

User Manual

How to generate and download EOA

AICTE

User Manual for how to generate and download EOA through institute login

Please follow the below mentioned steps.

Step 1: Login on AICTE's web portal through institute's login credentials. At home page, click on the Reports icon as shown in the below screenshot.

If Institute is unable to find the Reports icon as shown below, then click on down arrow to explore hidden icons.



Step 2: Now click on the Print EOA Report link as shown in the below screenshot.

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Ka lahotsav	All India Council for Technical Education अखिल भारतीय तकनीवी किक्षा परिषद	Home	Reset Password	About View About Re	ard Downloads	Report(6)	Support	Core Branch List							
Institution Dr	etails: Basic Details														
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Current Applicati	on Number:*	Permanent Institut	e Id:		Academic Ye	ear:*			Ins	titute Cur	rent Stat	tus:			
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Step 3: - Fill the IIC Form Details

- 1. Enter the IIC ID
- 2. Click on Fetch Institute Details Button to validate Institute Name and State Name
- 3. Click on Get OTP Button. (OTP will Generate to your IIC login account.)
- 4. Enter OTP and Verify with click of Verify Button

5. After you pressed the verify button, wait for 5 second and then press the Refresh to see the changes

Institution Details: Basic Details	í.			
				4 1 of 1+ 🕨 🚺
Current Application Number:* 1-43648210771	Permanent Institute Id: 1-2201117141	Academic Year:*	EOA Recommended by Council	
Application Opened Date:	Overall Deficiency(Y/N):	Attend Scrutiny Committee Date:		
28/11/2023				
Please Enter Your IIC Id in the Be	Iteld	1		1
Please Click below on the Fetch I	nstitute Details Button			
Fetch Institute Details 2	(
and answering memory.	TEDI INDILIOTE A B			C
THE TAXABLE IN CARDS	A TRANSPORT			ALC: NO

3 Get OTP Please Enter Your OTP. Enter OTP: Remarks:	In the Below Field .: 694929 IC ID matched and verified.	[verry] 4	Note: Please login to your IIC portal and you can get the OTP as a pop-up window after you logged in	
		-		

If you are facing any issues related to IIC verification, please mail to your respective zonal mail ids,

CRO	 <u>cro.iic.mic@aicte-india.org</u> 	- 011 2958 1517
ERO	 ero.iic.mic@aicte-india.org 	- 011 2958 1227
NRO	 nro.iic.mic@aicte-india.org 	- 011 2958 1227
NWRO	- <u>nwro.iic.mic@aicte-india.org</u>	- 011 2958 1513
SRO	 <u>sro.iic.mic@aicte-india.org</u> 	- 011 2958 1513
SCRO	 <u>scro.iic.mic@aicte-india.org</u> 	- 011 2958 1227
SWRO	- <u>swro.iic.mic@aicte-india.org</u>	- 011 2958 1517
WRO	 wro.iic.mic@aicte-india.org 	- 011 2958 1336

Step 4: On the next screen, Answer all the Norms mentioned in below Screen shot and submit the details by clicking on the submit button then click on Enable EOA button.

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				EOA Recommended by Council	
EQA Broad					
EUA Report					
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Please answer questionnaire	and then click on submit Button.After submission pleas	e click on Enable EOA button.			
To Print EOA for Current Aca	demic Year. Click on the Reports Icon and Select Curren	t Academic Year EOA Report .			
					~
ti Ragging Committee:	ma as per AVN, at is further declared that it has formed following committee and also	(Yes (X)			
evance Redressal Committee:		(Yes 🕸)			
ernal Complaint Committee (ICC):	Submit button	Yes 🕸			
rrier Free Built Environment for disabled and el	derly persons:	Yes (%)			
and Safety norms:	➡	Yes 🛠	Enable FOA		
		Enable EOA			

If EOA printing enabled successfully popup msg is showing on screen as shown in the below screenshot.

Click on Reports icon on Menu Bar as highlighted in above screenshot.

Accelling Key Council for Tableting Council	betatest.portal.aicte-india.org says ECA primting enabled successfully.You can Print your EOA Report now. (SEL-EXL-00151)	
Institution Details: Basic Details	ок	
		I of 1+ ▶ C Institute Current Status: EOA Recommended by Council
EOA Report	0000	
Please answer questionnaire and then click on submit Button	After submission please click on Enable EOA button.	1 of 1* 0
To Print EOA for Current Academic Year. Click on the Reports	Icon and Select Current Academic Year EOA Report_	
Declaration: - The Institute declares that it will comply with the norms as per APH. It is further declared that it has f	termed following committee and also complying the norms mentioned below:	(Yes St
Anti Ragging Committee:	Yes D.	
Grievance Redressal Committee:	Yes 2	
Internal Complaint Committee (ICC):	Yes \$	
SC/ST Committee:	The SD	
Barrier Free Built Environment for disabled and elderly persons:	Yes ()	
Fire and Safety norms:	(Yes 20) Enable EDA	

Select EoA Report 2024-25 from dropdown and Submit it. Go to My Reports to download the generated EoA Report as shown in the below screenshot.

	4 1 of 1+ ▶
	Institute Current Status:
	EOA Recommended by Council
EOA Report	
	1 of 1+
Please answer questionnaire and then click on submit Button. After submission please click on Enable EOA button.	
To Print EOA for Current Academic Year. Click on the Reports Icon and Select Current Academic Year EOA Report .	
Declaration - The Justice declares that it will comply with the norms as par APH. It is further declared that it has formed following committee and also complying the norms mentioned below:	
Anti Ragging Committee:	
Grievance Redressal Committee:	
Internal Complaint Committee (ICC):	
SC/ST Committee:	
Barrier Free Built Environment for disabled and elderly persons:	
Fire and Safety norms: (Yes 2)	
Enable EOA	

Refer below link to fill Enrolment/Placement/New Initiative _General Information data if asked

https://www.aicte-

india.org/sites/default/files/User_Manual_for_Submitting_Student_Enrollme nt_Placement_New_Initiative_General_Information.pdf

Note: To generate / download EOA, application status should be "<u>EOA</u> <u>recommended by council</u>".