

Application of E-Governance

In Accounting System

AMITY UNIVERSITY MADHYA PRADESH

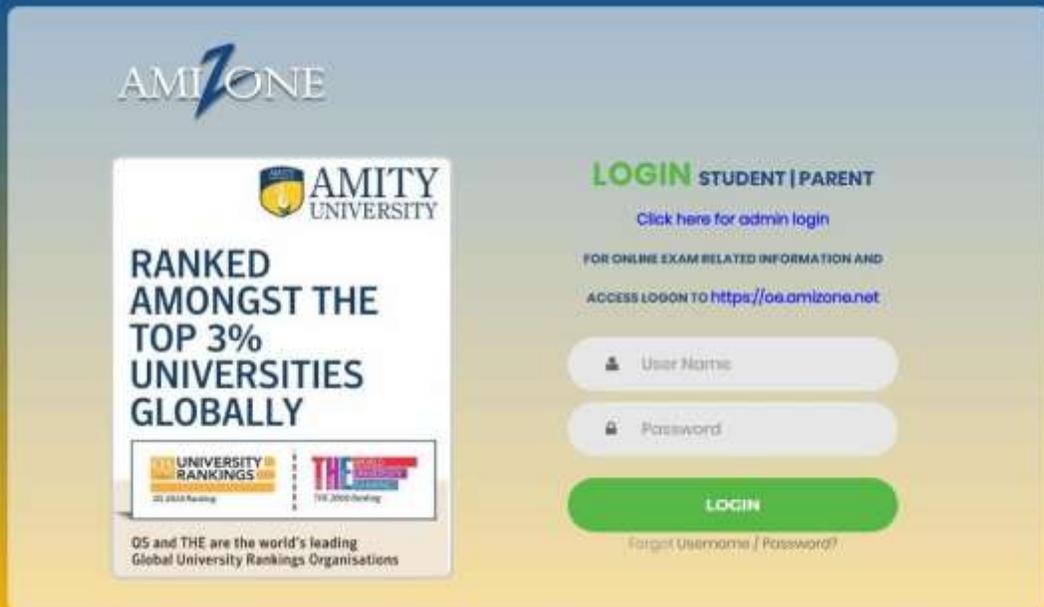
Fees

Receipt &

Refund

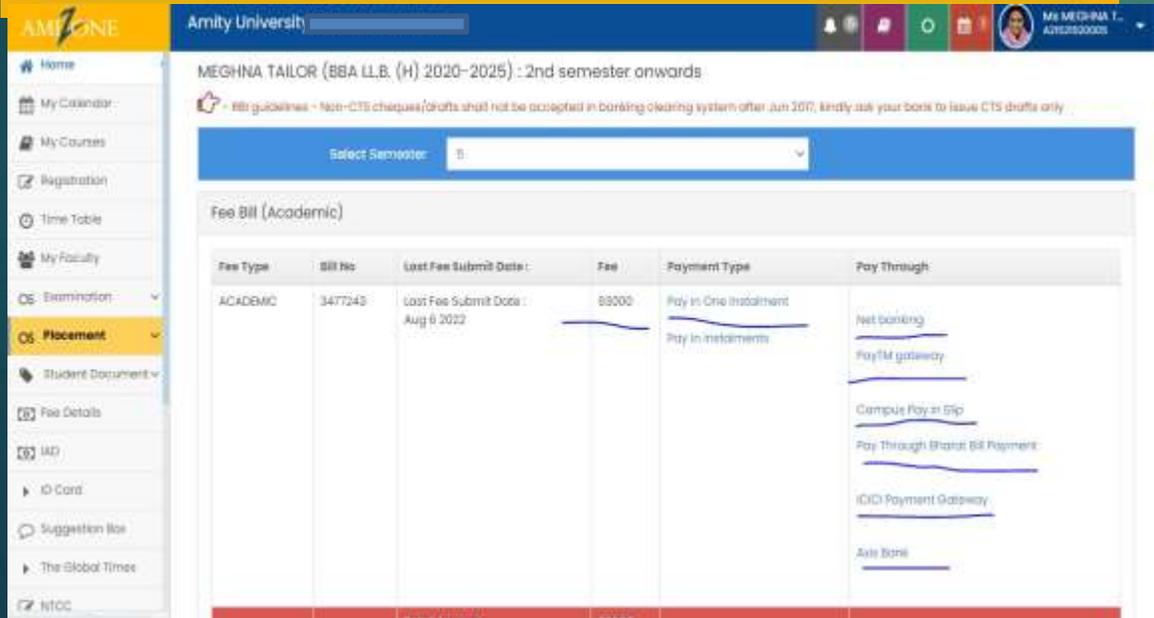
Process

- ▶ 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.amizona.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, Paytm, & 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:-

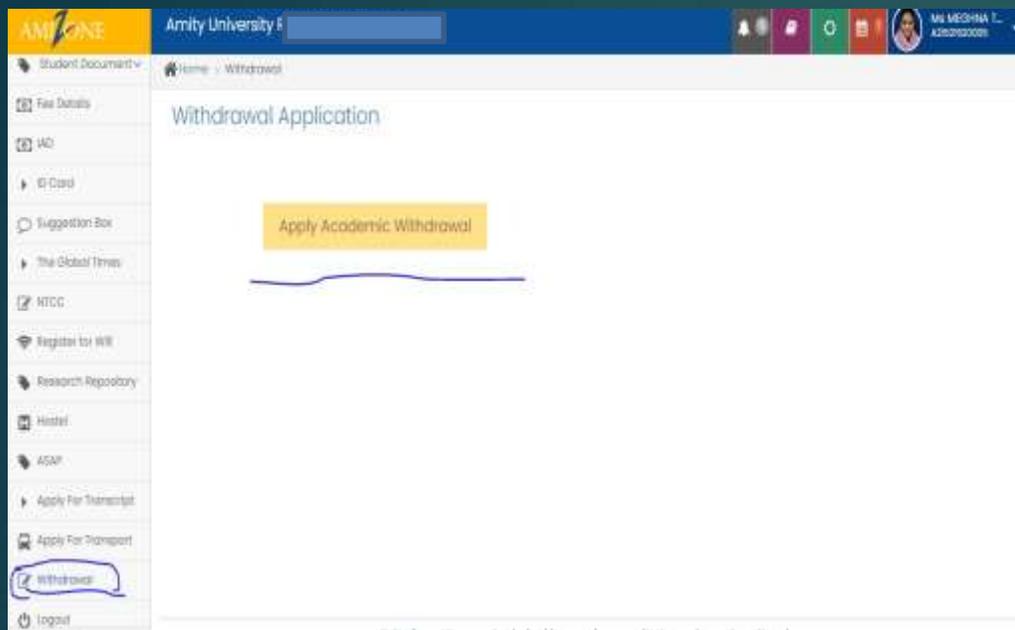
- Open the link www//fee.amizone.net with their Individual login credential i.e., ID & Password

- After the login [amizone.net](http://www.amizone.net) clicked on the **withdrawal section/Security refund**

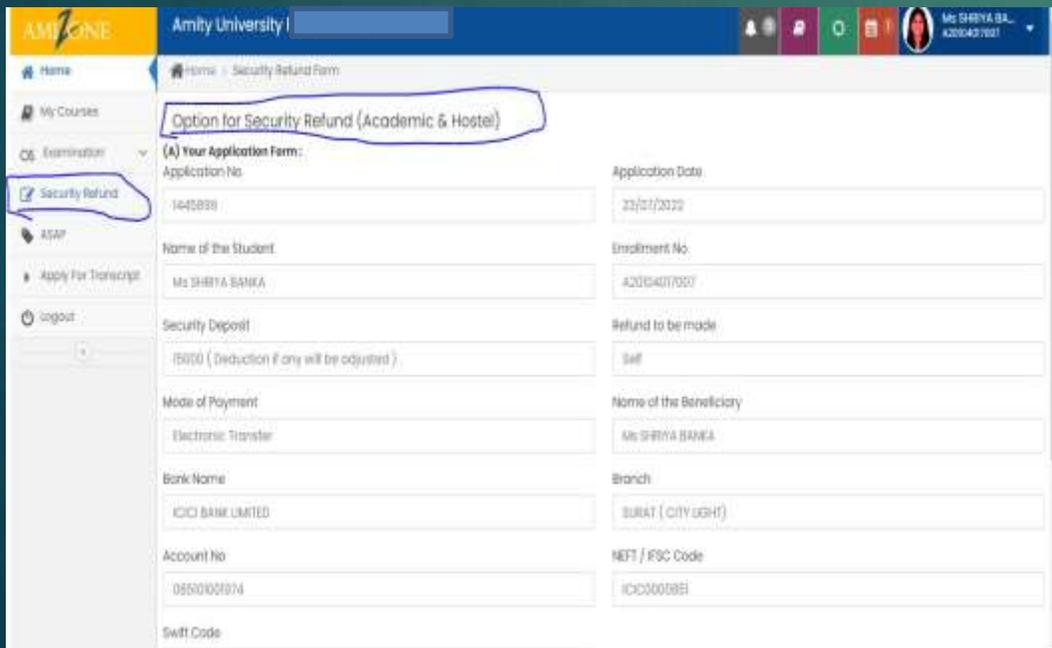
- click apply academic withdrawal/Security refund student may fill the form with all the required details.

- 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.



The screenshot shows the Amizone portal interface. The top navigation bar includes the Amizone logo and user information for Ms. MEGHNA B. A200427001. The left sidebar contains various menu items, with 'Withdrawal' highlighted by a blue circle. The main content area displays 'Withdrawal Application' with a prominent yellow button labeled 'Apply Academic Withdrawal' that is underlined.

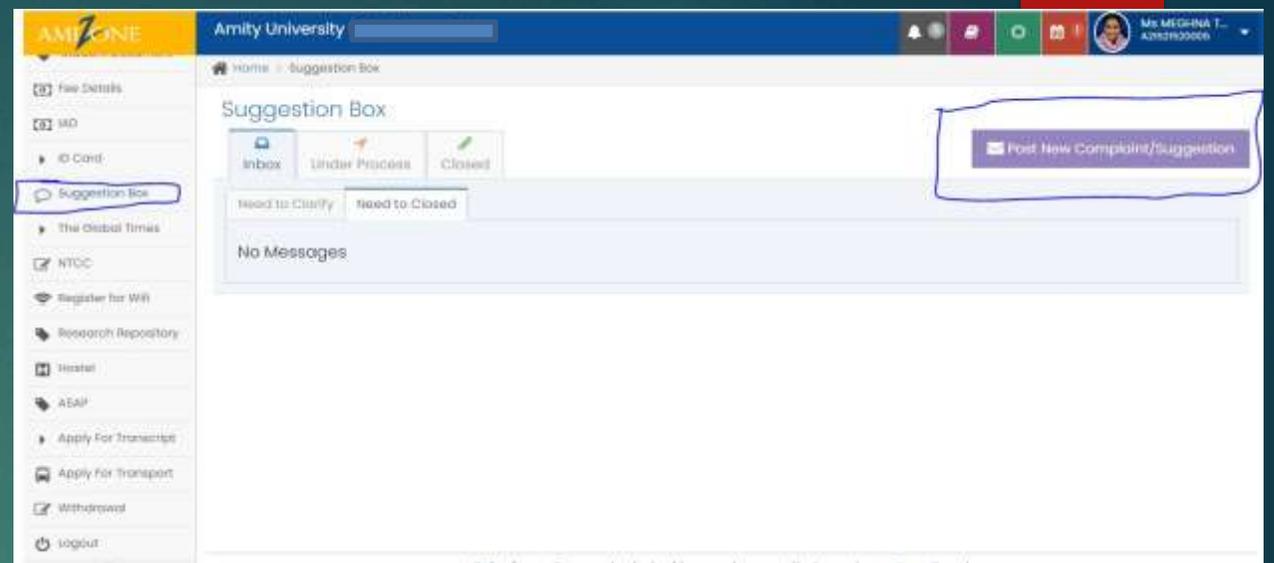


The screenshot shows the 'Security Refund Form' page. The 'Option for Security Refund (Academic & Hostel)' dropdown menu is highlighted with a blue circle. The form contains the following fields:

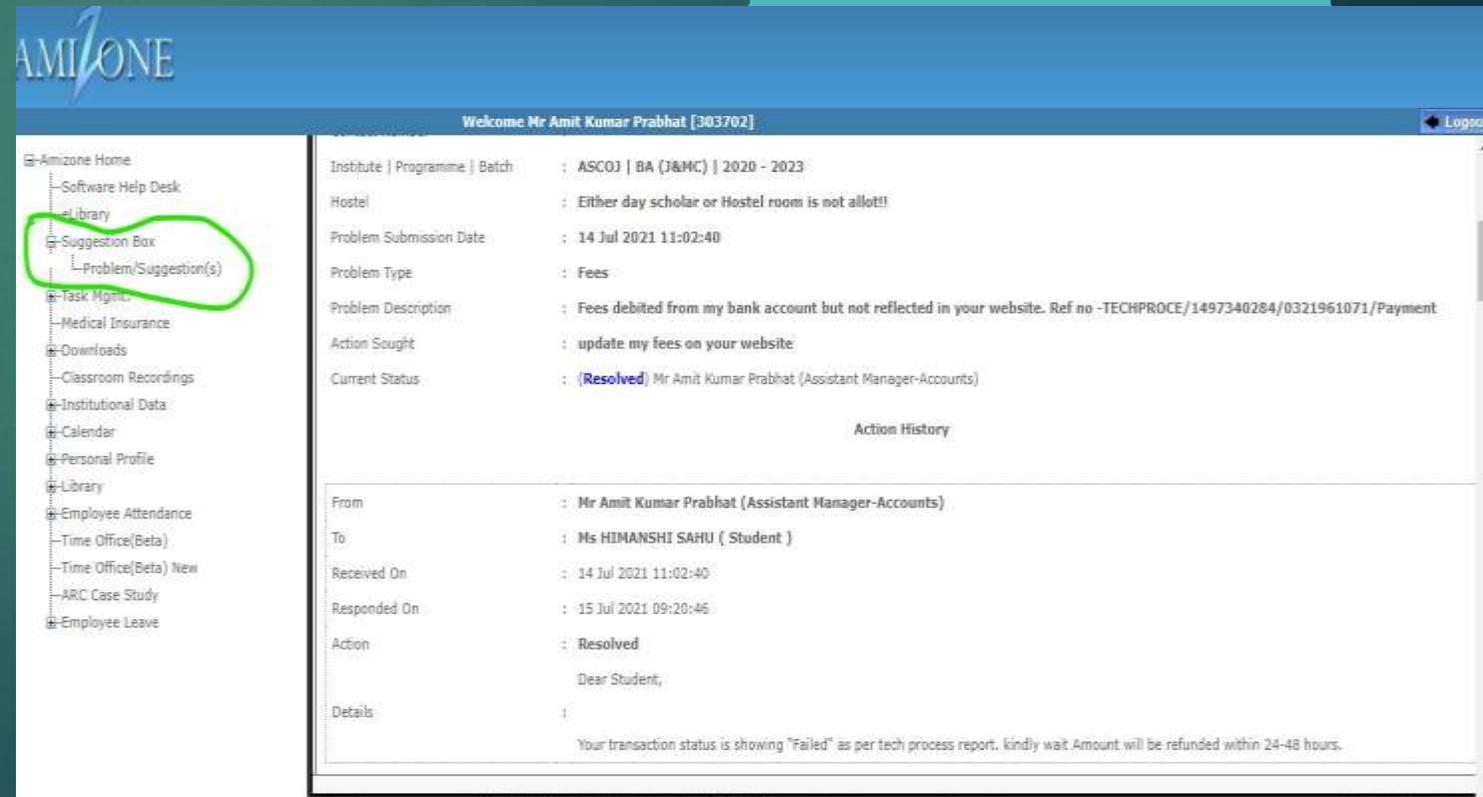
(A) Your Application Form:	
Application No	Application Date
1445888	22/01/2022
Name of the Student	Enrollment No.
Ms SHRIYA BANIK	4200427001
Security Deposit	Refund to be made
15000 (Deduction if any will be adjusted)	Self
Mode of Payment	Name of the Beneficiary
Electronic Transfer	Ms SHRIYA BANIK
Bank Name	Branch
ICICI BANK LIMITED	BURAT (CITY LIGHT)
Account No	NEFT / IFSC Code
05501002874	ICICI0005881
Swift Code	

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)



Welcome Mr Amit Kumar Prabhat [303702]

Institute | Programme | Batch : ASCOJ | BA (J&MC) | 2020 - 2023

Hostel : Either day scholar or Hostel room is not allot!!

Problem Submission Date : 14 Jul 2021 11:02:40

Problem Type : Fees

Problem Description : Fees debited from my bank account but not reflected in your website. Ref no -TECHPROCE/1497340284/0321961071/Payment

Action Sought : update my fees on your website

Current Status : **Resolved** Mr Amit Kumar Prabhat (Assistant Manager-Accounts)

Action History

From	: Mr Amit Kumar Prabhat (Assistant Manager-Accounts)
To	: Ms HIMANSHI SAHU (Student)
Received On	: 14 Jul 2021 11:02:40
Responded On	: 15 Jul 2021 09:20:46
Action	: Resolved
Details	: Dear Student,

Your transaction status is showing "Failed" as per tech process report. kindly wait Amount will be refunded within 24-48 hours.

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

Amity Edu Group [Privacy Notice](#) [Cookie Policy](#) Available

TCS iON | HRMS

Home **Org-Setup** Recruitment Employee Management Employee Benefits Leave & Attendance Employee Movement

Raise Leave Application (Mandatory Fields)

[+ Create](#) [Search](#) [Delete](#) [Print](#) 0 of 0

* Employee Number: Employee Name: Sunil Kumar Bhargava Employee Status: Active

Leave Application Details

* Leave Type:

* Selected date (s): **0 Days**

February 2022						
MO	TU	WE	TH	FR	SA	SU
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6

Status:

Date Applied: 23-Feb-2022

* Purpose:

Are you travelling out of station: Yes No

Destination Place:

Are you available on weekoff / holiday: Yes No

Address:

Phone Number:

Attendance Sheet

- Amizone Home
- Software Help Desk
- eLibrary
- Suggestion Box
 - Problem/Suggestion(a)
- Task Mgmt.
- Medical Insurance
- Downloads
- Classroom Recordings
- Institutional Data
- Calendar
- Personal Profile
- Library
- Employee Attendance
- Time Office(Beta)
- Time Office(Beta) New
- ARC Case Study
- Employee Leave

Attendance Sheet

Less than working hours : ■ Declared holiday : ■

Report Type Details

Month

Year

for month [February] Year [2022]

EmployeeName		Wed 26/01	Thu 27/01	Fri 28/01	Sat 29/01	Sun 30/01	Mon 31/01	Tue 01/02	Wed 02/02	Thu 03/02	Fri 04/02	Sat 05/02	Sun 06/02	Mon 07/02	Tue 08/02	Wed 09/02	Thu 10/02	
 Sumar Prabhat	In Time		8:56AM	8:55AM			8:57AM	8:59AM	8:59AM	8:53AM	8:54AM			8:51AM		8:58AM	8:50AM	
	OutTime		5:03PM	5:05PM			5:07PM	5:04PM	5:01PM	5:04PM	5:03PM			5:04PM		5:05PM	5:02PM	
	GracePeriod		0	0			0	0	0	0	0			0		0	0	
	Permission_(hrs)																	
	Working Hrs			8:00	8:00			8:00	8:00	8:00	8:00	8:00			8:00		8:00	8:00
	Status		PH	P	P	WO	WO	P	P	P	P	P	WO	WO	P	SL	P	P

Payroll Processing

- Home
- Codes And Parameters
- Employee Information
- Payroll Processing
- Ytd Figures And I.Tax
- Statutory Compliance

Payroll Computation

0 of 0

Entity Selection

Compute Payroll Revert Payroll

+ Select Entity

Skip the employees for whom the selected process is already completed

Additional Attribute selection

* Action to be taken if Net earning going negative * IT to be calculated on

Consider/Calculate Loan Advances Claim

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

Accounting Organization* AU J
Accounting Company* AMITY UNIVERSITY
Creation Date* 23-02-2022
Period Code* Feb-22
Document Sub Type* Payment Instruction
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	Other Payments	N/A	ACOP/1	02-04-2021	AXIS BANK	010010100496797