ANANDA SOCIAL & EDUCATIONAL TRUST ®

Mathrusri Ramabai Ambedkar Dental College & Hospital

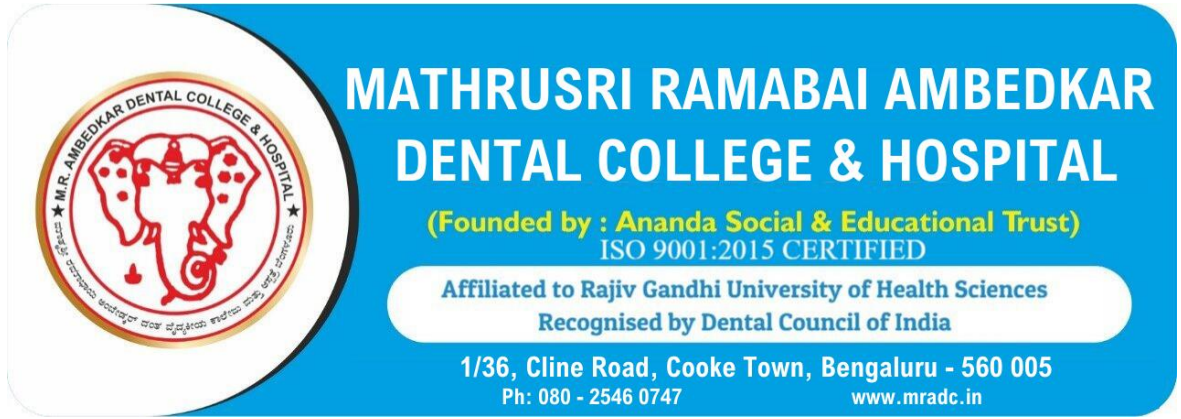### DCI Recognised : RGUHS Affiliated : ISO certified - 9001 : 2015

POLICY FOR E-GOVERNANCE

M. R. Ambedkar Dental College & Hospital

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Bengaluru - 560 005

POLICY FOR E-GOVERNANCE

M R AMBEDKAR DENTAL COLLEGE & HOSPITAL

INTRODUCTION

M R Ambedkar Dental College & Hospital, Bengaluru, is committed to integrating technology-driven governance and management practices to improve institutional efficiency. Through e-governance, the institution seeks to enhance transparency and accessibility in both administrative and academic operations, supported by its college e-portal.

PURPOSE

This policy provides a set of guidelines for academic and administrative leaders, teaching and non-teaching staff, and students to foster a culture of e-governance in institutional operations.

SCOPE

The guidelines outlined in this policy apply to all students and staff members associated with the dental and allied health sciences departments at M R Ambedkar Dental College & Hospital.

OBJECTIVES

1. Strengthen leadership and decision-making through e-governance.
2. Provide access to institutional services online.
3. Increase administrative efficiency and reduce manual paperwork.

AREAS OF IMPLEMENTATION

1. College Website

The college website (www.mradc.in) serves as a centralized platform for public communication, featuring important notices, events, committees, departments, research

P a g e | 2

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MATHRUSRI RAMABAI AMBEDKAR
DENTAL COLLEGE & HOSPITAL
(Founded by : Ananda Social & Educational Trust)
ISO 9001:2015 CERTIFIED
Affiliated to Rajiv Gandhi University of Health Sciences
Recognised by Dental Council of India
1/36, Cline Road, Cooke Town, Bengaluru - 560 005
Ph: 080 - 2546 0747   www.mradc.in

publications, policy documents, and more. Web development and management are outsourced by the administration.

2. Student Admission

First-year student admissions are conducted via the Karnataka Examinations Authority (KEA) portal. Subsequent year admissions are managed through the college website.

3. Examinations

MRADCH uses the RGUHS examination software for all exam-related activities, including scheduling, paper submission, and result announcements. The RGUHS portal ensures a streamlined and transparent examination process.

4. Internet-Based Communication System

The institution maintains an official email communication system for staff and students. All formal communication must be conducted via institution-provided email IDs.

5. Finance & Accounts

MRADCH employs Tally software for managing finances, including budgeting, payroll, receipts, expenditures, and report generation. E-payment gateways are also integrated, allowing students to pay fees online.

E-GOVERNANCE IN PRACTICE

1. Academic Planning and Development

- **College Website:** Provides detailed information on academic programs, faculty, research opportunities, and student life.
- **Institutional LMS (EIS-Campus):** This Learning Management System supports digital learning, course management, and assessments, promoting remote learning and enhancing institutional productivity.
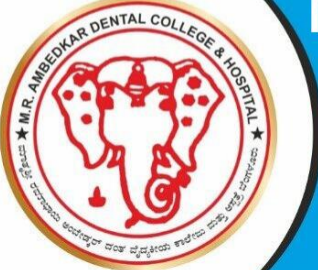
2. Administration

- **Biometric Attendance:** Accurate tracking of faculty and student attendance through biometric systems to minimize discrepancies.
- **Institute Management Software (Cifdent):** Manages student records, faculty activities, clinic schedules, and administrative tasks efficiently.

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- **Patient Management Software (Cifdent):** A specialized system for managing patient data across departments, clinics, and labs.
- **Library Management (LibSoft):** Manages library resources, cataloging, borrowing, and digital records, ensuring efficient access to learning materials.

3. Finance and Accounts

- **Tally Software:** Advanced software for maintaining financial records, including reports for budgeting, audits, and transactions.

4. Student Admission and Support

- **KEA and NEET-Based Admissions:** The admission process is integrated with KEA and NEET systems for online application, counseling, and seat allotment.
- **Student Support Systems:** Provides online portals for scholarships, academic counseling, and mentor-mentee interactions.

5. Examinations

- **RGUHS Portal:** Conducts online examination-related activities, including result publishing, re-evaluation, and grievance redressal, ensuring transparency and timely processing.

CONCLUSION

The e-governance policy at M R Ambedkar Dental College & Hospital ensures effective, transparent, and efficient management of institutional functions. By integrating technology across academic, administrative, and financial domains, MRADCH continues to set high standards for digital governance in dental education.

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