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## User Reference Document – Affiliated Colleges Enterprise Portal

SAP Implementation At M D University  
Rohtak

By KPMG Professional Services

Date : 01.09.2015

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KPMG Advisory Services Pvt Ltd



**Maharshi Dayanand University, Rohtak**

(Established under Haryana Act No. 25 of 1957)

('A' Grade NAAC Accredited)

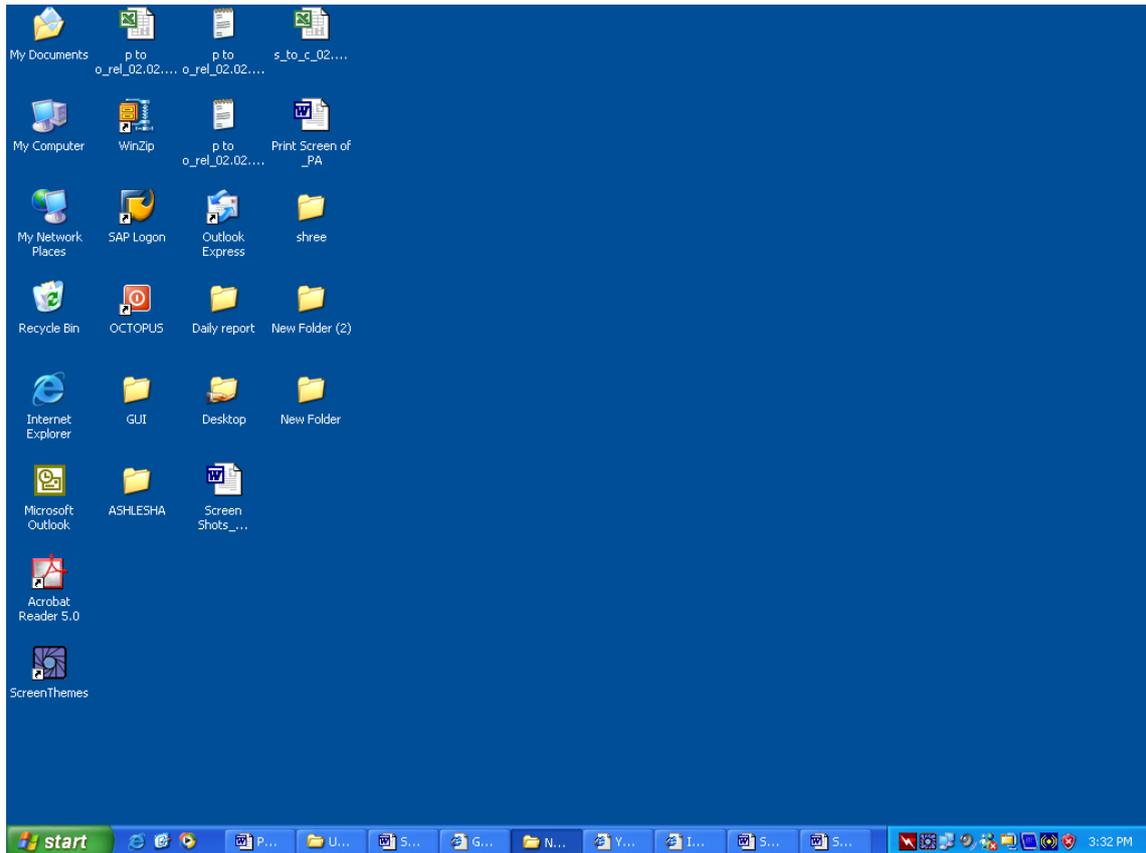


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## Getting Logged On to MDU Enterprise Portal

- 1 Switch ON your PC. A screen similar to the one shown below will flash on your PC: [Desktop Screen]

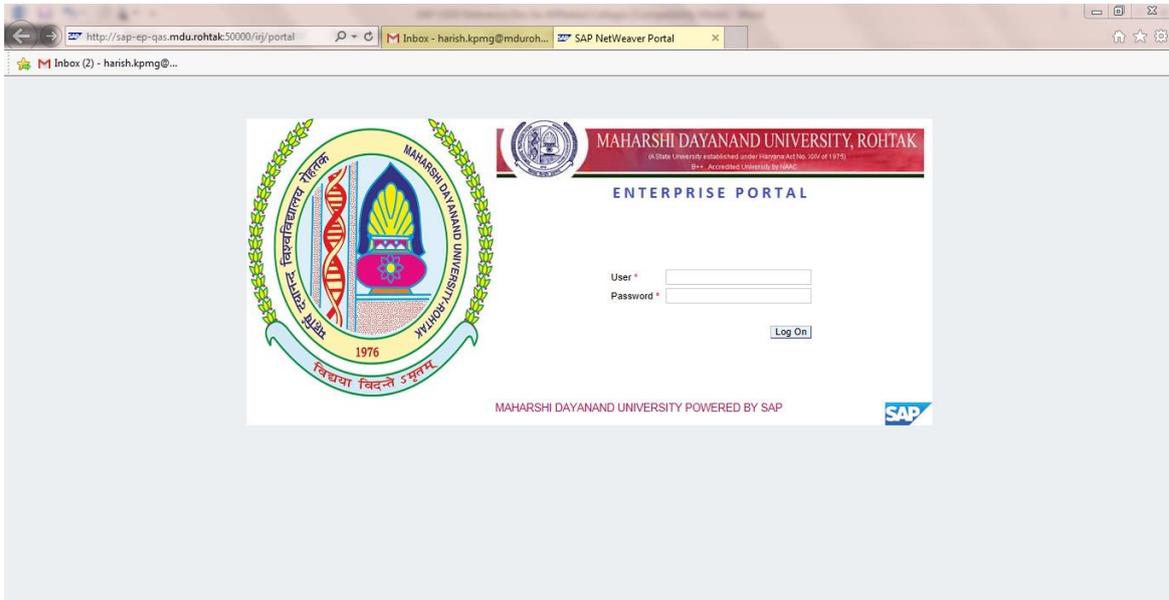


- 2 Open Internet Explorer (preferably IE 11) and open the below mentioned link.

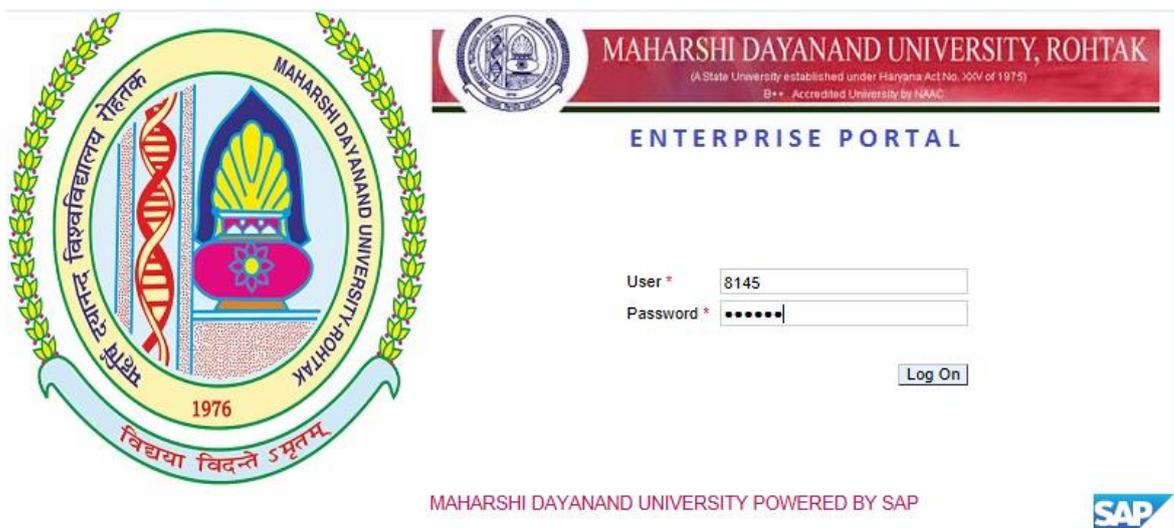
**MDU Enterprise Portal Link: <http://preet.mdurtk.in:8080/irj/portal>**

## Logging into MDU SAP Enterprise Portal

- 1 Once you open the above mentioned link, a similar window will appear. It is the login screen of M D University SAP Enterprise Portal – Affiliated Colleges



- 2 Kindly log-in using the User ID and Password provided to the college by M D University  
Please note: Password is case sensitive



Press “LOG ON” button after inserting User ID and Password.

## Student Fees Payment

Affiliated colleges can perform fee payment activity for their students in this link.

The screenshot shows the SAP Student Fee Payment - RR/CR interface. The search form is empty, with the following fields:

- College: A J JAT H M COLLEGE ROHTAK
- \* Course: B.COM (PASS COURSE)
- \* Academic Year: (empty)
- \* Academic Session: (empty)
- \* Student Type: (empty)

The table below the search form is empty:

Student Number	Student Name	Course	Student Group	Admission Date	Total Amount	Late Fee-Admission	Headwise Late Fees	Fees Status	Challan Number
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Total Payable Amount: Total Amount: 0.00

User are required to input appropriate data in selection parameter

The screenshot shows the SAP Student Fee Payment - RR/CR interface with the search form filled in:

- College: A J JAT H M COLLEGE ROHTAK
- \* Course: M.Sc. (MATH)
- \* Academic Year: Acad. Year 2015/16
- \* Academic Session: Semester 1
- \* Student Type: RR

The Search button is highlighted in yellow.

Select the desired values from the dropdown provided and click on  Search button.

Select "RR" for New Registration Students and "CR" for Continuous Registration Students.

But please note RR can be selected either for 1<sup>st</sup> or 3<sup>rd</sup> semester only.

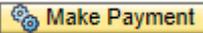
The screenshot shows the SAP Student Fee Payment - RR/CR interface with search results displayed in the table:

Student Number	Student Name	Course	Student Group	Admission Date	Total Amount	Late Fee-Admission	Headwise Late Fees	Fees Status	Challan Number
1100360010	Test-1	M.Sc. (MATH)	SFS-Course	02.08.2015	1.060.00	100.00	0.00	Not Paid	
1100361741	Jaibir Siwach	M.Sc. (MATH)	SFS-Course	01.08.2015	1.060.00	100.00	0.00	Not Paid	
1100361742	NILESH PURSHOTTAM SALLUNKE	M.Sc. (MATH)	SFS-Course	02.08.2015	1.060.00	100.00	0.00	Not Paid	15A0000002
1100361743	Bhaumi Patel	M.Sc. (MATH)	SFS-Course	05.08.2015	1.060.00	250.00	0.00	Not Paid	15A0000003

Total Payable Amount: Total Amount: 0.00

Users can have select all option in the above screen by pressing  in the header tab. Multiple selection of students are also possible.

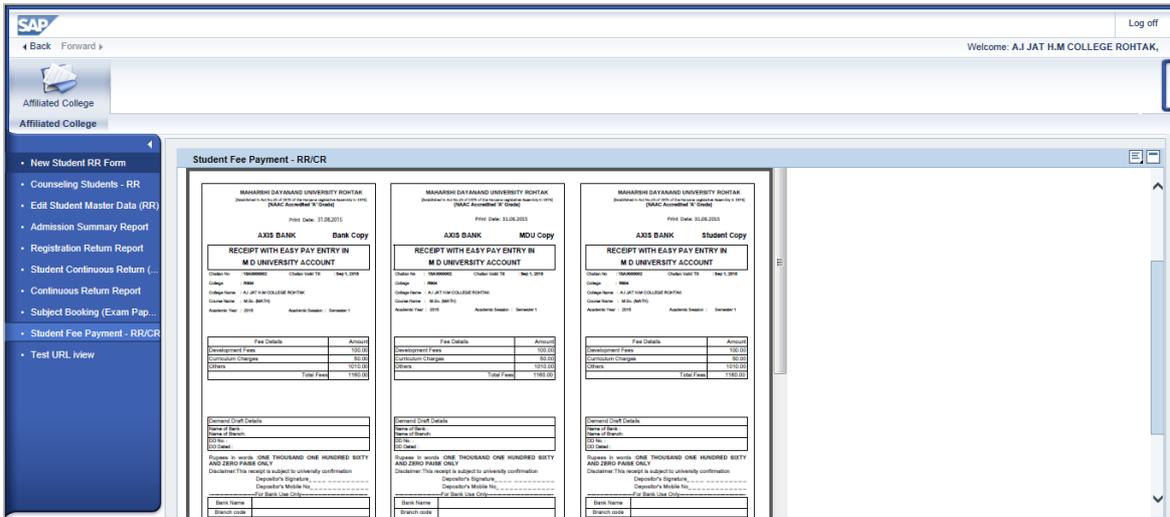
Student Fee Payment - RR/CR										
<b>Student Fee Payments (RR/CR)</b>										
College: A.I.JAT H.M COLLEGE ROHTAK										
* Course: M.Sc. (MATH) * Academic Year: Acad. Year 2015/16 * Academic Session: Semester 1 * Student Type: RR 										
Student Number	Student Name	Course	Student Group	Admission Date	Total Amount	Late Fee-Admission	Headwise Late Fees	Fees Status	Challan Number	
1100360010	Test-1	M.Sc. (MATH)	SFS-Course	02.08.2015	1,060.00	100.00	0.00	Not Paid		
1100361741	Jaibir Siwach	M.Sc. (MATH)	SFS-Course	01.08.2015	1,060.00	100.00	0.00	Not Paid		
1100361742	NILESH PURSHOTTAM SALUNKE	M.Sc. (MATH)	SFS-Course	02.08.2015	1,060.00	100.00	0.00	Not Paid	15A0000002	
1100361743	Bhaurai Patel	M.Sc. (MATH)	SFS-Course	05.08.2015	1,060.00	250.00	0.00	Not Paid	15A0000003	

After student selection, press  button to generate challan for the selected students along with student annexure.

Users can also have a provision to view their total challan amount in this box

<b>Total Payable Amount</b>
<b>Total Amount: 4.790,00</b>

Challan:



The screenshot displays the SAP interface for generating receipts. It features a navigation menu on the left with options like 'New Student RR Form', 'Counseling Students - RR', and 'Student Fee Payment - RR/CR'. The main area shows three receipt forms side-by-side, each for a different student category: 'Bank Copy', 'MDU Copy', and 'Student Copy'. Each receipt includes a table for 'Fee Details' with columns for 'Amount' and 'Total Fee', and a 'Disclaimer' section at the bottom.

You can 'SAVE' or 'PRINT' directly with the options below

Student Fee Payment - RR/CR

← Back

Protected View: This file originated from a potentially unsafe location, and most features have been disabled to avoid potential security risks. ? Options ▾



**MAHARSHI DAYANAND UNIVERSITY ROHTAK**  
 [Established in Act No.23 of 1975 of the Haryana Legislative Assembly in 1976]  
 (NAAC Accredited 'A' Grade)

Academic Session: Semester 1      Academic Year: 2015

College Name: AJ JATHM COLLEGE ROHTAK      Course Name: M.Sc. (MATH)

S.No	Student Number	Student Name	Amount
1	1100361742	NILESH PURSHOTTAM SALLUNKE	1160.00
Total			1160.00

Student annexure for fee challan.

You are able to view the total students selected for the particular challan, their individual fees along with the total challan amount.

After generating the challan, college is required to remit the required fees in prescribed bank.

Once fees is confirmed by the bank against the challan, Fee paid status for those students will be change automatically to “Confirmed” status.

After fee confirmation, college users can obtain Admission Summary, RR & CR reports for their students.