


# The Steps / Procedure to Upload Revised Affidavit or Undertaking on Portal

STEP1: Goto AICTE official website [i.e, www.aicte-india.org]and Click on “Web Portal Login” Button

Saturday, May 9, 2020 - 08:53:52 IST  Screen Reader Access



अखिल भारतीय तकनीकी शिक्षा परिषद्  
All India Council for Technical Education

 [Web Portal Login](#)



# AICTE

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# Step 2: Enter the Login Credentials at the Sign-In Page

Some of the brightest minds in the country can be found on the last benches of the classroom

-Dr. APJ Abdul Kalam



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Sign In

User Name

Password

Sign In

(Only 1 Session per User is allowed)

Don't have account? [Sign Up](#)

[Forgot Password ?](#) | [Grievance](#)

# Step 3: Click on Approval Process Icon

All India Council for Technical Education  
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Home Reset Password About View About Record Downloads Report(s)

My Institute Application

Institute Accounts / JFDR

PMKVY

Block/Unblock Student

CII Questionnaire

AQIS Application

Vocational Screen

Approval Process

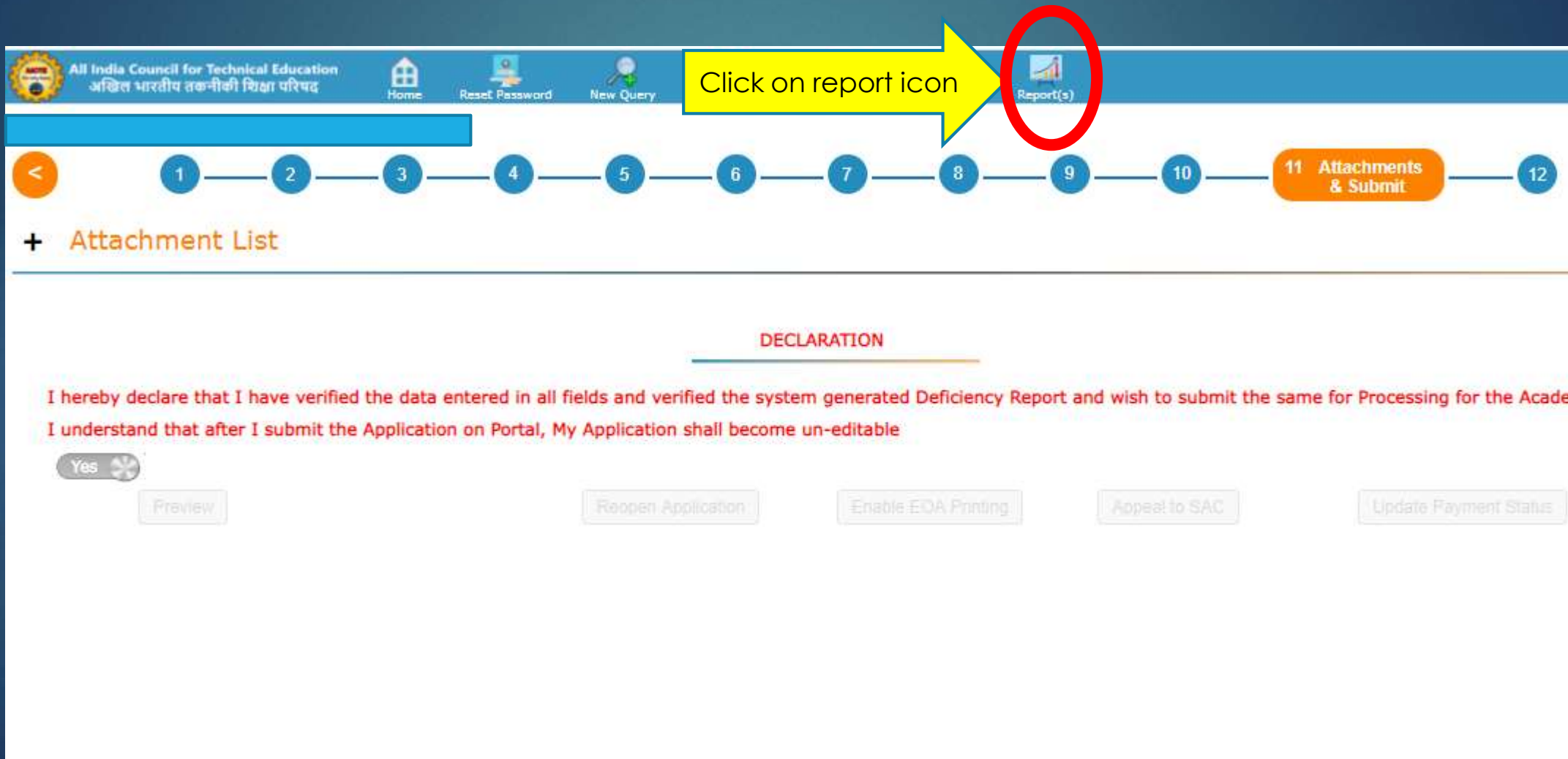
PGDM Student Details

# Step 4: Click on “Apply/View Application” Button

The screenshot displays the user interface of the AICTE Approval Process for Existing Institute. At the top, there is a blue navigation bar with the logo of the All India Council for Technical Education (AICTE) and the text "All India Council for Technical Education" and "अखिल भारतीय तकनीकी शिक्षा परिषद". Below this, there are several navigation links: Home, Reset Password, New Query, About View, About Record, Downloads, and Report(s). On the left side, there is a vertical menu with icons and labels for various sections: Process Flow, Instructions, Guidelines, QE Mandate, Student Enrollment, Student Placement, New Initiative CII Survey, and Apply/View Application. A large blue arrow points to the "Apply/View Application" button. The main content area features a large video player with a play button in the center, and the title "AICTE Approval Process for Existing Institute" is displayed at the top of the content area.



Step 5: Goto Step 11 “Attachment & Submit” (for New Institutes its 7<sup>th</sup> Step) and click on Report Icon.



The screenshot displays the user interface of the All India Council for Technical Education (AITE) portal. At the top, the header includes the AITE logo and name in English and Hindi, along with navigation links for Home, Reset Password, and New Query. A yellow arrow points to a 'Report(s)' icon in the top navigation bar, which is circled in red. Below the header, a progress bar shows steps 1 through 12, with step 11 'Attachments & Submit' highlighted in orange. A '+ Attachment List' link is visible on the left. The main content area features a 'DECLARATION' section with a red underline, followed by two lines of red text: 'I hereby declare that I have verified the data entered in all fields and verified the system generated Deficiency Report and wish to submit the same for Processing for the Academic Year' and 'I understand that after I submit the Application on Portal, My Application shall become un-editable'. Below the text is a 'Yes' button with a refresh icon, and a row of five buttons: 'Preview', 'Reopen Application', 'Enable EOA Printing', 'Appeal to SAC', and 'Update Payment Status'.

Step 6: Select Affidavit 2020-21 or Undertaking 2020-21 and generate it in the same manner you generate any other reports from Portal.

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Home Reset Password New Query About View About Record Downloads Report(s)

### Run Report

Report Name: AFFIDAVIT\_2021

- AFFIDAVIT\_2020-2021
- Application\_Deficiency\_Report\_2020-21
- Institution\_Application\_Report\_2020-21
- Undertaking\_2020-21
- University\_Application\_Report\_2020-21

1 2 3 4 5 6 7 8 9 10 11 Attachments & Submit

#### DECLARATION

I hereby declare that I have verified the data entered in all fields and verified the system generated Deficiency Report and wish to submit  
I understand that after I submit the Application on Portal, My Application shall become un-editable

Yes

Preview Reopen Application Enable EOA Printing Appeal to SAC

Step 7: Fill & Sign (put seal & date) on the Affidavit\_2020-21 or Undertaking\_2020-21 (Strike off the NOT Applicable words/statements). Scan it in PDF format only.

Step 8: Goto Step 11 “Attachment”, click on + button to add a new record.

Attachment List

Document Type	Attachment Name*	Size (In Bytes)	Type	Modified	Update File	Comments
					<input checked="" type="checkbox"/>	
Certificate	Completion Certificate of IEC GI from GNIDA 27-02-2020	3,210,531	pdf	12/3/2020 03:46:56 PM	<input checked="" type="checkbox"/>	Completion Cert
Undertaking	Declaration by IEC-GI	591,551	pdf	12/3/2020 03:33:01 PM	<input checked="" type="checkbox"/>	Undertaking/De
Study in India Program	E-Journals ASCE	130,938	pdf	21/4/2012 12:23:17 PM	<input checked="" type="checkbox"/>	Global Informat
	E-Journals ASME	119,338	pdf	21/4/2012 12:22:25 PM	<input checked="" type="checkbox"/>	Global Informat



Step 9: Select "Revised Affidavit" option from Document Type and upload Scanned PDF Affidavit or Select "Undertaking" option from Document type and upload Scanned Undertaking.

The screenshot displays a web application interface for document management. At the top, a progress bar shows steps 1 through 10, with step 11 labeled "Attachments & Submit". Below the progress bar, the section is titled "Attachment List". There are four icons for adding, deleting, downloading, and searching. The main area contains a table with the following columns: Document Type, Attachment Name\*, Size (In Bytes), Type, Modified, Update File, and Comments. A dropdown menu is open under the "Document Type" column, listing various document types. The "Revised Affidavit" option is highlighted, and a blue arrow points to it.

Document Type	Attachment Name*	Size (In Bytes)	Type	Modified	Update File	Comments
					<input checked="" type="checkbox"/>	
	Annexures for Vocational Sc of IEC GI from GNIDA 27-02-2020	3,210,531	pdf	12/3/2020 03:46:56 PM	<input checked="" type="checkbox"/>	Completion Ce
	Application Report	591,551	pdf	12/3/2020 03:33:01 PM	<input checked="" type="checkbox"/>	Undertaking/D
	Compliance Documents	120,938	pdf	21/4/2012 12:23:17 PM	<input checked="" type="checkbox"/>	Global Informa
	Documents for Scrutiny	9,338	pdf	21/4/2012 12:22:25 PM	<input checked="" type="checkbox"/>	Global Informa
	Request by Pharmacy Institutes					
	Revised Affidavit					
	E-Journals ASTM Digital Library	219,539	pdf	21/4/2012 12:31:07 PM	<input checked="" type="checkbox"/>	Book Supply B
	E-Journals Elsevier	394,695	pdf	23/4/2012 04:02:33 PM	<input checked="" type="checkbox"/>	Allied Publish
	E-Journals IEEE	129,075	pdf	21/4/2012 12:20:10 PM	<input checked="" type="checkbox"/>	Global Informa

## NOTE:

a) This Revised Affidavit or Undertaking is different from the Affidavit-2 (as per the format given in APH 2020-21) which your institution might have already uploaded on the portal immediately after the submission of online application during Feb/March 2020. Institutions uploaded Affidavit-2 are also required to upload the revised Affidavit or Undertaking, if Applicable.

b) Similarly upload Undertaking in case Undertaking need to uploaded on portal. Please Note that either Revised Affidavit or Undertaking need to be uploaded (Any one).

**c) The last date to upload the Revised Affidavit / Undertaking and Other documents as applicable & as required on portal is on or before 12th May, 2020.**

d) Any query in this regard, institution should send the mail ONLY to “helpdesk1@aicte-india.org”

THANK YOU