selecting scheme name & pressing submit button.



3.3.1.9.2 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	PSN/XII /2016/0392/608	0392	Central University of Rajasthan, Jaipur	University	Rajasthan	Applied	2016-08-10	Process 1
	U0252	PSN/XII /2016/0252/591	0252	Central University of Kerala, Trivandrum	University	Kerala	Received & Under Processing	2016-08-01	Process 2
	U0399	PSN/XII /2016/0399/588	0399	Jai Narain Vyas University, Jodhpur	University	Rajasthan	Applied	2016-08-01	Process 1

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

Click to see the application of Central University of Rajasthan, Jaipur Central University of Rajasthan, Jaipur for the scheme Higher Education for Persons with Special Needs(HEPSN) (XII Plan)

Name of University	Central University of Rajasthan, Jaipur	
Address	BANDARSINDRI, NATIONAL HIGHWAY 8	
District	Ajmer	
State	Rajasthan	
Location	Rural	
Mobile No. of Nodal Officer	priyar.r05@gmail.com	
Email of Nodal Officer	7838022610	
Management Type	Central University	
Whether University is located under SC/ST/Minority concentrated district	No	
How many differently-abled persons are enrolled	32	
Has the University constituted an expert committee related to this scheme	Yes	
Services of HEPSN	Currently offered	Assistance is sought from UGC
Establishment of Enabling units for Differently-abled Persons	<input type="checkbox"/>	<input type="checkbox"/>
Providing access to Differently-abled Person	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Providing Special equipment to augment education services for Differently-abled persons	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Estimated Expenditure (Rs. in Lakhs.)	Recurring 2332	Non Recurring 2323
Bank Account in which funds are to be transferred	Bank Name Central University of Rajasthan	Account No 666110210000002
	IFSC Code BKID0006667	
Justification of proposal	Download	
Print the application after downloading this pdf		
Update Status *	<div style="border: 1px solid #ccc; padding: 2px;"> Select <ul style="list-style-type: none"> Select Received & Under Processing Rejected </div>	
<input type="button" value="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	PSN/XII /2016/0392/608	0392	Central University of Rajasthan, Jaipur	University	Rajasthan	Received & Under Processing	2016-08-10	<input type="button" value="Process 2"/>
<input type="checkbox"/>	U0252	PSN/XII /2016/0252/591	0252	Central University of Kerala, Trivandrum	University	Kerala	Received & Under Processing	2016-08-01	<input type="button" value="Process 2"/>

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

►Scheme

Estimated Cost		Approved Cost	
Recurring	Non Recurring	Recurring	Non Recurring
₹ 2332	₹ 2323	₹ 666	₹ 4343
Update Status *			
<div style="border: 1px solid #ccc; padding: 2px;"> Select <ul style="list-style-type: none"> Select Approved Rejected </div>			

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.