From

    Principal Secretary

    Higher Education, Haryana, Panchkula

To

    Principal of Government Colleges

    Principal of Government Aided Colleges

Memo No.: DHE-080001/1/2023-IT CELL-DHE

Dated, Panchkula, the 17.01.2023

Sub: Regarding rolling out various new IT modules on ERP Portal and mobile app.

Kindly refer to the subject cited above.

The Department of Higher Education Haryana is committed towards improving the overall performance of the Higher Education institutes of the state and bring in the transparency and exchange of information through Digitalization. In this reference, I have been directed to inform you that, department has developed many new IT initiatives on ERP portal of the department, so you are requested to update the desired information of your institute on the ERP portal on immediate bases. List of new modules made available on ERP portal is as under:-

1. **NAAC Progress Tracking Module:** As per the various directions issued by the department regarding action plan for NAAC accreditation, department has developed a module for NAAC on ERP portal (https://erp.highereduhry.ac.in/) and form now onwards department will monitor the progress and action plan of each college through NAAC Tracker on ERP portal. Each College have to update the progress made towards obtaining the NAAC accreditation. Following information w.r.t. NAAC has to be updated by the college on ERP:

    i.   Registration done on NAAC website

    ii. Accreditation Cycle (Cycle 1 / Cycle 2 / Cycle 3 / Cycle 4)

    iii. IIQA Status and IIQA Submission Date

    iv. SSR Status and SSR Submission Date

    v. CGPA Score / NAAC Grade

    vi. Accreditation Status Date / Accreditation Status valid up to (if applicable)

    vii. IQAC Coordinator Name, Mobile No.

    viii.IQAC Office established in the Institute

(Related to Government & Govt. Aided Colleges)

2. **Placement Module:** Each college have to provide the information regarding placements of students of the current and previous academic session on the ERP portal (https://erp.highereduhry.ac.in/). Following information w.r.t. Placements has to be updated by the college:
    i. Academic Session
    ii. Course
    iii. Total Student Studying/Studied
    iv. Eligible & Interested Students
    v. No. of Offers received
    vi. Double Offers received
    vii. No. of Company Visited
    viii. Placement %
    ix. Min Package (LPA)
    x. Max. Package (LPA)
    xi. Average Package (LPA)

(Related to Government & Govt. Aided Colleges)

3. **Land & Building Records:** All the colleges have to upload the land and building record of their college on the ERP portal (https://erp.highereduhry.ac.in/). Following information w.r.t. Placements has to be updated by the college:
    i. Total Land Area (in Acres)
    ii. Cost Per Acre (at the time of Purchase)
    iii. Total Cost Paid (at the time of Purchase)
    iv. Land Registration No.
    v. Date of Registration
    vi. Land Registered in the Name of
    vii. Khasra Number(s) / Property Id
    viii. Land Type
    ix. Land Mutation/Jamabandi Document
    x. Land Use Certificate
    xi. Non Encumbrance Certificate
    xii. Covered Area in Sq. mts.
    xiii. Layout Plan
    xiv. Architecture Drawing of the building
    xv. Fire Safety Certificate
    xvi. Building Safety Certificate

(Related to Government & Govt. Aided Colleges)

4. **Passport & Driving License:**
To encourage students to pursue higher education, the Haryana Government provides passports free of cost to all the students studying in final year of Higher Education in the state of Haryana. In this connection, Department of Higher Education has made the online portal for Passport Fee reimbursement for the Government Colleges

students (https://passport.highereduhry.ac.in/). Following are the steps of Passport Fee Reimbursement:

i. Student have to fill the passport and bank account details along with scanned copy of Passport issued and Fee receipt.

ii. College will verify the details of the students applied for fee reimbursement.

iii. Head Office will process the verified application and disburse the amount to the students in a centralized manner.

In addition to that, Department has made the module on ERP portal for tracking the No. of Free Passport & Learner Driving License issued in the previous academic year i.e. 2020-21 and 2021-22. So each college has to update the same on ERP portal (https://erp.highereduhry.ac.in/).

(Related to Government Colleges Only)

5. **Student/Parent/Alumni Feedback Form:** In order to assess the efficacy of on-going system of teaching and learning, Department has made different types of feedback forms for the various stakeholders namely students, alumni and parents. These feedback forms covers the entire gamut of curriculum, quality of teaching, delivery mechanism, student satisfaction, quality of infrastructure and support, Library/Lab facilities, parents Satisfaction, etc. Following are the different types of feedback form:

i. Student Feedback – Curriculum
ii. Student Feedback -Faculty Performance
iii. Student Feedback- Infrastructure & Support
iv. Student Feedback- Laboratory
v. Student Feedback – Library
vi. Parents Feedback
vii. Alumni Feedback

Instructions for filling the Feedback Form:

a. Student can login on ERP portal (https://erp.highereduhry.ac.in/) or android app using his/her mobile number and OTP.
b. Student can submit the feedback once in each semester.
c. Student feedback will remain anonymous.
d. College and Department can see the analytics report of student/parents/alumni feedback in the college login on ERP portal.
e. Parents and Alumni can fill the feedback all around the year.

(Related to Government Colleges Only)

In addition to above, Department has developed mobile app for all the Students of Government Colleges. Presently two modules are available in the mobile app for student i.e. "Student Feedback form" and "Passport Fee Reimbursement". It is requested to direct all students to download and use the mobile app (android

version) which will further get updated with new features. Follow the steps state below to download the mobile app:

1. Download android mobile app from Google Play Store by searching "Shikhsa Sahyogi" or you may click on this link to download: https://play.google.com/store/apps/details?id=shikshasahyog.hry.eduhigher.govt

2. To login, student have to enter his mobile number given during the admission, an OTP will be sent to the mobile number, enter the OTP. After validating, student will able to login and can access the app.

All the Principals are directed to ensure the strict compliance of the above instructions.

Vijayendra Singh, IAS
Principal Secretary Higher Education,
Haryana, Panchkula

A copy is forwarded to the following for information:-

1. PS to W/Principal Secretary Higher Education.
2. PS to W/Director Higher Education.
3. PA to W/Joint Director (Admn)
4. Deputy Director NPE Branch.
5. Deputy Director Works Branch
6. IT Cell, Higher Education

Project Manager 17/01/23
for Principal Secretary Higher Education,
Haryana, Panchkula