From

Director Secondary Education, Haryana, Panchkula

All District Education Officers, All District Elementary Education Officers

Memo No.1/101-2022-eGov./IT Cell Dated, Panchkula, the 23.06.2023

Subject: - Regarding Updation of Tuition Fees by all the Private Schools on MIS Portal (OneSchool).

Reference to the subject cited above.

Government has decided to collect the details of fee being charged by various Non-Government Aided/Unaided Schools running in State of Haryana. For this purpose, a module has been developed on MIS Portal to collect the Class wise and stream wise monthly Tuition Fees from all the Private Schools and the same is activated in login of all Private Schools. User Manual is also attached for their help.

You are requested to issue necessary directions to all Private Schools of your district to update this information on MIS Portal immediately. In case of any technical help, they may contact to MIS helpline number at 0172-5049801 during office hours.

Deputy Director IT for Director Secondary Education, Haryana, Panchkula

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To

GOVERNMENT OF HARYANA

Department of School Education



[Management Information System]

Introduction: The Government of Haryana launched the MIS portal under the education sector with the name DSE MIS Haryana. This Portal is introduced for serving all education officers, teachers, and students to access all technology systems. All the stakeholders who belong to the School Education Department such as Students, teachers, and other education department employees have their logins on the MIS portal and they can access all the services related to the Academic and Administrative purposes in the Department.

USER MANUAL FOR ADDING MONTHLY FEE (PRIVATE SCHOOLS ONLY)

This module will be available in the login id of Private Schools Only. User will login into the account of concerned School and shall follow the steps given below to update their school monthly fee: -

Step 1: - Login: User must login to the School account on MIS (OneSchool) Portal.

• User can login through this link <u>https://mis.oneschoolsuite.com/</u>

	Sign in to your account Please enter your credentials below				
Welcome to OneSchool	Username *				
Department of School	XXXXXX				
Education, Haryana	Password *				
	*******	۲			
	Sign in				

Step 2: - Navigate to Add Classwise Monthly Tuition Fee: After successful login on OneSchool Suite, user must click on the " Add Classwise Monthly Tuition Fee " tab available on the left side panel.

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Step 3: - Fill Class wise fee details: User will fill the monthly fee against each listed class in their school and click the "Submit Fees" Button.

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Step 4: - **Update Class wise Tuition Fees**: if user requires to update or correct any inserted fee against any class then they can update the fee.

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