Institute of Human Resources Development

Prajo'e Towers, Vazhuthacaud, Thiruvananthapuram-14.

New Approved Account heads list for IHRD Institutions

(Supplementary list for ver. 1.6)

Sl	Ledger Head	Sub-Group	Accounting Group	Description
1	Exam Expenses-THSLC	Student Expenses	Indirect Expenses	Exam. Expenses related to THSLC examination.
2	Exam Expenses-HSE	Student Expenses	Indirect Expenses	Exam. Expenses related to HSE examination.
3	External Exam Expenses	Student Expenses	Indirect Expenses	Exam. Expenses related to University/JCTE examinations.
4	College Union Expenses	Student Expenses	Indirect Expenses	Expenses related to College Union Election/Inauguration etc.
5	Women Development Cell	Student Expenses	Indirect Expenses	Fee collected from students and for meeting expenditure of Women development cell
6	Remuneration-Project	Remuneration	Indirect Expenses	Remuneration paid to the staff for doing external projects.
7	Document Verification Fee	Misc. Income	Indirect Income	Fee collected from recruiting agencies for Document/student verification by the Institution.
8	Book Bank Scheme(SC/ST)	Misc. Income	Indirect Income	Amount received for book bank scheme from SC/ST dev. Dept.
9	Donation From PTA	Misc. Income	Indirect Income	Donation/ Sponsorship received from PTA
10	Administration Fee Collected	Course Fee	Indirect Income	Administration fee collected from students.
11	University Group Insurance Fee	University	Current Liabilities	University Group Insurance fee collected from students and payable to University
12	University Development Fee	University	Current Liabilities	University Development fund fee collected from students and payable to University
13	University Provisional Cert. Fee	University	Current Liabilities	Provisional Certificate fee collected from students and payable to University
14	University Recognition Fee	University	Current Liabilities	Recognition fee collected from students and payable to University
15	GPF/GIS/SLI Remittance	Receipts(Employee)	Current Liabilities	GPF/GIS/SLI deducted from salary and to be remitted in Treasury

Note: The above new heads can be included in your template using the login account of 'principal'. While creating new ledger heads, please ensure that the Ledger head name & Sub-Group are entered exactly as given above(Please refer "DemoTemplate1.7"). You need to create the above new ledger heads only if it is applicable for your Institution. "DemoTemplate1_7.rar" published along with this list contains all the above heads for reference and practice.

The revised version of "IHRD approved ledger head list ver. 1.7" will contain all the above ledger heads which will be published before March 2013.

Sd/-
Special Officer(IT)