

**STATISTICAL UNIT**

Phone No-022-2270 8738  
022-2261 8987

**REMINDER-III**  
**MOST URGENT**  
**TIME BOUND**

**No. Stat/DCF(107)/ 116 /2013**

**Sub : Submission of Online Information of the Academic Year 2011-12 on All India Survey on Higher Education (AISHE) portal.**

**Ref : No. DCF (107)/19/2013, dated 23<sup>rd</sup> April 2013.**

**CIRCULAR:**

Attention of the Principals/Directors of the affiliated Colleges/recognized Institutions is invited to this office Circular No. Stat/DCF(107)/19/2013 dated 23<sup>rd</sup> April 2013, and subsequent reminder Circular No. Stat/DCF(107)/68/2013, dated 4<sup>th</sup> July 2013, No. Stat/DCF(107)/100/2013, dated 16<sup>th</sup> August 2013 online the subject cited above, in which it was requested to furnish the on information asked by the Director, Higher Education. However, the said information not yet received from the Colleges/Institutions. (The list of Colleges available on our website) **Last date of submission online information is 12<sup>th</sup> September 2013.**

However, they are once again requested to furnish the required online information pertaining to their Colleges/Institution in the given formats on the site on a portal (URL: <http://aishe.gov.in> or <http://aishe.nic.in> developed through NIC.

**The steps for filling the information on AISHE portal are as below:**

1. Register on AISHE portal so as system will provide you a username and password.
2. Login to the AISHE system using your registered user ID and Password.
3. Download DCF-II of your Institution. ( Adobe Reader 10 or above should be available on your system)
4. Fill up the DCF-II completely. (Instruction Manual is available on portal for any difficulty in understanding the concepts and definitions.)
5. Upload the DCF-II on AISHE portal after getting it passed the Check Form condition.
6. It is important to note that you are working online while the steps on 1,2,3,5 and Offline while the step at 4.

The item-wise instructions for filling up the DCF and User Manual for software related instruction is available on the portal.

**The Colleges/Institutions are requested to download the Data Capture Format –II (DCF-II) for the Academic Year 2011-12 and upload filled in DCF-II on AISHE portal at the earliest.**

They are, further informed that in case of any difficulties / queries regarding filling up of the statistical information in the DCF-II, kindly contact the following officers during office hours.

Contact Person	Office	Land-Line No.	Mobile No.	Email
University Nodal Officer	University of Mumbai, Mumbai	022 - 22708738	-	supt.statunit@gmail.com
Statistical Officer,	Directorate of Higher Education, Pune.	020 - 26122119	9822889877	mhaishesno@gmail.com

**Note:- Please ignore if the information already sent.**

MUMBAI – 400 032  
05thSeptember 2013

Dr. Rajpal Hande  
DIRECTOR  
(BCUD)

To,

The Principals of the affiliated and Autonomous Colleges and Directors of the recognized Institutions.