V.V. VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University

Re-accredited with 'A' Grade (3rd Cycle) by NAAC

VIRUDHUNAGAR - 626 001. (TAMIL NADU)

e-mail : officevvvc2014@gmail.com
officevvvc@vvvcollege.org
website : www.vvvcollege.org

Ph : 04562 - 243540
Off : 94890 88701
Fax : 04562 - 248694

POLICY ON E-GOVERNANCE

Name of the Policy	:	E-Governance Policy
Policy Reference Number	:	VVVC/IQAC/PRN/7/2022/1.0
With Effect From	:	June 2022
Responsible Office	:	Office of Internal Quality Assurance Cell
Validity Period	:	5 Years

I. Policy Statement

The Institution has E-Governance Policy to enable Electronic Data Interchange in the process of admission, student support and examination, and Electronic Fund Transfer in finance and accounts by means of application software.

II. Objectives of the Policy

- To transmit data with greater speed
- To enable wide coverage of data transmission
- To maintain a Website with updated information
- To ensure safe digital fund transfer

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PROCEDURE FOR E-GOVERANCE

1. Electronic Data Interchange

1.1. Electronic Data Interchange is enabled in Administration, Students' Admission and Support, Examination, Teaching and Learning of the Institution.

1.1.1. The digitisation of Academic and Financial administration is enabled through software customised using in house and out source resources.
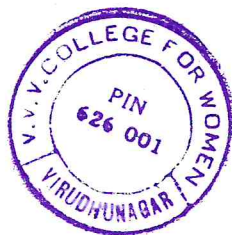
1.1.2. All the information regarding Curricular, Co-curricular and Extra Curricular activities are disseminated through email, Intranet Portal and MyKlassroom platform.

1.1.3. Registration process for Student Admission, NME selection, and Part V selection are made through the College website.

1.1.4. Student Database, Ward-Tutor system, the attendance, CO & K level attainment are maintained with the help of the platform, MyKlassroom.

1.1.5. Students' daily attendance and their performance in the internal assessment are informed to their parents through SMS.

1.1.6. Teaching, Learning, and Feedback are made effective with the access of E-Contents developed by faculty in the College website, and study materials prepared and posted by faculty in Google Drive, Site, Form, Slide, Classroom.

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2. Electronic Fund Transfer

2.1. Electronic Fund Transfer is enabled in Finance, and Accounts.

2.1.1. Tally software is used to maintain Finance statements and Accounts in the College office.

2.1.2. IFHRMS software is used to disburse the pay for Aided teachers.

2.1.3. The funds received from the Government agencies are routed through PFMS.

2.1.4. College fee is paid online by students through the College website.

2.1.5. Honorarium for the Guest Speakers, Examiners, Committee Members is credited online.

PRINCIPAL
V.V. Vanniaperumal College for Women
(Autonomous)
(Belonging to Virudhunagar Hindu Nadars)
VIRUDHUNAGAR.

SECRETARY
V.V. Vanniaperumal College for Women
Managing Board
Belonging to Virudhunagar Hindu Nadars
VIRUDHUNAGAR

PIN
626 001