

Maharaja Agrasen Institute of Technology

MAIT/ERP/2025

March 11, 2025

CIRCULAR

Hostel Management module on ERP portal is active now. Warden is requested to provide the given below information under the following heads available on the ERP portal.

**Hostel Management**

- Hostel Enrollment
- Hostel Infrastructure
- Hostel Attendance
- Hostel Leave Tracking
- Mess Creation and Management
- Hostel Gate Pass Approvals
- Hostel Documents Uploads
- Hostel Visitor Records
- Room and Mess Allotment
- Mess Bill Calculation
- Hostel Fines and Payroll



(Prof. Neelam Sharma)  
Director

Copy to :

1. Founder and Chief Advisor
2. Chairman
3. General Secretary
4. Jt. General Secretary
5. Treasurer
6. Director General, MAIT
7. Dean, MAIT
8. Dean (R&I)
9. All HODs
10. Hostel warden

