

चौधरी चरण सिंह विश्वविद्यालय, मेरठ
Ch. Charan Singh University, Meerut



पत्रांक :- सम्बद्धता/7401
दिनांक :- 07.9.2020

सेवा में,

प्राचार्य/सचिव,
समस्त सम्बद्ध बी०एड० महाविद्यालय,
चौधरी चरण सिंह विश्वविद्यालय, मेरठ।

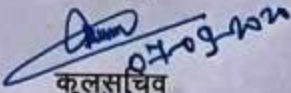
विषय:- बी०एड० पाठ्यक्रम में शैक्षिक सत्र 2020-22 में काउन्सिलिंग के माध्यम से छात्रों के प्रवेश हेतु लखनऊ विश्वविद्यालय, लखनऊ को सूचना प्रेषित किये जाने के सम्बन्ध में।

महोदय,

चौधरी चरण सिंह विश्वविद्यालय, मेरठ से सम्बद्ध समस्त बी०एड० महाविद्यालयों/संस्थानों को सूचित किया जाता है कि बी०एड० पाठ्यक्रम में शैक्षिक सत्र 2020-22 में काउन्सिलिंग के माध्यम से छात्र/छात्राओं के प्रवेश हेतु निम्नलिखित सूचना तत्काल दो दिवसों में अद्योहस्ताक्षरी को उपलब्ध कराना सुनिश्चित करें एवं इसके अतिरिक्त उपरोक्त पत्र की प्रति विश्वविद्यालय की ई-मेल आई०डी० dyaffiliation@gmail.com पर भी उपलब्ध कराये, जिससे उक्त संस्थान का नाम लखनऊ विश्वविद्यालय, लखनऊ को नियमानुसार छात्रों के प्रवेश हेतु महाविद्यालय/संस्थान के पूर्ण विवरण के साथ प्रेषित किया जा सके। जिन संस्थानों/महाविद्यालयों के द्वारा समयान्तर्गत सूचना अद्योहस्ताक्षरी को उपलब्ध नहीं करायी जायेगी, उन संस्थानों/महाविद्यालयों का नाम काउन्सिलिंग हेतु लखनऊ विश्वविद्यालय, लखनऊ को प्रेषित नहीं किया जायेगा। जिसका समस्त उत्तरदायित्व संस्थान का स्वयं का होगा।

01. संस्थान का नाम एवं संस्थान का पूर्ण पता
02. सचिव/प्राचार्य का नाम एवं मोबाईल नम्बर
03. संस्थान की ई-मेल आई०डी०
04. संस्थान का खाता संख्या
05. बैंक का नाम व पता, आई०एफ०एस०सी० कोड सहित
06. Baneficiary Name/Account holder
- 07- Type of College
- 08- Is Minority Institute
- 09- Institute Category
- 10.- संस्थान को एन०सी०टी०ई० द्वारा बी०एड० पाठ्यक्रम में आवंटित कुल सीटे।

भवदीय,


कुलसचिव

प्रतिलिपि:-

01. सचिव कुलपति को मा० कुलपति महोदय के संज्ञानार्थ।
02. प्रेस प्रवक्ता/प्रभारी, वेबसाइट, चौधरी चरण सिंह विश्वविद्यालय, मेरठ को आवश्यक कार्यवाही हेतु।

JEE B.ED. 2020-2022
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REGISTRARS' LOGIN PROCEDURE AND INSTRUCTIONS

REQUIREMENTS TO HAVE BEFORE REGISTRATION

- **For Registrar**
 - Active mobile number
 - Active email ID
 - Bank account details
- **Information from colleges**
 - Name of Institution
 - Complete Address
 - Name of Principal/Manager
 - Mobile number
 - Email ID
 - Bank account details
 - Type of college
 - Aided
 - Government
 - Self Financed\
 - Fee Structure
 - Under the following heads for Aided and Government colleges
 - General Male
 - General Female
 - OBC Male
 - OBC Female
 - SC Male
 - SC Female
 - ST Male
 - ST Female
 - For Self Financed College
 - Only Complete Fee for the first year is needed which is fixed at Rs. 51250.00. There is no need to enter the fees for this type of colleges.
 - Minority status
 - If yes number of seats to be filled through counselling
 - Seat Information
 - Total seats in the college
 - Seats in Arts & Commerce stream
 - Seats in Science & Agriculture stream

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REGISTRARS' LOGIN PROCEDURE AND INSTRUCTIONS

PROCEDURE

Step 1 Registration

- Login using the credentials provided to you by the University of Lucknow
- Fill in the basic details
 - Name of Registrar
 - Mobile number
 - Then you have to confirm the mobile number
 - **Mobile Number authentication:** This mobile number has to be authenticated using a verification code (OTP) sent on this mobile number.
 - Then the email ID which will be used for communication has to be entered and confirmed.
 - The University bank account details for use in JEE B.Ed. 2020 – 22 has to be entered.
 - Then enter the verification code and click submit for completing the registration process.

Step 2: College Details

You will see two tabs after registration. One tab has the details of colleges that were used in the JEE B.Ed. 2019 and in the other one the college information for JEE 2020 would be displayed after you enter them.

- **Selecting college from JEE 2019 process**
 - For your convenience the details of colleges that were used in the JEE B.Ed. 2019 have been displayed in one tab.
 - If the same college has to be selected for the current process steps to be followed are
 - Click on the action link on the left of the college name. The college will be displayed in a new page.
 - Click the Modify Institute Details link on top of the page
 - Enter all the relevant details
 - Name of Institute Head
 - Mobile Number
 - This mobile number will be used by the college at the time of direct admission after the first two rounds of counselling are completed. Please ensure that this mobile number is entered correctly and is active.
 - Email ID
 - Bank Account Details of the College
 - To expedite the process of fee reimbursement the college bank account details are very important.
 - All fee reimbursement would be done in this account only on completion of the admission process.
 - Details of College

JEE B.ED. 2020-2022
CONDUCTED BY UNIVERSITY OF LUCKNOW, LUCKNOW
REGISTRARS' LOGIN PROCEDURE AND INSTRUCTIONS

- Institute Type
 - Aided
 - Government
 - Self Financed
- Institute Category
 - Male
 - Female
 - Coeducation
- Minority Status
 - Is it a minority institution or not.
- Seat Details
 - Total number of seats in College
 - Total number of seats to be filled through counselling in case of minority institute
 - Number of seats in AC and SA streams
- Fee Structure
 - Under the following heads for Aided and Government colleges
 - General Male
 - General Female
 - OBC Male
 - OBC Female
 - SC Male
 - SC Female
 - ST Male
 - ST Female
 - For Self Financed College
 - Only Complete Fee for the first year is needed which is fixed at Rs. 51250.00. There is no need to enter the fees for this type of colleges.
- Click on submit to confirm the details. This college will now be shifted from this tab to the tab for seat matrix 2020.

Step 3: Adding New College

- Click Add New Institute
- Enter all the relevant details
- Click Submit and confirm

Step 4: Editing

- Once you have selected and entered the college details you can see it in the tab for Seat Matrix 2020.
- If you need to edit this information you can click the action tab on the left of the institute name and edit and resubmit the information. This will be saved in the 2020 tab.
- Edit the information that needs to be changed and click submit.
- Lucknow University will capture the data entered by you. Editing will not be permitted beyond the cut off date that will be announced later.

JEE B.ED. 2020-2022
CONDUCTED BY UNIVERSITY OF LUCKNOW, LUCKNOW
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Step 5: Download and Confirm

- You can download these details in excel format.
- After you are satisfied that all entries are correct send a signed hard copy of this to the State Coordinator for confirmation and record.
- Though the online submitted data of B.Ed. Colleges will be used during counselling.