

ALL INDIA SURVEY ON HIGHER EDUCATION

DATA CAPTURE FORMAT - II
COLLEGES / INSTITUTIONS
AFFILIATED/ RECOGNISED BY THE UNIVERSITY

YEAR: 2016 - 2017

As on 30th September 2016



Ministry of Human Resource Development
Department of Higher Education
New Delhi



BLOCK 2A: BASIC INFORMATION

Update Pre-filled Data

1. *Name of the College / Institution.

Maheshtala College

2. (i) *Postal Address Line 1:

Budge Budge Trunk Road

(ii) Postal Address Line 2:

Maheshtala, Kolkata 700141

(iii) City:

Kolkata

(iv) *State:

West Bengal

(v) *District:

Kolkata

(vi) *Pin Code:

7 0 0 1 4 1

(vii) Web site:

www.maheshtalacollege.org

(viii) Total Area [In acre]:

0.78

(ix) Total Constructed area [In sq m]:

2,850

3. Year of Establishment

1971

4. College Contact Details

A. (i) *Name of Principal:

SHAMPA DASGUPTA

(ii) *Contact No:

0 9 8 3 0 3 3 5 5 3 7

(iii) E-mail id:

ssg2416@gmail.com

B. (i) *Name of College Nodal Officer for AISHE:

PROF. SATYAJIT DE

(ii) *Designation:

ASSISTANT PROFESSOR

(iii) *Telephone No:

0 3 3 2 4 9 0 8 3 5 0

(with STD code)

(iv) Mobile:

0 9 8 3 0 5 2 5 7 6 9

(v) *E-mail id:

satyajitde73@ymail.com

5. (i) *Name of University to which Affiliated:

Calcutta University, Kolkata

(ii) Name of other Universities to which Affiliated:

(iii) *The Statutory body through which recognized:

University Grants Commission

In case of Others, please specify

6. Year of Affiliation with University:

1971

7. *(i) Location of the College/ Institution :

☐ Rural ☒ Urban

(ii) Block/City/Town

8. Geographical referencing:

[Values must contain minimum of 5 digits after the decimal point]

Latitude (in degree)

[Range: 6 - 38]

22.5001943

Longitude (in degree)

[Range: 68 - 98]

88.2362298

[Help](#)

9. *Type of College/ Institution:

Affiliated College

10. *Whether College is Autonomous :

☐ Yes ☒ No

11. *Management of College/ Institution:

Private Aided

12. *(i) Is it a Specialized College/ Institution :

☐ Yes ☒ No

(ii) If Yes, then select any one:

In case of Others, please specify

(iii) Whether the college is running only diploma level course(s) :

☐ Yes ☒ No

(iv) If Yes, then select any one type:

13. *Is it Evening College/Institution:

☐ Yes ☒ No

14. *Whether the College/Institution is exclusively meant for girls:

☐ Yes ☒ No

15. (i) *Staff Quarter Available

☐ Yes ☒ No

ii) If Yes,

Category	Number
Teaching Staff	
Non Teaching Staff	
Total	

16. (i) *Does the College / Institute has Student Hostel

☒ Yes ☐ No

(ii) If Yes, Number of Hostel

1

Sl.NO.	Name of Hostel	Hostel Type	Intake Capacity	No. of Students Residing
1	NA	Girls Hostel	36	0

[Help](#)

BLOCK 2B: DETAILS OF PROGRAMMES OFFERED BY THE COLLEGE

1. List of Faculty & Departments

* The field is disabled, no entry is required

1 Faculty Name

Sl.no.	Name of the Departments
1	B.COM-GENERAL
2	COMPUTER SCIENCE
3	MATHEMATICS
4	GEOGRAPHY
5	ENGLISH - HONS
6	ECONOMICS
7	ACCOUNTING AND FINANCE

8	HISTORY
9	CHEMISTRY
10	JOURNALISM
11	EDUCATION
12	BA-GENERAL
13	PHILOSOPHY
14	POLITICAL SCIENCE
15	B.SC-GENERAL
16	SANSKRIT
17	BENGALI - HONS.
18	PHYSICS

2. Regular Program Details [All programmes in which students are enrolled in the Institution are to be listed]

Faculty	Department	Level	Name of the Programme	Discipline/ Subject	Broad Discipline Group Category	Broad Discipline Group Name	Intake	Admission Criterion	Course Duration		Type	Examination System	Statutory Body through which approved	University through which approved
									Year	Month				
		Diploma	Diploma-Diploma	ARTS	Journalism & Mass Communication	Journalism & Mass Communication	30	Direct Adm	1	0	Self Financing	Semester	Others	Calcutta University, Kolkata
		Under Graduate	B.Com.- Bachelor of Commerce	Commerce	Commerce	Commerce	100	Direct Adm	3	0	General	Annual	University Grants Commission	Calcutta University, Kolkata
		Under Graduate	B.A.- Bachelor of Arts	Pol. Science	Arts	Arts	20	Direct Adm	3	0	General	Annual	University Grants Commission	Calcutta University, Kolkata
		Under Graduate	B.A.- Bachelor of Arts	Phil	Arts	Arts	15	Direct Adm	3	0	General	Annual	University Grants Commission	Calcutta University, Kolkata
		Under Graduate	B.A.- Bachelor of Arts	English	Arts	Arts	50	Direct Adm	3	0	General	Annual	University Grants Commission	Calcutta University, Kolkata

		Under Graduate	B.A.- Bachelor of Arts	Education	Arts	Arts	20	Direct Adm	3	0	General	Annual	University Grants Commission	Calcutta University, Kolkata
		Under Graduate	B.A.- Bachelor of Arts	JOURNALI SM	Arts	Arts	20	15	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.A.- Bachelor of Arts	Sanskrit	Arts	Arts	20	20	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.A.- Bachelor of Arts	Arts	Arts	Arts	20	360	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.Sc.- Bachelor of Science	Science	Science	Science	20	60	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.A.- Bachelor of Arts	Beng	Arts	Arts	20	80	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.Sc.- Bachelor of Science	Chemistry	Science	Science	20	15	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.A.- Bachelor of Arts	Hist	Arts	Arts	20	50	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.Sc.- Bachelor of Science	Physics	Science	Science	20	15	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.Sc.- Bachelor of Science	Math	Science	Science	20	15	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.Sc.- Bachelor of Science	Comp Science	IT & Computer	Computer Science	20	15	Direct Adm	3	0	General	Annual	University Grants Commission
		Under Graduate	B.A.- Bachelor of Arts	Geography	Arts	Arts	20	50	Direct Adm	3	0	General	Annual	University Grants Commission

BLOCK 2C: STAFF INFORMATION

[Help](#)

Note: = Persons with Disability
 PWD = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains
 Other Minority

1. TEACHING STAFF

From the current survey onwards, a format named Teacher Information Format (TIF) has been designed to collect the data on each teacher employed/engaged with the institution. Kindly download TIF under “Download e-Forms” link after logging-in to AISHE and attach filed-in TIF in Block 2(I).

2. NON TEACHING STAFF

[illegible]

Library Staff	Group A	2	Total	1	1	0	0	0	0	0	0	1	1	0
			PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Total	1	0	0	0	0	0	0	0	1	1	0
Library Staff	Group C	1	PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	1	0	0	0	0	0	0	0	1	1	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Total	1	0	0	0	0	0	0	0	1	1	0
			Total	1	0	0	0	0	0	0	0	1	1	0
Library Staff	Group D	1	PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0
			Total	1	0	0	0	0	0	0	0	1	1	0
			Total	1	0	0	0	0	0	0	0	1	1	0

BLOCK 2D: NUMBER OF STUDENTS ENROLLED IN THE COLLEGE / INSTITUTION

[Help](#)

Note: = Persons with Disability
 PWD = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains
 Other Minority =
 Regular Course

[illegible]

Library Staff	Group A	2	Total	1	1	0	0	0	0	0	0	0	1	1	0
			PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
Library Staff	Group C	1	Total	1	0	0	0	0	0	0	0	0	0	1	0
			PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	1	0	0	0	0	0	0	0	0	0	1	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
Library Staff	Group D	1	Total	1	0	0	0	0	0	0	0	0	0	1	0
			PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
			Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0
			Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0

BLOCK 2D: NUMBER OF STUDENTS ENROLLED IN THE COLLEGE / INSTITUTION

[Help](#)

Note: PWD = Persons with Disability
Other Minority = Christians, Sikhs, Buddhists, Zorastrians (Parsis) and Jains

Regular Course

[illegible]

Under Graduate	B.A.-Bachelor of Arts	English	General	3	Total	9	5	0	0	0	0	1	1	10	6	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	3	2	0	0	0	0	0	0	3	2	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Total	18	14	2	0	0	0	0	0	20	14	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	14	11	0	0	0	0	0	0	14	11	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Total	3	2	2	0	0	0	1	0	6	2	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	2	1	0	0	0	0	0	0	2	1	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	

[illegible]

Under Graduate	B.A.-Bachelor of Arts	JOURNALISM	General	3	Total	3	1	2	2	0	0	0	0	5	3	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	1	1	0	0	0	0	0	0	1	1	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Total	3	2	2	2	0	0	2	1	7	5	
Under Graduate	B.A.-Bachelor of Arts	Sanskrit	General	1	PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Total	3	2	2	2	0	0	1	1	6	4	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
Under Graduate	B.A.-Bachelor of Arts	Sanskrit	General	2	Total	3	2	2	1	0	0	1	1	6	4	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	3	2	0	0	0	0	0	0	3	2	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Total	3	2	2	1	0	0	1	1	6	4	

Under Graduate	B.A.-Bachelor of Arts	Sanskrit	General	3	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					Muslim Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					Total	166	96	20	13	1	1	20	9	207	119						
Under Graduate	B.A.-Bachelor of Arts	Arts	General	1	PWD (out of Total)	1	0	0	0	0	0	0	0	0	0	1	0	0	0		
					Muslim Minority (out of Total)	134	76	0	0	0	0	0	0	0	134	76					
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					Total	184	109	31	26	0	0	31	18	246	153						
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	General	2	Muslim Minority (out of Total)	148	87	0	0	0	0	0	0	0	148	87					
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					Total	184	109	31	26	0	0	31	18	246	153						
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
					Muslim Minority (out of Total)	148	87	0	0	0	0	0	0	0	148	87					

Under Graduate	B.A.-Bachelor of Arts	Arts	General	3	Total	99	78	32	18	0	0	18	14	149	110	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	56	43	0	0	0	0	0	0	56	43	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
Under Graduate	B.Sc.-Bachelor of Science	Science	General	1	Total	2	1	1	0	0	0	4	0	7	1	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	1	1	0	0	0	0	0	0	1	1	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	
Under Graduate	B.Sc.-Bachelor of Science	Science	General	2	Total	3	2	0	0	0	0	1	0	4	2	
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	2	2	0	0	0	0	0	0	2	2	
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	

[illegible]

Under Graduate	B.Sc.-Bachelor of Science	Chemistry	General	3	Total	2	0	0	0	0	0	0	0	0	0	0	2	0		
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
					Muslim Minority (out of Total)	1	0	0	0	0	0	0	0	0	0	0	1	0		
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0		
					Total	14	9	2	0	0	0	0	0	4	1	20	10			
Under Graduate	B.A.-Bachelor of Arts	Hist	General	1	PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0	0		
					Muslim Minority (out of Total)	11	7	0	0	0	0	0	0	0	0	11	7			
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0			
					Total	8	8	2	1	0	0	0	0	12	8	22	17			
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0			
Under Graduate	B.A.-Bachelor of Arts	Hist	General	2	Muslim Minority (out of Total)	7	7	0	0	0	0	0	0	0	0	7	7			
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0			
					Total	0	0	0	0	0	0	0	0	0	0	0	0			
					PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0			
					Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	0	0			

[illegible]

[illegible]

[illegible]

[illegible]

Under Graduate	B.A.-Bachelor of Arts	Arts	Geography	General	3	Total	10	8	4	2	0	0	5	2	19	12	
						PWD (out of Total)	0	0	0	0	0	0	0	0	0	0	
						Muslim Minority (out of Total)	6	4	0	0	0	0	0	0	6	4	
						Other Minority (out of Total)	0	0	0	0	0	0	0	0	0	0	

Foreign Students Enrollment

Whether Foreign Students are enrolled in the College ☐ Yes ☒ No

Out of the total student enrollment, number of foreign students

Country	Level	Programme	Broad Discipline Group Name	Discipline / Subject	Number of Students Enrolled	
					Total	Girls

[Help](#)

BLOCK 2E: EXAMINATION RESULTS

(Number of Students passed / awarded degree during the year 1st October, 2015 to 30th September, 2016)

Regular Mode

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls
Diploma	Diploma-Diploma	Journalism & Mass Communication	ARTS	0	0	0	0	0	0
Under Graduate	B.Com.-Bachelor of Commerce	Commerce	Commerce	12	1	4	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Pol. Science	4	1	4	1	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Phil	0	0	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	English	7	6	6	6	0	0

Under Graduate	B.A.-Bachelor of Arts	Arts	Education	12	11	12	11	12	11	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	JOURNALISM	7	7	5	5	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Sanskrit	6	3	6	3	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Arts	180	116	74	40	0	0	0	0
Under Graduate	B.Sc.-Bachelor of Science	Science	Science	5	2	4	2	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Beng	30	24	26	22	0	0	0	0
Under Graduate	B.Sc.-Bachelor of Science	Science	Chemistry	1	0	1	0	0	0	0	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Hist	14	5	13	5	0	0	0	0
Under Graduate	B.Sc.-Bachelor of Science	Science	Physics	5	1	3	1	0	0	0	0
Under Graduate	B.Sc.-Bachelor of Science	Science	Math	6	3	1	1	0	0	0	0
Under Graduate	B.Sc.-Bachelor of Science	Computer Science	Comp Science	11	2	9	2	5	1	1	0
Under Graduate	B.A.-Bachelor of Arts	Arts	Geography	22	12	20	11	1	1	0	0

[Help](#)

BLOCK 2F: FINANCIAL INFORMATION

(During Financial year 2015 - 2016)

INCOME			Amount in absolute Rupees
S. No.	Items	Amount converted in thousands	Amount in absolute Rupees
1	Grants Received from		
(i)	University Grants Commission	0	0
(ii)	Distance Education Council	0	0
(iii)	Other Central Government Departments	0	0
2	Grants Received from State Government	21,269.618	21,269,618
3	Grants Received from University	0	0
4	Grants Received from Local Bodies	400	400,000
5	Donations	175.525	175,525
6	Tuition Fee	670.465	670,465

EXPENDITURE

S. No.	Items	Amount converted in thousands	Amount in absolute Rupees
1	Salary, Allowances & Retirement Benefits	21,269.618	21,269,618
2	Buildings (Construction and Maintenance)	87.777	87,777
3	Library & Laboratory	127.148	127,148
4	Research Activities	0	0
5	Scholarships	0	0
6	Other Expenses	1,319.469	1,319,469
7	Total	22,804.012	22,804,012

7	Other Fees	0	0
8	Interests	260.88	260,880
9	Sale of Application Form	8.01	8,010
10	Other Income	3,179.796	3,179,796
11	Total	25,964.294	25,964,294

BLOCK 2G: INFRASTRUCTURE RELATED DATA

Please tick mark in the box(es) against the infrastructure and enter the number wherever applicable, which is (are) available in the College / Institution.

[Help](#)

Note:
 NKN = National Knowledge Network
 NMEICT = National Mission on Education through Information & Communication Technology

1.	Playground	☐	
2.	Auditorium	☐	
3.	Theatre	☐	
4.	Library	☒	1
(a)	Number of books		15,661
(b)	Number of Journals (Peer reviewed) subscribed		11
5.	Laboratory	☒	6
6.	Conference Hall	☒	1
7.	Health Center	☐	
8.	Gymnasium/ Fitness Center	☒	1
9.	Indoor Stadium	☐	
10.	Common Room	☒	2
11.	Computer Center	☒	1
12.	Cafeteria	☒	1
13.	Guest House	☐	
14.	Separate Common Room exclusively for Girls	☒	1

15	Solar Power Generation	☐
16.	Connectivity NKN	☐
17.	Connectivity NMEICT	☒
18.	Campus is differently abled friendly	☒
19.	Grievance Redressal Mechanism	☒
20.	Vigilance Cell	☒
21.	Equal Opportunity Cell	☒

BLOCK 2H: SCHOLARSHIPS, LOANS & ACCREDITATION

1. SCHOLARSHIPS & FELLOWSHIPS

A. Whether College / Institution maintains scholarships data: ☐ Yes ☒ No

A. Whether College / Institution maintains scholarships data: ☐ Yes ☐ No											
Category	Number of Students Receiving Government Scholarships								Remarks		
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)			Total	
							Total	Female			
	Total	Female	Total	Female	Total	Female	Total	Female		Total	Female
Total											
PWD (out of Total)											
Muslim Minority (out of Total)											
Other Minority (out of Total)											

B. Whether University / Institution maintains fellowship data: ☐ Yes ☒ No

Category	Number of Students Receiving Government Fellowships										Remarks
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total		
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
Total											
PWD (out of Total)											
Muslim Minority (out of Total)											
Other Minority (out of Total)											

2. EDUCATION LOANS

Whether College / Institution maintains education loans data: ☐ Yes ☒ No

Category	Number of Students Availing Education Loans										Remarks
	General Category		Scheduled Caste(SC)		Scheduled Tribe(ST)		Other Backward Classes(OBC)		Total		
									Total	Female	
	Total	Female	Total	Female	Total	Female	Total	Female	Total	Female	
Total											
PWD (out of Total)											
Muslim Minority (out of Total)											
Other Minority (out of Total)											

3. ACCREDITATION

Whether Institution accredited: ☒ Yes ☐ No

Accreditation Body	Name	Is Score Provided	Maximum Score	Score
National Assessment and Accreditation	NAAC	Yes	4	2.31

BLOCK 2I: ATTACHMENTS

1. *Please attach Teacher Information Form

Browse

TIF_Maheshtala College.pdf



BLOCK 2J: REMARKS

Check Form

Modify

Save

Note: After filling the complete form, please click on "Check Form" button. Form can be uploaded on the portal only when the message "Check Form Passed" appears on the screen.

Upload Procedure:

1. Login into AISHE web application (<http://aishe.gov.in/>) with your User ID and Password.
2. Select "Form Management" from left side menu and go to "Upload DCF" tab.
3. Browse the completed form and click the "Upload DCF" button.
4. Message "Form Uploaded Successfully" will be displayed on the screen.