

Simple Steps to Generate Application Report & Deficiency Report for Existing/New University/Institute on AICTE's Web portal

To generate Application Report and Deficiency Report, please follow the below mentioned steps.

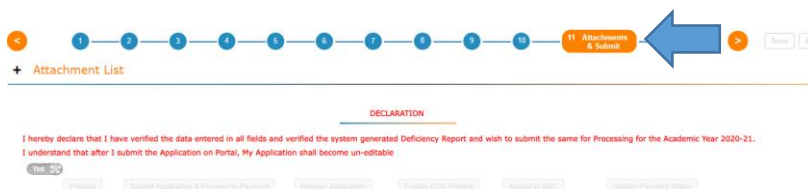
Step 1: After successful login on AICTE's Web portal, please click on Approval Process icon as shown in the below screenshot.



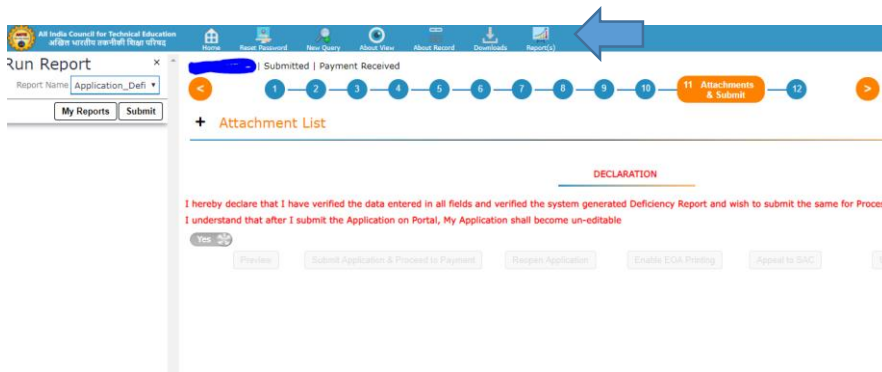
Step 2: Click on the Apply/ View Application icon as shown in the below screenshot.



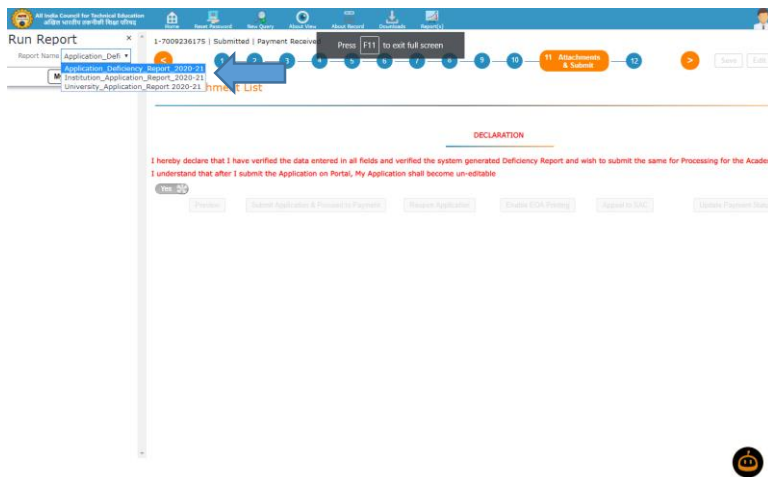
Step 3: Now click on the Attachments & Submit tab as shown in the attached screenshot.



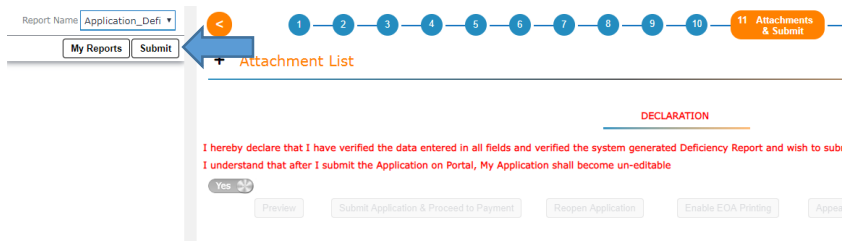
Step 4: Now click on the Reports icon to open the Run Report dialog box as shown in the below screenshot.



Step 5: Select the report to be generated from the drop down as shown in the below screenshot.






Step 6: Now click on the Submit button to generate reports as shown in the below screenshot.



Step 7: By clicking on the My Reports button, My Reports screen will be open as shown in the below screenshot. Once the generated report's status will be updated with Success then only try to download the Report by clicking on the report name. If report generation status is showing with an error, you are requested to generate the report once again.

Reports ▾

My Reports ▾

Search...   

Report Name	Created Date▲▼	Owner	Status	File Size	Output Type	Report /
Application_Deficiency_Report_2020-21	9/3/2020 11:42:52 AM	AE3519991	Success	247,804	PDF	AE351'
Institution_Application_Report_2020-21	7/3/2020 03:02:53 PM	AE3519991	Success	378,971	PDF	AE351'
Application_Deficiency_Report_2020-21	7/3/2020 03:02:45 PM	AE3519991	Success	247,808	PDF	AE351'
Institution_Application_Report_2020-21	2/3/2020 10:42:14 PM	AE3519991	Success	375,493	PDF	AE351'
Application Deficiency Report 2019-20	15/11/2019 02:18:52 PM	AE3519991	Success	246,654	PDF	AE351'
EOA_Report 2019-20	29/8/2019 02:13:33 PM	AE3519991	Success	233,725	PDF	AE351'
EOA Report 2019-20	2/6/2019 04:34:21 PM	AE3519991	Success	233,705	PDF	AE351'
EOA Report 2019-20	26/4/2019 04:50:49 PM	AE3519991	Success	230,744	PDF	AE351'
EOA Report 2019-20	26/4/2019 04:49:52 PM	AE3519991	Success	230,744	PDF	AE351'
EOA Report 2019-20	26/4/2019 12:29:10 PM	AE3519991	Success	207,580	PDF	AE351'

Step-8: Save the reports on to your desktop or any file/folder as you wish.

Step-9: Please keep all the downloaded reports from Portal in one place (Folder named AICTE Approval Process 2020-21_Reports) for easy access.

Kindly Note: To generate a successful report, Payment Status should be Payment Received or Payment not applicable (in case of Govt. Institute).