

GOVERNMENT DEGREE COLLEGE, PALONCHA, BHADRADRI KOTHAGUDEM DIST., TELANGANA



**WELCOME
TO
NAAC PEER TEAM**



**The following are the works /
responsibilities performed by the
Office of the Govt. Degree
College, Paloncha**

Establishment

All the work related to Establishment viz., correspondence, sanction proceedings etc., are done through Online mode vide eOffice- a digital workplace solution as instructed by the Commissioner of Collegiate Education, Telangana State, Hyderabad. The concerned are provided with User Id. The tappal is received through mail and is uploaded, Office note and drafts are prepared and sent to the higher officer for perusal and approval.

PAY BILLS

All the bills drawn from the Treasury are done through IFMIS (Integrated Financial Management & Information System) of the Government of Telangana. IFMIS is a unified platform that aims to promote the efficiency of Government financial management methodologies, secure data management etc.,

Every DDO is provided with an individual User ID. All the reconciliation work, Issue of Pay slips to the staff and other related works are done through this package.

ACCOUNTS

The maintenance of accounts of the college viz., Cash Books are done through College Administration and Information Management System (CAIMS) as instructed by the Commissioner of Collegiate Education, Telangana State, Hyderabad.

ADMISSIONS

The admissions process to the 1st year Degree Course is undertaken through DOST (Degree Online Services, Telangana), of the Government of Telangana, which is maintained by Telangana State Council of Higher Education and Commissioner of Collegiate Education, Telangana State, Hyderabad.

Scholarships

The Scholarships and Reimbursement of Fees to the eligible students are processed through ePass (Electronic Payment and Application System of Scholarships), Government of Telangana, Hyderabad.

Issue of T.C. and other Certificates

The Transfer Certificate is issued through College Administration and Information Management System (CAIMS) as instructed by the Commissioner of Collegiate Education, Telangana State, Hyderabad. It is processed through DOST ID of the Student.

Thank You

