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(A Government of Maharashtra Enterprise)

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Maharashtra 400020

# Hostel Management & Swadhar

## User Manual

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## 1. Introduction

Welcome to the Hostel Management Software User Manual. This manual is designed to help applicants navigate and utilize the features of the software effectively. The software aims to streamline the management of hostel admission and Swadhar activities including student registration, hostel selection.

वसतिगृह व्यवस्थापन सॉफ्टवेअर युजर मॅन्युअलमध्ये आपले स्वागत आहे. हे मॅन्युअल अर्जदारांना सॉफ्टवेअरच्या वैशिष्ट्यांचा प्रभावीपणे नेव्हिगेट आणि वापर करण्यात मदत करण्यासाठी डिझाइन केले आहे. विद्यार्थ्यांची नोंदणी, वसतिगृह निवड यासह वसतिगृह प्रवेश आणि स्वाधार उपक्रमांचे व्यवस्थापन सुव्यवस्थित करणे हे सॉफ्टवेअरचे उद्दिष्ट आहे.

## 2. Getting Started

### 2.1 System Requirements

To use the Hostel Management Software, ensure your system meets the following requirements:

- Operating System: Windows 10 or higher, macOS Catalina or higher, Linux
- Web Browser: Chrome, Firefox, Safari, Edge (latest versions)
- Internet Connection: Stable broadband connection

वसतिगृह व्यवस्थापन सॉफ्टवेअर वापरण्यासाठी, तुमची प्रणाली खालील आवश्यकता पूर्ण करत असल्याची खात्री करा:

- ऑपरेटिंग सिस्टम: Windows 10 किंवा उच्च, macOS Catalina किंवा उच्च, Linux
- वेब ब्राउझर: Chrome, Firefox, Safari, Edge (latest versions) (नवीनतम आवृत्त्या)
- इंटरनेट कनेक्शन: स्थिर ब्रॉडबँड कनेक्शन

### 2.2 Accessing the Software

#### Through Aaple Sarkar

1. Open your preferred web browser.
2. Navigate to the Aaple Sarkar URL: <https://aaplesarkar.mahaonline.gov.in/>
3. Register yourself

4. Enter your username and password.
5. Click on the "Login" button on aaple Sarkar page.
6. Visit social justice and special assistance menu on the left hand side of the page layout
7. Select Hostel Management and Swadhar Scheme and click on proceed
8. Auto-Navigate to hmas.mahait.org web portal and complete Aadhar authentication and login

### आपले सरकारच्या माध्यमातून

1. तुमचा पसंतीचा वेब ब्राउझर उघडा.
2. आपले सरकार URL वर नेव्हिगेट करा: <https://aaplesarkar.mahaonline.gov.in/>
3. स्वतःची नोंदणी करा
4. तुमचे वापरकर्ता नाव आणि पासवर्ड एंटर करा.
5. आपले सरकार पेजवरील "लॉग इन" बटणावर क्लिक करा.
6. पेज लेआउटच्या डाव्या बाजूला सामाजिक न्याय आणि विशेष सहाय्य मेनूला भेट द्या
7. वसतिगृह व्यवस्थापन आणि स्वाधार योजना निवडा आणि proceed वर क्लिक करा
8. पेज hmas.mahait.org वेब पोर्टलवर स्वयं-नेव्हिगेट होईल आणि आधार प्रमाणीकरण आणि लॉगिन पूर्ण करा

### Through Direct URL

1. Open your preferred web browser.
2. Navigate to the software's URL: <https://hmas.mahait.org/>
3. Register yourself and do Aadhar authentication
4. Enter your username and password.
5. Click on the "Login" button.

### थेट URL द्वारे

1. तुमचा पसंतीचा वेब ब्राउझर उघडा.
2. सॉफ्टवेअरच्या URL वर नेव्हिगेट करा: <https://hmas.mahait.org/>
3. स्वतःची नोंदणी करा आणि आधार प्रमाणीकरण करा
4. तुमचे वापरकर्तानाव आणि पासवर्ड एंटर करा.
5. "लॉगिन" बटणावर क्लिक करा.

## 3. User Interface Guide

### 3.1 Dashboard

Upon logging in, you will be directed to the Dashboard. The Dashboard provides an overview of hostel admission status tile and Swadhar tile and quick access button to application form.

### 3.2 Menu Navigation

The main menu is located on the left side of the screen. It includes:

**Dashboard:** Returns to the main overview screen.

**Applicant Info:** Enlists different sections of the form for easy navigation and access

**Applications:** Showcases application status in tabular form

## 4. Feature Instructions

### 4.1 Registration

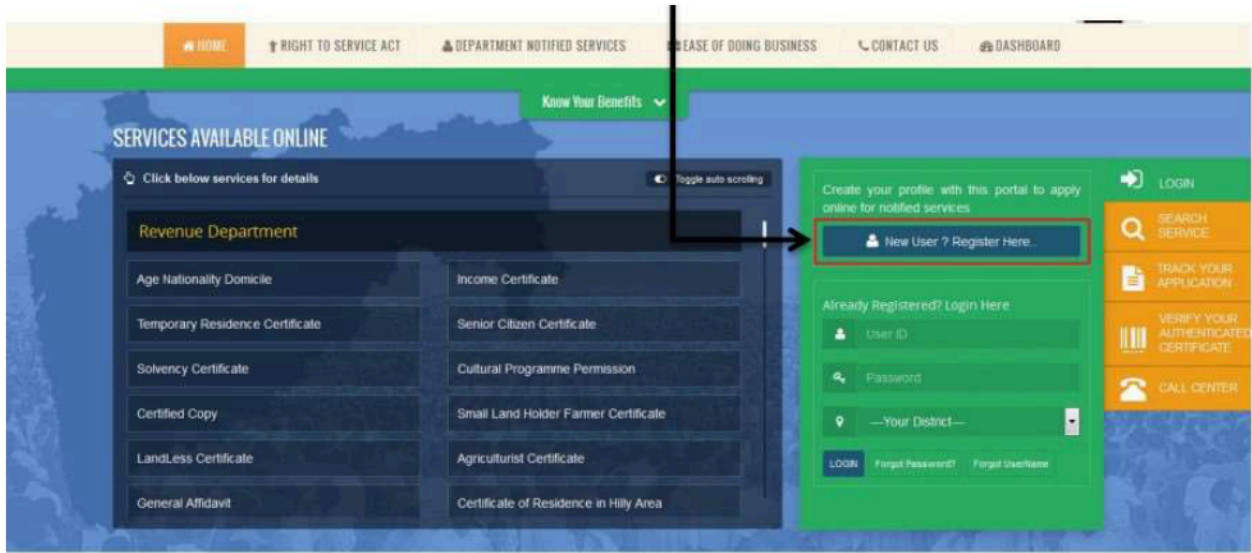
**Through Aaple Sarkar / आपले सरकारच्या माध्यमातून**

To register as a new user:

1. Visit <https://aaplesarkar.mahaonline.gov.in/> and Navigate to the "New User? Register here" section from the homepage.

नवीन वापरकर्ता म्हणून नोंदणी करण्यासाठी:

1. <https://aaplesarkar.mahaonline.gov.in/> ला भेट द्या, मुख्यपृष्ठावरून "नवीन वापरकर्ता? येथे नोंदणी करा" विभागात नेव्हिगेट करा.



2. Select any one mode from given options to create user name and password i.e. User ID and Password. Create own user profile using OTP verification on your mobile


2. वापरकर्ता नाव आणि पासवर्ड तयार करण्यासाठी दिलेल्या पर्यायांमधून कोणताही एक मोड निवडा. तुमच्या मोबाईलवर OTP पडताळणीचा वापर करून स्वतःचे युजर प्रोफाईल तयार करा

### CREATE YOUR PROFILE WITH THIS PORTAL TO APPLY ONLINE FOR NOTIFIED SERVICES UNDER MAHARASHTRA RIGHT TO PUBLIC SERVICES ACT 2015

[Apple Sarkar Registration Manual](#)

- Information entered on this page will be used as base for most certificates that will be issued by the Government. Please take your time and patiently fill up all the details. Please take special care to recheck spellings in all information that you enter. You can also later modify and alter information on this page.
- For Marathi Keyboard Press CTRL + Y.
- Kindly double click on typed word to get options.


**OPTION 1** ✓



Verify your Mobile number using OTP and then create a user ID and password.

While applying for services online you need to attach photo, Identity Proof, Address Proof with other necessary documents.

**OPTION 2** ○



Upload complete self details, photo, Identity Proof, Address Proof once and Create own user profile using OTP verification on your mobile number.

After this process while applying online for service, No need to attach Photo, Identity Proof and Address Proof.

3. Please fill the information to create User Name and Password through detail profile using OTP verification on your mobile number

3. कृपया तुमच्या मोबाइल नंबरवर OTP पडताळणी वापरून तपशीलवार प्रोफाइलद्वारे वापरकर्ता नाव आणि पासवर्ड तयार करण्यासाठी माहिती भरा.

**1 Mobile No. & Uername Verification**

District \*  
Pune

10 digit Mobile Number \*  
+ 91 88...  
Please wait for  
OTP 0:38(MM.SS)  
OR

One Time Password (OTP) \*  
424718

User Name \*  
[Redacted]  
Check Username Availability

Password must contains one digit from 0-9,and contains atleast one lowercase characters and one uppercase characters, Must contains one special symbols in the list @\$% and Password length atleast 7 character and maximum 20 character.Example- Citizen@123

Password \*  
[Redacted]

Confirm Password \*  
[Redacted]

Full Name(English) \*  
Vishuchand

Full Name(Marathi) \*  
विशाचण

Date of Birth \*  
[Redacted]

Age \*  
[Redacted]

I declare that that above mentioned information submitted by me is true and correct to my knowledge and belief. I hereby agree to be liable for legal consequences for any information found incorrect or false under section 200 of Indian penal code 1960.

I accept

**Register** **Back**

**1 Mobile No. & Uername Verification**

District \*  
Pune

10 digit Mobile Number \*  
+ 91 88...

One Time Password (OTP) \*  
424718

**Information**  
Thanks, You are successfully registered with Aple Sarkar.Your Username :-vishuch and your district :-Pune

**OK**

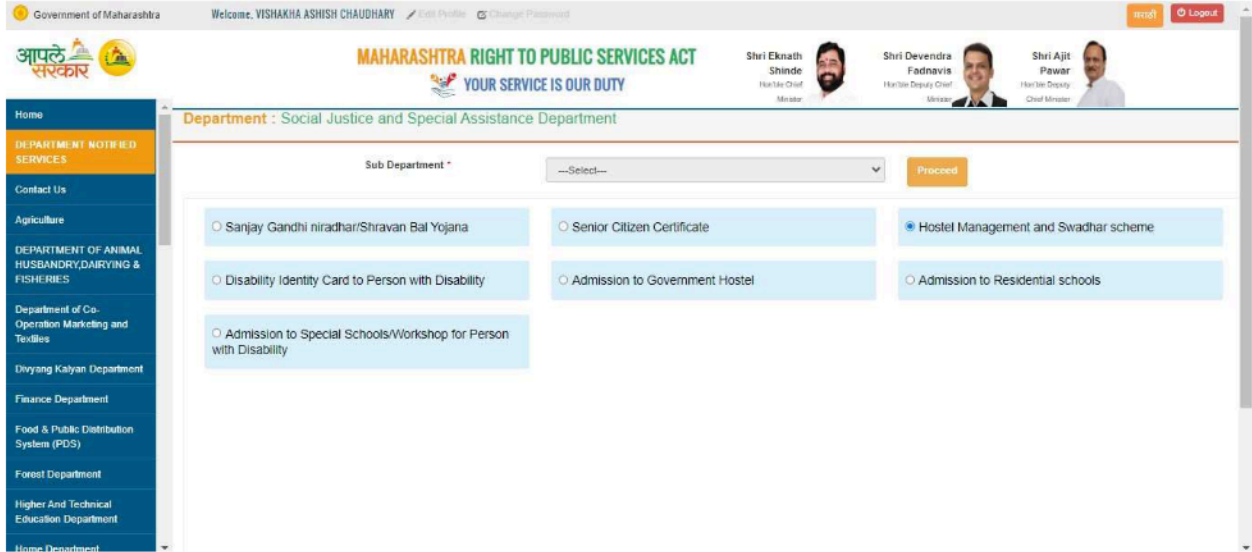
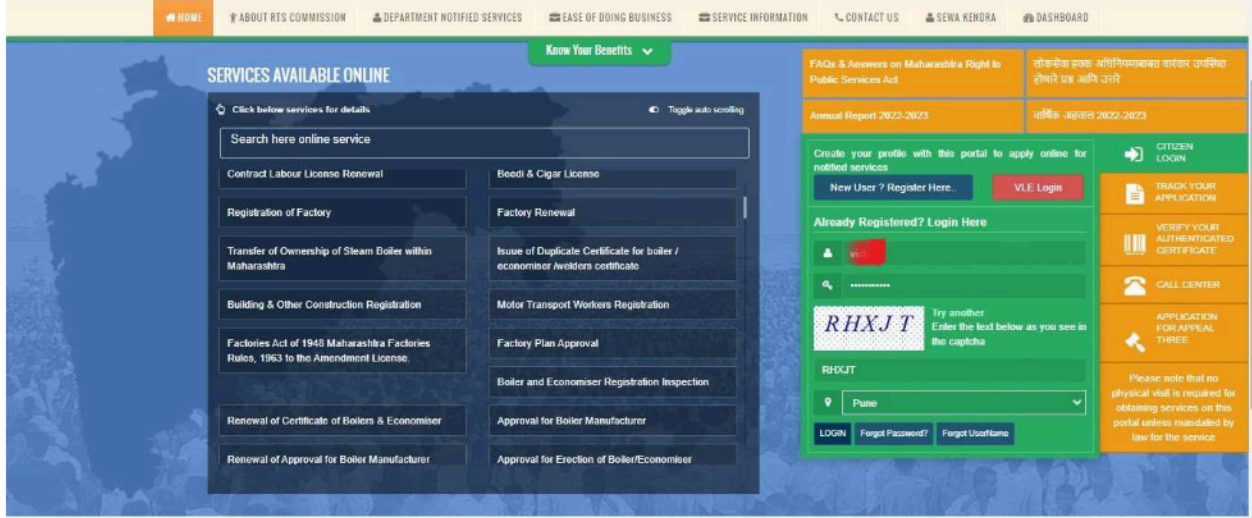
Password must contains one digit from 0-9,and contains atleast one lowercase characters and one uppercase characters, Must contains one special symbols in the list @\$% and Password length atleast 7 character and maximum 20 character.Example- Citizen@123

Disclaimer and Policies | Accessibility Statement | Sitemap | Help  
Copyright © 2015 Maharashtra Information Technology Corporation, All Rights Reserved C |  
Best Viewed on internet explorer 9+, firefox, Chrome |

GIGW UC W3C XHTML 5.0 W3C CSS Maha Maharashtra Information Technology Corporation

4. After login with User Name & Password, on left side user can see Department names like Social Justice and Special Assistance, on selection of department user will get list of services of the department for application. Upon selection of Hostel management and Swadhar and proceed button, the user will navigate to Aadhar authentication screen of the hostel management portal.

4. वापरकर्ता नाव आणि पासवर्डसह लॉग इन केल्यानंतर, डाव्या बाजूला वापरकर्ता सामाजिक न्याय आणि विशेष सहाय्य यांसारखी विभागांची नावे पाहू शकतो, विभाग निवड केल्यावर अर्जासाठी विभागाच्या सेवांची यादी मिळेल. वसतिगृह व्यवस्थापन आणि स्वाधार आणि पुढे जा बटण निवडल्यानंतर, वापरकर्ता वसतिगृह व्यवस्थापन पोर्टलच्या आधार प्रमाणीकरण स्क्रीनवर नेव्हिगेट करेल.



5. Please complete AADHAR authentication by entering AADHAR number. Click on send OTP button to receive OTP. Once OTP received, enter the OTP and finish AADHAR authentication by checking the declaration checkbox.

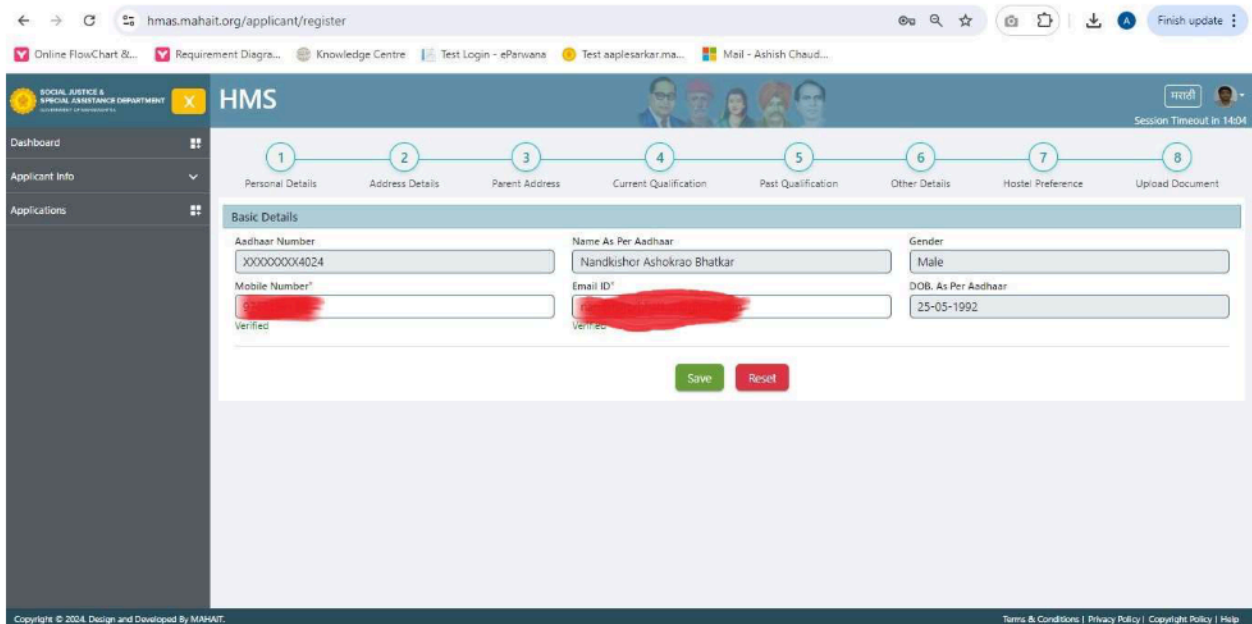
5. कृपया आधार क्रमांक टाकून आधार प्रमाणीकरण पूर्ण करा. OTP प्राप्त करण्यासाठी OTP पाठवा बटणावर क्लिक करा. एकदा OTP प्राप्त झाल्यावर, OTP प्रविष्ट करा आणि घोषणा चेकबॉक्स चेक करून आधार प्रमाणीकरण पूर्ण करा.





6. Confirmation of basic details: Check and verify the details and save them

6. मूलभूत तपशीलांची पुष्टी: तपशील तपासा आणि सत्यापित करा आणि ते जतन करा



Through Direct URL/ थेट URL द्वारे

To register as a new user:

1. Visit <https://hmas.mahait.org/> and Navigate to the registration page

2. Enter user name and check availability, set password, enter mobile no and email Id, verify by entering OTP and captcha and save to proceed

नवीन वापरकर्ता म्हणून नोंदणी करण्यासाठी:

1. <https://hmas.mahait.org/> ला भेट द्या आणि नोंदणी पृष्ठावर नेव्हिगेट करा
2. वापरकर्ता नाव प्रविष्ट करा आणि उपलब्धता तपासा, पासवर्ड सेट करा, मोबाइल क्रमांक आणि ईमेल आयडी प्रविष्ट करा, OTP आणि कॅप्चा प्रविष्ट करून सत्यापित करा आणि पुढे जाण्यासाठी सेव्ह करा

SOCIAL JUSTICE & SPECIAL ASSISTANCE DEPARTMENT  
GOVERNMENT OF MAHARASHTRA

REGISTERED

REGISTRATION

User Name  
ashish

Password  
Password@1234

Confirm Password  
Password@1234

Email ID\*  
ashish.chaudhary@mahait.org

Mobile Number\*  
7387294444

Verified

J G x t b p

Save Reset

Back to Login

HOSTEL MANAGEMENT SYSTEM

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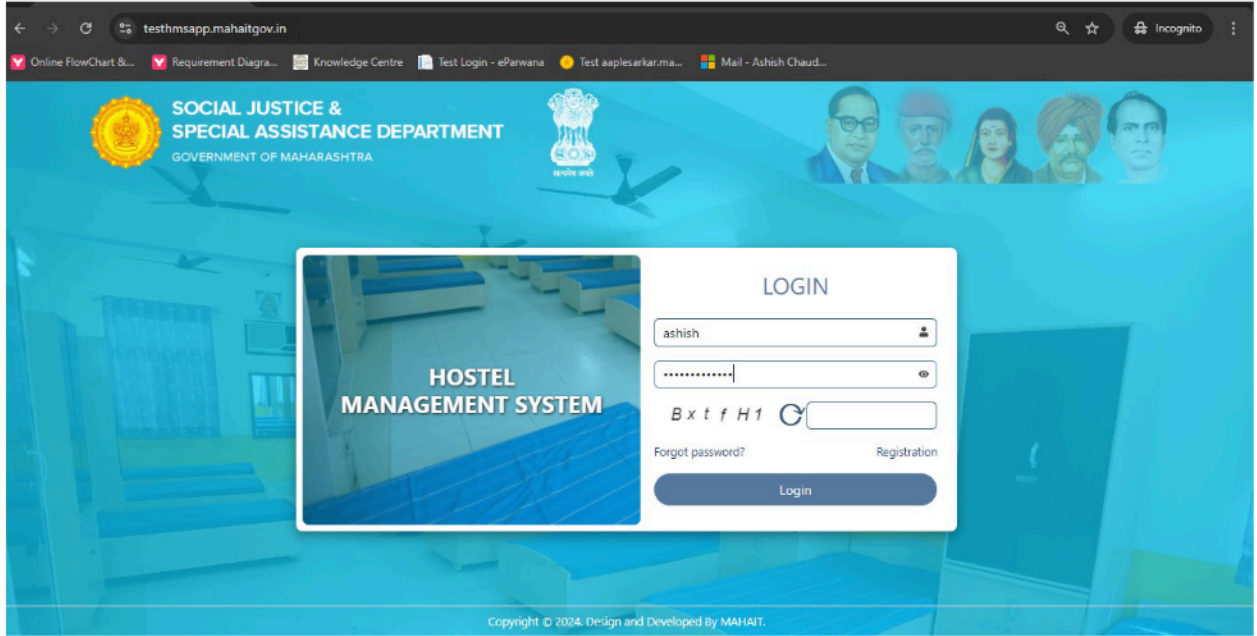
## 4.2 Login

To log in:

1. Open the "Login" page.
2. Enter your user name and password and captcha
3. Click "Login" to access your account.

लॉग इन करण्यासाठी:

1. "लॉगिन" पृष्ठ उघडा.
2. तुमचे वापरकर्ता नाव आणि पासवर्ड आणि कॅप्चा प्रविष्ट करा
3. तुमच्या खात्यात प्रवेश करण्यासाठी "लॉगिन" वर क्लिक करा.



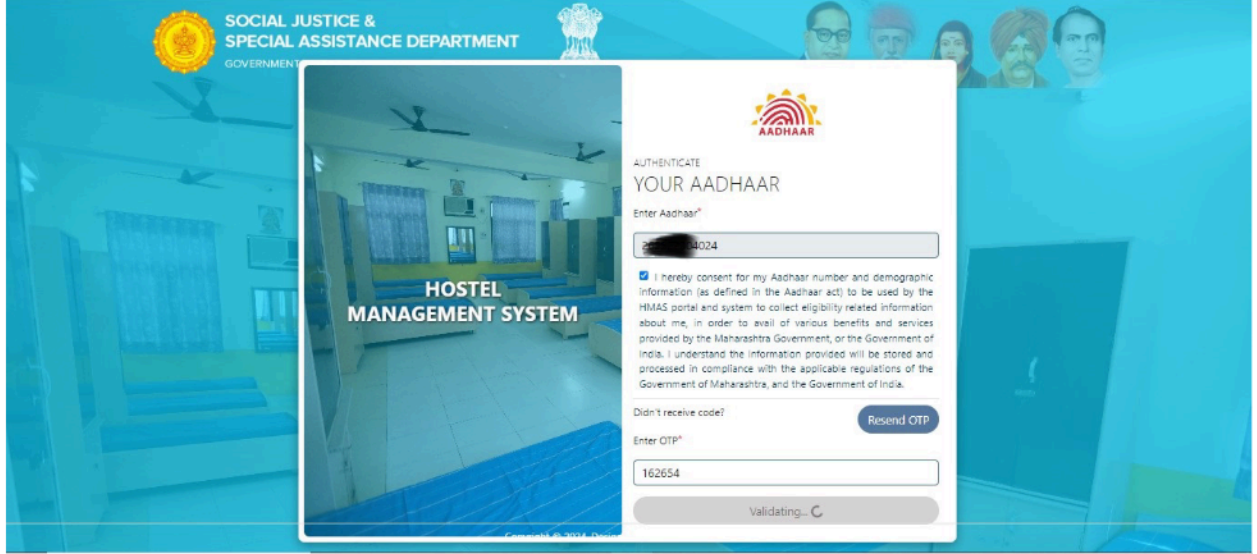
### 4.3 Aadhar Authentication

To authenticate your Aadhar:

1. After logging in, the page will navigate to "Aadhar Authentication".
2. Enter your Aadhar number and click "Send OTP".
3. Follow the on-screen instructions to complete the authentication.

तुमचे आधार प्रमाणीकरण करण्यासाठी:

1. लॉग इन केल्यानंतर, पृष्ठ "आधार प्रमाणीकरण" वर नेव्हिगेट करेल.
2. तुमचा आधार क्रमांक प्रविष्ट करा आणि "ओटीपी पाठवा" वर क्लिक करा.
3. प्रमाणीकरण पूर्ण करण्यासाठी ऑन-स्क्रीन सूचनांचे अनुसरण करा.



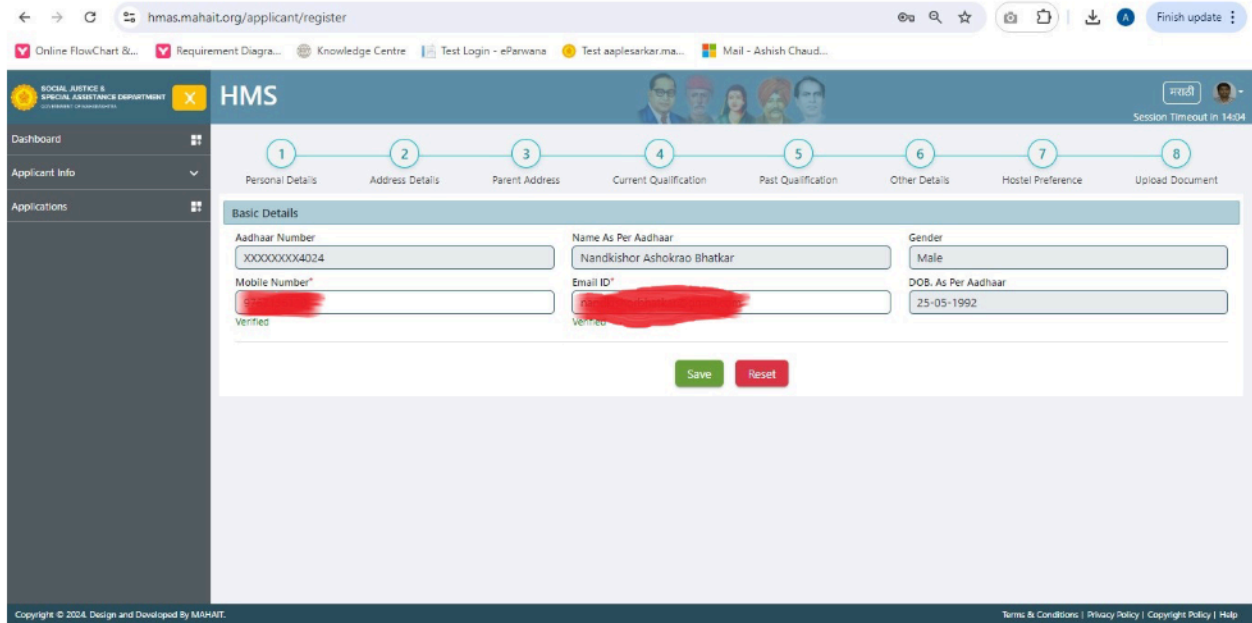
#### 4.4 Confirmation of Basic Details

To confirm your basic details:

1. Navigate to the "Basic Details" section.
2. Verify the pre-filled information.
3. Click "Save" to proceed.

तुमच्या मूलभूत तपशीलांची पुष्टी करण्यासाठी:

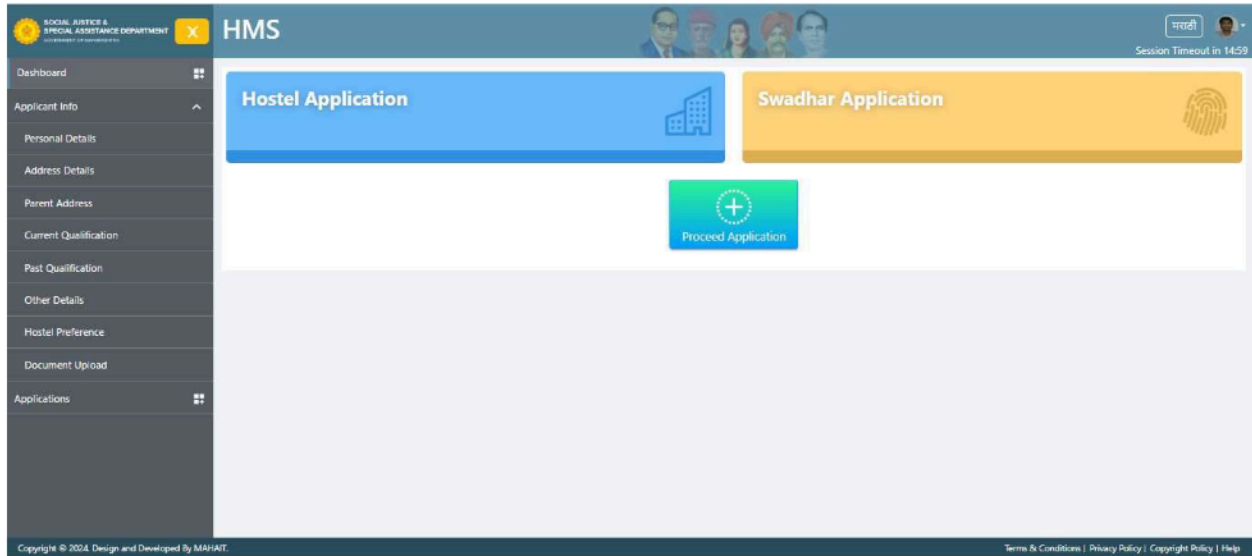
1. "मूलभूत तपशील" विभागात नेव्हिगेट करा.
2. आधीच भरलेल्या माहितीची पडताळणी करा.
3. पुढे जाण्यासाठी "जतन करा" वर क्लिक करा.



### 4.5 Landing Page

The landing page provides an overview of hostel admission status tile and Swadhar tile and quick access button to application form. Once clicked on proceed application button the page will navigate to personal details page

लँडिंग पृष्ठ वसतिगृह प्रवेश स्थिती टाइल आणि स्वाधार टाइलचे विहंगावलोकन आणि अर्जाच्या फॉर्मवर द्रुत प्रवेश बटण प्रदान करते. प्रोसीड ऍप्लिकेशन बटणावर क्लिक केल्यावर पृष्ठ वैयक्तिक तपशील पृष्ठावर नेव्हिगेट करेल



## 4.5 Personal Details Page

### Note:

#### Hostel

New Applicant – Applicant applying for first time for hostel

Existing Applicant – Applicant who is already staying in hostel

#### Swadhar

New Applicant – Applicant applying for first time for Swadhar

Existing Applicant- Applicant who has applied for Swadhar in previous years

#### वसतिगृह

नवीन अर्जदार – वसतिगृहासाठी प्रथमच अर्ज करणारा अर्जदार

विद्यमान अर्जदार - अर्जदार जो आधीपासून वसतिगृहात राहतो

#### स्वाधार

नवीन अर्जदार - स्वाधारसाठी प्रथमच अर्ज करणारा अर्जदार

विद्यमान अर्जदार- अर्जदार ज्याने मागील वर्षामध्ये स्वाधारसाठी अर्ज केला आहे

## Applicant Information

### For Hostel existing student


1. Select Existing radio button
2. Select type of course, hostel district, taluka and hostel name from the dropdown

### For Hostel New Student

1. Select New radio button
2. Select type of course
3. Applicant full name, DOB, Gender, Age, Applicant mobile no will be fetched from AADHAR service
4. Please select Marital status from the dropdown
5. Please enter Father, Mother and Orphan details

### For Swadhar existing student

1. Select Existing radio button and

**HMS** मराठी  Session Timeout in 14:55

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Applicant Information**

Are you New or an Existing Applicant?  
 Existing  New

Apply for Hostel or Swadhar Service?  
 Hostel  Swadhar

Type Of Course\*  
 Non Professional Course

Hostel District\*  
 Pune

Hostel Taluka\*  
 Pune City

Hostel\*  
 GOVT BOYS HOSTEL (NEW) YERWADA PUNE

Applicant Full Name\*  
 [REDACTED]

Gender\*  
 Male

DOB, As Per Aadhaar\*  
 07-02-1990

Age\*  
 34

Applicant Mobile No.\*  
 [REDACTED]

Marital Status\*  
 [REDACTED]

Is Father Alive?  Yes  No  
 Father Name\*  
 G Chaudhary

Is Mother Alive?  Yes  No  
 Mother Name\*  
 S Chaudhary

Is Orphan?  Yes  No

**Caste Certificate Details**

Caste Category\*  
 Scheduled Caste (SC)

Caste\*  
 46 Mang

Certificate Number\*  
 12355

Issuing District\*  
 Nagpur

Applicant Name\*  
 Ashish Ghanshyam Chaudhary

Issuing Authority\*  
 Dy. Collector

Issue Date\*  
 13-02-2019

**Domicile Details**

**Note:** Proof of being a resident of Maharashtra (Any one of: Age / Citizenship and Nationality Certificate / Ration Card / Election Identity Card / Date of Birth Certificate / School Leaving Certificate)

Are you a Domicile of Maharashtra (In the case of a minor, please select the parent's domicile)? \*  
 Yes  No

Domicile Certificate Number\*  
 123456

Issuing Authority\*  
 Tahsildar

### Caste Certificate Details

6. Please select caste category, caste, certificate number, issuing district, applicant name, issuing authority, issue date from the dropdown

### Domicile Details


7. Please select yes or no (Selection of No button will stop the application to proceed)

8. Save the details by clicking "Save" or reset the information to fill again in a fresh manner.

## अर्जदाराची माहिती

### Hostel विद्यमान विद्यार्थ्यांसाठी

1. विद्यमान रेडिओ बटण निवडा
2. ड्रॉपडाउनमधून अभ्यासक्रमाचा प्रकार, वसतिगृह जिल्हा, तालुका आणि वसतिगृहाचे नाव निवडा

**HMS** मराठी  Session Timeout in 14:55

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Applicant Information**

Are you New or an Existing Applicant?  
 Existing  New

Apply for Hostel or Swadhar Service?  
 Hostel  Swadhar

Type Of Course\*  
 Non Professional Course

Hostel District\*  
 Pune

Hostel Taluka\*  
 Pune City

Hostel\*  
 GOVT BOYS HOSTEL (NEW) YERWADA PUNE

Applicant Full Name\*  
 [Redacted]

Gender\*  
 Male

DOB, As Per Aadhaar\*  
 07-02-1990

Age\*  
 34

Applicant Mobile No.\*  
 [Redacted]

Marital Status\*  
 [Redacted]

Is Father Alive?  
 Yes  No

Father Name\*  
 G Chaudhary

Is Mother Alive?  
 Yes  No

Mother Name\*  
 S Chaudhary

Is Orphan?  
 Yes  No

**Caste Certificate Details**

Caste Category\*  
 Scheduled Caste (SC)

Caste\*  
 46 Mang

Certificate Number\*  
 12355

Issuing District\*  
 Nagpur

Applicant Name\*  
 Ashish Ghanshyam Chaudhary

Issuing Authority\*  
 Dy. Collector

Issue Date\*  
 13-02-2019

**Domicile Details**

**Note:** Proof of being a resident of Maharashtra (Any one of: Age / Citizenship and Nationality Certificate / Ration Card / Election Identity Card / Date of Birth Certificate / School Leaving Certificate)


Are you a Domicile of Maharashtra (In the case of a minor, please select the parent's domicile)? \*  
 Yes  No

Domicile Certificate Number\*  
 123456

Issuing Authority\*  
 Tahsildar

## Hostel नवीन विद्यार्थ्यांसाठी

1. नवीन रेडिओ बटण निवडा
2. अभ्यासक्रमाचा प्रकार निवडा

**HMS** मराठी  Session Timeout in 14:56

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Applicant Information**

Are you New or an Existing Applicant?  
 Existing  New

Type Of Course\*  
 Professional Course

Applicant Full Name\*  
 [Redacted]

Gender\*  
 Male

DOB, As Per Aadhaar\*  
 25-02-1990

Age\*  
 31

Applicant Mobile No.\*  
 [Redacted]

Marital Status\*  
 Unmarried

Is Father Alive?  
 Yes  No

Father Name\*  
 A Bhatkar

Is Mother Alive?  
 Yes  No

Mother Name\*  
 B Bhatkar

Is Orphan?  
 Yes  No

**Caste Certificate Details**

Caste Category\*  
 Scheduled Caste (SC)

Caste\*  
 6 Beled

Certificate Number\*  
 12355

Issuing District\*  
 Akola

Applicant Name\*  
 Nandkishor Ashokrao Bhatkar

Issuing Authority\*  
 Sub Divisional Officer (SDO)

Issue Date\*  
 13-02-2019

**Domicile Details**

**Note:** Proof of being a resident of Maharashtra (Any one of: Age / Citizenship and Nationality Certificate / Ration Card / Election Identity Card / Date of Birth Certificate / School Leaving Certificate)

Are you a Domicile of Maharashtra (In the case of a minor, please select the parent's domicile)? \*  
 Yes  No

Domicile Certificate Number\*  
 1287987

Issuing Authority\*  
 Nayab Tahsildar

3. अर्जदाराचे पूर्ण नाव, DOB, लिंग, वय, अर्जदाराचा मोबाईल क्रमांक आधार सेवेतून प्राप्त केला जाईल.
4. कृपया ड्रॉपडाउनमधून वैवाहिक स्थिती निवडा
5. कृपया वडील, आई आणि अनाथ तपशील प्रविष्ट करा



## Swadhar विद्यमान विद्यार्थ्यांसाठी

### 1. विद्यमान रेडिओ बटण निवडा व त्यानंतर स्वाधार बटण निवडा

**HMS**

Session Timeout in 14:54

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Applicant Information**

Are you New or an Existing Applicant?  
 Existing  New

Apply for Hostel or Swadhar Service?  
 Hostel  Swadhar

Type Of Course\*  
 Non Professional Course

Applicant Full Name\* [Redacted] Gender\* Male DOB. As Per Aadhaar\* 07-02-1990 Age\* 34 Applicant Mobile No.\* [Redacted] Marital Status\* Married

Is Father Alive?  Yes  No Father Name\* G Chaudhary Is Mother Alive?  Yes  No Mother Name\* S Chaudhary Is Orphan?  Yes  No

**Caste Certificate Details**

Caste Category\* Scheduled Caste (SC) Caste\* 46 Mang Certificate Number\* 12355 Issuing District\* Nagpur

Applicant Name\* [Redacted] Issuing Authority\* Dy. Collector Issue Date\* 13-02-2019

**Domicile Details**

Note: Proof of being a resident of Maharashtra (Any one of: Age / Citizenship and Nationality Certificate / Ration Card / Election Identity Card / Date of Birth Certificate / School Leaving Certificate)

Are you a Domicile of Maharashtra (In the case of a minor, please select the parent's domicile)? \*  
 Yes  No

Domicile Certificate Number\* 123456 Issuing Authority\* Tahsildar

## Swadhar नवीन विद्यार्थ्यांसाठी

### 1. नवीन रेडिओ बटण निवडा व त्यानंतर स्वाधार बटण निवडा

**HMS**

Session Timeout in 14:50

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Applicant Information**

Are you New or an Existing Applicant?  
 Existing  New

Apply for Hostel or Swadhar Service?  
 Hostel  Swadhar

Type Of Course\*  
 Non Professional Course

Applicant Full Name\* [Redacted] Gender\* Male DOB. As Per Aadhaar\* 07-02-1990 Age\* 34 Applicant Mobile No.\* [Redacted] Marital Status\* Married

Is Father Alive?  Yes  No Father Name\* G Chaudhary Is Mother Alive?  Yes  No Mother Name\* S Chaudhary Is Orphan?  Yes  No

**Caste Certificate Details**

Caste Category\* Scheduled Caste (SC) Caste\* 46 Mang Certificate Number\* 12355 Issuing District\* Nagpur

Applicant Name\* [Redacted] Issuing Authority\* Dy. Collector Issue Date\* 13-02-2019

**Domicile Details**

Note: Proof of being a resident of Maharashtra (Any one of: Age / Citizenship and Nationality Certificate / Ration Card / Election Identity Card / Date of Birth Certificate / School Leaving Certificate)

Are you a Domicile of Maharashtra (In the case of a minor, please select the parent's domicile)? \*  
 Yes  No

Domicile Certificate Number\* 123456 Issuing Authority\* Tahsildar

## जात प्रमाणपत्र तपशील

6. कृपया ड्रॉपडाऊनमधून जात वर्ग, जात, प्रमाणपत्र क्रमांक, जारी करणारा जिल्हा, अर्जदाराचे नाव, जारी करणारा अधिकारी, जारी करण्याची तारीख निवडा.

## अधिवास तपशील

7. कृपया होय किंवा नाही निवडा (नाही बटण निवडल्याने अर्ज पुढे जाणे थांबेल)

8. "जतन करा" वर क्लिक करून तपशील जतन करा किंवा नवीन पद्धतीने पुन्हा भरण्यासाठी माहिती रीसेट करा.

### 4.6 Address Details Page

To enter address details:

1. Access the "Address Details" page.
2. Fill in your current and permanent address.
3. Click "Save & Next" to save and continue.

पत्ता तपशील प्रविष्ट करण्यासाठी:

1. "पत्ता तपशील" पृष्ठावर प्रवेश करा.
2. तुमचा वर्तमान आणि कायमचा पत्ता भरा.
3. जतन करण्यासाठी आणि सुरू ठेवण्यासाठी "जतन करा आणि पुढे" क्लिक करा.

The screenshot displays the HMS (Health Management System) interface for the 'Address Details' page. The page is part of a multi-step process, with 'Address Details' being the second step. The form is divided into two main sections: 'Applicant Permanent Address' and 'Applicant Present Address'. Both sections have a checkbox labeled 'Same As Permanent Address' which is currently checked. The 'Applicant Permanent Address' section includes fields for Address Line 1 (403, A wing, Manvel CHS), Address Line 2, Address Line 3, State (MAHARASHTRA), District (Akole), Taluka (Akole), Village (Akole (M Corp)), and Pincode (444104). The 'Applicant Present Address' section includes fields for Address Line 1 (403, A wing, Manvel CHS), Address Line 2, Address Line 3, State (MAHARASHTRA), District (Akole), Taluka (Akole), Village (Select Village), and Pincode (444104). At the bottom of the form, there are two buttons: 'Save & Next' and 'Reset'. The left sidebar contains a navigation menu with options like Dashboard, Applicant Info, Personal Details, Address Details, Parent Address, Current Qualification, Past Qualification, Other Details, Hostel Preference, Document Upload, and Applications. The top right corner shows the user's name (महारी) and a session timeout notice (Session Timeout In: 14:56). The footer contains copyright information (Copyright © 2024, Design and Developed By MahalT) and links for Terms & Conditions, Privacy Policy, Copyright Policy, and Help.

## 4.7 Parent Address Page

To provide parent details:

1. Open the "Parent Details" page.
2. Enter your parent's address details, contact information i.e. mobile no and email id.
3. Click "Save & Next" to save the information.

पालक तपशील प्रदान करण्यासाठी:

1. "पालक तपशील" पृष्ठ उघडा.
2. तुमच्या पालकांचा पत्ता तपशील, संपर्क माहिती म्हणजे मोबाइल क्रमांक आणि ईमेल आयडी प्रविष्ट करा.
3. माहिती जतन करण्यासाठी "जतन करा आणि पुढील" वर क्लिक करा.

The screenshot displays the 'Parent Address' page in the HMS system. The page is divided into a sidebar on the left and a main content area. The sidebar contains a navigation menu with options like 'Dashboard', 'Applicant Info', 'Personal Details', 'Address Details', 'Parent Address', 'Current Qualification', 'Past Qualification', 'Other Details', 'Hostel Preference', 'Document Upload', and 'Applications'. The main content area features a progress bar at the top with 8 steps. Step 3, 'Parent Address', is currently selected. Below the progress bar, there are two sections: 'Address Of Parent' and 'Correspondence Address Of Local Guardian'. Each section contains input fields for Address Line 1, 2, and 3, State, District, Taluka, Village, Pincode, Email ID, and Mobile Number. The 'Address Of Parent' section has pre-filled values: Address Line 1: '403, A wing, Manvel CHS', District: 'Pune', Taluka: 'Pune City', Village: 'Pune (M Corp)', State: 'MAHARASHTRA', and Pincode: '444106'. The 'Correspondence Address Of Local Guardian' section has a checkbox for 'Same As Parent Address' which is unchecked. At the bottom of the form, there are 'Save & Next' and 'Reset' buttons. The URL at the bottom of the page is 'https://hmas.mahatit.org/applicant/current-qualification'.

## 4.8 Current Qualification Page

To input current qualification details:

1. Navigate to the "Current Qualification" page.
2. Enter the institute district, taluka, qualification level, stream, college name/school name, course name, admission type, admission year in current course, year of study, completed or pursuing, admission date, is professional, gap years, mode
3. Click "Save" to proceed.

4. Information will be populated in tabular form
5. Enter all academic years in current course for existing applicant.

चालू अभ्यासक्रम तपशील इनपुट करण्यासाठी:

1. पालक पत्त्याचे तपशील सेव्ह केल्यावर "वर्तमान पात्रता" पृष्ठावर नेव्हिगेट केले जाईल.
2. संस्थेचा जिल्हा, तालुका, पात्रता पातळी, प्रवाह, महाविद्यालयाचे नाव/शाळेचे नाव, अभ्यासक्रमाचे नाव, प्रवेशाचा प्रकार, चालू अभ्यासक्रमातील प्रवेश वर्ष, अभ्यासाचे वर्ष, पूर्ण केलेले किंवा चालू, प्रवेशाची तारीख, व्यावसायिक आहे?, अंतर वर्षे, मोड प्रविष्ट करा
3. पुढे जाण्यासाठी "जतन करा" वर क्लिक करा.
4. माहिती सारणी स्वरूपात दाखविली जाईल
5. विद्यमान अर्जदारासाठी सध्याच्या अभ्यासक्रमात पूर्ण झालेली आणि चालू असे सर्व शैक्षणिक वर्षे प्रविष्ट करा.

The screenshot shows the 'Current Course' form in the HMS system. The form is divided into several sections, each corresponding to a step in the process:

- 1. Personal Details:** Institute State\* (MAHARASHTRA), Institute District\* (Pune), Institute Taluka\* (Pune City), Qualification Level\* (Post Graduate Diploma Course).
- 2. Address Details:** Stream\* (Management), College Name / School Name\* (ASM's Institute of Business Management & Research/RC), Course Name\* (P.G.D.M. (Autonomous) - Post Graduate Diploma in M), Admission Type\* (Through CAP/Govt. Quota).
- 3. Parent Address:** Admission Year in Current Course (2024), Year Of Study\* (First Year), Completed Or Pursuing\* (First Year Pursuing), Admission Date\* (01-07-2024).
- 4. Current Qualification:** Is Professional ?? (Professional Course), Gap Years\* (0), Mode\* (Regular).

At the bottom of the form, there are 'Save' and 'Reset' buttons. The interface includes a sidebar with navigation options like Dashboard, Applicant Info, Personal Details, Address Details, Parent Address, Current Qualification, Past Qualification, Other Details, Hostel Preference, Document Upload, and Applications. The top header shows 'HMS' and 'Session Timeout In: 14:49'.

**Current Course**

|                                  |   |  |                              |
|----------------------------------|---|--|------------------------------|
| Institute State*                 | Institute District*                                     | Institute Taluka*                                    | Qualification Level*         |
| MAHARASHTRA                      | Pune  | Pune City  | Post Graduate Diploma Course |
| Stream*                          | College Name / School Name*                             | Course Name*   | Admission Type*              |
| Management                       | ASM's Institute of Business Management & Research (IGM) | P.G.D.M. (Autonomous) - Post Graduate Diploma in Mgt | Through CAP/Govt. Quota      |
| Admission Year In Current Course | Year Of Study*  | Completed Or Pursuing*                               | Admission Date*              |
| 2024                             | --Select--  | --Select--   | 01-07-2024                   |
| Is Professional ?*               | Gap Years*  | Mode*  |                              |
| Professional Course              | 0   | Regular  |                              |

[Next](#)

| Admission Year | Year Of Study       | Course Name   | College Name / School Name                                    | Qualification Level          | Result | Completed           | Actions                |
|----------------|---------------------|---|---|------------------------------|--------|---------------------|------------------------|
| 2024           | First Year Pursuing | P.G.D.M. (Autonomous) - Post Graduate Diploma in Management | ASM's Institute of Business Management & Research (IGM), Pune | Post Graduate Diploma Course |        | First Year Pursuing | <a href="#">Delete</a> |

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## 4.9 Past Qualification Page

To add past qualification details:

1. Upon saving current course page will navigate to "Past Qualification" page.
2. Enter the institute state, district, taluka, qualification level, stream, college name/school name, course name, board/university, completed (auto-filled) education mode, admission year, passing year, result, attempt percentage, CGPA (non-mandatory) and CGPA document (non-mandatory)
3. Mention if any gap
4. Click "Save" to save and continue.
5. Information will be populated in tabular form

मागील अभ्यासक्रम तपशील जोडण्यासाठी:

1. वर्तमान अभ्यासक्रम पृष्ठ जतन केल्यावर "मागील पात्रता" पृष्ठावर नेव्हिगेट केले जाईल.
2. संस्थेचे राज्य, जिल्हा, तालुका, पात्रता पातळी, प्रवाह, महाविद्यालयाचे नाव/शाळेचे नाव, अभ्यासक्रमाचे नाव, बोर्ड/विद्यापीठ, पूर्ण केलेले (स्वयं-भरलेले) शिक्षण मोड, प्रवेश वर्ष, उत्तीर्ण वर्ष, निकाल, प्रयत्न टक्केवारी, CGPA प्रविष्ट करा (अनिवार्य नाही) आणि CGPA दस्तऐवज (अनिवार्य नाही)
3. काही अंतर असल्यास नमूद करा
4. जतन करण्यासाठी आणि सुरू ठेवण्यासाठी "जतन करा" वर क्लिक करा.
5. माहिती सारणी स्वरूपात भरली जाईल

**HMS** | Session Timeout In: 14:54

1 Personal Details | 2 Address Details | 3 Parent Address | **4 Current Qualification** | 5 Past Qualification | 6 Other Details | 7 Hostel Preference | 8 Upload Document

**Past Course**

Institute State\* MAHARASHTRA | Institute District\* Thane | Institute Taluka Thane

Qualification Level\* Under Graduate Course | Stream\* Engineering | College Name / School Name\* N.Y.S.S.'s Datta Meghe College of Engineering, Airoli, Navi Mumbai(3187)

Course\* Bachelor of Engineering (B. E.) - Computer Engineering (UnAided) | Board/University\* MUMBAI UNIVERSITY | Completed\* Completed

Education Mode\* Regular | Admission year\* 2020 | Passing Year\* 2024

Result\* Pass | Attempt\* 1 | Percentage\* 87 | CGPA | Upload Marksheet | Add CGPA Doc.

Any Gap in Qualification Course\*  Yes  No

**Note :** If the applicant is pursuing an undergraduate or postgraduate course, they should include their 10th and 12th or Diploma marks and details under past qualifications.

**Save** **Reset**

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**HMS** | Data saved successfully

1 Personal Details | 2 Address Details | 3 Parent Address | 4 Current Qualification | **5 Past Qualification** | 6 Other Details | 7 Hostel Preference | 8 Upload Document

**Past Course**

Institute State\* --Select-- | Institute District\* --Select-- | Institute Taluka --Select--

Qualification Level\* --Select-- | Stream\* --Select-- | College Name / School Name\* --Select--

Course\* --Select-- | Board/University\* --Select-- | Completed\* Completed

Education Mode\* --Select-- | Admission year\* --Select-- | Passing Year\* --Select--

Result\* --Select-- | Attempt\* | Percentage\* | CGPA 0 | Upload Marksheet | Add CGPA Doc.

Any Gap in Qualification Course\*  Yes  No

**Note :** If the applicant is pursuing an undergraduate or postgraduate course, they should include their 10th and 12th or Diploma marks and details under past qualifications.

**Save** **Reset** **Next**

| Admission Year | Course Name  | College Name   | Qualification Level   | Result | Completed | Actions       |
|----------------|--|--|-----------------------|--------|-----------|---------------|
| 2020           | Bachelor of Engineering (B. E.) - Computer Engineering | N.Y.S.S.'s Datta Meghe College of Engineering, Airoli, Navi Mumbai | Under Graduate Course | Pass   | Completed | <b>Delete</b> |
| 2019           | 12th Science   | MOUNT CARMEL SEC & H.SEC SCHOOL AKOLA                              | H.S.C. (12 Std)       | Pass   | Completed | <b>Delete</b> |
| 2017           | SSC  | MOUNT CARMEL SEC & H.SEC SCHOOL AKOLA                              | S.S.C. (10 Std)       | Pass   | Completed | <b>Delete</b> |

## 4.10 Other Details Page

To fill in other required details:

1. Upon saving past course page will navigate to "Other Details" page
2. Provide information on questions asked with yes no
3. When selected yes for maintenance allowance question (Have you availed any maintenance allowance for professional course?), enter user id
4. When selected yes for disability question (Is the applicant disabled?), enter percentage of disability

5. When selected yes for 'Has the applicant previously lived in government hostel?', enter hostel details from the dropdown. Also select yes or no for further question 'Have all the materials of the said hostel been returned?'
6. Answer yes or no for 'Is the course available in your district?'
7. Click "Save & Next" to proceed.

इतर तपशील भरण्यासाठी:

1. मागील अभ्यासक्रम पृष्ठ जतन केल्यावर "इतर तपशील" पृष्ठावर नेव्हिगेट केले जाईल
2. होय नाही सह विचारलेल्या प्रश्नांची माहिती द्या
3. देखभाल भत्ता प्रश्नासाठी होय निवडल्यावर (तुम्ही व्यावसायिक अभ्यासक्रमासाठी कोणताही देखभाल भत्ता घेतला आहे का?), वापरकर्ता आयडी प्रविष्ट करा.
4. अपंगत्व प्रश्नासाठी होय निवडल्यावर (अर्जदार दिव्यांग आहे का?), अपंगत्वाची टक्केवारी प्रविष्ट करा
5. 'अर्जदार पूर्वी सरकारी वसतिगृहात राहत होता का?' साठी होय निवडल्यावर, ड्रॉपडाउनमधून वसतिगृह तपशील प्रविष्ट करा. तसेच पुढील प्रश्नासाठी होय किंवा नाही निवडा 'उक्त वसतिगृहातील सर्व साहित्य परत केले आहे का?'
6. 'तुमच्या जिल्ह्यात अभ्यासक्रम उपलब्ध आहे का?' यासाठी होय किंवा नाही असे उत्तर द्या.
7. पुढे जाण्यासाठी "जतन करा आणि पुढील" वर क्लिक करा.

The screenshot displays the HMS application form interface. The top navigation bar includes the logo for 'SOCIAL JUSTICE & SPECIAL ASSISTANCE COMMISSION' and the acronym 'HMS'. A progress indicator at the top shows eight steps: 1. Personal Details, 2. Address Details, 3. Parent Address, 4. Current Qualification, 5. Past Qualification, 6. Other Details, 7. Hostel Preference, and 8. Upload Document. The 'Other Details' section is currently active and contains three questions with radio button options for 'Yes' and 'No':

- Have you availed any maintenance allowance for professional courses?  
 Yes  No
- Is the applicant Disabled?  
 Yes  No
- Is this course available in your district?  
 Yes  No

Below these questions is another question: 'Has the applicant previously lived in a government hostel?'. This question has a dropdown menu for selecting a hostel, which is currently empty. A 'Save & Next' button is located at the bottom right of the form. The footer of the page contains the text 'Copyright © 2024. Design and Developed By MAHAIT.' and 'Terms & Conditions | Privacy Policy | Copyright Policy | Help'.

#### 4.11 Hostel Selection Page (Not available for SWADHAR) (SWADHAR साठी उपलब्ध नाही)

##### For Hostel Existing applicant

1. Upon saving other details page will navigate to "Hostel Selection" page
2. The hostel will be auto selected for existing student as selected in personal details page. The hostel selection will be noneditable.

##### विद्यमान Hostel अर्जदारासाठी

1. इतर तपशील जतन केल्यावर "वसतिगृह निवड" पृष्ठावर नेव्हिगेट केले जाईल
2. वैयक्तिक तपशील पृष्ठामध्ये निवडल्याप्रमाणे विद्यमान विद्यार्थ्यांसाठी वसतिगृह स्वयंचलितपणे निवडले जाईल. वसतिगृहाची निवड न करता येणारी असेल.



**SOCIAL JUSTICE & SPECIAL ASSISTANCE DEPARTMENT**  
UNIVERSITY OF MAHARASHTRA

**HMS**

Session Timeout In 14:48

1 Personal Details 2 Address Details 3 Parent Address 4 Current Qualification 5 Past Qualification 6 Other Details 7 Hostel Preference 8 Upload Document

**Hostel Selection**

District: Pune Taluka: Pune City

Note: Applicant can apply to as many hostels as possible in the district mentioned.

**Select Your Hostel**

- DR. BABASAHEB AMBEDKAR MAGADWAR/VIJAYLALJI SHASKYI USASATORJH RAJGURUNAGAR PUNE
- Dr Babasaheb Ambedkar Govt Boys Hostel Saswad Tal. Purandar Dist. Pune.
- Dr Babasaheb Ambedkar bakward class boys hostel bhori
- Dr Babasaheb Ambedkar BC boys hostel Baramati.
- Govt B C boys Hostel koregaon park pune
- GOVT B. C. BOYS HOSTEL INDAPUR
- Govt BC Boys Hostel (New)
- GOVT BOYS HOSTEL (NEW) YERIWADA PUNE 6**
- Govt Gunvant Boys Hostel Mushi Pimpri chinchwad
- Sant Dyaneshwar boys hostel vibhannwadi pune

**Selected Hostels**

PREFERENCE: 1 GOVT BOYS HOSTEL (NEW) YERIWADA PUNE 6

Save & Next

<https://hmas.maharaj.org/applicant/dashboard>

### For New Hostel applicant

1. Upon saving other details page will navigate to "Hostel Selection" page
2. Choose your preferred hostels.
3. Preference can be changed by using upward and downward arrows
4. Hostel preference can also be deleted if needed
3. Save your preferences by clicking "Submit".

### नवीन Hostel अर्जदारासाठी

1. इतर तपशील जतन केल्यावर "वसतिगृह निवड" पृष्ठावर नेव्हिगेट केले जाईल
2. तुमची पसंतीची वसतिगृहे निवडा.
3. वरचे आणि खालचे बाण वापरून प्राधान्य बदलले जाऊ शकते
4. आवश्यक असल्यास वसतिगृह प्राधान्य देखील हटविले जाऊ शकते
3. "जतन करा आणि पुढील" वर क्लिक करून तुमची प्राधान्ये जतन करा.

The screenshot shows the HMS (Hostel Management System) interface. The top navigation bar includes a logo for 'SOCIAL JUSTICE & SPECIAL ASSISTANCE DEPARTMENT' and 'HMS'. The main content area is divided into two sections: 'Hostel Selection' and 'Selected Hostels'. The 'Hostel Selection' section has dropdown menus for 'District' (Pune) and 'Taluka' (Pune City). Below this is a list of hostels to choose from, with 'GOVT BOYS HOSTEL (NEW) YERWADA PUNE 8' selected. The 'Selected Hostels' section shows three preferences: 'PREFERENCE: 1 GOVT BOYS HOSTEL (NEW) YERWADA PUNE 8', 'PREFERENCE: 2 GOVT B C BOYS HOSTEL KOREGAON PARK PUNE', and 'PREFERENCE: 3 SANTI DYANESHWAR BOYS HOSTEL VISHRANTWADI PUNE'. A 'Save & Next' button is at the bottom.

## 4.12 Upload Document Page

To upload necessary documents:

1. Go to the "Upload Document" page.
2. Click on "Upload" for each required document and select the file from your device.
3. View your file by clicking on View button
4. Ensure all documents are uploaded and click "Preview & submit".

आवश्यक कागदपत्रे अपलोड करण्यासाठी:

1. "अपलोड दस्तऐवज" पृष्ठावर जा.
2. प्रत्येक आवश्यक दस्तऐवजासाठी "अपलोड" वर क्लिक करा आणि तुमच्या डिव्हाइसमधून फाइल निवडा.
3. View बटणावर क्लिक करून तुमची फाईल पहा
4. सर्व दस्तऐवज अपलोड केले आहेत याची खात्री करा आणि "पूर्वावलोकन आणि सबमिट करा" क्लिक करा.

The screenshot displays the HMS application form interface. At the top, there is a navigation bar with the HMS logo and a session timer. Below the navigation bar, a progress indicator shows eight steps: 1. Personal Details, 2. Address Details, 3. Parent Address, 4. Current Qualification, 5. Past Qualification, 6. Other Details, 7. Hostel Preference, and 8. Upload Document. The main content area is titled "Please Attach The Documents Here" and contains several rows of document upload fields. Each row includes a label for the document type, a "Choose File" button, a status indicator (e.g., "No file chosen"), and "Upload" and "View" buttons. The document types listed are: Caste Certificate, Proof of being a resident of Maharashtra (Age / Citizenship and Nationality Certificate / Khasra Card / Ration Identity Card / Date of Birth Certificate / School Leaving Certificate), Income Certificate issued by a Revenue Officer (not below the rank of Tehsildar or Form No. 16 if father is employed), Disability Certificate (if applicable), Marksheet and School Leaving Certificate, Bonafide Certificate of Educational Institution, GAP Certificate (if applicable), Declaration from Student, and Declaration from Parent. A "Process & Submit" button is located at the bottom of the form.

This screenshot shows the same HMS application form as above, but with a document viewer overlay. The overlay is titled "Caste Certificate" and displays a Microsoft Word document. The document content is a large, bold, black text that reads "SAMPLE PDF". The viewer includes a standard Microsoft Word interface with a menu, page number (1/1), zoom level (67%), and navigation icons. The background application form is dimmed, showing the "Upload Document" step of the process.

### 4.13 Application Preview

1. Preview your application and check documents in the preview itself by clicking the documents
2. Once previewed, read declaration and check the declaration agreement checkbox.
3. Click on the proceed to payment button
4. Once application is submitted, it cannot be edited. Preview your application details such as Applicant type (New and Existing), Hostel name selected and other details.

#### **Hostel**

New Applicant – Applicant applying for first time for hostel

Existing Applicant – Applicant who is already staying in hostel

#### **Swadhar**

New Applicant – Applicant applying for first time for Swadhar

Existing Applicant- Applicant who has applied for Swadhar in previous years

1. तुमच्या अर्जाचे पूर्वावलोकन करा आणि दस्तऐवजांवर क्लिक करून पूर्वावलोकनामध्येच दस्तऐवज तपासा
2. एकदा पूर्वावलोकन केल्यानंतर, घोषणा वाचा आणि घोषणा कराराचा चेकबॉक्स तपासा.
3. पेमेंट करण्यासाठी पुढे जा बटणावर क्लिक करा
4. एकदा अर्ज सबमिट केल्यानंतर, तो edit केला जाऊ शकत नाही. तुमच्या अर्जाच्या तपशीलाचे पूर्वावलोकन करा जसे की अर्जदाराचा प्रकार (नवीन आणि विद्यमान), वसतिगृहाचे नाव निवडलेले आणि इतर तपशील.

#### **वसतिगृह**

नवीन अर्जदार – वसतिगृहासाठी प्रथमच अर्ज करणारा अर्जदार

विद्यमान अर्जदार - अर्जदार जो आधीपासून वसतिगृहात राहतो

#### **स्वाधार**

नवीन अर्जदार - स्वाधारसाठी प्रथमच अर्ज करणारा अर्जदार

विद्यमान अर्जदार- अर्जदार ज्याने मागील वर्षामध्ये स्वाधारसाठी अर्ज केला आहे

**Personal Details**

|                                       |                              |                  |               |
|---------------------------------------|------------------------------|------------------|---------------|
| Are you New or an Existing Applicant? | Course Type                  | Hostel District  | Hostel Taluka |
| New                                   | Professional Course          | -                | -             |
| Hostel Name                           | Name                         | Date of Birth    | Gender        |
| -                                     | Nandkishor Ashokrao Bhaskar  | 13-02-2019       | Male          |
| Age                                   | Marital Status               | Is Father Alive? | Father Name   |
| 17                                    | Unmarried                    | Yes              | A Bhaskar     |
| Is Mother Alive?                      | Mother Name                  | Is Orphan        | Guardian Name |
| Yes                                   | B Bhaskar                    | No               | -             |
| Mobile                                | Email                        |                  |               |
| 9820012345                            | nandkishor.bhaskar@gmail.com |                  |               |

**Cast Details**

|                              |                             |                    |                            |
|------------------------------|-----------------------------|--------------------|----------------------------|
| Cast Category                | Cast                        | Certificate Number | Certificate Issue District |
| Scheduled Caste (SC)         | 6 Bakad                     | 12335              | Akola                      |
| Issuing Authority            | Certificate Applicant Name  | Issue Date         |                            |
| Sub Divisional Officer (SDO) | Nandkishor Ashokrao Bhaskar | 13-02-2019         |                            |

**Domicile Details**

|                          |                          |                            |
|--------------------------|--------------------------|----------------------------|
| Is Maharashtra Domicile? | Domicile Certificate No. | Domicile Issuing Authority |
| Yes                      | 1237987                  | Nayab Tahasilkar           |

**Permanent Address**

|                         |           |                 |             |
|-------------------------|-----------|-----------------|-------------|
| Address 1               | Address 2 | Address 3       | State       |
| 403, A wing, Marvel CHS | -         | -               | MAHARASHTRA |
| District                | Taluka    | Village         | Pincode     |
| Akola                   | Akola     | Akola (M Corp.) | 444104      |

**Present Address**

|           |           |           |       |
|-----------|-----------|-----------|-------|
| Address 1 | Address 2 | Address 3 | State |
| -         | -         | -         | -     |

**Admission Year**

|                |                         |               |                     |
|----------------|-------------------------|---------------|---------------------|
| Admission Year | Stream                  | Course Name   | Qualification Level |
| 2017           | SSC                     | SSC           | S.S.C. (10 Std)     |
| Institute Name | Board / University Name | State         | District            |
| Taluka Akola   | CESE                    | MAHARASHTRA   | Akola               |
| Passing Year   | Mode of Study           | Is Completed? | Result              |
| 2018           | Regular                 | Completed     | Pass                |
| Percentage     | Percentage              | Attempts      | Gap Years           |
| 96.00          | 96.00                   | 1             | 0                   |
| Gap Reason     | CGPA                    |               |                     |
| -              | 8.5                     |               |                     |

**Hostel Preferences**

|   |            |          |           |
|---|------------|----------|-----------|
| Hostel Name                                   | Preference | District | Taluka    |
| GOVT BOYS HOSTEL (NEW) YERWADA PUNE 6         | 1          | Pune     | Pune City |
| Hostel Name                                   | Preference | District | Taluka    |
| Govt B C Boys Hostel koregaon park pune       | 2          | Pune     | Pune City |
| Hostel Name                                   | Preference | District | Taluka    |
| Sant Dyaneshwar boys hostel vishrantwadi pune | 3          | Pune     | Pune City |

**Documents**

|  |                      |                    |                          |
|--|----------------------|--------------------|--------------------------|
| Caste Certificate                        | Domicile Certificate | Income Certificate | Disability Certificate   |
| Marksheet and School Leaving Certificate | Bonafide Certificate | GAP Certificate    | Declaration from Student |
| Parent Declaration                       |                      |                    |                          |

I, Nandkishor Ashokrao Bhaskar, hereby declare that the information provided in this application form is true and correct to the best of my knowledge and belief. I also confirm that the documents attached herewith are genuine and valid. I understand that in the event any information or document submitted by me is found to be false or incorrect, I will be liable for the cancellation of all benefits provided to me by the Social Justice and Special Assistance Department, including hostel accommodation and allowances. I agree to pay Rs 23.00 (including GST) as part of this application process. I further agree to abide by all the rules and regulations set forth by the Social Justice and Special Assistance Department and the hostel administration.

[Proceed To Payment](#)

## 4.14 Payment

1. Upon clicking on proceed to payment button, the page will navigate to payment page
2. Select appropriate mode of payment and make the payment
3. Payment can be made by Cards, net banking, UPI, etc

1. पेमेंट करण्यासाठी पुढे जा बटणावर क्लिक केल्यावर, पृष्ठ पेमेंट पृष्ठावर नेव्हिगेट करेल
2. देयकाची योग्य पद्धत निवडा आणि पेमेंट करा
3. कार्ड, नेट बँकिंग, UPI इत्यादीद्वारे पेमेंट केले जाऊ शकते

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Government of Maharashtra Portal

Wallet   Net Banking   **Credit/Debit Card**   IMPS

- Credit Card Payment - 1% per transaction for any amount.
- Debit Card Payment - no charges for amount up to Rs 2000 and 1% for amount greater than Rs 2000

Pay Gov India, NDML for Govt. of India

PayGov(Credit / Debit Card)  
Master / Visa / Rupay

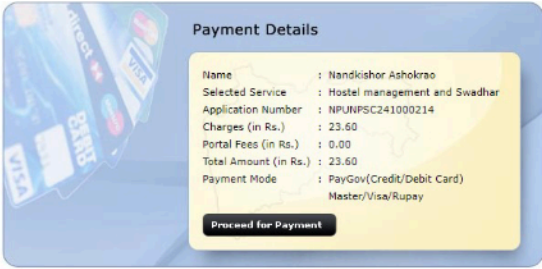


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Government of Maharashtra Portal

**Payment Details**



Name : Nandkishor Ashokrao  
Selected Service : Hostel management and Swadhar  
Application Number : NPUNPSC241000214  
Charges (in Rs.) : 23.60  
Portal Fees (in Rs.) : 0.00  
Total Amount (in Rs.) : 23.60  
Payment Mode : PayGov(Credit/Debit Card)  
Master/Visa/Rupay


**Proceed for Payment**

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**Payment Methods**

- Net Banking >
- Credit / Debit Cards >
- QR >
- Wallets >
- LPI >

Scan the QR using any UPI app



QR Code will expire in 04:57 mins

Merchant name  
Maharashtra  
Information Technology  
Corporation Ltd.  
[MahaIT]

Order Id  
240805413080120159

Payment Amount  
₹23.60

BillDesk  
Privacy policy | Terms & conditions

## 4.15 Applications status

1. Once the payment is done or the preview and submit is done, the application will be listed in the table
2. Status of the application can be viewed here
3. Application form can be downloaded in PDF from this section along with the payment receipt
4. This section will also state the status of hostel selection status

1. पेमेंट पूर्ण झाल्यावर किंवा पूर्वावलोकन आणि सबमिट केल्यानंतर, अर्ज टेबलमध्ये सूचीबद्ध केला जाईल
2. अर्जाची स्थिती येथे पाहिली जाऊ शकते
3. अर्ज भरणा पावतीसह या विभागातून PDF मध्ये डाउनलोड केला जाऊ शकतो
4. हा विभाग वसतिगृह निवड स्थितीची स्थिती देखील सांगेल

The screenshot displays the HMS (Hostel Management System) interface. The top navigation bar includes the logo of the Maharashtra State Education Board, the acronym 'HMS', and a session timeout indicator. The main content area is titled 'Hostel Admission Application' and features a table with columns for Application No, Applicant Name, Service Name, Application Type, Application Date, Payment Status, Action, View Form, and Payment Receipt. A single application entry is visible with a 'Pay Now' button. Below this, a message states: 'Please accept only one call letter of your choice. Upon Accepting the hostel admission, the call letter will be available for download'. A second table lists available hostels with columns for Hostel Name, Status, and Actions. The listed hostels are: GOVT BOYS HOSTEL (NEW) YERUJADA PUNE 6, Govt B.C. boys Hostel Koregaon park pune, and Sant Dyaneshwar boys hostel vishranturadi pune.

| Application No   | Applicant Name              | Service Name     | Application Type | Application Date | Payment Status | Action | View Form            | Payment Receipt |
|------------------|-----------------------------|------------------|------------------|------------------|----------------|--------|----------------------|-----------------|
| NPU/NPSCM1000214 | Nandkishor Ashokrao Bhaskar | Hostel Admission | New              | 05/08/2024       | Pay Now        | NA     | <a href="#">View</a> |                 |

Please accept only one call letter of your choice. Upon Accepting the hostel admission, the call letter will be available for download

| Hostel Name                                    | Status    | Actions |
|--|-----------|---------|
| GOVT BOYS HOSTEL (NEW) YERUJADA PUNE 6         | Initiated |         |
| Govt B.C. boys Hostel Koregaon park pune       | Initiated |         |
| Sant Dyaneshwar boys hostel vishranturadi pune | Initiated |         |

## 5. Troubleshooting

### Common Issues

1. Unable to Login: Ensure your username and password are correct. Reset your password if necessary.
2. Page Not Loading: Check your internet connection and try refreshing the page.
3. OTP issue: UID server can also cause OTP delays. Keep checking for service restore