



## POLICY ON E-GOVERNANCE

The College will ensure that it adopts e-governance in all its management and administrative activities. The college resolves to adopt paperless administration as a green initiative. All stakeholders will be oriented and encouraged to practice e- governance.

### Objectives:

1. To implement E-governance in various operation of the institution
2. Achieve efficiency in execution and documentation
3. Encourage transparency and accountability
4. Achieve digital administration of the college
5. Facilitate online internal and external communication

### E-governance Initiative:

1. Adopted and implemented e-governance in maximum areas of operation entered into an agreement with an ERP vendor and provided effective system of governance within our college.
2. Implemented e-governance in the area of Administration, Student Admission, Accounts and Examinations.

### Areas of E Governance

1. **Student Admission:** The Institution processes admissions for all programmes through online mode.
2. **Accounts:** For effective maintaining of accounts of student fee, Staff salary.
3. **Administration:** e copy of salary certificates, booking of venues, internal communication are processed through e-governance and other administrative work.
4. **Examination:** The College has adopted an online system where students can view their total internal assessment marks at the end of each semester and online paper evaluation. The Examination process is regulated by the University and thus e-governance policy of the University to be adopted in this regard.



Principal

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