



ଓଡ଼ିଶା ବୈଷୟିକ ଓ ଗବେଷଣା ବିଶ୍ୱବିଦ୍ୟାଳୟ
Odisha University of Technology and Research
Bhubaneswar-751029

Ref No. 878 /OUTR

Date:- 19/8/2023

INSTRUCTIONS FOR ADMISSION OF FRESHERS 2023-24
(1st-year B. Tech, B. Arch, B. Plan & Int. MSc. Programmes and 2nd-year LE-B. Tech programmes)

Odisha University of Technology and Research, Bhubaneswar extends a hearty welcome to the candidates allotted by OJEE-2023 for admission into 1st year B. Tech, B. Plan, B. Arch and Integrated M.Sc. Programmes and 2nd-year Lateral Entry B. Tech programmes. Important information with respect to admission are given below:

A. The candidates are **to follow 3 steps** for this admission process:

Step 1: Read these instructions and prepare accordingly.

Step 2: Follow the ERP SOP (standard operating procedures) to know how to fill up of the personal information and make admission fee payment through ERP portal required for admission process. This is also available in this link:
https://cet.edu.in/view_notice_details.php?recid=768

Step 3: Fill up of the personal information in the ERP portal for admission (available in our University website: www.outr.ac.in.) and make admission fee payment through ERP only in single transaction (No part-payment or in installment is allowed) before verification/reporting date as per the schedule date of admission (at page nos. 2& 3) as detailed below.: (**Cash Deposit is NOT allowed.**)

B. **Help Desk:** If you face any difficulty in filling up of the personal information and fee payment through ERP portal, then contact the respective programme Advisors for help. The list of programme-wise Faculty Advisors are given (at page no. 4) in this notice.

C. **Late Payment Fees:** The branch-wise and category-wise balance admission fee (i.e. total fees of the programme - fees paid at OJEE 2023) to be paid by the freshers is given at page no. 2. **Payment of fees after due date will not be considered. If the admission fee will not be paid in due time as above, it may be treated as a non-reporting case and the admission will be cancelled.**

D. **Documents for Verification/production:** The list of photocopies of the documents/certificates required for submission and original certificates required for verification are given at page nos. 3&4. Accordingly prepare these documents in order.

E. **Affidavits:** Two formats of the Affidavits are given at page nos. 7 & 8 of this notice. All the candidates are required to execute these two affidavits and submit the same during their schedule date of verification for admission positively.

1. Admission Fees* to be paid by the Freshers :

[(i) 1st year B. Tech, B. Arch, B. Plan and Integrated M. Sc. programmes and
(ii) 2nd year Lateral Entry B. Tech programmes]

(* Fee structure shown in this table = Total fees of the programmes - fees deposited at OJEE-2023)

| Sl. No. | Name of the Programs | (*) Balance fees payable by candidates (in Rs.) | | | |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------|----------|----------|
| | | General | SC / ST | TFW | PC |
| 1 | Regular Bachelor of Technology Programmes (i) B. Tech in Civil Engineering, (ii) B. Tech in Electrical Engineering, (iii) B. Tech in Electronics & Instrumentation Engineering, (iv) B. Tech in Electronics and Communication Engineering, (v) B. Tech in Mechanical Engineering, (vi) B. Tech in Mechanical Engineering (Robotics and Artificial Intelligence), (vii) B. Tech in Textile Engineering | 33,900/- | 38,900/- | 21,900/- | 26,900/- |
| 2 | Bachelor of Architecture | 33,900/- | 38,900/- | 21,900/- | 26,900/- |
| 3 | Bachelor of Planning | 33,900/- | 38,900/- | 21,900/- | 26,900/- |
| 4 | Integrated M. Sc. Programmes (i) Integrated M.Sc.in Applied Physics, (ii) Integrated M.Sc. in Chemistry, (iii) Integrated M.Sc. in Mathematics & Computing | 33,900/- | 38,900/- | 21,900/- | 26,900/- |
| 5 | Self-Sustaining Programmes (i) B. Tech in Biotechnology, (ii) B. Tech in Comp. Science & Engineering, (iii) B. Tech in Comp. Science & Engg (AI & ML) & (iv) B. Tech in Information Technology | 78,500/- | 83,500/- | 33,500/- | 38,500/- |

2. The schedule for reporting and verification/deposit of documents are as follows:

Venue of Reporting: Students' Activity Centre (SAC) of the University

3. Admission Schedule for Lateral-Entry (LE) B. Tech programmes (Admission to 2nd year)

| Sl. No. | Date | Time | Programmes |
|---------|-----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 24.8.2023 | 9.30am - 10.30am | (i) LE-Electrical Engineering, (ii) LE-Civil Engineering (iii) LE- Mechanical Engineering |
| | | 11.30am - 12.30pm | (iv) LE-Textile Engineering (v) LE-Biotechnology |
| | | 2.30pm - 3.30pm | (vi) LE-Electronics & Instrumentation Engg. (vii) LE-Computer Science & Engineering (viii) LE- Information Technology (ix) LE-Fashion & Apparel Technology |

4. Admission Schedule for 1st year B. Tech, B. Arch.,B. Plan. and Int. M.Sc. programmes

| Sl. No. | Date | Time | Programmes |
|---------|-----------|------------------|-------------------------------------------------------------------------------------|
| 1 | 25.8.2023 | 9.30am - 11.30am | (i) Civil Engineering |
| | | 2.30 pm - 4.30pm | (ii) Electronics & Instrumentation Engg., (iii) Int. M. Sc. (Chemistry), |
| 2 | 26.8.2023 | 9.30am - 11.30am | (i) B. Arch (ii) B. Planning |
| | | 2.30 pm - 4.30pm | (iii) Textile Engineering, |
| 3 | 28.8.2023 | 9.30am - 11.30am | (i) Mechanical Engineering |
| | | 2.30 pm - 4.30pm | (ii) Mechanical Engg (Robotics and AI) (iii)Int. M. Sc. (Applied Physics), |
| 4 | 29.8.203 | 9.30am - 11.30am | (i) Electrical Engineering |
| | | 2.30 pm - 4.30pm | (ii)Electronics & Communication Engg. (iii)Int. M. Sc. (Mathematics & Computing) |
| 5 | 31.8.2023 | 9.30am - 11.30am | (i) Computer Science & Engg, (ii) Computer Science & Engg,(AI & ML) |
| | | 2.30 pm - 4.30pm | (iii)Information Technology (iv)Biotechnology |

5. The Candidates are to produce ONE set of document for verification at the time of reporting for admission as follows:

| Sl. No. | Set – I (self-attested photocopies copies of certificates/documents, original CLC and 2-passport size photographs) | Set-II (original certificates to be produced for verification at the time of reporting and it will be returned after verification) |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| | Document CHECK LIST (signed by the candidate and documents are to be arranged in this order) | |
| i | Copy of the Final Allotment Letter of OJEE-2023 with allotment ID (Downloaded after 17.8.2023 (LE-B. Tech programmes) and 19.8.2023 for B. Tech/B. Arch/B. Plan/Int. M. Sc. Programmes. | - |
| ii | Copy of the JEE-Main 2023 Rank Card | - |
| iii | OUTR - Admission fee deposit receipt as per branch and the category of the students (Gen/SC/ST/TFW/PC) (Sl. No-1 above) | - |
| iv | Photocopies of 10 th certificate | Original 10 th mark-sheets and certificate |
| v | Photocopies of +2 mark-sheets and certificates | Original +2 mark-sheets and certificate |
| vi | Photocopies of Diploma Grade sheets and Certificates for LE-B Tech candidates | Original Diploma Grade sheets and certificate |
| vii | Photocopies of Caste certificate/PWD Certificate (for SC/ST) | Original Caste certificate/PWD Certificate (for SC/ST) |
| viii | Photocopies of Nativity/ Residential Certificate (in case of SC/ST/Girls/PC candidates/ EWS/SGS/TFW) | Original Nativity/ Residential Certificate (in case of SC/ST/Girls/PC candidates) |
| ix | Photocopies of Income Certificate for TFW student for current financial year (only for candidates taken admission under TFW category) | Original current year Income Certificate (only for candidates taken admission under TFW category) |

| | | |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| x | Photocopies of Green Card (only for candidates taken admission under Green card category) | Original Green Card (only for candidates taken admission under Green card category) |
| xi | Photocopies Copy of the EWS Certificate (only for candidates taking admission under EWS category) | Original EWS certificate |
| xii | Copy of the Aadhaar Card of the Candidate | Aadhaar Card |
| xiii | Original CLC and conduct certificate | - |
| xiv | TWO passport size photographs | - |
| xv | Original Affidavits in the prescribed format (Annexure - I & II) in non-judicial stamp paper of Rs 10/- each. The format are attached below. | - |

6. **Hostel Admission:** Students desirous of staying the hostel shall apply in the ERP portal. Selection of hostel allotment will be made based on the (i) student's present address, (ii) OJEE rank and (iii) the actual available seats.
7. **Class Start:** University timing is 9:00 AM to 5.00 PM. The Time-Table will be notified through University's official website:www.outr.ac.in.
8. If a candidate fails to submit the required document or found that he/she has not submitted copy of genuine document, his/her admission will be cancelled.

Sd/-
Dean, Academic Affairs

Memo No. 879 /OUTR Dated: 19/8/2023

Copy to All HOSs / HoDs/ PICs/Registrar/CoF/CoE/ Account Section/ Library for information and necessary action.

Sd/-
Dean, Academic Affairs

Additional Information are given below:

For any difficulty in filling the information in the ERP system, then help from the Faculty Advisors may be taken. The programme-wise names of Faculty Advisors are given.

First Year – Faculty Advisors/Counsellor/Mentors for in B. Tech./B. Plan./B. Arch. Programmes:

| Sl. No. | Name of the Programmes | Name of the Faculty Member (s) | Mobile No. | Email ID |
|---------|--------------------------------------------|--------------------------------|------------|------------------------------------------------------------------------|
| 1 | Biotechnology | Dr. Suraja Kumar Nayak | 9437155632 | surajnayak3@gmail.com |
| 2 | Civil Engineering | Ms. Pramodini Sahu | 7381016151 | pramodinice@outr.ac.in |
| | | Ms. Rosalin Dalai | 9437585643 | rosalin.iitk@gmail.com |
| 3 | Computer Science and Engineering | Mrs. Sanjukta Mohanty | 7894590307 | smohantycse@cet.edu.in |
| | | Mr. Tapas Kumar Choudhury | 9861611672 | tkchoudhurycse@outr.ac.in |
| 4 | Computer Science and Engineering (AI & ML) | Mrs. Krishansree Das | 6371435492 | Krishnasreedas1234@gmail.com |
| | | Dr. Manoranjan Panda | 9437205692 | mpanda@outr.ac.in |
| 5 | Electrical Engineering | Mrs. Minakhi Behera | 8895638889 | mbeheraee@outr.ac.in |
| | | Mrs. Samikshya Mishra | 8908028823 | samikshya.mishra3@gmail.com |
| | | Mr. Neelakantha Guru | 9658342905 | neelakanthaguru@outr.ac.in |
| | | Mr. Rudra Narayan Pradhan | 9937113432 | rudranarayan@outr.ac.in |
| 6 | Electronics & Instrumentation Engg. | Ms. Karmila Soren | 8895068628 | soren.karmila@gmail.com |
| | | Mr. SrutiSagar Pattnaik | 9178204324 | srutisagar.pattanaik@gmail.com |
| 7 | Electronics & Communication Engg. | Ms. AbhyarthanaBisoyi | 9437885898 | ieabisoyi@outr.ac.in |
| | | Dr. Lopamudra Das | 9437537127 | lopamudrag2001@yahoo.com |
| 8 | Information Technology | Dr. S.K.Dash | 9040990892 | skdash@outr.ac.in |
| | | Dr. S.P.Mohanty | 7008965600 | msthitapragyan@gmail.com |
| 9 | Mechanical Engineering | Prof. Smruti Rekha Sen | 9035646820 | drsmrutirekhasen@gmail.com |
| | | Prof. Kasinath Das Mohapatra | 7008410915 | kitu.kasinath1@gmail.com |
| | | Prof. Puspa Ranjan Swain | 9776336508 | pranjanswain236@gmail.com |
| | | Prof. Rururaj Pradhan | 9439364303 | rururaj.mech@gmail.com |
| 10 | Mechanical Engineering (Robotics and AI) | Prof. Pradip Kumar Sahu | 9439778779 | pradipsahu2@gmail.com |
| | | Prof. Vishwa Mohan Behera | 8249862861 | vishwa.bapi@gmail.com |
| 11 | Textile Engineering | Mr. Suramya Mishra | 9778721931 | suramya.iitbgh@gmail.com |
| 12 | B. Architecture | Sushmita Biswal | 7008871665 | sushmitabiswal34@gmail.com |
| 13 | B. Planning | Mr. Santosh Kumar | 7321832554 | skumarplanning@cet.edu.in |
| 14 | Int. M. Sc. (Chemistry) | Dr. M. Behera | 9445817042 | madhusmita.chem@gmail.com |
| 15 | Int. M.Sc. (Mathematics & Computing) | Dr. Damayanti Nayak | 9439245345 | damayanti.nayak83@gmail.com |
| 16 | Int.M.Sc (Appl. Physics) | Mrs. Anita Panda | 9438123824 | anitapanda46@gmail.com |



ଓଡ଼ିଶା ବୈଷୟିକ ଓ ଗବେଷଣା ବିଶ୍ୱବିଦ୍ୟାଳୟ
Odisha University of Technology and Research
Bhubaneswar-751029

CHECK LIST (FOR FRESHERS FOR ADMISSION 2023-24)

Programme of admission:

OJEE Rank:

Name of the Candidate:

Mobile Number of Candidate:

Father's/ Guardian Name with Mobile number:

Category of admission: (Gen/SC / ST/ Girls / PC / TFW/ Ex-service/Green card/EWS/others)

OJEE /JEE Main - 2023 Application Number:

| Sl. No. | Name of the Certificates/Documents | Mark tick \checkmark if attached & mark x if not attached) |
|---------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 1 | Copy of the Final Allotment Letter of OJEE-2023 | |
| 2 | Copy of the JEE-main 2023 Rank Card | |
| 3 | OUTR - Admission fee deposit receipt as per branch and the category of the students (Gen/SC/ST/TFW/PC) (Sl. No-1 above) | |
| 4 | Photocopies of 10 th mark-sheet and certificate | |
| 5 | Photocopies of +2 Sc. mark-sheet and certificate | |
| 5 | Photocopies of Diploma mark-sheet and certificate (for LE-B. Tech candidates only) | |
| 6 | Photocopies of Caste certificate/PWD Certificate (for SC/ST/PC candidates) | |
| 7 | Photocopies of Nativity/ Residential Certificate (in case of SC/ST/Girls/PC candidates) | |
| 8 | Photocopies of Income Certificate for TFW student for the current financial year (if candidate has taken admission under TFW category) | |
| 9 | Photocopies of EWS certificate for the current financial year (if candidate has taken admission under EWS category) | |
| 10 | Photocopies of Green Card (if admission taken under Green card category) | |
| 11 | Copy of the Aadhaar Card | |
| 12 | Original CLC and conduct certificate | |
| 13 | TWO passport size photographs | |
| | TWO Original Affidavits in the prescribed format (Annexure - I & II) in non-judicial stamp paper of Rs 10/- each. | |

Date:

Signature of Candidate

Signature of Verification Officer with Name

AFFIDAVIT BY THE STUDENT

I..... (Full name of student with JEE Roll No./ registration number) S/o D/o Mr./Mrs./Ms..... having been admitted to (Name of the Institution) have received a copy of the AICTE Regulations on Curbing the Menace of Ragging, 2009 (hereinafter called the 'Regulations') carefully read and fully understood the provisions contained in the said Regulations.

- 1) I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 8 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 8 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this..... day of..... month ofyear.

Signature of deponent Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this the (Day) of (Month).....(Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day) of (Month)..... (Year) after reading the contents of this affidavit.

OATH COMMISSIONER

(The Affidavit form duly prepared in a non-judicial stamp paper of Rs.10/- and signed by 1st class Magistrate or Notary should be submitted by all the students on the day of reporting)

AFFIDAVIT BY PARENT / GUARDIAN

I Mr./Mrs./Ms..... (Full name of parent/guardian) father/mother/guardian of (full name of student with JEE Roll No./ registration number), having been admitted to..... (Name of the Institution) have received a copy of the AICTE Regulations on Curbing the Menace of Ragging, 2009 (hereinafter called the 'Regulations') carefully read and fully understood the provisions contained in the said Regulations.

I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.

1) I have also, in particular, perused clause 8 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

2) I hereby solemnly aver and undertake that

- a. My ward will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.
- b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.

3) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 8 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

4) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this..... day of..... month of.....year.

Signature of deponent

Name:.....
Address:.....
Telephone/ Mobile:.....

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this the (Day) of (Month)..... (Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day) of.....

(Month)..... (Year) after reading the contents of this affidavit.

OATH COMMISSIONER

(The Affidavit form duly prepared in a non-judicial stamp paper of Rs.10/- and signed by 1st class Magistrate or Notary should be submitted by all the students on the day of reporting)



WELCOME

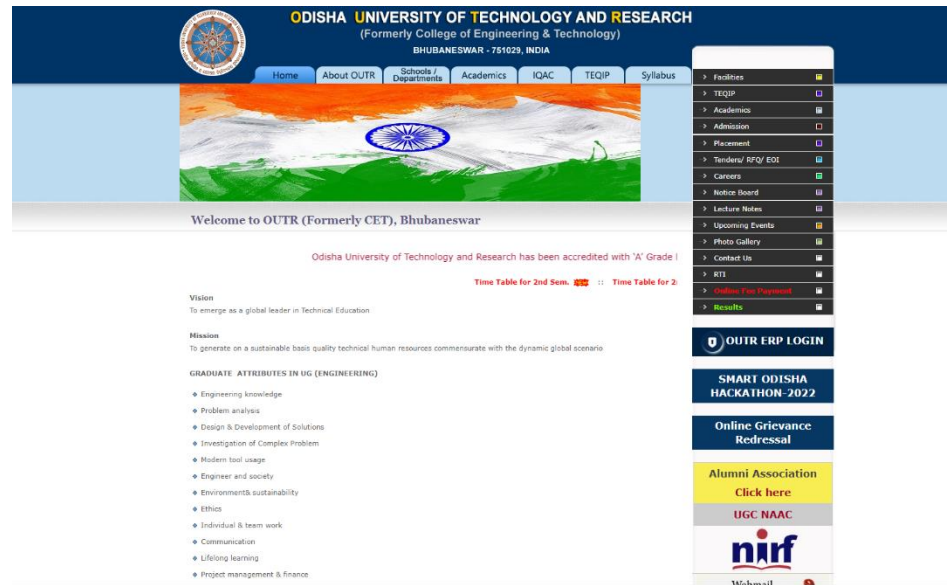
TO

FRESHER'S

SOP

SOP to fill up the information and make the payment, details as given below.

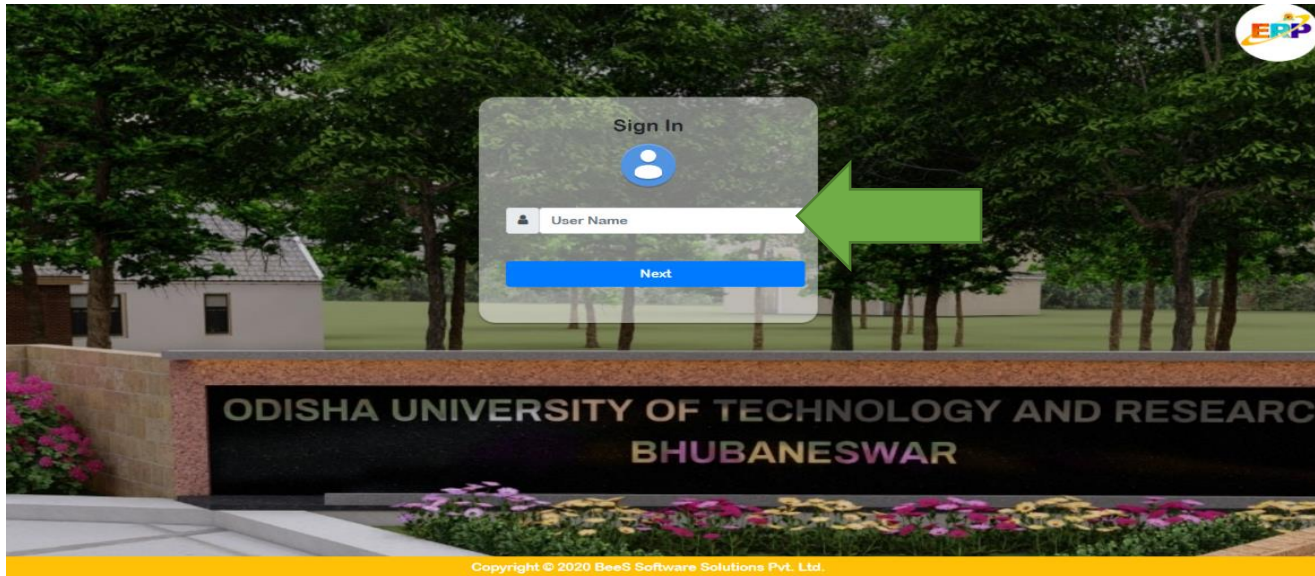
1. Browse the URL in browser (google chrome or mozilla firefox) i.e. www.outr.ac.in .
2. The web page now opened as given below.



3. Then click on “ **OUTR ERP LOGIN** ”



4. After click on **OUTR ERP LOGIN** the web page is opened for the ERP login as given below.



5. Enter your “ **User Name** ” and “ **Password** ”. Your username and password, both are same as your “**JEE Main/OJEE APPLICATION NO**” (12 DIGIT) then click on next button and the web page is opened as given below.

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to Start

@ Office ▾ Academics ▾ Examination Cell ▾ Library ▾ Placements ▾ Utilities ▾

Your Latest Attendance is:

Notifications

| Date & Time | Notifiedby | Subject | Narration | File | Status |
|-------------|------------|---------|-----------|------|--------|
|-------------|------------|---------|-----------|------|--------|

ToDay's Time Table

[View Full Time Table](#)

Subject Wise Attendance

Date wise Attendance

6. After login you are able to see your “ **Name and OJEE application number** ” at top right corner.

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to St

@ Office Academics Examination Cell Library Placements Utilities

Your Latest Attendance is:

Notifications

| Date & Time | Notifiedby | Subject | Narration | File | Status |
|-------------|------------|---------|-----------|------|--------|
|-------------|------------|---------|-----------|------|--------|

ToDay's Time Table

View Full Time Table

Subject Wise Attendance

Date wise Attendance

7. Then click on “ **Office** ” tab at top left.

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to St

@ Office Academics Examination Cell Library Placements Utilities

Your Latest Attendance is:

Notifications

| Date & Time | Notifiedby | Subject | Narration | File | Status |
|-------------|------------|---------|-----------|------|--------|
|-------------|------------|---------|-----------|------|--------|

ToDay's Time Table

View Full Time Table

Subject Wise Attendance

Date wise Attendance

8. Then Click on “ My Information Editing ”.

The screenshot shows the Odisha University of Technology and Research portal. At the top, there is a navigation bar with the university logo and name, and a welcome message for Shakti Prasad Singh. Below this is a pink banner with the text "Campus Automation Software: Click on any of the Modules to Start with your OUTR ERP Solutions". A main navigation bar contains several menu items: Office, Academics, Examination Cell, Library, Placements, and Utilities. The "My Information - Editing" menu item is highlighted with a green arrow. Below the navigation bar, there is a section for "Your Latest Attendance is:" followed by a "Notifications" section with a table. Below the notifications, there are buttons for "ToDay's Time Table", "View Full Time Table", "Subject Wise Attendance", and "Date wise Attendance".

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Campus Automation Software: Click on any of the Modules to Start with your OUTR ERP Solutions

Office Academics Examination Cell Library Placements Utilities

My Information - Editing
Online Fee Payment
University Fee Receipt Generation

Your Latest Attendance is:

Notifications

| Date & Time | Notifiedby | Subject | Narration | File | Status |
|-------------|------------|---------|-----------|------|--------|
|-------------|------------|---------|-----------|------|--------|

ToDay's Time Table

[View Full Time Table](#)

Subject Wise Attendance

Date wise Attendance

9. Then your My Information Editing page is opened like below, for fill-up the details about you.

The screenshot shows the "My Information - Editing" page. At the top, there is a navigation bar with the university logo and name, and a welcome message for Shakti Prasad Singh. Below this is a pink banner with the text "Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to Start with your OUTR ERP Solutions". The page title is "My Information - Editing" and there are "Save" and "Back" buttons. The page contains several sections for entering details:

- Registration Information:** Reg No., Admin No., Roll No., Name, Program, Branch, SubBranch, Sem.
- Admission Details:** Batch, Admission Date, Autonomous Batch, Admission Category, Other Admission Type, Caste Category, Year of Join, Lateral Entry, Spot Admission, Admission Type, Hostel Willingness.
- Personal details:** DOB, Gender, Father Name, Mother Name, Parent Annual Income, Blood Group, Mother Younger, Father Occupation, Mother Occupation, Nationality, Religion.
- Qualified Previous Exam Details:** Test, Rank, Test Reg No., Study Duration.
- Photo & Signature:** Upload Photo, Upload Sign.
- Biometric Details:** Biometric1, Biometric2.
- Dayscholar or Hostel:** Student status.

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to Start with your OUTR ERP Solutions

My Information - Editing

You are Here : @Office >> My Information - Editing

Save Back

Reg No.* Admin No.* Roll No.* Name.* Program.* Branch.* SubBranch: Sem.*

631230107573 631230107573 631230107573 SHAKTI PRASAD SINGH M.Plan Planning 1st Semester

Admission Details Communication Details Qualification Details Certificate Details Certificate Upload Identity Details

Allotment Details

Batch* 2023 - 2024 Year of Join* 2023

Admission Date* 15/08/2023 Lateral Entry: No

Autonomous Batch: No Spot Admission: No

Admission Category: -SELECT- Admission Type: Regular

Other Admission Type: -SELECT- Hostel Willingness* No

Caste Category* -SELECT-

Personal details

DOB: 15/08/2000 Gender: Male

Father Name:* Father Occupation:

Mother Name:* Mother Occupation:

Parent Annual Income: Nationality:* -SELECT-

Blood Group:* -SELECT- Religion:* -SELECT-

Mother Younger:* -SELECT-

Qualified Previous Exam Details

Test: JEE Test Reg No.: 0

Rank: 0 Study Duration: 2023 - 2025

Refresh Year

Photo & Signature

Upload Photo* Upload Photo With jpeg Format And Size 30KB With Pixel 200x200

Upload Sign* Upload Sign With jpeg Format And Size 30KB With Pixel 200x200

Biometric Details


Biometric1

Biometric2

Dayscholar or Hostel

Student status: Dayscholar

10. Now you have to fill-up the details and upload the certificate “ TAB ” wise one by one. “Admission Details, Communication Details, Qualification Details, Certificate Details, Identity Details”. In the TAB “ * ” marks are mandatory field and must be filled up.

**Odisha University of Technology and Research**WELCOME SHAKTI PRASAD SINGH (631230107573)

My Information - Editing [Save](#) [Back](#)

You are Here : @Office >> My Information - Editing

Reg No:* 63123010 Admin No: 63123010 Roll No: 63123010 Name:* SHAKTI PRASAD SINGH Program:* M.Par Branch:* Planni SubBranch: Sem:* 1st Semester

↓ ↓ ↓ ↓ ↓ ↓

[Admission Details](#) [Communication Details](#) [Qualification Details](#) [Certificate Details](#) [Certificate Upload](#) [Identity Details](#)

| Allotment Details | | Personal details | | Photo & Signature | Biometric Details |
|---------------------------------|----------------------------|-------------------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Batch:* 2023 - 2024 | Year of Join:* 2023 | DOB:* 15/08/2000 | Gender:* Male | Choose File No file chosen Upload Photo* Upload <small>Photo With jpeg Format And Size 30KB With Pixel 200x260</small> | Biometric1 |
| Admission Date:* 15/08/2023 | Lateral Entry: No | Father Name:* Father | Father Occupation: | | Biometric2 |
| Autonomous Batch: No | Spot Admission: No | Mother Name:* | Mother Occupation: | | |
| Admission Category: -SELECT- | Admission Type: Regular | Parent Annual Income: | Nationality:* -SELECT- | | |
| Other Admission Type: | Hostel Willingness:* | Blood Group:* | Religion:* | | |

11. First click on “Admission Details*” Tab. Now fill-up the details in this tab:-

- a. In “Allotment Details”, “ Hostel Willingness ” if you are interested to stay in the hostel of OUTR then click on “YES” otherwise “No”.
- b. “Caste Category*” Chose from drop and down menu, as per your caste.
- c. In “Personal Details”, Check your “Date of Birth*, Gender*” if wrong correct it. Fil-up the “Father Name*, Father Occupation, Mother Name*, Mother Occupation, Parent Annual Income, Nationality*(From drop and down) menu, Blood Group* (From drop and down) menu, Religion*(From drop and down) menu, Mother Tounge*(From drop and down) menu.
- d. In “Photo & Signature”, Now “Upload Photo” the **Resent Passport size scan photo (Which was used for Examination, Identity Card and if any other requirement during study period at OUTR)** and “scan signature” (Which was used for Identity Card and if any other requirement during study period at OUTR). Both should be “within 30KB and Pixel size should be 200 X 260, in JPG or JPEG file only”
- e. **no need to fill-up the “Biometric details”**

The screenshot displays a four-column form interface. The first column, 'Allotment Details', contains dropdown menus for Batch (2023 - 2024), Admission Date (15/08/2023), Autonomous Batch (No), Admission Category (-SELECT-), Other Admission Type (-SELECT-), Year of Join (2023), Lateral Entry (No), Spot Admission (No), Admission Type (Regular), and Hostel Willingness (No). A green arrow points to the Caste Category dropdown (-SELECT-). The second column, 'Personal details', includes text boxes for DOB (15/08/2020), Father Name (Father), Mother Name, Parent Annual Income, Blood Group (-SELECT-), and Mother Tounge (-SELECT-). It also features dropdown menus for Gender (Male), Father Occupation, Mother Occupation, Nationality (-SELECT-), and Religion (-SELECT-). Green arrows point to each of these fields. The third column, 'Photo & Signature', has two 'Choose File' buttons and 'Upload Photo*' and 'Upload Sign*' buttons. Red text specifies 'With jpeg Format And Size 30KB With Pixel 200x260'. A green arrow points to the 'Upload Photo*' button. The fourth column, 'Biometric Details', shows two empty boxes labeled 'Biometric1' and 'Biometric2'. The bottom section, 'Qualified Previous Exam Details', includes dropdowns for Test (JEE), Rank (0), Test Reg No (0), and Study Duration (2023-2025), with a 'Refresh Year' button. The 'Dayscholar or Hostel' section has a 'Student status' dropdown set to 'Dayscholar'. Green arrows indicate the flow from the 'Allotment Details' and 'Personal details' sections to the 'Photo & Signature' section.

12. Now we complete the “Admission Details” tab and its look like below image.

| | | | | | | | |
|--------------|--------------|--------------|---------------------|-----------|----------|-------------------------------------|--------------|
| Reg No:* | Admin No: | Roll No: | Name:* | Program:* | Branch:* | <input type="checkbox"/> SubBranch: | Sem:* |
| 63123010757? | 63123010757? | 63123010757? | SHAKTI PRASAD SINGH | M.Plan | Planning | | 1st Semester |

| | | | | | |
|-------------------|-----------------------|-----------------------|---------------------|--------------------|------------------|
| Admission Details | Communication Details | Qualification Details | Certificate Details | Certificate Upload | Identity Details |
|-------------------|-----------------------|-----------------------|---------------------|--------------------|------------------|

Allotment Details

| | |
|-----------------------|----------------------|
| Batch:* | Year of Join:* |
| 2023 - 2024 | 2023 |
| Admission Date:* | Lateral Entry: |
| 15/08/2023 | No |
| Autonomous Batch: | Spot Admission: |
| No | No |
| Admission Category: | Admission Type: |
| -SELECT- | Regular |
| Other Admission Type: | Hostel Willingness:* |
| -SELECT- | No |
| Caste Category:* | |
| GEN | |



Personal details

| | |
|-----------------------|--------------------|
| DOB:* | Gender:* |
| 12/06/1990 | Male |
| Father Name:* | Father Occupation: |
| Raghu Prasad Singh | Farmer |
| Mother Name:* | Mother Occupation: |
| Hiramani Chand | House Wife |
| Parent Annual Income: | Nationality:* |
| 1800000 | Indian |
| Blood Group:* | Religion:* |
| B+ | Hinduism |
| Mother Tongue:* | |
| ODIA | |



Qualified Previous Exam Details

| | |
|-------|------------------------------|
| Test: | Test Reg No: |
| JEE | 0 |
| Rank: | Study Duration |
| 0 | 2023 - 2025 |
| | Refresh Year |

Photo & Signature

| |
|--------------------------------------------------------------------------------------------------------------|
|  |
| Choose File No file chosen |
| Upload Photo* Upload Photo With jpeg Format And Size 30KB With Pixel 200x260 |
|  |
| Choose File No file chosen |
| Upload Sign* Upload Sign With jpeg Format And Size 30KB With Pixel 200x260 |
| Dayscholar or Hostel |
| Student status: |
| Dayscholar |

Biometric Details

| | |
|-------------------------------------------------------------------------------------|------------|
|  | Biometric1 |
|  | Biometric2 |

13. Now fill-up the second tab “Communication Details” do as given below.

- a. In “Phone & Email Details” fill-up the “Land Line” number if available, “Parent Mobile No*” must be given, “Student Whatsapp Mobile No*” must be given, “Parent Email” if available, “Student Email*” must be given, “Student alt Email*” if available now its complete
- b. In “Correspondence Address” fill-up the “Door No*, Street*, Area (Village)*, Block*, State*, District*, Pin*” all fields are mandatory fields so it must be filled up. if you want click on “Merge Correspondence Address” otherwise ignore this.
- c. In “Permanent Address” if your “Correspondence Address” is same as “Permanent Address” then click on box “same as Correspondence Address ” and after clicking its automatically pull from Correspondence Address. If not fill-up the “Door No*, Street*, Area (Village)*, Block*, State*, District*, Pin*” all fields are mandatory fields so it must be filled up. if you want click on “Merge Correspondence Address” other wise ignore this.

The screenshot shows a web form with a header section and three main tabs: "Phone & Email Details", "Correspondence Address", and "Permanent Address".

Header Section:

- Reg No:* 631230107573
- Admin No: 631230107573
- Roll No: 631230107573
- Name:* SHAKTI PRASAD SINGH
- Program:* M.Plan
- Branch:* Planning
- SubBranch: (empty)
- Sem:* 1st Semester

Phone & Email Details:

- LandLine: (empty)
- Parent Mobile No.*: 9999999999
- Student Whatsapp Mobile No.*: 9999999999
- Parent Email: (empty)
- Student Email.*: (empty)
- Student Alt Email: (empty)
- Distance To College: (empty)

Correspondence Address:

- Door No.*: (empty)
- Street.*: (empty)
- Area (Village)*: (empty)
- Block.*: (empty)
- State.*: -SELECT-
- District.*: -SELECT-
- Pin.*: (empty)
- Merge Correspondence Address: (checkbox)

Permanent Address:

- Same as Correspondence Address: (checkbox)
- Door No.*: (empty)
- Street.*: (empty)
- Area (Village)*: (empty)
- Block.*: (empty)
- State.*: -SELECT-
- District.*: -SELECT-
- Pin.*: (empty)
- Merge Permanent Address: (checkbox)

Green arrows indicate the fields to be filled out according to the instructions.

14. Now the **“Communication Details”** tab is completed and its look as shown below:

Reg No.* 631230107573 Admin No. 631230107573 Roll No. 631230107573 Name.* SHAKTI PRASAD SINGH Program.* M.Plan Branch.* Planning SubBranch: Sem.* 1st Semester

Admission Details **Communication Details** Qualification Details Certificate Details Certificate Upload Identity Details

| Phone & Email Details | Correspondence Address | Permanent Address |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LandLine: Parent Mobile No.*: 2312345678 Student Whatsapp Mobile No.*: 2321234567 Parent Email: hhgdf@gmail.com Student Email.*: bshjb@gmail.com Student Alt Email: Distance To College: | Door No.*: D 102 Street.*: Bhubaneswar Area (Village)*: Nayapalli Block.*: Khurda State.*: Odisha District.*: Khordha Pin.*: 751029 Merge Correspondence Address | <input checked="" type="checkbox"/> Same as Correspondence Address Door No.*: D 102 Street.*: Bhubaneswar Area (Village)*: Nayapalli Block.*: Khurda State.*: Odisha District.*: Khordha Pin.*: 751029 Merge Permanent Address |

15. AFTER FILL-UP THE TWO TAB **“Admission Details”** & **“Communication Details”** CLICK ON **SAVE** BUTTON IN RIGHT TOP TO SAVE THE DATA FILLED UP AS SHOWN BELOW. If all data are filled correctly as per requirement then you able to see a **RED COLOUR** message on top that **“Record Saved”** or else an error message will be shown accordingly modify the data in the said field and then save till the **“Record Saved”** message shown.

Odisha University of Technology and Research WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OTR ERP - Campus Automation Software: Click on any of t

My Information - Editing Record Saved Save Back

You are Here : @Office >> My Information - Editing

Reg No.* 631230107573 Admin No. 631230107573 Roll No. 631230107573 Name.* SHAKTI PRASAD SINGH Program.* M.Plan Branch.* Planning SubBranch: Sem.* 1st Semester

Admission Details **Communication Details** Qualification Details Certificate Details Certificate Upload Identity Details

| Phone & Email Details | Correspondence Address | Permanent Address |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LandLine: Parent Mobile No.*: 8976543456 Student Whatsapp Mobile No.*: 6756453423 Parent Email: sajkbjc@gmail.com Student Email.*: dhfdjsh@gmail.com Student Alt Email: cjsjd@gmail.com Distance To College: | Door No.*: 1 Street.*: Odisha University of Techno Area (Village)*: BBSR Block.*: Basta State.*: Odisha District.*: Koraput Pin.*: 757055 Merge Correspondence Address | <input type="checkbox"/> Same as Correspondence Address Door No.*: 1 Street.*: Odisha University of Techno Area (Village)*: BBSR Block.*: Basta State.*: Odisha District.*: Koraput Pin.*: 757055 Merge Permanent Address |

16. Now fill-up the third tab “Qualification Details”,do as given below.

- a. In “Qualification Name” select from drop down menu, write the “Institution” name, write the “Institution address” , Select the “Medium” from drop down menu, write the “Percentage”, write the “Division” & select the pass out “Year” from drop down menu and click on “ADD” button too add the details and after adding you able to see at down box **AS PER YOUR QUALIFICATION DETAILS.**

Reg No:* 631230107573 Admin No: 631230107573 Roll No: 631230107573 Name:* SHAKTI PRASAD SINGH Program:* M.Plan Branch:* Planning SubBranch: Sem:* 1st Semester

Admission Details Communication Details **Qualification Details** Certificate Details Certificate Upload Identity Details

Qualification Name: -SELECT- Institution: Institution Address: Medium: -SELECT- Percentage: Division: Year: 2023 **ADD**

| Select | Delete | Qualification | Institution | Institution Address | Medium | Perc | Division | Year |
|--------|--------|---------------|-------------|---------------------|--------|------|----------|------|
|--------|--------|---------------|-------------|---------------------|--------|------|----------|------|

17. Now the “Qualification Details” tab is completed and its look as shown below:

Reg No:* 631230107573 Admin No: 631230107573 Roll No: 631230107573 Name:* SHAKTI PRASAD SINGH Program:* M.Plan Branch:* Planning SubBranch: Sem:* 1st Semester

Admission Details Communication Details **Qualification Details** Certificate Details Certificate Upload Identity Details

Qualification Name: -SELECT- Institution: Institution Address: Medium: -SELECT- Percentage: Division: Year: 2023 **ADD**

| Select | Delete | Qualification | Institution | Institution Address | Medium | Perc | Division | Year |
|--------|--------|---------------|-------------|---------------------|---------|------|----------|------|
| Select | Delete | 10th CBSE | GRT | Khurda Bhubaneswar | English | 90 | 1 | 2019 |
| Select | Delete | 12th | UTU | Bhubaneswar | English | 98 | 1 | 2021 |

18. Now in Fourth tab **“Certificate Details”** **NOTHING TO DO IN THIS TAB.**

19. Now fill-up the Fifth tab **“Certificate Upload”** and do as given below.

a. Now click on Certificate **“drop down menu”** and chose the certificate, then click on **“Chose File”** from your device to add the certificate and click on **“ADD”** button to add the certificate one by one after adding the certificate must be click on **“Save all Certificate”**.

The screenshot shows the 'Certificate Upload' tab in a web application. At the top, there are input fields for Reg No., Admin No., Roll No., Name, Program, Branch, SubBranch, and Sem. Below these are tabs for Admission Details, Communication Details, Qualification Details, Certificate Details, Certificate Upload, and Identity Details. The 'Certificate Upload' tab is active. It contains a 'Certificate:' dropdown menu with 'B. TECH CERTIFICA' selected, a 'Browser:' section with a 'Choose File' button and 'No file' text, and a green 'ADD' button. Below this is a table with columns 'SNo', 'Certificate Name', and 'File Upload'. A yellow 'Save All Certificates' button is at the bottom. Green arrows point to the dropdown menu, the 'Choose File' button, and the 'ADD' button. An orange arrow points to the 'Save All Certificates' button.

20. Now we complete the **“Certificate Upload”** tab and its look like below image and showing message in **RED COLOUR** certificate uploaded successfully.

The screenshot shows the 'Certificate Upload' tab after successful completion. A red message 'Certificates Uploaded Successfully.' is displayed at the top right, with a green arrow pointing to it. The form fields and tabs are the same as in the previous screenshot. The 'Certificate:' dropdown menu now shows '+2 CERTIFICATE'. The table has three rows of data:

| SNo | Certificate Name | File Upload |
|-----|------------------|-----------------|
| 1 | 10TH CERTIFICATE | certificate.pdf |
| 2 | +2 MARKSHEET | certificate.pdf |
| 3 | +2 CERTIFICATE | certificate.pdf |

The yellow 'Save All Certificates' button is still visible at the bottom.

21. Now fill-up the Sixth tab “Identity Details” and do as given below.

- a. In “Identification Marks” write the mark 1 & 2,**
- b. Give the “Bank Details” if you want.**
- c. In “Personal identity details” “AADHAR NO” must be given other fields are optional may or may not fill-up.**
- d. In “Fee Reimbursement-Reference Details” is for officials of OTR nothing to do.**
- e. IN “Aadhar Details of Parents” if you want.**

| | | | | | | | |
|-------------------------------------------|-------------------------------------------|-------------------------------------------|--------------------------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------------|
| Reg No:* | Admin No: | Roll No: | Name:* | Program:* | Branch:* | <input type="checkbox"/> SubBranch: | Sem:* |
| <input type="text" value="631230107573"/> | <input type="text" value="631230107573"/> | <input type="text" value="631230107573"/> | <input type="text" value="SHAKTI PRASAD SINGH"/> | <input type="text" value="M.Plan"/> | <input type="text" value="Planning"/> | <input type="text"/> | <input type="text" value="1st Semester"/> |

| | | | | | |
|-----------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|------------------------------------|----------------------------------|
| Admission Details | Communication Details | Qualification Details | Certificate Details | Certificate Upload | Identity Details |
|-----------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|------------------------------------|----------------------------------|

Identification Marks

| | |
|------------------------------------------------|------------------------------------------------|
| Identification Mark 1: <input type="text"/> | Identification Mark 2: <input type="text"/> |
|------------------------------------------------|------------------------------------------------|

Personal Identity Details

| | |
|---------------------------------------------|--------------------------------------|
| Ration Card No: <input type="text"/> | Passport No: <input type="text"/> |
| Driving Licence No: <input type="text"/> | Aadhar No: <input type="text"/> |
| Voter ID : <input type="text"/> | PAN Card No: <input type="text"/> |
| Other Id Name: <input type="text"/> | Other Id No: <input type="text"/> |

Fee Reimbursement-Reference Details

| | |
|-----------------------------------|-----------------------------------|
| Fresh ID: <input type="text"/> | Ren.1 ID: <input type="text"/> |
| Ren.2 ID: <input type="text"/> | Ren.3 ID: <input type="text"/> |
| Ren Name: <input type="text"/> | |

Bank Details

| | |
|------------------------------------------|-----------------------------------------------------|
| Bank Account No: <input type="text"/> | Bank Name: <input type="text" value="-SELECT-"/> |
| Bank Branch: <input type="text"/> | IFSC Code: <input type="text"/> |

Aadhar Details of Parents

| | |
|------------------------------------|------------------------------------|
| Father No: <input type="text"/> | Mother No: <input type="text"/> |
|------------------------------------|------------------------------------|

22. After Fill-up all the tabs click on “Save” button, which was at right side top corner as shown below if all data are filled up correctly as per requirement then you able to see a **RED COLOUR** message on top that “Record Saved”. Then click on the “Back” button for back to home page.

Welcome to OTR ERP - Campus Automation Software: Click on any of the Modules to Start with your OTR ERP Solutions

My Information - Editing Save Back

You are Here : @Office >> My Information - Editing

Record Saved

| | | | | | | | |
|--------------|--------------|--------------|---------------------|-----------|----------|-------------------------------------|--------------|
| Reg No:* | Admin No: | Roll No: | Name:* | Program:* | Branch:* | <input type="checkbox"/> SubBranch: | Sem:* |
| 631230107573 | 631230107573 | 631230107573 | SHAKTI PRASAD SINGH | M.Plan | Planning | | 1st Semester |

Admission Details Communication Details Qualification Details Certificate Details Certificate Upload Identity Details

| | | |
|-----------------------------|----------------------------------|--------------------------------------------|
| Identification Marks | Personal Identity Details | Fee Reimbursement-Reference Details |
| Identification Mark 1 | Ration Card No | Fresh ID |
| Identification Mark 2 | Passport No | Ren 1 ID |

NOW THE “My Information Editing” WORK IS SUCCESSFULLY COMPLETED, THEN MOVE FOR THE PAYMENT SECTION.

23. Now we are in home page of ERP. Click on “Office”, then “Online Fee Payment”.

Odisha University of Technology and Research

WELCOME SHAKTI PRASAD SINGH (631230107573)

Welcome to OUTR ERP - Campus Automation Software: Click on any of the Modules to Start with your OUTR ERP Sol

@ Office Academics Examination Cell Library Placements Utilities

My Information - Editing
Online Fee Payment
University Fee Receipt Generation

Your Latest Attendance is:

Notifications

| Date & Time | Notifiedby | Subject | Narration | File | Status |
|-------------|------------|---------|-----------|------|--------|
|-------------|------------|---------|-----------|------|--------|

ToDay's Time Table

View Full Time Table

Subject Wise Attendance

Date wise Attendance

24. After click on “Online Fee Payment” the web page will be redirected to another payment page where you able to see the Fees details as given below (Which was already given). Click on “ Make Payment” Button.

Odisha University of Technology and Research

College Fee - Online Fee Payment

You are Here : @Office >> College Fee- Online Fee Payment

Receipt Date: 19/08/2023 Total Due Amount Caste - GEN , Admn Type - Regular

Registration Fees: 1 Hostel Fees: 0 Fine: 0

Grand Total Fees: 1 Amount in Words: One Rupees

Make Payment

25. After click on “**Make Payment**” button “**Type the Characters you seen in the Picture Box***”
Then click on “**Go to Payment**”

Odisha University of Technology and Research

Welcome to OUTR ERP

College Fee - Online Fee Payment

You are Here : @Office >> College Fee - Online Fee Payment

Receipt Date: 19/08/2023 Total Due Amount Caste - GEN , Admn Type -

Registration Fees: 1 Hostel Fees: 0 Fine: 0

Grand Total Fees: 1 Amount in Words: One Rupees

Type the Characters you seen in the Picture Box* AUaP93 AUaP93 Can't Read? Go to Payment

26. After click on “**Go to Payment**” button the web page will redirected to bank payment page as given below. You can pay through **Credit card, Debit Card and also Net Banking**. Fill-up the bank details and click on “**Make Payment**” button

Payment Methods

Credit / Debit Cards >

Net Banking >

Cards

VISA Mastercard RuPay

Card Number

Expiration Date MM/YY CVV/CVC

Card Holder Name

Make Payment for ₹1

Merchant name
Odisha University of Technology and Research

Order Id
REGULAR287499

Payment Amount
₹1

BillDesk
Privacy policy | Terms & conditions

27. After click on **“Make Payment”** button the web page will redirected to OTP page as per your **BANK**. **“Enter OTP”** at OTP box and click on **“SUBMIT”** button.

VISA Canara Bank

Merchant Details

| | |
|---------------------------|---------------------------------------|
| Merchant Name | CETBHUBANESW |
| Date | Aug 19, 2023 |
| Card Number | 4687 XXXX XXXX 5909 |
| Amount | ₹1.00 |
| Not your contact details? | Contact Customer Care |

Enter OTP

Successfully sent OTP to your registered mobile number X1XXXXXX8XX7
Not your registered mobile number? [Refresh here.](#)

Enter OTP

[Resend OTP](#)

28. After click on **“SUBMIT”** button in few seconds, the page is like as given below if your payment is successful. Click on **“View Receipt”** to download the receipt.

Odisha University of Technology and Research

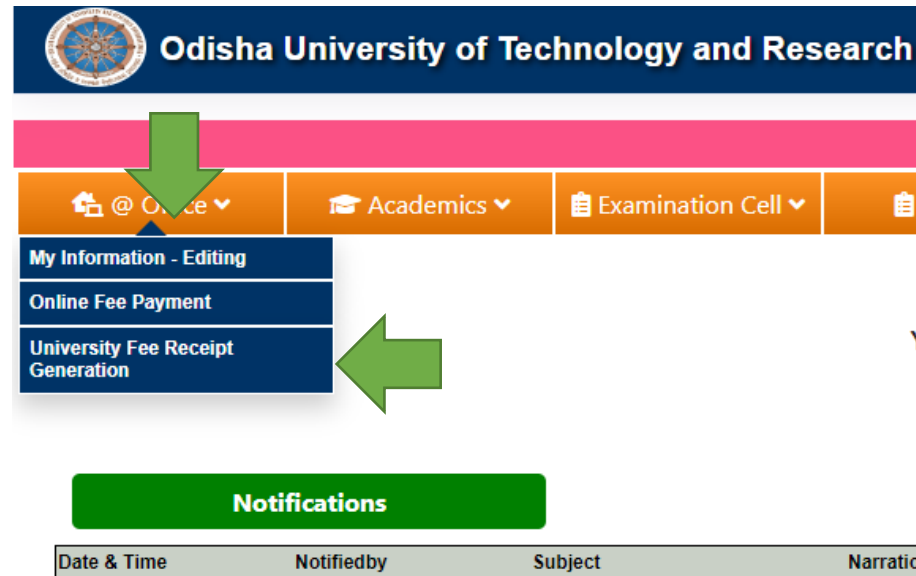
Transaction is successful. Payment of Rs: 1.00 towards Regular Fee is processed Successfully. Receipt No: 1785, TransactionId:ZHMP1335968174

Receipt Date: [Total Due Amount](#)

Registration Fees: Hostel Fees: Fine:


Grand Total Fees: Amount in Words:

29. The fee receipt can download from home page, for that click on “Office” and then click on “University Fee Receipt Generation” button as given below.




The screenshot shows the Odisha University of Technology and Research website. The header includes the university logo and name. Below the header is a navigation menu with options: @Office, Academics, Examination Cell, and a notification icon. A dropdown menu is open under @Office, showing options: My Information - Editing, Online Fee Payment, and University Fee Receipt Generation. A green arrow points to the 'University Fee Receipt Generation' option. Below the navigation menu is a green 'Notifications' button and a table with columns: Date & Time, Notifiedby, Subject, and Narratio.


30. After click on “University Fee Receipt Generation”, button click on “Show” button as given below to download the receipt.



The screenshot shows the 'College Fee Receipt Generation' page. The page title is 'College Fee Receipt Generation'. Below the title is the breadcrumb: 'You are Here : @Office >> College Fee Receipt Generation'. There are two dropdown menus: 'AcYear:*' with '2023 - 2024' selected, and 'RecNo:*' with '1785' selected. To the right of these dropdowns is a blue 'Show' button. A green arrow points to the 'Show' button.

31. Now the payment part also successfully completed receipt sample as given below. Take a print out of this copy and bring with you on reporting date at OUTR.

**ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH**
Techno Campus, Ghatikia, P.O. - Mahalaxmi Vihar
BHUBANESWAR-751029 ODISHA, INDIA

| FEE RECEIPT | | |
|---------------------------|-----------------------|-------------------------------------------------------------------------------------|
| Registration No | : 631230107573 | Date: 19/08/2023 |
| Semester | : 1st Semester |  |
| Student Name | : SHAKTI PRASAD SINGH | |
| Parent Name | : Raghu Prasad Singh | |
| Program | : M.PLAN | |
| Branch | : PLANNING | |
| Fee Particulars | | |
| SNo | Fee name | Amount |
| 1 | Registration Fee | 1 |
| Mode of Payment : ONLINE | | TOTAL: 1 |
| Trans_ID : ZHMP1335968174 | | |
| Total In Words : One | | |

Printed on 19/08/2023 @ 2:48 pm

**NOW YOU ARE REDAY TO REPORT AT OUTR
ON DUE DATE AND TIME AS PER THE NOTICE**

******THANKING YOU ******