

TEERTHANKER MAHAVEER UNIVERSITY



FEE MODULE USER MANUAL



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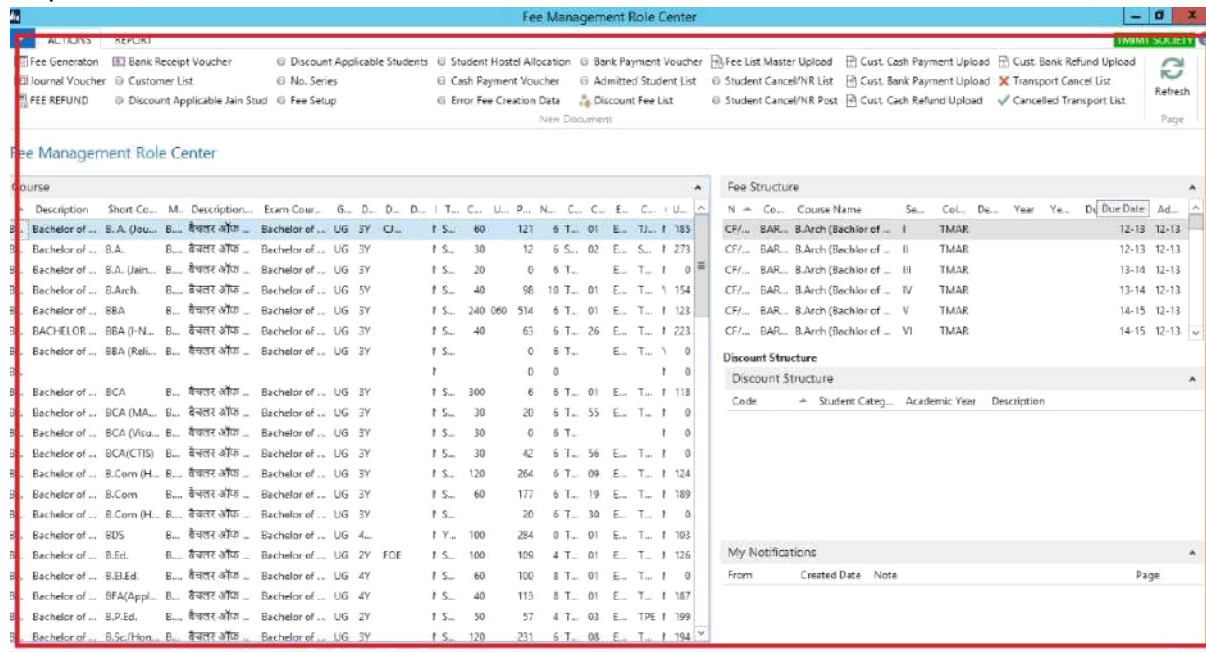
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1.FEE ROLE CENTRE.

Microsoft Navision will be installed on the system of all the users. User can see the Microsoft Navision Icon in their taskbar 

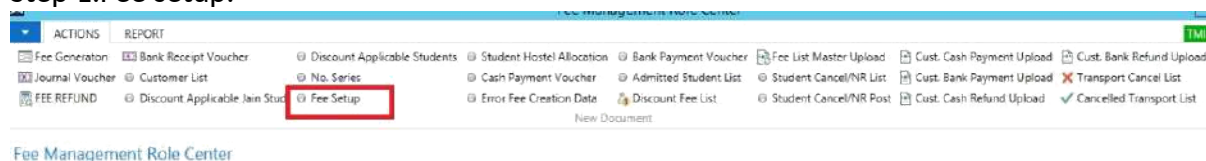
Step1: Click on the Icon. The Login page will be opened. Put the User ID and Password. The fee role centre will be opened

Step 2.Fee role centre.



2.FEE SETUP.

Step 1.Fee setup.



Step 2.New

Create fee setup course wise according to year.

HOME NAVIGATE TMIMT SOCIETY ?

New Edit View View List Edit List Show as List Show as Chart Notes Links Refresh Clear Filter Find

Course Fee Header List

Type to filter (F2) No. No Filters applied

No.	Course Code	Course Name	Semester	College Code	Department...	Year	Year Part	Due Date	Academic ...	Admitted Y...
CF/00001	BARCH-001	B.Arch (Bachelor of Architecture)	I	TMAR					12-13	12-13
CF/00002	BARCH-001	B.Arch (Bachelor of Architecture)	II	TMAR					12-13	12-13
CF/00003	BARCH-001	B.Arch (Bachelor of Architecture)	III	TMAR					13-14	12-13
CF/00004	BARCH-001	B.Arch (Bachelor of Architecture)	IV	TMAR					13-14	12-13
CF/00005	BARCH-001	B.Arch (Bachelor of Architecture)	V	TMAR					14-15	12-13
CF/00006	BARCH-001	B.Arch (Bachelor of Architecture)	VI	TMAR					14-15	12-13
CF/00007	BARCH-001	B.Arch (Bachelor of Architecture)	VII	TMAR					15-16	12-13
CF/00008	BARCH-001	B.Arch (Bachelor of Architecture)	VIII	TMAR					15-16	12-13
CF/00009	BARCH-001	B.Arch (Bachelor of Architecture)	IX	TMAR					16-17	12-13
CF/00010	BARCH-001	B.Arch (Bachelor of Architecture)	X	TMAR					16-17	12-13
CF/00011	INT-007	BCA-MCA (Integrated)	I	TMCT					12-13	12-13
CF/00012	INT-007	BCA-MCA (Integrated)	II	TMCT					12-13	12-13
CF/00013	INT-007	BCA-MCA (Integrated)	III	TMCT					13-14	12-13
CF/00014	INT-007	BCA-MCA (Integrated)	IV	TMCT					13-14	12-13
CF/00015	INT-007	BCA-MCA (Integrated)	V	TMCT					14-15	12-13
CF/00016	INT-007	BCA-MCA (Integrated)	VI	TMCT					14-15	12-13
CF/00017	INT-007	BCA-MCA (Integrated)	VII	TMCT					15-16	12-13
CF/00018	INT-007	BCA-MCA (Integrated)	VIII	TMCT					15-16	12-13
CF/00019	INT-007	BCA-MCA (Integrated)	IX	TMCT					16-17	12-13
CF/00020	INT-007	BCA-MCA (Integrated)	X	TMCT					16-17	12-13

OK

Step 2. make changes and click ok.

HOME TMIMT SOCIETY ?

View Edit New Notes Links Refresh Clear Filter Go to Previous Next

CF/00001

General

No: CF/00001 College Code: TMAR

Course Code: BARCH-001 Department Code:

Course Name: B.Arch (Bachelor of Architecture) G/L Account for fine: 376100020

Type Of Course: Semester Year Part:

Semester: I Academic Year: 12-13

Year: Admitted Year: 12-13

Student Category: GEN

Course Fee Subform

Find Filter Clear Filter

Fee Compo...	Description	Fees Type	Amount	Due Date	Late Fee %	Fined Amount	G/L Accou...	Year Part	Due Date I	Due Date II	Late Fee Amou...	Late Fee Amou...	Late
TF	Tuition Fee	TF	45,700.00		0.00	0.00	376100020				0.00	0.00	
EXAM	Examination Fee	EXAM	3,000.00		0.00	0.00	376100020				0.00	0.00	
HOST	Hostel Fee	HOST	0.00		0.00	0.00	376100020				0.00	0.00	
TRAN	Transportation Fees	TRAN	0.00		0.00	0.00	376100020				0.00	0.00	
REAP	Re-Appear/Back paper	REAP	0.00		0.00	0.00	376100020				0.00	0.00	
SCRU	Scrutiny Fee	SCRU	1,000.00		0.00	0.00	376100020				0.00	0.00	

OK

2.1 FEE SETUP WITH FINE.

Step 1. Fee setup → Select course fee header.

HOME NAVIGATE TMIMI SOCIETY ?

New Edit View View List Edit List Delete Show as List Show as Chart Notes Links Refresh Clear Filter Find

Course Fee Header List 366 No. 1

No.	Course Code	Course Name	Semester	College Code	Department...	Year	Year Part	Due Date	Academic ...	Admitted Y...
CF/00365	BTECH-007	B.TECH. (2ND YEAR LATERAL ENTRY) ...	III	TMEG				14-15	14-15	
CF/01285	BARCH-001	B.Arch	I	TMAR				16-17	16-17	
CF/02365	BTECH-015	B.Tech Mechanical Engineering	II	TMEG				17-18	17-18	
CF/02395	BBA-001	BBA	III	TMMG				18-19	18-19	
CF/03660	MSCM-905	M.SC. MEDICAL - (PHARMACOLOGY)		TMMC		YEAR:1	2nd	18-19	18-19	

Step 2. Fill due date and fine by percentage-wise, fixed or slab wise.

CF/02366

General

No: CF/02366 College Code: TMEG

Course Code: BTECH-015 Department Code:

Course Name: B.Tech Mechanical Engineering G/L Account for fine: 376100020

Type Of Courses: Semester Year Part:

Semester: II Academic Year: 17-18

Year: Admitted Year: 17-18

Student Category: GEN

Course Fee Subform Percentage-wise

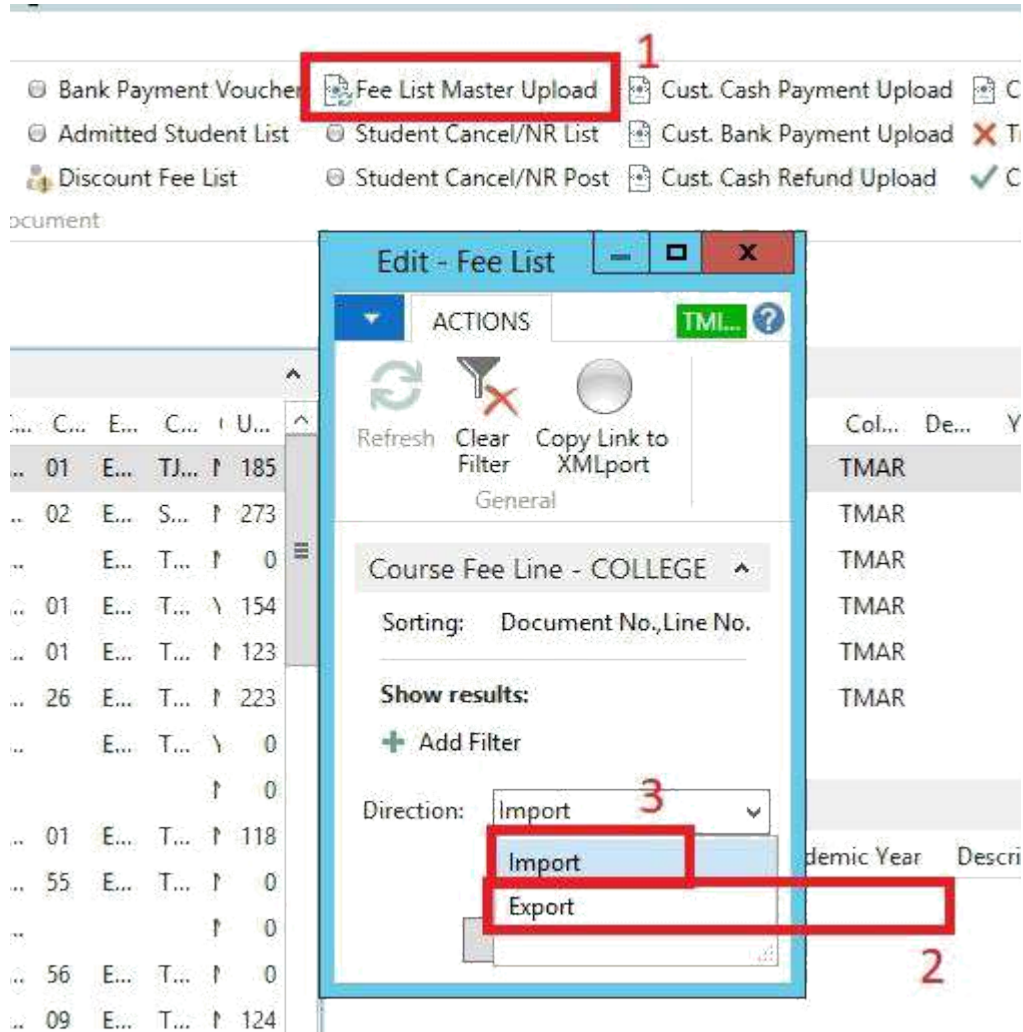
Fee Compo...	Description	Fees Type	Amount	Due Date	Late Fee %	Fixed Amount	G/L Acou...	Year Part	Due Date II	Due Date III	Late Fee Amount I	Late Fee Amo
1	Tuition Fee	TF	49,990.00	2/10/2018	18.00	0.00	376100020				0.00	
EXAM	Examination Fee	EXAM	4,000.00	3/21/2018	0.00	0.00	376100020		3/25/2018	5/1/2018	500.00	2,4

slab wise

Step 3. Ok.

3.FEE LIST MASTER UPLOAD.

Step 1.Fee list master upload.

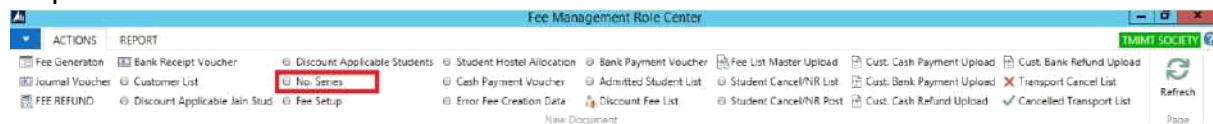


Step 2.Select export→Open→Fill details→Save file.

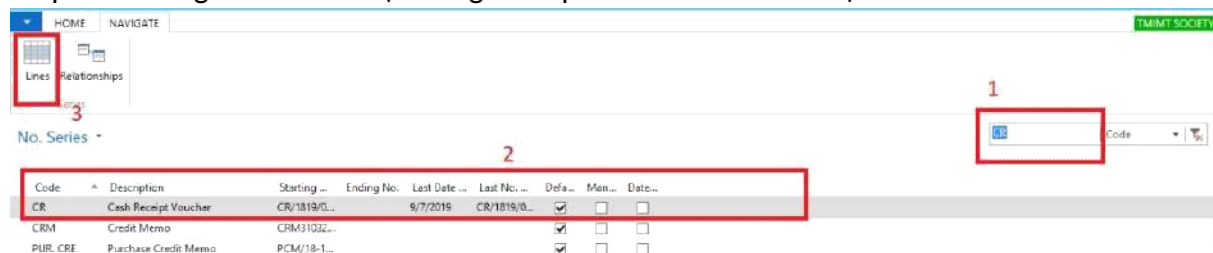
Step 3.Import→Ok-→Select file→Click ok.

4.NO. SERIES CREATION.

Step 1.No. series.



Step 2.Creating CR no. series(Taking example for demonstration).



Step 3. Creating no. series and click ok.

Starting Date	Starting No.	Ending No.	Last Date U...	Last No. Us...	Warning No.	Increment...	Open
9/7/2019	CR/1819/0709/00001		9/7/2019	CR/1819/070...		1	☒
9/7/2019	CR/1819/0709/00001		9/7/2019	CR/1819/070...		1	☒
8/31/2019	CR/1920/2108/0001		8/31/2019	CR/1920/210...		1	☒
8/30/2019	CR/1920/00001		8/30/2019	CR/1920/000...		1	☒
8/29/2019	CR/1415/00001		8/29/2019	CR/1415/000...		1	☒
8/19/2019	CR/1891/1908/00001		8/19/2019	CR/1891/190...		1	☒
8/7/2019	CR/1920/0709/00001		8/7/2019	CR/1920/070...		1	☒
8/3/2019	CR/1920/00001		8/3/2019	CR/1920/000...		1	☒
8/1/2019	CR/1920/00001		8/1/2019	CR/1920/000...		1	☒

5.FEE GENERATION.

Step 1.Fee generation.

Step 2.Fill all details you can use the filter for generating fees course wise, student wise etc.

Fee Type: EXAM

Fee Amount: 0.00

AcYear:

Semester:

Year:

Year Part:

Student Status: Student

Remarks:

Customer:

Sorting: No. A-Z

Show results:

Where No. is ST/000397

And Admitted Year is Enter a value.

And Course Code is Enter a value.

Add Filter

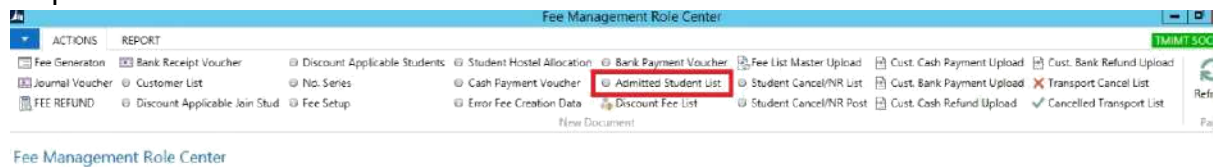
Limit totals to:

Add Filter

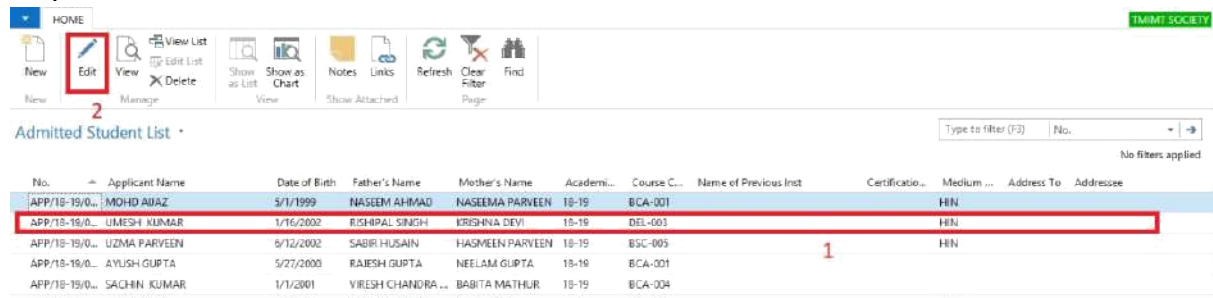
OK Cancel

6.ADMITTED STUDENT LIST.

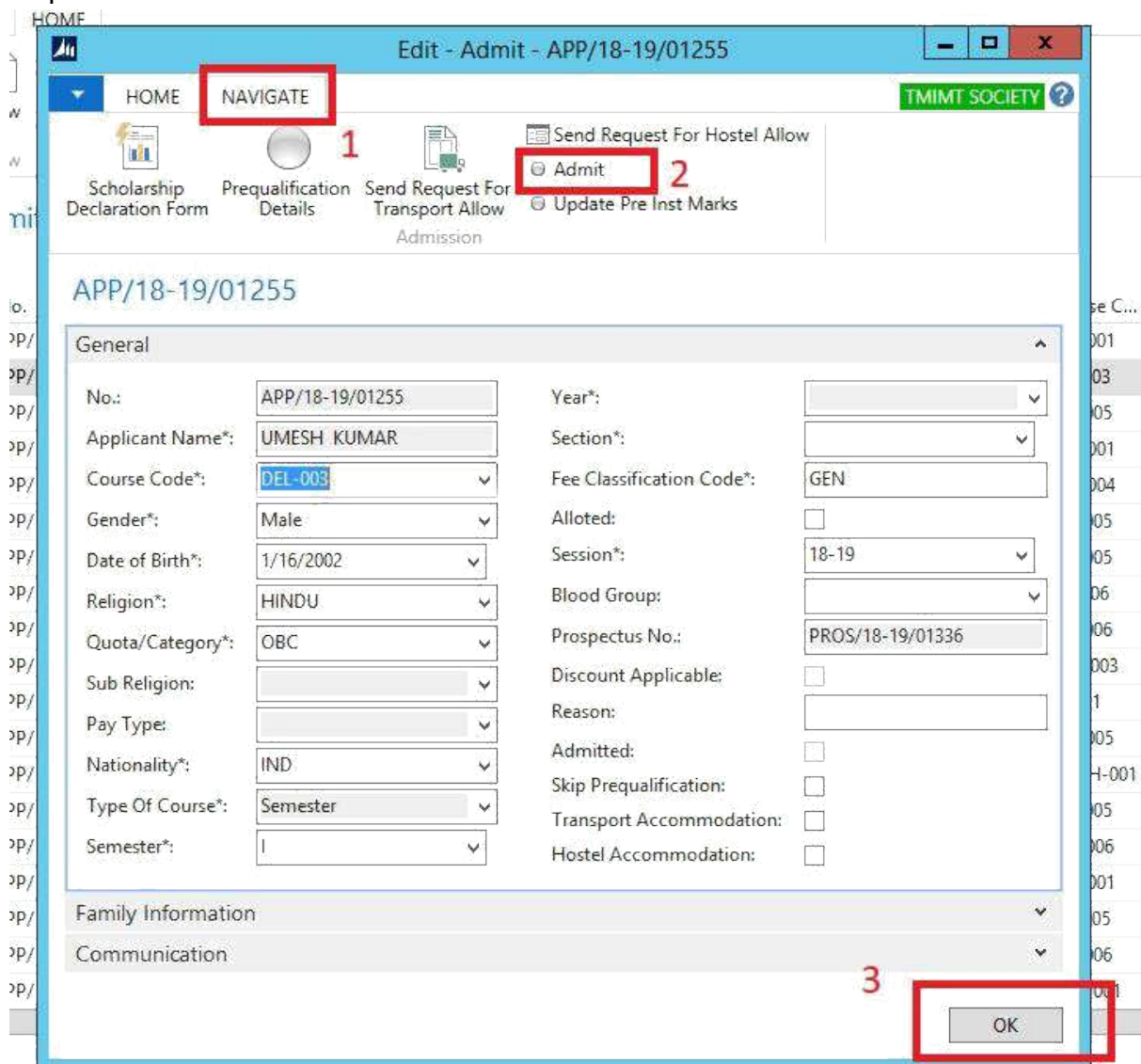
Step 1.Admitted list for new students.



Step 2.Select student and admit.



Step 3.



Note: After admitted student application will be converted to the customer.

7.CUSTOMER LIST.

All the students are treated as Customer which can be viewed in the Customer List placed on the Dashboard.

Step 1.

The screenshot shows the TMIMT SOCIETY dashboard. In the 'ACTIONS' menu, 'Customer List' is highlighted with a red box. Other options include Fee Generation, Bank Receipt Voucher, Discount Applicable Students, Student Hostel Allocation, Bank Payment Voucher, Fee List Master Upload, Cust. Cash Payment Upload, Cust. Bank Refund Upload, Journal Voucher, No. Series, Cash Payment Voucher, Admitted Student List, Student Cancel/NR List, Cust. Bank Payment Upload, Transport Cancel List, FEE REFUND, Discount Applicable Jain Stud, Fee Setup, Error Fee Creation Data, Discount Fee List, Student Cancel/NR Post, Cust. Cash Refund Upload, and Cancelled Transport List. A 'New Document' button is also visible.

Step 2.Customer list.

The screenshot shows the 'Customer List' window. It features a table with columns: No., Name, Responsi..., Location..., Year..., Phone No., Contact, Student Father Name, Date of B..., Debit Amount, and Credit Am... The table lists 21 students, including AAVUSH AGARWAL, ABDUL QADIR, ABHISHEK BARNARD, ABHISHEK SAXENA, ABUL HASAN ZIA, ADITYA CHOUDHARY, ADITYA SINGH, ADITYA SHUKLA, AIZAZ ALI, AKANSH PANDEV, AKASH RANJAN, AMEER KHAN, AMEER ABDULLAH, AMIR KHAN, ANIKET KUMAR, ANIL KUMAR, ANKIT JAIN, ANKITA JAIN, and ANSHIKA MEHROTRA. A red box highlights the 'Edit' button in the 'ACTIONS' menu. On the right, there is a 'Customer Statistics' panel showing details for Customer No. ST/000391, including Balance (LCY), Sales, Service, and Total (LCY).

Step 3.Edit to see all the details about the customer.

7.1 CUSTOMER LEDGER.

Step 1.Select customer and edit.

The screenshot shows the 'Customers' window. It features a table with columns: No., Name, Responsi..., Location..., Year..., Phone No., Contact, Student Father Name, and Filter: Student. The table lists 14 customers, including ASHISH KUMAR, AKANISHA SYLVESTER, NIDHI YADAV, BAKUL JAIN, SAMREEN JAHAN, SUNEETA SINGH, RAINA, PINKI VERMA, HEENA SALMANI, SONALI JAIN, SUPRIYA JVOTI, AMEER FATIMA, JYENDRA PRATAP SINGH, and KARAN SINGH. A red box highlights the 'Edit' button in the 'ACTIONS' menu. On the right, there is a 'Customer Statistics' panel showing details for Customer No. ST/013947, including Balance (LCY), Sales, Service, and Total (LCY).

Step 2. Balance(LCY).

Edit - Customer Card - ST/013941 - RAINA

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Sales Invoice Sales Order Payment Ledger Entries... Apply Template... Cash Receipt Journal Customer - Balance to Date Notes Links Refresh Clear Filter Go to Show Attached Page

ST/013941 - RAINA

General

No: ST/013941 Student WhatsApp No: Phone No: 7351950774

Name: RAINA Primary Contact No: Search Name: RAINA Gender: Female

Course Code: BED-001 Course Name: Bachelor of Education

College Code: TMED Enrollment No: TED1601022

Type Of Course: Semester Semester: IV Student Father Name: BUDDHSAIN

Student Status: Student Date of Birth: 5/8/1992

Category: GEN Blocked: Year: Last Date Modified: 9/23/2019

Admitted Year: 16-17 Address: VIII & POST - BHANPUR

Address 2: Post Code: City: BUDAUN

Country/Region Code: IN State Code: UP Religion: Balance (LCY): 0.00

Customer Statistics - ST/013941

Customer No.: ST/013941 Balance (LCY): 0.00

Sales

Outstanding Ord... 0.00

Shipped Not Invd... 0.00

Outstanding Invc... 0.00

Service

Outstanding Serv... 0.00

Serv Shipped Not In... 0.00

Outstanding Serv... 0.00

Total (LCY): 0.00

Credit Limit (LCY): 0.00

Overdue Amount... 0.00

Total Sales (LCY): 0.00

Invoiced Prepaymen... 0.00

OK

Step 3. Customer ledger entries.

View - Customer Ledger Entries - ST/013941 - RAINA

HOME ACTIONS NAVIGATE

View List Edit List Navigate Incoming Document Show as List Show as Chart Notes Links Refresh Clear Filter Find

Customer Ledger Entries

Type to Filter (F3) Posting Date

Show results:

Where Customer No. is ST/013941

And Open is Yes

Add Filter

Postin... Document... Document... Cust... Course Message to Recipient Description Comment

Customer Ledger Entry ...

Document:

Due Date

Pmt. Discount Date

Reminder/Fin. Chg... 0

Applied Entries 0

Detailed Ledger Entry... 0

Customer Statistics - Bal...

Customer No.: ST/013941

Balance (LCY): 0.00

Sales

Outstanding Orders... 0.00

Shipped Not Invd... 0.00

Outstanding Invc... 0.00

Service

Outstanding Serv... 0.00

Serv Shipped Not In... 0.00

Outstanding Serv... 0.00

Total (LCY): 0.00

Credit Limit (LCY): 0.00

Overdue Amounts (L... 0.00

Total Sales (LCY): 0.00

Invoiced Prepaymen... 0.00

Close

8.CASH RECEIPT VOUCHER.

Step 1.Creating cash receipt.

- A) Select the Customer from the customer list.
- B) Click on Cash Receipt Voucher

Edit - Customer Card - ST/013941 - RAINA

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Sales Invoice Sales Order New Manage Process Payment Ledger Entries... Apply Template... Cash Receipt Journal Customer - Balance to Date Report Notes Links Refresh Clear Filter Go to Show Attached Page

ST/013941 - R Cash Receipt Voucher

General Sell-to Customer Sal...

Step 2. A page for Cash Receipt will open and fill document no. and apply-to-doc no.

Apply Customer Entries - ST/027796 - MAYANK

HOME ACTIONS NAVIGATE

Delete Post and Print Select All Entries Un-Select All Entries TF Fine Creation HOSTAL Fine Creation EXAM Fine Creation REAP Fine Creation Refresh Find

Batch Name: CASH

Batch	Bal. Account	Bal. Account Name	Course	Course Name	Semester	Year Code	Applies-to	Applies-to ...	Year Part	Status	Academic ...
1	ST/027796	MAYANK	BCA-001	Bachelor of Computer Applications	I		Invoice	2-20/00029			19-20

Mandatory field to filled.

- 1.Document no.
2. Apply -to-doc.no.

Step 3.On apply-to-doc.no. select entries and ok.

Apply Customer Entries - ST/027796 - MAYANK

HOME ACTIONS NAVIGATE

Set Applies-to ID Navigate Post Application... Refresh Find

General

Posting Date: 9/23/2019 Description: MAYANK

Document Type: Payment Currency Code:

Document No.: 6 Amount: 11.00

Customer No.: ST/027796 Remaining Amount: 11.00

tion	Curren...	Fee Code	Journal Bat...	Remaining A...	Appln. Remaini...	Amount to Apply	Appln. Amount...	Due Date	Pmt. Disco...
Fee		TF	FEEINV	8,897.00	8,897.00	8,897.00	8,897.00	5/1/2019	

Step 4.Select and Post and print.

You can also print and post multiple entries.

Apply Customer Entries - ST/027796 - MAYANK

HOME ACTIONS NAVIGATE

Delete Post and Print Select All Entries Un-Select All Entries TF Fine Creation HOSTAL Fine Creation EXAM Fine Creation REAP Fine Creation Refresh Find

Batch Name: CASH

Batch	Bal. Account	Bal. Account Name	Course	Course Name	Semester	Year Code	Applies-to	Applies-to ...	Year Part	Status	Academic ...
1	ST/027796	MAYANK	BCA-001	Bachelor of Computer Applications	I		Invoice	2-20/00029			19-20

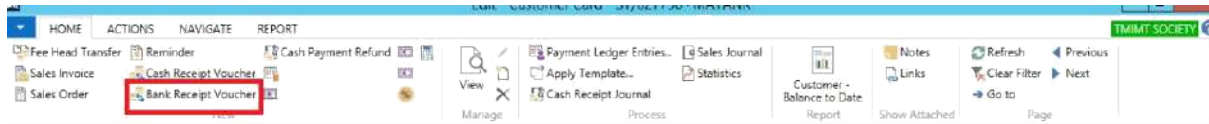
Step 5. Click yes.

9. BANK RECEIPT VOUCHER.

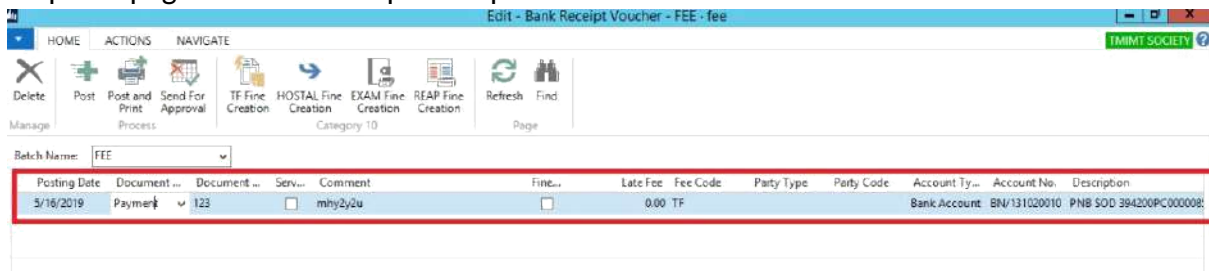
Step 1.

Step 1.Creating Bank receipt.

- A) Select the Customer from the customer list.
- B) Click on Bank Receipt Voucher



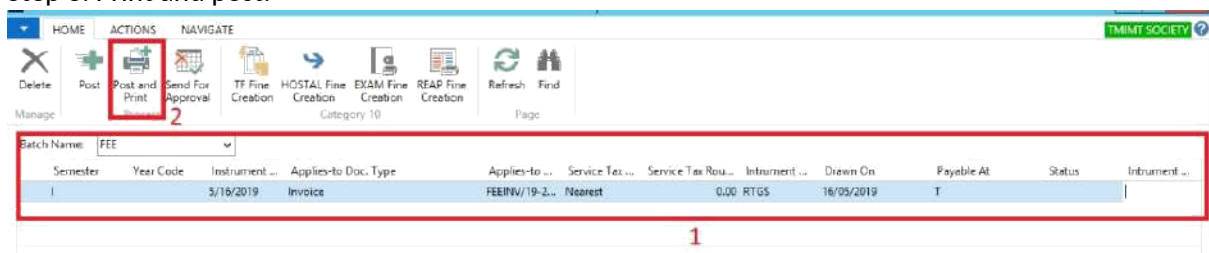
Step 2. A page for Bank Receipt will open and fill details.



Mandatory field to filled.

- 1.Document no.
- 2.Instrument date.
- 3.Instrument type.
4. Drawn on.
- 5.Instrument no.

Step 3. Print and post.



Step 4.Click yes.

10. SHOWING FINE ON CARD.

Step 1. Customer list → select customer → edit.

ST/027757 - DURGESH YADAV

No: ST/027757
Name: DURGESH YADAV
Course Code: MPED-001
Course Name: Master of Physical Education
College Code: TMPE
Enrollment No.:
Type Of Course: Semester
Semester: I
Student Father Name: RAMVEER SINGH
Student Status: Student
Date of Birth: 2/20/1995
Category: OBC
Admitted Year: 18-19
Address: MAIN ROAD RAJPURA DISTT SAMBHAL
Address 2:
Post Code:
City: SAMBHAL
Country/Region Code:
State Code:
Religion: HINDU

Student WhatsApp No.:
Phone No.:
Primary Contact No.:
Search Name: DURGESH YADAV
Gender: Male
Sessions:
Academic Year: 18-19
Samej Kalyan:
SC/ST:
Aadhar No.: 405629414431
Balance (LCY): 25,200.00
Blocked:
Year:
Last Date Modified: 9/24/2019
New Semester: XI
New Year:
TF LE: 4,200.00
EXAM LE: 2,000.00
HOST LE: 0.00
REAP LE: 0.00

Communication: SAYVESTODURGESHYADAV@GMAIL.COM

OK

10.1 FINE PAYMENT.

Step 1. Customer list → select customer → edit.

ST/027757 - DURGESH YADAV

No: ST/027757
Name: DURGESH YADAV
Course Code: MPED-001
Course Name: Master of Physical Education
College Code: TMPE
Enrollment No.:
Type Of Course: Semester
Semester: I
Student Father Name: RAMVEER SINGH
Student Status: Student
Date of Birth: 2/20/1995
Category: OBC
Admitted Year: 18-19
Address: MAIN ROAD RAJPURA DISTT SAMBHAL
Address 2:
Post Code:
City: SAMBHAL
Country/Region Code:
State Code:
Religion: HINDU

Student WhatsApp No.:
Phone No.:
Primary Contact No.:
Search Name: DURGESH YADAV
Gender: Male
Sessions:
Academic Year: 18-19
Samej Kalyan:
SC/ST:
Aadhar No.: 405629414431
Balance (LCY): 25,200.00
Blocked:
Year:
Last Date Modified: 9/24/2019
New Semester: XI
New Year:
TF LE: 4,200.00
EXAM LE: 2,000.00
HOST LE: 0.00
REAP LE: 0.00

Communication: SAYVESTODURGESHYADAV@GMAIL.COM

OK

Step 2. Select fine and click for generating a fine invoice.

Microsoft Dynamics NAV - Edit - Cash Receipt Voucher - CASH - Cash Receipt Voucher

HOME ACTIONS NAVIGATE

Delete Post and Print Send For Approval Select All Entries Un-Select All Entries

TF Fine Creation HOSTAL Fine Creation EXAM Fine Creation REAP Fine Creation

Refresh Find

Batch Name: CASH

Posting Date	Document ...	Document ...	Line No.	Serv...	Fee Code	Late Fee	Account Ty...	Account No.	Posting G...	Description	Fine...	Amount	Amount giv...
9/24/2019	Payment		350000			0.00	G/L Account	264100020	DOMESTIC	Cash in Hand		0.00	

Microsoft Dynamics NAV

Fine entry created successfully.

OK

Account Name: Cash in Hand Bal. Account Name: DURGESH YADAV Debit Amount: 0.00 Total Debit Amount: 0.00 Credit Amount: 0.00 Total Credit Amount: 0.00 Balance: 0.00 Total Balance: 0.00

OK

Windows Taskbar: 3:26 PM 9/24/2019

Step 3. Payment of fine which is generated.

Microsoft Dynamics NAV - Apply Customer Entries - ST/027757 - DURGESH YADAV

HOME ACTIONS NAVIGATE

Set Applies-to ID Navigate Post Application... Refresh Find

General

Posting Date: 9/24/2019 Description: DURGESH YADAV

Document Type: Payment Currency Code: Amount: 0.00 Remaining Amount: 0.00

Customer No.: ST/027757

Posting Date	Document ...	Document...	Cust...	Description	Curren...	Fee Code	Journal Bat...	Remaining A...	Appln. Remaini...	Amount t
10/3/2018	Invoice	FEFINV/...	ST/027757	Tuition Fee	TF	FEFINV		20,700.00	20,700.00	
10/3/2018	Invoice	FEFINV/...	ST/027757	Examination Fee	EXAM	FEFINV		4,300.00	4,300.00	
9/24/2019	Invoice	FINE/1819/...	ST/027757	TF Fine	TF FINE	FEFINV		4,200.00	4,200.00	

Customer Ledger Entry ...

Document: Invoice F... Due Date: 10/3/2018 Pmt. Discount Date: 0 Reminder/Fin. Chg...: 0 Applied Entries: 0 Detailed Ledger Entry: 1

Step 4. Print and post.

Microsoft Dynamics NAV

HOME ACTIONS NAVIGATE

Delete Post and Print Send For Approval Select All Entries Un-Select All Entries

TF Fine Creation HOSTAL Fine Creation EXAM Fine Creation REAP Fine Creation

Refresh Find

Batch Name: CASH

Amount	Credit Amount	Bal. Accou...	Bal. Accou...	Bal. Account Name	Course	Course Name	Semester	Year Code	Applies-to ...	Applies-to ...	Year Part
200.00		Customer	ST/027757	DURGESH YADAV	MPED-001	Master of Physical Education	I		Invoice	1819/02757	

11. REFUND CASH/BANK.

Refund amount.

11.1 CASH PAYMENT REFUND.

Step 1. Customer list → select customer → edit → cash payment refund.

Posting Date	Document ...	Document ...	Course Name	Course	Academic ...	Year Code	Year Part	Semester	Party Type	Party
9/24/2019	Refund		Master of Physical Education	MPED-001	18-19					

Step 2. Fill details and print and post.

Posting Date	Document ...	Document ...	Course Name	Course	Academic ...	Year Code	Year Part	Semester	Party Type	Party
9/24/2019	Refund		Master of Physical Education	MPED-001	18-19					

11.2 BANK PAYMENT REFUND.

Step 1. . Customer list → select customer → edit → cash payment refund.

Posting Date	Document ...	Document ...	Party Type	Party Code	Account Ty...	Account No.	Comment	Description	Status	Academic ...
9/24/2019	Refund				Bank Account					18-19

Step 2. Fill details and print and post.

Posting Date	Document ...	Document ...	Party Type	Party Code	Account Ty...	Account No.	Comment	Description	Status	Academic ...
9/24/2019	Refund				Bank Account					18-19

12. SEND FOR APPROVAL.

If you want to post backdate entries than click sends for approval.

Step 1. Select and click for send for approval.

The screenshot shows the 'ACTIONS' menu with 'Send For Approval' highlighted. Below it, a table of entries is visible. The entry for 9/10/2019 is highlighted in red.

Posting Date	Document	Document No.	Line No.	Serv...	Fee Code	Late Fee	Account Ty...	Account No.	Posting G...	Description	Fin...	Amount	Amount giv...
9/10/2019	Payment	K	330000		TF FINE	0.00	G/L Account	264100020	DOMESTIC	Cash in Hand		4,000.00	
9/10/2019	Payment	C	370000			0.00	G/L Account	264100020	DOMESTIC	Cash in Hand		0.00	

13. CUSTOMER JV DISCOUNT.

Provide a discount to the customer.

Step 1. Customer list → Select customer → edit → JV discount.

The screenshot shows the 'ACTIONS' menu with 'JV - Discount' highlighted. Below it, a table of entries is visible. The entry for 9/10/2019 is highlighted in red.

Posting Date	Document	Document No.	Line No.	Serv...	Fee Code	Late Fee	Account Ty...	Account No.	Posting G...	Description	Fin...	Amount	Amount giv...
9/10/2019	Payment	K	330000		TF FINE	0.00	G/L Account	264100020	DOMESTIC	Cash in Hand		4,000.00	
9/10/2019	Payment	C	370000			0.00	G/L Account	264100020	DOMESTIC	Cash in Hand		0.00	

Step 2. Select account no. for discount.

In which you want to provide a discount.

The screenshot shows the 'ACTIONS' menu with 'Discount in Hostel' highlighted. Below it, a table of entries is visible. The entry for 9/10/2019 is highlighted in red.

To Fee C...	Account Ty...	Account No.	Description	Debit Amount	Credit Amount	Gen. Postin...	Gen. Bus. P...	Gen. Prod...	Amount	Bal. Accou...	Bal. Accou...	Bal. Accou...
G/L Account									0.00	Customer	ST/027796	MAYANK

Step 3. Post and print.

The screenshot shows the 'ACTIONS' menu with 'Post and Print' highlighted. Below it, a table of entries is visible. The entry for 9/27/2019 is highlighted in red.

Posting Date	Document	Document No.	Comment	Status	Fee Code	From Fee ...	To Fee C...	Account Ty...	Account No.	Description	Debit Amou
9/27/2019	Credit Memo	1						G/L Account	401702020	Discount in Hostel	4,000

14. CUSTOMER WAVE OFF.

Wave off customer amount.

Step 1. Step 1. Customer list → Select customer → edit → JV wave off.

Edit - Customer Card - ST/027796 - MAYANK

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Reminder Cash Payment Refund Payment Ledger Entries... Sales Journal Notes Refresh Previous
Sales Invoice Cash Receipt Voucher Apply Template... Statistics Customer - Balance to Date Clear Filter Next
Sales Order Bank Receipt Voucher Cash Receipt Journal Show Attached Go to Page

ST/027796 - MAYANK

IV - Wave Off

Step 2. Select account no. for wave off.

Batch Name: WAVEOFF

Posting Date Document ... Document ... Comment Status Fee Code From Fee ... To Fee C... Account Ty... Account No. Description Debit Amou

9/27/2019 E

G/L Account

No.	Name	Income/Ba...	BL...	D...
375100020	Late Fees Fine	Income Stat...	☐	☒
401701010	Rebate in Tuition	Income Stat...	☐	☒
401701020	Rebate in Hostel	Income Stat...	☐	☒
401701030	Rebate in ST Charge	Income Stat...	☐	☒
401701040	Rebate in Others	Income Stat...	☐	☒

New Advanced Set as default filter column

Step 3. Post and print.

Batch Name: WAVEOFF

Posting Date Document ... Document ... Comment Status Fee Code From Fee ... To Fee C... Account Ty... Account No. Description Debit Amou

9/27/2019 Credit Memo E

G/L Account 401701010 Rebate in Tuition

15. JV rectification.

Step 1. Customer list → Select customer → edit → JV rectification.

Edit - Customer Card - ST/027796 - MAYANK

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Reminder Cash Payment Refund Payment Ledger Entries... Sales Journal Notes Refresh Previous
Sales Invoice Cash Receipt Voucher Apply Template... Statistics Customer - Balance to Date Clear Filter Next
Sales Order Bank Receipt Voucher Cash Receipt Journal Show Attached Go to Page

ST/027796 - MAYANK

IV - Rectification

Step 2. Fill the details and post and print.

Batch Name: RECTIFICAT

Posting Date Document ... Document ... Comment Status Fee Code From Fee ... To Fee C... Account Ty... Account No. Description Debit Amou

9/27/2019 T

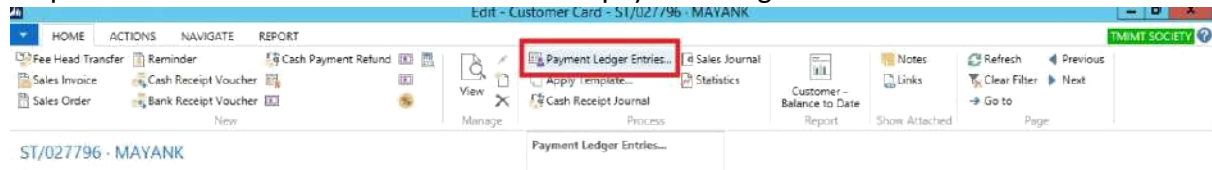
EXAM

G/L Account

16.PAYMENT LEDGER ENTRIES.

For duplicate receipt for all payments.

Step 1.Customer list→Select customer→edit→payment ledger entries.



Step 2.Select and print.



Receipt.

Duplicate Receipt				Account 's Office Copy			
Name	:	SEEMA		College	:	TEERTHANKER MAHAVEER COLLEGE OF NURSING	
Mother Name	:	PAVAN DEVI		Program	:	ANM (AUXILLARY NURSING & MIDWIFERY)- TEERTHANKER MAHAVEER COLLEGE OF NURSING	
Enrollment No.	:	TNR1708007		Receipt No.	:	CASH - CR/0105/00004	
Batch Year	:	17-18		Date	:	01/05/17	
USIN	:	14017012924					

Received with thanks a sum of Rupees 17,000 /- (SEVENTEEN THOUSAND RUPEES AND ZERO PAISA ONLY) from SEEMA D/o Mr. RAJESH KUMAR by Cash On Account of:

FOR SESSION 17-18

ADMISSION FEE	YEAR 1	Rupees	2,000.00
TUITION FEE	YEAR 1	Rupees	15,000.00
Total :			17,000.00

17.FEE TRANSFER/ADJUSTMENT.

Step 1.Customer list→Select customer→edit→balance(LCY).

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Reminder Cash Payment Refund Sales Invoice Cash Receipt Voucher Sales Order Bank Receipt Voucher New View Manage Process Report Show Attached

Payment Ledger Entries... Sales Journal Apply Template... Cash Receipt Journal Statistics Customer - Balance to Date Refresh Previous Clear Filter Next Go to Page

TMIMT SOCIETY

ST/026239 - KM PRIYANSHI

General

No.: ST/026239
Name: KM PRIYANSHI
Course Code: NUR-003
Course Name: GNM (DIPLOMA IN GENERAL NURSING & MID- WIFERY) PAR...
College Code: TMSN
Enrollment No.:
Type Of Course: New
Semester:
Student Father Name: BHOODEV SINGH
Student Status: Student
Date of Birth: 4/2/1997
Category: GEN
Admitted Year: 18-19
Address: MAHALKE PICHHE, RANI BAGH COLONY, DHAMPUR,
Address 2: SUNNOR, UTTAR PRADESH
Post Code:
City: SUNNOR
Country/Region Code:
State Codes: UP
Religion: HINDU

Student WhatsApp No.:
Phone No.:
Primary Contact No.:
Search Name: KM PRIYANSHI
Gender: Female
Session:
Academic Year: 18-19
Samaj Kalyan:
SC/ST:
Blocked:
Year: YEAR 1
Last Date Modified: 9/27/2019
New Semester:
New Year: YEAR 11

Balance (LCY): -9,000.00
TF LE: 0.00
EXAM LE: 0.00
HOST LE: 0.00
REAP LE: 0.00

Sell-to Customer Sal...
Customer No.: ST/026239
Quotes: 0
Blanket Orders: 0
Orders: 0
Invoices: 0
Return Orders: 0
Credit Memos: 0
Ptd. Shipments: 0
Ptd. Invoices: 0
Ptd. Ptd. Invoices:
Customer Statistics -...
Customer No.: ST/026239
Balance (LCY): -9,000.00
Sales
Outstanding Ord...: 0.00
Shipped Not Inv...: 0.00
Outstanding Inv...: 0.00
Service
Outstanding Ser...: 0.00
Serv Shipped Not In...: 0.00
Outstanding Ser...: 0.00
Total (LCY): -9,000.00
Credit Limit (LCY): 0.00

OK

Step 2.Action→apply entries.
Adjust advance.

Edit - Customer Card - ST/026239 - KM PRIYANSHI

View - Customer Ledger Entries - ST/026239 - KM PRIYANSHI

HOME ACTIONS NAVIGATE

Navigate Incoming Document Apply Entries Unapply Entries Reverse Transaction... Functions

Customer Ledger Entries

Show results:
Where Customer No. is ST/026239
And Open is Yes
Add Filter

1

Account	Description	Comment	Journal Ref...	Remarks	Fee Code	Hostel Ca...	H
	Cash In Hand		CASH		ADV	HOST001	
	Hostel Fee	ans	FEEINV		HOST		

Customer Ledger Entry ...
Document: Payment ...
Due Date: 9/18/2018
Pmt. Discount Date:
Reminder/Fin. Chg...: 0
Applied Entries: 0
Detailed Ledger Entry...: 1

Customer Statistics - Bil...
Customer No.: ST/026239
Balance (LCY): -9,000.00
Sales
Outstanding Orders...: 0.00
Shipped Not Invd. L...: 0.00
Outstanding Invoic...: 0.00
Service
Outstanding Serv. O...: 0.00
Serv Shipped Not In...: 0.00
Outstanding Serv. I...: 0.00
Total (LCY): -9,000.00
Credit Limit (LCY): 0.00
Overdue Amounts (L...: -10,000.00
Total Sales (LCY): 0.00
Invoiced Prepayments...: 0.00

Close

4:35 PM 9/27/2019

Step 3. Select invoice and click set applied id.

Edit - Apply Customer Entries - ST/026239 - KM PRIYANSHI

HOME ACTIONS NAVIGATE

Set Applies-to ID Navigate Post Application Refresh Find

General

Posting Date: 9/18/2018 Description: Cash In Hand

Document Type: Payment Currency Code:

Document No.: CR1809201800041 Amount: -10,000.00

Customer No.: ST/026239 Remaining Amount: -10,000.00

Customer Ledger Entry ...

Document: Invoice F...

Due Date: 9/27/2019

Pmt. Discount Date:

Reminder/Fin. Chg... 0

Applied Entries: 0

Detailed Ledger Entri... 1

Applies-to ID	Posting Date	Document	Document...	Cust...	Description	Curren...	Fee Code	Journal Bat...	Remaining A...	Appln. Rema
	9/27/2019	Invoice	FEEINV/19...	ST/026239	Hostel Fee		HOST	FEEINV	1,000.00	1,000.00

Step 4. Post application.

HOME ACTIONS NAVIGATE

Set Applies-to ID Navigate Post Application Refresh Find

General

Posting Date: 9/18/2018 Description: Cash In Hand

Document Type: Payment Currency Code:

Document No.: CR1809201800041 Amount: -10,000.00

Customer No.: ST/026239 Remaining Amount: -10,000.00

Customer Ledger Entry ...

Document: Invoice F...

Due Date: 9/27/2019

Pmt. Discount Date:

Reminder/Fin. Chg... 0

Applied Entries: 0

Detailed Ledger Entri... 1

Applies-to ID	Posting Date	Document	Document...	Cust...	Description	Curren...	Fee Code	Journal Bat...	Remaining A...	Appln. R
SHUBHAM1\VIKAS	9/27/2019	Invoice	FEEINV/19...	ST/026239	Hostel Fee		HOST	FEEINV	1,000.00	

Step 5. click ok.

HOME ACTIONS NAVIGATE

Set Applies-to ID Navigate Post Application Refresh Find

General

Posting Date: 9/18/2018 Description: Cash In Hand

Document Type: Payment Currency Code:

Document No.: CR1809201800041 Amount: -10,000.00

Customer No.: ST/026239 Remaining Amount: -10,000.00

Customer Ledger Entry ...

Document: Invoice F...

Due Date: 9/27/2019

Pmt. Discount Date:

Reminder/Fin. Chg... 0

Applied Entries: 0

Detailed Ledger Entri... 1

Applies-to ID	Posting Date	Document	Document...	Cust...	Description	Curren...	Fee Code	Journal Bat...	Remaining A...	Appln. R
SHUBHAM1\VIKAS	9/27/2019	Invoice	FEEINV/19...	ST/026239	Hostel Fee		HOST	FEEINV	1,000.00	

Edit - Post Applicat...

Document No.: CR1809201800041

Posting Date: 9/27/2019

OK Cancel

Receipt.

Print Preview

Fee Transfer Receipt

TEERTHANKER PARSHV/NATH SCHOOL OF NURSING
Delhi Road, Moradabad UP. 244001

JV Voucher Account's Copy

Name :- KM PRIYANSHI	Adjusted Vch No :- CR1809201800041 (363103)
Father's Name :- BHODEV SINGH	Adjusted Vch Date :- 27-09-19
Admitted Year :- 18-19	Enrollment No :-
Program :- NUR-003	Student No :- ST/028239

INR RS :- 1,000.00 (One Thousand Rupees and Zero Paise Only) adjusted in following account.

From Fee Head	From Semester/Year	Amount	To Semester/Year	To Fee Head
Advance Fee	YEAR 1	1,000.00	YEAR 2	Hotel Fee
TOTAL		1,000.00		

(AUTHORISED SIGNATORY)

TEERTHANKER PARSHV/NATH SCHOOL OF NURSING
Delhi Road, Moradabad UP. 244001

JV Voucher Student's Copy

18. REVERSE THE INVOICE.

Step 1. Step 1. Customer list → Select customer → edit → balance (LCY).

Edit - Customer Card - ST/000441 - KUSHMITA

HOME ACTIONS NAVIGATE REPORT

Fee Head Transfer Reminder Cash Payment Refund Sales Invoice Cash Receipt Voucher Sales Order Bank Receipt Voucher

ST/000441 - KUSHMITA

General

No: ST/000441

Name: KUSHMITA

Course Code: BA-002

Course Name: Bachelor of Arts (Journalism & Mass Communication)

College Code: TMJM

Enrollment No.: TJM1401028

Type Of Course: Semester

Semester: VI

Student Father Name: RAKESH KUMAR

Student Status: Student

Date of Birth: 11/22/1996

Category: GEN

Admitted Year: 14-15

Address: HNO-143, NEAR RSS OFFICE, SUBODH COLONY, AMROHA

Address 2:

Post Code:

City: AMROHA

Country/Region Code:

State Code: UP

Religion:

Student WhatsApp No:

Phone No: 8954542541

Primary Contact No:

Search Name: KUSHMITA

Gender: Female

Sessions:

Academic Year: 18-17

Samaj Kalyan:

SC/ST:

Authar No:

Balance (LCY): 12,900.00

Balance:

Year:

Last Date Modified: 10/3/2019

New Semester: 001

New Year:

TF LE: 0.00

EXAM LE: 0.00

HOST LE: 0.00

REAP LE: 0.00

Sell-to Customer Sal...

Customer No: ST/000441

Quotes: 0

Blanket Orders: 0

Orders: 0

Invoices: 0

Return Orders: 0

Credit Memos: 0

Pstd. Shipments: 0

Pstd. Invoices: 0

Pstd. Return Recv...: 0

Pstd. Credit Mem...: 0

Customer Statistics - ...

Customer No: ST/000441

Balance (LCY): 12,900.00

Sales

Outstanding Ord...: 0.00

Shipped Not Inv...: 0.00

Outstanding Inv...: 0.00

Service

Outstanding Ser...: 0.00

Serv Shipped No...: 0.00

Outstanding Ser...: 0.00

Total (LCY): 12,900.00

Credit Limit (LCY): 0.00

OK

Step 2. Select invoice which you want to reverse.

View - Customer Ledger Entries - ST/000441 - KUSHMITA

HOME ACTIONS NAVIGATE

Navigate Incoming Document Apply Entries Unapply Entries Reverse Transaction...

Customer Ledger Entries

Show results

Where Customer No. is ST/000441

And Open is Yes

Add Filter

Postin...	Document ...	Document...	Cust...	Course	Message to Recipient	Description	Comment
12/19/2018	Invoice	TR/6489	ST/000441	BA-002		ST Charges	

Step 3. Select and fill remarks click reverse.

Edit - Reverse Transaction Entries - G/L Account 373000010 ST Charges

HOME ACTIONS NAVIGATE

View List Edit List Reverse Reverse and Print Show as List Show as Chart Notes Links Refresh Clear Filter Find

Reverse Entries

Type to filter (F3) Transaction No. No filters applied

Transaction...	Entry type	Account No.	Entry...	Postin...	Description	Document ...	Docum...	Amount (LCY)	VAT Amount	To
176527	G/L Entry	373000010	357353	12/19/2018	ST Charges	Invoice	TR/6489	-12,900.00	0.00	FE
176527	G/L Entry	263000010	357354	12/19/2018	ST Charges	Invoice	TR/6489	12,900.00	0.00	FE
176527	Cust. Ledger Entry	ST/000441	357354	12/19/2018	ST Charges	Invoice	TR/6489	12,900.00	0.00	FE

19. PAYMENT UPLOAD IN BULK.

If you want to upload various payment in bulk.

Find below Template for bulk upload. Fill all the details in the excel format and after that save as CSV(MS-DOS) file for upload.

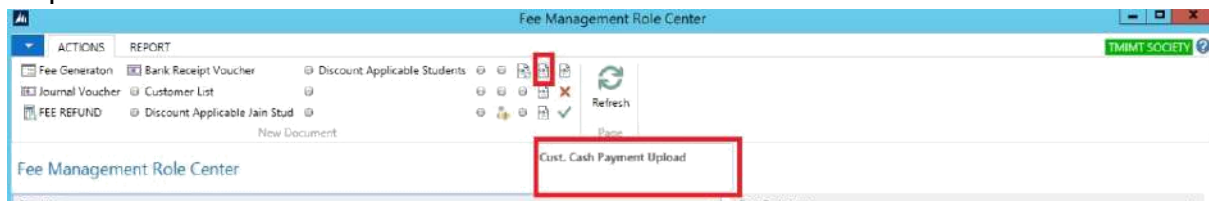


Payment Upload
Format.xlsx

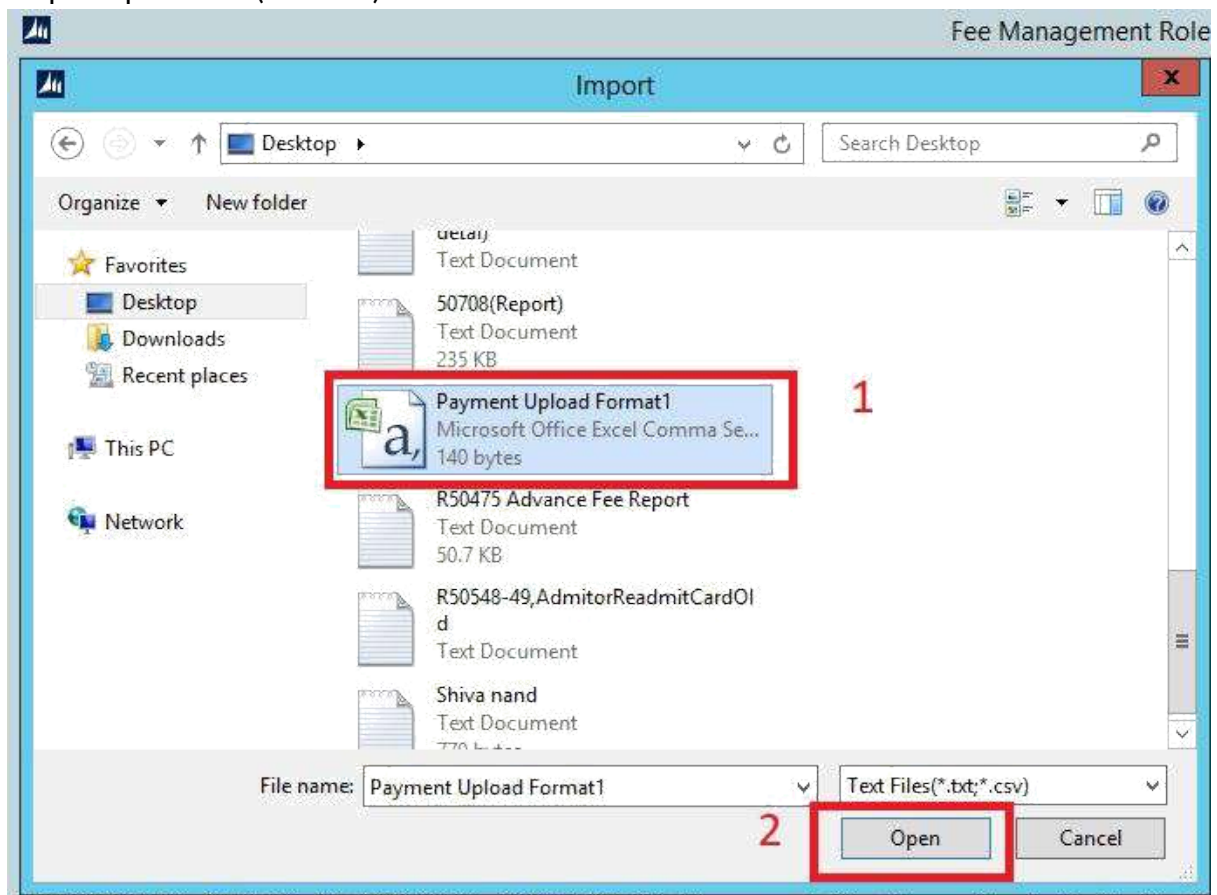
Taking cust.payment upload for demonstration the upload process for cust.bank payment upload, cust. Cash refund payment upload, cust. bank refund upload is to same.

19.1 Cust. Payment upload.

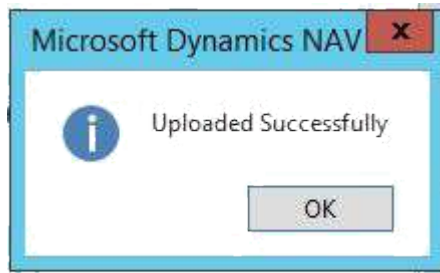
Step 1. Click and ok.



Step 2. Upload CSV(MS-DOS).



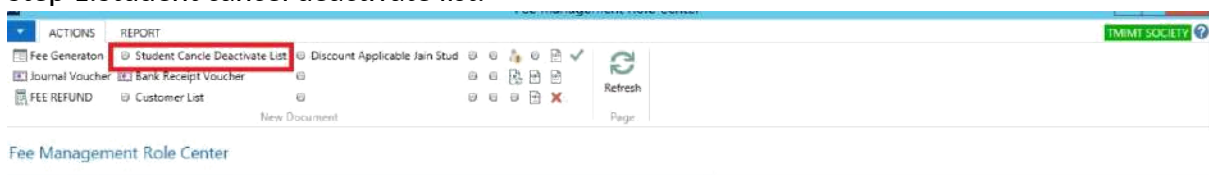
Message display.



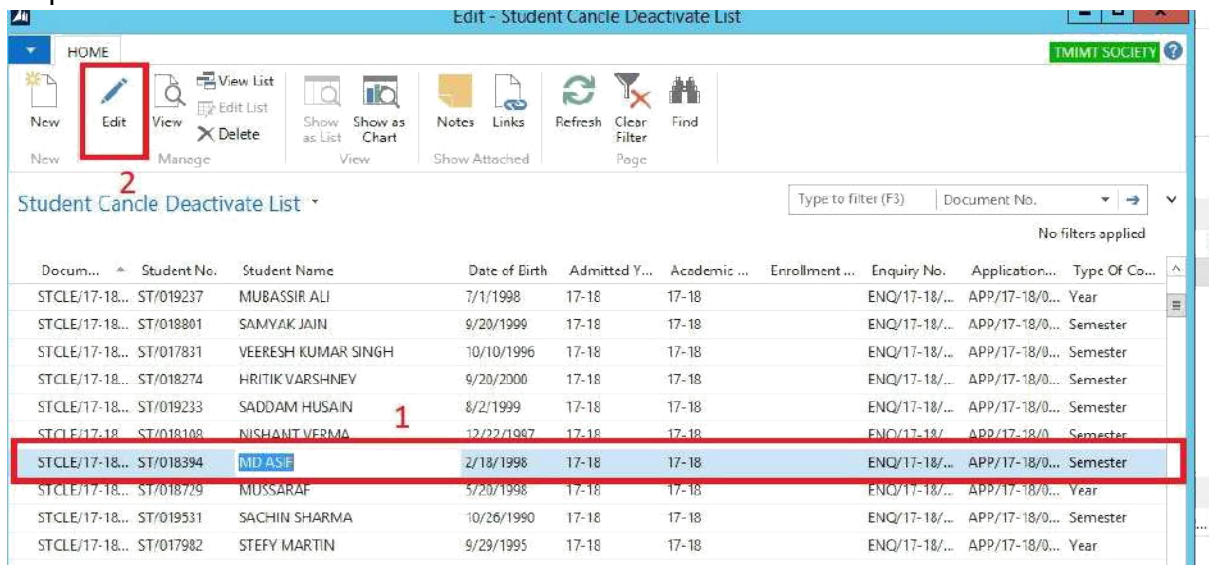
20. STUDENT CANCEL/DEACTIVATE.

Student name has appeared after the director has approved the request.

Step 1. Student cancel deactivate list.



Step 2. Select and edit.



Step 3. Select option which you want to do.

Edit - Student Cancel Deactivate - STCLE/18-19/00194

HOME ACTIONS

Cancel/NR Reject Refund Detail New View New Delete Notes Links Refresh Clear Filter Go to Previous Next

STCLE/18-19/00194

General

Document No.: STCLE/18-19/00194

Student No.: ST/027740

Student Name: DEPA PANWAR

Course Code: MBA-005

Type Of Course: Semester

Year: I

Semester: I

Section:

College Code: TMHA

Document For: Cancel/Inactive

Status: Sent For Finance Approval

Balance (LCV): 500.00

Skip Principal (User): ☒

Skip Remarks (User): A/C ADMISSION CANCELLED DEDUCT RS 49170/- (DETAIL GIVEN ON REVERSE...

Remarks (User): A/C ADMISSION CANCELLED DEDUCT RS 49170/- (DETAIL GIVEN ON REVERSE...

Remarks (Principal):

Remarks (Director): A/C ADMISSION CANCELLED DEDUCT RS 49170/- (DETAIL GIVEN ON REVERSE...

Remarks (Accounts):

1. On Reject send back to the director.
2. Refund details → navigate.
- a) Fee refund if you want to refund payment
Select payment.

Edit - Customer Ledger Entries - ST/027740 - DEPA PANWAR

HOME NAVIGATE

Fee Refund Credit Memo Function

Total 2

Total Invoice: 411,400.00 Total Credit Memo: 500.00

Total Payment: 410,900.00 Balance: 1,000.00

Journal Bat...	College C...	Year Part	Year	Fee Code	Semester	Amount	Remaining A...	Refund Amount	Due Date	Fee ...
Fee	FEEINV	TMHA		ADM	I	2,500.00	0.00	0.00	9/27/2018	☐
Fee	FEEINV	TMHA		ENR	I	5,000.00	0.00	0.00	9/27/2018	☐
Fee	FEEINV	TMHA		TF	I	64,800.00	0.00	0.00	9/27/2018	☐
Fee	FEEINV	TMHA		EXAM	I	4,500.00	0.00	0.00	9/27/2018	☐
Security (Hostel)	FEEINV	TMHA		LBC	I	1,000.00	0.00	0.00	9/27/2018	☐
ment	FEEINV	TMHA		REFSC_H	I	7,500.00	0.00	0.00	9/27/2018	☐
	FEEINV	TMHA		SKD	I	500.00	0.00	0.00	9/27/2018	☐
02100004339 (TMU)	FEE	TMHA		ADM	I	-70,000.00	0.00	0.00	9/27/2018	☐
02100004339 (TMU)	FEE	TMHA		ENR	I	-5,000.00	0.00	0.00	9/27/2018	☐
02100004339 (TMU)	FEE	TMHA		TF	I	-64,800.00	0.00	0.00	9/27/2018	☐
02100004339 (TMU)	FEE	TMHA		LBC	I	-1,000.00	0.00	0.00	9/27/2018	☐

- b). Credit memo if you want to convert invoice to the credit memo.

Edit - Customer Ledger Entries - ST/027740 - DEPA PANWAR

HOME NAVIGATE

Fee Refund Credit Memo Function

Total 2

Total Invoice: 411,400.00 Total Credit Memo: 500.00

Total Payment: 410,900.00 Balance: 1,000.00

Posting Date	Document ...	Document...	Fee Refund ...	Customer...	Course	Course Name	Description	Journal Bat...	College C...
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Admission Fee	FEEINV	TMHA
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Enrollment Fee	FEEINV	TMHA
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Examination Fee	FEEINV	TMHA
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Lab Charges	FEEINV	TMHA
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Refundable Security (Hostel)	FEEINV	TMHA
9/27/2018	Invoice	FEEINV/18...		ST/027740	MBA-005	Master of Business Administratio...	Skill Development	FEEINV	TMHA
9/27/2018	Payment	BR2709201...		ST/027740	MBA-005	Master of Business Administratio...	PNB - 3942002100004339 (TMU)	FEE	TMHA
9/27/2018	Payment	BR2709201...		ST/027740	MBA-005	Master of Business Administratio...	PNB - 3942002100004339 (TMU)	FEE	TMHA

Step 4. Click cancel/NR.

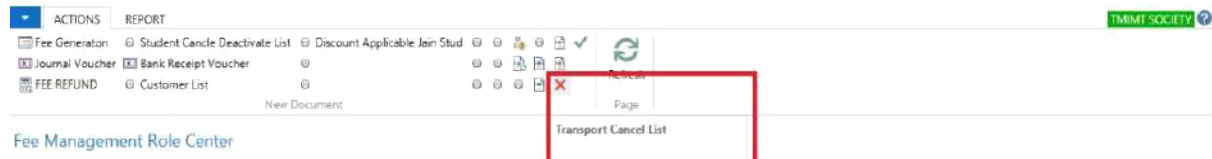
The screenshot shows a software window titled "STUDENT CANCELLATION OVERVIEW - STUDENT ID: 1500134". The interface includes a top toolbar with various action buttons. The "Cancel/NR" button, which has a red 'X' icon, is highlighted with a red rectangular box. Below the toolbar, the student ID "STUDENT ID: 1500134" is displayed. The main form is divided into two columns. The left column contains fields for "Document ID", "Student ID", "Student Name", "Course Code", "Type of Course", "Year", "Semester", "Section", "College Code", and "Document File". The right column contains a "Status" dropdown menu, a "Remarks" text area, and a "Remarks" section with a table of remarks. The "Remarks" table has three rows, each with a "Remarks" column and a "Remarks" column. The first two rows contain the text "A/C ADMISSION CANCELLED DEDUCT AS AFFECTS CREDIT GIVEN ON REVERSE...".

Remarks	Remarks
A/C ADMISSION CANCELLED DEDUCT AS AFFECTS CREDIT GIVEN ON REVERSE...	
A/C ADMISSION CANCELLED DEDUCT AS AFFECTS CREDIT GIVEN ON REVERSE...	

21. CANCEL TRANSPORT LIST.

Cancel student transport facility. Transport cancel request is initiated by the transport module.

Step 1. Click transport cancel.



Step 2. Click approved.

The screenshot shows the 'Edit - Cancel Transport Route Card' form for student ST/017110. The form is titled 'Edit - Cancel Transport Route Card - ST/017110 · 17-18 · TANDA ...'. The 'ACTIONS' tab is selected, and the 'Approved' button is highlighted with a red box. The form contains the following fields:

General	
Student No.:	ST/017110
Student Name:	MOH TASLEEM
Pick Up Point:	TANDA
Route Name:	BAJPUR
Current Session:	
Amount:	12,900.00
Cancel:	☐
Student Bus Pass No.:	20181901291
Refund Amount:	5,000.00
Forfit Amount:	0.00
Drop Point:	TMU
Submitted:	☒
Paid:	☒
Course Code:	PAR-005
Bus Acadmic Year:	18-19
No.Of Bus Pass Print:	1
College Code:	TMPS
Remarks for Cancel:	test
Status:	Pending Approval

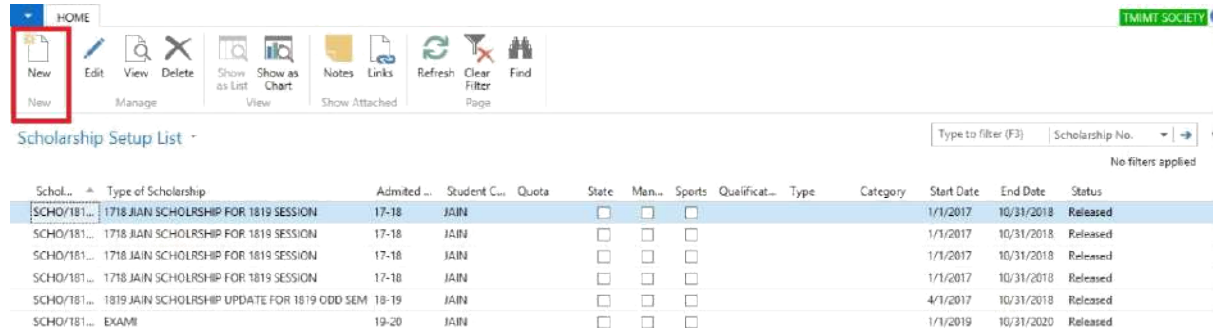
An 'OK' button is located at the bottom right of the form.

22. SCHOLARSHIP SETUP.

Step 1.Scholarship setup list.

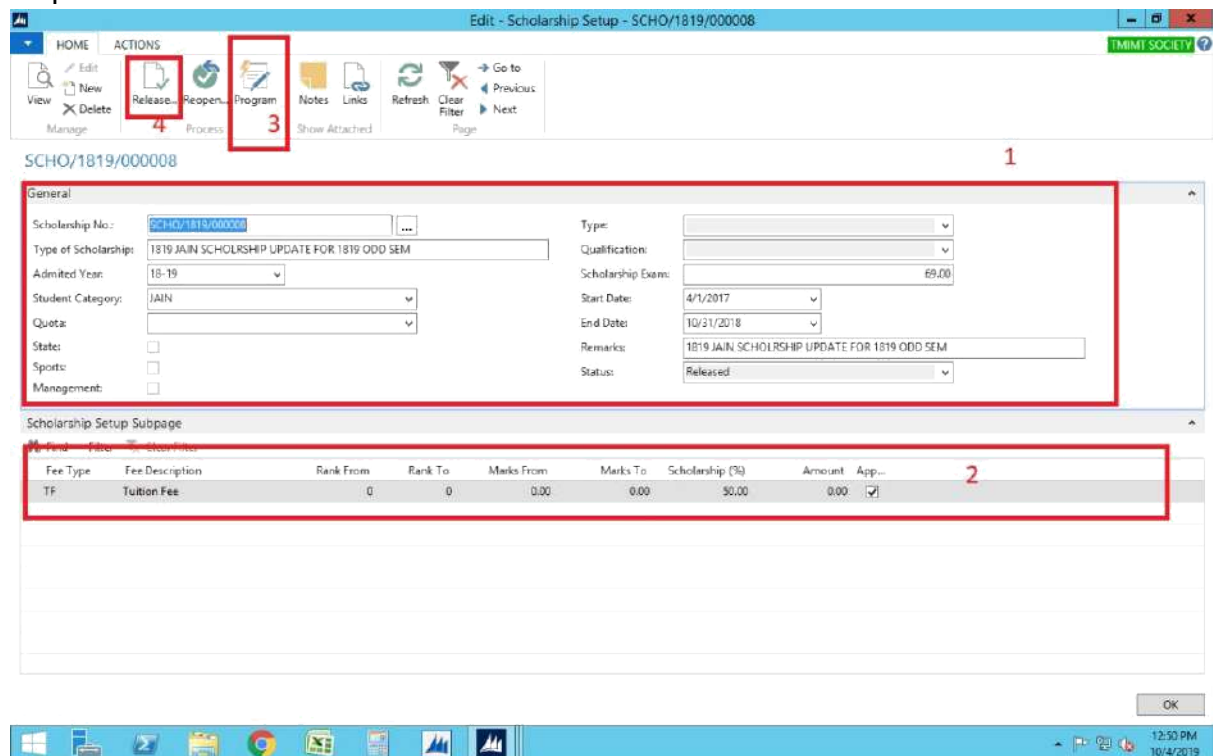
Scholarship Setup List

Step 2.New .



Schol...	Type of Scholarship	Admitted ...	Student C...	Quota	State	Man...	Sports	Qualificat...	Type	Category	Start Date	End Date	Status
SCHO/181...	1718 JAIN SCHOLRSHIP FOR 1819 SESSION	17-18	JAIN		☐	☐	☐				1/1/2017	10/31/2018	Released
SCHO/181...	1718 JAIN SCHOLRSHIP FOR 1819 SESSION	17-18	JAIN		☐	☐	☐				1/1/2017	10/31/2018	Released
SCHO/181...	1718 JAIN SCHOLRSHIP FOR 1819 SESSION	17-18	JAIN		☐	☐	☐				1/1/2017	10/31/2018	Released
SCHO/181...	1718 JAIN SCHOLRSHIP FOR 1819 SESSION	17-18	JAIN		☐	☐	☐				1/1/2017	10/31/2018	Released
SCHO/181...	1819 JAIN SCHOLRSHIP UPDATE FOR 1819 ODD SEM	18-19	JAIN		☐	☐	☐				4/1/2017	10/31/2018	Released
SCHO/181...	EXAMI	19-20	JAIN		☐	☐	☐				1/1/2019	10/31/2020	Released

Step 3.Fill all details.



SCHO/1819/000008

General

Scholarship No.: SCHO/1819/000008

Type of Scholarship: 1819 JAIN SCHOLRSHIP UPDATE FOR 1819 ODD SEM

Admitted Year: 18-19

Student Category: JAIN

Quota:

State: ☐

Sports: ☐

Management: ☐

Type:

Qualification:

Scholarship Exam: ₹9.00

Start Date: 4/1/2017

End Date: 10/31/2018

Remarks: 1819 JAIN SCHOLRSHIP UPDATE FOR 1819 ODD SEM

Status: Released

Scholarship Setup Subpage

Fee Type	Fee Description	Rank From	Rank To	Marks From	Marks To	Scholarship (%)	Amount	App...
TF	Tuition Fee	0	0	0.00	0.00	50.00	0.00	☒

Note: If you want modification than approval is required.

Step 4.Run report scholarship process report after this student appeared in discount applicable for other student and discount applicable for Jain student.

Step 5. Discount applicable other students.

Step 1. Select and apply the discount.

TMU > Departments > University > Admission > Student Admission > Discount Applicable Other Students

Search (Ctrl+F3)

HOME ACTIONS

Discount Apply UnSelect All Reject Discount

Discount Applicable Other Students

Type to filter (F3) No. No filters applied

No.	Name	Student Father Name	Course C...	Course Name	Semester	App...	Admitted ...	Year	Category	Diso
-----	------	---------------------	-------------	-------------	----------	--------	--------------	------	----------	------

Note: After this student, the name will be shown on director finance approval for their approval.

Step 6. On Director finance approval select and post.

TMU > Departments > University > Admission > Student Admission > Director Finance Approval

Search (Ctrl+F3)

HOME ACTIONS

Post Exam Base Post UnSelect All Reject Discount

Director Finance Approval

Type to filter (F3) No. No filters applied

No.	Name	Student Father Name	Course C...	Course Name	Semester	Admitted	App...	Year	Category	Disco
ST/021935	JAGBEER SINGH	UTTAM SINGH	BBA-001	Bachelor of Business Administr...	III	17-18			MIN	Disco
ST/027777	ARPITA SRIVASTAVA	GYANESH CHANDRA SRL...	MBA-001	Master of Business Administra...	III	18-19			GEN	Disco

Note: Discount on the tuition fee on the basis of TMU examination then select students and click exam base post.

Step 7. Discount applicable for Jain student.

Step 1. Select and apply the discount.

TMU > Departments > University > Admission > Student Admission > Discount Applicable Jain Stud

Search (Ctrl+F3)

HOME ACTIONS

Discount Apply UnSelect All Reject Discount

Discount Applicable Jain Stud

Type to filter (F3) No. No filters applied

No.	Name	Student Father Name	Course C...	Course Name	Semester	App...	Admitted ...	Year	Category	Disco
-----	------	---------------------	-------------	-------------	----------	--------	--------------	------	----------	-------

Note: After this student, the name will be shown on director finance approval Jain for their approval.

Step 8. On director finance approval Jain.

Step 1.

TMU > Departments > University > Admission > Student Admission > Director Finance Approval Jain

Search (Ctrl+F3)

HOME ACTIONS

Discount Amount UnSelect All Reject Discount

Director Finance Approval Jain

Type to filter (F3) No. No filters applied

No.	Name	Student Father Name	Course C...	Course Name	Semester	Admitted ...	App...	Year	Category	Dis
ST/017024	KAVITA JAIN	GYAN CHAND JAIN	MBA-001	Master of Business Administra...	III	17-18			MIN	Dis
ST/017025	ANJALI JAIN	ASHOK KUMAR JAIN	MBA-001	Master of Business Administra...	III	17-18			MIN	Dis

23.SC LIST.

Step 1.New.

EDIT - SC LIST

HOME

New Edit View View List Show as List Show as Chart Notes Links Refresh Clear Filter Find

SC List

Type to filter (F3) No. No filters applied

No.	College Code	Program	Admitted Y...	Academic ...	Status	Remark	Creation Da...	Created By ...
SC/1819/00003	TMCT	BTECH-001	18-19	18-19	Open	test		

Step 2.Fill details.

Edit - SC Card - SC/1819/00003

HOME ACTIONS

Get Student Select All UnSelect All Update Customer

SC/1819/00003

General

No.: SC/1819/00003 Creation Date:

College Code: TMCT Created By User:

Program: BTECH-001(BTECH-002)BTECH-003 Status: Open

Admitted Year: 18-19 Remark: test

Academic Year: 18-19

SC Subform

UnSelect Find Filter Clear Filter

Line No	Student No.	Enrollment ...	Student Name	Father Name	Admitted Y...	Academic ...	College C...	Program	SC/ST	Status	Remark
20000	ST/023445	TCA1809003	SMRITI JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
110000	ST/024197	TCA1809011	ARIHANT JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
120000	ST/024227	TCA1809012	ANUJ		18-19	18-19	TMCT	BTECH-001	☐	Open	
130000	ST/024300	TCA1809013	PALAK JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
140000	ST/024301	TCA1809014	SHREYANSH LODHA		18-19	18-19	TMCT	BTECH-001	☐	Open	
150000	ST/024302	TCA1809015	ARCHIT JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
160000	ST/024330	TCA1809016	MOHIT MUDGAL		18-19	18-19	TMCT	BTECH-001	☐	Open	
170000	ST/024376	TCA1809017	RITIKA JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
180000	ST/024415	TCA1809018	HARDIK JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
190000	ST/024423	TCA1809019	ARCHIT JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	
200000	ST/024433	TCA1809020	ANIKJA JAIN		18-19	18-19	TMCT	BTECH-001	☐	Open	

OK

5:14 PM 10/4/2019



The screenshot shows the 'Fee Management Role Center' interface. The 'ACTIONS' tab is selected. The 'SC List Released' button is highlighted with a red rectangle. The interface includes a top navigation bar with 'ACTIONS' and 'REPORT' tabs, a list of actions on the left, and a main content area with a 'New Document' button and a 'Refresh' button.

[illegible]

24.DISCIPLINARY FINE.

Note: This only available on this ID TMU00865.

Step 1.Login the portal.

Step 2.Fine→disciplinary fine.

TEERTHANKER MAHAVEER UNIVERSITY

PROFILE: FINEs HRs OTHERs

Student ID: 1801000001

Student ID: 1801000001 Name: MAPA NAME: Center: NG/K001

Semester/Year: YEARS Academic Year: TR-18 Section:

College: TMUN

Date Committed	Action Taken	Fine Amount	Remarks
04-Oct-2018	Fine	100	100

There are no data records to display.

Save

Step 3.View fine report.

TEERTHANKER MAHAVEER UNIVERSITY

PROFILE: FINEs HRs OTHERs

Student ID: 18-19 Academic Year: 18-19

04 Oct 2018 04 Oct 2019 MTECH-004 - Semester - Action Taken: Fine Show

Sr. No.	Name	Enroll. No	Course/Department	Semester	Action Taken	Imposed Date	Date Committed	Reason	Amount
1	MOHD NAWAZISH KHAN	TMG1601139	BBA-001(Bachelor of Business Administration)	VI	Fine	24 Jul 2019	24 Jul 2019		1,000.00
2	MOHD NAWAZISH KHAN	TMG1601139	BBA-001(Bachelor of Business Administration)	VI	Fine	24 Jul 2019	24 Jul 2019		1,000.00
3	SHAHREKH ALI	TMG1601211	BBA-001(Bachelor of Business Administration)	VI	Fine	02 Aug 2019	02 Aug 2019		100.00
4	MOHD ANAS KHAN	TEN1717009	BTECH-008(Bachelor of Technology (Civil Engineering) (Lateral Entry))	V	Fine	06 Oct 2018	05 Oct 2018		2,000.00
5	YESH JAIN	TMG1701004	BBA-001(Bachelor of Business Administration)	III	Fine	08 Oct 2018	08 Oct 2018		300.00
6	ADITYA JAIN	TMG1701234	BBA-001(Bachelor of Business Administration)	III	Fine	06 Oct 2018	02 Oct 2018		200.00

172.0.1.105:100/Faculty/StudentFineReport.aspx

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25. REPORTS.

Step 1.Login the NAV.

Step 2.User click on the report tab and there is various type of reports are available for a user can generate a report according to its requirements.

