

# Department of BTER

## Affiliation

### User Manual for College

#### Introduction-

The purpose of this document is to provide the process flow of how a college/institute can complete the application process for obtaining NOC from the department.

इस दस्तावेज़ का उद्देश्य यह बताना है कि कॉलेज/संस्थान विभाग से एनओसी प्राप्त करने के लिए आवेदन प्रक्रिया को किस प्रकार पूरा कर सकता है।

1. The user has to visit <https://rajnoc.rajasthan.gov.in/>  
उपयोगकर्ताकोRajnoc.rajasthan.gov.in पर जाना होगा।

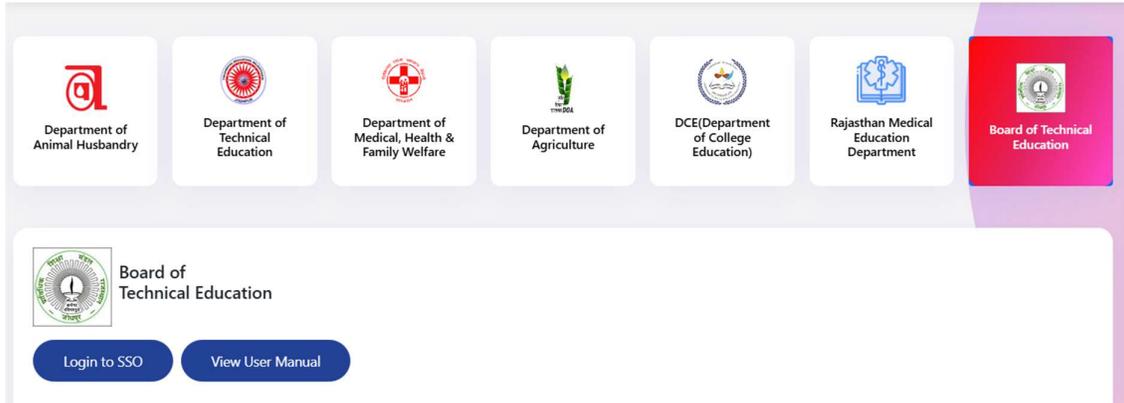


2. Colleges/Institutes can view all information related to the application submitted by their respective department by clicking on the department icon.  
कॉलेज/इंस्टिट्यूट अपने संबंधित विभाग द्वारा आवेदित आवेदन के सन्दर्भ में समस्त जानकारी विभाग के आइकन पर क्लिक करके देख सकते हैं।



3. Select the department and click on SSO login.  
विभाग का चयन करें और SSO लॉगिन पर क्लिक करें।





4. Login page (<https://sso.rajasthan.gov.in/signin>)

User enter valid SSO ID and Password, Capture Code.

उपयोगकर्ता वैध एसएसओ आईडी और पासवर्ड, कैप्चर कोड दर्ज करें।

1. Login page (<https://sso.rajasthan.gov.in/signin>)

User enter valid SSO ID and Password, Capture Code.

उपयोगकर्ता वैध एसएसओ आईडी और पासवर्ड, कैप्चर कोड दर्ज करें।

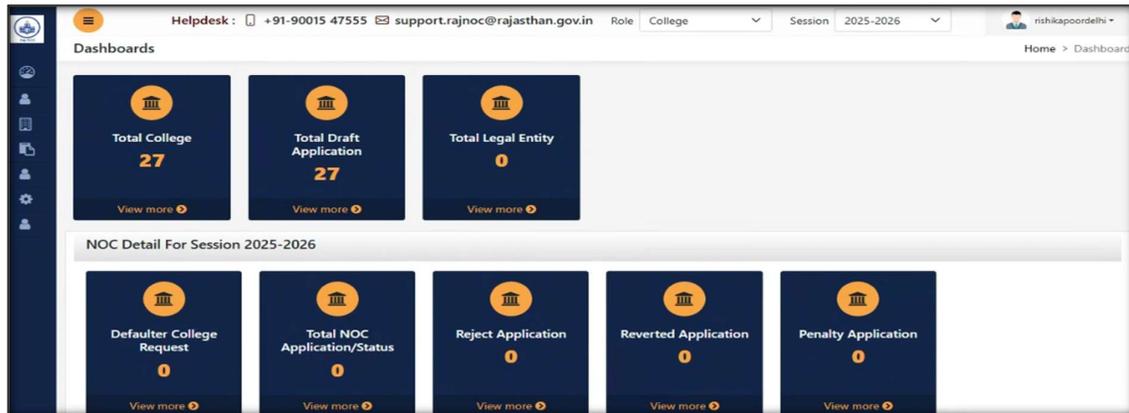
2. User has to click on "RajNOC" icon.

उपयोगकर्ता "RajNOC" आइकन पर क्लिक करे।



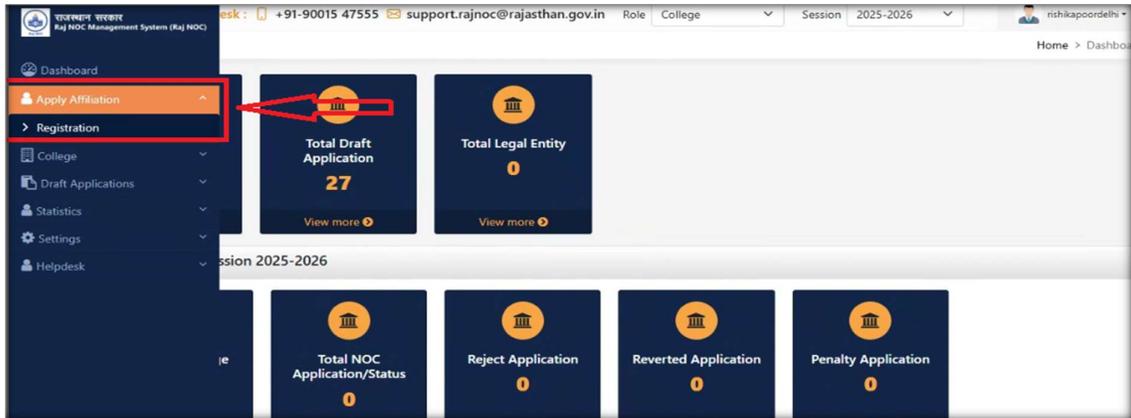
3. The dashboard will be shown as per given below screen-

डैशबोर्ड नीचे दी गई स्क्रीन के अनुसार दिखाया जाएगा-



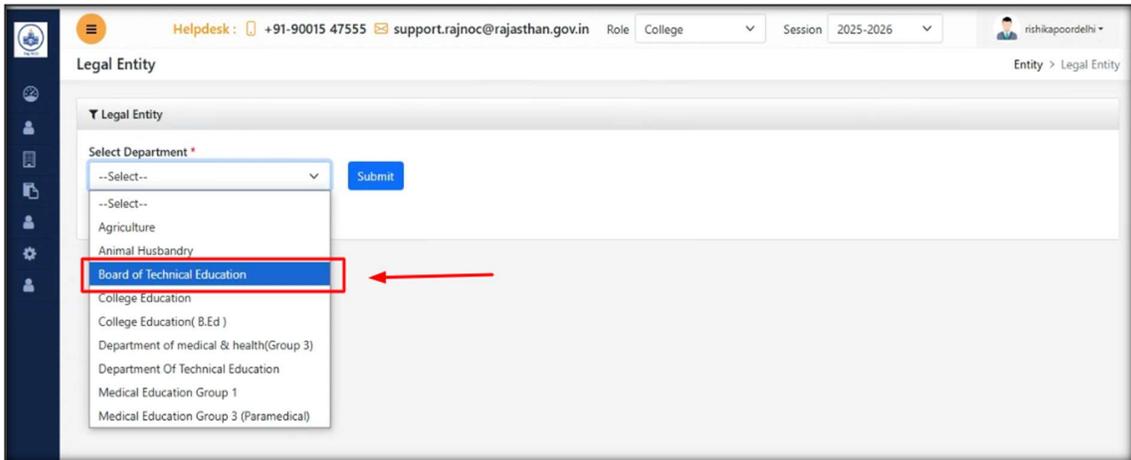
4. Users click on "Affiliation" menu.

उपयोगकर्ता "Affiliation" मेनू पर क्लिक करे।



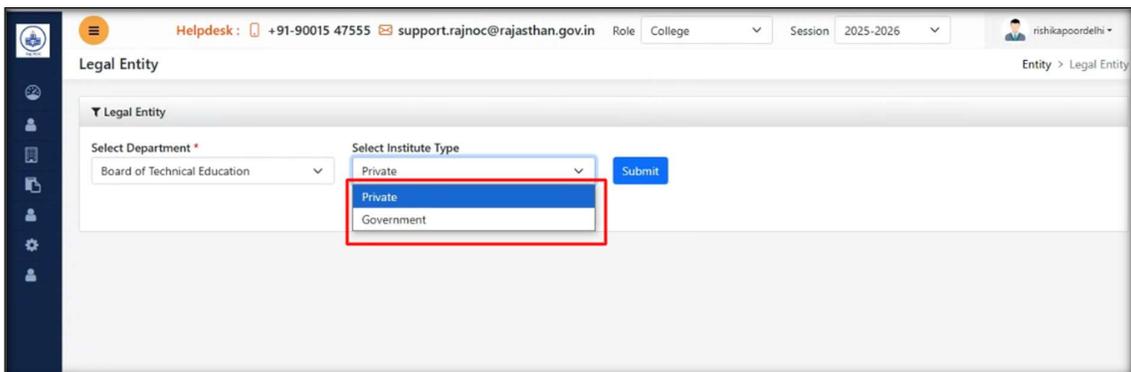
5. Users will select the department and click on "Submit" button.

उपयोगकर्ता डिपार्टमेंट सेलेक्ट करके "Submit" बटन पर क्लिक करेंगे।



6. Users will select their institute type from the drop down.

उपयोगकर्ता डिपार्टमेंट सेलेक्ट करके ड्रॉप डाउन से अपना इंस्टिट्यूट टाइप select करेंगे।



7. Users will select the private institute and click on "submit" button.

उपयोगकर्ता प्राइवेट इंस्टिट्यूट सेलेक्ट करके "submit" बटन पर क्लिक करेंगे।

The screenshot shows the 'Legal Entity' registration page. At the top, there is a header with 'Helpdesk: +91-90015 47555 support.rajnoc@rajasthan.gov.in', 'Role: College', and 'Session: 2025-2026'. Below the header, the page title is 'Legal Entity'. The main content area has a section titled 'Legal Entity' with two dropdown menus: 'Select Department \*' (set to 'Board of Technical Education') and 'Select Institute Type' (set to 'Private'). To the right of these dropdowns is a blue 'Submit' button, which is highlighted with a red rectangular box. A red arrow points from the right towards the 'Submit' button.

8. The user is given options to fill in the legal entity from which the user can select and proceed further

उपयोगकर्ता को legal entity भरने के लिए ऑप्शन दिए गए है जिसमे से उपयोगकर्ता सेलेक्ट करके आगे बढ़ेंगे -

The screenshot shows the 'Legal Entity' registration page. The header is the same as in the previous screenshot. Below the header, the page title is 'Legal Entity'. The main content area has a section titled 'Legal Entity' with a label 'Select Legal Entity:' followed by four radio button options: 'Society', 'Trust', 'Company', and 'Other Entity'. The 'Trust' option is currently selected.

9. User needs to fill in the legal entity with "OTP verify" which comes on the registered mobile no.

उपयोगकर्ता को legal entity भरने के लिए "otp verify" करता है जो रजिस्टर्ड मोबाइल नो. पर आता है।

The screenshot shows the 'Legal Entity' registration page. The header is the same as in the previous screenshots. Below the header, the page title is 'Legal Entity'. The main content area has a section titled 'Legal Entity' with a label 'Select Legal Entity:' followed by four radio button options: 'Society', 'Trust', 'Company', and 'Other Entity'. The 'Trust' option is currently selected. Below this section is a 'New Registration' section with four input fields: 'Registration Number \*' (415263), 'President Mobile Number \*' (9685744152), 'President Aadhar Number \*' (478596415263), and 'President Email ID \*' (ravishankarkumawat@gmail.com). At the bottom left of the 'New Registration' section is a green 'Get OTP' button, which is highlighted with a red rectangular box. A red arrow points from the right towards the 'Get OTP' button.

10. User will enter the OTP and click on "submit" button.

उपयोगकर्ता OTP डालकर "submit" बटन पर क्लिक करेंगे।

The screenshot displays a web application interface for legal entity registration. A modal window titled "OTP Verification" is open, prompting the user to enter an OTP. The modal text reads: "Please enter OTP to verify, OTP has been sent to XXXXXX4152". Below this is an "Enter OTP" input field, a "Please Wait... 00:55" timer, and a "Resend OTP" link. At the bottom of the modal are "Cancel" and "Submit" buttons. The "Submit" button is highlighted with a red box and a red arrow. The background shows a "Legal Entity" registration form with fields for "Registration Number" (415263) and "President Email ID" (ravishankarkumawat@gmail.com).

11. The form will open for the user to fill the Legal Entity, after entering the details, click on the "Save & Proceed to Add College Details" button.

उपयोगकर्ता को Legal Entity भरने के लिए फॉर्म ओपन होगा जिसमें डिटेल्स डालकर "Save & Proceed to Add College Details" बटन पर क्लिक करेंगे।

12. User will select his/her institute type "Government" and click on "submit" button.

**(User does not need to fill the Legal Entity for Government College.)**

उपयोगकर्ता अपना इंस्टिट्यूट टाइप "Government" select करेंगे और "submit" बटन पर क्लिक करेंगे।

**(उपयोगकर्ता को Government कॉलेज के लिए लीगल एंटीटी भरने की जरूरत नहीं होती है।)**

13. User will select the status of their college.

उपयोगकर्ता अपने कॉलेज का स्टेटस select करेंगे।

Helpdesk: +91-90015 47555 support.rajnoc@rajasthan.gov.in Role: College Session: 2025-2026 rishikapoordehri

Application Master > BTER Affiliation

+ Application For Grant Of BTER Affiliation Of State Government(As Desired By AICTE)

Important Date For Application

Start Date: 31-05-2023 09:04 AM End Date: 20-11-2025 05:05 PM

Department Name \*  
Board of Technical Education

Status Of College\*  
--Select Status Category--  
New  
Existing

College Name\*  
Enter the College Name

Email Address \*  
Enter the Email Address

Register Reset

14. Users will enter their college name, mobile no., email address and click on "Register" button.

उपयोगकर्ता अपने कॉलेज का नाम, मोबाइल नो., Email एड्रेस डालकर "Register" बटन पर क्लिक करेंगे।

Helpdesk: +91-90015 47555 support.rajnoc@rajasthan.gov.in Role: College Session: 2025-2026 rishikapoordehri

Application Master > BTER Affiliation

+ Application For Grant Of BTER Affiliation Of State Government(As Desired By AICTE)

Important Date For Application

Start Date: 31-05-2023 09:04 AM End Date: 20-11-2025 05:05 PM

Department Name \*  
Board of Technical Education

Status Of College\*  
New

College Name\*  
Swati College New

Mobile Number \*  
9685526341

Email Address \*  
test@gmail.com

Register Reset

15. After verifying the details user has to give confirmation by clicking on "ok" button.

उपयोगकर्ता को detail verify करने के बाद "ok" बटन पर click करके कन्फर्मेशन देना होगा।

Helpdesk : +91-90015 47555 172.22.33.75:81 says

Session 2025-2026 Application Master >

Are you sure you want to submit the form?

OK Cancel

Application For Grant Of BTER Affiliation Of State Government

Start Date For Application

Start Date : 31-05-2023 09:04 AM End Date : 20-11-2025 05:05 PM

Department Name \* Board of Technical Education

College \* Swati College New

16. Once the user gives the confirmation by clicking on the "ok" button, the basic details of the college will be displayed on the window and he will click on the "continue for Registration" button.

उपयोगकर्ता जैसे ही "ok" बटन पर click करके कन्फर्मेशन देंगे विंडो पर कॉलेज की बेसिक डिटेल्स शो होगी और "continue for Registration" बटन पर क्लिक करेंगे।

Helpdesk : +91-90015 47555 support.rajnoc@rajasthan.gov.in Role College Session 2025-2026 rishikapoordehi

Application Master > BTER Affiliation

Application For Grant Of BTER Affiliation Of State Government(As Desired By AICTE)

Important Date For Application

Start Date : 31-05-2023 09:04 AM End Date : 20-11-2025 05:05 PM

Affiliation Registration List

Sr.No.	Department Name	College Status	College Name	Mobile Number	Email Id
1	Board of Technical Education	New	Swati College New	9685526341	test@gmail.com

Continue For Registration Payment History

17. User can fill in the basic details of the college and "Save" it and then proceed further by clicking on "Next".

उपयोगकर्ता कॉलेज की बेसिक डिटेल्स भरकर और उसे "Save" करे तत्पश्चात "Next" पर क्लिक कर आगे बढ़ें।

Helpdesk: +91-90015 47555 support.rajnoc@rajasthan.gov.in Role: College Session: 2025-2026 rishikapoorde

BTER Affiliation Details (Swati College New) BTER Affiliation > BTER Affiliation D

Basic Info Course Details Other Details Application Fee Details

### Add College

College Details

Select Department \* Board of Technical Education

College Status \* New

College Logo Choose file No File Chosen

Select College Type \* Girls College

Management Type \* Govt.

College Level \* UG

Status Of Building \* Own

Affiliation Type \* Renewal Of Affiliation

College Code \* 145

College Name in English \* Swati College New

College Name in Hindi \* Swati College New

Address of College as given in AICTE EOA \* Samod

Address at which college is running is same as given in AICTE EOA \*  Yes  No

Is Your College NBA Accredited : \*  Yes  No

College Medium \* Both (Hindi & English)

University \* Board of Technical Education Rajasthan

---

Address & Contact Detail \*

Division \* Jaipur Division

District \* Jaipur

Subdivision \* Jaipur(first)

Tehsil \* Jaipur

Select Area \*  Rural  Urban

City \* Jaipur Greater

Parliament Area --Select--

Assembly Area --Select--

City/Town/Village \* Jaipur

Pincode \* 303806

Complete Address Line 1 \* Samod

Complete Address Line 2 \* jaipur 2

Website Link

College Mobile Number \* 7014296237

College Landline Number with std code

Email \* ravishankarkumawat@gmail.com

---

Details of Head of College \*

Name Of Person \*

Designation \* --Select--

Mobile Number \*

Email Address \*

Permanent Address \*

+ Add

Sr.No.	Name Of Person	Designation	Mobile Number	Email Address	Permanent Address	Action
1	Ravi kumawat	Admin	7014296237	ravishankarkumawat@gmail.com	Samod	

---

Additional Contact Details

Designation --Select--

Mobile Number 7014296237

Landline Number

Save

Next >>

18. Enter the details regarding the course which the college wishes to run and "Save" it and then proceed further by clicking on "Next".

कॉलेज द्वारा जिस भी कोर्स को चलाना चाहता है उससे सम्बंधित विवरण दर्ज करें और उसे "Save" करे तत्पश्चात "Next" पर क्लिक कर आगे बढ़ें।

BTER Affiliation > Course Info

Basic Info Course Details Other Details Application Fee Details

➕ Add Course

Course Type\*  
Engineering

Intake\*  
150

Course Name\*  
MECHANICAL(ME)

Shift\*  
2nd Shift

Branch Type\*  
SFS

Save Reset

🔍 Affiliation Course List

Sr.No.	Course Type	Course Name	Course Intake	Branch Type	Shift	Action
1	Engineering	CIVIL(CE)	200	SFS	1st Shift	
2	Non-Engineering	Textile Design (TD)	100	GAS	2nd Shift	

🔍 Affiliation Course List

Sr.No.	Course Type	Course Name	Course Intake	Branch Type	Shift	Action
1	Engineering	CIVIL(CE)	200	SFS	1st Shift	
2	Non-Engineering	Textile Design (TD)	100	GAS	2nd Shift	
3	Engineering	MECHANICAL(ME)	150	SFS	2nd Shift	

Previous Next >>

19. User should upload the documents related to his/her college and click on “Save” and “Next” button.

उपयोगकर्ता अपने कॉलेज से संबंधित दस्तावेज को अपलोड करे “Save” करके, “Next” बटन पर क्लिक करे।

Basic Info Course Details Other Details Application Fee Details

Other Details > BTER Affiliation

Whether the Institute and the course(s) to be commenced are approved by the Government of Rajasthan and NOC has been issued?\*

Yes

NOC Number\*  
78563

NOC Issue Date\*  
21-10-2022

Attach copy of the approval letter (NOC): (Only pdf file) (Max. Size 1MB)\*  
Choose file Pandey\_Resume.pdf

Details Of AICTE EOA / LOA

AICTE EOA / LOA\*  
Yes

AICTE EOA/LOA No.\*  
145263

EOA/LOA Date\*  
08-06-2023

Attach copy of the approval letter (EOA/LOA): (Only pdf file) (Max. Size 1MB)\*  
Choose file Pandey\_Resume.pdf

Application Form

Upload Soft Copy of application form: (Only pdf file) (Max. Size 1MB)\*  
Choose file Pandey\_Resume.pdf

Submit Reset

Next >>

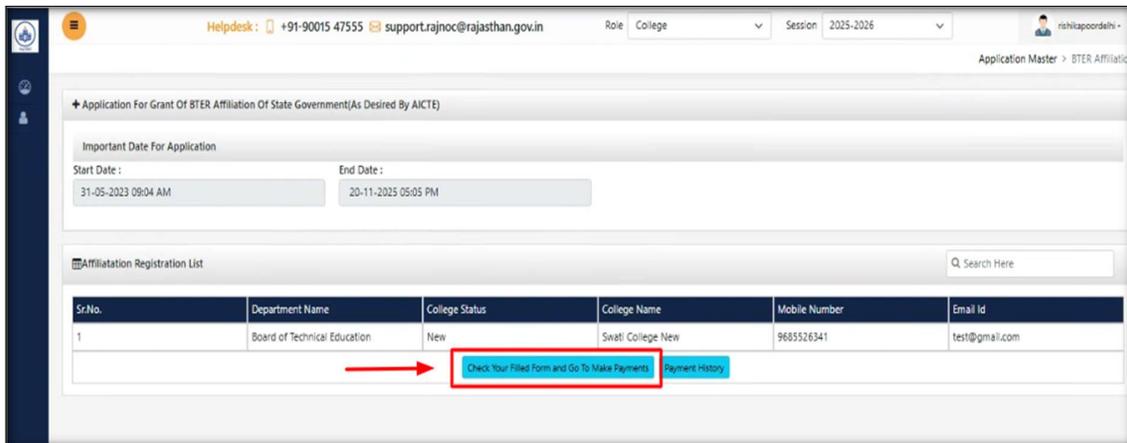
20. After verifying the details user has to give confirmation by clicking on "ok" button.

उपयोगकर्ता को verify करने के बाद "ok" बटन पर click करके कन्फर्मेशन देना होगा ।



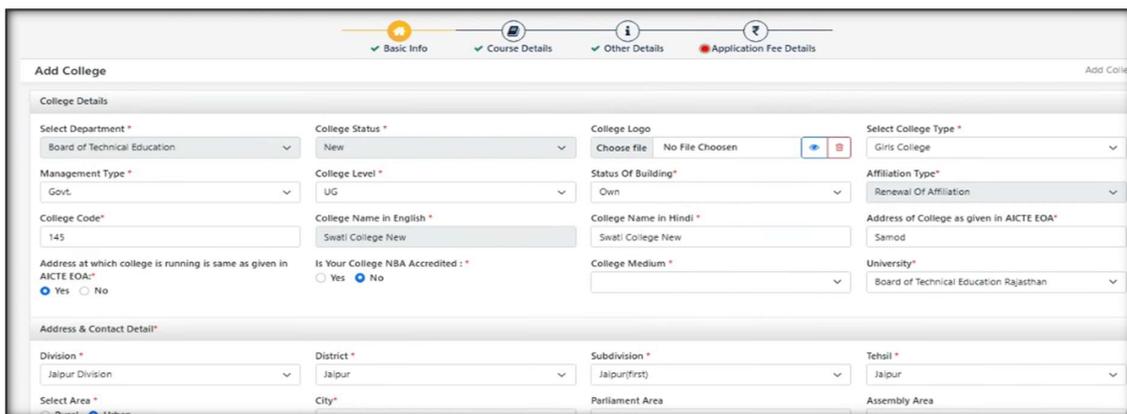
21. After filling these college details, users can proceed further by clicking on "Check your filled Form & Make payment" button.

उपयोगकर्ता कॉलेज की ये डिटेल्स भरने के बाद "Check your filled Form & Make payment" बटन पर क्लिक करके आगे बढ़े।



22. A preview of the complete form filled by the user can be seen here.

उपयोगकर्ता द्वारा भरा गया पूरा फॉर्म का preview यहाँ देख सकते हैं।



23. User can check his fees on "Application Fee Detail" tab to see how much fee will be charged for each course and Affiliation Fee will also be marked there.

उपयोगकर्ता अपनी फी की जाँच "Application Fee Detail" टैब पर देख सकता है की किस कोर्स की कितनी फी लगेगी और Affiliation Fee भी यही मार्क होकर आएगी।

BTER Affiliation Details (Swati College New) BTER Affiliation > BTER Affiliation Details

Basic Info Course Details Other Details **Application Fee Details**

Application > Application Fee Details

Application Fee Details

Sr.No.	Course Type	Course Name	Branch Type	Amount
1	Non-Engineering	Textile Design (TD)	GAS	0
2	Engineering	CIVIL(CE)	SFS	5000
3	Engineering	MECHANICAL(ME)	SFS	5000
Affiliation Fees:				0
Total:				10000.00

[Payment](#)

24. Users will click on the "Payment" button to make the payment.

उपयोगकर्ता Payment करने के लिए "Payment" बटन पर क्लिक करेंगे।

BTER Affiliation Details (Swati College New) BTER Affiliation > BTER Affiliation Details

Basic Info Course Details Other Details **Application Fee Details**

Application > Application Fee Details

Application Fee Details

Sr.No.	Course Type	Course Name	Branch Type	Amount
1	Non-Engineering	Textile Design (TD)	GAS	0
2	Engineering	CIVIL(CE)	SFS	5000
3	Engineering	MECHANICAL(ME)	SFS	5000
Affiliation Fees:				0
Total:				10000.00

[Payment](#)

25. Users will click on "Make Payment (E.Mitra)" or "Make Payment" button to make payment.

उपयोगकर्ता Payment करने के लिए "Make Payment (E.Mitra)" या "Make Payment" बटन पर क्लिक करेंगे।

**Apply Application for : Jodhpur College** ✕

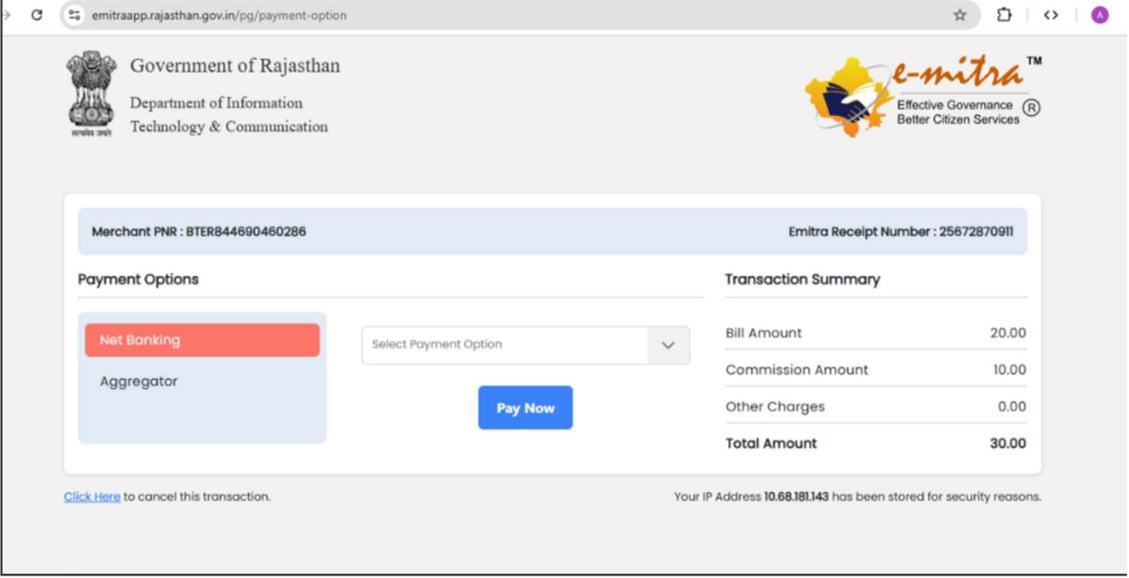
Your Apply BTER Course Charges for followings :

Branch Type	Amount
SFS	10
SFS	10
Affiliation Fees: 0	
<b>Total: 20.00</b>	

Make Payment

26. . After selecting the payment option, click on the "Pay Now" button.

Payment ऑप्शन में सेलेक्ट करने पर " Pay Now " बटन पर click करेंगे।



Merchant PNR : BTER844690460286      E-Mitra Receipt Number : 25672870911

Payment Options		Transaction Summary	
Net Banking	Select Payment Option	Bill Amount	20.00
Aggregator	<span style="background-color: #1a3d4d; color: white; padding: 5px 15px; border-radius: 3px; cursor: pointer;">Pay Now</span>	Commission Amount	10.00
		Other Charges	0.00
		<b>Total Amount</b>	<b>30.00</b>

[Click Here](#) to cancel this transaction.      Your IP Address 10.68.181.143 has been stored for security reasons.

Merchant PNR : BTER844690460286 Emitra Receipt Number : 25672870911

**Payment Options**

Net Banking  
Aggregator

Select Payment Option

BILLDESK{ALL CARDS, NET BANKING, WALLET, UPI, QR - RPP}

**Transaction Summary**

Bill Amount	20.00
Commission Amount	10.00
Other Charges	0.00
<b>Total Amount</b>	<b>30.00</b>

[Click Here](#) to cancel this transaction. Your IP Address 10.68.181.143 has been stored for security reasons.

Merchant PNR : BTER844690460286 Emitra Receipt Number : 25672870911

**Payment Options**

Net Banking  
Aggregator

Select Payment Option

BILLDESK{ALL CARDS, NET BANKING, WALLET, UPI, QR - RPP}

**Transaction Summary**

Bill Amount	20.00
Commission Amount	10.00
Other Charges	0.00
<b>Total Amount</b>	<b>30.00</b>

[Click Here](#) to cancel this transaction. Your IP Address 10.68.181.143 has been stored for security reasons.

logo

**Transaction Details**

Transaction Id : 132387397  
 Pay To : Emitra Billdesk  
 Amount : 30.00  
 Purpose : Aggregator Transaction

**User Info**

User : Jodhpur College  
 Email Id : 123@gmail.com  
 Mobile No. : 9460431780

Proceed Cancel

27. The user's application payment has been completed successfully, a success pop up will be shown.

उपयोगकर्ता की एप्लीकेशन का payment सफलता पूर्वक हो गया है सक्सेस का pop up शो होगा।

