E-governance Policy

Principal
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E-governance Policy of the College

The College has designed an E- Governance Policy with the primary objective of implementing e-governance in various operations, transactions and services of the institution for better efficiency, transparency and accountability. This policy shall apply to the Administration, Finance and Accounts, Student Admission and Support and Examination sections of the college.

Objectives

- Implementation of E-governance in various functioning of the college.
- To provide easy and quick access to information
- To promote transparency and accountability in all the functions of the college.
- Achieving paperless administration of the college.
- Making the institution visible globally.
- To establish a fully automated Library.
- To make our Classrooms ICT Enabled.

Policy

The college will implement e-governance in all aspects of functioning like library, accounts, admissions, administration, teaching, etc. The policy is designed and framed to make each and every function transparent and accountable.

E-governance in following areas

For convenience purposes, the policy is divided into various areas of operation.

1. **Website:** The website of the college to be continuously updated taking into account the new changes. The website should act as a mirror of the college activities and information about all activities, important notices etc. should be made easily available. The college will choose a different service provider/web designer for this reason.

2. Admission: College has implemented online admission process for all its programmes. For online admission Process College uses Centralized Campus Management System -ERP software.The College has Brochure for guidelines the admission process.Students are required to submit a separate Application Form of college and university for taking admission to the college.

3. Internal & External Examinations: As per the directions of the University, it is mandatory to handle examination in online manner. Filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has to be done in online manner.

4. Finance and Accounts: Accounts section of the college uses ERP software. All account related entries are maintained in this software. Apart from this, the salary of aided faculty, their promotions and other related issues are managed through HTE Sevaarth portal of the Government of Maharashtra.

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