महाराष्ट्र शासन
शिक्षण सहसंचालक (उच्च शिक्षण)
१७ आवेदकर रोड पुणे विभाग, पुणे-०९

प्रति,

१. कुलसचिव, साहित्यीवाळ पुणे पुणे विद्यापीठ, पुणे.
२. प्राचार्य, फरवूसन महाविद्यालय, पुणे.
३. प्राचार्य, एम.एस.कॉलेज महाविद्यालय, सोमवेंद्रनगर, बारामती, पुणे.
४. प्राचार्य, बी.एम.सी. आई कॉलेज ऑफ कॉम्स, पुणे.
५. प्राचार्य, सिम्बॉलिसिस कला, वाणीत्य महाविद्यालय, पुणे.
६. प्राचार्य, न्यू आर्ट्स कॉमर्स ऑफ़ सायन्स कॉलेज, शवेगाव, अहमदनगर.
७. प्राचार्य, तुळजाराम चन्दूरचंद महाविद्यालय, बारामती, पुणे.

विषय :- Completion of MIS Information on NHERC Portal of MHRD, GOI.
संदर्भ :- मा.संचालनाध्यक्षील पत्र कः.पुणेविद्याय/६०/९१/अधी.३/विष्णू.५००४/२०१९.

उपरोक्त विषयाचे संदर्भात आणणात कळ्याविवेचन येते की, राष्ट्रीय उच्च्वरण शिक्षा अभियान योजनेप्रतिगडले जे विद्यापीठ व महाविद्यालयांना अनुदान प्राप्त झालेले आहे, त्यामुळे निती आपण यांव्यक्तीनुसार एक समिती ही सर्व राज्य तसेच केंद्रशासित प्रदेशांना मे महत्त्वाच्य परिषद संपत्तीमध्ये भेटी देणार आहे.

यासाठी सोपत जोडलेचा तक्तामध्ये आवश्यक ती पाहिजे मरला ती अविलंबित रुप साधनाच्या हे मेलचारे पाठविवेचन याची.

(डा. उज्ज्वल नागरकडे)
सहसंचालक (उच्च शिक्षण)
पुणे विभाग, पुणे-०९

प्रति- मा.शिक्षण संचालक (उच्च शिक्षण) महाराष्ट्र राज्य, पुणे वाणा माहितीसाठी सहभाग सादर.
To,
Hon’ble Vice Chancellors / Principals / Directors
RUSA Beneficiary Institutions,
Maharashtra.

Subject: Completion of MIS Information on NHERC Portal of MHRD, GOI

Dear Madam/Sir,

I would like to bring to your attention that the NITI Aayog will undertake a rigorous and comprehensive evaluation of Rashtriya Uchchatar Shiksha Abhiyan (RUSA) scheme covering all beneficiary institutions soon. The evaluation team of NITI Aayog will be visiting all States and UTs covered under RUSA. The evaluation is expected to begin from the first week of May, 2019.

In this context, you are directed to immediately fill up data on NHERC-MIS Portal of MHRD, Govt. of India (https://nhercmis.tiss.edu). The data to be filled would entail basic institutional information for the academic year 2013-14 to 2018-19. I request you to ensure that the requisite information on the portal is immediately filled for your respective institutions. The MIS user manual for Institutions is attached with this letter for your information.

The deadline for the filling up of the above mentioned information is 5 pm, 23rd April, 2019.

In case of any technical queries you can drop an email on support@graylab.in or call them @ 022-25171005 and for any other support from State Project Directorate, RUSA Maharashtra you can drop an email on spdrusamah@gmail.com or call @ 022-22160959, 22160943.

Kindly treat this as most urgent and acknowledge the receipt of this letter.

Yours sincerely,

(Pankaj Kumar)
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<th>Type</th>
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<th>MIS Portal Launch</th>
<th>In-Hill Data</th>
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1. Introduction

The vision of MIS is to have a centralized database which will capture historical information for RUSA and Non-RUSA funded Institutes as well as States.

2. Login Screen

- To fill the information on the MIS portal, user needs to click on http://nhercmis.tiss.edu/
- Following is the login screen

![Login Screen Image]

2.1. Institute Signup

- As highlighted in the fig below, the institute needs to click on the sign up link available on the login page.
- Once clicked on the signup link, Institute needs to first enter their "AISHE Code".

- In case if the Institute already exists in our system then almost all the information will be populated automatically as soon as the user will enter the AISHE Code.
- Note: When the information gets populated the fields viz. State, District, Institute Name, Institute Type and Management Type will remain disabled. If the user wishes to update the information or it is incorrect then they have to contact the Technical Support Team and ask them to update it.

- Either send a mail on support@graylab.in or call us @022-25171005

- In case if the user enters the AISHE code and the Institute is not available in our system then the user will have to fill up the complete information asked in the form manually.

- Following are the fields that we are capturing during the signup.

  - AISHE Code
  - Institute's State
  - Institute's District
  - Institute's Name
  - Email Id
  - Mobile No.
  - Year of Establishment
  - Institute Type
  - Management Type
  - Programmes Offered(UG/PG/Mphil/PHD)
  - Institute Category (General/Professional)
  - Minority (Religious/Linguistic)
  - Location (Rural/Urban/Metropolitan)
  - Institute's Address
  - Website
  - Password

- Upload Authorization Letter (The letter is to authorize the person from the Institute is responsible to fill up the information on the portal).

- Downloading of the authorization letter option is available at the bottom of the form highlighted in the below fig.
- After filling up the form details the user needs to click signup button.
- If all the information filled is correct then the user will be able to sign up successfully.

![Signup Successful!!]

Use email id and password as filled in the signup form to login & fill the information.

- After successfully signup the user can login into the portal using the Email id and Password that was filled in the sign up form.
3. Institute Data

- Once the institute logs in to the portal following screen is displayed:

- Majorly in this section we are asking "Funding", "Student" and "Other" details.
- As highlighted in the above fig. the user needs to enter information year wise.
- Click on any of the year and fill the information asked in the form accordingly.
- All the fields marked * is mandatory for the user to fill.
- And then click on "Save" button which will save the complete information for that particular year successfully.
- In case if the user wishes to view the submitted details then click on that particular year and you should be able to view the details and update it as well.
- Note: The updating rights is available with Institute only till the time deadline has not been met.
- Once the deadline is met Institute will not be able to make any changes in the information for any year.
4. Institute Level Changes

- This information is to be filled by the user for every six months.
- User needs to click on “Institute Level Changes” section as highlighted in the fig:

![Institute Level Changes](image)

- Majorly in this section we are asking “Accreditation”, “Faculty Strength” and “Faculty Quality”, “Staff”, “Student” and “Other” details.
- As highlighted in the above fig, the user needs to enter information every six months for each year.
- Click on any of the year and fill the information asked in the form accordingly.
- All the fields marked * is mandatory for the user to fill.
- And then click on “Save” button which will save the complete information for that particular year successfully.
- In case if the user wishes to view the submitted details then click on that particular year and you should be able to view the details and update it as well.
- Note: The updating rights is available with Institute only till the time deadline has not been met.
- Once the deadline is met Institute will not be able to make any changes in the information for any year.
5. Contact Us
- In case of any issues if the user wishes to contact the Technical Support Group then click on the following button:

5.1. Drop your query
- The user needs to fill in following information and send it to the Technical Support Group.
- The team will send back the response to the query on the mentioned email id.

5.2. Helping Docs
- From this section the user will be able to download the user manual.

5.3. FAQ
- The section allows the user to access the most frequently asked questions through which they can find responses to some of the common queries and resolve it immediately.
Thank You!!!