



Maharashtra State Board of
Secondary & Higher
Secondary Education
Kolhapur Divisional Board
Kolhapur-416004



महाराष्ट्र राज्य माध्यमिक व उच्च
माध्यमिक शिक्षण मंडळ,
कोल्हापूर विभागीय मंडळ,
कोल्हापूर - ४१६ ००४

Ph No. 0231-2696101/2/3

WebSite : www.sscboardkolhapur.in

Email: divsec.kop@gmail.com

क्र.कोविप/डीपी/उ.मा./वि.मा./ 2983
दिनांक:- २४/०८/२०२६
२५

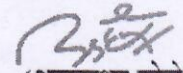
प्रति,
मुख्याध्यापक/प्राचार्य,
सर्व मान्यताप्राप्त माध्यमिक शाळा/कनिष्ठ महाविद्यालये,
सातारा/सांगली/कोल्हापूर.

**विषय: माध्यमिक शाळा/ कनिष्ठ महाविद्यालयांना मान्यता वर्धित देण्याची प्रक्रिया ऑनलाईन
पध्दतीने करणेबाबत...**

संदर्भ: १.क्र.रा.मं./परीक्षा-३/३२३०/दिनांक ३१/०७/२०२६ चे राज्य मंडळ पुणे यांचे प्राप्त पत्र.

उपरोक्त विषयांस अनुसरून कळविण्यात येते की, राज्य मंडळाच्या संदर्भीय पत्रानुसार सर्व शाळा व कनिष्ठ महाविद्यालयांना वर्धित मान्यता /नूतनीकरण देणेची प्रक्रिया ऑनलाईन पध्दतीने मंडळाचे संकेतस्थळ www.mahahsscboard.in वर शाळा/कनिष्ठ महाविद्यालय लॉगिन मध्ये wardhit manyata या लिंक द्वारे दिनांक ०१/०८/२०२६ पासून रु.२०००/- शुल्क आकारणी ऑनलाईन पध्दतीने करून सुरु करण्यात येत आहे.

तरी सर्व मुख्याध्यापक/प्राचार्य यांनी मान्यता वर्धित/नूतनीकरण मान्यता देण्याची प्रक्रिया ऑनलाईन पध्दतीने करणेसाठी सोबतचे (User Manual) आपले निदर्शनास आणून देण्यात येत आहे तरी त्यानुसार यापुढे कार्यवाही करण्यात यावी.


(अनुराधा म्हेत्रे)

विभागीय सचिव,
कोल्हापूर विभागीय मंडळ, कोल्हापूर.

सोबत: मुख्याध्यापक/प्राचार्य यांनी मान्यता वर्धित/नूतनीकरण करणेसाठी चे (User Manual).

User Manual

Wardhit Manyata Module: - College Principal User

Open the website of the state board (**mahahsscboard.in**) Login with College **Principal** user like (J1234567_1), which is available on the right side of the home page of the State Boards official website.

Login to that URL and click on the Profile And Registration > Wardhit Manyata Module:-

After clicking on the link, a login page will be opened. Users are required to enter their login Id and Password. Junior Colleges can use their existing user Id and Password of current application forms system. Please note that, login of Junior Colleges can be used by the respective Principal.

Sign In (HSC)



User Id

User Id

Enter User ID For
College Principal
User.

Password

Password

Enter Password For
College Principal
User.

[Reset password?](#)

[Forgot your password?](#)

Sign In

Sign In with
College Principal
Credentials.

Technical Help Desk Number +91 95822 60587

After login click on **Profile And Registration** tab then click on **Wardhit Manyata** and click on “**Document Upload**” tab.

Click the **Upload** button and upload all six required documents in valid PDF format only.

The screenshot displays the HSC portal interface. On the left, a sidebar menu has 'Profile And Registration' highlighted. The main content area shows the 'Document Upload' tab selected. A table lists six documents, each with a status of 'Not Uploaded' and an 'Upload' button. A red box highlights these buttons, with a callout instructing to click on the 'Upload' button. Another callout points to the 'Document Upload' tab in the top navigation bar.

Click On “Document Upload” Tab

Click on “Upload” button for upload the documents.

FILE NAME	STATUS	DOCUMENTS UPLOAD	ACTION
Request Letter/मागणीपत्र	Not Uploaded	Upload	
66/9 Renewal Application / ६६/९ मान्यता वर्धित अर्ज	Not Uploaded	Upload	
First recognition letter copy/ प्रथम मान्यता साक्षरित प्रत	Not Uploaded	Upload	
Previous year recognition renewal letter copy / मागील वर्षीची मान्यता वर्धित केलेबाबत पत्राची छायाप्रत (upload “Nil/ निरंक ” if applying for first time)	Not Uploaded	Upload	
Inspection report for last 2 years / मागील २ वर्षांचा तपासणी अहवाल	Not Uploaded	Upload	
Affidavit / घोषणापत्र	Not Uploaded	Upload	

Items per page: 10 1 – 6 of 6 Go To Page

v1.0.12

Before making the payment, the user has the option to **Re-Upload** the documents if necessary. After uploading all the required documents, click the "**Pay Now**" button to proceed with the payment.

HSC | MAHARASHTRA STATE BOARD OF SECONDARY & HIGHER SECONDARY EDUCATION
1111004 - SHRI.SHAHU MANDIR MAHAVIDYALAYA, PARVATI, PUNE - (J1111004_1) - (27251601113)

Marathi Help
English Help

Dashboard >
Application >
Profile And Registration
College Profile >
Pratham Manyata >
Wardhit Manyata >
Appointment >
Shikshan Sankraman Download
IA Marks >
Masters >
Reports >
Language Statistics >
Admit Card >

College Details Sanstha Details Other Details Sanction Subject Teacher Details **Document Upload** Approval Process

DOCUMENT UPLOAD
List Of Document Upload

Document Details Search

Click on "view" button for document View

FILE NAME	STATUS	DOCUMENTS UPLOAD	ACTION
Request Letter/मागणीपत्र	Uploaded	Reupload	View
66/9 Renewal Application / ६६/९ मान्यता वर्धित अर्ज	Uploaded	Reupload	View
First recognition letter copy/ प्रथम मान्यता साक्षात्कृत प्रत	Uploaded	Reupload	View
Previous year recognition renewal letter copy / मागील वर्षीची मान्यता वर्धित केलेबाबत पत्राची छायाप्रत (upload "Nil/ निरंक " if applying for first time)	Uploaded	Reupload	View
Inspection report for last 2 years / मागील २ वर्षांचा तपासणी अहवाल	Uploaded	Reupload	View
Affidavit / घोषणापत्र	Uploaded	Reupload	View

Click here for "Re-upload" Documents

Click On "Pay Now" button for Payment

Items per page: 10 1 - 6 of 6 Go To Page

Pay Now Payment History Bulk Download

v1.0.12

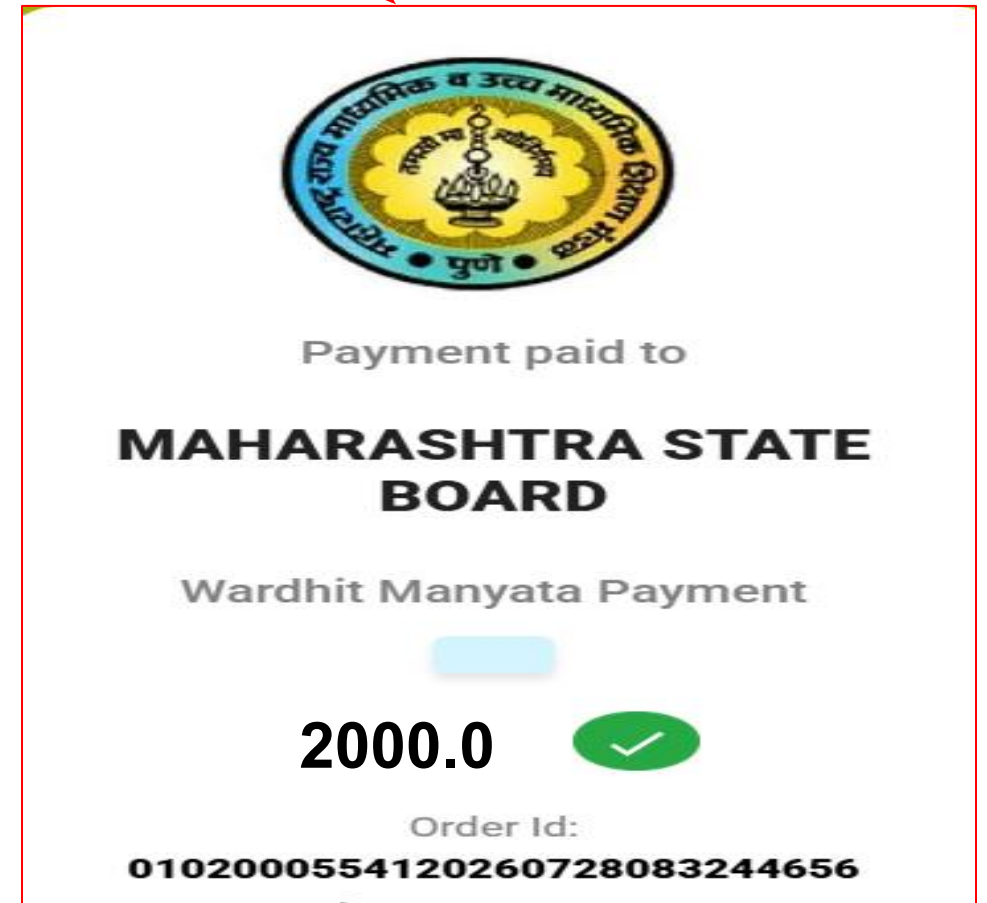
If the payment fails, please try again after some time.

While making the payment, the user will receive either a "**Payment Successful**" or "**Payment Failed**" screen.

Payment Fail
Screen.



Payment
Success Screen.



After a successful payment, the **Payment Receipt** should be generated, and the college user should be able to submit the application to the **Divisional Board**.

The screenshot displays the user interface of the Maharashtra State Board of Secondary & Higher Secondary Education portal. The left sidebar contains navigation links: Dashboard, Application, Profile And Registration, Appointment, Shikshan Sankraman Download, IA Marks, Masters, Reports, Language Statistics, Admit Card, Result, and Terms and Conditions. The main header includes the HSC logo, board name, address, and contact details, along with links for Marathi and English help. The top right corner shows the last date for intermission.

The main content area is titled "DOCUMENT UPLOAD" and includes a "List Of Document Upload" section. A "Document Details" button is present. Below this is a table with the following columns: FILE NAME, STATUS, DOCUMENTS UPLOAD, and ACTION.

FILE NAME	STATUS	DOCUMENTS UPLOAD	ACTION
Request Letter/मागणीपत्र	Uploaded	Reupload	View
66/9 Renewal Application / ६६/९ मान्यता वर्धित अर्ज	Uploaded	Reupload	View
First recognition letter copy/ प्रथम मान्यता साक्षात्कृत प्रत	Uploaded	Reupload	View
Previous year recognition renewal letter copy / मागील वर्षीची मान्यता वर्धित केलेबाबत पत्राची छायाप्रत (upload "Nil/ निरंक " if applying for first time)	Uploaded	Reupload	View
Inspection report for last 2 years / मागील २ वर्षांचा तपासणी अहवाल			
Affidavit / घोषणापत्र			

At the bottom of the page, there are four buttons: "Payment History", "Payment Receipt", "Bulk Download", and "Send To Division Approval". Callouts point to these buttons and the "Document Details" button, providing instructions on how to use them.

- Click here to Check "Payment History"
- Click here to Download "Payment Receipt"
- Click here to download all uploaded documents
- Click here and send the App to Divisional Board