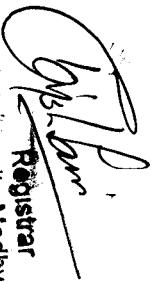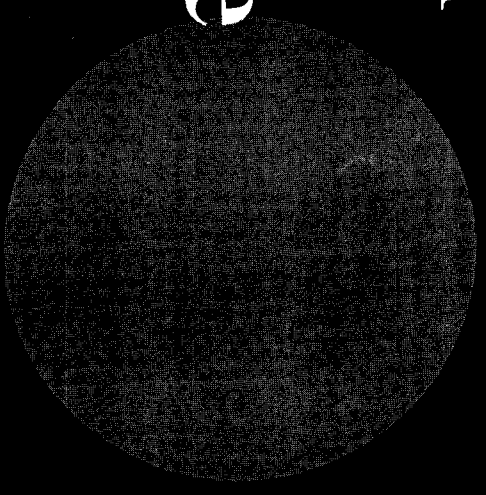# Application of

E-Governance

In Accounting System

AMITY UNIVERSITY MADHYA PRADESH

Amity University Madhya Pradesh Follow Cloud Based Accounting system

Fees Receipt & Refund Process

▼ Software For fee Receipt & Refund- **Amizone Software**

➤ Software For Accounting- Cloud base Accounting software TCS ion

▼ Fee related Accounting (i.e., Invoicing & Receipt) Automated to Accounting software through Payment Gateway.

➤ Following Fee Collection Mode Available for Academic Fee, Hostel Fee & Bus fee.
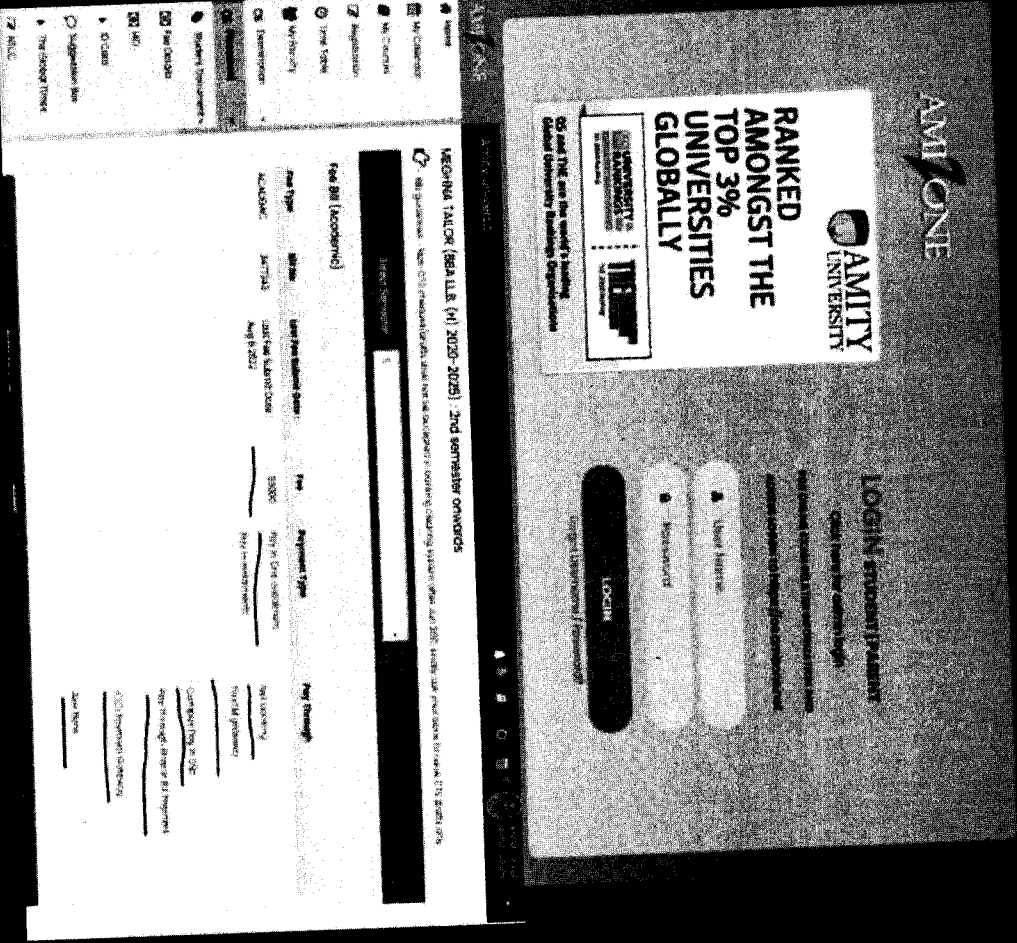
▽ Offline Demand Draft

▽ Online- Paytm , Tech process (Debit Card, Credit card , Net banking & UPI), BBPS (QR Code)

Process of online payment Given Below from Student portal:-

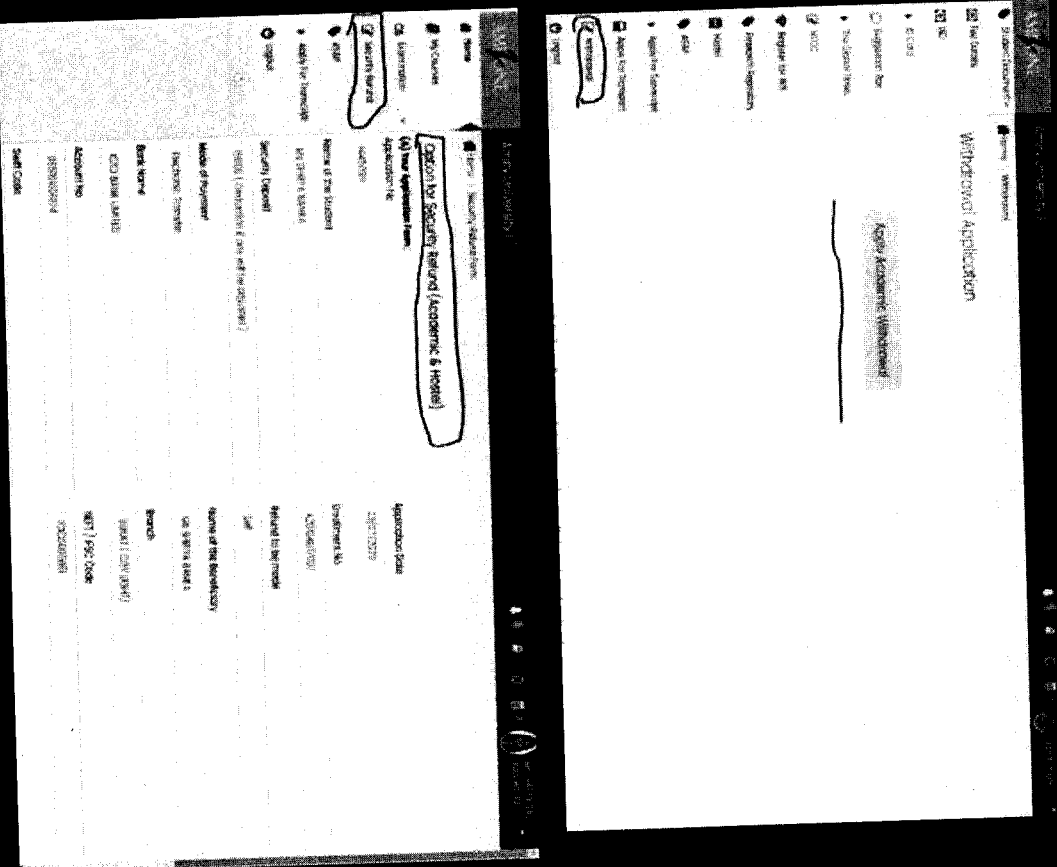- Open the link www. fee.amizone.net with their Individual login credential i.e., ID & Password.

- After the login Amizone clicked on the fee details sections, after the click on pay in one installment, there are five payment gateways available to pay the fee smoothly. (Screenshot Attached)

- Payment gateways provide the options for fee acceptance Debit Credit Card, Net Banking, also QR code generation with Phone-pe, Google pay, Pay.tm, & through Axis bank challan (Screenshot Attached).

- After Successful Payment, fee Receipt & income Tax Certificate Available for Download.

- If the student suffer any financial problems, Installment options also provided which is the third-party platform i.e., Grey-Quest & Finance peer
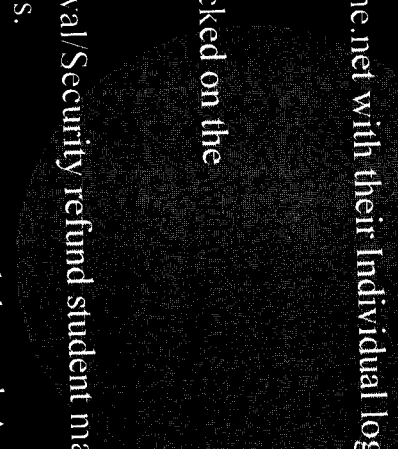
Online Withdrawal/Pass out Security Refund Procedure:

## Withdrawal/Pass out security refund applying procedure follows by student:-

- Open the link wwww//fee.amizone.net with their Individual login credential i.e., ID & Password

- After the login   clicked on the

- click apply academic withdrawal/Security refund student may fill the form with all the required details.
- All No dues from All Department Get Automated through Amizone.

- After the completion of all the no dues procedure of withdrawals/Security refund, Accounts department processed the refund & credited the refundable amount to student's bank account.

Student Online Grievance Portal:

1. Open the link www.//fee.amizone.net with their Individual login credential i.e., ID & Password

2. After the login amizone.net clicked on the Suggestion box. after the click suggestion box student may post the complaint /suggestion to relevant department. (1st Screenshot for complaint box of Student Portal)

3. After Complaint/Suggestion Raised by Student we Resolve their concern through portal.(2nd Screenshot for Suggestion box for solution)
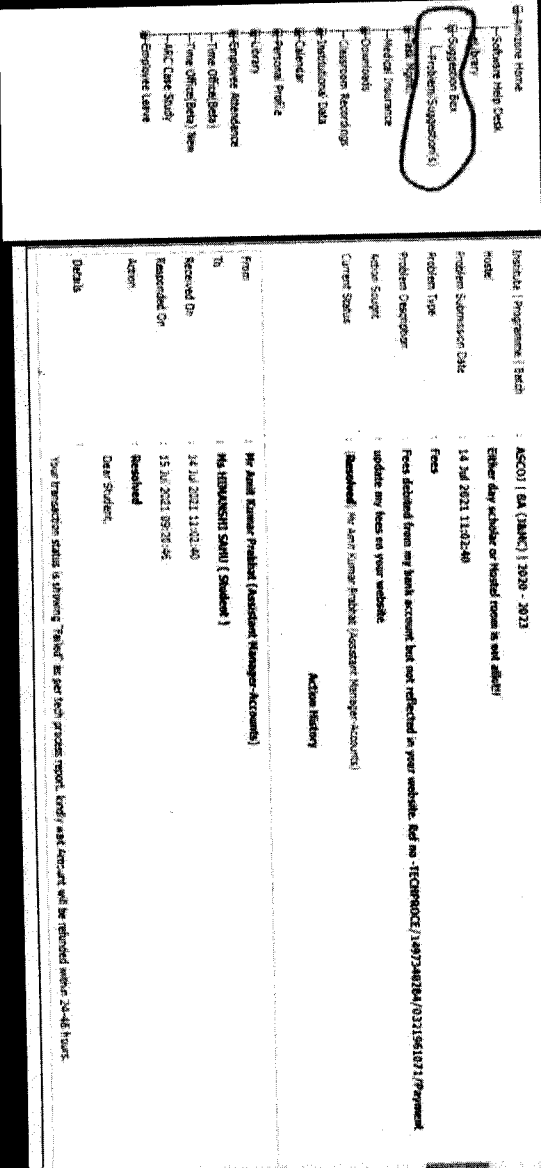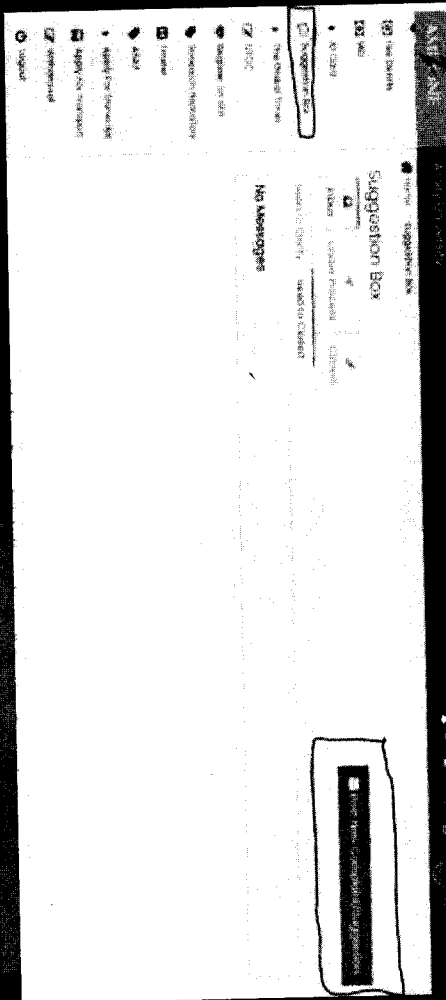
Application of E-governance in Human Resource process for Attendance & Apply of Leave.

- Attendance processed through automated TCS HRMS System, which is linkup Amizone Software through Punching of Employee I-Cards & Apply of Leave for computation of payroll.

- After Payroll processing payment System & approval are also through E-System.

- After Payroll processing .payment System & Approval are Also through e-System.

- Post payroll Processing ,Salary slip get generated & Available For download.

Raise Leave Application

Attendance Sheet

Report Type ● Details
Month February ▾
Year 2022 ▾
Search

Less than working Hours : ▮   Declared Holiday 1.0▮

a for month (February) Year (2022)

Employee Name		Wed 02/01	Tue 02/02	Wed 02/03	Thu 02/03	Tue 02/04	Fri 02/04	Sat 02/05	Wed 02/07	Wed 02/08	Tue 02/08
Janter Prabhat	In Time	8:55AM	8:55AM	8:57AM	8:55AM	8:59AM				8:58AM	8:53AM
	Out Time	5:03PM	5:05PM	5:07PM	5:04PM	5:01PM	5:04PM	5:03PM		5:03PM	5:03PM
	Grace Period	0	0	0	0	0	0	0		0	0
	Permission (hrs)	0	0	0	0	0	0			0	0
	Working Hrs	8:00	9:00	8:00	8:00	8:00	8:00			8:00	8:00
	Status	P	P	P	P	P	P	WO	WO	SL	P

Current Payroll Year Month : 202202

Payroll Processing

vISION Payroll

Codes And Parameters   Employee Information   Payroll Processing   Ytd Figures And Ltax   Statutory Compliance

Payroll Computation

+ Create   🔍 Search

■ Entity Selection

* Select Entity
  ● Compute Payroll   ○ Revert Payroll
  All Employees ▾
  ○ Skip the employees for whom the selected process is already completed

■ Additional Attribute selection

* Action to be taken if Not earning going negative   Continue Payroll computation ▾
  Consider/Calculate □ Loan   □ Advances   □ Claim

  * If to be calculated on   Projected and Actual Savings , HRA, Annual income details ▾

  [Compute] [Reset] [ViewDSS]

View Log

Payment Process Through Accounting Software

➤ All payment related process though Automated Environment

- After Accounting for Payment voucher, we start Process for Payment Through our Accounting Software

- Payment Information regarding payments for vendor's & Student's, being uploaded to system i.e., Bank Name, Beneficiary Name, Account No & IFSC Code.

- After all banking confirmations, we Create Payment Information for process the Payment

- After Successful Creation Payment Information, payment reflected in our Bank portal for Payment Authorization.

- After two level authorization, payment Transfer to Beneficiary bank Account & All transaction details upload in our Accounting software i.e., UTR No.

- For information purpose All Payment information automatically shared with vendor & Student through provide Mail id.

New Payment Instruction

Document Sub Type*
Payment Instruction ✓

Accounting Organization*
AU ⌄

Accounting Company*
AMITY UNIVERSITY .

Creation Date*
23-02-2022

Period Code*
Feb-22

Amount*
121904.00000

⚠ Alert!Please ensure you have the individual's explicit consent before viewing his or her personal data. This consent is required for the collection and use of personal data for identified purposes.

SNo ⇕	Voucher Type ⇕	InterUnit Type ⇕	Voucher Number ⇕	Document Date ⇕	Bank Name ⇕	Bank Account Number ⇕
1	N/A	ACOP/1		02-04-2021	AXIS BANK	010010100496797

Other Payments

Amity University Madhya Pradesh
Registrar
Gwalior