# NOTICE

Memo No. AU/HMC/2022-23/5                                          Date: 25.11.2022

First year & lateral entry students (UG & PG, 2022-23) of Aliah University may apply online for hostel accommodation at Boys' hostel and Girls' hostels of Aliah University (New Town and Park Circus Campus). **To apply online for hostel accommodation they need to go through the following link (from 28.11.2022).**

**Link:** aliah.mastersofterp.in

**User Name:** Your Roll number   &   **Password:** Your Roll number

After first time login you may change the "Password" and remember it for next time use.

After completing the **online application (within 22.12.2022)** every candidate will have to submit the printout copy (hard copy) of the filled in online application form and uploaded documents (Self attested photocopy) in a sealed envelope **within 23.12.2022 (working hour) at HMC Office**, 1st floor, New Town Campus. On the envelop candidate should mention his/her Name, Roll number, Department and "Application for Hostel accommodation 2022-23".

**If any candidate does not submit the hard copy of the filled in online application form and copies of uploaded documents then his/her application will not be considered.**

Documents required (.pdf file):
1. Copy of Admission receipt with University Roll number
2. Copy of Candidate's Aadhaar / Voter Card.
3. Copy of Parent's Voter Card.
4. Copy of Parent's Income Certificate (BDO/Jt. BDO Approved).
5. Copy of Candidate's Ration Card.
6. Copy of Candidate's/Parent's BPL Certificate (if applicable).
7. Copy of Candidate's Physically Challenged Certificate (if applicable).
8. Candidate's signature & recent Passport size Photograph

There will be no continuation of Hostel Boarder-ship for B.Ed. first year students. He/she needs apply for hostel as a fresh candidate.

*Alam 25.11.2022*

Chairman, HMC
Aliah University, Kolkata

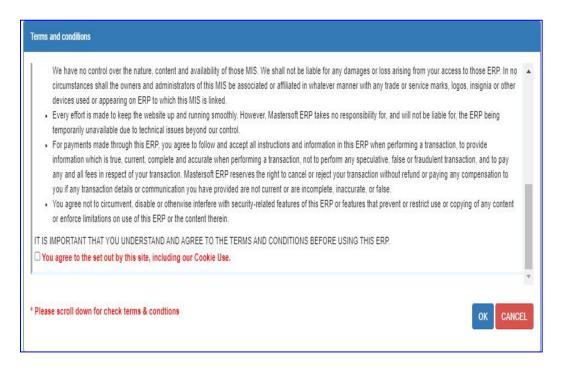# ERP First Login Process

**Steps 1 :**  URL of ERP : https://aliah.mastersofterp.in

**Steps 2 :** To first time login in ERP, user has to put their Employee ID **(for Ex: AU10007)** as **User Name** and **Password** in **CAPITAL LETTERS** only.
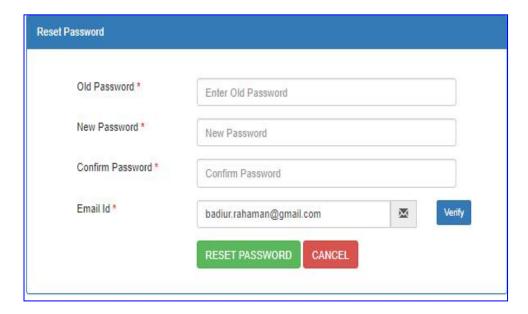Also put the random generated **capcha** and click on **Login** button.



**Steps 3 :** Do the **Scroll Down** and Accept the Terms and conditions of ERP by click on given **Check box**  and click on **OK** button for go next steps.

**Steps 3:**

◆ **Old Password * :** Put Employee ID/User Name (AU10007) in Capital Letters

◆ **New Password * :** User has to put the new password with combination of **(characters, numbers and symbol characters)**

◆ **Confirm Password :** Re-enter the new password.

◆ **Email Id * :** It will display based on the available records but User can change it from their end.



◆ After putting all the fields click on **Verify** button to get OTP, user will received **OTP** at their ERP registered email ID.

◆ After putting **OTP** click on Submit button.

◆ Finally Click on **RESET PASSWORD** button to complete the login Process.