



*Let noble thoughts come to us from every side – Rigved*  
Paramhansa Ramkrishna Maunibaba Shikshan Sanstha's  
**ANURADHA ENGINEERING COLLEGE, CHIKHLI**

Recognized by AICTE New Delhi,  
Permanently Affiliated to Sant Gadge Baba Amravati University, Amravati

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## Criteria-6

6.2.2 Implementation of e-governance in areas of operation 1.Administration 2.Finance and Accounts 3.Student Admission and Support 4.Examination

Response: A. All of the above

### Additional information/Supporting Documents:

1. E Governance Policy Document of the Institute
2. Screen shots of ERP software used for Administration, Students &Support and Students Admission & Support
3. Screen Shots of library Management Software



Estd: 1993

*Let noble thoughts come to us from every side – Rigved*

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# ANURADHA ENGINEERING COLLEGE, CHIKHLI

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## E-Governance Policy Document

### 1. Introduction

Anuradha Engineering College, Chikhli, hereinafter referred to as "the College," recognizes the importance of embracing digital technologies and e-governance practices to enhance the efficiency, transparency, and accessibility of college administration. This policy provides the guidelines and governing principles of the implementation of e-governance initiatives within the College.

### 2. Objective

The primary objective of this policy is to promote the adoption of e-governance practices at the College to improve administrative processes, streamline communication, and provide better services to all stakeholders, including students, faculty, staff, and parents.

### 3. Key Principles

#### 3.1 Transparency

The College shall ensure transparency in its e-governance initiatives by making relevant information and processes accessible to all stakeholders.

#### 3.2 Efficiency

E-governance initiatives shall aim to streamline administrative processes, reduce paperwork, and improve the efficiency of operations.

#### 3.3 Data Security and Privacy

The College shall implement robust data security and privacy measures to protect sensitive information and comply with applicable data protection laws.

#### 3.4 User-Centric Approach

E-governance initiatives shall be designed with a user-centric approach, focusing on the needs and preferences of stakeholders.



### 3.5 Compliance

The College shall adhere to all relevant laws and regulations related to e-governance, data protection, and cyber security.

## 4. E-Governance Initiatives

### 4.1. College Website

The College shall maintain an official website that provides up-to-date information about courses, admissions, events, and other relevant details.

The website shall be user-friendly, accessible, and regularly updated.

### 4.2. Digital Records Management

The College shall implement a digital records management system to store and manage academic, administrative, and financial records securely.

All digital records shall be regularly backed up and archived as per the College's retention policy.

### 4.3. Online Admission and Registration

The College shall offer an online admission and registration system for prospective students, making the application process convenient and efficient.

### 4.4. Communication Channels

The College shall use digital communication channels such as email, SMS, and social media to disseminate important announcements and updates to stakeholders.

## 5. Data Security and Privacy

The College shall implement strict data security and privacy measures, including encryption, access controls, and regular security audits, to protect sensitive information.

All stakeholders' personal data shall be treated with the utmost confidentiality and handled in compliance with applicable laws.

## 6. Training and Capacity Building

The College shall provide training and capacity-building programs to staff and faculty to ensure effective utilization of e-governance tools and technologies.

## 7. Monitoring and Evaluation

The College shall regularly monitor the implementation of e-governance initiatives and evaluate their effectiveness in achieving the stated objectives.

Feedback from stakeholders shall be considered for continuous improvement.

## 8. Compliance and Legal Requirements

The College shall adhere to all legal and regulatory requirements related to e-governance, including data protection laws, intellectual property rights, and cybersecurity regulations.

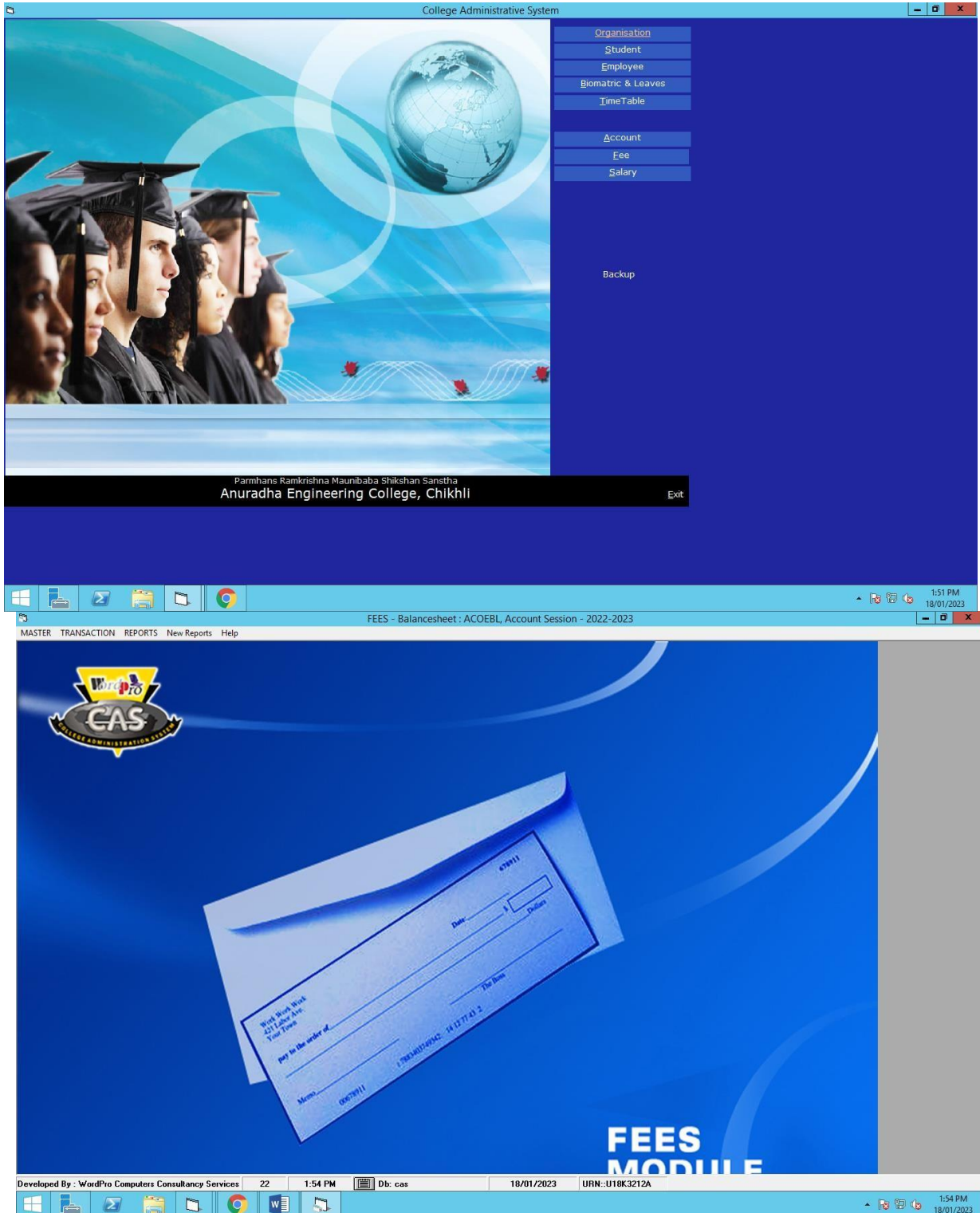
## 9. Review and Revision


This policy shall be reviewed periodically to ensure its relevance and effectiveness, and updates shall be made as necessary.



  
PRINCIPAL  
Anuradha Engineering College  
CHIKHLI, Dist. Buldana

4. Screen shots of ERP software used for Administration, Students & Support and Students Admission & Support





### REGULAR FEE RECEIPT FROM STUDENT/EMPLOYEE/SUPPLIERS

Study Cent: ANURADHA ENGINEERING COLLEGE BalSheet: ACOEBL

Regular Receipt  Other Receipt  Roll: 11/05/2022

Person Type: S-Student Stud: Total: 0.00 Advance Paid: Amount: ADMISSION YEAR: CATEGORY: RESIDENCE:

Branch: Last Receipt No: 4765

Fee Details  Hide Zero Balance

SN	Fee Type	Fee Sub Type	Receivable Amt.	Received Amt.	Refund Amt.	Concess / Adju. Amt.	Balance	Curr. Amt.
Add New Row Remove Selected Row Not Considered in Total 0.00 0.00 00 00 0.00 => 0.00								

Receipt through For the day Fee Collected So far


Cash 33,504.00 DD No: 11/05/2022  Inter Transfer

Bank 0.00 Bank: New Label

JV cboJV 35,458.00 Branch: XXXXXX

Narration:  Show  Print  Remote  Heading Save Clear Exit PL

Show balance fees in receipt  Local receipt



### REGULAR FEE RECEIPT FROM STUDENT/EMPLOYEE/SUPPLIERS

Study Cent: ANURADHA ENGINEERING COLLEGE BalSheet: ACOEBL

Regular Receipt  Other Receipt  Roll: 11/05/2022

Person Type: S-Student Stud: Total: 0.00 Advance Paid: Amount: ADMISSION YEAR: CATEGORY: RESIDENCE:

Branch: Last Receipt No: 4765

Fee Details  Hide Zero Balance

SN	Fee Type	Fee Sub Type	Receivable Amt.	Received Amt.	Refund Amt.	Concess / Adju. Amt.	Balance	Curr. Amt.
Add New Row Remove Selected Row Not Considered in Total 0.00 0.00 00 00 0.00 => 0.00								

Receipt through For the day Fee Collected So far

Cash 33,504.00 DD No: 11/05/2022  Inter Transfer

Bank 0.00 Bank: New Label

JV cboJV 35,458.00 Branch: XXXXXX

Narration:  Show  Print  Remote  Heading Save Clear Exit PL

Show balance fees in receipt  Local receipt

Search Form

LAST\_NAMEWISE  YEARLY\_ROLL\_NUMBER  Active  
 FIRST\_NAMEWISE  STUDENT\_ID  Inative  
 STUDENT\_CODE  ACTIVE\_FLAG  
 BRANCH\_STANDARD  CENTRE\_CODE

ADHAO V

LAST_NAMEWISE	FIRST_NAMEWISE	STUDENT_CODE	BRANCH_STANDARD	YEARLY_ROLL_NUMBER	STUDENT_ID
ADHAO VAISHNAVI	VAISHNAVI BHASK	1032190120	IV CSE		1032190120



**REGULAR FEE RECEIPT FROM STUDENT/EMPLOYEE/SUPPLIERS**

Study Cent: ANURADHA ENGINEERING COLLEGE BalSheet: ACOEBL

Regular Receipt  Other Receipt  Roll: 11/05/2022

Person Type: S-Student Stud: 1032190120 Total: 0.00 Advance Paid: Amount

Student: VAISHNAVI BHASKAR ADHAO

Branch: IV CSE

Last Receipt No: 4765

ADMISSION YEAR: CATEGORY: RESIDANCE:

Hide Zero Balance

SN	Fee Type	Fee Sub Type	Receivable Amt	Received Amt	Refund Amt	Concess / Adju. Amt	Balance	Curr. Amt
Add New Row Remove Selected Row Not Considered in Total 64,435.00 64,435.00 0.00 0.00 0.00 => 0.00								

Receipt through:  Cash  Bank  JV

For the Day Fee Collected So far: 33,204.00

DD No: 11/05/2022 Inter Transfer

Bank: Branch: XXXXXX

Narration:  Show  Print  Remote  Heading Save Clear Exit PL

Show balance fees in receipt  Local receipt

**FEES MODULE**

Farmhans Ramkrishna Maunibaba Shikhan Sanatha  
**Anuradha Engineering College, Chikhli**

**Student Personal Ledger**

STUDENT ID : 1032190120  
STUDENT NAME : MS. VAISHNAVI BHASKAR ADHAO BRANCH : FIRST YEAR ENGINEERING  
STUDENT CATEGORY : OPEN

CLASS : **First** Academic YEAR : 2019-2020

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
1	TUTION FEE	56301	27371	0.00	0	28930	0
2	CAUTION MONEY	500	500	0.00	0	0	0
3	AMT UNI FUND	330	330	0.00	0	0	0
4	ENROLLMENT FEE	100	100	0.00	0	0	0
5	UNI. EXAM FEE	3050	3050	0.00	0	0	0
6	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
<b>Total</b>		<b>66980</b>	<b>38050</b>	<b>0.00</b>	<b>0</b>	<b>28930</b>	<b>0</b>

CLASS : **Second** Academic YEAR : 2020-2021

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
1	TUTION FEE	56301	27871	0.00	20000	8430	0
2	AMT UNI FUND	430	430	0.00	0	0	0
3	UNI. EXAM FEE	860	860	0.00	0	0	0
4	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
5	OUTSTANDING 19-20 (\$)	28930	14000	0.00	0	14930	0
<b>Total</b>		<b>93220</b>	<b>49860</b>	<b>0.00</b>	<b>20000</b>	<b>23360</b>	<b>0</b>

CLASS : **Third** Academic YEAR : 2021-2022

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
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1	TUTION FEE	56301	27371	0.00	0	28930	0
2	CAUTION MONEY	500	500	0.00	0	0	0
3	AMT UNI FUND	330	330	0.00	0	0	0
4	ENROLLMENT FEE	100	100	0.00	0	0	0
5	UNI. EXAM FEE	3050	3050	0.00	0	0	0
6	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
<b>Total</b>		<b>66980</b>	<b>38050</b>	<b>0.00</b>	<b>0</b>	<b>28930</b>	<b>0</b>

CLASS: **Second** Academic YEAR: 2020-2021

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
1	TUTION FEE	56301	27871	0.00	20000	8430	0
2	AMT UNI FUND	430	430	0.00	0	0	0
3	UNI. EXAM FEE	860	860	0.00	0	0	0
4	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
5	OUTSTANDING 19-20 (S)	28930	14000	0.00	0	14930	0
<b>Total</b>		<b>93220</b>	<b>49860</b>	<b>0.00</b>	<b>20000</b>	<b>23360</b>	<b>0</b>

CLASS: **Third** Academic YEAR: 2021-2022

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
1	TUTION FEE	56301	56301	0.00	0	0	0
2	AMT UNI FUND	330	330	0.00	0	0	0
3	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
4	OUTSTANDING 19-20 (S)	14930	14930	0.00	0	0	0
5	OUTSTANDING 20-21 (STUD)	8430	8430	0.00	0	0	0
<b>Total</b>		<b>86690</b>	<b>86690</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>

WEB : www.aecoc.ac.in  
EMAIL : aecoprincipal@gmail.com

**Student Personal Ledger**

STUDENT ID : 1032190120  
STUDENT NAME : MS. VAISHNAVI BHASKAR ADHAO BRANCH : COMPUTER SCIENCE AND ENGINEERING  
STUDENT CATEGORY : OPEN

CLASS: **Final** Academic YEAR: 2022-2023

Sr. No.	Fees Head	Fees Receivable	Fees Received	Advance Paid	Adjustment / Discount	Fees Balance	Refund
1	TUTION FEE	56301	56301	0.00	0	0	0
2	AMT UNI FUND	330	330	0.00	0	0	0
3	ICARD FEE	55	55	0.00	0	0	0
4	UNI. EXAM FEE	950	950	0.00	0	0	0
5	DEVELOPMENT FEE	6699	6699	0.00	0	0	0
6	E.V.S. FEE	100	100	0.00	0	0	0
<b>Total</b>		<b>64435</b>	<b>64435</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>





cas Login: E1039110001 URN:U18L3414A

2:32 PM 18/01/2023

Student Information System (Ver 6.0) - [Student Admission Information]

Master Transaction Report Help Window EXIT

Centre Name : Anuradha Engineering College ( Self Centre All Centre (right wise) Click on the Image to Zoom and Rotate

Branch Standard Name : ( ) IV CSE BE B Admission No: \_\_\_\_\_

Original Course Name : ( ) COMPUTER SCIENCE AND ENGINEERING

Student Name : Title Last Name First Name Father/Husband Name Mother Name  
 MS. ADHAO VAISHNAVI BHASKAR .

Admission Personal Qualification Address Document Identification

Existing:  Yes  No 1st Year admitted Academic Session: 2019-2020 Admitted in Shift: FIRST

TRANSFERREE Transferee Branch Std.: Admission Date: 20/07/2022

Admission Is :  Provisional  Confirmed Academic Session : 2022-2023 Quota Type : OPEN

Form No. : Form Date : 20/07/2022 Prev Exam Seat No: \_\_\_\_\_

Admission Type : NA Seat Type : AGAINST CAP Sub Seat Type : \_\_\_\_\_

Eligibility No: \_\_\_\_\_ Prev TC No: \_\_\_\_\_ Univ. Enrollment No: \_\_\_\_\_

Remark \_\_\_\_\_

Other Admission Criteria :

ADMISSION YEAR ( ) 2021

CATEGORY ( ) OPEN

RESIDANCE ( ) HOME UNI STUD

sele	Fee Criteria	Total Fees No. of Ins	Remarks
<input type="checkbox"/>	2022-23/4th Year/Open/Home	63430	1

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cas Login: E1039110001 URN:U18L3414A

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Student Information System (Ver 6.0) - [Student Admission Information]

Centre Name : Anuradha Engineering College Self Centre All Centre (right wise) Click on the Image to Zoom and Rotate

Branch Standard Name : ( ) IV CSE BE B Admission No: \_\_\_\_\_  
 Original Course Name : ( ) COMPUTER SCIENCE AND ENGINEERING

**Title** **Last Name** **First Name** **Father/Husband Name** **Mother Name**  
 Student Name : MS. ADHAO VAISHNAVI BHASKAR

Admission	Personal	Qualification	Address	Document	Identification
Student ID : 1032190120	Student Code : 1032190120	Nick Name : _____	Gender : <input type="radio"/> Male <input type="radio"/> Female	Migration No. : _____	
Birth Date (as per TC) : 23/08/1999	Birth Place [As per TC] : _____	Domicile State (..) : MAHARASHTRA	Admission Category (..) : OPEN		
Nationality : (..) INDIAN	Religion : (..) HINDU	Category : ( ) OPEN	Caste As Per T.C. : _____		
Caste : (..) OPEN	Sub Caste : ( ) _____	Mother Tongue : MARATHI	Adhar Card No. : _____		
Marital Status : Single	No. of Child : _____				
Name As Per T.C. : ADHAO VAISHNAVI BHASKAR	Last School/College : LATE				
Occupation : _____	Hobby : _____				
Previous Scholarship : _____	Blood Group : <input type="radio"/> Hostelite <input type="radio"/> Non Hostelite				
Occupation Details : _____	User Id : _____	Passport No : _____	Student Off. Mail Id : _____		
	Parent Mob : 0	Mail Id : _____			
	Guardian Mob : 0	Mail Id : _____			

Buttons: New Edit Save Cancel Exit Export

cas Login: E1039110001 URN:U18L3414A

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<input type="checkbox"/> AC3778 - Subject - 13485 - Mechatronics - 1 MCC 4 - Year - M.E. First Semester (Mechanical Engineering) (CAD - CAM) (F.T.) (CBS) Winter 2022.pdf	download	Downloaded 1 times out of 5
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AC3778 - Subject - 13485 - Mechatronics - 1 MCC 4 - Year - M.E. First Semester (Mechanical ...

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### 3. Screen Shots of library Management Software

