University of Mumbai

Proposal Guidelines

New College Proposal for A.Y. 2018-19

1. Click on Affiliation Section on Home page of **https://muonline.org.in**

2. Click on **Online Affiliation** section.

3. **If you are new Sanstha/Trust who wish to apply for New College and who does not have Login ID and password for Online Proposal System then click on the link "Get Login ID for New College Proposal (Not recognized by UoM and applying for New College for AY 18-19)" available on Affiliation Home Page.**

4. Enter your **College Login ID** and **Password** allotted to you for Online Affiliation Proposal activities.

5. Enter **Captcha** as displayed.

6. Click on **Login** button to continue.

7. Click on **New College / Extension Proposal 2018-19** section.

8. Re-Enter your college password to confirm & click on continue button.

9. Home Page of **New College /Extension** Proposal Section shall get displayed on screen.

10. Click on the link **Activate Link for 2018-2019 Proposal** on left side of home page.

11. **Select the type of Proposal Link to be activated from the following. Be careful while selecting type of proposal link to be activated.**

    a. New College

13. You shall receive confirmation alert that **Links for New College Proposal has been activated**. Click **OK** to confirm.

14. **Also Link Activation Confirmation Letter** shall be available once the link is activated for the proposal.

15. **Before filling in the proposal kindly confirm that you have carefully read and studied the new revised perspective plan of University of Mumbai for AY 18-19 and as per that only you are applying for new college proposal.**

16. **Kindly read the instructions available on the screens carefully before filling in the proposal online.**

17. Be careful on the screen of the proposal where you have to enter details of New College details required for the AY 2018-19.

18. Verify all the courses / subjects then only go ahead for online payment of Affiliation Fees.

19. Fill the information in all the screens one after another and click on **Next** button to continue.

20. At the end in the last screen of Documents Upload click on **Done** button.

21. **Please remember you cannot modify / update / add new course / subject to the New college Proposal online once you have made successfully payment of Affiliation Fees.**

22. Once your payment is successfully paid online, your proposal shall get automatically sent to UoM online.

23. Once the proposal is online submitted, links for printing the proposal and other related links shall get activated automatically.

24. **Last Date for Online and Hard Copy Submission of New college Proposal to UoM is : 15.12.2017 5:30 PM**

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