



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai
Approved by NCTE & DCE, Raj. Affiliated To M.G.S. University, Bikaner & Recognized by UGC (2F & 12B)

E-Governance Policy

Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya has a policy for implementation of E- Governance. The scope are below-

1. College Administration
2. Student Admission
3. Financial management
4. Financial Support
5. Examination
6. Inovative teaching & learning

Objectives :-

1. Easy Admission Process
2. Financial Transparency
3. Paperless Work
4. Freedom from hustle and bustle
5. Use of innovations
6. Student Welfare

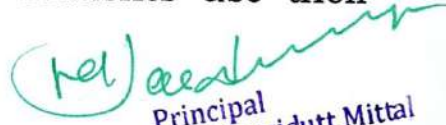

Principal
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Mahila Mahavidyalaya
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The purpose of E-Governance is to improve student services, follow transparency and accountability, empower people through information. Apart from this, along with improving governance efficiency, the interface has to be improved. The main pillars of E-Governance are people, process, technology and resources. Participation is promoted on the basis of these pillars. Under participation, the participation is encouraged between administration to administration, administration to citizen, administration to services,

administration to employee. In Mittal Mahila Mahavidyalaya, E-Governance is promoted in administrative and academic work. The areas in which work is done through E-Governance in the college are mainly as follows-

Administration :- Under administration in the college, the information is exchanged through website and e-mail with the higher institutions related to education, college management committee and the principal. All the staff use bio-matric attendance. The staff database is managed in file management system.

Finance and accounts :- The financial work of the college is done through Tally software. The salaries, allowances and other financial assistance of the employees are paid directly into the account through the bank. The work of student fee and scholarship in the college is done through E-Governance. The College is registered center for the RSCIT course and allotment of students to the college is managed on government portal. Apart from this, programs like NSS and Red Ribbon are operated, their financial work is done through E-Governance. The distribution and registration of scholarships given by the central and state government is done by the college through E-Governance. Scholarships provided by Mittal charitable trust and local trusts are a part of E-Governance. To promote E-Governance in the college, an e-mitra machine has been installed, in which girl students use their examination forms, fees and other services.


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Student admission and support :- The college runs general graduation courses and integrated education graduation courses. The admission process in bachelor of education integrated course is completely online. The students can get information about all the activities of the college, staff and all other services and facilities through online medium from

the website. Whatsapp group facility is made available for the help of the students. Schools are contacted for admission of new students and they are provided information along with individual guidance. The internship of B.A.B.Ed. & B.Sc. B.Ed. III year & IV year students is completely managed and governed by E- portal 'SHALA DARPAN' Government of Rajasthan.

Examination :- The work of evaluation in the college is done at both external and internal level. The work of obtaining the examination form and admit card of external examination is done from the website of the university. Marks of internal examination are also filled online. Work related to practical examination is done through online medium. In internal assessment, E-Governance is being promoted by sending important points and questions related to the examination to the students through whatsapp group.


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