DU services system

It is such a system where students get services easily . Services are (Testimonial processing, Language certification etc). As these processes are manual till now in our campus. So I want to build an online system for these purposes.

It will be a web application.There are two types of users in this system. These are Admin and applicant/student. Students can choose which service he/she needs. Then he/she enter into the application by giving his/her Personal details into the Application form. Students should give his Name, Father's Name, Mother's Name, University Registration Number, Date of Birth, Phone, Session,Department, Current year for the application. After completing his details, they transact the money with bKash.
There are two types of admin .Super admin and normal admin..
Normal admin would be admin controller from each department. They control their tasks department wise.. Like approve applications and give certificates etc.
Admin can see the details of applicants. Admin can accept or reject the application. Applicant will inform about his application's status. Admin accept the application and inform the applicant for taking his testimonial copy/certificates.