

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

Board of Colleges and University Development – Academic Section
Guidelines for Online Application Management System –Annual Affiliation Proposal for
Permanently Affiliated Courses with all Permanent Divisions for the A.Y. 2017-18

Instructions:

- 1) This type of proposal is applicable **only for the colleges having courses which are permanently affiliated with all the divisions of the said courses are also permanently affiliated.** If any one of the division of permanently affiliated course is temporary/yearly, then kindly do not apply for this type of proposal for the said course.
- 2) The address and contact details of **Help Desk** are given in the **Contact Us** link on the Home page of the Web Site.
- 3) **The Affiliated College will have to fill in separate Application Form for each type of UG/PG Proposal.**
- 4) **Processing Fees Structure for Annual Affiliation Proposal :**

1.	Information Booklet Fees (only once for College)	:	₹ 1000.00
2.	Application Fees (per UG/PG Type of Proposal)	:	₹ 1000.00

- 5) All the above Fees can be paid by **Cash** at the **Cash Counter, Main Building, DR. BAMU, Aurangabad.**
- 6) Take a printout of **Link Activation** Application Form for Annual of Affiliation Proposal 2017-18 given below in this guideline and then fill in the **Basic Information Form** for Annual of Affiliation **Proposal** in English attached herewith and submit the same in person at the **Application Receiving Counter** at **OASIS Section, Besides Academic Section, Dr. BAMU, Aurangabad.**
- 7) Pay **Information Booklet Fees, Application Fees** (per proposal) at the **Dr. BAMU Cash Counter, Aurangabad.**
- 8) Produce the Original payment receipts of **Application Fees** (per proposal) and **Information Booklet Fees** (for verification purpose) along with the filled in **Application Form** for Annual **Affiliation Proposal** & a **copy of receipt** at the Login ID/Password Issue Counter at **OASIS Section, Besides Academic Section, DR. BAMU, Aurangabad.**
- 9) Once the same is verified as per Sr. No. 8, the **Link Activation Letter shall be issued and respective link will activate within 48 to 72 hours.** Also the Login ID and password shall be forwarded via SMS on the mobile number as mentioned in the Application Form.
Note : Do not change Mobile No. otherwise you will not get any message in this behalf.
- 10) After the **Link Activation Letter** please login to proceed further.
- 11) After successful login the user shall get a simple to understand and easy to use Graphical User Interface (GUI) to enter the necessary information as required in the Application form.
- 12) User can Edit /Delete/Update the information during the Online filling of the Application Form.
- 13) Online **Help for Marathi Typing** is available in **HELP** menu on the **HOME** page of the website. User can refer the Online Help (PDF file) available in the HELP menu on the HOME page of the website.
- 14) **Once you are satisfied about the correctness of the information filled in by you then forward the same to University online. Kindly note that once the Application is forwarded online to University, it is not possible to edit/update/change/delete the information.**

- 15) Thereafter (after the online submission) the Link of Print shall be activated automatically. Take the **printouts** of the **Application Form** and **related annexure** (if applicable) separately.
- 16) Pay the proper **Affiliation Fees** (refer **Affiliation Fees Structure** available in **Download** link on **Home** page).
- 17) The **Affiliation Fees** can be paid by **Cash** at the **Cash Counter, Main Building, DR. BAMU, Aurangabad**.
- 18) You can also make the Fees payment by **N.E.F.T. / R.T.G.S.** in the **Bank of Maharashtra Branch No. 152 IFSC Code No. MAHB0000152** A/c No. **60145330323**.
- 19) Put necessary seal and signature on the printed Application Form and physically forward **two copies** to the University. **Also attach the original receipts of Affiliation Fees Paid** with the Application Form.
- 20) Kindly note that timing of the **DR. BAMU Cash Counter, Aurangabad** to receive the fees is between **10:30 am to 3:00 pm** during University Working days.
- 21) Incomplete application in any respect will be rejected.

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
Board of Colleges and University Development – Academic Section
Online Application Management System – Annual Affiliation Proposal Request for the
A.Y. 2017-18

Important Dated / Timings & Holidays

Society/Trust/ College Online Registration	:	01/10/2016 to 31/10/2016 (during Univ. working hours)
Online Application Forward to University	:	01/10/2016 to 31/10/2016 (during Univ. working hours)
Last date of Physical Receipt of Application	:	31/10/2016
Printouts		(during Univ. working hours)

Helpdesk Details (only for Technical Queries) :

Phone Nos.	:	7722065281, 7722065282 (available on all working days from 10 am to 6 pm)
email ID	:	support@oaasisbamu.org

Please note that the Physical Receipt facility and Help Desk shall not be available during University Holidays.

How to Login to OAASIS ?

1. Access the Dr. BAMU, Aurangabad website <http://bamu.ac.in>
2. Use the link **BCUD -> Online Affiliation of Colleges**
3. The necessary guidelines shall be available for download in the **Proposal Guidelines 2017-18** section on the home page.
4. Also the **Guidelines, Fees Structure, Important GRs/Circulars** are available for download in the **Download** link of **Home** Page.

Alternatively

1. Access the online BCUD website <http://affiliation.oaasisbamu.org>
2. The necessary guidelines shall be available for download in the **Proposal Guidelines 2017-18** section on the home page.
3. Also the **Guidelines, Fees Structure, Important GRs/Circulars** are available for download in the **Download** link of **Home** Page.

Trust / College Letter-head

**Application Form for Annual Affiliation Proposal for Permanently Affiliated Courses with
all Permanent Divisions for the A.Y. 2017-18**

- 1) College ID : _____
- 2) College Name: _____
- 3) Select Type of Faculties currently available in College: *(Please Tick ✓ whichever is applicable)*

<input type="checkbox"/>	Arts	<input type="checkbox"/>	Law
<input type="checkbox"/>	Science	<input type="checkbox"/>	Management Science
<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Fine Arts
<input type="checkbox"/>	Social Science	<input type="checkbox"/>	Engineering & Technology
<input type="checkbox"/>	Education	<input type="checkbox"/>	Physical Education

- 4) Select Type of Course (UG/PG) applying for : *(Please Tick ✓ any one of the following)*

<input type="checkbox"/>	UG
<input type="checkbox"/>	PG

- 5) Applying for Shift: *(Please Tick ✓ any one of the following)*

<input type="checkbox"/>	Regular Shift
<input type="checkbox"/>	Second Shift
<input type="checkbox"/>	Night Shift

- 6) Mobile No.(For SMS Alerts): _____
- 7) MICR Account Number : _____
- 8) Information Booklet Receipt No. : _____ Date: _____
- 9) Application Fees Receipt No. : _____ Date: _____

Sign and Seal of College Authority
