

APPROVAL PROCESS 2018-19



User Manual














for

Security Deposit Payment

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Icons for Buttons

Please refer following table in case of any confusion with buttons.

S. No.	Icon	Meaning
1		Save Record
2		New Record
3		Delete Record
4		Search Record
5		Collapse
6		Expand
7		Notification by AICTE
8		Navigation to next record in list
9		Navigation to previous record in list
10		Navigation to next set of records in list
11		Navigation to first set of records in list
12		Navigate to last record
13		Navigate to first record

Security Deposit Payment Flow

Login in to AICTE Web Portal



Go to 'New/Extension Approval' screen

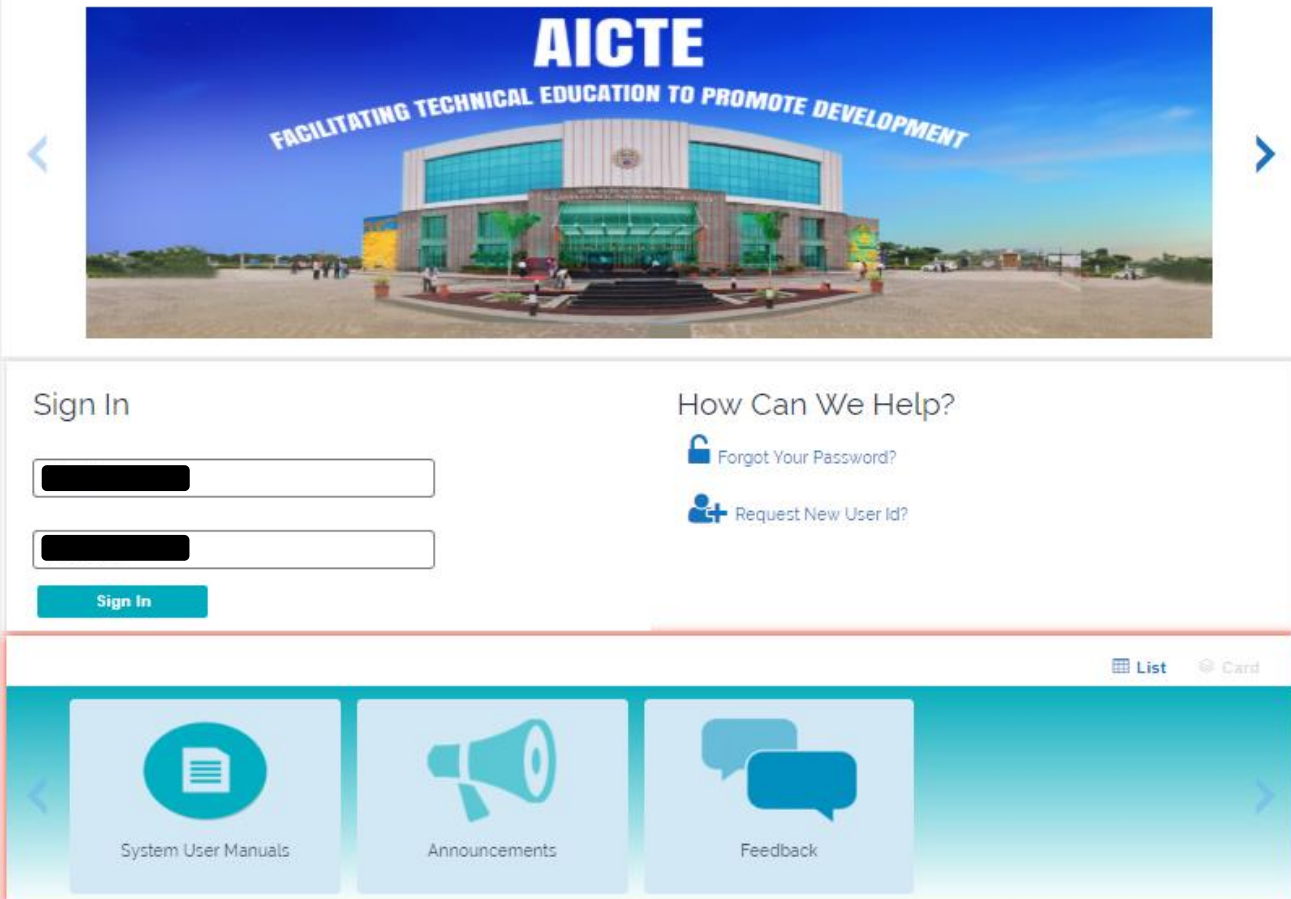


Go to 'Check Security Deposit Amount' tab



**Go to 'Security Deposit Payment' tab &
Make the payment**

Login to AICTE Web Portal



AICTE
FACILITATING TECHNICAL EDUCATION TO PROMOTE DEVELOPMENT

Sign In

Sign In

How Can We Help?

[Forgot Your Password?](#)

[Request New User Id?](#)

List Card

System User Manuals

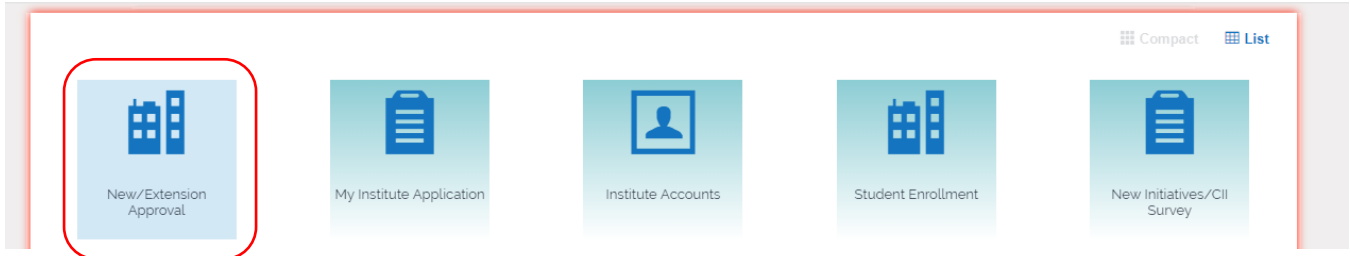
Announcements

Feedback

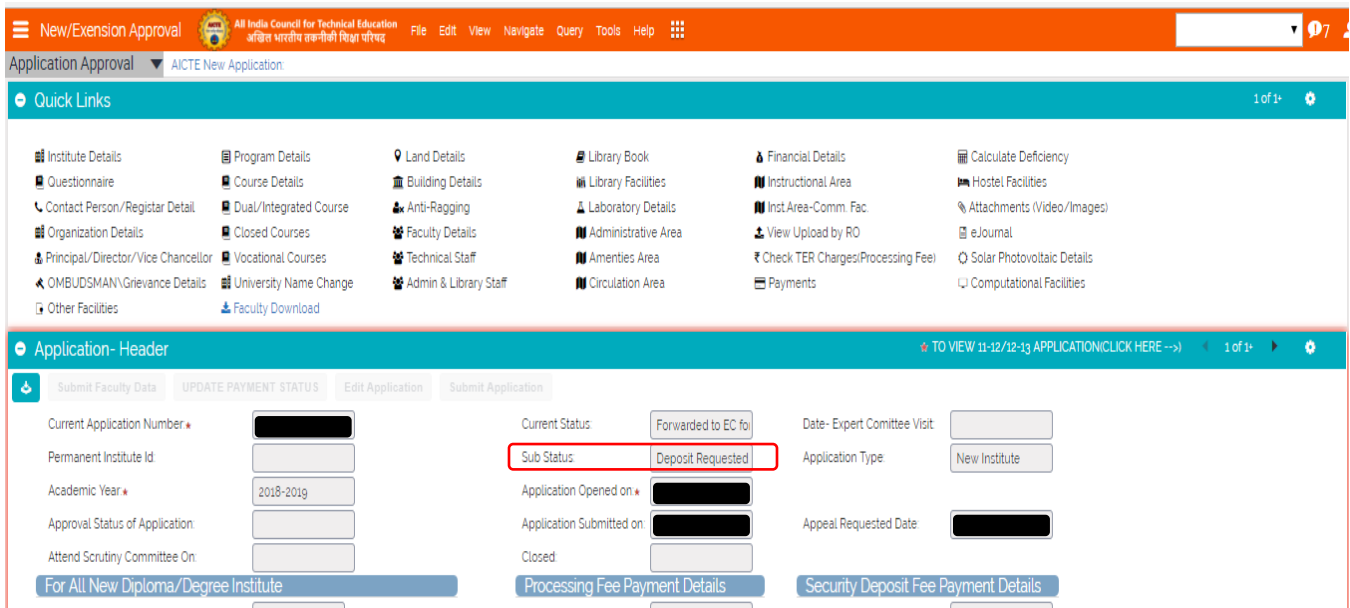
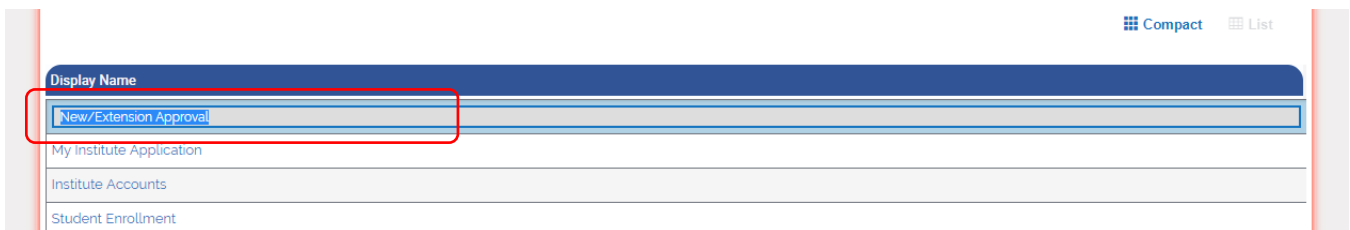
Enter credentials and login into AICTE Web Portal.

Navigate to 'New/Extension Approval' screen

Click on **New/Extension Approval** tile or link as shown below



OR



NOTE:

Check sub status of your application and it should be 'Deposit Requested'.

Navigate to 'Check Security Deposit Amount' screen

Click on the icon ▼ highlighted below.

The screenshot displays the AICTE New Application portal. The top navigation bar includes 'New/Exension Approval' and the AICTE logo. The main header shows 'Application Approval' and 'AICTE New Application'. A dropdown menu for 'Institute Details' is open, with 'Check Security Deposit Amount' highlighted. The main form area is titled 'Institute Details(Contd.)' and contains several input fields for AISHE Prefix, AISHE Numeric Code, AISHE Code, National Scholarship Portal ID, and Bank IFSC Code. Below this, the 'Calculate Security Deposit' section is visible, featuring a grid of degree and diploma options with input fields. The 'Total Security Deposit' field is highlighted with a red box, showing a value of 1,500,000. A 'Calculate Security Deposit' button is also present.

Click on 'Calculate Security Deposit' button and check amount in the field 'Total Security Deposit'. This is the amount which applicant needs to pay as Security Deposit.

NOTE:

'Calculate Security Deposit' button will be visible only if status of application is 'Deposit Requested'.

Navigate to 'Security Deposit Payment' screen

Click on the icon ▼ highlighted below.

Check Security Deposit Amount ▼

- Hostel Facilities
- TER Charges
- Payments
- Security Deposit Payment**
- Check Security Deposit Amount
- Principal/Director
- OMBUDSMAN Details
- Grants Received
- Anti-Ragging Details
- Solar Photovoltaic Details

Unaided - Private Minority/Women's only/Northern Hilly Area Institute:

Engg & Tech Diploma:

Pharmacy Diploma:

Architecture Diploma:

TownPlanning Diploma:

Applied Arts Diploma:

Management Diploma:

HMCT Diploma:

Applied Arts Degree:

Management Degree:

HMCT Degree:

MCA Degree:

Additional Security Deposit to be paid:

Total Security Deposit:

Security Deposit Payment ▼

Step 1: Security Deposit Payment Options No Records

Before making the Payment. Please Refer Payment Guidelines Document on the Help page of AICTE website.
Steps for making Payment

1. Select Mode of Payment.
2. Edit Amount in Amount Field(In case of Part Payments).
3. Check on Declaration to accept the terms and conditions and Click on save.
4. Click on the Link "Click Here to Make Payment" to proceed with the Payments.
5. After Payment is Successfully Done Click on "View Transaction ID" Button.
6. For Part Payments please follow the above Steps again.
7. Once Complete Security Deposit Payment is done, the Application Sub Status is sets to 'Deposit Received'.

Mode of Payment:

Step 2: Corporate Internet Banking (CIB)-ICICI No Records

Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID

Amount (edit amount in case of part payments): Total Security Deposit Amount:

Transaction Id:

Receipt Flag:

For latest terms & conditions of Corporate Internet Banking (CIB), Click Here
Click on below declaration checkbox and click on save to proceed for payments


I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same.

To make the payment click on icon



Security Deposit Payment

Step 1 : Security Deposit Payment Options



Before making the Payment. Please Refer Payment Guidelines Document on the Help page of AICTE website

Steps for making Payment

1. Select Mode of Payment
2. Edit Amount in Amount Field(In case of Part Payments)
3. Check on Declaration to accept the terms and conditions and Click on save.
4. Click on the Link 'Click Here to Make Payment' to proceed with the Payments.
5. After Payment is Successfully Done Click on 'View Transaction ID' Button.
6. For Part Payments please follow the above Steps again.
7. Once Complete Security Deposit Payment is done, the Application Sub Status is sets to 'Deposit Received'.

Mode of Payment *

Step 2 : Corporate Internet Banking (CIB) Payment is only applicable to ICICI Account Holders with Corporate ID.

Amount (edit amount in case of part payment) Total Security Deposit Amount:

Transaction Id

Receipt Flag

[For latest terms & conditions of Corporate Internet Banking \(CIB\). Click Here](#)

Click on below declaration checkbox and click on save to proceed for payments

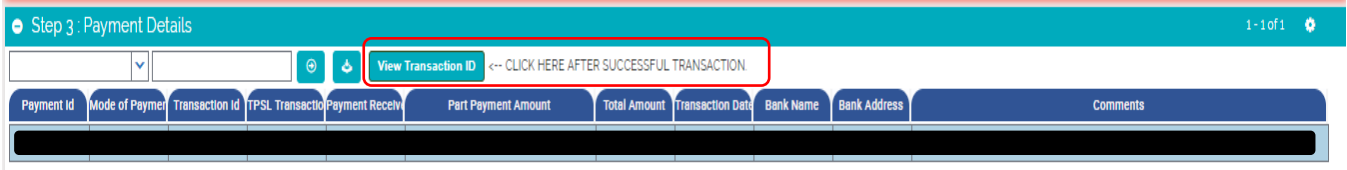
I hereby confirm that I have read the terms and conditions towards payment over internet and I accept the same.

 Instructions

NOTE:

1. Please read and follow instructions given in the Step 1 and proceed for the payment.
2. If institute want to make payment in parts, then make sure to create a New Record (by pressing + icon) and proceed for it.
3. If transaction is successful and if it is not reflecting in AICTE Web portal, then request you to wait for 2 working days for the transaction to be updated.
4. If transaction is failed and amount is deducted from bank account, then first contact respective bank and check the status.

Once full payment is done, and transaction details are reflected properly in AICTE Web portal, then Click on 'View Transaction ID' button.



This will update the sub status of your application to 'Deposit Received' only if, complete Security Deposit is paid and reflected on AICTE Web Portal.

