

USER MANUAL FOR RTE STUDENTS FEE REIMBURSEMENT 2017-18 FOR SCHOOLS

First login to the application using the DISE code as user id and password. (Use same password used in 2016-17 RTE Fee reimbursement. The login screen is as below.

DEPARTMENT OF EDUCATION
GOVERNMENT OF KARNATAKA

NIC

Login: 29300101604
Password:
Security Code: 9656

Last update: 26/10/2017

* Best viewed in IE9 or higher. Pop-up blocker has to be disabled.

Disclaimer

After login the user can Change password screen as shown below, Follow password policy, your password pattern: Test@123

CHANGE PASSWORD FORM

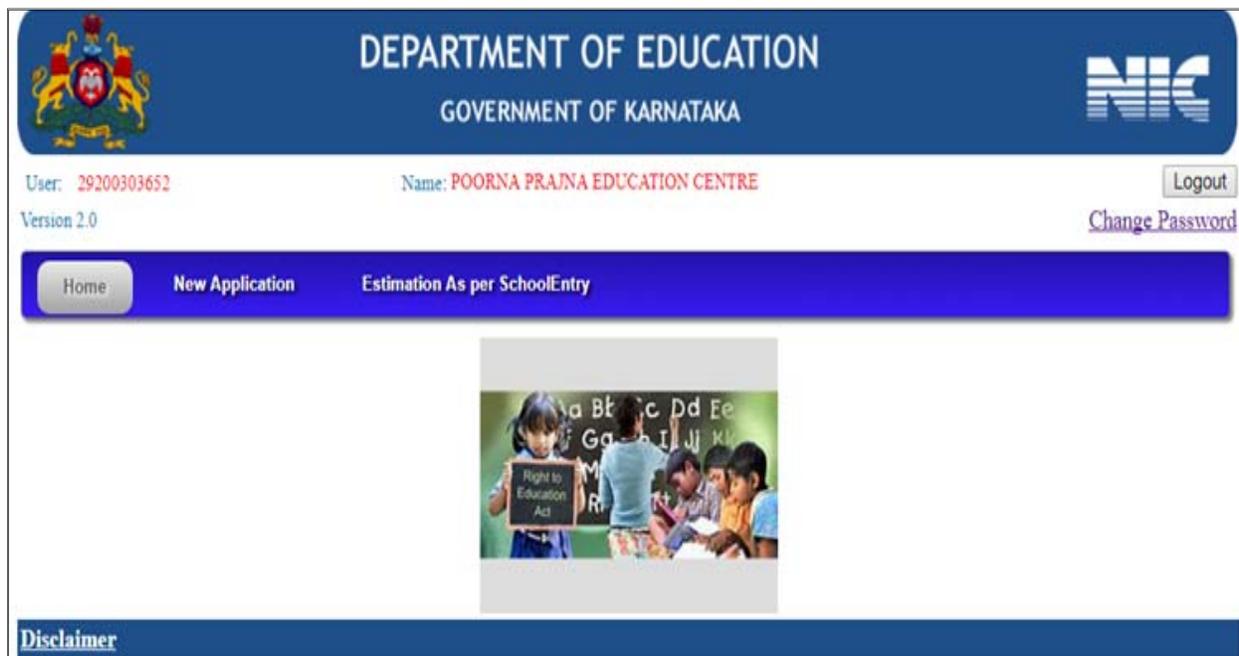
UserID: 29010200712
Enter Old Password
Enter New Password
Confirm New Password

Password Policy:

- Only a-z,A-Z,0-9 and special characters(@,#,%, \$) are allowed
- Password must contains atleast one capital letter,one small letter,one digit and one special character
- Password must be 8 to 15 characters long

Submit Login

IF the password is changed by the user, user should login again with changed password. Keep your password secure. After login the screen looks as follows.



Click on New Application Following screen appears:- Claim year 2017-2018

If **modification** in **Authorization Screen** and in **Recognition details screen** in details entered in the year 2016-17 is required, then select **Yes** then follow the steps below, if no correction is required select **No**.

If selected **Yes** You can modify Trust/ Committee Name, Authorizer details and Authorizee details. After modification, Save and Print Authorisation.

Home New Application Review Application Estimation As per SchoolEntry

CLAIM YEAR : 2017-2018

Authorization Recognition Details RTE Students School Strength Expenditure Details Final Submit

Do u have any modifications in the Authorization Details : Yes No

School Details	
DISE No	29300101604
Trust/Committee Name	SHRI BASAVESHWAR SHIKSHAN SANGH R
School Name	K L P S CHANDRASHEKHAR
Address	
Authorizer Details	
Name	SHANKAREMMA SHIVANAG
Designation	SECRETARY

Fill the name of the person who is authorizing with requisite details. The person should be either chairman/secretary of the school. The details of the person being authorized for handling the RTE Admission and Re-imburement software should be filled with requisite details. Then save the details using “**save and print Authorization Letter**” button. The letter generates in PDF format.

Trust/Committee Name	SHRI BASAVESHWAR SHIKSHAN SANGH R
School Name	K L P S CHANDRASHEKHAR
Address	
Authorizer Details	
Name	SHANKAREMMA SHIVANAG
Designation	SECRETARY
Email	shankremmapatil1972@gm
Mobile	8197736748
Person Authorised to apply for RTE	
Name	Sri SANTOSH D ANKALAGI
Designation	HM
Email	santoshalgali009@gmail.cc
Mobile	8197736987
Aadhaar No	672039010199
Save & Print Authorization Letter	
Authorization Doc(Upload)	Choose File No file chosen
Upload Authorization File	

The authorizer and authorizee should sign the letter with seal. The hard copy should be sent to concern **BEO**. The scanned copy should be uploaded as shown below.

Report - Mozilla Firefox
10.96.135.116/rte/RTE/RTEMain.aspx

AUTHORIZATION LETTER

Trust Name:	JKV Trust		
Authorisor Details:			
Name:	Madhu Lingappa	Designation:	CHAIRMAN
Mobile Number:	9887656545	Email Id:	chairmanjkvtrust@gmail.com
Authorisee Details:			
Name:	Jagannath B.		
Aadhaar Number:	215782243188	Designation:	SECRETARY
Mobile Number:	9448852256	Email ID:	secjkvtrust@gmail.com
School Details:			
DISE CODE:	29031014106		
Name:	UNAIDED CHARLINGESHVAR LPS TANGADGI		
Address:	UNAIDED CHARLINGESHVAR LPS TANGADGI, MUDEBIHAL, BIJAPUR		

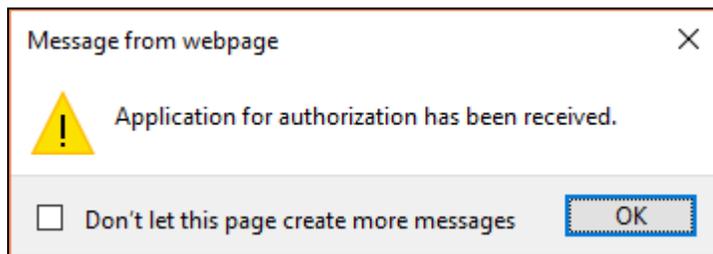
I, **Madhu Lingappa**, **CHAIRMAN** of **UNAIDED CHARLINGESHVAR LPS TANGADGI** hereby authorize Sri. **Jagannath B.** who is designated as **SECRETARY** of our school for claiming of RTE fee through online for the year 2016-17. His mobile number is **9448852256** and email id is **secjkvtrust@gmail.com**. His signature is attested by me.

04-Nov-2016

Authorisee Signature
Authorisor Signature with Seal

After clicking on browse button and uploading the authorization doc, "Upload Authorization File" button has to be clicked to get a message that it has been saved. A pop up message screen is seen as shown below.

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Once the scanned copy of authorization is uploaded **Recognition details tab** is enabled and the detail of recognition of the school is seen in the edit mode.

Home		RTE Reimbursement	
Authorization Recognition Details RTE Students School Strength Expenditure Details Final Submit			
DISE No	29031014106	School Name	UNAIDED CHARLINGES
Address	UNAIDED CHARLINGES	Land line No (with STD code)	
District	Bijapur	Block	MUDEDEBIHAL
Registration No	Regn.1234/2016	Recognition Renewal(RR)	Recogn.2345/2016
RR valid upto	2016-2017	Bank Account No	54044647081
IFSC Code	ANDB0001140	Bank Name	ANDHRA BANK
Branch Name	H S R LAYOUT	Registration Doc (Upload)	Browse...
Recognition Doc(Upload)	Browse...	Bank PassBook First Page (Upload)	Browse...
<input type="button" value="Save & Print Acknowledgement"/>			

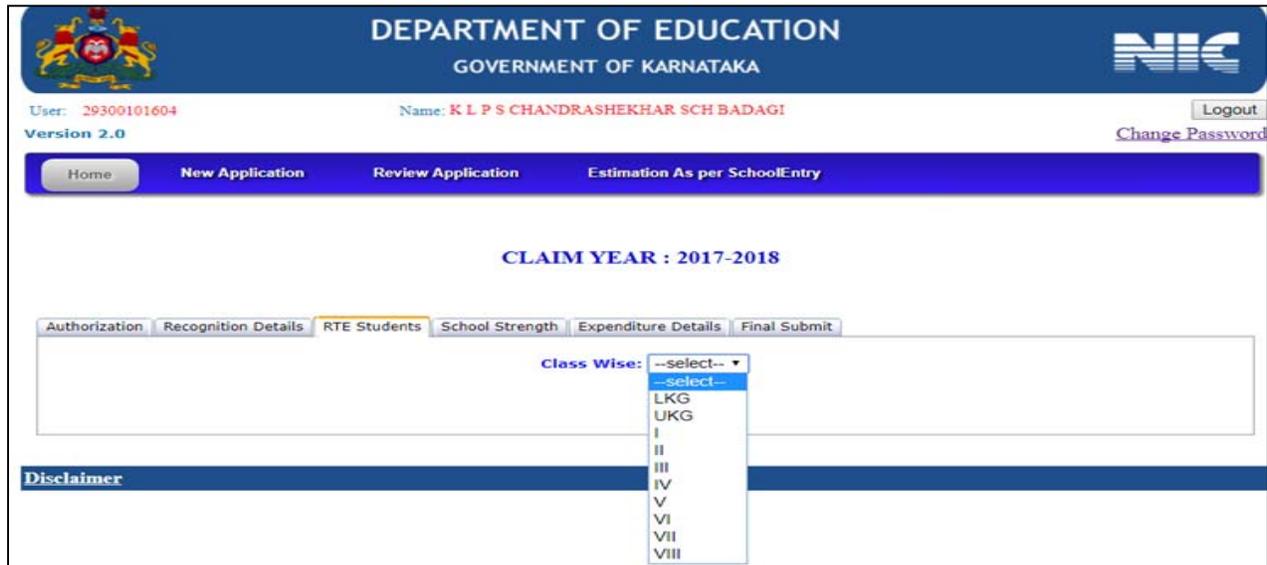
The details of school registration and valid (**Latest year's**) Renewal of Recognition should be filled in and the copy of the same need to be uploaded.

The Bank details of the school as per circular No "7(8) RTE Shu maru Pa/2016-17" date " 27.10.2016 " should be filled in IFSC Code, Bank/Branch name. The scanned copy of Registration, recent renewal of recognition, First page of Bank pass book should be uploaded as required. Once the information filled in is verified then click on '**save and print acknowledgement**'.

ACKNOWLEDGEMENT			
Trust Name:	Udupi Sri Admar Mutt Education Council		
Authoriser Details:			
Name:	vatsala srinivasan	Designation:	SECRETARY
Mobile Number:	9844134720	Email Id:	vatsalasrinivasan126@gmail.com
Authorisee Details:			
Name:	TEJASWI B Ballari		
Aadhaar Number:	851488016004	Designation:	PRINCIPAL
Mobile Number:	9611264080	Email ID:	tejaswiballari77@gmail.com
School Details:			
DISE CODE:	29200303652		
Name:	POORNA PRAJNA EDUCATION CENTRE		
Address:	POORNA PRAGNA EDUCATION CENTRE BAGALUR ROAD SRI KRISHNA NAGARA KOTTANUR POST BANGALORE-560077		
Landline Number:	08064515006	Registration Number:	Regn.497/2015-16
RR Number:	Recogn.28/2015-16	RR Valid upto:	2019-2020
Bank Details:			
Bank Account Number:	64136169467	IFSC Code:	SBMY0040371
Bank Name:	STATE BANK OF MYSORE	Branch Name:	BENSON TOWN
*The school should hand over the signed document of the acknowledgement to the Block Education Officer.			

RTE students

Select RTE students screen to get RTE students details classwise.



The screenshot displays the Department of Education, Government of Karnataka, website interface. The header includes the department name and logo, along with user information: User: 29300101604 and Name: K L P S CHANDRASHEKHAR SCH BADAGI. The page version is 2.0. The main navigation bar contains buttons for Home, New Application, Review Application, and Estimation As per SchoolEntry. The current screen is titled 'CLAIM YEAR : 2017-2018' and features a tabbed interface with 'RTE Students' selected. A 'Class Wise' dropdown menu is open, showing options: --select--, --select--, LKG, UKG, I, II, III, IV, V, VI, VII, and VIII. A 'Disclaimer' link is visible at the bottom left.

- Student **details** appear on Select of each class as follows except class 1 and follow the steps given below.

Authorization | Recognition Details | RTE Students | School Strength | Expenditure Details | Final Submit

Class Wise: IV

NOTE : If any student is missing in the class:IV ,Contact eGov section before the FINAL SUBMIT. Once submitted students cannot be added again

S/no	STS Number	Name	Father Name	Mother Name	Address	Class in 2017-2018	Whether Continued in 2017-2018
1	075114934	SUPRITA MAMADAPUR	NINGARAJ	BHUVANESWARI	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N
2	075115189	SHRUTI BIRADAR	PARASAPPA	NEELAVVA	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N
3	075115771	SAKSHI BIRADAR	HANAMANT	SHOBHA	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N
4	075115137	ANNAPURNA PATIL	BASAPPA	SUMITRA	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N
5	075115279	GIRISH NAVI	SHANKAR	BOURAVVA	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N
6	075116318	LAXMI KAMBLE	SADASHIVA	MAHADEVI	,, BADAGI, ATHANI, BELGAUM CHIKKODI29-Karnataka.	IV	<input checked="" type="radio"/> Y <input type="radio"/> N

Save

- **Step1:** check students details of **all the classes** in which RTE students are studying one by one.
- **Step 2:** Verify class in which student is studying in 2017-18, modify the class if change is required.
- **Step 3:** Select 'Yes' button to update student continued in 2017-18, Select 'No' if student is not continued in 2017-18 in your School.
- Repeat the above 3 steps for the remaining all Classes in which RTE students are studying.

Class 1 RTE Students details- (Class 1 rte students promoted from UKG and Taken Admission in 2017-18) Enter STS Numbers of each student to fetch data and add, repeat the process till you enter all students data of that Class and then save .



DEPARTMENT OF EDUCATION
GOVERNMENT OF KARNATAKA



User: 29200303652

Name: POORNA PRAJNA EDUCATION CENTRE

Logout

Version 2.0

[Change Password](#)

Home

New Application

Estimation As per SchoolEntry

CLAIM YEAR : 2017-2018

Authorization Recognition Details RTE Students School Strength Expenditure Details Final Submit

Class Wise:

NOTE : The students promoted from UKG to I Std are not having STSNO. Add the students again including new students joined in the current year [Click Here](#)

STS No

ADD

CLOSE

Disclaimer

School Strength Screen

CLAIM YEAR : 2017-2018

Authorization | Recognition Details | RTE Students | **School Strength** | Expenditure Details | Final Submit

Class	Total Strength(Including RTE)(2016-2017)	Total Strength(Including RTE)(2017-2018)
LKG	54	
UKG	58	
I	65	
II	52	
III	64	
IV	39	
V	49	
VI	35	
VII	37	
VIII	37	
IX	39	
X	34	
XI	0	
XII	0	

Save

Disclaimer

- Enter the total Strength of each class including **RTE** students for the year 2017-18 and click “**SAVE**” Button.
- If the school is from class 1-7 only then only those Text boxes should be filled with numbers and the in remaining Boxes Zero should be entered.
- In the above screen example is given for a school from L KG to class 10th.
- If in audit report the expenditure incurred is for Class 1 to 8th only, then mention school strength from Class 1 to 8th only. Enter zero in the remaining text boxes.

Expenditure Details screen

Details	RTE Students	School Strength	Expenditure Details	Final Submit
As per Karnataka Educational Institutions(Classification, Regulation and Prescription of Curricula etc..) Rules 1995 Rule no 10, following fees to be mentioned				
(a) Term Fees (b) Tution Fees (c) Special Development Fees				
PrePrimary Annual Fees(Per Student) - 2016-2017(Rs.)				
	LKG	<input type="text"/>		
	UKG	<input type="text"/>		
Primary Annual Fees(Per Student) - 2016-2017(Rs.)				
	I Std	<input type="text"/>		
	II Std	<input type="text"/>		
	III Std	<input type="text"/>		
	IV Std	<input type="text"/>		
	V Std	<input type="text"/>		
	VI Std	<input type="text"/>		
	VII Std	<input type="text"/>		
	VIII Std	<input type="text"/>		
	IX Std	<input type="text"/>		
	X Std	<input type="text"/>		
	XI Std	<input type="text"/>		
	XII Std	<input type="text"/>		

- Enter the fee collected per student for the academic year 2016-17 for every class.
- Upload the audit report in **PDF format (Size should be less than 1MB)**.
- If schools have different audit reports (ex- for class 1-5 and class 6-10) then upload all in single pdf file.
- Enter the total fees from **NON RTE** students as per the audit report of 2016-17 and Verify the RTE reimbursement given by the government in the year 2016-17.

<p style="text-align: center;">Audit Report(Upload) <input type="button" value="Choose File"/> No file chosen</p> <p>Total Fees From all Non RTE Students(as per Audit Report 2016-2017) Rs. <input type="text"/></p> <p>RTE Reimbursement from Govt. for 2016-2017 <input type="text" value="444300"/></p> <p>Total <input type="text" value="444300"/></p>	
Audited Expenditure incurred by the Institution(for all the NON RTE Students)	
Expenditure	Amount
Teacher's Salary	<input type="text"/>
Teacher's TA/DA	<input type="text"/>
Salary of the Other Staff	<input type="text"/>
Contingency	<input type="text"/>
Rent	<input type="text"/>
	<input type="text"/>

- Enter the expenditure amount in the respective cells.
- In **other expenditure** amount, following expenditures are to be excluded
 - a. Building Construction
 - b. Land
 - c. Uniforms
 - d. Text Books
 - e. Depreciation
 - f. Transportation
 - g. Midday Meals
 - h. Tour
 - i. Loan Servicing
 - j. Vocational Training
- Break up of other expenditure is to be given against the Other Expenditure break up box.

Verified Successfully. Reimbursement Estimation as per School Entry is Enabled. You can have a look before submitting this page

Verify Submit

- Click on the **VERIFY** Button. In case of any errors, the same needs to be corrected before “**submitting**” the data.
 - Before final submit click on Estimation as per school entry button to get fee calculation.
 - Save the details. And click the **Final submit** tab.
-