



Company Profile

MyTech Professionals Private Limited, established in 2021, is a technology-driven organization focused on delivering strategic digital solutions that elevate institutional performance and customer engagement. We operate at the intersection of innovation, operational excellence, and long-term value creation — transforming ideas into scalable, measurable outcomes.

Over the years, we have cultivated deep domain expertise in building integrated digital ecosystems that strengthen institutional efficiency, enhance stakeholder experiences, and enable sustainable growth. Our approach combines strategic insight, advanced technology, and disciplined execution to ensure impactful results across every engagement.

We partner with a diverse portfolio of clients — from emerging enterprises to established organizations — delivering solutions with a consistent commitment to quality, precision, and innovation.

Our core areas of specialization include:

- UniVerse360™ – Comprehensive University Digital Ecosystem
- College & Institutional ERP Solutions
- Enterprise Web Architecture & Digital Platforms
- E-commerce Strategy & Implementation
- Brand & Visual Communication Design
- Secure Data Migration & Conversion Services
- End-to-End Digital Transformation Initiatives

At MyTech Professionals, we do not simply implement systems — we architect intelligent, future-ready solutions designed to enhance governance, optimize operations, and empower decision-makers with actionable insights.

Our commitment is anchored in excellence, reliability, and long-term partnership.

Our Esteemed Clients

MyTech Professionals Private Limited is privileged to have partnered with leading universities and government institutions across India, delivering robust and scalable ERP and digital transformation solutions.

Our notable clients include:

1. Chaudhary Devi Lal University (CDLU)
2. Guru Jambheshwar University of Science and Technology (GJUST)
3. Chaudhary Sarwan Kumar Himachal Pradesh Krishi Vishwavidyalaya (CSK Himachal Pradesh Agricultural University)
4. Kerala Agricultural University (KAU)
5. Government College of Engineering, Aurangabad (GCEA)

These collaborations reflect our capability to deliver enterprise-grade, secure, and scalable ERP ecosystems tailored to the complex requirements of higher education institutions.

To learn more about MyTech Professionals Private Limited and our comprehensive service offerings, please visit:

www.mytechpro.co.in

Brief Technical Synopsis of UniVerse360 – Web-Based University Digital Ecosystem

S.No.	Modules	Key Functional Capabilities
1	Pre – Admission Management System	<ul style="list-style-type: none"> • Configurable eligibility rules and admission parameters • Definition of admission routes (Entrance / Merit / Hybrid Models) • Online application submission and document management • Automated applicant screening and validation • Shortlisting of candidates based on predefined criteria • Generation of dynamic cut-off lists • Merit list preparation and publication • Counseling session management and seat allocation • Real-time admission status tracking • Student registration and enrollment confirmation
2	Admission & Academics Management System	<ul style="list-style-type: none"> • Automated enrollment of shortlisted candidates • Seamless data integration from Pre-Admission Module • Academic eligibility validation and verification workflows • Digital student profile creation and lifecycle management

		<ul style="list-style-type: none"> • Document submission tracking and verification status monitoring • Secure scanning and uploading of supporting documents for long-term archival • Configurable approval and compliance mechanisms • Course allocation and program mapping • Academic session and semester configuration
3	Pre – Examination Management System	<ul style="list-style-type: none"> • Examination schedule planning and configuration • Online examination application form submission and validation • Automated hall ticket generation and distribution • Examination center and room allocation management • Seating arrangement automation • Examination attendance tracking and verification • Invigilator allocation and reporting • Secure paper evaluation workflows • Marks entry, moderation, and approval processes • Grade computation based on institutional grading policies • Mark sheet generation and digital result publication • Comprehensive examination reports and analytics
4	Examination Management & Result Processing Management System	<ul style="list-style-type: none"> • Comprehensive overview of examination attendance and performance records • Secure marks entry, validation, moderation, and final mark locking • Automated result computation based on defined grading policies • Generation of grade sheets, mark sheets, and consolidated result reports • Result tabulation and academic progression management • Promotion and semester advancement processing • Online re-evaluation and rechecking request management • Compartment / supplementary examination management • Automated generation of degrees, transcripts, and academic certificates • Configurable approval workflows and audit trails
5	Self - Service Portal for Students	<ul style="list-style-type: none"> • Online semester fee payment with secure transaction integration

		<ul style="list-style-type: none"> • Access to academic profile, enrollment details, and course information • Viewing examination schedules, results, and grade sheets • Downloading fee receipts, hall tickets, and academic documents • Submission of online applications (re-evaluation, certificates, etc.) • Updating permitted personal and contact details • Tracking application and payment status in real time • Access to notifications, circulars, and institutional announcements
6	Fee Management System	<ul style="list-style-type: none"> • Academic Fee Structure Configuration • Exam Fee/Hostel Fee/Mess Fee/Library Fee/Fine etc. Configuration • Scholarship/Sponsorship Configuration • Installment Configuration • Late Fees Configuration • Admission Cancellation Configuration • Structure Wise Fee Reports • Outstanding Fee Reports • Reconciliation Reports • Re-settlement Reports • Fees Refund Reports • Defaulter Lists • Student Registers
7	Affiliation Management System	<ul style="list-style-type: none"> • Online submission of applications for new affiliation and renewal • Digital document upload and verification mechanisms • Configurable eligibility criteria and compliance checklists • Constitution and management of Local Inspection Committees (LIC) • Scheduling and tracking of inspection visits • Online submission of inspection reports by committee members • Automated workflow-based approval and recommendation mechanisms • Fee calculation and online payment of requisite affiliation charges • Status tracking and notification system • Comprehensive reporting and audit trail maintenance

8	Hostel & Mess Management System	Infrastructure & Policy Management <ul style="list-style-type: none"> • Management of hostel buildings, blocks, floors, and room configurations • Definition of accommodation policies and allotment rules • Room and dormitory categorization (AC/Non-AC, Single/Shared, etc.) • Capacity planning and occupancy tracking Room Allotment & Resident Management <ul style="list-style-type: none"> • Online room/dormitory allotment • Permanent and temporary allotment workflows • Admission and registration of hostel occupants • Real-time occupancy status monitoring • Student profile integration with University ERP Hostel & Mess Administration <ul style="list-style-type: none"> • Configurable hostel and mess fee structure • Automated billing and accounting integration • Mess subscription and meal plan management • Online payment tracking and outstanding dues monitoring Compliance & Monitoring <ul style="list-style-type: none"> • Night-out requests and digital gate pass management • Visitor registration and monitoring system • Students leave register maintenance • Grievance submission and resolution tracking • Activity logs and audit trails
9	Placement Management System	Employer & Job Management <ul style="list-style-type: none"> • Online job posting and internship opportunity management • Corporate registration and recruiter profile management • Scheduling campus drives and walk-in interviews • Vacancy tracking and job eligibility configuration Student Registration & Eligibility <ul style="list-style-type: none"> • Registration of eligible students based on predefined criteria • Automated eligibility screening and shortlisting • Resume database management and profile verification Placement Event Management <ul style="list-style-type: none"> • End-to-end handling of placement drives and recruitment events • Interview scheduling and coordination • Pre-screening assessments and online testing integration • Result tracking and offer management

		<p>Career Support & Analytics</p> <ul style="list-style-type: none"> • Career guidance session management • Skill gap identification and assessment reports • Placement statistics and performance dashboards • Company-wise and department-wise placement analytics
10	Alumni Management System	<ul style="list-style-type: none"> • Comprehensive alumni database management • Secure alumni registration and profile verification • Alumni networking and communication platform • Professional networking and mentorship programs • Alumni-to-student guidance and career advisory support • Event management for reunions, seminars, and networking sessions • Alumni contribution and donation tracking • Newsletters, announcements, and institutional updates • Placement and referral collaboration opportunities • Reporting and engagement analytics
11	Convocation Management System	<ul style="list-style-type: none"> • Registration of eligible students who have successfully completed their academic programs • Verification of academic completion and degree eligibility • Scheduling of convocation date, time, and venue • Digital publication of convocation guidelines and instructions • Automated generation of participant lists and seating arrangements • SMS and email notifications to graduates and stakeholders • Online confirmation of attendance • Degree and certificate issuance tracking • Event reporting and attendance analytics • Integration with the University's official website for event visibility and updates
12	Store & Purchase Management System	<ul style="list-style-type: none"> • Vendor registration and management • Letter of Intent (LOI) generation • Quotation management and comparative statement preparation • Purchase Order (PO) creation and approval workflows • Invoicing and bill processing • Delivery challan generation and goods receipt tracking • Payment processing and receipt management • Procurement of lifecycle management • Stock and inventory management

		<ul style="list-style-type: none"> • Item movement tracking across departments • Distribution and allocation management • Inventory control with real-time stock visibility • Reordering level configuration and alerts • Economic Order Quantity (EOQ) calculation support
13	Assets & Estate Management System	<ul style="list-style-type: none"> • Comprehensive management of fixed and movable assets • Centralized assets register with detailed asset profiling • Asset requisition and approval workflows • Vendor management for procurement and maintenance services • Depreciation calculation and asset valuation tracking • Preventive maintenance scheduling and service history management • Automated alerts for due repairs and maintenance activities • Asset replacement planning and lifecycle tracking • Asset accounting and financial integration • Building, estate, and infrastructure maintenance management • Construction and renovation activity tracking • Utility and infrastructure complaint management (power, water, facilities) • Reporting and analytics for asset utilization and estate operations
14	Transport & Fleet Management System	<ul style="list-style-type: none"> • Fleet registration and vehicle lifecycle management • Driver allocation and duty scheduling • Route planning and optimization • Trip scheduling and trip log management • Vehicle tracking and movement monitoring • Document management and renewal alerts (insurance, permits, fitness certificates, licenses) • Preventive maintenance scheduling and service tracking • Spare parts inventory and stock management • Fuel consumption and expense tracking • Financial integration for billing and cost analysis • Logistics coordination and operational monitoring • Incident reporting and compliance tracking • Comprehensive fleet performance and utilization reports

15	RTI Cell Management System	<ul style="list-style-type: none"> • Online submission of RTI applications • Automated routing to the department concerned • Digital processing and response submission to applicants • Configurable workflow with defined approval hierarchy • Status tracking and real-time application monitoring • Automated reminders for pending responses • Escalation management through predefined escalation matrix • Appeal management, including escalation to the Central Information Commission (CIC) • Document upload and secure record maintenance • Comprehensive reporting and compliance tracking
16	Guest House Management System	<ul style="list-style-type: none"> • Guest house infrastructure and policy management • Room configuration and availability tracking • Online booking with check-in and check-out management • Visitor registration and maintenance record • Occupant admission and room allocation workflows • Configurable guest house fee structure • Billing, receipts, and expense tracking • Night-out requests and gate pass management • MIS reporting and occupancy analytics • Financial reconciliation and reporting
17	Grievance Management System	<ul style="list-style-type: none"> • Online submission of complaints and grievances • Automated complaint number generation for tracking • Secure routing to concerned HOD/department • Configurable workflow and resolution tracking • Automated reminders for pending grievance redressal • Confidential complaint handling identity protection options • Escalation management through predefined hierarchy • Status updates and notification alerts to stakeholders • Root cause analysis support to prevent recurrence • Comprehensive reporting and grievance analytics
18	Physical File Tracking Management System	<ul style="list-style-type: none"> • Digital registration of physical files upon creation • Automated tracking of file movement across departments • Unique file number generation for easy identification • Search and retrieval based on date, subject, file number, section, or location • Real-time status visibility of file location and custodian • Section-wise centralized digital file register • Movement history and audit trail maintenance

		<ul style="list-style-type: none"> • Pending file alerts and escalation mechanism • Role-based access control for secure handling • Comprehensive tracking and performance reports
19	Letter Movement Management System	<ul style="list-style-type: none"> • Digital registration of inward and outward letters • Automated routing of letters across departments • Unique letter number generation for systematic tracking • Search and retrieval based on date, subject, letter number, section, or location • Real-time visibility of letter status and current custodian • Centralized section-wise letter register generation • Movement history with complete audit trail • Pending letter alerts and escalation workflows • Role-based access and secure document handling • Comprehensive reporting and tracking analytics
20	Legal Cell Management System	<ul style="list-style-type: none"> • Centralized registration and management of legal cases • Comprehensive database of case details, court information, and legal representatives • Case filing and registration tracking • Hearing schedule management with automated reminders • Document repository for legal notices, affidavits, and case records • Status tracking and real-time updates on ongoing cases • Assignment and coordination with advocates and legal officers • Compliance and deadline monitoring • MIS reports and case analytics dashboards • Audit trail and secure access controls
21	Attendance Management System	<ul style="list-style-type: none"> • Semester-wise teacher course allocation • Online daily attendance entry by faculty • Configurable attendance rules and eligibility criteria • Automated attendance calculation and percentage tracking • Course-wise attendance reports • College/Study Center-wise attendance analytics • Consolidated student attendance reports across all subjects • Defaulter identification and notification alerts

		<ul style="list-style-type: none"> • Integration with academic and examination eligibility workflows • MIS dashboards and attendance performance insights •
22	Establishment Management System	<ul style="list-style-type: none"> • Comprehensive employee profile management • Secure storage of demographic, educational, and professional details • Recording of past employment history for new joiners • Maintenance of family, emergency contact, and nominee information • Digital service book management • Tracking of increments, promotions, and transfers • Superannuation and retirement benefit management • Leave, tenure, and service history tracking • Secure document repository for employee records • Role-based access control with audit trails • MIS reports and workforce analytics
23	GPF & Pension Management System	<ul style="list-style-type: none"> • Maintenance of salary deductions for Group Provident Fund (GPF) / Central Provident Fund (CPF) • Employee-wise GPF/CPF account management with unique fund numbers • Nominee registration and beneficiary management • Automated annual interest calculation and posting • Processing of GPF/CPF advances, loans, withdrawals, and refunds • Complete fund ledger maintenance with transaction history • Pension management for retired employees (normal and family pension) • Gratuity calculation and settlement management • Arrears and commuted pension computation • Pension estimation based on projected retirement dates • Centralized pensioner database management • MIS reports on fund status, pension liabilities, and projections • Secure record maintenance with audit trail and compliance tracking
24	Leave Management System	<ul style="list-style-type: none"> • Workflow-based leave application submission and approval • Integrated holiday calendar management • Employees leave history tracking

		<ul style="list-style-type: none"> • Real-time leave balance monitoring • Automated alerts and notification system • Access to leave details of subordinates for managerial review • Configuration and management of multiple leave types (CL, EL, SL, etc.) • Leave allocation and accrual management • Leave carry-forward configuration and tracking • Leave Travel Concession (LTC) record maintenance • Leave encashment processing and settlement • Integration with payroll and attendance modules • MIS reports and leave analytics dashboards
25	Self - Service Portal for Employees	<ul style="list-style-type: none"> • Secure employee login with role-based access control • Online leave application and status tracking • Digital salary slip generation and download • Loan application and tracking facility • Insurance enrollment and policy management support • Access to personal demographic and employment details • Viewing service history, experience, and designation records • Access to tax statements and financial summaries • Submission of requests and service applications • Notifications, circulars, and internal communication access • Integration with HR, Payroll, Leave, and Establishment modules • MIS and activity tracking for administrative oversight
26	Financial Accounting Management System	<ul style="list-style-type: none"> • Expense and advance voucher management • General ledger creation and maintenance • Chart of accounts configuration • Trial balance generation • Income and expenditure statement preparation • Balance sheet generation • Budget planning and allocation management • Budget utilization and variance tracking • Fund accounting and grant management support • Automated journal entries and financial postings • Reconciliation management (bank and internal accounts) • Statistical and financial MIS reporting • Audit trail maintenance and compliance reporting • Integration with Fee, Payroll, Procurement, and Asset modules
27	Budget Management	<ul style="list-style-type: none"> • Comprehensive budget planning and formulation

	System	<ul style="list-style-type: none"> • Budget approval workflow with defined authorization hierarchy • Department / Division-wise budget allocation • Budget requisition and distribution management • Re-appropriation and budget transfer mechanisms • Real-time budget utilization tracking • Variance analysis and savings identification • Generation of Income & Expenditure Statements • Preparation of estimated and revised budget statements • Multi-year budget planning support • Integration with Financial Accounting and Procurement modules • MIS dashboards and statistical budget reports • Audit trail and compliance monitoring •
28	HRMS & Payroll Management System	<p>Human Resource Management</p> <ul style="list-style-type: none"> • End-to-end recruitment and hiring workflow • Employee onboarding and profile management • Faculty and staff administration • Training and development management • Service record and employment lifecycle tracking <p>Payroll Management</p> <ul style="list-style-type: none"> • Configurable salary structures and multiple salary heads • Dynamic salary formula configuration • Automated payroll processing • Attendance and leave-integrated salary calculation • Loan, PF, and other statutory deductions management • Income tax computation and compliance support • Arrears and increment calculation • Salary registers and payroll reports generation • Digital salary slips and salary certificate generation • Bank transfer file generation for salary disbursement • Integration with Leave, Attendance, GPF & Accounting modules
29	Bill Submission & Tracking Management System	<ul style="list-style-type: none"> • Online submission of bills from all departments • Configurable approval workflow with defined authorization hierarchy • Real-time bill status tracking (Approved / Pending / Rejected / Cancelled) • Digital document upload and verification

		<ul style="list-style-type: none"> • Advance request submission and approval management • Travel planning and approval workflow integration • Reimbursement claims submission and processing • Automated notification and reminder system • Financial reconciliation and audit trail maintenance • MIS reports for bill processing, pending approvals, and expense analysis • Integration with Financial Accounting and Budget modules
30	Question Papers and Remuneration Management System	<p>Question Paper Management</p> <ul style="list-style-type: none"> • Confidential question paper setter empanelment and allocation • Secure question paper submission and encryption • Moderation and approval workflow • Digital storage with controlled access • Question paper versioning and audit trail • Secure distribution to examination centers • Role-based access control with activity logging <p>Remuneration Management</p> <ul style="list-style-type: none"> • Automated calculation of remuneration for paper setters, moderators, examiners, and invigilators • Configurable remuneration rates based on role and workload • Approval workflow for honorarium processing • Generation of payment statements and remuneration reports • Integration with Payroll and Financial Accounting modules • TDS and statutory deduction management, where applicable
31	Learning Management System (LMS)	<p>Course & Content Management</p> <ul style="list-style-type: none"> • Course creation and curriculum structuring • Upload and management of digital learning materials (documents, videos, presentations, etc.) • Module-wise content organization • Academic calendar and course scheduling integration <p>Faculty Enablement</p> <ul style="list-style-type: none"> • Assignment and assessment creation • Online quizzes and examinations • Grading and performance evaluation tools • Discussion forums and student interaction features • Attendance and participation tracking <p>Student Engagement</p> <ul style="list-style-type: none"> • Secure student login and personalized dashboard

		<ul style="list-style-type: none"> • Access to course materials anytime, anywhere • Online assignment submission and tracking • Real-time performance and progress monitoring • Notifications for deadlines, announcements, and updates <p>Analytics & Reporting</p> <ul style="list-style-type: none"> • Course-wise and student-wise performance reports • Learning analytics dashboards • Activity tracking and engagement metrics • Integration with Examination and Academic modules
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Contact Us

For further information regarding our services and expertise, or to explore how **My Tech Professionals Private Limited** can support your institutional transformation initiatives, please feel free to contact us at:

With Regards,

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We look forward to the opportunity to collaborate and deliver innovative, scalable, and future-ready solutions tailored to your institution’s needs.