

User Manual for Registrar of degree awarding University

ICAR-Accreditation System of HAEIs

(<https://accreditation.icar.gov.in>)



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1. Introduction

Portal for accreditation of Higher Agricultural Educational Institutions (HAEIs) has been developed for HAEIs in India to apply online for ICAR accreditation. Both Government and Private Agricultural Universities/Colleges (HAEIs) can apply for online accreditation by submitting Letter of Intent (LoI) along with Institutional Eligibility for Accreditation (IEA) and Statement of Compliance (SoC) to the National Agricultural Education Accreditation Board (NAEAB) Secretariat.

After acceptance of LoI, IEA and SoC, HAEI shall submit Self Study Report (SSR) to the respective Regional Centre of the NAEAB and one copy of SSR along with Accreditation fee (in the form of Demand Draft) to NAEAB Secretariat through this portal. Regional Centre of the NAEAB shall examine the SSR submitted in portal online and ensure that SSR meets the requirement of the NAEAB guidelines.

2. Registration

- Click on Registration Button as marked in figure below.



Fig 1: Homepage

2.1 For Registrar of degree awarding ICAR universities

Steps of Registration:-

1. Fill the form.
2. Click on **Register** button to register/create new user.
3. You can login with registered email id and password.

Registration

All fields are mandatory.

University Type Listed in ICAR-Education Portal/Public
 Private

Registration for

Name of University

State of University

Full Name of Registrar

Official Email Id of Registrar
(This will be your username)

Signature of Registrar
(* .JPEG/.PNG image only. Size of image should be within 1 MB.)

Official Phone Number of Registrar

Employee ID of Registrar

Enter Password

Re-enter Password

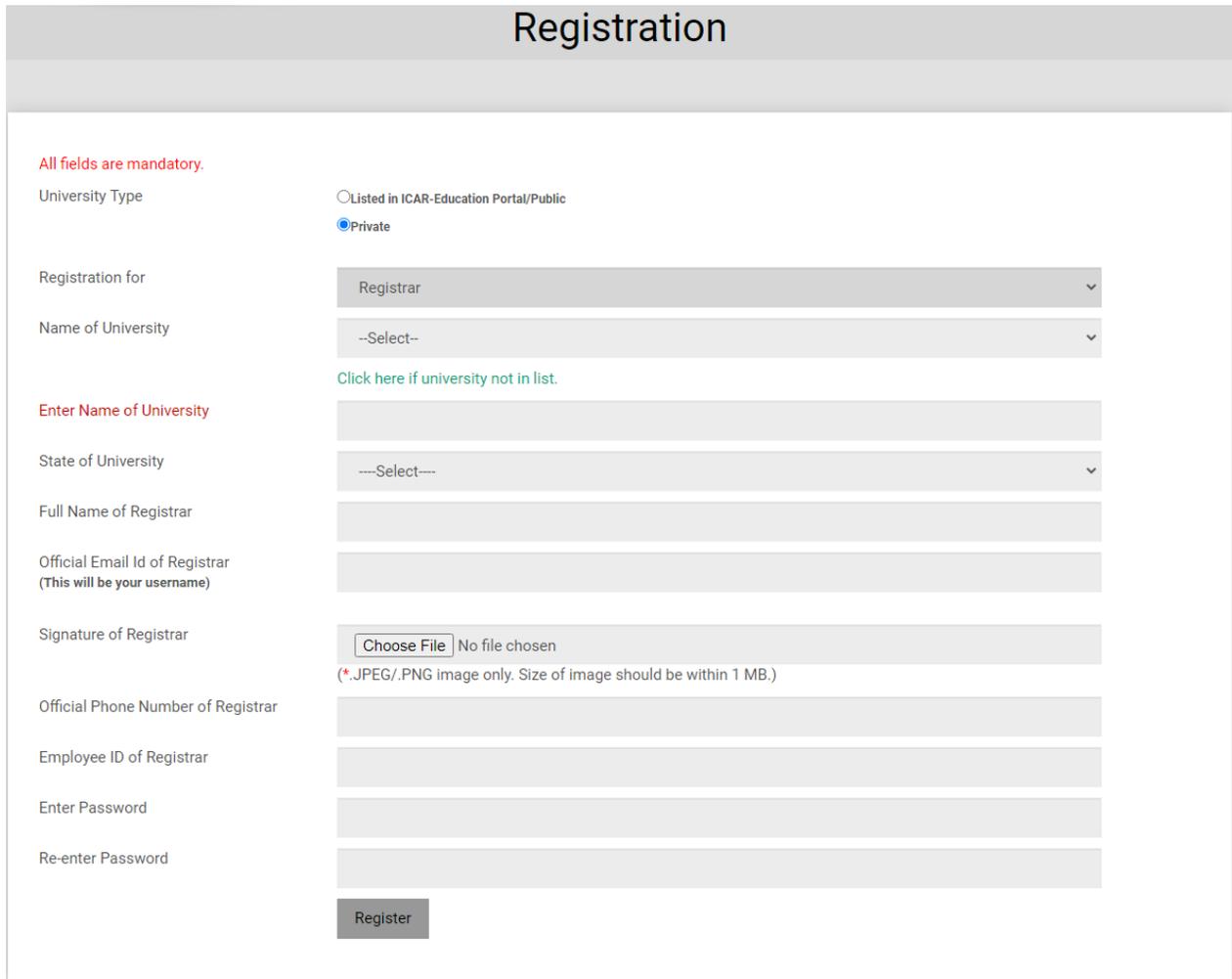
Fig 2: Registration Form

2.2 For Registrar of degree awarding Private Universities

Steps of Registration:-

- 1) Fill the form.
 - a. If University is not listed click on link provided.
 - b. Enter University Name.
 - c. Fill all details in the form accordingly.

- 2) Click on **Register** button to create/register new user.
- 3) Login with registered email id and password.



The image shows a web-based registration form titled "Registration". At the top, it states "All fields are mandatory." The form includes the following fields and options:

- University Type:** Radio buttons for "Listed in ICAR-Education Portal/Public" and "Private" (selected).
- Registration for:** A dropdown menu with "Registrar" selected.
- Name of University:** A dropdown menu with "--Select--" selected. Below it is a link: "Click here if university not in list."
- Enter Name of University:** A text input field.
- State of University:** A dropdown menu with "---Select---
- Full Name of Registrar:** A text input field.
- Official Email Id of Registrar (This will be your username):** A text input field.
- Signature of Registrar:** A file upload area with a "Choose File" button and "No file chosen" text. A note below reads: "(*.JPEG/.PNG image only. Size of image should be within 1 MB.)"
- Official Phone Number of Registrar:** A text input field.
- Employee ID of Registrar:** A text input field.
- Enter Password:** A text input field.
- Re-enter Password:** A text input field.
- Register:** A button at the bottom of the form.

Fig 3: Registration Form

Note for Registrar: If university is not listed in dropdown, click on link provided and add name of university. To add colleges and information see point **4 Add/Update College Information** of manual.

3. Login



Fig 4: Home Page

3.1 Login Process

- Access the portal through URL <https://accreditation.icar.gov.in>.
- Click on the Login Button marked in figure 4 of Home Page.

Username (Registered Email ID)

Password (Registered Password)

[Sign in](#) [Forgot Password?](#)

1. Enter the Username (registered email id).
2. Enter the Password (registered password).
3. Click on **Sign in** Button.

3.2 Forgot Password

If you have forgotten your password, click on Forgot Password link. Your password will be sent to your registered email id.

3.3 Change password

You can change password after login.

1. After login with registered email id and password, click on profile icon.
2. Click on **Change Password**, you will be redirected to page to change password.

Accreditation System of HAEI Home Apply ▾ Application Status University Details ▾ reg1@gmail.com 👤 ▾

Change Password

User Id:

Current Password:

New Password:

Confirm Password:

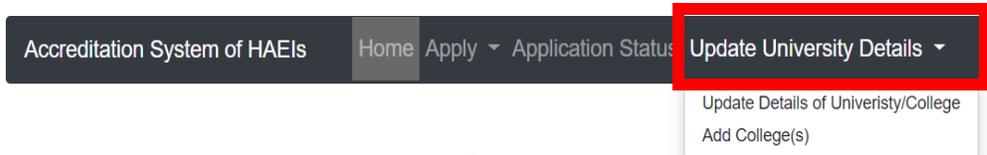
3. Enter current password
4. Enter new password.
5. Enter Confirm Password.
6. Click on **SUBMIT** button.

4. Add/Update College Information

ICAR Universities can add colleges through this system in case they are not added already.

4.1 Add University information for private universities

- Click on **Update University/College Details** link provided in menu bar as shown in figure 5.
- From sub-menu click **Update Details of University/College**. Page will be opened as shown in figure 6.



Applications for Accreditation

Applications(s)
Pending

Fig. 5

University/College Details

Select University/College Name
Select [College not in the list click here to add](#)

University/College Name

Year of Establishment Head of University/Dean of College

University/College Address

City State

Pincode Phone

Fax Number [e.g.0123-123456] Email-Id

Website [e.g.:www.abc.com] Current VC Name

Save

Fig. 6

- Fill details.
- Click on “Save” button to save.

4.2 Add College and its information

- Click on “Add College(s)” from sub-menu as shown on Fig.5
- Following page will open. Fill all information.
- Click on “Add College” button to add as shown in Fig.7.

Add College

University Name : Test1,new delhi

College Name

Year of Establishment Head/Dean of College

Address of College

City State

Pincode Phone

Fax Number [e.g.0123-123456] Email-Id

Website [e.g.:www.abc.com] Current VC Name

SNo.	College Name	State	Edit
1	Test2	Delhi	click here to edit/ see complete details

Fig. 7

- A report/list of all added Colleges will be shown below as shown in Fig. 7
- To Edit/View details of added Colleges, click on link provided along with college name.

5. Apply for Accreditation

5.1 Choose New application /Saved application

After successful login, user will be redirected to dashboard as shown below.

Accreditation System of HAEI [Home](#) [Apply](#) [Application Status](#) Registrar 

Applications for Accreditation

[Apply for New Accreditation](#)

1. Either click on ‘Apply for New Accreditation’ link or click on “Apply” menu.
2. Click “New Application” as shown in figure 8.

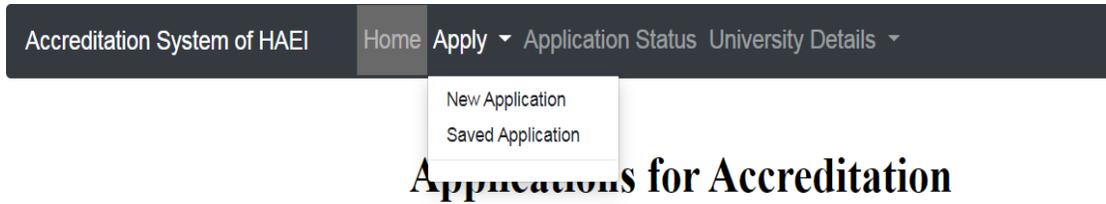


Fig. 8

3. After clicking, you will be redirected to the page where you have to select one of the options available in dropdown, as shown in figure 9.
4. After selecting option, click on **Next** button to proceed.

Apply Accreditation for University/College/Program

Apply Accreditation for :

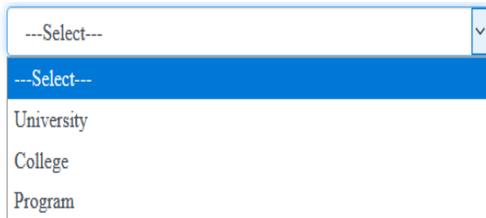


Fig 9

5.2 Fill Application form

1. After clicking in the Next button, the steps of applying for accreditation will appear in the order:
 - Letter of Intent
 - Institutional Eligibility for Accreditation
 - Statement of Compliance

Note- Applicant will have to follow the order of steps of applications i.e. First Letter of Intent needs to be filled then Institutional Eligibility for Accreditation then Statement of Compliance.

Accreditation System of HAEI	Home	Apply ▾	Application Status
------------------------------	------	---------	--------------------

<h3>Application Steps</h3>	
Step 1 : Letter of Intent (LoI)	Pending
Step 2 : Institutional Eligibility for Accreditation (IEA)	Pending
Step 3 : Statement of Compliance (SoC)	Pending

Fig. 10

5.2.1: Filling Letter of Intent (LOI)

Step 1:-

- Click **Letter of Intent** as shown in figure 10.
- Part 1 of Letter of Intent form will appear. Applicant is required to fill every field of the form as all fields are compulsory and upload required documents wherever applicable as shown in figure 11.
- Fill Part 1 and click **Save** to save information.
- **Next button** will appear after Part 1 is saved.
- Click on **Next** and proceed to Part 2.
- Click **Back** to go back to edit information filled in part 1 as shown in figure 12.
- Fill Part 2 and click on **Save** as shown in figure 12. Once saved, **Submit & Next button** will appear. This is a final submission and after that you won't be able to edit the information.
- Click **Submit & Next button**. LoI is submitted.
- After that you will be redirected to Application steps to fill the next form.

Letter of Intent (LoI) for University (1/2)

***All fields are mandatory.**

1. Cycle of Accreditation

Cycle 2

(When an institution undergoes the accreditation process for the first time it is referred to as Cycle 1 and the consecutive five year periods as Cycle 2,3, etc.)

Dates of previous accreditation by NAEAB (applicable for Cycle 2, Cycle 3, Cycle 4 and Re-Assessment only)

dd-mm-yyyy

2. Name of the University

-----Select-----

3. Name of the Head of the University

3a. Designation

4.Contact Details

Address

State/UT :

--Select--

City :

Pin :

Phone No.

Alternate Phone No.

Mobile No.

Alternate Mobile No.

Fax

Email

Website

5. Date of Establishment

dd-mm-yyyy

5a. * Have one batch of students graduated from the Agricultural University?

Yes No

Mention date of result of first batch out

dd-mm-yyyy

6a. Is the University recognized under section 2(f) of the UGC Act?

Yes No

Date of recognized by UGC under section 2 (f)

dd-mm-yyyy

Attach UGC 2 (f) certificate

No file chosen

6.b Is the University recognized under section 12B of the UGC Act?

Yes No

Date of recognized by UGC under section 12B

dd-mm-yyyy

Attach UGC 12B certificate

No file chosen

Attach latest Grant certificate

No file chosen

7. Nature of the University/ Institution

Select Nature of University

***It shall be considered from the date of first admission under the Agricultural University.**

Fig. 11

Letter of Intent (LoI) for University (2/2)

8. Status of the University Affiliating Unitary

*Provide following information

Name -----Select-----	Address Address of college	The role of the University in managing Affiliated Colleges the role of the University in managing Affiliated Colleges	Year of affiliation 202	Add Details
--------------------------	-------------------------------	--	----------------------------	-----------------------------

9. Does the institution have duly recognized off-campus (es)? Yes No

*Provide following information

Name of College -----Select-----	Location --Select--	Date of Start DD-MM-YYYY	Add Details
-------------------------------------	------------------------	-----------------------------	-----------------------------

10. Nature of funding Central State Self Financing Other

11. Is the University offering Programmes recognized and approved by Statutory Regulatory Authorities (SRA) of Centre and States other than the ICAR ? Is the University offering Programmes recognized and approved by Statutory Regulatory Authorities (SRA) of the center / state other than the ICAR ? Yes No

(i)Provide Details: Statutory Regulatory Bodies

Choose File No file chosen

Name: Registrar 1
Place:
new delhi

[Back](#) [Save](#)

Fig. 12

Application Steps

Step 1 : Letter of Intent (LoI)	Completed
Step 2 : Institutional Eligibility for Accreditation (IEA)	Pending
Step 3 : Statement of Compliance (SoC)	Pending

Once Step is completed, its status will be changed to complete and now you can't edit it further.

5.2.2: Institutional Eligibility for Accreditation (IEA)

Step 2:-

This form is divided into 9 parts, each field in all the forms are compulsory and thus required to be filled.

Part 1: Institutional Eligibility for Accreditation (IEA) (1/9)

Institutional Eligibility for Accreditation (IEA) (1/9)

1. Name of the University/College*:	<input type="text" value="Agricultural College, Mahanandi"/>		
2. Postal address:	<input type="text" value="Mc Faram, Mahanandi, Andhra Pradesh 518502"/>		
State/UT :	<input type="text" value="ANDHRA PRADESH"/>	City :	<input type="text" value="Mahanandi"/>
Pin :	<input type="text" value="518502"/>		
Phone No.	<input type="text" value="08514-234752 83747 29292"/>	Alternate Phone No.	<input type="text"/>
Mobile No.	<input type="text" value="2347528300"/>	Alternate Mobile No.	<input type="text"/>
Fax	<input type="text" value="08514-234752"/>	Email	<input type="text" value="agcmd@gmail.com"/>
Website	<input type="text" value="www.agcmd.in"/>		
3. Date of establishment/initiation	<input type="text" value="01-02-2018"/>		
4. Head of the institution	Name	Designation	
	<input type="text" value="Sri. Y. Madhusudhana Reddy"/>	<input type="text" value="Acting dean"/>	
	Status of Appointment		
	<input type="text" value="Temporary"/>		
Contact Details:	Telephone with STD Code	Mobile	
	<input type="text" value="01126154367"/>	<input type="text"/>	
	Fax	Email	
	<input type="text"/>	<input type="text"/>	

Fig. 13

- Fill all the fields.
- Click **Save & Next** to save and proceed.

Part 2: Institutional Eligibility for Accreditation (IEA) (2/9)

- Fill all fields.
- To add details in Point 8 after entering details click **Add NAEAB record** to add.
- Click **Save & Next** to save and proceed.

Note: No data is saved until save & Next is clicked.

Institutional Eligibility for Accreditation (IEA) (2/9)

5. a. The HAEI functions from

Particular	Details
Its own Head Quarter	
Unilocational/ Multilocational teaching programme	
If, Multilocational campus, then provide the name details of other campus	

b. Do the all eligible Colleges/Programmes in the University/College have their own separate and independent building for running courses (information should be given for all) Yes No

6. Status of the Management

- Government
- Private Grant in aid
- Private-minority
- Private-unaided
-
- Constituent College of the University
- Any other

7. (a) Is the Institution registered under

- i) Trust
- ii) Society's Registration Act
- iii) Any other Relevant Act of the respective State Govt.
- iv) Other (Specify)

- Yes No
- Yes No
- Yes No

(b) Name of the Managing Society / Trust / Committee/Board

Registration number

Place of registration be given

Telephone number

Email id

Fax Number

8. Attach detailed and point wise status of Action Taken Report on the last recommendation/observation of NAEAB, if any (it is mandatory)

Fig. 14

Part 3: Institutional Eligibility for Accreditation (IEA) (3/9)

Institutional Eligibility for Accreditation (IEA)_(3/9)

9. College-wise Degree Programmes (UG/PG/Ph D)

Select College Degree Degree Name

S.No.	Degree Type	Degree Type	Degree Program Name	
1	Agricultural College,Mahanandi	UG	B. Sc. (Ag) Agriculture	<input type="button" value="Delete"/>
2	Agricultural College,Mahanandi	PG	M. Sc. (Ag) Genetics & Plant Breeding	<input type="button" value="Delete"/>
3	Agricultural College,Mahanandi	PG	M. Sc. (Ag) Agronomy	<input type="button" value="Delete"/>

10. Total number of teaching, technical and administrative staff (if applicable) for both sanctioned and presently filled strength be given

Select College Staff Type Sanctioned Filled Vacant

Sr No.	College	Staff Type	Sanctioned	Filled	Ph D	Action
1	Agricultural College,Mahanandi	Teaching staff	23	5	18	<input type="button" value="Delete"/>
2	Agricultural College,Mahanandi	Technical and supporting staff	25	23	2	<input type="button" value="Delete"/>

Fig. 15

Part 4: Institutional Eligibility for Accreditation (IEA) (4/9)

Institutional Eligibility for Accreditation (IEA) (4/9)

11. Name of all Statutory officers including Deans of the College in the University, their date of appointment, tenure and mode of appointment be given in the form of attachment.

Select College Name of the position (sanctioned) Name of the Officer (at present) Date of appointment Tenure (in yrs) Appointed/Nominated

12. Secretariat establishment in terms of staff and space for the offices of Vice Chancellor, Directors of Instruction, Dean of the College, Research and Extension, Registrar, Comptroller, Librarian be given in tabular form.

A) University Headquarters :

University Name Name of the office Technical Administrative Supporting Total

B) College Levels :

Select College Technical Administrative Supporting Total Space

Fig. 16

Part 5: Institutional Eligibility for Accreditation (IEA) (5/9)

Institutional Eligibility for Accreditation (IEA)_(5/9)

13. Mention five academic milestones of the HAEI in last five years

Sr.No	Academic Milestones of the HAEI	Action
1	point 1	Delete
2	point 2	Delete
3	point3	Delete
4	4	Delete
5	5	Delete

Fig. 17

Part 6: Institutional Eligibility for Accreditation (IEA) (6/9)

Institutional Eligibility for Accreditation (IEA)_(6/9)

14. Implementation status of ICAR/VCI guidelines such as Student READY, NET essentiality of appointment for Assistant Professor, V Deans' Committee, BSMA Committee, VCI regulations, Number and outlay of Green initiative projects from Education Division of ICAR, present status of All ELP modules sanctioned to the University. The point wise and crisp information for each college should be given for each with a present implementation stage.

Implementation status of ICAR/VCI guidelines

Sr.No	Implementation status of ICAR/VCI guidelines	Action
1	Implementation status of ICAR/VCI guidelines	Delete

College Wise ELP module implemented

Name of the College	Modules - Currently implemented	Action
Agricultural College,Mahanandi	details	Delete

Fig. 18

Part 7: Institutional Eligibility for Accreditation (IEA) (7/9)

15. Does the Institution has a mechanism for counselling and guidance for each College and degree programmes.

Back

Save & Next

Fig. 19

Part 8: Institutional Eligibility for Accreditation (IEA) (8/9)

16. Whether internet facility is provided to the staff and students in the campus and hostels.

Name of the College	Internet Facility	Action
Agricultural College,Mahanandi	It has internet facility is provided to the staff and students in the campus and hostels.	Delete

Add

Back

Save & Next

Fig. 20

Part 9: Institutional Eligibility for Accreditation (IEA) (9/9)

17. The institution has provision for promoting research and extension. The name, address, year of establishment, one major research and extension output in last five years be given for each Research Station/Centre, KVK and other support units.

Sr.No	Name of Research Station	Research achievements	Action
1	research station1	Research achievements	Delete

Add

18.Is the Institution has a mechanism for seeking regular feedback from students regarding teachinglearning process?

Yes No

Mention in Brief

19.Did the academic audit of the institution was conducted in last two years?

Yes No

20.Status of the audited annual report of the institution.

21. Is the annual academic calendar is published and implemented by the institution?

Yes No

Name: Registrar 1

Place:

Back

Submit

Fig. 21

After completing all the 9 steps you will be again redirected to the application steps pages which will indicate that two forms have been filled completely and then you will have to fill third and the last form to complete the application.

Application Steps

Step 1 : Letter of Intent (LoI)	Completed
Step 2 : Institutional Eligibility for Accreditation (IEA)	Completed
Step 3 : Statement of Compliance (SoC)	Pending

5.2.3: Statement of Compliance

Step 3:-

This form is divided into two parts.

Part-I:

- Choose Statement of Compliance for whichever is applicable.
- Enter Place.
- Click **Save & Next**

Statement of Compliance for :

State Private Universities

This is to certify that HAEI has complied with all the provisions of the following Regulations governing it:

- UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003 or amended thereof and further amendments, if any, notified by the UGC.
- Any false or misleading information provided by the institution, shall be viewed seriously by NAEAB and the accreditation given is liable to be withdrawn

Name: Registrar 1
Place:

Fig. 22

5.2.4 Final Submission

Step 3:-

Part-II: Final Declaration & Submission

- Enter Place.

- Upload signature of Registrar.
- Click on **Final submit** to submit finally as shown in figure 23.

S.No	Annexure	Declaration	Signature (.jpg/jpeg image only)
1	Letter of Intent	I, Registrar 1 as Registrar of the University (Degree awarding university) shall agree to all the terms and conditions laid down by the NAEAB for accreditation of the University. I therefore intent to submit the following documents: 1. Institutional Eligibility Criteria (in prescribed proforma) for the consideration of the Board. 2. Statement of Compliance (in the prescribed proforma). 3. Recognition Certificate from UGC 2(f)/12(B) as applicable.	
2	Institutional Eligibility for Accreditation (IEA)	I, Registrar 1 as the Registrar of the certify that the information provided above (1-21) are true as per the records available with the University. I also certify that this institution has complied with all the norms stipulated from time to time, by the UGC/ICAR/State Govt./VCI/Regulatory body etc. It is clarified that all pertinent records for above information will be made available during the peer review process.	
3	Statement of Compliance		

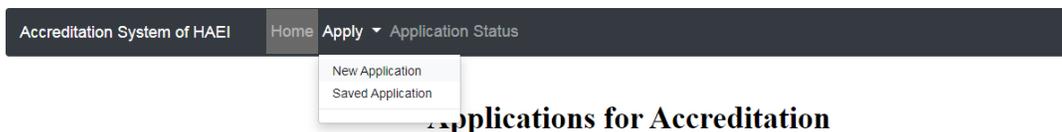
Place: No file chosen

Date: 21-07-2020 17:25:19

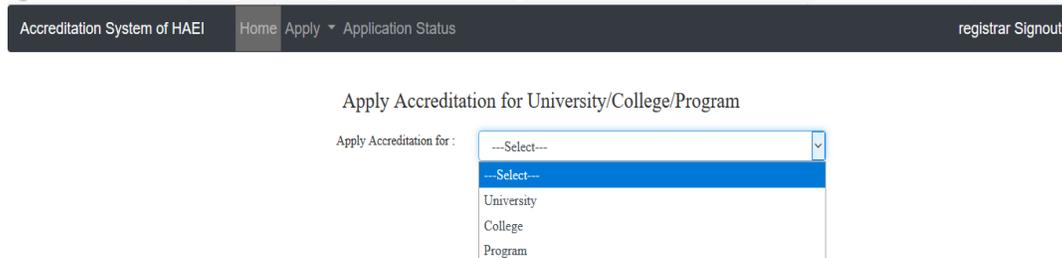
Fig. 23

5.3 Apply for Accreditation of College/Program

1. After login click on apply button and then on New Application.



2. After clicking on “**Apply**” new button, you will be redirected to the page where you have to select one of the options available in dropdown. After selecting College/Program as an option, click on **Next** button to proceed.



3. After clicking in the Next button, Applications steps will appear.
 - Letter of Intent

- Institutional Eligibility for Accreditation
- Statement of Compliance

Application Steps

Step 1 : Letter of Intent (LoI)	Pending
Step 2 : Institutional Eligibility for Accreditation (IEA)	Pending
Step 3 : Statement of Compliance (SoC)	Pending

- Letter of Intent: For this refer to the Letter of Intent of section 5.2.1 as the process is same.
- Institutional Eligibility for Accreditation: For this refer to the Institutional Eligibility for Accreditation section 5.2.2 as the process is same.
- Statement of Compliance: Same as in section 5.2.3.

5.4 Preview Filled Application Form

- From Menu bar click on Saved Application.
- Click on Application ID to view all filled forms as shown in figure 24. You will be redirected to new page as shown in figure 25.

Saved Application

S.No.	Application ID	Accreditation For	Edit	Delete
1	AUAP0501-P000P-155099364-2020	University	Click here	Delete

Fig. 24

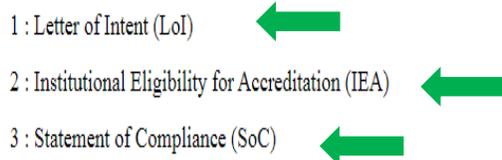
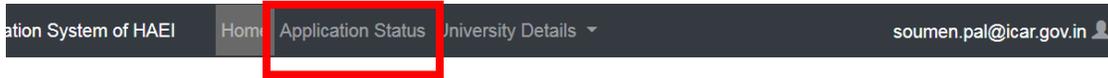


Fig. 25

- Click on links provided to see individual filled forms.

5.5 View Submitted Application

- After final submit, you will be redirected to page **Submitted Application(s)** where you can see all submitted applications.
- Click on Application Status to see all submitted applications and their status.



Submitted Application(s)

S.No.	Application ID	Accreditation For	Accreditation For University/College Name	Current Application Level
1	AUAP1001-P000P-1543509370-2020	University	Test1,new delhi	Coordinator (Accreditation)

Fig. 26

5.6 Saved Application

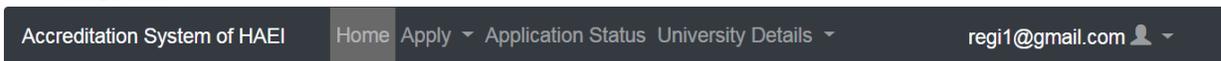
- Click on “Apply” button and then click on the Saved Application button.



Accreditation Applications

Fig. 27

- Here all the incompletely filled application can be seen and can be edited or deleted.



Saved Application

S.No.	Application ID	Accreditation For	Edit	Delete
1	AUAP0501-P000P-155099364-2020	University	Click here	Delete

Fig. 28

- To “Edit” the application, click on **Click here** link in the Edit column.
- To “Delete” the application, click on the Delete button.

5.7 Check Submitted Application Status

- To view the application status, click on application status button on menu bar.

Submitted Application(s)

S.No.	Application ID	Accreditation For	Accreditation For University/College Name	Current Application Level
1	AUCycle1P0501-P000P-1198728858-2020	University	Private University 1,Patna	Coordinator (Accreditation)

Fig. 29

6. Resubmit IEA to NAEAB Secretariat

The NAEAB Secretariat shall examine the IEA as per the prescribed guidelines and, if IEA is found satisfactory, shall send a letter in this regard to the HAEI. In case there is some deficiency in the eligibility for accreditation, the IEA shall be rejected and the HAEI shall resubmit the form after due modifications in line of the observations made by the NAEAB Secretariat.

- Click on **Click Here** under column IEA Resubmit column to refill IEA and submit again.
- IEA Part I will be opened. Fill and proceed to next part and so on as given in section 2.3.2.

Accreditation Applications

Applications(s)
Pending

**Click on Application ID to see complete details*

S.No	Application's Details	Name of University/ College/Programme	Received	Edit Application	Forward Application	SSR Status	SSR Letter
1)	Application ID CPA100-007-1250315316-2020	Agricultural College,Mahanandi	From: NAEAB Coordinator Date: 25-07-2020 At: 12:16:11	Click Here			

Fig. 30

- Once all parts are filled, submit the form. It will be sent to official who has sent for resubmission.

7. Submit Self Study Report (SSR)

Only after receiving positive response from the NAEAB, the HAEI shall have to submit Self Study Report (in prescribed Performa) to the respective Regional Centre of the NAEAB **within one month**.

One copy of the Self Study Report along with the accreditation fee (as applicable) in the form of DD payable to the Secretary, ICAR, and New Delhi shall be sent to NAEAB Secretariat.

- Sending SSR and accreditation fee**

- Click Here** link under **Send SSR** column.

If response is positive, Coordinator (Accreditation) will send a letter informing about SSR to be sent. Letter sent from Coordinator (Accreditation) will be visible under column **SSR Letter**.

Accreditation Applications

Applications(s)
Pending

**Click on Application ID to see complete details*

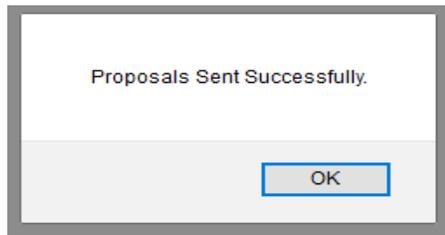
S No	Application's Details	Name of University/ College/Programme	Received	Edit Application	Forward Application	Send SSR	Days left	SSR Status	SSR Letter
1)	Application ID AUCycle1P0501- P000P- 1198728858- 2020	Private University 1,Patna	From: NAEAB Coordinator Date: 29-07- 2020 At: 17:35:58			Click Here	30	Pending	ACCREDITATION SYSTEM of HAEI.pdf

Fig. 31

- After Clicking, you will be redirected to page where you have to fill accreditation fee details.
- Fill DD No, DD dated, and DD Amount as shown in figure 32.
- Upload a copy of DD and SSR as shown in figure 32.

Fig. 32

5. Registrar can add remarks.
6. Click on **Send** to send SSR and DD details. *(At this instance copy of SSR will be considered as draft and sent to Regional office for final consideration of SSR. A copy of draft SSR and DD details will be sent to NAEAB Secretariat for Peer Review Team formation and other processing.)*



If file is successfully sent, a pop up message will come.

7. Draft SSR/Final SSR sent status indicate whether SSR is sent or not and whether SSR is accepted as Final SSR by Regional office or not.
 - SSR is yet not sent.
 - SSR received.
8. When draft SSR is accepted as final, Regional Office will send accepted SSR to **NAEAB Secretariat** and final SSR sent status will turn green.

Back

Application ID: CPA262-001-453480490-2020	SSR Letter: 7381437(1).pdf
Draft SSR Sent Status	NAEAB Regional Office NAEAB secretariate
Final SSR Sent Status	NAEAB Secretariate NAEAB Rgional Office

*Note :- Draft SSR will be sent to Regional Office and a copy of darft SSR will be sent to NAEAB secretariate along with accreditation fee details. Final SSR will be sent to NAEAB from Regional Office once it is accepted at Regional Office For more information [Click Here](#)

Fig. 33

9. Upon receiving SSR, Regional Officer may send back SSR to Registrar for modification if required.
10. If SSR resubmission request is received by Registrar, **click** on **Send SSR** again as shown in Fig.34. You will be redirected to page to upload SSR as shown in Fig.35.

Applications for Accreditation

Applications(s)
Sent

**Click on Application ID to see complete details*

S.No	Application's Details	Name of University/ College/Programme	Sent	Resubmit IEA	Send SSR	Days left	SSR Status	SSR Letter	Regional Center
1)	Application ID AUCycle1P0501- P000P-1198728858- 2020	Private University 1,Patna	To: Regional Coordinator (East & North East) Date: 30-07-2020 At: 13:43:40		Click Here		30	ACCREDITATION SYSTEM of HAEI.pdf	ICAR-CRIJAF, Barrackpore, Kolkata (East & North East)

Fig. 34

Accreditation System of HAEI
Home Apply Application Status University Details
Profile

Back

Application ID: [AUCycle1P0501-P000P-1198728858-2020](#)

Draft SSR Sent Status

Final SSR Sent Status

NAEAB Regional Office

NAEAB secretariate

NAEAB Secretariate

NAEAB Rgional Office

Note* :- Draft SSR will be sent to Regional Office and a copy of draft SSR will be sent to NAEAB secretariate along with accreditation fee details. Final SSR will be sent to NAEAB from Regional Office once it is accepted at Regional Office For more information [Click Here](#)

File size should be below MB.

by NAEAB Coordinator
29-07-2020 17:35:58

Marked by Registrar of Private University 1,Patna
29-07-2020 17:40:14

Marked by Regional Coordinator
30-07-2020 13:27:59

Note/Remarks #1 :-
Please send SSR

Note/Remarks #2 :-
sending ssr

Note/Remarks #3 :-
Resubmit

Self Study Report(SSR): Choose File No file chosen

Add more files

Remarks:

Font Arial Size 1 B I U X₂ X₃ ☰ ☷ ☶ ☵ ☲ ☱ ☰ ☷ ☶ ☵ ☲ ☱ ☰ ☷ ☶ ☵ ☲ ☱

Send To:

--Select Officer--

Send

Save

Fig. 35

11. Upload SSR again and click **Send**. It will be sent to Regional office again.
12. When regional coordinator accepts submitted SSR as final SSR, regional coordinator will send final SSR to Coordinator (Accreditation). And status of Final SSR sent status will turn green as shown below.

Application ID: AUAP1001-P000P-1543509370-2020		SSR Letter: Agstattimetable2020-21fist0001.pdf	
Draft SSR Sent Status	NAEAB Regional Office	NAEAB Secretariat	Manual2.pdf
Final SSR Sent Status	NAEAB Secretariat	NAEAB Regional Office	Manual2.pdf
Demand Draft Details:			
DD Copy: Annexure.docx	DD No.: 12345	DD Dated: 30-07-2020	DD Amount: 1234343454

Note* :- Draft SSR will be sent to Regional Office and a copy of draft SSR will be sent to NAEAB Secretariat along with accreditation fee details. Final SSR will be sent to NAEAB Secretariat from Regional Office once it is accepted at Regional Office. For more information [Click Here](#)

File size should be below 20 MB.

8. Contact Details

8.1 Support Team

Email ID: support.acdn@icar.gov.in

Phone No: 011-25847121 (extn-4363)