

NODUES



**STUDENT
INSTRUCTION
MANUAL**

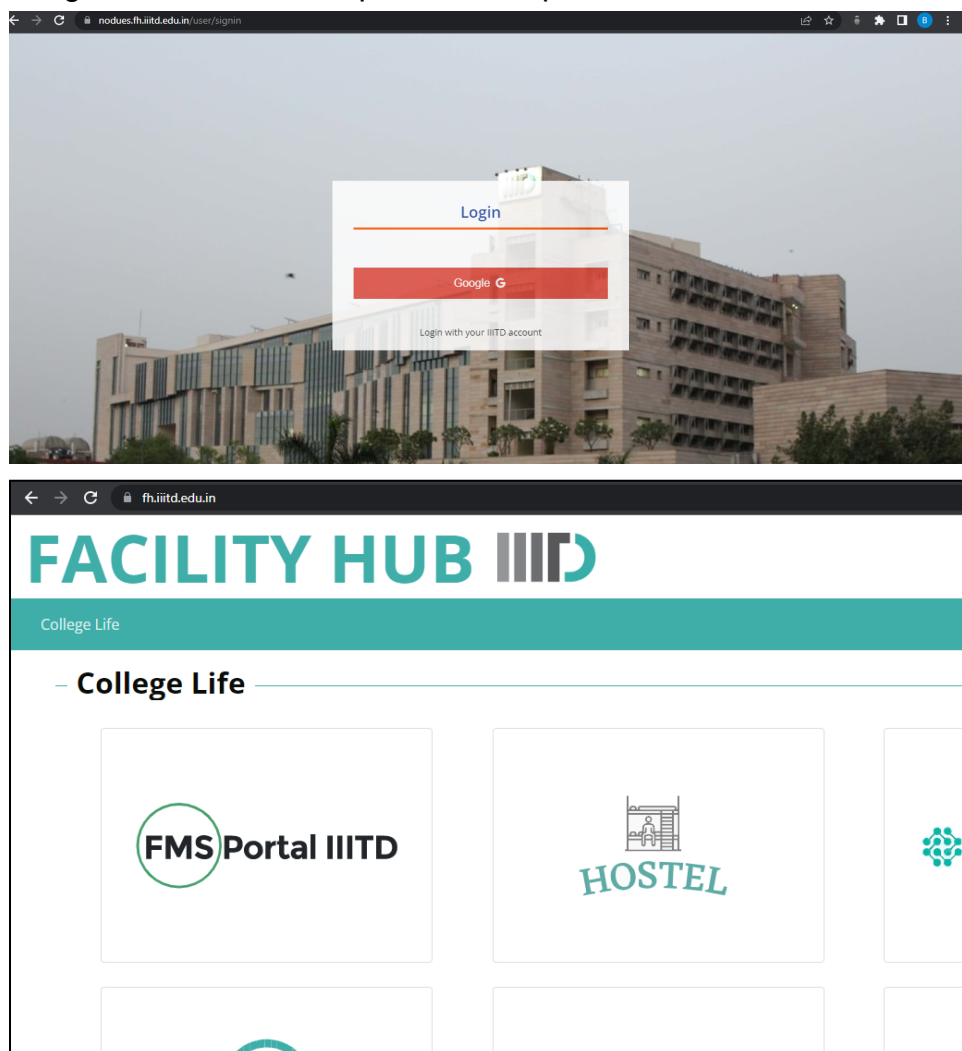
What is NO-DUES?

Every year, graduating/withdrawing students need to get their dues cleared from every department of our college to get their degrees. No Dues Web App is developed to make this process easier and online.

The below instructions will guide you on how to clear your dues with respective departments.

1) How to Open NoDues?

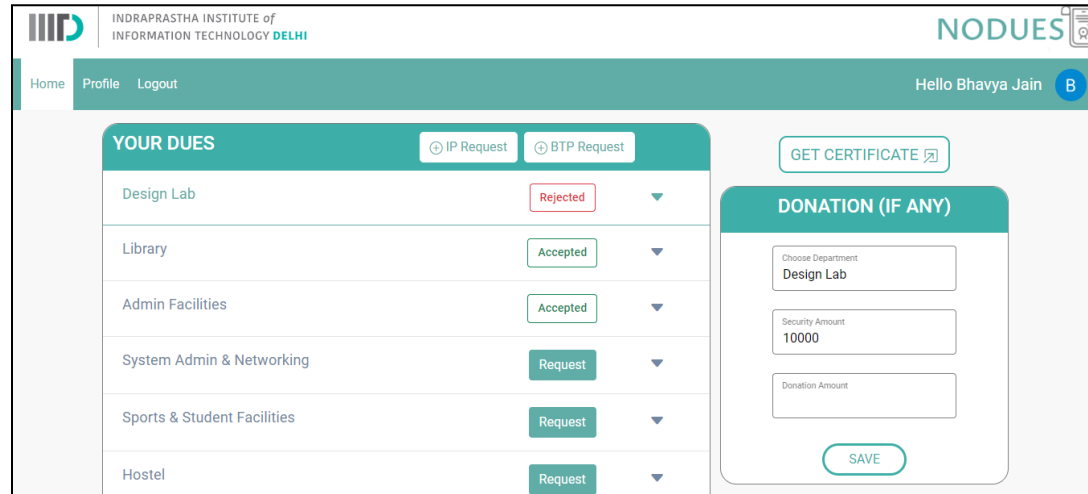
- a) Go to <https://nodues.fh.iiitd.edu.in/> or Go to <https://fh.iiitd.edu.in/> and navigate to No-Dues to open the web portal.



- b) Sign In using your **college credentials**.

2) How to Send Requests to Each Department?

a) After signing in, you will be redirected to Home Page.



The screenshot shows the NODUES user interface. At the top, there is a header with the logo of Indraprastha Institute of Information Technology Delhi and the user's name 'Hello Bhavya Jain'. Below the header, there is a navigation bar with 'Home', 'Profile', and 'Logout' options. The main content area is divided into two sections: 'YOUR DUES' and 'DONATION (IF ANY)'. The 'YOUR DUES' section contains a table with the following rows:

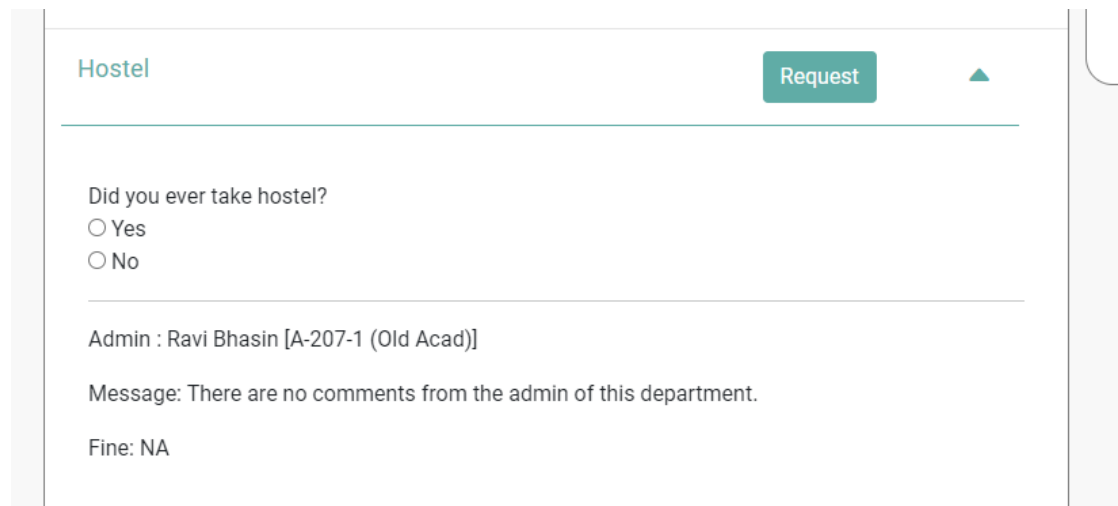
Department	Status
Design Lab	Rejected
Library	Accepted
Admin Facilities	Accepted
System Admin & Networking	Request
Sports & Student Facilities	Request
Hostel	Request

The 'DONATION (IF ANY)' section contains a form with the following fields:

- Choose Department: Design Lab
- Security Amount: 10000
- Donation Amount: (empty)
- SAVE button

b) On the Home Page, you will see the names of various departments. You can click on any of the department bars to open them.

c) You need to send a request to each other by clicking on the **REQUEST** button. Some of the departments also require you to fill in some details.

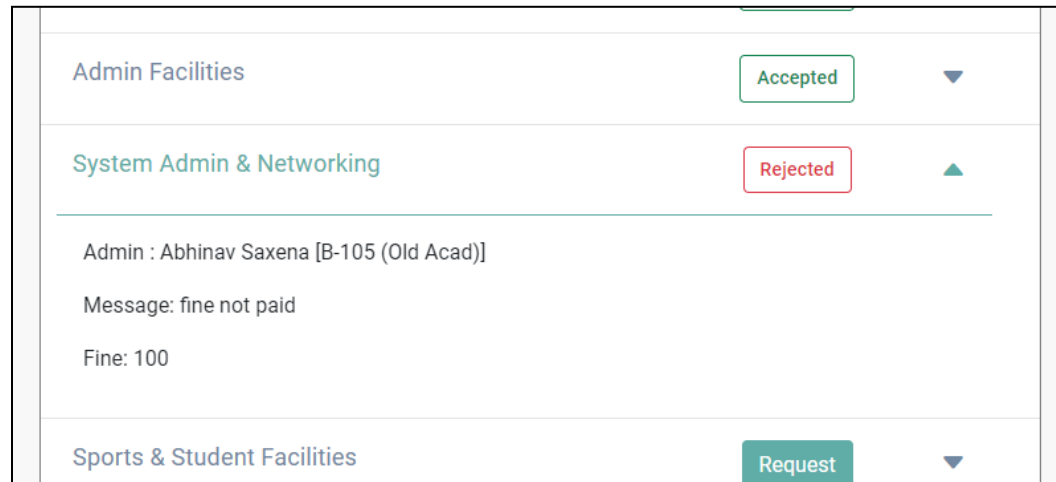


The screenshot shows the 'Hostel' request form. At the top, there is a header with 'Hostel' and a 'Request' button. Below the header, there is a form with the following fields:

- Did you ever take hostel?
 - Yes
 - No
- Admin : Ravi Bhasin [A-207-1 (Old Acad)]
- Message: There are no comments from the admin of this department.
- Fine: NA

d) After sending the requests, the request status will change to **PENDING**. If the department admin rejects your request, the status will change to **REJECTED**, and if it accepts the request, the status will be **ACCEPTED**.

- e) You can view the reason for rejecting a particular request by clicking on the department. The department admins will automatically accept your request once you have cleared their dues.



- f) You will also receive a mail whenever your request is accepted or rejected. And whenever overall no-dues clearance is given to you.

3) How to send IP/BTP requests?

- If you have done IP/BTP under any professor, you must also get their clearance.
- Just like the department request, you need to click on IP/BTP request bar and fill in the details.

Admin 001

Pending

IP / IS / UR Request

Choose professor: None

Project Name: Enter Project Name

Project Description:

BTP / Scholarly Paper / Thesis Request

- c) In case you need to send more than one IP/BTP request, you can add a request by clicking on the below button.

YOUR DUES

+ IP Request + BTP Request

Design Lab Rejected

- d) Be careful while sending the requests. Professors are sent a mail whenever you will apply for a clearance request from them.

4) Donation Form-There is also a donation form on the Home Page. In case you wish to donate some amount of your security, you can donate to any of the departments by filling in the form.

GET CERTIFICATE ↗

DONATION (IF ANY)

Choose Department
Design Lab

Security Amount
10000

Donation Amount

SAVE

5) Filling in your Personal and Bank Details.

- You must fill in your personal and bank details by navigating to the Profile from Home Page.
- It is mandatory to fill in these details in case you wish to get your security money back.

INDRAPRASTHA INSTITUTE of INFORMATION TECHNOLOGY DELHI

NODUES

Home Profile Logout Hello Bhavya Jain B

PERSONAL DETAILS

B

Mobile Number

Email ID

BANK DETAILS

Bank name

Branch name

Account holder name