

**Draft Rules of Admission**

In exercise of the powers conferred by sub-section 3 of section 3 of the Maharashtra Unaided Private Professional Education Institutions (Regulation of Admission and Fees Act 2015) the Government of Maharashtra hereby makes the following rules to regulate admissions to the **First and Direct Second Year of Professional Undergraduate Technical Courses** ( Engineering /Technology, Pharmacy, Architecture and Hotel Management & Catering Technology) :-

**1. Short Title and Commencement.-**

(1) These rules may be called the Maharashtra Unaided Private Professional Education Institutions (Regulation of Admission to the Professional Undergraduate Technical Courses) Rules, 2015.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.-**

(1) In these rules, unless the context otherwise requires,—

- a. ‘Admission Reporting Centre’ means a centre where the candidate shall report for confirmation of admission by submission of documents and payment of fees
- b. ‘All India Seats’ means seats available for any eligible Indian National
- c. ‘Application Form’ means prescribed form filled up by the candidate online for admission
- d. ‘Autonomous Institute’ means the institute to which autonomy is granted by the University Grants Commission
- e. ‘CAP Seats’ means the seats for which allotment/admission is carried out by the Competent Authority through CAP
- f. ‘Courses’ means the undergraduate technical courses in Engineering / Technology, Pharmacy, Architecture and Hotel Management & Catering Technology.
- g. ‘Facilitation Centre’ means a centre where the facilities like sale of application kits, filling online forms, verification of documents and grievances etc. are provided
- h. ‘Foreign National’ means Citizens of all countries other than India, who are not of Indian origin as defined under PIO
- i. ‘Home University’ means the university area in the jurisdiction of which the candidate has passed the qualifying examination
- j. ‘HSC’ means the Higher Secondary School Certificate (Std. XII) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent awarded by a Recognised Board.
- k. ‘Institutional Quota’ means seats available for admission at institute level
- l. ‘Inter-Se Merit’ means on the basis of merit

- m. 'MCVC' means Minimum Competency Vocational Course
- n. 'Minority Seats' means seats earmarked for the minority community students from within the state, belonging to the minority community to which the institution belongs.
- o. 'Non Autonomous Institute' means those institutes which are not 'Autonomous Institutes'.
- p. 'NRI Candidate' means a candidate who is a child/ward of the person who has the 'NRI status' as defined under section 6 of the Income Tax Act.
- q. 'OCI' means a candidate having Overseas Citizenship of India
- r. 'Qualifying examination' means examination on the basis of which a candidate becomes eligible for admission or its equivalent examination as notified by the Government
- s. 'Sanctioned Intake (SI)' means the course wise number of seats sanctioned by the Government.
- t. 'SSC' means the Secondary School Certificate (Std. X) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent awarded by a Recognised Board.
- u. 'Supernumerary Seats' means seats which are over and above the sanctioned intake approved by the appropriate authority and the Government
- v. 'Persons of Indian Origin (PIO)': A Person having foreign citizenship (except Pakistan and Bangladesh) without "NRI" status, who holds a Foreign Passport at the time of sending application, consideration for admission and during the period of his/her study, and he/she or anyone/both of his/her parents or anyone/both of his/her grandparents is (or was)/are (or were) citizen(s) of India by virtue of the provisions of the Constitution of India or Sec. 2(b) of Citizenship Act, 1955 (Act No. 57 of 1955).
- w. 'PIO Candidate' means a candidate who is a child or ward of PIO

### 3.0 Candidature Type

Candidate can claim only one candidature type while submitting the application form. The candidate should submit the certificates as applicable in the necessary Proforma issued by the competent authority at the time of filling up of Application Form.

#### 3.1 Maharashtra State Candidature

Type	Eligibility Criterion	Home University
A	<p>a. Candidates passing SSC and HSC Examination from a Recognised institution in Maharashtra State</p> <p>For Direct Second Year</p> <p>Engineering: Candidates passing SSC , HSC, Diploma in Engineering/ Technology OR B.Sc. or its equivalent from a Recognised institution in Maharashtra State</p> <p>Pharmacy: Candidates passing SSC , HSC, Diploma in Pharmacy</p>	Place of passing of Qualifying Examination falling within the jurisdiction of the respective University area

	<u>And</u> b. Candidate who is Domicile of Maharashtra / Born in Maharashtra	
<b>B</b>	A Candidate does not satisfy as Type A <u>And</u> Candidate/ Father or Mother of the candidate is Domiciled in the State of Maharashtra	Place of Domicile Certificate issuing authority falling within the jurisdiction of the respective University area
<b>C</b>	A Candidate does not satisfy as Type A/B <u>And</u> Father/Mother of the candidate is an employee of the Government of India or Government of India Undertaking who is posted and reported to duty in Maharashtra State before the last date for submitting the Application Form for Centralized Admission.	Place of Posting of Father / Mother of candidate falling within the jurisdiction of the respective University area
<b>D</b>	A Candidate does not satisfy as Type A/B/C <u>And</u> Father / Mother of the candidate is an employee of the Government of Maharashtra / Government of Maharashtra Undertaking.	Place of Posting of Father / Mother of candidate / If deputed outside Maharashtra the place of last posting falling within the jurisdiction of the respective University area
<b>E</b>	Candidates passing SSC and/or HSC Examination from a Recognised institution from a Disputed Maharashtra Karnataka Border Area and Mother tongue should be Marathi. For Direct Second Year : Candidates passing SSC and/or HSC Examination, Diploma in Engineering/ Technology / Pharmacy or its equivalent from a Recognised Institution from a Disputed Maharashtra Karnataka Border Area and Mother tongue should be Marathi.	Candidate shall be considered for the Outside Home University /State Level Seats

### 3.2 All India Candidature

Candidate having Indian nationality are eligible under this category.

### 3.3 Minority Candidature

The Maharashtra domiciled Candidate belonging to a particular Linguistic / Religious minority community from within the state and as notified by the Government.

### 3.4 NRI / OCI candidature

A Candidate who is child / ward of NRI satisfying the conditions as defined in section 2 (n) of the act and child / ward of OCI shall be treated at par with NRI.

### **3.5 PIO / Foreign Student**

A PIO and Foreign Candidate satisfying the conditions as defined in section 2 (o) and 2(i) of the act respectively.

### **3.6 J & K Migrant Candidature**

Seats for this candidature are available in First year Engineering, Architecture and HMCT courses.

- a. The children of citizens, who are displaced from Jammu and Kashmir to any part of India from unsafe border area of J & K to a relatively safer place in J&K from 1990 onwards due to terrorist activities.
- b. The children of officers belonging to IAS/ IPS/IFS and children of staff belonging to military and paramilitary forces transferred to J&K to combat terrorist activities and joined the post on or before the last date for submission of application for admission
- c. The children of staff and officers of J& K police engaged in combating terrorism

### **4.0 Sanctioned Intake for Various Courses**

The intake for the 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. For admission to Direct Second Year number of seats available shall be calculated as given in Schedule II.

### **4.1 Supernumerary Seats**

These seats are over and above the sanctioned intake and are approved by the appropriate authority.

### **5.0 Seat Distribution**

The percentage of seat distribution for various types of candidates in the Home University, Other than Home University and State Level Seats shall be in accordance with the policy of the Government as given in Schedule-I for First year and Schedule –II for Direct Second Year of various Under Graduate Courses.

### **5.1 Maharashtra Seats**

The candidates having Maharashtra State Candidature as given in 3.1 and 3.3 shall be eligible for these seats.

### **5.2 All India Seats**

The candidates having Candidature as given in 3.1, 3.2 and 3.3 shall be eligible for these seats.

### **5.3 Institute Level Seats**

These are the seats which shall be filled at institute level within sanctioned intake. These seats shall be filled in a transparent, fair and non-exploitative manner. The seats shall be allotted to the candidates on the basis of

- a. First Year Engineering - CET score, the seats remaining vacant there after shall be filled in by the candidates on the basis of JEE Main Paper 1 score.
- b. First Year Pharmacy - CET score.
- c. First Year Architecture– NATA score.
- d. First Year HMCT - CET score.
- e. Direct Second Year of Engineering- CAP merit with priority to Subgroup, Main Group and then others. Vacancies existing there after shall be filled in on the basis of percentage of Diploma Examination with priority to Subgroup, Main Group and to others. The Seats remaining vacant there after shall then be filled on the basis of CAP merit of B.Sc. candidate and then on the basis of percentage of B.Sc.( The Main Groups and Subgroups based on the diploma courses shall be as per the policy of the Government)
- f. Direct Second Year of Pharmacy- CAP merit, Vacancies existing there after shall be filled in on the basis of percentage of marks in Diploma Examination.

### **5.3.1 Management Quota Seats**

The candidates having Candidature as given in 3.1 and 3.2 shall be eligible for these seats.

### **5.3.2 Minority Quota Seats**

The candidates having candidature as given in 3.3 shall be eligible for these seats. These seats shall be filled in accordance with the provision under Section 6 of the act. The minority educational institution shall surrender the unfilled seats of this quota, if any, to the competent authority to be filled during CAP Round I.

Provided that, the minority quota seats that are not surrendered by the minority educational institute for CAP and are not filled or the seats remaining vacant due to cancellation/ non-reporting or where the candidate leave the institution after selection shall be filled in from minority candidates belonging to the minority community to which the institution belongs on the basis of inter-se merit.

Provided that if any minority educational institution fails to fill the un-surrendered minority quota seats from their respective minority community candidates then same shall be surrendered to the competent authority till the commencement of last CAP Round so as to fill these seats from amongst the respective minority community candidates through CAP. Moreover if these seats earmarked for minority quota are unfilled due to non availability of candidates from respective minority community then it shall be filled in by general category candidates in the last CAP Round.

Provided further that, the seats that are surrendered for the CAP under section 6 (b) of the act and are remained vacant after completion of CAP due to non-allotment of seat /cancellation / non-reporting or where the candidate leave the institution after selection through CAP may be filled from the general category candidates on the basis of inter-se merit.

### **5.3.3 Seats for children of NRI**

The candidates having Candidature as given in 3.4 shall be eligible for these seats. These seats are within the sanctioned intake as approved by the appropriate authority subject to the maximum of 5% of the sanctioned intake or seats as prescribed by the appropriate authority from time to time.

### **5.3.3 Seats for PIO/ OCI/ Foreign Students**

The candidates having Candidature as given in 3.5 shall be eligible for these seats. These seats are over and above the sanctioned intake that is approved by the appropriate authority subject to the maximum of 15% of the sanctioned intake seats or as prescribed by the appropriate authority from time to time. The One third and two third of these 15% seats shall be reserved for the children of Indian Workers in Gulf Countries and PIO/ Foreign students respectively.

## **6.0 Preparation of Merit List**

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.

### **6.1 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 / 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.

**6.2 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.
- b. If letter grades are assigned at SSC, HSC, Diploma, B.Sc. or its equivalent examination the candidate must submit the certificate of conversion of letter grades into equivalent marks from the concerned competent authority / board at the time of submission of application form. The Eligibility shall be decided based on the basis of equivalent marks.
- c. If the candidate reappears for the qualifying examination with all subjects then the marks obtained in the latest examination shall only be considered.

### **6.3 Assignment of Merit Number**

The merit list for Admission to First year shall be prepared on the basis of marks / score secured by the candidate in the CET conducted by the Competent Authority or marks/score secured in any other examination conducted by the concerned appropriate authority and as declared by the Government under section 4(a) of the act for the purpose of admission to these courses.

For Admission to Direct Second Year : The merit list shall be prepared on the basis of marks / score secured by the candidate at the Final Year or Final Semester/ Semesters of Diploma Examination on the basis of which the Diploma is awarded by the examining Authority

Provided that, for the candidates stated at 3.4, 3.5 and 3.6 the merit shall be prepared on the basis of the

- a. Percentage of marks in the subjects Physics, Chemistry and Mathematics at qualifying examination for First Year of Engineering Courses.
- b. Percentage of marks in the subjects Physics, Chemistry and Mathematics/Biology (whichever is higher) at qualifying examination for First Year of Pharmacy.
- c. Higher percentage of marks at HSC or its equivalent for First Year Hotel Management & Catering Technology and First Year Architecture

Provided further 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

#### **6.3.1 First Year Engineering / Technology**

- a. Higher marks in Mathematics in CET
- b. Higher marks in Physics in CET
- c. Higher percentage of marks for his/her Board/qualifying examination for Physics, Mathematics and Chemistry added 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

#### **6.3.2 First Year Pharmacy**

- a. Higher marks in Mathematics/Biology in CET
- b. Higher marks in Physics in CET
- c. Higher percentage of marks for his/her Board/qualifying examination for Physics, Mathematics and Chemistry added together
- d. Higher Percentage of marks in the subject Mathematics/Biology at HSC
- e. Higher Percentage of marks in the subject Physics at HSC
- f. Higher Percentage of marks in Aggregate at HSC

#### **6.3.3 First Year Hotel Management and Catering Technology**

- a. Higher percentage of marks at 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 MCVC,
- e. Candidates having passed HSC with Commerce

#### **6.3.4 First Year Architecture**

- a. Higher marks in the CET
- b. Higher percentage of marks in Mathematics at SSC
- c. Higher percentage of aggregate marks at SSC

#### **6.3.5 Direct Second Year of Engineering / Technology**

- 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

#### 6.3.6 Direct Second Year of Pharmacy

- a. Higher percentage of Marks in Diploma Examination
- b. Higher percentage of marks in Physics at HSC
- c. Higher percentage of marks in Chemistry at HSC
- d. Higher percentage of marks in SSC
- e. Higher percentage of marks in Science at SSC

**7.0 Centralised Admission Process (CAP)** -The Unaided Private Professional Education Institutes shall admit students through the Centralised Admission Process as referred in subsection 3 of section 3 of the act. The stages of CAP shall be as stated below-

- a. Display /Publishing of Information Brochure by the competent authority
- b. Filling Online Application Form by candidate for participation in the Centralised Admission Process
- c. Confirmation of Online Application Form and Document Verification at Facilitation Centre by the candidate in person
- d. Display/Publishing of Provisional merit lists, Submission of grievances if any and Display/ Publishing of Final Merit Lists
- e. Display of available category wise Seats (Seat Matrix) for CAP Rounds I / II /III
- f. Filling up and Confirmation of Online Option Form having preferences of courses /Institutions before CAP Round I. Candidates may fill-in as many choices as possible of Institutes and courses in decreasing order of their preference. The option form once confirmed shall be considered for allotment in CAP Round I/II/III.
- g. Display of Provisional Allotment of CAP Round I/ II/III indicating allotted institute and course
- h. Reporting and accepting the offered seat as per allotment of the CAP Round I/II/III, by the candidate at Reporting Centre.

During the CAP, before accepting the allotted seat a candidate can opt to 'Freeze', 'Slide' or 'Float' the choice of academic program for subsequent round(s), if any, of seat allocation

- (i) Freezing: 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
- (ii) Sliding: Candidates accept the offered seat and indicate that, if admission to an academic program of better / higher preference is offered within the same Institute, they will accept it. Such candidates will be considered in subsequent rounds of admission
- (iii) Floating: Candidates accept the offered seat and indicate that, if admission to an academic program of better/higher preference in any Institute 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
- (iv) For candidates who choose the float or slide option, and secures a seat of his choice of higher preference would automatically result in the forfeiture of the seat accepted by the candidate in the earlier round
- (v) Sliding and floating options will **not be available** to those candidates who is offered admission to his **first choice**



- i. Conduct of CAP Round-IV- The seats available for this round shall be published on the website. The candidates are allowed to fill in/ edit the already filled online option form. The seats to be allotted during the course of this round shall be subject to following conditions-
- (i) Before start of this round, the candidates can change their option from sliding/floating to freezing or vice-versa
  - (ii) Candidates who have not been allotted any seat in any of the previous rounds or those who have taken and cancelled their admission in the earlier rounds and those who are desirous of floating and sliding in this final round are eligible to participate in this round
  - (iii) Candidates who have opted for floating and sliding and also applying for this round shall **fill in the allotted institute 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.
- j. Reporting and accepting the offered seat as per allotment of the CAP Round IV, by the candidate at Reporting Center.
- k. Reporting and confirming the admission of the candidate to the institute as per final allotment through CAP Round.
- l. Institute level round for the seats remaining vacant after all the CAP rounds are completed.

## **7.0 CAP allotment stages and logic of allotment**

Allotment of seats coming under CAP is carried out as per the logic explained below. The seats remaining vacant at the end of a particular stage shall be available for the allotment as per the logic of next stage.

### **7.1 Maharashtra State Candidate**

The stages of computerised allotment are as follows

#### **Stage –I: For all the candidates**

- a) All the candidates (OPEN/Reserved/Male/Female) belonging to various categories shall be considered for allotment as per their *inter se* merit.
- b) The Minority seats shall be allotted to the candidates of the state belonging to the minority community to which the institute belongs.
- c) Backward class category candidates shall be considered for allotment in OPEN category seat by virtue of their 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 (P-1, P-2 and P-3) 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) For Direct Second Year of Engineering: While allotting a candidate in each stage, seat shall be allotted as follows:

- i. The seat of Degree Course shall be allotted to the candidate having same subgroup diploma course.
  - ii. Vacant seats if any shall be allotted to the candidate having the same main group diploma course
  - iii. If further seats remain vacant shall be allotted to the candidate having any other diploma course.
- h) For seats reserved for female candidates, the procedure for horizontal reservation as given in Government Circular of General Administration Department No. RSV 1012/CN-16/12/16A Dated 13th August 2014 shall be adopted.

**Stage – II: For Allotment of seats reserved for Female to Male candidates**

The seats remaining vacant after allotment to female candidates of the backward class category / OPEN category shall be allotted to the male candidates belonging to respective Backward Class / OPEN category.

**Stage –III: For Special Backward Class category candidates**

The backward class category seats remaining vacant shall be considered for allotment to the candidates of Special Backward Class (SBC) category, limited to the extent of 2% seats.

**Stage –IV: For respective groups of Backward Class category candidates**

The seats remaining vacant in the respective group of following categories 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, the seats remaining vacant in ST category due to non availability of its candidates, those seats shall be considered for allotment to the candidates belonging to the SC category or vice versa)

**Stage-V: For all Backward Class category candidates**

The seats reserved for Backward Class category candidates remaining vacant, shall be considered for allotment to the candidates of all the Backward Class categories.

**Stage –VI: For Persons with Disability candidates**

The seats reserved for Persons with Disability remaining vacant, shall be considered for allotment to all the Persons with Disability (P-1, P-2 and P-3 taken together) candidates.

**Stage –VII: For all candidates (without HU and OHU Seat Tag)**

The seats remaining vacant after completion of Stage –VI, 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/Minority)**

The seats shall be considered for allotment to all the candidates based on inter-se merit.

For Direct Admission to Second Year: The seats shall be considered for allotment to all the Diploma candidates based on inter-se merit. (For Engineering / Technology: The seats remaining vacant there after shall be filled in on the basis of inter-se merit of the B.Sc. Candidates.)

## 7.2 All India Candidate

The seats shall be considered for allotment to the All India candidates. These seats are available for allotment through CAP to the eligible candidates on the basis of Score of

- a. First Year Engineering - JEE (Main)-Paper1.
- b. First Year Pharmacy - CET.
- c. First Year Architecture - NATA.
- d. First Year Hotel Management & Catering Technology - CET.

All these seats are treated as “General Category” seats and No reservation is provided in these seats for candidates of backward class categories, Ladies, PH, and Defence etc.

## 8.0 CAP Round I, II, III, IV by Allotment

- a. 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 Stage III of 7.1 and rule 7.2 shall be executed.
- c. The seats remaining vacant due to non-allotment and non-reporting will be available for allotment in subsequent round.
- d. For the CAP Round-IV, the Stage-I to Stage-VIII of 7.1 and rule 7.2 shall be executed.
- e. The seats remaining vacant due to non-allotment and non-reporting will be available for admission through counselling in Institute level Round based on the inter-se merit of CET or JEE Main as the case may be.
- f. For Direct Second Year : The seats shall be considered for allotment to all the Diploma candidates based on inter-se merit. (For Engineering / Technology: The seats remaining vacant there after shall be filled in on the basis of inter-se merit of the B.Sc. Candidates.)

## 8.2 General Notes

- a. Allotment in CAP Round-I, II, III and IV of Home University Seats /Other than Home University seats/ State Level seats will be carried out as per *inter se* merit of candidates having Maharashtra State Candidature. 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 / 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. All reserved category candidates (including SBC in their original category) shall be considered for allotment in all stages.
- e. 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.

- f. Allotment against the first available option in the order of preference filled in shall be retained as final allotment.
- g. During CAP Round I, II and III, stage I and II will be repeated after stage III for betterment to all the candidates due to allotment to SBC candidates in stage - III.
- h. The allotment list displayed on website will show the provisional allotment offered to the candidates. No personal communication/Allotment letters in this regard shall be issued to the candidates.
- i. 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.
- j. Candidates shall pay demand draft for seat acceptance fee and report at an Admission Reporting Centre for document verification before the last date/time. 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.1000/- for SC, ST category candidates. This fee shall be transferred to the institute after deducting Rs. 1000/- towards processing fee, if the candidate reports to the institute after completion of CAP process which shall be adjusted towards fees to be paid by the candidate to the institute. On cancellation of admission before reporting to the institute, the amount shall be refunded after deduction of Rs. 1000/- towards processing charges.
- l. Failure to report in person for seat acceptance will be considered as if the candidate has rejected the offer.
- m. Seat will be cancelled if, at any time, any of the documents / certificates is/are found to be invalid / fraudulent and/or the candidate does not meet the eligibility norms.
- n. Option to reject (or not to accept) the allocated seat: Candidates who want to reject the allocated seat can do so as follows:
  - (i) By NOT remitting the seat acceptance fee (and hence, not report at the reporting centre)
  - (ii) There is no option to withdraw from seat allocation or to surrender an allocated seat other than by rejecting the seat as mentioned above. Candidates who reject allocated seat cannot participate in CAP Round II and / or III.

## **9.0 Admissions in Institute Level quota Seats, Minority quota Seats and Against CAP vacancies**

The Director/ Principal of the un-aided institution shall carry out the admissions for these seats.

- 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 institute.
- b. Information brochure/prospectus of the Institute 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 Institute’s website.
- c. Institutes shall invite applications by notifying schedule of admission and the number of seats in each course to be filled by the institute, by advertisement in at least two leading newspapers and on the website of the institute.

- d. Aspiring candidates fulfilling the eligibility criteria shall apply directly to the Director/Principal of the respective college for admission.
- e. The institution shall display the merit list(s) of the candidates for Institute Level Quota Seats, Minority Quota Seats, Against CAP seats, etc on the notice board and publish the same on the website of the institute.
- f. The minority /non-minority institutes intending to surrender the Institute Level seats (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.
- g. All the admissions / cancellations shall be updated immediately through online system.
- h. If any CAP seat 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 in by following the same logic given in 7.0.

#### **10.0 Refund of Fees after cancellation of admission**

- a. The candidate shall apply online for cancellation and submit signed copy of system generated application for cancellation of admission to the institute.
- b. After receiving admission cancellation request from the candidate, the institute shall cancel the admission immediately and generate online acknowledgement of cancellation of admission through institute 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. 1000/-, however 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/ Caution money deposit .
- d. Refund shall be as per AICTE's notified regulation for Establishment of Mechanism for Grievance Redressal Committee and Ombudsman vide No. F-37-3/legal/2012 Dated 25/05/2012.

**11.0 Conduct of CET :** The Cell shall have such powers and shall discharge such functions and conduct the examination in accordance with the process laid down by the competent authority under section 10 of the act and in such manner as it may specify under subsection 'C' of Section 4 of the act.

11.0 The Regulating Authority shall by its regulations, prescribe its procedure as referred in section 9 and 13 of the Act regarding scrutiny of admission proposals and grievance redressal mechanism and conduct of meetings as it deem fit.

#### **12.0 Change of Course / Institute after First / Second/ Third year**

The candidates admitted under supernumerary quota seats are not eligible for Change of Course / Institute at any level.

#### **12.1 Change of Course after successfully completing the first year within Autonomous and within Non Autonomous institute**

The candidate seeking for a change in course/shift after successfully completing the first year of studies will be allowed to do so in the same institute subject to the availability of seats and changes will be carried out based on the marks of First Year/ 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 Directorate of Technical Education.

## **12.2 Transfer of Candidates (Course/Institute) after one year:**

- a. The candidate once admitted in First 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.
- c. There shall be No transfer of students at any stage in any case from Un-Aided Institute to Government/Government Aided Institutes. However, the candidate from Government / Government Aided institution may seek transfer to Un-Aided educational institution.
- d. There shall be no transfer of students at any stage to Autonomous (Government /Government Aided Institutes).
- e. Transfer in Government / Government aided Institutes- Eligible Candidates aspiring for a transfer from Government/Government Aided institute to other Government /Government Aided Institute, shall apply in writing to the Principal in which he/she studied first year or second semester. The Principal shall forward the consolidated branch wise merit list of eligible candidates giving details like Name, Course, percentage of Marks, Names of Courses/ institute 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 the Director Technical Education.
- f. Transfer to Unaided Institutes: The Principals of Un-Aided institutes shall consider the candidates from other institutes for transfer with prior approval from the Director Technical Education on submission of No Objection Certificate (NOC) from institutes, Eligibility Certificate and Vacancy position. The Principal shall ascertain the eligibility of candidates as laid down by the concerned University for the course to which the candidate is being transferred.
- g. No application without recommendation of the Principal of Institute shall be entertained by the Directorate.
- h. If the result of the University is not declared before the process of transfer, candidates of that University will lose claim on transfer.

**Schedule -I**

Sr. No	Type of Institute	No. of Seats- As % of Sanctioned Intake			
		Seats with Competent Authority		Institute Level Seats	
		Maharashtra State Candidates	All India Seats	Institute Level Seats	Minority community seats
1	Government/ Government Aided Institutes , University Department SNDT University	<b>Autonomous-</b> 100% <sup>#</sup> (State Level) <b>Non Autonomous &amp; University Department-</b> 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 viz. Thane, Raigad, Ratnagiri, Sindhudurg and Palghar.	Nil	Nil	Nil
4	Government/ Government Aided Minority Colleges	<b>Autonomous</b> - 50% (State Level) <b>Non Autonomous</b> - 35 % for HU , 15 % for OHU	Nil	Nil	50 %
5	Un Aided Non-Minority Institutes	<b>Autonomous</b> - 65% (State Level) <b>Non Autonomous-</b> 45.5 % for HU, 19.5 % for OHU	15%	20%	nil
6	Unaided Minority Colleges	<b>Autonomous</b> -100% of M.S. Seats <sup>§</sup> (State Level) <b>Non Autonomous-</b> 70 % of M.S. Seats <sup>§</sup> for HU, 30 % of M.S. Seats <sup>§</sup> OHU	15% of Seats under CAP	Maximum 20% <sup>£</sup>	Minimum 51% <sup>*</sup>

CAP Seats = Sanctioned Intake – (Minority Seats+ Institute Level Seats)  
<sup>£</sup> - [Minority Seats % + Institute Level Seats % ] shall not exceed 100%.  
<sup>§</sup> M.S. seats = CAP Seats - 15% of CAP Seats for All India seats  
<sup>\*</sup> As per Government Resolution No. असीस-2012/प्र.क्र.21/का-५ दि. 27/05/2013 and its amendments which may be published from time to time, the exact distribution of seats available for allotment shall be notified on the website before submission of option forms of Centralized Admission Process.  
<sup>#</sup> Two seats per branch for Baba Harnam Singh of Langar Sahib Gurudwara Trust in SGGS Institute 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 institute level.

### Schedule –II

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

- 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,  $S = SI - (\text{Admitted within SI} - C - F + B - L + P)$ , and if  $S > 0$ , may also be available where,

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/rules by affiliating University
B*	No. of students who belong to earlier batches who have become eligible for admission to second year as per rules/rules by affiliating University
L*	No. of Students who are shifted from the Institute to another Institute and/or from the course to other course within institute for the Second Year
P*	No. of students who are shifted to the Institute from another Institute and/or to the course from other course within institute for the Second Year

\*Students admitted against any type of supernumerary seat/s shall not be considered

If the Result of the University/Institute is not declared till the last date of Calculation of the Vacant Seats within SI as per schedule, 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.

# Transfer as per GR No. TEM-1092/[5311]/TE-1, dated 6th October 1992 of the Department of Higher and Technical Education, Maharashtra State, or Subsequent Government order if any. Transfer to the Course shall be effected only after accommodating Repeaters, to such an extent if and only if the  $S > 0$  after declaration of the result.

- III. Separate Division in Direct Second Year: These Seats shall be 100% of the Sanctioned intake approved by AICTE for separate division in Direct Second Year of Courses.

Sr. No	Type of Institute	No. of Seats- As % of Sanctioned Intake	
		Seats with Competent Authority	Institute Level Minority Community Seats
1	Government/ Government Aided Institutes , University Department	<b>Autonomous, Non Autonomous &amp; University Department-</b> 100% of (Lateral Entry Seats + Vacant Seats*)	Nil
	SNDT University	Separate Division: 100% of Sanctioned Intake	
2	Un Aided Non-Minority Institutes	<b>Autonomous, Non Autonomous -</b> 100% of (Lateral Entry Seats + Vacant Seats*) Separate Division- 100% of Sanctioned Intake	Nil



3	Unaided Colleges  Minority	<b>Autonomous, Non Autonomous -</b> (Lateral Entry Seats + Vacant Seats* - Minority Seats <sup>#</sup> )  Separate Division : ( Sanctioned Intake – Minority Seats <sup>#</sup> )	Minimum 51% <sup>#</sup>
<sup>#</sup> As per Government Resolution No. अंशस-2012/प्र.क्र.21/का-५ दि. 27/05/2013 and its amendments which may be published from time to time, the exact distribution of seats available for allotment shall be notified on the website before submission of option forms of Centralized Admission Process.			

DRAFT RULES