Government of Maharashtra
State Common Entrance Test Cell

305, Government Polytechnic Campus,
49 Kherwadi, Ali Yawar Jung Marg,
Bandra (E), Mumbai- 400 051 (M.S.)
Contact No. : 022 – 2647 6034 / 2647 6037
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Website: http://www.mahacet.org
http://www.dtemaharashtra.gov.in

Information Brochure

For Admission to

Undergraduate Technical Courses

(First Year of Engineering and Technology, Pharmacy,
Pharm D., Architecture, Hotel Management & Catering
Technology
and
Direct Second Year of Engineering and Technology and
Pharmacy)

For the Academic Year
2016-17

Index

1. Introduction,-

In exercise of the powers conferred by section 23 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015), the Government of Maharashtra has notified the rules to regulate the admissions to the **First and Direct Second Year of Full Time Professional Undergraduate Technical Courses** (Engineering and Technology, Pharmacy, Pharm D., Architecture , Hotel Management and Catering Technology). These rules are called the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions to the Full Time Professional Undergraduate Technical Courses) Rules, 2016. This brochure gives information regarding the eligibility and rules of admission for these courses to first year of various technical professional undergraduate degree courses in the State of Maharashtra. This also provides information about invitation of applications for admission, preparation of merit list, distribution of seats, details of reservation, various rounds and stages of Centralised Admission Process (CAP), admissions in Institutional Quota seats and vacant seats after CAP, supernumerary seats, refund of fees, etc.

These rules are also applicable for admissions in Government and Government Aided professional educational institutions vide Government Resolution of Higher & Technical Education Department No. TEM-2016/CR 536/TE-4 Dated 15th March 2016.

2. Definitions.-

(a) "Act" means the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. Act XXVIII of 2015);

(b) "Admission Reporting Centre" means a centre where the Candidate shall report for confirmation of admission by submission of documents and payment of fees;

(c) "All India Seats" means seats available to an eligible Indian National Candidate;

(d) "Application Form" means prescribed form filled up online by the Candidate for admission;

(e) "Autonomous Institution" means the institution to which autonomy is granted by the University Grants Commission;

(f) "CAP Seats" means the seats filled in through the centralized process of admission carried out by the Competent Authority;

(g) "Competent Authority" means the Commissioner of State CET appointed by the Government under section 10, for conducting CET through CAP for the admissions into Private Professional Educational Institutions;

(h) "Courses" means the undergraduate technical courses in Engineering and Technology, Pharmacy, Architecture and Hotel Management and Catering Technology;

(i) "Eligible Candidates" means the candidates who are eligible for different professional courses as notified by the Government, from time to time under sub-section (1) of section 3 of the Act;

(j) "Facilitation Centre" means a centre where the facilities like sale of application kits, filling online forms, verification of documents and

grievances, etc, are provided ;

(k) "Home University (HU)" means the university area as specified in rule 5(1)herein;

(l) "HSC" means the Higher Secondary School Certificate (Standard XII) examination conducted by Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by a recognised Boards;

(m) "Institutional Quota" means seats available for admission to eligible Candidates at Institution level as declared by the Government or appropriate authority from time to time;

(n) "*Inter-Se-Merit*" means the order of merit in respect of various classes/category of Candidates;

(o) "JEE Main" means the Joint Entrance Examination conducted by the Central Board of Secondary Education, New Delhi for the concerned academic year;

(p) "Minority Quota" means seats earmarked for the Minority Community students from within the State, belonging to the Minority Community to which the institution belongs;

(q) "Non-Autonomous Institution" means those institutions which are not 'Autonomous Institutions';

(r) "Overseas Citizen of India (OCI)" means a candidate/person registered as an Overseas Citizenship of India as declared by the Central Government under section 7A of the Citizenship Act 1955 and includes Persons of Indian Origin (PIO).

Explanation: For the purposes of this clause, all the existing Persons of Indian Origin (PIO) cardholders registered under notification of the Government of India, Ministry of Home Affairs No. F. No. 26011/04/98- F. I dated 19th August 2002 and shall now be deemed to be Overseas Citizens of India (OCI) card holders by virtue of Notification of Government of India, Ministry of Home Affairs, No. 25024/9/2014-F.I. Dated 9th January, 2015;

(s) "OHU" means the area Outside Home University area;

(t) "Qualifying Examination" means examinations on the basis of which a candidate becomes eligible for admission or its equivalent examination;

(u) "SSC" means the Secondary School Certificate (Standard X) examination conducted by Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by a recognised Boards;

(v) "Supernumerary Seats" means seats which are over and above the Sanctioned Intake approved by the appropriate authority and the Government, from time to time;

(w) "TFWS" means Tuition Fee Waiver Scheme.

3. Invitation of Application.– The Candidates seeking admissions to the professional courses for the seats provided in -

(a) 7(1)-**Maharashtra State Candidature Seats**,7(2)- **All India Candidature Seats**, 7(3)- **Minority Quota Seats** and 7(5)(b)- **Supernumerary Seats for Jammu and Kashmir Migrant Candidature**- For these seats the candidates shall apply to the Competent Authority for admission through Centralised Admission Process(CAP).

(b) 7(4)- **Institutional Quota Seats-** For these seats the candidates shall first/initially apply to the Competent Authority, who shall prepare Merit List of all such applicants, to enable the institutions to give admissions to such applicants on the basis of inter-se merit, as specified by the appropriate authority.

(c) 7(4)- **Institutional Quota Seats** and 7(5)(a) **Supernumerary Seats for OCI/ PIO, Foreign Students and the children of Indian Workers in Gulf Countries Candidates -** For these seats the candidates after applying to the Competent Authority shall thereafter apply to the concerned institution for admission at Institution level and the Institution shall give admission on the basis of inter-se merit in the Merit List prepared by the Competent Authority. **It is pre-requisite and mandatory to apply to the Competent Authority to be eligible for admission under this quota**.

The Candidate should submit the necessary Certificates issued by the concerned Appropriate Authority, along-with the application, in the given Proforma. The list of documents to be submitted is given in 18 of this Information Brochure.

4. Role of Competent Authority and its representatives in the process of Admission.-

a) The Competent Authority, the Commissioner of State Common Entrance Test Cell, Maharashtra State, shall be the authority for Centralised Admission Process and shall direct the students as per their allotment through CAP to all institutions i.e. Government, Government Aided, University Department, University Managed Colleges, Dr. Babasaheb Ambedkar Technological University, Lonere (BATU) & Institute of Chemical Technology (ICT), Mumbai and Unaided Private Professional Educational Institutions.

b) The Competent Authority shall deal with the representations received from the candidates pertaining to allotment and admissions as Grievance Redressal Authority.

c) All the decisions taken in relation to Admission to First/ Direct Second Year of courses, by the Competent Authority shall be final and binding on all concerned

4.1 Jurisdiction of the Universities :

The following table shows the details about the Home Universities in Maharashtra State along with their Head Quarters and their Jurisdiction.

The Director, Technical Education shall act as a Nodal Officer to carry out the admissions under the supervision & control of the Competent Authority.

S. No	Home University	District of Jurisdiction	Representative of Nodal Officer at Regional Level
1.	Dr. Babasaheb Ambedkar Marathwada University	Aurangabad, Beed, Jalna, Osmanabad	The Joint Director of Technical Education, Regional Office, Osmanpura, Station Road, Aurangabad–431005
2	Swami Ramanand Teerth Marathwada University, Nanded	Hingoli, Latur, Nanded,Parbhani	

3	Mumbai University	Mumbai City, Mumbai Suburban, Ratnagiri, Raigad, Palghar Sindhudurg , Thane	The Joint Director of Technical Education, Regional Office, Govt. Polytechnic Campus, 49-Kherwadi, Aliyawar Jung Marg, Bandra (E), Mumbai-400 051
4	North Maharashtra University	Dhule,Jalgaon, Nandurbar	The Joint Director of Technical Education, Regional Office, Govt. Polytechnic Campus, Sumangaon Road, Nashik Road, Nashik-422101
5	Savitribai Phule Pune University	Ahmednagar, Nashik,	
		Pune	The Joint Director of Technical Education, Regional Office, E-412, Bahirat Patil Chowk, Shivaji Nagar, Pune – 411 016.
6	Shivaji University	Kolhapur, Sangli, Satara	
7	Solapur University	Solapur	
8	Sant Gadge Baba Amravati University	Akola, Amravati, Buldana, Washim, Yavatmal	The Joint Director of Technical Education, Regional Office, Govt. Polytechnic Campus, V.M.V.Road, Amravati – 444 603.
9	Rashtrasant Tukdoji Maharaj Nagpur University	Bhandara, Gondia, Nagpur, Wardha	The Joint Director of Technical Education, Regional Office, Government Polytechnic Campus, Mangalwari Bazar, Sadar, Nagpur – 440 001.
10	Gondwana University	Chandrapur, Ghadchiroli	
11	SNDT Women's University	Entire Maharashtra	Director, Technical Education Mumbai

5. Candidature Type.-

5(1) Maharashtra State Candidature.- A Candidate can claim only one type of Maharashtra State Candidature Type i.e. from Type A to E.

Type	Eligibility Criterion	Home University
Type-A	**(a) For First Year:-** (i) Candidates passing **SSC** and also **HSC or Diploma in Engineering or Bachelor of Science** Examination from a recognised institution in Maharashtra State; (ii) Candidate who is either **Domicile** of Maharashtra and/or is **born** in Maharashtra; **(b) For Direct Second Year:-** (i)(1)For Engineering.- Candidates passing **SSC** or **HSC** and also **Diploma in Engineering or Technology** or **Bachelor of Science** or its equivalent from a recognised institution in Maharashtra State; (2) for Pharmacy.- Candidates passing **HSC** and **Diploma in Pharmacy** from a recognised institution in Maharashtra State; (ii) Candidate who is either **Domicile** of Maharashtra and/or is **born** in Maharashtra.	Place of passing of Qualifying Examination falling within the jurisdiction of the respective University area.
Type-B	A Candidate who does not fall in Type-A above, but who or whose Father or Mother is domiciled in the State of Maharashtra and possess Domicile Certificate.	Place of Domicile Certificate issuing authority falling within the jurisdiction of the respective University area.
Type-C	A Candidate who does not fall in either Type-A or Type-B but whose Father or Mother is an employee of the Government of India or Government of India Undertaking and who has been posted and reported to duty in Maharashtra State before the last date for submission of Application Form for CAP.	Place of posting of Father or Mother of Candidate falling within the jurisdiction of the respective University area.

Type-D	A Candidate who does not fall in any of the above Type-A, Type B and Type-C but whose Father or Mother is an employee or retired employee of the Government of Maharashtra or Government of Maharashtra Undertaking.	Place of posting of Father or Mother of Candidate or the place of settlement of the Father or Mother if retired or the place of last posting if deputed outside Maharashtra falling within the jurisdiction of the respective University area.
Type-E	(a) For First Year-Candidates passing **SSC** and/or **HSC** Examination from a recognised institution located in a **disputed Maharashtra Karnataka Border Area** and whose Mother tongue is **Marathi**. (b) For Direct Second Year- Candidates passing **SSC** and/or **HSC** Examination and also **Diploma in Engineering and Technology or Pharmacy** or its equivalent from a recognised institution from a **Disputed Maharashtra Karnataka Border Area** and whose Mother tongue is **Marathi**.	Candidate shall be considered for the **Outside Home University** or **State Level Seats.**

5(2) All India Candidature.-The Candidates having Indian Nationality are eligible under this Category.

5(3) Minority Candidature.- The Maharashtra domiciled Candidate belonging to a particular Linguistic or Religious Minority Community from within the State and as notified by the Government are eligible under this Category.

5(4) NRI Candidature.-The Candidate who fulfils the conditions as defined in clause (n) of section 2 of the Act are eligible under this Category.

5(5) Foreign Student or OCI or PIO Candidature.-The Foreign Student Candidates, as defined in clause (i) of section 2 of the Act, the Overseas Citizen of India (OCI) candidate, as defined under clause (q) of rule-2 and Persons of Indian Origin (PIO) as defined in clause (o) of Section 2 of the Act are eligible under this Category.

5(6) Jammu and Kashmir Migrant Candidature.-

(a) The children of citizens, who are displaced from Jammu and Kashmir to any part of India or from unsafe border area of Jammu and Kashmir to a relatively safer place in Jammu and Kashmir from 1990 onwards due to terrorist activities; or

(b) The children of officers belonging to Indian Administrative Services (IAS) or Indian Police Services (IPS) or Indian Foreign Services (IFS) and children of staff belonging to military and paramilitary forces transferred to Jammu and Kashmir to combat terrorist activities and joined the post on or before the last date for submission of application for admission; or

(c) The children of staff and officers of Jammu and Kashmir police engaged in combating terrorism are eligible under this category;

6. *Sanctioned Intake and Supernumerary Seats for various Courses.-*

6(1) The Sanctioned Intake for First Year Degree Course, Direct Second Year (Lateral entry) and Direct Second Year separate division Degree Courses shall be as per the approval given by the authority which is competent for giving approval to respective courses and affiliation given by the respective affiliating University before cut-off date as laid down for that year.

The Institute Information, Courses and the Sanctioned Intake displayed on the web site of the Competent Authority shall be treated as authentic for admissions for the year 2016-17. Candidates shall refer the web site for the revised and final Institute Information before filling the Option/Preference Form.

For admission to Direct Second Year (Lateral entry), the number of seats available shall be calculated as given in **Schedule - II**.

6(2) The supernumerary seats shall be available to the Institutions as approved by the appropriate authority, from time to time.

7. **Allocation of Seats.-**The percentage of allocation of seats for various types of candidates in the Home University, Other than Home University and State Level shall be in accordance with the policy of the Government as specified in **Schedule-I** for First Year and **Schedule –II** for Direct Second Year of various Under Graduate Courses.

7(1) Maharashtra State Candidature Seats.- The Candidates having Maharashtra State Candidature as specified in 5(1), shall be eligible for these seats.

7(2) All India Candidature Seats.-The Candidates having Candidature as given in 5(2) shall be eligible for these seats.

7(3) Minority Quota Seats.-The Candidates having Candidature mentioned in 5(3) shall be eligible for these seats as specified in **Schedule-I** and **Schedule-II**. These seats shall be filled in accordance with the provisions of sub-section (2) of section 6, of the Act.

7(4) Institutional Quota Seats.- The Institution can admit Eligible Candidates against 20 % of the Sanctioned Intake, subject to following conditions.-

(i) The Candidates having Candidature mentioned in 5(1), 5(2) 5(3), 5(4) and 5(6) shall be eligible for these seats;

(ii) The maximum 5% seats may be filled in from the NRI Candidates, if it is approved by the Appropriate Authority, at the Institution level.

(iii) If the seats reserved for NRI quota remains vacant, those vacant seats may be filled in by the Institution, from the Eligible Candidates of All India Candidature;

Provided that while filling these vacant seats the preference shall be given to the Maharashtra State Candidature Candidates on the basis of *Inter-Se-Merit*.

7(5) Supernumerary Seats for,-

(a) OCI/ PIO, Foreign Students and the children of Indian Workers in Gulf Countries (CIWGC) Candidates.-

(i) The Candidates having candidature as given in 5(5) and the children of Indian Workers in Gulf Countries shall be eligible for these supernumerary seats.

(ii) These seats shall be subject to the maximum of 15% of the Sanctioned Intake seats or as prescribed by the appropriate authority, from time to time. Out of 15% seats, one third shall be reserved for the children of Indian Workers in Gulf Countries and two third seats shall be reserved for OCI / PIO or Foreign Students candidates.

(iii) These seats shall be filled in by the institution on the basis of Inter-*Se-Merit* of candidates as given in 8.

(iv) Candidates fulfilling the eligibility criteria for Foreign Nationals/ PIOs/Children of Indian workers in the Gulf countries/ **Child or Ward of NRI** shall send their applications to **The Director, College of Engineering, Shivaji Nagar, Pune-411005**.

(b) Jammu and Kashmir Migrant Candidature:
(i) These seats shall be filled in by the Competent Authority.
(ii) The Candidates having candidature as given in 5(6) shall be eligible for these seats.
(ii) The number of seats for this quota shall be as per the policy of the Government.

(c) Tuition Fee Waiver Scheme (TFWS) Seats:

(I) Scheme
(i) These seats shall be filled in by the Competent Authority.
(ii) The scheme shall be mandatory for all Technical Institutions offering Bachelor programs and lateral entry (Separate Division) to these programs that are approved by the All India Council for Technical Education.
(iii) Seats up to maximum 5 percent of sanctioned intake per course shall be available. These seats shall be supernumerary in nature and will be available to such courses in an Institute where a minimum of 30% of sanctioned seats in the respective courses are filled up **in respective CAP Round. For calculation of 30%, the Institutional Quota seats retained by institute for the course shall be considered as completely filled.**
(iv) The Waiver is limited to the tuition fee as approved by the State Level Fee Regulation Authority for unaided Institutions and by the Government for the Government and Government Aided Institutions. All other fee except tuition fees shall be paid by the beneficiary.
(v) The Candidates admitted under this scheme shall not be allowed to change Institution/course at any stage under any circumstances.
(vi) These seats shall be available for admission to First Year of Engineering & Technology and Hotel Management & Catering Technology courses as well as in Direct Second Year Engineering and Technology (Separate Division).

(II) Eligibility
(i) Only Maharashtra State Candidature candidates are eligible for these seats

(ii) Eligible Maharashtra State Candidates having their parent's annual income less than Rs.6.00 Lakhs from all sources shall only be eligible for these seats. The candidate shall submit Income certificate issued by Appropriate Authority.

(III) Admissions Procedure

These seats are allotted by the Competent Authority as per inter-se merit. For this purpose the Competent Authority shall invite applications, prepare a separate merit list for this category by following the same criteria as for Maharashtra State Candidature Candidates. In the event of non-availability of students in this category the same shall not be given to any other category of applicants.

(d) Jammu and Kashmir Candidates and North East States:

(i) The admission to the candidates as per *Prime Minister's Special Scholarship Scheme (PMSSS) for the students belonging to Jammu and Kashmir Candidates* and *the scheme of Government of India of allocation of supernumerary seats in AICTE approved colleges to North Eastern States and UTs (NEUT) which lack in such facilities of technical education* shall be done by the competent authority appointed by the Central Government as per their eligibility criteria.

(ii) The Fees shall be as that of for the Non Autonomous Government Institutes.

7(6) Reservations:

All the reservations given below shall be applicable to **candidates belonging to Maharashtra State only** subject to the fulfilment of the eligibility criteria specified by respective authorities from time to time.

(a) Reservation for Backward Class category Candidates:

The percentage of seats reserved for candidates of backward class categories belonging to Maharashtra State is as given below. The percentage of reservation is the percentages of the seats available for Maharashtra candidates, coming under the CAP. Backward class candidates shall claim the category to which they belong to at the time of submission of application form for CAP.

Sr.No.	Category of Reservation	Percentage of seats Reserved
01	Scheduled Castes and Schedule Caste converts to Buddhism (**SC**)	**13.0 %**
02	Schedule Tribes (**ST**)	**7.0%**
03	Vimukta Jati (VJ)/De Notified Tribes(**DT**) (**NT-A**)	**3.0%**
04	Nomadic Tribes 1 (**NT-B**)	**2.5%**
05	Nomadic Tribes 2 (**NT-C**)	**3.5%**
06	Nomadic Tribes 3 (**NT-D**)	**2.0%**
07	Other Backward Classes (**OBC**)	**19.0%**
	Total	**50.0%**

(b) Reservation for sons/daughters of Defence service personnel:

Five percent (5%) seats of the total sanctioned intake of an institute, subject to a maximum of five (5) seats in each institute coming under CAP shall be reserved for Children of ex- service personnel who are Domiciled in Maharashtra State (DEF-1), Children of active service personnel who are Domiciled in Maharashtra State (DEF-2), Children of active service personnel (DEF-3) Who are transferred to Maharashtra State but are not domiciled in Maharashtra State, or Who are not domiciled in Maharashtra State but their families are stationed in Maharashtra State under the provision of retention of family accommodation at the last duty station on grounds of children's education provided further that, such candidate should have appeared and passed the HSC examination from a school/college situated in the State of Maharashtra.

(i) These seats are within the sanctioned intake and are available as **State Level seats**.

(ii) A combined single merit list of all eligible DEF1, DEF2 and DEF3 candidates shall be prepared.

(iii) Candidates claiming these seats shall produce additional documents in Proforma C, D and/or E as applicable.

(iv) This provision is NOT available to the children of **CIVILIAN STAFF** who is working /who has worked in the Indian Defence Service.

(c) Reservation for Persons with Disability Candidate:

Three percent (3%) seats of total sanctioned intake of all the Institutions under CAP shall be reserved for Candidates with Disability.

(i) 1% seats for Visually impaired (blind) candidates (P1),

(ii) 1% seats for Speech & hearing impaired (deaf & dumb) candidates (P2),

(iii) 1% seats for Orthopedic disorders, learning disabilities, Dyslexia, Dyscalculia, Dysgraphica, Spastic (P3)

The allotment of seats reserved for the Candidates with Disability shall be done on the basis of an inter-se merit of respective type of handicap of such candidates. **These seats are available in HU / SL seats for Maharashtra domiciled candidates.**

The candidates claiming reservation under this category shall submit the certificates strictly as per the Proforma– F/F-1.

Note:-

Candidates with Disability should note that on admission to degree course they will not be given any exemptions or additional facility in the academic activities other than those which may be provided by the respective Universities.

7(7) Eligibility Criterions:

Year and Course	Eligibility conditions and requirements for admissions
First Year - Engineering / Technology	**(1) Maharashtra State Candidature Candidate.-** (i) The Candidate should be an Indian National; (ii) Passed HSC or its equivalent examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry or Biotechnology or Biology or Technical or Vocational subjects, and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only) in the above subjects taken together; **Or** (ii) Passed Diploma in Engineering and Technology and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only); **Or** ii) Passed B.Sc. Degree from a Recognised University as defined by UGC and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only); (iii) Obtained score in MHT-CET 2016 conducted by the Competent Authority. **(2) All India Candidature Candidates, Jammu and Kashmir Migrant Candidature Candidates.-** (i) The Candidate should be an Indian National; (ii) Passed HSC or its equivalent examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry or Biotechnology or Biology or Technical or Vocational subjects and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only) in the above subjects taken together; **Or** (ii) Passed Diploma in Engineering and Technology and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only); **Or** ii) Passed B.Sc. Degree from a Recognised University as defined by University Grants Commission and obtained at least 50% marks (at least 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra State only); (iii) Obtained score in MHT-CET 2016 or JEE Main Paper I.

First Year-Engineering / Technology	**(3) Children of NRI / OCI / PIO, Children of Indian workers in the Gulf countries, Foreign National.-** The candidate should have passed the HSC or its equivalent examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry or Biotechnology or Biology or Technical or Vocational subjects, and obtained at least 50% marks;

Direct Second Year (Lateral Entry)- Engineering /Technology	**For Maharashtra State Candidature Candidate and All India Candidature Candidate,-**
	
	(i) The Candidate should be an Indian National;
	(ii) Passed Diploma Course in Engineering and Technology with at least 45% marks (40% marks in case of candidates of backward class categories and Persons with Disability belonging to Maharashtra State only) in appropriate branch of Engineering and Technology from an All India Council for Technical Education or Central or State Government approved Institution or its equivalent;
	  Or
	(ii) Passed B.Sc. Degree from a University Grants Commission (UGC) or Association of Indian Universities recognized University with at least 45% marks (40% in case of candidates of Backward class categories and Persons with Disability belonging to Maharashtra State only) and passed HSC with Mathematics as a subject.
	    Provided that students belonging to this category shall clear the subjects of Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the first year Engineering Program along with second year subjects.

First Year - Pharmacy	**Maharashtra State Candidature Candidates and All India Candidature Candidates.-** (i) The candidate should be an Indian National; (ii) Passed HSC or its equivalent examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics or Biotechnology or Biology and obtained at least 45% marks (at least 40% marks in case of candidates of Backward class categories and Persons with Disability belonging only to Maharashtra State) in the above subjects taken together ; (iii) Obtained Score in MHT-CET 2016.

Direct Second Year (Lateral Entry),- Pharmacy	**For Maharashtra State Candidature Candidate and All India Candidature Candidate,-** (i) The Candidate should be an Indian National; (ii) Passed Diploma Course in Pharmacy with at least 45% marks (at least 40% marks in case of candidates of Backward class categories and Persons with disability belonging to Maharashtra State only) from an All India Council for Technical Education or Pharmacy Council of India or Central or State Government approved Institution or its equivalent.
First Year- Pharm D.	**Maharashtra State Candidature and All India Candidature Candidates,-** (i) The candidate should be an Indian National; (ii) Passed HSC or its equivalent examination with subjects Physics and Chemistry as compulsory subjects along with one of the Mathematics or Biotechnology or Biology and obtained at least 50% marks (at least 45% marks in case of candidates of Backward class categories and Persons with Disability belonging only to Maharashtra State) in the above subjects taken together ; **Or** (ii) Passed Diploma Course in Pharmacy from institutes affiliated to State Board and having approval of competent central authority and State Government and obtained at least 50% marks (at least 45% marks in case of candidates of Backward class categories and Persons with Disability belonging only to Maharashtra State); (iii) The candidate should have obtained at least 50% marks in the MHT-CET 2016;

| First Year- Architecture | **(1) Maharashtra State Candidature Candidate, All India Candidature Candidate, Jammu and Kashmir Migrant Candidate.-**

(i) The Candidate should be an Indian National;

(ii) Passed HSC or its equivalent with Mathematics and obtained at least 50% marks in aggregate (at least 45% marks in aggregate in case of candidates of Backward class categories and Persons with Disability belonging to Maharashtra state only) ;

<center>**Or**</center>
(ii) Passed (10+3) Full time Diploma examination recognized by All India Council for Technical Education or Central or State Government or its equivalent examination and obtained at least 50% marks in aggregate (at least 45% marks in aggregate in case of candidates of Backward class categories and Persons with Disability belonging to Maharashtra state only) with Mathematics as compulsory subject;

(iii) The Candidate should have obtained at least 40% marks at National Aptitude Test in Architecture (NATA), conducted by the Council of Architecture;

(2) Children of NRI / OCI / PIO, Children of Indian workers in the Gulf countries, Foreign National.-

The Candidate should have passed the HSC or its equivalent examination with Mathematics and obtained at least 50% marks in aggregate;

<center>**Or**</center>
Candidate should have passed Full time Diploma (10+3) examination recognized by All India Council for Technical Education or Central or State Government or its equivalent examination and obtained at least 50% marks in aggregate; |
| First Year - Hotel Management and Catering Technology | **(1) Maharashtra State Candidature Candidate and All India Candidature Candidate,-**

(i) The Candidate should be an Indian National;

(ii) Passed HSC or its equivalent examination and obtained at least 45% marks in aggregate (at least 40% marks in aggregate for backward class category and Persons with Disabilities candidates belonging to Maharashtra state only);

(iii) Obtained score at MAH-B.HMCT-CET 2016.

(2) Children of NRI / OCI / PIO, Children of Indian workers in the Gulf countries, Foreign National.-

Passed HSC or its equivalent examination and obtained at least 45% marks in aggregate. |

Note :

(a) **Eligibility criteria for Candidates belonging to Persons with Disability:**
In addition to the basic qualification mentioned above, candidate who is suffering from any one of the following permanent disability is eligible to seek admission against seats reserved for Persons with Disability candidates (i.e. Candidate who is visually impaired (blind) Candidate type- P1, Candidate who is speech & hearing impaired (deaf & dumb) Candidate type- P2, Candidate who has orthopaedic disorders, learning disabilities, Dyslexia, Dyscalculia, Dysgraphica, Spastic Candidate type -P3), provided they submit a certificate (Proforma F/F-1) clearly stating that the extent of disability is more than 40% and the disability is of permanent nature.

(b) **Admission to Mining Engineering course:**
Female candidates are not eligible for admission to Mining Engineering course.

8. *Preparation of Merit List.-*

8(1) *Assignment of merit number.-* All the eligible Candidates who have submitted Application Form on or before the last date specified for the submission of Application Form for Admission through CAP shall be assigned a merit number. The merit list shall be prepared on the basis of score obtained by adding CET score.

8(2) *Change of Marks due to verification.-*If the marks in the qualifying examination are modified due to verification and the same is duly certified by the concerned Competent Authority or Board, the same shall be reported to the Competent Authority for admission through CAP or its designated representatives immediately. However the effect of such change will be taken into consideration only for the subsequent round (s) of admission.

8(3) *Method of calculating marks at qualifying examination for deciding eligibility.-*While deciding the eligibility of the Candidates following procedure shall be adopted,-

(a) The percentage of marks shall be calculated by rounding off to two places after decimal and if the percentage of marks comes out to be 44.50% to 44.99% then it shall be rounded to 45% and if the percentage of marks comes out to be 44.01% to 44.49% shall be rounded to 44% for deciding the eligibility.

(b) In case the maximum marks in an individual subject is other than 100, convert the marks out of 100 for individual subject without rounding, If sum of the converted marks of individual subjects without rounding off works out to be a figure with fraction then fraction up to two decimal places shall only be considered for calculation of percentage of marks considering maximum marks as 300 and, If the percentage comes in fraction, then rounding off shall be done as above to decide the eligibility.

(c) If letter grades are assigned at SSC, HSC, Diploma, Bachelor of Science or its equivalent examination, the Candidate must submit the certificate of conversion of letter grades into equivalent marks from the concerned Competent Authority or Board at the time of submission of Application Form. The eligibility shall be decided on the basis of equivalent marks.

(d) If the Candidate reappears for the qualifying examination with all subjects then the marks obtained in the latest examination shall only be considered.

8(4) *Assignment of Merit Number for various Courses.-*

(a) *For admission to First Year Engineering and Technology.-*	(i)The merit list for the Candidates at 5(1), 5(2), 5(3) and 5(6), shall be prepared on the basis of marks or score secured by the Candidate in the CET conducted by the Competent Authority or marks or score secured in any other examination conducted by the concerned appropriate authority for the purpose of admission to these Courses.
	Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-
	(a) higher marks in Mathematics at CET;
	(b) higher marks in Physics at CET;
	(c) higher percentage of marks in Board or qualifying examination for Physics, Mathematics and Chemistry taken together ;
	(d) higher percentage of marks in the subject Mathematics at HSC;
	(e) higher percentage of marks in the subject Physics at HSC ;
	(f) higher percentage of marks in Aggregate at HSC.
	(ii) The merit list for the NRI /OCI / PIO and Foreign Students Candidates stated at 5(4) and 5(5) shall be prepared on the basis of the percentage of marks in the subjects Physics, Chemistry and Mathematics added together at Qualifying examination:
	Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-
	(a) higher percentage of marks in Board or qualifying examination for Physics, Mathematics and Chemistry taken together;
	(b) higher percentage of marks in the subject Mathematics at HSC;
	(c) higher percentage of marks in the subject Physics at HSC ;
	(d) higher percentage of marks in Aggregate at HSC.
(b) *For admission to Direct Second Year Engineering and Technology.-*	The merit list shall be prepared on the basis of marks obtained by the Candidate, on the basis of which Diploma / Degree is awarded by the examining authority:
	Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,-
	(a) higher percentage of marks in SSC;
	(b) higher percentage of marks in Mathematics at SSC;
	(c) higher percentage of marks in Science at SSC;

	(d) higher percentage of marks in English at SSC.
(c) *For Admission to First Year Pharmacy.-*	The merit list for the Candidates at 5(1), 5(2), 5(3) and 5(6) shall be prepared on the basis of marks or score secured by the Candidate in the CET conducted by the Competent Authority or marks or score secured in any other examination conducted by the concerned appropriate authority for the purpose of admission to these Courses. Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,- (a) higher marks in Mathematics or Biology at CET; (b) higher marks in Physics at CET; (c) higher percentage of marks in Physics, Mathematics and Chemistry added together at Board or qualifying examination ; (d) higher percentage of marks in the subject Mathematics or Biology at HSC; (e) higher percentage of marks in the subject Physics at HSC; (f) higher percentage of marks in aggregate in HSC.
(d) *For Admission to Direct Second Year Pharmacy.-*	The merit list shall be prepared on the basis of marks obtained by the Candidate on the basis of which Diploma is awarded by the examining authority: Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,- (a) higher percentage of marks in Physics at HSC; (b) higher percentage of marks in Chemistry at HSC; (c) higher percentage of marks in SSC; (d) higher percentage of marks in Science at SSC.
(e) First Year Hotel Management and Catering Technology.-	(i) The merit list for the Candidates at 5(1), 5(2), 5(3) and 5(6) shall be prepared on the basis of marks or score secured by the Candidate in the CET conducted by the Competent Authority (MAH-B.HMCT-CET-2016) or marks or score secured in any other examination conducted by the concerned appropriate authority for the purpose of admission to these Courses. Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,- (a) higher percentage of marks in HSC or its equivalent ; (b) Candidates having passed HSC with Science; (c) Candidates having passed HSC with Home Science;

	(d) Candidates having passed HSC with Minimum Competency Vocational Course;
	(e) Candidates having passed HSC with Commerce.
	(ii) The merit list for the Candidates at 5(4) and 5(5 shall be prepared on the basis of the Higher percentage of marks at HSC or its equivalent:
	Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-
	(a) Candidates having passed HSC with Science;
	(b) Candidates having passed HSC with Home Science;
	(c) Candidates having passed HSC with Minimum Competency Vocational Course;
	(d) Candidates having passed HSC with Commerce.
(f) For admission to First Year Architecture.-	(i) The merit list for the Candidates at 5(1), 5(2), 5(3) and 5(6) shall be prepared on the basis of marks or score secured by the Candidate in the CET conducted by the Competent Authority or marks or score secured in any other examination conducted by the concerned appropriate authority by giving 50% weightage to CET Score and 50% weightage to HSC aggregate Marks for the purpose of admission to these Courses: Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,-
	(a) higher marks in the CET;
	(b) higher percentage of marks in Mathematics at SSC;
	(c) higher percentage of aggregate marks in SSC.
	(ii) The merit list for the Candidates at 5(4) and 5(5) shall be prepared on the basis of the higher percentage of marks at HSC or its equivalent: Provided that, in case of tie, the relative merit of different Candidatures shall be resolved in the following order of preference and the methodology as specified below,-
	(a) higher percentage of marks in Mathematics at SSC;
	(b) higher percentage of aggregate marks in SSC.

9. Centralised Admission Process (CAP).–

9 (1) The Unaided Private Professional Educational Institution shall admit Candidates through the Centralised Admission Process (CAP) as referred in sub-section (3) of section 3 of the Act. The Government, Government Aided and University Department shall also admit the candidates through CAP. The stages of CAP shall be as stated below,-

(a) Display or Publishing of Information Brochure by the Competent Authority. The Information Brochure shall be published on the website of the Competent Authority and the hard copy shall also be provided to candidates on producing the original Hall Ticket of the CET conducted by Competent Authority or at the time of purchasing the Application Kit for Admission.

(b) Filling Online Application Form by Candidate for participation in the Centralised Admission Process.

(i) **For First Year Engineering and Technology, Pharmacy, Pharm D., Hotel management & Catering Technology**: All the aspiring candidates shall fill in the Online Application Form for admission through their login which is provided to them at the time of applying to the Common Entrance Test conducted for that course.

For admissions to first year Engineering and Technology, the eligible candidates aspiring for admission on the basis of JEE (Main) Paper 1 (who could not register for MHT-CET 2016) should apply, by paying required fees, through CAP under All India Seats or to be eligible for admission under Institutional Quota seats.

(ii) For First and Direct Second Year Engineering and Technology and Pharmacy and First Year Architecture: The eligible candidates are required to purchase the Application Kit from the nearest Facilitation Centre on payment in Cash as given below -

Admission	General Category Candidates , Outside Maharashtra State Candidate and Children of Indian workers in Gulf Countries	Reserved Category candidates from Maharashtra State and Persons with Disability candidates from Maharashtra	Children of NRI / OCI / PIO, Foreign National
First Year Engineering and Technology (Only JEE Candidates)	Rs. 800/- (Online Payment Only)	Rs. 600/- (Online Payment Only)	Rs. 5,000/- (Online Payment Only
First Year Architecture	Rs. 700/-	Rs. 500/-	Rs. 5,000/- (Online Payment Only
Direct Second Year Engineering and Technology	Rs. 500/-	Rs. 400/-	Rs. 5,000/- (Online Payment Only
Direct Second Year Pharmacy	Rs. 500/-	Rs. 400/-	Rs. 5,000/- (Online Payment Only

(iii) The Application Kit is Non Transferable and amount is Non refundable.

(iv) The candidate should read the information brochure carefully

(v) The candidate should fill the Online Application Form as per the

notified schedule for respective admission.

(vi) The list of the Facilitation Centers shall be published on the website. The Facilitation center shall facilitate the candidate to fill the Online Application Form, scan and upload the required documents without any charges.

(vii) The Candidates will also be able to fill in Online Application Form and upload the scanned copies of the required documents through any computer connected to internet from home, cybercafé.

(viii) Candidates are required to fill in all the details as per the instructions.

(ix) After filling the information and submission of Application Form, the Candidates shall verify the data filled and correct it if required. The candidate shall take printout of the form and sign it.

(x) The Printout of form shall have list of documents required to be produced by the candidate for substantiating his claim made in the application form.

(xi) Candidate can edit/update the information in his application form before he confirms it at any of the Facilitation Centre.

(c) Confirmation of Online Application Form and Document Verification at Facilitation Centre by the Candidate in person;

  (i) The Candidates shall report to any convenient Facilitation Centre in person along with signed printout of application form filled online and the required original documents for verification.

  (ii) The Facilitation Centre In-charge shall verify the information from the original copies of required documents and collect the duly signed application.

  (iii) The Facilitation Centre In-charge shall confirm candidate's Application Form through online system and issue the Receipt cum Acknowledgement of Application Form.

(iv) After confirmation of application form information cannot be changed by candidate.

(d) Display or Publishing of Provisional merit list, Submission of grievances, if any, and Display or Publishing of Final Merit Lists;

  i. Provisional Merit List of eligible candidates will be displayed on the website.

  ii. For discrepancy if any, in the provisional merit list, Candidates can submit the grievances in written along with required document at Facilitation Centre where candidate has confirmed application form within the specified grievance period given in the schedule.

  iii. No document shall be accepted to substantiate the claim made in application after scheduled dates.

  iv. Final merit lists will be displayed on the website.

NOTE: - **The merit list gives relative position of the candidate and it does not guarantee admission to any course.**

(e) Display of available Category wise Seats (Seat Matrix) for CAP Rounds I-
   The competent authority shall publish the information about institutes, courses offered, Sanctioned intake and number of seats available for each category before each round.

(f) Filling up and Confirmation of Online Option Form having preferences of Courses and Institutions before CAP Round I - Candidates may fill in **maximum 300 choices** of Institutes and Courses in decreasing order of their preference. The Option Form once confirmed by the Candidate through their login shall be considered for allotment in CAP Round I, II and III;

   (i) In order to participate in the CAP (subject to fulfillment of the eligibility criterion of respective CAP round), it is MANDATORY to fill the Online Option Form for CAP Round I.

   (ii) Candidates will be able to fill in the online option form through their login.

   (iii) It is mandatory for all candidates to confirm the online option form by himself / herself.

   (iv) After confirmation of Option form, the candidate will not be able to change the Options.

   (v) Candidates should not disclose their Application ID & Password to others to avoid impersonation. Competent Authority shall not be responsible for submissions done by others on behalf of the candidate. For Security reasons, candidates are instructed to keep changing the password and keep note of it in secured place.

   (vi) The serial number of block in the option form indicates preference of choice. Thus the choice code of the institute filled by the candidate in block No. 1 will be his/her first preference (Highest Priority Choice).

   (vii) Option form received through online submission only will be considered for further processing.

   (viii) Candidate shall confirm the submitted on-line Option Form himself/herself by re-entering Application ID and Password. The candidate can take a printout of the confirmed Option form for his record and future reference

   (ix) The candidate can fill in minimum 1 and maximum 300 options. The candidate shall fill the institute choice code against the option number in the online option form.

(g) Display of Provisional Allotment of CAP Round I indicating allotted institute and Course.

(h) Reporting and accepting the offered seat as per the allotment of the CAP Round I by the Candidate at Admission Reporting Centre.

(i) Display of available Category wise Seats (Seat Matrix) for CAP Rounds II-

(j) Display of Provisional Allotment of CAP Round II indicating allotted institute and Course.

(k) Reporting and accepting the offered seat as per the allotment of the CAP Round II by the Candidate at Admission Reporting Centre.

(l) Display of available Category wise Seats (Seat Matrix) for CAP Rounds III-

(m) Display of Provisional Allotment of CAP Round III indicating allotted institute and Course.

(n) Reporting and accepting the offered seat as per the allotment of the CAP Round III, by the Candidate at Admission Reporting Centre.

9 (2) During the CAP, before accepting the allotted seat in Round I, II and III, a Candidate can select the choice of 'Freeze', 'Slide' or 'Float' for subsequent round(s), if any, of seat allocation, as provided below,-

(a) ***Freeze:*** Candidates accept the offered seat and they do not want to participate in any further rounds of seat allocation. Such Candidates will not be considered in subsequent rounds of admission;

(b) ***Slide:*** Candidates accept the offered seat and indicate that, if admission to the academic program of higher preference is offered within the same Institution, they will accept it. Such Candidates will be considered in subsequent rounds of admission;

(c) ***Float:*** Candidates accept the offered seat and indicate that, if admission to an academic program of higher preference in any Institution is offered, they will accept it. Else, they will continue with the currently accepted academic program. Such Candidates will be considered in subsequent rounds of admission;

(d) Candidate should select the reporting option as 'Freeze', 'Slide' or 'Float' through their login.

(e) If candidate gets better choice in CAP Round II and /or III, Candidate may change the reporting option as 'Freeze', 'Slide' or 'Float' through their login, otherwise earlier option will be carried forward.

(f) For Candidates who choose the Float or Slide option, and secures a seat of his choice of higher preference, then it would automatically result in the forfeiture of the seat accepted by the Candidate in the earlier round;

(g) Sliding and Floating options will not be available to a Candidate who is offered admission to his first choice**.**

(h) If a candidate fails to report for the acceptance of allotted seat at Admission Reporting Center in scheduled time, It will be treated as if he has rejected the allotted seat and such candidate shall not be eligible for CAP Round II and / or III. However such candidates will be able to participate in CAP Round IV.

9(3) Conduct of CAP Round-IV.-

(a) The seats available for this round shall be published on the website. The Candidates are allowed to fill in or edit the already filled online option form. The seats to be allotted during this round shall be subject to following conditions.-

    (i) Before start of this round, the Candidates can change their option from Sliding or Floating to Freezing or vice-versa;

    (ii) Following candidates will be considered eligible for this round;

        a. The Candidates who have not been allotted any seat in any of the previous rounds or not participated by the way of not filling the Option form in CAP Round I; or

        b. Those who have taken and cancelled their admission in the earlier rounds; or

        c. Those who have rejected the offered seat by not reporting to the Admission Centre ; or

        d. Those who have Freezed the admission in earlier rounds but are desirous of changing the option to Floating or Sliding in

this final round.

(iii) Candidates who have opted for Floating and Sliding and also applying for this round shall fill in the allotted institution in their choice list. Once the upward allotment is made the earlier allotment automatically stands cancelled;

(iv) Sliding and Floating options are not available for the seats allotted in this round as it is final CAP Round.

(b) Reporting and accepting the offered seat as per the allotment of the CAP Round IV by the Candidate at Admission Reporting Centre.

9(4) Reporting and confirmation of admission.- After final CAP Round, the Candidate shall report to the institution finally allotted to him and confirm his/her admission in the institution.

9(5) Fees and Concessions:

(a) Fees Prescribed for Government and Government Aided Institutes:

As per the Government Resolution No. TEM-2003/(249/03)/TE-1, dated 11th September 2003, has decided the tuition fee, development fee and other fees per year for Government, Government Aided, University Managed Colleges and University Departments. As per the policy of State Government, the fees for Government, Government Aided Autonomous Institutes is raised by 10% every year after grant of autonomous status to the institute. Accordingly the fee structure for the academic year 2016-17 shall be as follows.

Fees	Non Autonomous Government Institutes and University Department	Autonomous Government / Government Aided Institutes / BATU Lonere/ ICT Mumbai
Tuition	Rs. 15,000/-	Rs. 15,000/-
Development	Rs. 5,000/-	Rs. 29,614/-
Other	Rs. 4,000/-	Rs. 22,231/-
Total	Rs. 24,000/-	Rs. 66,845/-

Important Notes:

1. No tuition fee for **SC/ST/VJ/DT NT(A)/NT(B)/NT(C)/NT(D)/SBC/OBC category and for candidates admitted under TFWS.**

2. In case the Government revises the fees for the Government institutes for the year 2016-17, then the admitted candidates will be required to pay the difference in fees as per the Government order.

3. The Department of Technology, Shivaji University offers courses on Self Financing basis, and hence the fees shall be as per the Fees approved by Appropriate Authority.

(b) Fees prescribed in Unaided Private Professional Educational Institutes:

The Adhoc/Interim fee structure shall be as approved by the Fee Regulating Authority established under the Act. **The final fee approved and published by the Fee Regulating Authority for that year shall be the fee payable by the candidate for that course for that academic year.**

(c) Details of Concession in fees for Backward Class Category Candidates (belonging to Maharashtra State only)

For SC/ST/VJ DT NT(A)/NT(B)/NT(C)/NT(D)/SBC /OBC category candidates, the scheme/mode of concessions, scheme of loan scholarship (if any) for eligible candidates, in tuition and other fees will be announced by the Central/ State Government. These candidates will get only that amount of waiver as notified in the circulars issued by the Government Department from time to time, subject to fulfillment of norms and conditions laid down by these Departments.

Candidates claiming fee concession under various categories shall produce the requisite certificates as may be specified by the respective Government Departments.

(d) Fees for Jammu & Kashmir Migrant Candidates and North East and Union Territory Candidates admitted by appropriate authority:
These candidates shall pay the fees as applicable to the Non Autonomous Government institutes (as given in 9(5)(a)). Candidates shall also pay additional fees as prescribed by the concerned University from time to time.

(e) Caution Money Deposits:
Caution money deposit received from the students shall be refunded after successful completion of the course or after canceling the admission. Unless there is any recovery, no deduction shall be made from the caution money deposit. However, if candidate does not apply for refund, within 3 complete financial years after the student actually leaves the institution; or, within 3 complete financial years after the date of successful completion of the course, whichever is earlier the amount of caution money deposit shall be transferred to Students Aid Fund in case of Un-Aided/Autonomous colleges and credited to Government in case of Government and Government-Aided Non Autonomous Colleges.

10. CAP allotment stages and process of allotment.-Allotment of seats under CAP shall be made in the following manner,-

10(1) Maharashtra State Candidature Candidate.-
(1) The stages of computerised allotment are as follows,-

Stage –I: For all the Candidates.-
  (a) All the Candidates (Open, Reserved, Male, Female, Tuition Fee Waiver) belonging to various categories shall be considered for allotment of seats as per their *Inter-Se-*Merit.
  (b) The Minority Quota seats shall be allotted to the Candidates of the State belonging to the Minority Community to which the institution belongs by virtue of merit or in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit.
  (c) Backward Class Category Candidates shall be considered for allotment in Open Category seat by virtue of their *Inter-Se-Merit* or in their respective Category of reservation, if Open Category seats are not available at their merit.
  (d) SBC Category Candidates shall be considered for allotment in Open Category by virtue of their merit and in case of SBC Candidates who were

in Backward Class prior to their inclusion in SBC Category shall be considered in their original Backward Class Category.

(e) Persons with Disability Category Candidates shall be considered for allotment for the seats reserved for them otherwise in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit.

(f) Defence Category Candidates shall be considered for allotment for the seats reserved for them by virtue of their merit or in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit.

(g) The TFWS seat shall be allotted to the eligible Candidate only to such course in an Institute where a minimum of 30 % of sanctioned seats in the respective course are allotted.

Stage – II: For allotment of seats reserved for Female to Male Candidates.- If the seat remains vacant after allotment to Female Candidates of the Backward Class Category or Open Category, such seat shall be allotted to the Male Candidates belonging to respective Backward Class or Open Category.

Stage –III: For SBC Category Candidates.-If the Backward Class Category seat remains vacant, such seat shall be considered for allotment to the Candidates of SBC Category, limited to the extent of 2% seats.

Stage –IV: For respective groups of Backward Class Category Candidates.- If the seat remains vacant in the respective group of following Categories, such seat shall be considered for allotment to the Candidates of within the respective group,-

   Group 1: (i)   Scheduled Castes and Scheduled Castes converted to Buddhism (SC),
   (ii) Scheduled Tribes including those living outside the specified areas (ST).

   Group 2: (i) Vimukta Jatis/De- Notified Tribes (VJ/DT),NT(A),
   (ii)Nomadic Tribes 1 (NT-B).

   Group 3: (i) Nomadic Tribes 2 (NT-C),
   (ii) Nomadic Tribes 3 (NT-D),
   (iii) Other Backward Class (OBC).

Explanation.- For Group 1, if the seat remains vacant in ST Category due to non-availability of its Candidates, such seat shall be considered for allotment to the Candidate belonging to the SC Category or vice versa.

Stage-V: For all Backward Class Category Candidates.-If the seat reserved for Backward Class Category Candidate remains vacant, such seat shall be considered for allotment to the Candidate of any Backward Class Category.

Stage –VI: For Persons with Disability Candidates.-If the seat reserved for Persons with Disability remains vacant, such seat shall be considered for allotment to any Persons with Disability Candidates.

Stage –VII: For all Candidates (without HU and OHU Seat Tag).-If the seat remains vacant after completion of Stage –VI then for allotment of such vacant seats, Stage-I, Stage-II, Stage-IV, Stage-V and Stage VI shall be executed by removing the HU and OHU Seat Tag.

Stage –VIII: For all Candidates (without any type of Reservation).-

(i) The seats shall be considered for allotment to all the Candidates based on *Inter-Se-Merit*.

(ii) In case of Direct Admission to Second Year (Lateral Entry) of Engineering and Technology: If the seats remain vacant then such seats shall be considered for allotment to all the Diploma Candidates based on *Inter-Se-Merit* and further, if the seats remain vacant such seats shall be filled in on the basis of *Inter-Se-Merit* of the Bachelor of Science Candidates.

Stage –IX: For First year Engineering admission to Diploma and Bachelor of Science Candidates.-After completion of stage VIII, If the seats remains vacant then such seats shall be considered for allotment to the Diploma Candidates based on *Inter-Se-Merit* of CET and further, if the seats remain vacant such seats shall be considered for allotment to the Bachelor of Science Candidates on *Inter-Se-Merit* of CET.

(2) In addition to above while allotting a seat for Direct Second Year of Engineering (Lateral Entry) and separate division, seat shall be allotted as follows,-

   (i) The seat of Degree Course shall be allotted to the Candidate having same sub-group Diploma Course;
   (ii) Vacant seats, if any, shall be allotted to the Candidate having the same main group Diploma Course.
   (iii) If further seats remains vacant, it shall be allotted to the Candidate having any other Diploma Course.

The Groups and Subgroups are given in **Schedule III.**

(3) For seats reserved for Female Candidate, the procedure for reservation as given in Government Circular of General Administration Department No. RSV 1012/CN-16/12/16A Dated 13th August 2014 shall be adopted.

10(2) All India Candidature Candidates- The allotment to these seats shall be done through CAP on the basis of score of ,-

   (a) First Year Engineering – MHT-CET 2016 score and then if the seats remains vacant, on the basis of JEE (Main) 2016 -Paper 1;
   (b) First Year Pharmacy and Pharm. D. – MHT-CET 2016 Score;
   (c) First Year Architecture – Score obtained by giving 50% weightage to HSC marks and 50% weightage to valid score for 2016 of National Aptitude Test in Architecture (NATA) ;
   (d) First Year Hotel Management and Catering Technology – MAH-B.HMCT-CET 2016 Score.

All these seats are treated as "General Category" seats and no reservation is provided in these seats for Candidates of Backward Class Category, Ladies, Persons with Disability and Defence, etc.

10(3) Jammu and Kashmir Migrant Candidature Candidate-

a) Application Form Filling and Submission

The eligible candidate shall fill the Online Application Form, take the printout, upload scanned copies of the required documents and send duly filled in and signed Application Form by speed post/courier/by hand delivery for verification & confirmation to Admission Centre identified for these admissions.

> **The Director ,**
> **Sardar Patel College of Engineering(SPCE),**
> **Versova Road, Munshi Nagar,**
> **Andheri (West), Mumbai-400 058**

i. The application should reach on or before the last date as notified. Application received after last date or incomplete application will not be verified and confirmed and name of such candidate will not appear in the merit list prepared for the purpose of CAP.

ii. The Competent Authority shall publish the provisional Merit List as specified in Rule 8(4).

iii. The candidates not appeared for MHT-CET 2016 but appeared for JEE(Main) Paper 1, can also apply, however such candidates are required to pay the Application Fee through payment gateway (Credit Card/ Debit Card/ Net Banking).

iv. The candidates whose names do not appear in the merit list(s) will not be able to participate in entire Admission Process.

b) Counselling Round For J and K Migrant Candidates at SPCE

i. Candidate seeking admission against these seats shall report to the Admission Centre of Admission Authority for admission as per the schedule.

ii. The candidates shall produce the documentary evidence strictly as per the Proforma(s) in support of their claims.

iii. These Admissions will be made strictly in the order of merit from amongst the candidates who report in person for admission at SPCE as per schedule, against the seats available in the various institutes at the time when the candidate actually reports for admission.

iv. Admissions once confirmed shall be final and candidate shall not be allowed to seek transfer of their admission to some other institute and/or some other course during entire duration of the course.

v. The candidates reporting late for the admission shall be considered for allotment against seats which are available at that time. The decision of the admission centre in-charge shall be final and binding.

c) Reporting at institutes:

i. Candidate shall confirm the admission by paying the requisite amount of fee and by submitting required documents in original to respective institute, to which admission is granted as per schedule.

ii. If a candidate fails to substantiate the claims made at the time of submitting necessary original documents within the reporting time for CAP Round, the candidate forfeits the claim on the allotted seat.

iii. If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the Head of the institution where he/she has already taken admission indicating that he/she has been admitted to a particular course in that institution on a particular date and hence original certificates have been retained in that institution. The candidate shall produce the attested copies of the certificates duly attested by the Head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the required original certificates within 04 working days after the date of payment of fees.

d) Important note

Candidates <u>admitted</u> under this provision are not allowed to change course or college in any year of study.

11. Allotment of seats by CAP Round I, II, III and IV-

(a) All the CAP Rounds (CAP Round I, II, III and IV) shall be conducted by computerised allotment.

(b) In CAP Round I, II and III, the Stages I to III of rule 10 of these rules shall be executed.

(c) If the seat remains vacant due to non-allotment and non-reporting for admission, such seat will be considered for allotment in subsequent round.

(d) For the CAP Round-IV, the Stage-I to IX of rule 10 of these rules shall be executed.

(e) For First Year of Engineering and Technology Admissions, the Diploma candidates and Bachelor of Science candidates shall be considered for allotment only in stage IX of CAP round IV.

12. General provisions.-

(a) Allotment in CAP Round-I, II, III and IV of Home University Seats, Other than Home University seats and State Level Seats will be carried out as per *Inter-Se-Merit* of Candidates having Maharashtra State Candidature. The seats will be allotted to Candidates as per *Inter-Se-Merit*, options filled and seats available at that point of time in the stage of CAP Round-I, II , III and IV;

(b) All Candidates eligible for a particular stage of allotment will be considered for allotment of a seat in that stage, even if they have been allotted or not allotted a seat in the previous stage;

(c) During the allotment of any stage, the Candidate may get upward shift in the allotment with reference to the options filled by the Candidate according to availability of seats at that point of time;

(d) There shall not be any reservation under different categories in an Unaided Professional Educational Institution, for allocation of seats stated in 7(2), 7(3), 7(4) and 7(5);

(e) All reserved Category Candidates (including SBC in their original Category) shall be considered for allotment in all stages;

(f) Due to upward shifts, the seats falling vacant shall be considered for allotment in further iterations of the same stage as per the provisions of that stage of allotment;

(g) Allotment against the first available option in the order of preference filled in shall be retained as final allotment;

(h) During CAP Round I, II and III, stage I and II shall be repeated after stage III for betterment to all the Candidates due to allotment to SBC Candidates in stage - III;

(i) The allotment list displayed on website will show the provisional allotment offered to the Candidates. No personal communication or allotment letters in this regard shall be issued to the Candidates;

(j) A Candidate who has been allotted a seat shall download the "Provisional Seat Allotment Letter". At the time of seat acceptance Candidate has to pay a demand draft in favour of Competent Authority and produce ORIGINAL DOCUMENTS for verification at any Admission Reporting Centres (List shall be available on website). Seat will be confirmed by the Reporting Centre after verification of the original documents and ensuring that the Candidate

meets all the eligibility norms. The centre in-charge shall issue the Online Receipt of acceptance;

(k) The Seat Acceptance Fee shall be Rs. 5,000/- for Candidates of General Category, VJ/DT, NT, SBC/OBC Category and Rs.1,000/- for SC, ST Category Candidates. The candidate has to pay the Seat Acceptance Fee during first reporting only. This fee shall be transferred to the institution after deducting Rs. 1,000/- towards processing fee, if the Candidate reports to the institution after completion of CAP process which shall be adjusted towards fees to be paid by the Candidate to the institution. The candidate should opt 'Freeze', 'Slide' or 'Float' through Login only and submit the duly signed printout to the Reporting Officer. The Officer shall issue the acknowledgement of the Reporting. The candidate can change the options as 'Freeze', 'Slide' or 'Float' whenever there is change in the allotted institute and course, however if the candidate do not wish to change the option, previous option shall be carried forward for CAP Round II and/ or III.

(l) For cancellation of admission before reporting to the institution, the candidate shall apply to the Reporting Center to which he has paid Seat Acceptance Fee. On cancellation of such admission through Online System before reporting to the institution, the amount shall be refunded after deduction of Rs. 1,000/- towards processing charges. Candidates of General Category shall pay Demand Draft of Rs. 1000/- and shall get the Demand Draft of Rs. 5000/- back.

(m) The fees is to be paid by **Demand Draft** in favour of '**Commissioner, State CET Cell, Maharashtra State**' payable at '**Mumbai**'.

(n) Failure to report in person for Seat acceptance will be considered as if the Candidate has rejected the offer;

(o) Allotted Seat will be cancelled if, at any time, any of the documents or certificates is found to be invalid or fraudulent and/or the Candidate does not meet the eligibility norms;

(p) Candidates who want to reject the allocated seat can do so by not remitting the seat acceptance fee at the Reporting Centre in scheduled period. Candidates who reject allocated seat cannot participate in CAP Round II and / or III.

13. ***Admissions in Institutional Quota and vacant seats after CAP.***- The Director or Principal of the institution shall carry out the admissions for these seats in the following manner.-

   (a) Admissions shall be made in a transparent manner and strictly as per the *Inter-Se-Merit* of the Candidates who have applied to the Institution.

   (b) Information brochure or prospectus of the Institution which specifies rules of admission should be published well before the commencement of the process of admission. All the information in the brochures should also be displayed on the Institution's website.

   (c) Institution shall invite applications by notifying schedule of admission and the number of seats in each course to be filled by the institution, by advertisement in at least two leading newspapers and on the website of the institution.

   (d) Aspiring Candidates fulfilling the eligibility criteria as notified by the Government and specified by the appropriate authority, from time to time, shall apply to the Principal or Director of the respective institution for admission at the Institution level as provided in rule 3(2)(b).

(e) The institution, as specified by the appropriate authority, shall fill the seats in the NRI Quota, based on the Merit list prepared and published by the Competent Authority.

(f) The institution may give admission to the applicants on the basis of their inter-se merit derived from Merit list declared by the Competent Authority for filling the seats in the Institutional Quota, excluding the NRI seats.
Provided that, where the appropriate authority specifies that such admissions shall be based on the basis of CET, in that case the Institutional quota, excluding NRI seats, shall be filled on the basis of Inter-Se-Merit prepared by following the procedure specified in 8(4).

(g) The institution shall prepare and display the Inter-Se merit lists of the Candidates to be filled in at the institution level, in the Institutional Quota and Supernumerary Quota of OCI / PIO, Foreign National, Children's of Indian workers in Gulf Countries along with the vacant seats after CAP, on the notice board and shall publish the same on the website of the institution.

(h) The Minority or Non-Minority institution intending to surrender the Institutional Quota (in part or full) of specified courses to the CAP shall communicate two days before the display of seat matrix of each CAP Round and the same shall be allotted as per the rules of CAP.

(i) All the admissions and cancellations shall be updated immediately through online system.

If any CAP seat remains or becomes vacant after the CAP Rounds then the same shall be filled in by the Candidate from the same Category for which it was earmarked during the CAP. Further if the seats remain vacant then the seats shall be filled on the basis of Inter-Se-Merit of the applicant.

14. Institution Level Round.-If the seats remain vacant after all CAP Rounds, the said seats shall be filled in by the institution through Institution Level Round with the prior approval of the Competent Authority.

15. Approval of Merit List and the Admitted Candidates List.-

15(1) After completion of Admission process every Unaided Private Professional Educational Institution shall submit the Admission- approval proposal to the Director Technical Education and the Admission Regulating Authority in accordance with the subsection (5) of the section 9 of the Act.

15(2) The Admission-approval proposal shall include the list of all Candidates admitted which shall have the quota, Candidature Type, Reservation, Qualification Marks, etc as well as the required documents of the Candidates admitted at institution level.

16. Refund of fees after cancellation of admission by Institutions.-

(a) The Candidate shall apply online for cancellation and submit signed copy of system generated application for cancellation of admission to the institution.

(b) After receiving admission cancellation request from the Candidate, the institution shall cancel the admission immediately and generate online acknowledgement of cancellation of admission through institution login and issue a signed copy to the Candidate.

(c) The refund of fees before cut-off date of admission shall be made within two days i.e. total fee minus the processing charges of Rs.1,000/-, or refund rule shall be as per the guidelines of the appropriate authorities or the State Government, as the case may be.

If the admission is cancelled after the cut-off date of admission declared by the Competent Authority, there shall be no refund except the Security Deposit and Caution Money Deposit.

17. Change of Course or Institution after First, Second or Third year.-

17(1) The Candidate seeking for a change in course or shift after successfully completing the First Year of studies will be allowed to do so in the same institution subject to the availability of seats and changes will be carried out based on the marks of First Year or First and Second Semester together. The Principal shall be responsible for ascertaining the eligibility of the Candidates as laid down by the concerned University for the course to which the Candidate is being transferred. List of such changes shall be communicated to the office of the Admissions Regulating Authority;

17(2) Transfer of Candidates (Course or Institution) after one year shall be made in the following manner,-

   (a) The Candidate once admitted in First Year shall not be eligible for transfer to any other institution during the same academic year;

   (b) The Candidate passing the First Year or both first and second semester examinations in full or failed in one of the heads of passing are considered as eligible for transfer of Institution or course;

   (c) There shall be no transfer of students at any stage in any case from Unaided Institutions to Government or Government Aided Institutions. However, the Candidate from Government or Government Aided Institution may seek transfer to Unaided Educational Institution;

   (d) There shall be no transfer of students at any stage to Autonomous Institutions;

   (e) Transfer to Unaided Institutions.- The Principals of Unaided institutions shall consider the Candidates from other institutions for transfer with prior approval from the Admissions Regulating Authority on submission of No Objection Certificate (NOC) from institution, Eligibility Certificate from University and Vacancy position. The Principal or Director shall ascertain the eligibility of Candidates as laid down by the concerned University for the course to which the Candidate is being transferred;

   Transfer in Government or Government aided Institutions- Eligible Candidates aspiring for a transfer from Government or Government Aided Institution to other Government or Government Aided Institution, shall apply in writing to the Principal in which he/she studied first year or second semester. The Principal or Director shall forward the consolidated branch wise merit list of eligible candidates giving details like Name, Course, percentage of Marks, Names of Courses and Institution in order of preference to which candidates desires to seek transfer, reasons for transfer and Remarks, along with course wise vacancy position in institution, to the Director of Technical Education, Maharashtra State, so as to reach him as per the schedule given by him. All the Principals of Government and Government Aided Institutions shall submit vacancy position of all courses to the Directorate of Technical Education Mumbai before stipulated date

(f) No application without recommendation of the Principal of Institution shall be entertained by the Admissions Regulating Authority;

(g) If the result of the University is not declared before the process of transfer, Candidates of that University will lose claim on transfer;

17(3) The Candidates admitted under Supernumerary Quota seats are not eligible for change of Course or Institution;

18. Documents to be attached along with "Application Form for Centralized Admission Process".-

The candidates are required to carry **ALL Original Certificates/Documents** in support of their claim at the time of filling up of Application Form for Admission for the scrutiny and verification at identified Facilitation Centre. The candidates are required to scan the document in .jpg or .gif format (minimum 150 dpi resolution, file size upto 1 MB) and upload the scanned copies of the required documents at the time of filling up Application Form for Admission. The Facilitation Center shall assist the candidate, fee of cost, to scan and upload the documents.

Sr. No.	Type of Candidate	Attested true copies of documents to be attached along with Application Form for Admission
1	All Candidates	1. SSC (Std.X) mark sheet. 2. HSC/Diploma/B. Sc. mark sheet. 3. CET mark sheet of NATA for Architecture only. 4. School Leaving Certificate, if required to substantiate claim. 5. Certificate of the **Indian Nationality** of the candidate. 6. For Second Year Engineering and Technology and Pharmacy : Equivalence Certificate from Maharashtra State Board of Technical Education, Mumbai [www.msbte.com » Student » Equivalence (Other Board)] (excluding Govt Autonomous Institutes in Maharashtra)
In addition to the above documents candidates are required to produce the following **additional documents** depending upon the category to which they belong.		
2	Type– A Candidates	Domicile/Birth/Leaving certificate of candidate Indicating place of Birth in the State of Maharashtra.
3	Type– B Candidates	Domicile certificate of candidate/father/mother of candidate indicating that he/she is domiciled in the State of Maharashtra.
4	Type– C Candidates	Certificate from the employer in the pro forma – A stating that father/mother of the candidate who is a Central Government / Government of India undertaking employee is presently posted in/outside Maharashtra.
5	Type– D Candidates	Certificate from the employer in the pro forma – B stating that father/mother of the candidate who is a Maharashtra State Government / Maharashtra State Government undertaking employee. Or

		Undertaking along with documentary evidences from the retired employee stating the place of settlement.
6	Type-E Candidates Maharashtra Karnataka disputed border area Candidates	1. Certificate stating that candidate belongs to the disputed border area in pro forma – G1. 2. Certificate stating that the mother tongue of the candidate is Marathi in pro forma – G2 (List of the villages in Maharashtra Karnataka disputed border area is available on website)
7	Backward class Candidates belonging to S.C. / S.T.	1. Caste certificate 2. Caste/Tribe validity certificate*
8	Backward class Candidates belonging to VJ/DT-NT(A)/ NT(B) / NT(C) / NT(D) /O.B.C/ SBC	1. Caste certificate 2. Caste validity certificate* 3. Non creamy layer certificate @ valid **upto 31st March 2017**.
9	Ex servicemen (Def-1)	1. Defence Service Certificate Pro forma – C. 2. Domicile certificate of father/mother who is an Ex service personnel is domiciled in the State of Maharashtra.
10	Active Domicile Defence Candidates. (Def-2)	1. Defence Service Certificate Pro forma – C 2. Domicile certificate of father/mother who is an active defence service person is domiciled in the State of Maharashtra.
11	Active Non Domicile Defence Candidates. (Def-3)	1. Defence Service Certificate Pro forma – C and D/E. 2. Certificate from the employer in the pro forma – D stating that father/mother of the candidate who is an active defence service person presently posted in Maharashtra. OR Certificate from the employer in the proforma – E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.
12	Persons with Disability Candidates (P1,P2,P3)	1. Certificate in the pro forma–F/F-1. 2. Domicile certificate of candidate.
13	Jammu and Kashmir Migrant candidates	1. Certificate of posting in case of defence and Government servants in proforma – J 2. Certificate of stay in refugee camp for those staying in camp in proforma – K 3. Certificate stating that the candidate belongs to displaced family proforma –L
14	Foreign nationals / Foreign	1. Eligibility certificate from concerned University

	Students	2. Certificate / Proof of Foreign national or Foreign student status
15	Persons of Indian Origin	1. Eligibility certificate from concerned University 2. Certificate / Proof of Persons of Indian origin status
16	Workers in Gulf Countries/Non Resident Indian	1. Eligibility certificate from concerned University 2. Certificate / Proof of Person having Workers in Gulf Countries/NRI status
17	TFWS candidates	Income certificate stating that his/her parent's annual income is less than Rs. 6.0 lakhs from all sources from the appropriate competent authority of the Maharashtra State.
18	Minority Candidates	1. Declaration of the Candidate for the respective Linguistic / Religious Minority Community or Leaving Certificate having information pertaining to Religion / Mother tongue. (शासन निर्णय अल्पसंख्याक विकास विभाग क्र-.अविवि-2010/प्र.क्र.109/10/काया-5 दि .01 जुलै 2013 पहावा) 2. Domicile Certificate of Candidate.

19. Miscellaneous provisions
a) Conduct and Discipline
(i) Failure of the candidate in making **full and correct Statements** in the application form and/or **suppression** of any information and/or submission of false documents shall **lead to disqualification** of the candidate from the examination or at later stage during the Admission Process such candidate will be debarred from the entire selection process.

(ii) Adopting any unfair means or engaging in malpractice in the examination shall render a candidate liable for punishment under, "Maharashtra Prevention of Malpractices Act, Universities, Board and Other Specified Examination Act, 1982" and disqualify him/her for examination.

(iii) Any issue not dealt here-in above will be dealt with, when arising, fully and finally by the Competent Authority.

(iv) Notwithstanding anything contained in these Rules, if the Government takes any policy decision pertaining to admission, then the same shall be brought in to effect from that point of time as per the directives from the Government from time to time.

(v) Students while studying in any college, if found indulging in anti-national activities contrary to the provisions of Acts and Laws enforced by Government or in any activity contrary to rules of discipline, will be liable to be expelled from the college without any notice by the Principal of the college.

b) Action against ragging:
Maharashtra Prohibition of Ragging Act 1999 and Prevention and Prohibition of Ragging (Appendix 12 published in AICTE Approval Process Handbook 2011-12) and their amendments which may be published from time to time. The Maharashtra Prohibition of Ragging Act 1999 is in effect from 15th May, 1999 has the following provisions for Action against Ragging.

a) Ragging within or outside of any educational institution is prohibited,

b) Whosoever directly or indirectly commits, participates in, abets, or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and / or penalty, which may extend to ten thousand rupees.

c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.

d) Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of the educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is located, for further action. Where, on enquiry by the head of the educational institution, it is found that prima facie there is no substance, in the complaint received; he / she shall intimate the fact, in writing, to the complainant. The decision of the head of the educational institution shall be final.

e) If the Head of the educational institution fails or neglects to act in the manner specified in section "d" above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall, on conviction, be punished as provided for in section "b" above.

f) Undertaking from the candidate shall be taken while admitting the candidate in the Institute.

Any Acts or its amendments which may be published from time to time by AICTE, Government or Judgments by Hon. Supreme Court of India, Hon. High Court of Bombay etc will be applicable to Candidates and Institutions covered under these rules of admission.

If any of the statement made in application form or any information supplied or any certificate(s) submitted by the candidate in connection with his or her admission is later on at any time, found to be false or incorrect, his or her admission will be cancelled, fees forfeited and he or she may be expelled from the college by the Principal/Director. An appeal against the order of expulsion, however, may be sent within 7 days to the Director of Technical Education, Maharashtra State, Mumbai, whose decision in such cases will be final. Such candidates are also liable for penal action as per the provisions in the law.

c) Others:

(i) The medium of instruction for degree courses is English.

(ii) The candidates are advised to ensure before applying that he/she is eligible for admission to the program as per the prevailing eligibility norms of the University. Admission of candidate will be treated as finally confirmed only on production of the Eligibility Certificate from the University to which the college is affiliated.

(iii) Physical fitness: Head of the institution at his or her discretion may refer any candidate to the appropriate medical authority for ascertaining the physical fitness of the candidate to undergo the requirements of the course. The report of medical authority shall be submitted to the Regional Head of Technical Education for further necessary action.

(iv) The Head of the institution shall have the right to satisfy himself about the conduct and character of a candidate by verifying the antecedents of a candidate through the appropriate police-authority, before admitting him / her to the college / institution.

d) Hostel accommodation:

Accommodation in Hostel cannot be guaranteed to the admitted candidates. All the Candidates are advised to personally verify the availability of Hostel, Hostel fees payable etc. from the Director/Principal of the college to which they intend to take admission. The Director/Principal of the colleges shall consider on priority the applications of Persons with Disability candidates, Sons and Daughters of Jammu and Kashmir migrant candidates and Government of India nominees for Hostel accommodation.

SCHEDULE –I

A(1). Allocation of seats within Sanctioned Intake For First Year of Government and Government Aided Institution-

Sr. No	Type of Institution	No. of Seats- as % of Sanctioned Intake			
		CAP Seats			Institutional Quota (including 5% Quota for NRI, if applicable)
		Maharashtra State(M.S.) Candidates	All India Seats	Minority Quota	
1	Government / Government Aided Institutions, University Departments and SNDT University Excluding Minority Institutions	**Autonomous** - 100% (State Level) **Non-Autonomous & University Departments**- 70 % for HU, 30 % for OHU	Nil	Nil	£
2	Institute of Chemical Technology Mumbai	70% (State Level)	30%	Nil	Nil
3	Dr. Babasaheb Ambedkar Technological University Lonere	85% (State Level) 15% for Candidates from Districts of Konkan Region (Thane, Raigad, Ratnagiri, Sindhudurg and Palghar)	Nil	Nil	Nil
4	Government/ Government Aided Minority Colleges	**Autonomous-** 50% (State Level) **Non Autonomous –** 35% for HU and 15% for OHU	Nil	50%	Nil
CAP Seats = Sanctioned Intake – Institutional Quota # CAP seats excluding Minority Quota $ M.S. Seats = CAP Seats – (All India Seats + Minority Quota) %- Percentage * The seats excluding the Minority Quota and the Institutional Quota shall be filled in the stipulated percentage from the Maharashtra Candidature Candidate and All India Candidature Candidate. @These are the minimum percentage of seats to be filled in the Minority Institution through CAP, this may be extended up to 100%. However before					

commencement of the CAP, such Institution shall declare and inform to the Competent Authority, the maximum percentage of minority quota to be filled in their institution.

£ Two seats per branch for Baba Harnam Singh of Langar Sahib Gurudwara Trust in SGGS Institution of Engineering and Technology, Nanded , Five seats for Seth Walchand Hirachand Memorial Trust & Two seats for D.D. Daruwala Memorial in Walchand College of Engineering, Sangli. These seats shall be within the sanctioned intake capacity and shall be filled at the respective Institution level. The Candidates should apply to the Director of the SGGS Institute of Engineering and Technology Nanded and WCE, Sangli respectively.

A(2). Allocation of seats within Sanctioned Intake For First Year of Unaided Private Professional Educational Institutions

Sr. No	Type of Institution	No. of Seats- as % of Sanctioned Intake			Institutional Quota (including 5% Quota for NRI, if applicable)
		CAP Seats			
		Maharashtra State(M.S.) Candidates	All India Seats	Minority Quota	
1	Unaided Private Professional Educational Institutions (excluding minority institutions)	**Autonomous** - 65% (State Level) **Non-Autonomous**- 45.5 % for HU, 19.5 % for OHU	15%	Nil	20%
2	Unaided Minority Educational Institutions	**Autonomous*** 100% of M.S. Seats$ (State Level) **Non-Autonomous*** - 70 % of M.S. Seats$ for HU, 30 % of M.S. Seats$ OHU	15% of Seats under CAP #	Minimu m 51%@	20%

CAP Seats = Sanctioned Intake – Institutional Quota
CAP seats excluding Minority Quota
$ M.S. Seats = CAP Seats – (All India Seats + Minority Quota)
%- Percentage

* The seats excluding the Minority Quota and the Institutional Quota shall be filled in the stipulated percentage from the Maharashtra Candidature Candidate and All India Candidature Candidate.
@These are the minimum percentage of seats to be filled in the Minority Institution through CAP, this may be extended up to 100%. However before commencement of the CAP, such Institution shall declare and inform to the

Competent Authority, the maximum percentage of minority quota to be filled in their institution.

B. **Allocation of Supernumerary Seats**

    (1) Jammu and Kashmir Migrant Candidates seats to be filled by the Competent Authority- The number of seats for this quota shall beas per the policy of the Government.

    (2) OCI/PIO, Foreign Students and the children of Indian Workers in Gulf Countries candidates to be filled by Institution - 15% of the Sanctioned Intake seats or as prescribed by the appropriate authority, from time to time (if applicable).

SCHEDULE –II
(For Direct Second Year Engineering and Technology and Pharmacy Admission)
(See rule 6 and 7)

The distribution of seats available shall be notified on the website before submission of option form of Centralised Admission Process (CAP).

I.   Lateral Entry Seats: 20% of Sanctioned Intake, which will be over and above, Supernumerary to the approved Intake.

II.   Seats Remaining Vacant within Sanctioned Intake (S) : In addition to above, vacant seats (S) in a course,
      S = SI– (Admitted within SI – C – F + B - L + P), and if S >0, may also be available where,

Abbreviation used in calculation	Description
SI	Sanctioned Intake
Admitted within SI	Admitted within Sanctioned Intake
C	No. of cancellations at the first year level
F	No. of students not eligible for admission to second year as per rules of affiliating University
B	No. of students who belong to earlier batches who have become eligible for admission to second year as per rules of affiliating University
L	No. of Students who are shifted from the Institution to another Institution and/or from the course to other course within institution for the second year
S	Seats remaining vacant within Sanctioned Intake
P	No. of students who are shifted to the Institution from another Institution and/or to the course from other course within institution for the second year

Explanation.-1 While calculating Seats remaining vacant within Sanctioned Intake, Students admitted against any type of Supernumerary seat/s shall not be considered.

Explanation.-2 If the result of the University or Institution is not declared till the last date of calculation of the vacant seats within SI as per Schedule, and then the value of B is to be taken as total number of Candidates who belong to earlier batches and appeared for examination during last academic year.

*Explanation -3.*Transfer to the Course shall be allowed only after accommodating repeaters after declaration of the result.

III. Separate Division in Direct Second Year.- These seats shall be 100% of the Sanctioned Intake approved by All India Council for Technical Education for separate division in Direct Second Year of Courses.

A. Seat Distribution for Direct Second Year of Government and Government Aided Institutes

Sr. No	Type of Institution	No. of Seats with Competent Authority(CAP Seats)- as % of Sanctioned Intake or (Lateral Entry Seats + Vacant Seats)	
		General Seats	Minority Quota
1	Government / Government Aided Institutions, University Departments and SNDT University Excluding Minority Institutions	**Autonomous, Non Autonomous and University Department**-100% of (Lateral Entry Seats + Vacant Seats) Separate Division- 100% of Sanctioned Intake	Nil
2	Dr. Babasaheb Ambedkar Technological University Lonere	100% of (Lateral Entry Seats + Vacant Seats) Separate Division- 100% of Sanctioned Intake	Nil
3	Government / Government Aided Minority Institution	50% of (Lateral Entry Seats + Vacant Seats) Separate Division- 50% of Sanctioned Intake	50% of (Lateral Entry Seats + Vacant Seats) Separate Division- 50% of Sanctioned Intake

B. Seat Distribution for Direct Second Year of Unaided Private Professional Educational Institutes

Sr. No	Type of Institution	No. of Seats with Competent Authority(CAP Seats)- as % of Sanctioned Intake or (Lateral Entry Seats + Vacant Seats)	
		General Seats	Minority Quota
1	Unaided Private Professional Educational Institutions (Excluding minority)	100% of (Lateral Entry Seats + Vacant Seats) Separate Division- 100% of Sanctioned Intake	Nil
2	Unaided Minority Educational Institutions	(Lateral Entry Seats + Vacant Seats- Minority Quota) Separate Division : (Sanctioned Intake – Minority Quota)	Minimum 51%

Schedule III

Group and Subgroup of Courses for Admissions to Direct Second Year:

The groups and subgroups of Diploma Courses and Corresponding Degree Courses for which Admissions to Direct Second Year shall be given are as below. Admissions will be effected to Diploma holders of a subgroup for Degree Courses mentioned in the same subgroup. Thereafter "vacant seats", if any, shall be offered to Candidates from other subgroups (Diploma), under the same group, who are Eligible for Corresponding Degree Courses from the group. For this purpose group merit list will be operated.

Groups and Sub-groups of Diplomas for which preference will be given for Admission to Degree Courses:

Group No.	Diploma Courses	Degree Courses
01	Chemical Engineering Group :-	
	0101 : Sub-group : A 1. Chemical Engineering 2. Chemical Technology 3. Petro-Chemical Engineering 4.Technical and Analytical Chemistry 5. Sugar Technology	1. Chemical Engineering 2. Chemical Technology 3. Petro-Chemical Engineering 4. Petroleum Engineering 5. Pulp & Paper Technology
	Note.- Direct Admission to second year Degree is given for Chemical Technology Courses in Food Technology, Oil Technology, Fats & Wax Technology, Pulp & Paper Technology, Petro-Chemical Technology, Oil & Paint Technology, Paints Technology and Plastic Technology only in UDCT, Jalgaon & UDCT, Amravati.	
	0102 : Sub-group : B 1. Plastic Engineering 2. Polymer and Plastic Engineering 3. Plastic Technology 4 Rubber Technology	1. Polymer Engineering 2. Polymer Technology 3. B. Tech. Plastic and Polymer Engineering 4. Plastic Technology
	0103 : Sub-group : C 1. Food Technology	1. Food Technology
	0104 : Sub-group : D 1. Surface Coating Technology 2. Oil & Paints Technology	1. Oil & Paints Technology 2. Oil Technology 3. Paints Technology 4. Fats & Wax Technology 5. Surface Coating Technology

02	Civil Engineering Groups : -	
	0201 : Sub-group : A 1. Civil and Rural Engineering 2. Civil & Sanitary Engineering 3. Civil Engineering 4. Construction Technology 5. Environmental Technology	1. Civil Engineering 2. Construction Engineering 3. Civil & Water Management Engg. 4. Environmental Engineering 5. B. Tech. Civil Engineering 6. Structural Engineering
03	Computer, Electronics, Electrical, Instrumentation & Bio-Medical Engineering Group :-	
	0301 : Sub-group : A 1. Computer Engineering 2. Computer Technology 3. Information Technology	1. Computer Engineering 2. Computer Technology 3. Computer Science and Engineering 4. Information Technology 5. B. Tech. Computer Science and Engineering
	0302 : Sub-group : B 1. Digital Electronics 2. Electronics and Communication Engineering 3. Electronics and Video Engg. 4. Sound & Television Engineering 5. Electronics and Tele. Engineering 6. Industrial Electronics 7. Electronics & Radio Engineering 8. Electronics Engineering 9. Electronics Production & Maintenance 10. Electronics	1. Electronics and Communication Engineering 2. Industrial Electronics Engg. 3. Electronics Engineering 4. Electronics Product Design Technology 5. Power Electronics 6. Electronics and Tele Communication Engineering 7. B. Tech. Electronics and Tele Communication Engineering
	0303 : Sub-group : C 1. Medical Electronics	1. Bio-Medical Engineering
	0304 : Sub-group : D 1. Electrical Engineering 2. Electrical Power System	1. Electrical Engineering 2. Electrical Engineering (Electrical & Power) 3. Electronics and Power Engineering 4. Power Engineering
	0305 : Sub-group : E 1. Instrumentation 2. Instrumentation and Control	1. Instrumentation Engineering 2. B. Tech. Instrumentation & Control Engineering

04	Mechanical Engineering Group :-	
	0401 : Sub-group : A 1. Automobile Engineering 2. Fabrication Technology 3. Mechanical Engineering 4. Fabrication Technology and Erection Engineering	1. Automobile Engineering 2. Mechanical Engineering 3. Mechanical Engineering (Sandwich Pattern) 4. B. Tech. Mechanical Engg. 5. Aeronautical Engineering
	0402 : Sub-group : B 1. Machine Tool and Maintenance 2. Plant Engineering 3. Production Technology 4. Production Engineering 5. Advanced Diploma in Tool and Die Making	1. Industrial Engineering 2. Production Engineering 3. Production Technology 4. Production Engineering (Sandwich Pattern) 5. B. Tech. Production Engineering
	0403 : Sub-group : C 1. Packaging Technology	
	0404 : Sub-group : D 1. Metallurgy 2. Metallurgy (Foundry Technology)	1. Metallurgical Engineering

05	Mining Engineering Group :-	
	0501 : Sub-group : A 1. Mining and Mine Surveying 2. Mining Engineering	1. Mining Engineering
06	Printing Engineering Group :-	
	0601 : Sub-group : A 1. Printing Technology	1. Printing Engineering & Graphics Communication
07	Textile Engineering Group :-	
	0701 : Sub-group : A 1. Knitting Technology 2. Man Made Fibre Manufacturing 3. Textile Manufacture (Cotton) 4. Man made Textile Technology 5. Garment Technology 6. Dress Designing & Garment Mfg. 7. Handloom Technology	1. Man made Textile 2. Textile Engineering / Technology 3. Textile Plant Engineering 4. Textile Engineering (Fashion Technology)
	0702 : Sub-group : B 1. Man made Textile Chemistry 2. Textile Technology 3. Textile and Analytical Chemistry 4. Technical Chemistry	1. Textile Chemistry

In addition to above Groups and Subgroups, Candidates passing Diploma Courses from different **Special Groups** as listed below are also eligible for some specific Degree Courses as listed below.

Special Group No.	Diploma Courses	Degree Courses
08	0801 : Sub-group : A 1. Chemical Engineering 2. Chemical Technology 3. Technical and Analytical Chemistry 4. Sugar Technology 5. Food Technology 6. Environmental Technology 7. Medical Electronics and Technical Chemistry	1. Biotechnology
09	0901 : Sub-group : A 1. Mechanical Engineering 2. Production Engineering 3. Plant Engineering 4. Instrumentation Engineering 5.Instrumentation and Control Engineering	1. Sugar Technology
10	1001 : Sub group:A 1. Leather Technology 2. Agriculture Technology	

Specimen Data to be filled in **Online Application Form**

1.	Nationality	Indian or Foreign
2.	Do you belong to NRI, OCI, PIO, Children of Indian Worker in Gulf Countries, Foreign Student	Select the appropriate category
3.	Type of Candidate (A/B/C/D/E)	Please refer Rules Para Types of Candidature and select Candidate type which applicable (A/B/C/D & E)
4.	Candidate's Full Name	As per HSC / Diploma marksheet
5.	Father's Name	Fill Father's name
6.	Mother's Name	Fill Mother's name
7.	Gender (Male / Female)	Select Gender
8.	Date of Birth	Date of birth of the candidate (dd/mm/yyyy)
9.	Aadhaar Number	12 Digit Aadhaar No. of the candidate.
10.	Family Income	Select the Income Group Upto 15,000/- , 15,001-50,000/- , 50,001 – 1 Lac, 1 Lac to 2 Lac, 2 Lac to 3 Lac, 3 Lac to 4.5 Lac, 4.5 Lac to 6 Lac, 6 Lac to 8 Lac, 8 Lac to 10 Lac, 10 Lac to 15 Lac, Above 15 Lac
11.	Religion	Select the religion from the list Hindu / Muslim / Sikh/ Christian/ Buddhist / Jain / Zoroastrian (Parsi)
12	Mother Tongue	Select the mother tongue from the list Assamese , Bengali, Dogri, English, Gujarati, Hindi, Kannada , Khasi, Konkani , Malayalam ,Manipuri ,Marathi , Mizo ,Oriya, Punjabi , Sanskrit, Sindhi, Tamil , Telugu , Urdu
13	Category of Candidate (Caste should be recognised as Backward class in Maharashtra State)	Select OPEN or backward class category for Maharashtra State Candidate - SC / ST / VJ DT NT(A) / NT(B) / NT(C) / NT(D)/ SBC /OBC [Refer Rule 7(6)(a)]
14	Caste Name	Select the name of the caste and Sr. Number in case of Backward Class candidates.
15	Permanent Address	Fill the Lane/Street, Village/Town, Tahsil, District , State and PIN
16	Person with Disability (Yes/No)	If Disability Yes: Select Visually impaired (blind) (P1) Speech & hearing impaired (deaf & dumb) (P2) Orthopedic disorders (P3-OD), Learning Disabilities, Dyslexia, Dyscalculia, Dysgraphica, Spastic (P3-

		LD) (Refer Rule 7(6)(c))
17.	Defence Category (Yes/No)	If Defence Yes Select Defense 1 – Candidate's Father is Ex – service person & Domicile of Maharashtra. Defense 2 – Candidate's Father is Active service person & Domicile Maharashtra Defense 3 – Candidate's Father is Active service person & from Outside Maharashtra, but family retained in Maharashtra (Refer Rule 7(6)(b))
18.	Tuition Fee Waiver Scheme (Yes/No)	Select 'Yes' is eligible and interested in seats under TFWS (Refer Rule 7(5)(c))
19.	Religious Minority (Yes/No)	Select Yes and select the type of Religious Minority. [Refer Rule 5(3)]
20.	Linguistics Minority / (Yes/No)	Select Yes and select the type of Linguistic Minority. [Refer Rule 5(3)]
21.	District of SSC	Select district from where the candidate has passed SSC or equivalent examination
22.	District of HSC	Select district from where the candidate has passed HSC or equivalent examination
23.	District of Diploma	Select district from where the candidate has passed Diploma or equivalent examination
24.	District of B. Sc	Select district from where the candidate has passed B. Sc or equivalent examination
25.	**i) SSC details**	
	a] Name of SSC Board	Select the SSC Board Name
	b] SSC Passing Year	Year of Passing of SSC
	c] SSC Seat Number	Seat number as given on mark sheet
	d] SSC Mathematics marks	Fill SSC Mathematics marks obtained and maximum marks
	e] SSC English marks	Fill SSC English marks obtained and maximum marks
	f] SSC Aggregate marks	Fill SSC Aggregate marks obtained and maximum marks
	ii) HSC details	
	a] Name of HSC Board	Select Board Name
	b] HSC Seat Number	Seat number as given on mark sheet
	c] HSC Physics marks	Fill HSC Physics marks obtained and maximum marks
	d] HSC Chemistry marks	Fill HSC Chemistry marks obtained and maximum marks
	e] HSC Mathematics marks	Fill HSC Mathematics marks obtained and maximum marks
	f) HSC Biology marks	Fill HSC Biology marks obtained and

		maximum marks
	g) HSC English marks	Fill HSC English marks obtained and maximum marks
	h] HSC Aggregate marks	Fill HSC Aggregate/Total marks obtained and maximum marks
	iii) Diploma/ B. Sc. Details (For First /Direct Second Year Engineering and Technology, Second Year Pharmacy)	
	a] Diploma Board / B. Sc. University Name	Select the Board Name / University Name
	b) Seat No./ Roll No.	Fill the Exam Seat / Roll Number of Final Year /Semester of Diploma / B. Sc. Exam
	c] Aggregate Marks	Fill the Aggregate/Total marks obtained and maximum marks on the basis of which Diploma / Degree is awarded.
	d] Diploma Programme Group and or Branch Name e.g. Civil, Mechanical , Electrical, etc	Select Diploma Branch Name and Programme Group (For Diploma Candidates only)
26	CET Details	
	i) MHT-CET 2016 Details (For Engineering and Technology / Pharmacy)	
	a] Seat Number	As per CET Marksheet
	ii) JEE (Main) 2016 Paper 1 Details (For First Year Engineering and Technology)	
	a] JEE Roll No.	Candidate Roll No as per JEE Main 2016-17 marksheet
	b] JEE Total Score Paper 1	Candidate Total Score as per mark sheet
	c] JEE Physics Score	Candidate Physics Score as per mark sheet
	d] JEE Mathematics Score	Candidate Mathematics Score as per mark sheet
	iii) NATA Details valid for academic year 2016-17 (for Architecture)	
	NATA Seat No	Seat Number as per NATA Score Card
	NATA Score	Fill the VALID SCORE of NATA
	Examination Month and Year	The Month and Year of the Examination held.
	iv) MAH- B.HMCT-CET 2016 Details	
	a] CET Seat Number	As per CET Marksheet

If letter grades are assigned at SSC, HSC, Diploma, Bachelor of Science or its equivalent examination, the Candidate must submit the certificate of conversion of letter grades into equivalent marks from the concerned Competent Authority or Board at the time of submission of Application Form. The eligibility shall be decided on the basis of equivalent marks.

The data required according to the type of admission shall only be required.

The above data is for sample only. Candidate shall fill the details step by step.

Specimen Option Form for CAP Round I

First Year Engineering Admissions 2016	Option Form

	Government of Maharashtra
	State Common Entrance Test Cell
	Receipt-cum-Acknowledgement of Option Form for CAP Round-I/II/III for Admission to First Year of Four Year of Full-Time Degree Courses in Engineering and Technology for the Academic Year 2016-17

Application ID : EN16153125	Version No : 3

Personal Details

Candidate's Name	**CHAUHAN SARIKA RAMCHANDRA**
Father's Name	**RAMCHANDRA**
Mother's Name	**GITA**
Gender	**Female**
Date of Birth	**01/11/1999**
Candidature Type	**Maharashtra - Type A**
Home University	**Pune**
Category	**Open**
Category for Admission	**Open**
Person with Disability	**Not Applicable**
Defence Type	**Not Applicable**
Applied for TFWS	**Yes**

Options Given By Candidate

Preference Number	Choice Code	Preference Number	Choice Code	Preference Number	Choice Code	Preference Number	Choice Code
1	600661210	4	301219110	7	600729310	10	600461210
2	600629310	5	300219110	8	401519110		
3	600619110	6	300729310	9	406719110		

Declaration

　　I have read all the rules of admission and I understand that , I have filled this Option Form for consideration for CAP Round-I/II/III for Admission to First Year of Four-Year Full-Time Degree Courses in Engineering and Technology for the Academic Year 2016-2017. I further declare this Option Form and the Choice Codes their-in are filled in by me through my login.

Printed On : **30 /06 /2016　4:52:49 PM** Last Modified On : 30/06/2016　**4:02:56 PM** Last Modified By : 30/06/2016 **, 117.223.17.32**	Signature of Candidate (**CHAUHAN SARIKA RAMCHANDRA**)

The Option Form for CAP Round-I for Admission to First Year of Four-Year Full-Time Degree Courses in Engineering / Technology for the academic Year 2016-17 is confirmed as per the choices given above. We hereby acknowledge the confirmed Option Form.	
Confirmed On : **30/6/2016　4:05:05 PM** Confirmed By : EN16153125 **, IP 117.223.17.32**	**(Name of Commissioner)** Commissioner, State CET Cell, Maharashtra State, Mumbai

The candidate can fill upto 300 Choice Codes.

Pro forma – A
(For Type – C Candidates)

(For sons and daughters of Central Government / Government of India undertaking employees)

CERTIFICATE

This is to certify that Shri / Smt. ………………………………….. …………………………………….is an employee
in the capacity of …………………………………in ………………………………… ………….. ……. …………………
　　　　　　　　　　(Designation)　　　　　　　　(Name of the Organisation /Establishment/Department)
This Organisation / Establishment / Department is under ………………………………………………
　　　　　　　　　　　　　　(Department of Central Government / Government of India undertaking)
Shri / Smt. ………………………………….is transferred to ……………………………….in Maharashtra State
vide transfer order No…………………………. Dated…………… …………..
He / She has joined duty in Maharashtra on ………………… and is currently working in the same post.
This certificate is issued for the purpose of his / her son / daughter ……………………………….'s admission to
First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/
Hotel Management and Catering Technology for the academic year 2016-17.

Outward No.&Date:　　　　　　　　　　　　　　　　　　　　　　(Signature)
Place :　　　　　　　　　　　　　　　　　　　　　　　　　　　Name & Designation
　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　of the Head of the office

　　　　　　　　　　　　　　　　　Seal of the Office

Note : This pro forma is to be accompanied by attested copy of :
　　　1) Transfer order
　　　2) Joining report

Pro forma B-1

(For Type D Candidates-)

(For sons and daughters of Maharashtra State Government/Maharashtra State Government undertaking employees)

CERTIFICATE

This is to certify that Shri / Smt. ………………………………………..is an employee in the capacity of
……………………… in …………………………………………….. …………………… ……………………………………………
Designation)　　　(Name of the Organisation /Establishment / Department)
This　　　　　　Organisation/Establishment　　　/Department　　　is　　　under
……………………………………………………………………..
Department of Maharashtra State Government / Maharashtra State Government undertaking.
Shri / Smt. …………………………………….is transferred to/from ………………………………….In/out of
Maharashtra State vide transfer order No…………………………. Dated…………………………
He / She has joined duty in/out of Maharashtra State on ………………… and is currently working in the
same post.
This certificate is issued for the purpose of his/her son/daughter ……………………………………..'s admission
to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/
Hotel Management and Catering Technology for the academic year 2016-17.

Outward No.&Date :　　　　　　　　　　　　　　　　　　　　　(Signature)
Place :　　　　　　　　　　　　　　　　　　　　　　　　　　　Name & Designation
　　　　　　　　　　　　　　　　　　　　　　　　　　　　　　of the Head of the
office
　　　　　　　　　　　　　　　　　Seal of the Office
Note : This pro forma is to be accompanied by attested copy of :
　　　1) Transfer order
　　　2) Joining report

Pro forma B-2

(For Type D Candidates)

(For sons and daughters of Maharashtra State Government/ Maharashtra State Government undertaking retired employees)

UNDERTAKING

This is to undertake that I, ..., have retired from the service from the post of of .... in ....
Designation)   (Name of the Organisation /Establishment / Department)

This   Organisation   /   Establishment   /   Department   is   under ....
Department of Maharashtra State Government / Maharashtra State Government undertaking.

I have retired on .... and settled in _____taluka _____ district --_____ .

This undertaking is submitted for the purpose of my son/daughter ....'s admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

(Signature)
Place :   Name
Date :

Note : This pro forma is to be accompanied by attested copy of :
        1) Pension Pay Order.
        2) Proof of settlement (Ration Card/ Electricity Bill/Aadhaar Card/ Telephone Bill/ Property Document/ Election Card).

Pro forma – C

(For Def-1, Def-2 and Def-3 Candidates)
(For sons and daughters of defence service personnel)

CERTIFICATE

This is to certify that Shri. / Smt.. ....,
(Full Name of the Employee with Rank of the employee)
is / has been a member of Armed forces of India. He / She has put in .... years of service in Indian Army / Indian Navy / Indian Air Force from .... to .... and is currently working / retired from services on .... / permanently disabled since .... / killed in action on ....

This certificate is issued for the purpose of his / her son / daughter ....'s admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No.&Date :
Place :   (Signature)
                                                                                        Name and designation
                                                                                     of the Authority not below the rank
                                                                                      of Commandant or equivalent /
                                                                                     District Sainik Welfare officer
                                                            Seal Of the
                                                            Office
Note:-
*1. This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/Airforce.*
2. For Def-1 and Def-2 candidates, above pro forma is to be accompanied by attested copy of **Domicile certificate of parent who is in active service or ex-serviceman**.

Pro forma– D

(For Def-3 candidates)

(For sons and daughters of Active defence service personnel not domiciled in Maharashtra State)

CERTIFICATE

This is to certify that Shri / Smt. ………………………………………….. ………is a member of
(Full Name of the Employee with Rank of the employee)
Armed forces of India, and is currently working in Indian Army / Indian Navy / Indian Air Force.
Shri / Smt. ………………………………………...is transferred to ……………………. (Place of posting) in Maharashtra State vide transfer order No…………………………. Dated…………… He / She has joined duty in Maharashtra on ………………………… and is currently working in the same post.
(Date of Joining)
This certificate is issued for the purpose of his / her son / daughter ……………………………'s admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date: (Signature)
Place: Name & Designation
                                                                                                                          of the Head of the

office

Seal Of the
Office
Note : This pro forma is to be accompanied by attested copy of
     1) Transfer order
     2) Joining report
This certificate is not to be issued for Civilian Staff working in the Indian Army/Navy/Air force.

Pro forma – E

(For Def-3 candidates)

(For sons and daughters of Active defence service personnel not domiciled in Maharashtra State but retained their family accommodation)

CERTIFICATE

This is to certify that Shri / Smt. ………………………………………..……………………………………..…….. is a member of
(Full Name of the Employee with Rank of the employee)
Armed forces of India, and is currently working in Indian Army / Indian Navy / Indian Air Force.
Shri / Smt. …………………………………….....is presently posted at …………. … …………………....................
(Place of posting)
His / Her previous posting was at ……………………in Maharashtra State.
He / She has retained family accommodation in………………………… in Maharashtra State on account of posting in non-family station / for education purpose of son / daughter.

This certificate is issued for the purpose of his / her son / daughter ……………………………'s admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date: (Signature)
Place: Name & Designation
                                                                                            of the Head of the office
Seal Of the   Office
Note:- This certificate is not to be issued for Civilian Staff working in the Indian Army/Navy/Air force.

PROFORMA –F

(For P-1, P-2, and P-3 Candidates)

(For Persons with Disability Candidates)

Recent Photograph of the candidate showing the disability duly attested by the chairperson of the

Name and address of the Institute / Hospital
Certificate No.   Date

DISABILITY CERTIFICATE

This is certified that Shri/Smt./Km. .... son/wife/daughter of
Shri …………………………………….... age………….. sex…………… identification mark (s)………………………….. is suffering
from permanent disability of following category :-

A. Locomotors or cerebral palsy:

(i)   BL-both legs affected but not arms.
(ii)   BA-Both arms affected   (a) Impaired reach   (b) Weakness of grip
(iii)   BLA-Both legs and both arms affected
(iv)   OL-One leg affected (right or left)   (a) impaired reach   (b) Weakness of grip   (c) Ataxic
(v)   OA-One arm affected   (a) Impaired reach   (b) Weakness of grip   (c) Ataxic
(vi) BH-Stiff back and hips (Cannot sit or stoop)
(vii) MW-Muscular weakness and limited physical endurance.

B. Blindness or low vision
        (i) B-Blind   (ii) PB-Partially Blind

C. Hearing impairment
        (i) D-Deaf   (ii) PD-Partially Deaf

(Delete the category, whichever is not applicable)

2.   This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-   assessment of
this case of not recommended/is recommended after a period of   years   months*.
3.   Percentage of disability in his/her case is _____ percent.
4.   Sh./Smt./Kum. _____meets the following physical requirements for discharge
        of his/her duties.

(i)	F-can perform work by manipulating with fingers	Yes/No
(ii)	PP-can perform work by pulling and pushing	Yes/No
(iii)	L-can perform work by lifting	Yes/No
(iv)	KC-can perform work by lifting	Yes/No
(v)	B-can perform work by bending	Yes/No
(vi)	S-can perform work by sitting	Yes/No
(vii)	ST-can perform work by standing	Yes/No
(viii)	W-can perform work by walking	Yes/No
(ix)	SE-can perform work by seeing	Yes/No
(x)	H-can perform work by hearing/speaking	Yes/No
(xi)	RW-can perform work by reading and writing	Yes/No

(Dr.   )   (Dr.   )   (Dr.   )
Member   Member   Member
medical Board   Medical Board   Medical Board

                                                                                Countersigned by the Medical
                                                                                Superintendent/CMO/
                                                                                Head of Hospital (with seal)

*Strike out which is not applicable

Proforma–F-1

(For Person with Disability Candidates)

P3 (Learning Disability) Candidates

CERTIFICATE
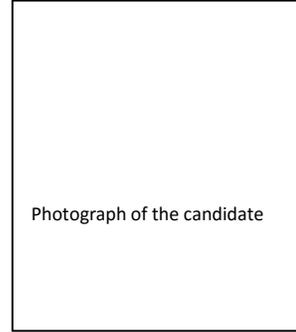
Name   :

Age   :

Date of Birth   :

Date of Registration :   L.D.No.

Father's Name :

Std.   :   School Name :

Physical & Neurologic Assessment (Date :)

Psychologic Assessment (Date :   )

   WISC (R) Verbal IQ   :
      Performance IQ :
    Global IQ   :

   Interpretation:

Educational Assessment (Date:)   WRAT : R
                         S
                          A

Certified that:
1. The percentage of Challenged is not less than 40% and is equal to ....%.
2. The disability is permanent in nature.
3. The candidate is capable of carrying out all activities related to theory and practical works as applicable to degree course in Engineering/Technology without any special concessions and exemptions.
4. This Certificate is issued as per the provisions given in the Person with Disability Act, 1995 and its amendments.

This certificate is issued for the purpose of his/her admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Recommendations:

              (Name and Signature Of Issuing Authority)

 Outward No.& Date**:**

          Seal of the Office

Pro forma – G1

(For Candidates from Maharashtra and Karnataka disputed Border Area)

CERTIFICATE

This is to certify that Shri / Smt. .... (candidate himself/herself) is a resident of .... Village in ....Taluka .... District. This village is a village which exists in Maharashtra Karnataka disputed border area.

This certificate is issued for the purpose of his / her ward's / candidate's admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date :   District Collector/ Deputy Commissioner/

                                                             District Magistrate/Additional District Magistrate/

Place :   Taluka Executive Magistrate

Pro forma – G2

(For Candidates from Maharashtra and Karnataka disputed Border Area)

CERTIFICATE

This is to certify that Mr. /Miss ………………………………………………………   is a student of this school / College. He / She has passed Std. X / Std. XII / Diploma / B. Sc. examination from this school/college located in Maharashtra Karnataka disputed border area. His / Her mother tongue is Marathi and he / she has passed Std. X / Std. XII examination with Marathi as one of the subjects.

This certificate is issued for the purpose of his / her admission to First /Direct Second Year of Degree course in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date :

Place: Head Master /Principal

                                                                                     School/ College

Seal of the School / College

Proforma- H

(रुपये १००/-च्या नॉन ज्युडीशियल स्टॅम्पपेपरवर खाली नमूद केलेले हमीपत्र सादर करावे)

हमीपत्र

मी.................................. .... (उमेदवाराचे नाव) असे हमीपत्र देते / देतो की, जर मला प्रथम वर्ष/ थेट द्वितीय वर्ष अभियांत्रिकी व तंत्रज्ञान / औषधनिर्माण / वास्तुशास्त्र / हॉटेल व्यवस्थापन व कॅटरिंग तंत्रज्ञान पदवी या प्रवेश प्रक्रियेत प्रवेश मिळाला तर जात पडताळणीबाबतची आवश्यक ती सर्व कागदपत्रे मी प्रवेश झालेल्या महाविद्यालयात दि. ३०.०८.२०१६ पर्यंत सादर करीन.

जात वैधता प्रमाणपत्र दिनांक ३०/११/२०१६ पर्यंत मिळविण्याची सर्वस्वी जबाबदारी माझी असेल.

जात वैधता प्रमाणपत्र प्रवेश मिळालेल्या संस्थेत दिनांक ३०/११/२०१६ पर्यंत सादर न केल्यास किंवा माझे जात वैधता प्रमाणपत्र कोणत्याही कारणास्तव मिळण्यास ऊशीर झाल्यास पर्यायाने प्रथम वर्ष/ थेट द्वितीय वर्ष अभियांत्रिकी व तंत्रज्ञान / औषधनिर्माण / वास्तुशास्त्र / हॉटेल व्यवस्थापन व कॅटरिंग तंत्रज्ञान पदवी अभ्यासक्रमासाठी मिळालेला प्रवेश रद्दबातल झाल्यास त्याची जबाबदारी महाराष्ट्र शासन व तंत्रशिक्षण संचालनालय,महाराष्ट्र राज्य, मुंबई यांची राहणार नाही व सदर जबाबदारी सर्वस्वी माझी राहील.

विद्यार्थ्याचे नांव :

विद्यार्थ्याची स्वाक्षरी व दिनांक :

जातीचा प्रवर्ग/ जातीचे नांव :

ऑप्लिकेशन आय.डी. :

Pro forma – J

(For sons and daughters of Defence / Paramilitary force / I.A.S. / I.P.S. / I.F.S. / J& K Police officials posted in Jammu / Kashmir to combat terrorist activities)

CERTIFICATE

Ref. No.   Date:

This is to certify that Shri / Smt. …………………………………….... is an official belonging to Defence / Paramilitary force / I.A.S. / I.P.S. / I.F.S. / J& K Police presently posted and working at ………………………………... which is treated as disturbed area in Jammu & Kashmir.

This certificate is issued for the purpose of his/her son/daughter ……………………………………'s admission to First /Direct Second Year of Degree courses in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No.&Date :   Head of the Office

Place :

                                                        Seal of the Office

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Proforma – K
(For Jammu / Kashmir Migrant Candidates)
(Migrants staying in refugee camps)
CERTIFICATE

Ref. No.   Date:

This is to certify that Mr./ Miss. …………………………………….... belongs to a family residing in this refugee camp after being displaced after 1990 due to terrorist activities in Jammu and Kashmir. The detail of refugee status is as under.

Ration card Number:
Name of the members on the ration card:

This certificate is issued for the purpose of his / her admission to First /Direct Second Year of Degree courses in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date: Name & Signature of Head of the Office
Place: Migrant/Refugee Camp

                                                        Seal of the Office

Pro forma – L

(For Refugees staying with relatives)

(Displaced Jammu / Kashmir Candidates staying with relatives / friends in India other than Migrant / Refugee camp)

CERTIFICATE

Ref. No.   Date:

This is to certify that Mr./Miss. …………………………………….... is a displaced person from Jammu & Kashmir after 1990 due to terrorist activities in Jammu and Kashmir. He/She is staying with ………………………………… ………….. ………………………………………………
(Name and complete address of the Person with whom the candidate is staying at present)
……………………………………... since past ………..years.
This certificate is issued for the purpose of his / her admission to First /Direct Second Year of Degree courses in Engineering and Technology / Pharmacy / Architecture/ Hotel Management and Catering Technology for the academic year 2016-17.

Outward No. & Date :   Name & Signature of District Collector
Place :
Seal of the Office

Pro forma – O
(For seats under Minority Quota)

MINORITY COMMUNITY STUDENT'S SELF DECLARATION

I, _____ Son/Daughter/of _____
Resident   of   (full   address)   _____
_____ hereby
declare that

I belong to the Muslim/Sikh/Christian/Buddhist/Jain/Zoroastrian (Parsi)[*] religious minority community

and / or

for deciding my candidature for linguistic minority, my mother tongue is _____.

Date:_____   Signature of Candidate: _____
Place:_____   Name of Candidate: _____

(*strike out whichever is not applicable)

Notes