**ABSTRACT**

The first phase of a person’s life is confined mainly by education and training. While progressing from vocational education and training or to higher education one has the opportunity to build their career. During this transitional stage, one may get diverted from their goals and give information which mislead to the parents. Hence, counselling is an important aspect for the students of current technological generation as individual counsellor may remain in contact with all individual students as well as parents. Counselling is a process to have a two way communication with students and to find out their personal attributes. Here, students are allowed to speak whatever they think about their academic environment, the curriculum and their learning progress. So, collecting all necessary information of the student and making their parent’s aware about their life becomes essential nowadays. Student Counselling Management System (SCMS) is developed to enhance counselling process. Current system maintains their records in MS Excel & Microsoft Word document, however it is not possible to maintain the data from multiple system in multi user environment. There is a possibility of lot of duplication and chances of mistake. Whenever some records are changed, counsellors need to update each and every documents. Also, there is no option to find and print previously saved records. Manual record maintenance also face various problems like no security; anybody can access any report and with sensitive data, also no summary is available for saved records. SCMS will simplify the process and reduce the manual paper work. It is used to smoothen the work of each counsellor who are facing problems currently, and making complete automization of manual process to computerized system.