

User manual- Welfare Module



JnānaBhūmi
Enabling Excellence

A Smart Education Portal

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1. Scholarship Approvals

- District officer has to login & go to services
- Click on “Approve Scholarship Students “
- Student list approved & forwarded from the principal will fall & display in the District officer login.
 1. Select the Academic year from the drop down list.
 2. Select FRESH or RENEWAL
 3. Select the Scholarship Type
 4. To view all the colleges, click on “All Colleges”.

Approve Scholarship Students (2017-18)

1 Academic Year : *

2 Fresh / Renewal : * Fresh Renewal



3 Scholarship type : * SMH & DS (Student Managed Hostel & Day Scholar)
 CAH (College Attached Hostel)

4

By clicking on “ALL COLLEGES”, list of colleges will display in the table as shown below.

- Click on the “Pending for Approval” to view the pending list of students forwarded by Principal for MTF & RTF sanctions.

Approve Scholarship Students (2017-18)

Search  

S.no	College Name	Total scholarship Students	Aadhar Auth Students	Pending For Approval	Approved Students
1	SRI VIDYA DEGREE COLLEGE GUDIVIDA (19466)	26	16	24	1
2	SRI BALASAI DEGREE COLLEGE MACHILIPATNAM (10974)	16	0	13	3
3	PRASANTHI DEGREE COLLEGE TIRUVURU (16447)	7	7	5	1
4	SRI VENKATESWARA DEGREE COLLEGE MACHILIPATNAM (19408)	6	0	5	0
5	HARSHITH DEGREE COLLEGE (31335)	12	0	0	0
6	VIJAYA JUNIOR COLLEGE - 25355 (21105)	103	0	0	0
7	NALANDA DEGREE COLLEGE VIJAYAWADA (15631)	12	0	0	0
8	SRI SUGUNA JUNIOR COLLEGE - 25270 (23385)	5	0	0	0
9	BALA BANU JUNIOR COLLEGE - 25383 (10976)	1	0	0	0
10	GOVT JUNIOR COLLEGE - 25304 (13106)	21	0	0	0
11	GOVT JR COLLEGE - 25409 (13153)	27	0	0	0
12	SAPTAGIRI DEGREE COLLEGE VIJAYAWADA (17407)	2	0	0	0

- By clicking on “Pending for Approval”, the list of students forwarded by Principal for MTF & RTF sanctions will display as shown below.
 - Select the student
 - Click on “Declaration” to declare the student status of eligibility for MTF & RTF.

Approve Scholarship Students (2017-18)

Search  



College Name: SRI VIDYA DEGREE COLLEGE GUDIVADA
 College Nature: Private College
 University: KRISHNA UNIVERSITY

Bank Name: State Bank Of India
 Account No: 10607773739(SBIN0000841)
 Department - SC Welfare

S.no	Application Number	Student Name	Student Photo	Caste/Sub Caste	Scanned Income Cert./ Ration Card Details.	Scanned Caste Cert.	Bank Account Number/IFSC Code	Course Yr. of study	SCH Type	College Admission/Hostel Admission	Mf. Per Month(Rs)	College Declaration for Scholarship Eligibility
1	1708276651	KAILA SHAINY		SC/Mala	WAP064200200387 Name: Father Name: PermanentDistrict: PermanentMandal: PermanentVillage: Address: Mro Name: Total Income:	CGC011505328511 Name:KAILA SHAINY Father Name:KAILA BALAJAH PermanentDistrict:KRISHNA PermanentMandal:GUDIVADA PermanentVillage:TATIVARRU Address:2/81, TATIVARRU, TATIVARRU ,Gudivada,Krishna ,521301,9392442655 Mro Name:ABDUL RAHAMAN MASTHANA	563710110007849 BKID0005637	BSC (MPCS) 1yr	SMH	03/06/2017/		Declaration

By declaring the selected Students, the students in the column “Pending For Approval” “fall into the column “Approved Students” as shown in the below.

MTF approved

Search  

S.no	College Name	Total scholarship Students	Aadhar Auth Students	Pending For Approval	Approved Students
1	SRI VIDYA DEGREE COLLEGE GUDIVADA (19466)	26	16	21	4
2	SRI BALASAI DEGREE COLLEGE MACHILIPATNAM (10974)	16	0	13	3
3	PRASANTHI DEGREE COLLEGE TIRUVURU (16447)	7	7	5	1
4	SRI VENKATESWARA DEGREE COLLEGE MACHILIPATNAM (19408)	6	0	5	0
5	HARSHITH DEGREE COLLEGE (31335)	12	0	0	0
6	VIJAYA JUNIOR COLLEGE - 25355 (21105)	103	0	0	0
7	NALANDA DEGREE COLLEGE VIJAYAWADA (15631)	12	0	0	0

2. MTF Releases

Go to Services & click on “Maintenance and Exam Fee Funds”

1. Select the Academic year from the drop down list
2. Select FRESH or RENEWAL
3. Select the Plan Type
4. Select the proceedings date from the list.

By selecting all the above , Released Amounts, Expenditure Incurred & Balance Amount available fields will Auto populate with amounts as shown below.

5. Select the months to which MTF has to release.
6. Click on “colleges List” to get all the colleges list.
7. Select the colleges to which MTF has to release.

The screenshot shows the 'Release of Maintenance & Exam Fee Funds for Financial Year 2017-18' web application. The interface is divided into several sections:

- Form Section:** Contains input fields for 'Academic Year' (2017-18), 'Type Plan' (Non-Plan, Plan, CSS), and 'DD(SW) Proceedings Dated' (D1/1510/2016-2, 18-10-2016). A red box highlights these three fields, with numbers 1, 2, and 3 indicating the selection points.
- Financial Summary:** A table with three columns: 'Released Amount (Rs): 44988000', 'Expenditure Incurred (Rs): 290575', and 'Balance Amount available (Rs): 44697425'. Below this is a field for 'DD(SW) Proccgs Dated: 14092017'.
- Release Months:** A list of months with checkboxes: 'June-2017', 'July-2017', and 'August-2017'. A red box highlights these checkboxes, with a number 5 indicating the selection point.
- Colleges List:** A table with one row: 'PRASANTHI DEGREE COLLEGE TIRUVURU (1) [Rs.325/-]'. A red box highlights the 'College List' button, with a number 6 indicating the selection point.
- Bottom Navigation:** A bar with buttons: 'Check All Colleges', 'Un check All Colleges', 'Calculate Amount', and 'Issue Proceedings'. A red box highlights the 'Calculate Amount' button, with a number 8 indicating the selection point.

8. Click on Calculate Amount to view the calculated MTF amount for the selected colleges.

Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

Academic Year: 2017-18 * Type: Fresh Renewal

Type Plan: Non-Plan Plan CSS

DD(SW) Proceedings Dated: D1/1510/20

Released Amount(Rs): 44988000 Expenditure Inc: 290575 Balance Amount available (Rs): 44697425

DD(SW) Procs Dated: 14092017

June-2017
 July-2017
 August-2017

College List

Amount Available(Budget) is Rs 44697425/-
 Amount Proposed(Required) Rs 325/-
 Balance amount 44697100/-

OK

9. By clicking “ Issue Proceedings” button , popup window showing Amount Available in budget, Amount Proposed for MTF and Balance Amount as shown below.

By clicking OK, a window will display asking to issue proceedings.

Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

* Academic Year: 2017-18 * Type: Fresh Renewal

* Type Plan: Non-Plan Plan CSS

* DD(SW) Proceedings Dated: D1/1510/20

Released Amount(Rs): 44988000 Expenditure Inc: 290575 Balance Amount available (Rs): 44697425

* DD(SW) Procs Dated: 14092017

June-2017
 July-2017
 August-2017

College List

PRASANTHI DEGREE COLLEGE TIRUVURU(1)[Rs.325/-]

Check All Colleges Un check All Colleges Calculate Amount Issue Proceedings

Do You Want to Issue proceedings
 Prevent this page from creating additional dialogs

OK Cancel

By clicking OK , the amount for MTF released successfully .

Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

Amount Released Successfully Back

SC Welfare, Krishna Dist

DD(SW) Proceeding No:66	Date: 18-10-2016
Schme Type:P	Total Amount(Rs):325/-

Sl.no	Mess Fee and Exam Fee Proceedings	Total Amount(Rs.)
1	College Wise Proceedings for CAH Fee , Exam Fee	0
2	Bank Wise Proceedings for Mess Fee , Exam Fee	325
3	Department Hostel Proceedings for Mess Charges	0
	Total	325

1 **2**


Proceedings Treasury

2.1. Re-Print & eSign the Proceedings

After the MTF approved successfully, the proceedings for the MTF releases are generated. To eSign the generated proceeding follow the steps below.

Go to services & Click on Re-Print Proceedings

1. Select RTF or MTF
2. Select the Academic year from the drop down list
3. Select FRESH or RENEWAL
4. Select the Plan Type
5. Select the dated proceeding from the dropdown list

 JnanaBhumi Welcome : SMT. K.SARASWATHI B.A.B.ED

Student Services ▾
 Home
 Hostels ▾
 Services ▾
 Masters ▾
 User Services ▾
 Reports ▾
 Logout

Re-print for Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

1 * RTF MTF

2 * Academic Year:

3 * Type: Fresh Renewal

4 * Type Plan: Non-Plan Plan CSS CASP

5 * DD(SW) Proceedings Dated:

List of proceedings will display for further e-Sign process. Click on “ESIGN PROCEEDINGS” and the user redirected to e-mudhra gateway for e-Sign.

Re-print for Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

Back

Sl.No	PROCEEDING NO'S	DATE	TOTAL	STATUS	Action
1	101RRC0171700011	20/10/2017	512140.0	Esign Completed Documents Bank Treasury Proceedings	Re-Print TBR No : 2017000569
2	101RRC0171700010	20/10/2017	631075.0	Esign Completed Documents Bank Treasury Proceedings	Re-Print TBR No : 2017000570
3	101RRC0171700012	20/10/2017	208520.0	Esign Completed Documents Bank Treasury Proceedings	E sign Proceedings Re-Print Delete Proceedings

To e-sign the proceedings follow the steps

1. Click on Get OTP- an OTP will send to mobile number linked with AADHAAR.
2. Enter the CAPTCHA
3. Click PERFORM ESIGN to e-Sign the proceedings.

emudhra | eSign Gateway | Social Welfare Department

Aadhaar Number: XXXX-XXXX-8045

Document Details

SI No	Document Information	Document Hash
1	Esigning Document	0c59119ee8d2195d-7128b063cb609384-446450425403ac52-2c4a189a33cefbda
2	Esigning Document	5a451d91a21931c5-abb4165ca211034c-55060549e8dea3b6-231471e7ea801b06
3	Esigning Document	c502ee468fed197d-b0c9f8aab39aad0c-3f423cc3ac3b27e5-73fd4a430e97e677

OTP Authentication

1 **Get OTP** OTP: Captcha: 2

Consent by Aadhaar Holder English

I am the holder of above Aadhaar Number. I hereby agree to authenticate myself using Aadhaar through eMudhra Limited and provide my consent to collect my Aadhaar and biometrics / OTP, to retrieve my personal details along with my email ID/mobile number (if provided) from UIDAI. I understand the purpose as Signing the document. I have understood eMudhra's declaration that, my identity information will only be used for above said purpose. I have understood that my biometrics / OTP is encrypted and will not be stored/shared and will be submitted to UIDAI (CIDR) only for the purpose of this transaction. The alternatives to the submission of this Identity information are available on the corresponding website.

3 **Perform eSign** Cancel

2.2. To view & validate the e-Signed Proceeding
 GO to services & click on Reprint Proceedings to view the e-Signed Proceedings

Student Services ▾

- Home
- Hostels ▾
- Services ▾
- Masters ▾
- User Services ▾
- Reports ▾
- Logout

Re-print for Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

Search **Back**

SI.No	PROCEEDING NO'S	DATE	TOTAL	STATUS	Action
1	111RRC0171700030	20/10/2017	978400.0	Esign Completed Documents Bank Treasury Proceedings	Re-Print TBR No : 2017000586
2	111RRC0171700027	13/10/2017	1376680.0	Esign Completed Documents Bank Treasury Proceedings	Re-Print TBR No : 2017000569

Proceedings of the Joint Director/Deputy Director (SW),

Signature Not Verified
Digitally signed by
Date: 2017.10.20
12:47:48 IST

Procegs Rc. No.111RRC0171700030

Dated. 20-10-2017

Sub:-SWD- Dist.-Edn- JNANABHUMI - Online Sanction of Post Matric Scholarships(Default) Renewal to SC students for the year 2017-18 under CASP - Amount sanctioned under Maintenance Charges and Exam fee. - Orders - Issued

- Read:-1 GO. Ms.No. 90 S.W.(Edn.2) Dept., dated.30-07-2002
2. GO. Ms.No. 143 S.W.(Edn.2) Dept., dated.15-07-2008
3.GO. Ms.No. 158 S.W.(Edn.2) Dept., dated.07-08-2008
4.Budget Release Procegs **Rc.No. D1/929/2017-2** dated. **16-06-2017** of CSW ,AP , Amaravathi
5.JNANABHUMI - PMS Online recommendations of the Field Officer concerned.
6.G.O.Ms.No.103-Social Welfare Department - Streamlining of the registration Dated:24-10-2016

ORDER:

In accordance with the orders issued in the references read above, sanction is hereby accorded for drawal and disbursement of scholarship towards **Maintenance Charges and Exam fee** for an amount of Rs. **978400/- (Rupees: Nine Lakh Seventy Eight Thousand Four Hundred Rupees Only.)** to SC students as shown in the **Annexure-III** for the year **2017-18** under CASP, as per the colleges mentioned below

	No. of	Released
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By clicking "Treasury", receipt for Treasury will be generated in PDF format as shown below.

Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

O/o DD(SW) Office, Krishna Dist

DD(SW) Proceeding No. 66 Date 14/09/2017
 Scheme Type PLAN Total Amount(Rs). 325

List of Bank And Branches for Mess & Exam Fees		
Sl.no	Bank Branch Name	Total Amount (Rs.)
1	CORPORATION BANK -TIRUVUR(CORP0003136)	325.0
Total		325

1 of 1
50%

O/o DD(SW) Office, Krishna Dist

ANNEXURE-III

DD(SW) Proceeding No:66
Scheme Type:Plan

Dated: 14/09/2017
Total Amount: 325

STATEMENT SHOWING THE MAINTENANCE CHARGES and EXAM FEE SANCTIONED UNDER 'PASS POSITIVE SCHOLARSHIP' TO THE STUDENTS UNDER Plan FOR THE YEAR: 2017-18
College : PRASANTHI DEGREE COLLEGE TIRUVURU

S.No	Student Name/Father Name/Apply ID	Course/Sub Course	SSC Reg.No/Year of Pass	Course/Year of Study	Month	Bank Account No	IFSC Code	Mess Fee (Rs)	Exam Fee (Rs)	Total Amount (Rs)
1	201703551403ACDANKI SINDHU(SINDHU)RAJU	SC/Madiga	1513154858/2015	BSC (BZC)/1	July	313000101002255	CORP0003136	325.0	0.0	325.0

Rupees:- Three Hundred and Twenty Five

Release of Maintenance & Exam Fee Funds for Financial Year 2017-18

1 of 5 Automatic Zoom

O/o DD(SW) Office, Krishna , Krishna Dist
APTC FORM - 103

For the Month & Year

District	Krishna	Date	(For Treasury Use Only) _ / _ / _
D.D.O's T.B.R.No	_____	Trans ID	_____

TREASURY / PAO CODE	0501	Major Head	2225-Welfare of Scheduled Castes, Scheduled Tribes and Other Backward Classes
DDO Code	0501-2402-001	Sub Major Head	01-Welfare of Scheduled Castes
DDO Designation	DD(SW) Office, Krishna	Minor Head	277-Education
DDO Office Name	O/o DD(SW) Office, Krishna Dist	Group Sub Head	10-CSS
Bank Branch Code	0000	Sub Head	06-Post-Matric Scholarships
Bank Branch Name	SBI-Treasury Branch Machilipatnam	Detailed Head	340-Scholarships and Stipends
		Sub Detailed	000-Not Applicable

3. To upload Bills to Treasury

Go to Upload Bills

1. Select the Academic year from the list
2. Select FRESH or Renewal
3. Select RTF or MTF
4. By clicking “Show Proceedings”, the total no of proceedings will display in the table as shown below.
5. By clicking on count , the list of students will display in the table shown below.

Upload Bills To Treasury

Academic Year: 2017-18

Type: Fresh Renewal Fee Type: RTF MTF

Show Proceedings

Show 10 entries Search:

Sl.No	Entered Date	Proceedings no. & Date	Budget Proceedings no. & Date	Total Amount	Count
1	14/09/2017	47 14/09/2017	D1/1510/2016-2 18/10/2016	27625	85
Total				27,625	85

Showing 1 to 1 of 1 entries Prev Next

4. Uploading Proceedings to Treasury

1. Select the budget adjustment from the drop down list.
2. Clicking on “Upload proceeding to Treasury “will upload proceedings to treasury.

Budget Proceeding No: D1/1510/2016-2 - Proceeding Date: 18/10/2016

Sl.No	College Name	Student Name	Appl. No.	Course	Mess Char.(Rs)	Exam Fee(Rs)	Total Fee(Rs)
1	AVS JR COLLEGE PULLETIKURRU	AMBATI DIVYA	201709017514	BPC	325	0	325
10	AVS JR COLLEGE PULLETIKURRU	KAVALA SIREESHA	201708999706	BPC	325	0	325
11	AVS JR COLLEGE PULLETIKURRU	KUSUMA RASINI	201708999630	BPC	325	0	325
12	AVS JR COLLEGE PULLETIKURRU	KUSUMA RASINI	201708999630	BPC	325	0	325
13	AVS JR COLLEGE PULLETIKURRU	LANKA PUSHPALATHA	201709102511	BPC	325	0	325
14	AVS JR COLLEGE PULLETIKURRU	LANKA PUSHPALATHA	201709102511	BPC	325	0	325
15	AVS JR COLLEGE PULLETIKURRU	MOKA SARVAYYA	201709019437	BPC	325	0	325
16	AVS JR COLLEGE PULLETIKURRU	MOKA SARVAYYA	201709019437	BPC	325	0	325
17	AVS JR COLLEGE PULLETIKURRU	PETTA ALEKHAYA	201709016435	BPC	325	0	325
18	AVS JR COLLEGE PULLETIKURRU	PETTA ALEKHAYA	201709016435	BPC	325	0	325
Total							

Showing 1 to 10 of 85 entries

Select 2017-18 Budget(Adjustment):

1 Previous

2

5. Delete the proceedings

Go to services and click on DELETE THE PROCEEDINGS

Select the academic year

Select Fresh or Renewal

Select Fee type and click on SHOW PROCEEDINGS

Then click on DELETE PROCEEDINGS

Delete Proceedings

* Academic Year:

* Type: Fresh Renewal * Fee Type : RTF MTF

Show entries Search:

Sl.No	Entered Date	Proceedings no. & Date	Budget Proceedings no. & Date	Total Amount	Count	Delete
1	14/09/2017	62 18/10/2016	D1/1510/2016-2 18/10/2016	325.0	1	Delete
Total				325	1	

Showing 1 to 1 of 1 entries Previous >

Show 10 entries Search:

Sl.No	Budget Progs. No	Budget Progs. Dat	College Name	Student Name	Appl. No.	Course	Mess Char.(Rs)	Exam Fee(Rs)	Total Fee(Rs)
1	D1/1510/2016-2	18/10/2016	GOVT JR COLLEGE RAZOLE	KONUKU SWATHI	201709900749	BPC	325.0	0.0	325.0
Total							325	0	325

Showing 1 to 1 of 1 entries Previous

[Delete Proceedings](#)

6. Proceeding Status

The status of the generated Proceedings can be view by clicking “Proceedings Status”.

Proceedings Status

* Academic Year: 2017-18

* Fee Type: RTF MTF

[Show Proceedings](#)

Copy Excel CSV PDF Search:

Sl.No	Budget Proceedings no. & Date	Epass Ref. No.	Treasury TBR Details	Token No and Date	Bank Sent Date/ Bill Passed Date	Scroll Date / Sent By Bank	Total Amount	Count	Proceeding Status at Treasury
1	D1/1510/2016-2 18/10/2016	47 14/09/2017	123 14/09/2017	-	-	-	27625	85	Get Status
Total							27,625	85	

Showing 1 to 1 of 1 entries Previous Next