

**VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE
MATUNGA, MUMBAI-400019**

**Direct admission to Second Year of Four year Degree Courses
in Engineering and Technology in the Autonomous Institutes
(VJTI, MUMBAI; COE, PUNE; SGGSI&T, NANDED; WCE, SANGLI & VIT, PUNE)
For the academic year 2009-10**

Direct admissions to Second year of four year full time Degree courses in Engineering and Technology in the Autonomous Institutes (VJTI, Mumbai; COE, Pune; SGGSI&T, Nanded; WCE, Sangli & VIT, Pune) for the academic year 2009-2010 shall be conducted through Centralized Admission Process (CAP). The application forms and detailed information is available on the Institute websites:

1. Veermata Jijabai Technological Institute, Mumbai: www.vjti.ac.in
 2. College of Engineering, Pune: www.coep.org.in
 3. Shri Guru Gobind Singhji Institute of Engineering & Technology, Nanded: www.sggs.ac.in
 4. Walchand College of Engineering, Sangli: www.walchandsangli.ac.in
 5. Vishwakarma Institute of Technology, Pune : www.vit.edu
- and Directorate of Technical Education, M.S. Mumbai: www.dte.org.in

Tentative Schedule of submission of application form is as under.

1	Submission of duly filled in Application Form along with attested copies of Documents at VJTI, Mumbai; COE, Pune, SGGSI&T, Nanded, WCE, Sangli and VIT Pune	21-07-2009 to 25-07-2009 10.00 am to 4.00 pm all days
2	Display of Group-wise merit lists (Provisional) on websites	27-07-2009
3	Submission of grievance applications, at VJTI , Mumbai; COE, Pune; SGGSI&T, Nanded; WCE, Sangli and VIT Pune	28-07-2009 up to 4 pm
4	Display of Group-wise Merit lists (Final) on websites	29-07-2009
5	CAP -I Round -Group-wise Centralized Admission (Venue for various groups as indicated)	30-07-2009 at 10.00 am
6	Last date of reporting to the Institute admitted after CAP - I round	04-08-2009
7	CAP -II Group-wise Centralized Admission (Venue for various groups as indicated)	06-08-2009 at 10.00 am
8	Last date of reporting to the Institute admitted after CAP - II round	11-08-2009
9	CAP -III Group-wise Centralized Admission (Venue for various groups as indicated)	12-08-2009
10	Last date of reporting to the Institute admitted after CAP - III round	14-08-2009
11	Declaration of schedule for additional admission round (if any) on individual Institute websites	15-08-2009

The admission round of the centralized admission process will be held at centers as indicated in Table 1:

Table :-1 Venue for Group-wise admissions and Eligibility for admission for each Group

Group No. & Name		Venue of Admission	Date of Admission	Eligibility
Group No.	Name			
03	Computer, Information Technology, Electronics, Electrical and Instrumentation Group	COE, Pune	CAP Round -I 30.07.2009 at 10.00 am CAP Round -II 06.08.2009 at 10.00 am CAP Round -III 12.08.2009 at 10.00 am	Passed post SSC diploma with First Class / First Class with Condonation and secured at least 60% marks
05	Metallurgy Group	COE, Pune		
04	Mechanical Engineering Group	VJTI, Mumbai		
06	Textile Engineering Group	VJTI, Mumbai		
02	Civil Engineering Group	SGGSIE&T, Nanded		
07	Sugar Technology Group	SGGSIE&T, Nanded		
01	Chemical Engineering	SGGSIE&T, Nanded		

Candidates shall have to bring the Demand draft for Fees and all the necessary original certificates at the time of admissions at the respective centre.

**Director
VJTI**

Rules for admission to
Direct Second year of four year Degree courses in Engineering/Technology
in the Autonomous Institutes
(VJTI, MUMBAI; COE, PUNE; SGGSI&T, NANDED; WCE, SANGLI & VIT, PUNE)
for the academic year 2009-2010

1.0 General:

These rules are applicable for admission to Direct Second Year of Four Year Degree Courses in Engineering/ Technology in the following Autonomous Institutes for the academic year 2009-10.

1. Veermata Jijabai Technological Institute (VJTI), Mumbai,
2. Pune Institute of Engineering & Technology (PIET), Pune (Formerly Govt. College of Engineering, Pune) ,
3. Shri. Guru Gobind Singhji Institute of Engineering & Technology (SGGSI&T), Nanded.
4. Walchand College of Engineering, Sangli.
5. Vishwakarma Institute of Technology, Pune.

These rules also incorporate the guidelines for admission to direct second year degree courses in Engineering/Technology admissions to be carried out by the Autonomous Unaided institute (Vishwakarma Institute of Technology, Pune) for the seats remaining vacant after the completion of centralised admission process. (Ref. Annexure-III).

1.1 Abbreviations used in the brochure:

AICTE	All India Council for Technical Education
CAP	Centralised Admission Process
DTE	Director of Technical Education, Maharashtra State
HSC	Higher Secondary Certificate
SSC	Secondary School Certificate
ARC	Application Form Receipt Center
MSBTE	Maharashtra State Board of Technical Education, Mumbai
COE	College of Engineering, Pune
VJTI	Veermata Jijabai Technological Institute, Mumbai
SGGSI&T	Shri. Guru Gobind Singhji Institute of Engineering & Technology, Nanded.
WCE	Walchand College of Engineering, Sangli
VIT	Vishwakarma institute of technology, Bibwewadi, Pune

1.2 Definitions:

- 'State Government' means the Government of Maharashtra.
- 'Director VJTI' means the Director of Veermata Jijabai Technological Institute, Matunga, Mumbai..
- 'Competent Authority' means the authority appointed by the autonomous institutes to, invite applications, and implement the admission procedure as prescribed in the brochure. Director of V.J.T.I is the competent authority.
- 'Representative of the Competent Authority' means an officer appointed to assist Competent Authority for smooth conduct of Admission Process as per the directives of the Competent Authority.
- Application form Receipt Center (ARC) is an institution/center from where a candidate can submit application form.
- 'College' or 'Institution' means Engineering College or Technological Institution duly approved by the AICTE and Government of Maharashtra to impart Education in Engineering and Technology at degree level.
- 'Government Engineering College' means the Engineering College runs by the Government of Maharashtra.
- 'Government Aided Engineering College / Institute' means Engineering College / Institute runs by private management but which receives financial assistance from the Government of Maharashtra.
- 'Un-Aided Engineering College / Institute means Engineering College / Institute runs by private management on self- financing basis.
- Autonomous Institute means the institute for which autonomy is granted by the Govt. of Maharashtra.
- 'Sanctioned Intake' means the course wise number of seats sanctioned by the Government Resolution with reference to the AICTE's approval.
- '*Inter se* merit' means the order of merit as defined by Maharashtra State Merit list.
- 'Candidate' means an applicant who desires to seek admission to Second Year of four year Degree Courses in Engineering/Technology in Maharashtra State by submitting the prescribed application form.
- 'Course' means four year degree course/programme in Engineering/Technology.
- "Diploma" means Diploma awarded by the Maharashtra State Board of Technical Education, or Diploma awarded by AICTE approved autonomous polytechnics in Maharashtra state or its equivalent.

2.0 Eligibility:**2.1 Educational Qualification**

The candidate must be an Indian National and should have passed Post-SSC or Post-HSC Diploma course in Engineering/Technology with **minimum 60.00 %** marks

- of the Maharashtra State Board of Technical Education (MSBTE)
- OR**
- of any other recognized Diploma equivalent to the diploma awarded by the Maharashtra State Board of Technical Education (MSBTE) with *English as the medium of instruction* at diploma level.
- OR**
- of Dr. Babasaheb Ambedkar Technological University, Lonere (DBATU).
- OR**
- of Smt. Nathibai Damodar Thakarsi Women's University (SNDT), Mumbai.
- OR**

- of any other AICTE approved institution which has been granted academic autonomy by the Government of Maharashtra or University in the State of Maharashtra.

2.2 Criteria for eligibility as Maharashtra State candidate:

A candidate is considered eligible for admission to direct second year of Degree courses in Engineering / Technology through CAP subject to fulfillment of any one of the eligibility criteria as listed in the following table.

Sr. No	Eligibility	Type of candidature	Eligibility requirement
1.	Maharashtra State	Type "A"	Candidate Passing SSC(Std.X)/HSC(Std.XII) examination or any other equivalent examination from a recognized school / college in Maharashtra State AND Diploma Examination as specified in rule 2.1 from a recognized institution in Maharashtra State.
2.	Maharashtra Domiciled Candidates	Type "B"	Candidate Passing SSC (Std. X)/HSC (Std. XII) and/or Diploma Examination from a recognized institution situated outside the State of Maharashtra. AND Candidate/ Father or Mother or Husband of the candidate is domiciled in the state of Maharashtra.
Note: Such candidates shall produce equivalence certificate from Maharashtra State Board of Technical Education (MSBTE) at the time of submission of application form for admission			
3	Sons and daughters of Central Govt. / Govt. of India Undertaking employee	Type "C"	Candidate Passing SSC (Std. X)/HSC (Std. XII) and / or Diploma Examination from a recognized institution situated outside the State of Maharashtra. AND Father / Mother of the candidate is a Central Govt. / Govt. of India Undertaking employee who is posted in Maharashtra and reported for duty before the last date for submission of application form.
4	Sons and daughters of Maharashtra State/ Central Govt/ Maharashtra State undertaking / Central Govt. undertaking employee reported for duty in Maharashtra state after completion of deputation period at outside Maharashtra State.	Type "D"	Candidate Passing SSC (Std. X) / HSC (Std. XII) and / or Diploma Examination from a recognized institution situated outside the State of Maharashtra. AND Father / Mother of the candidate is a Maharashtra State / Central Govt. / Maharashtra State undertaking / Central Govt. undertaking employee who is transferred from other state to Maharashtra and reported for duty in Maharashtra before the last date for submission of application form Or Returned back to Maharashtra from deputation to other state and reported for duty in Maharashtra before the last date for submission of application form.

2.3 General notes on Eligibility:

- Candidate Passing SSC (Std. X)/ HSC (Std. XII) / any other equivalent examination **and /or** Diploma Examination as specified in rule 2.1 from a recognized institution situated outside the State of Maharashtra.

AND

not satisfying any of the conditions stated in Sr. No. 2, 3, 4 (i.e. Type B,C,D) above as regards to their parent's status are not eligible for admission through CAP and also in Autonomous Govt./Govt. Aided/ Autonomous Un -Aided institutes for any subsequent institute level rounds.

- Admission of any candidate made at the institution shall be provisional, subject to the final eligibility certification from the concerned University. If candidate fails to get eligibility, his admission may be cancelled at any stage.

3.0 Allocation and Reservation of Seats:

3.1 Seats available for admission to direct Second year: These seats are classified as follows:

- The seats available with the Competent Authority for the CAP are as follows
 - a. Lateral Entry seats = $LE = 1/6^{\text{th}} \times SI$
 - b. Seats remaining vacant within sanctioned intake (VS)

Seats remaining vacant (VS) within sanctioned intake are calculated as below:

Sr. No	Detailed description	Legend used	Brief description
1.	Sanctioned intake for the course for the year 2008-09	SI	Sanctioned Intake
2.	No. of students appeared for the Examination out of the total number of students appeared in the merit list approved by Director of institute / Principal of institute /DTE for the course for the first year during the academic year 2008-09	N	Fresh Students appeared for examination during 2008-09
3	No of Candidates under TFWS from N	T	
4	No of Candidates under J&K Migrant from N	J	
5	No of Candidates under GOI Nominee from N	G	
6.	No of Candidates admitted under 15% Over and above quota as FS/POI from N	FS	
7.	No. of students who had failed in their first year in the earlier years and appeared for the first year Examination during 2008-09 as repeaters	R	Repeaters (From backlog)
8.	No. of students failed in first year for the year 2008-09.	F [§]	Failures
9.	No. of students who are shifted from the course to other course in the same Institute or to another Institute for the second year	L [#]	Transfers from the course to other course /institute
10.	No. of students who are shifted to the course from other courses in the same Institute or from another Institute for the second year	P*	Transfers to the course from other course/institute
11.	Existing Class Strength	CS	$= N - (T + J + G + FS) + R - F - L + P^*$
12.	No. of Vacant Seats within sanctioned intake (Minimum zero) If $SI < CS$, then $VS = 0$	VS	$= SI - CS$

- \$ If the result of the Institute is not declared till the last date of calculation of the Vacant Seats within SI as per schedule, then the value of F is to be taken as zero.
- # Transfer as per GR No. PEC.3090/59083(6342), dated 1st August 1994 of the Department of Higher and Technical Education, Maharashtra State, or subsequent Government order if any.
- * Transfer to the course shall be effected after accommodating repeaters, to such an extent if and only if the CS after calculations works out to be less than to SI after declaration of result.

Therefore No. of seats available for admission to direct second year and new class strength after completing the admissions are:

Total no. of seats available for admission to Direct second year	TS	= VS + LE
New Class Strength	NCS	= CS + TS

3.1.1 Seats available for admission through Competent Authority:

100% of the seats available with the competent authority in all above mentioned institutions shall be filled through CAP.

3.1.2 Seats available with the Institutes:

Seats remaining vacant after CAP Rounds: After completion of the CAP Rounds, if any vacancy remain from amongst the total number of seats available with the Competent Authority either due to non allotment, cancellations or due to non reporting of candidates, will be permitted to be filled by the respective institutes with prior approval from the **Competent Authority** subject to the condition that the class strength will not exceed NCS confirmed by the Competent Authority.

- 3.2 Allocation of seats:** The available seats in Subgroup shall be divided in the ratio of eligible applications received from the candidates passing diploma in (a) Annual pattern, and in (b) Semester pattern; using normal rules of rounding off. However, minimum of one seat will be reserved for either. If there are no applications from eligible Diploma holders either from Annual pattern or from Semester pattern, all the seats available for distribution will be allotted to the candidates from which applications are available.

Note :- The above Rule shall be more clear from the following example :-

(1)	Total seats available for a course (TS)	5
(2)	Applications received in subgroup:	
	• Annual pattern	650
	• Semester pattern	200
(3)	Seats for Annual pattern in the Subgroup (5 x 650/850)	4
(4)	Seats for Semester pattern in the Subgroup (5 x 200/850)	1

- 3.3 Reservation of seats:** There will not be any seats reserved for Backward Class category candidates or any other categories such as physically handicapped, Defence, Girls etc. for admission to direct second year.

4.0 Group and Subgroup of courses for admissions:

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, will 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	1. Chemical Engineering
	0102 : Sub-group : B 1. Plastic Engineering 2. Polymer and Plastic Engineering 3. Plastic Technology 4 Rubber Technology	
	0103 : Sub-group : C 1. Sugar Technology	
	0104 : Sub-group : D 1. Food Technology	
	0105 : Sub-group : E 1. Surface Coating Technology 2. Oil & Paints 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. Civil & Water Management Engg.
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
	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 Engineering 2. Electronics and Tele Communication Engineering

Group No.	Diploma Courses	Degree Courses
	0303 : Sub-group : C 1. Medical Electronics	
	0304 : Sub-group : D 1. Electrical Engineering 2. Electrical Power System	1. Electrical Engineering
	0305 : Sub-group : E 1. Instrumentation 2. Instrumentation and Control	1. Instrumentation 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
	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 Engineering (Sandwich Pattern)
	0403 : Sub-group : C 1. Packaging Technology	
05	Metallurgy Group :-	
	0501 : Sub-group : A 1. Metallurgy	1. Metallurgical Engineering
06	Textile Engineering Group :-	
	0601 : 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. Textile Engineering / Technology
	0602 : Sub-group : B 1. Man made Textile Chemistry 2. Textile Technology 3. Textile and Analytical Chemistry 4. Technical Chemistry	
07	701 : Sub-group : A (Special Sub Group) 1. Mechanical Engineering 2. Production Engineering 3. Plant Engineering 4. Instrumentation Engineering 5. Instrumentation and Control Engineering 6. Sugar Technology	1. Sugar Technology

5.0 Assignment of Merit Number:**5.1 Merit number:**

- The admission shall be offered strictly on the basis of *inter se* merit of the candidates.
- *Inter se* merit shall be determined on the basis of marks obtained at the final year or final semester / semesters of diploma examination on the basis of which the Diploma has been awarded by the examining authority. **In case of grades, index, credits etc. a certified copy of the method for conversion into equivalent marks declared by the relevant examination authority should be attached with the application.**

5.2 Relative merit in case of tie:

In case of candidates securing equal number of marks, their relative *inter se* merit shall be determined in the following order:

- (a) A candidate passing the SSC(Std. X)examination with higher percentage of aggregate marks.
- (b) A candidate passing the SSC (Std. X) examination with higher marks in Mathematics.
- (c) A candidate passing the SSC (Std. X) examination with higher marks in Science.
- (d) An older candidate shall be preferred over a younger candidate.

The merit list shall be published as per schedule showing the state level general merit number, Annual/Semester Pattern state level general merit number, Sub Group/Main Group/Special Group general merit number, Sub Group/Main Group/ Special Group Annual/Semester Pattern merit number.

6.0 Admission Rounds:

For the academic year 2009-10, the Competent Authority shall conduct total Three (3) rounds of Centralized Admission.

Summary of "Rules of Reporting" in CAP is as follows:

Reporting at Admission Centre :

a) The candidates from respective group shall report personally to the Admission Authorities at the centers indicated in Table No. 1, as per the schedule displayed on websites, with all original certificates needed to substantiate the claims made in the application regarding eligibility as specified in 2.2.

Table 1: Venue for Group-wise admissions

Group No. & Name		Venue of Admission
Group No.	Name	
03	Computer, Information Technology, Electronics, Electrical and Instrumentation Group	COE, Pune
05	Metallurgy Group	COE, Pune
04	Mechanical Engineering Group	VJTI, Mumbai
06	Textile Engineering Group	VJTI, Mumbai
02	Civil Engineering Group	SGGSIE&T, Nanded
07	Sugar Technology Group	SGGSIE&T, Nanded
01	Chemical Engineering	SGGSIE&T, Nanded

- b) If a candidate is unable to produce original certificates at the time of his or 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 or she has already taken admission indicating that he or 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.
- c) The candidate submitting a certificate from Head of the Institution as per Rule 6-b, shall be required to pay the fees immediately at the time of admission. The candidate will have to submit the required original certificates to the institute to which admitted within 4 working days after the date of payment of fees.
- d) In case, any candidate can not report at the Admission Centre personally at the scheduled date and time because of circumstances beyond his or her control, he or she may authorise some representative, preferably a close relative, to report at the Admission Centre through an authorization letter in the format given in 'Pro forma -F' along with original certificates and necessary fees. The candidate shall justify with reasons for not reporting personally. The decision taken by his / her representative regarding selection of a course / or Institute shall be binding on the candidate.
- e) After scrutiny of original documents, if the candidate is offered admission to any course, according to inter se merit and availability of seats, the candidate will have to pay prescribed fees immediately and secure the admission offered to him or her. If a candidate fails to pay the requisite fees in the mode of payment of fee as specified in rule 7.1 and 7.2, the offer of admission made to him or her shall stand cancelled and the seat will be offered to the immediate next eligible candidate in merit.
- f) If any candidate fails to report in person or fails to depute authorised representative for scrutiny of his or her application and subsequent offer of admission according to inter se merit, at the time and date prescribed for him or her, he or she will forfeit claim for admission to any course available at that point of time and the seat will be offered to the next eligible candidate in the merit list.
- g) If a candidate reports to the Admission Authority later than the time given, he or she shall be considered for admission against the seats available in his / her category at the time of reporting if that particular round of admission is still going on.

6.1: CAP Rounds I/II/III by Admission by Counseling:

6.1.1 CAP Rounds I /II/III by Admission by Counseling:

- For the CAP Round-I, Stage-I & Stage-IV of rule 6.1.2 shall be executed. Seats remaining vacant due to non-admission and non-reporting will be available for admission in CAP Round-II.
- For the CAP Round-II Stage-IV of rule 6.1.2 shall be executed. Seats remaining vacant due to non-admission and non-reporting will be available for admission in CAP Round-III.
- For the CAP Round-III, Stage-IV of rule 6.1.2 shall be executed. Seats remaining vacant due to non-admission and non-reporting will be available for admission in Institute level Round-(Annexure-III)

In any case, once candidate admitted directly to the second year of a course in any Institute any one CAP round shall not eligible in subsequent round i.e if candidate admitted in CAP round -I, directly to the second year of a course in any Institute shall not be eligible for CAP-Round -II, CAP Round III and Institute Level round and similarly.

- **6.1.2 Logic of offer a seat for admission of Subgroup and Group courses for Semester and Annual Pattern:**

As per the calculation of seats given by rules 3.1 and 3.2, vacancies will be calculated for annual and semester pattern separately and admission of seats for subgroups and special groups will be done as per inter se merit as shown below.

Stage-I (Sub-group Round with separate merit list of Semester and Annual pattern)

- Stage-1A – Admission of seat for **annual pattern** will be done by operating annual pattern merit list for the respective subgroups.
- Stage-1B – Admission of seat for **semester pattern** will be done by operating semester pattern merit list for respective subgroups.

Stage-II (Sub-group Round with combined merit list of Semester and Annual pattern)

On completion of Stage-I, admission of courses in the subgroup will be made to the candidate for available seats after Stage –I strictly according to the combined merit list of the annual and semester pattern sub-group candidates.

Stage –III (Group Round with separate merit list of Semester and Annual pattern)

On completion of Stage–II, the seats remaining vacant in the respective Group will be allotted to the candidates strictly according to their inter se merit and by operating annual and semester pattern Group merit list separately i.e. as per the division of the seats between annual pattern and semester pattern.

Stage –IV (Group Round with combined merit list of Semester and Annual pattern)

The seats remaining vacant after Stage–III will be allotted to the candidates strictly according to the combined merit list of the annual and semester pattern for the entire Group.

7.0 Fees and Concessions:

7.1 Fees prescribed in Autonomous Government and Autonomous Government Aided: As per the relevant Govt. resolution the annual tuition, development and other fees for the Autonomous Government and Autonomous Government aided Engineering Institutes is as indicated below

For Open category candidates:

Tuition fee: Rs. 15000/-

- **For SC/ST/VJ/DT NT(A)/NT(B)/NT(C) / NT(D) / SBC /OBC category candidates :**
No tuition fee.
- **For all the candidates :**
Details about Development fee and Other fee of respective institutes will be made available at the time of admission. These fees shall be charged by respective institute/college at the time of confirmation of admission in the institute.

7.1.1 Mode of payment of fees: The candidate who has been offered a seat shall pay the prescribed tuition fees (RS 15,000/-) in the form of **D.D.(Demand Draft) / Pay Order / Bankers Cheque of any scheduled bank**. No other mode of payment shall be permitted. Demand Draft /Pay Order/ Bankers cheque should be drawn in the name of "Director, VJTI, Mumbai" payable at Mumbai.

Note:- For VIT, Pune, at the time of admission (CAP- rounds) only Rs 15,000/- tuition fee will be collected from the candidates in form of mode of payment described above, but student have to pay the difference in tuition fee at the time of confirmation of admission in the institute along with other fees.

7.2 Fees prescribed in Autonomous Unaided Engineering College (Vishwakarma Institute of Technology,

Pune):

The interim fee structure for Autonomous unaided engineering college approved by the Shikshan Shulka Samiti will be made available at the time of admission. Autonomous Unaided Engineering Colleges may have submitted their proposals for revision in fees to Shikshan Shulka Samiti. The revision in the fees if any, by the Shikshan Shulka Samiti will be binding on the students who will be admitted in the year 2009-10 and the students taking admission in this institute will have to pay the fees accordingly.

7.3 University fees:

Candidates shall be required to pay fees as prescribed by the concerned University from time to time.

7.4 Caution Money deposits:

Caution money deposits 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, the amount of caution money deposit shall be transferred to Students Aid Fund in case of Un-Aided colleges and credited to institute in case of Autonomous Government and Government-Aided College, if candidate does not apply for refund, within three complete financial years after the student actually leaves the institution; or, within three complete financial years after the date of successful completion of the course, whichever is earlier.

7.5 Refund of Tuition, Development and Other fees after cancellation of admission secured through CAP round, in Institute level round(s) and in Vacancy Round(s) of admissions in Autonomous Government, Autonomous Government Aided, and Autonomous Unaided Institutes:

The candidate who has been provisionally admitted may cancel admission by submitting an application in duplicate, in the prescribed pro forma - C and may request for refund of fees. The refund of fees as applicable shall be made in due course. It is made clear that such application for cancellation will be considered if and only if the admission is confirmed by paying the prescribed tuition fee and other fees in full and by submitting the original documents. Refund shall be made after deduction of the cancellation charges as shown below:

S.No.	SITUATION	REFUND AMOUNT
1.	Request for cancellation of admission is received before the date of start of academic session and the seat could be filled by the Institute before the cutoff date	Entire fee less Rs. 1000/-
2.	Request for cancellation of admission is received after the start of academic session and the seat could be filled by the Institute before the cutoff date	Entire fee less the total fees (i.e. Tuition, Development & Hostel Fees) on pro rata basis*
3.	Request for cancellation of admission is received before/after start of the academic session and the seat could not be filled by the Institute	No Refund (except the security deposit)

Note:

1. Amount of Security/Caution Money Deposit is to be refunded entirely to candidate.
2. * For the calculation of amount on the pro-rata basis, one month shall be treated as one unit e.g. if the candidate cancels the admission on third day after start of the academic session and the seat is filled on/before the cutoff date, then cancellation amount will be, total fees/12 or Rs. 1000/-, whichever is higher.

7.6 Concession in Tuition and Other fees:

All the schemes given below, regarding concession in tuition & other fees shall be available to candidates belonging to Maharashtra State only subject to the fulfillment of the eligibility criteria specified by respective authorities offering such concession in fees from time to time.

7.6.1 E.B.C. Concession:

Candidates claiming concessions for Economically Backward Class (E.B.C.) shall produce a certificate from the Executive Magistrate to the effect that the candidate belongs to EBC category at the time of admission. They shall, on admission, also submit an application in the prescribed form for being granted the concession of free education, to the appropriate authorities through the college to which they are admitted within one month from the actual date of joining of college or as may be required. The students shall note that applications received after the due date may not be considered and in that case, they will have to pay the necessary fees.

The concessions in tuition fee at the time of admission will be given only for Autonomous Govt., Govt. Aided, Colleges

The scheme/ mode of concessions, scheme of loan scholarship (if any) for eligible EBC candidates, in tuition & other fees in the Autonomous Un-Aided Institution will be announced by the State Government.

7.6.2 Concession in fees for Backward Class Category Candidates (belonging to Maharashtra State only) in Autonomous Unaided Private Institutes: (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 SC/ST/VJ DT NT(A)/NT(B)/NT(C)/NT(D)/SBC /OBC category candidates, in tuition & other fees in the Autonomous Un-Aided Institutions will be announced by the State Government.

However, these candidates will get only that amount of waiver as notified in the circulars issued by the Social Justice and Tribal Welfare Departments from time to time, subject to fulfillment of various norms and conditions laid down by these Departments.

Note:

- Candidates claiming for the fee concession under reservation category shall produce the requisite certificates as may be specified by the respective Social Justice and Tribal Welfare Departments.
- **Strict action will be taken by the State Govt. against the institutes violating these norms.**

7.6.3 Scholarship Scheme for Students Belonging to Minority Communities

Students belonging to Muslim/ Christian/ Buddhist/ Shikh/ Parsi community can apply through the admitted Institutes for the 'Merit-cum- Means Based Scholarship Scheme' of Government of India.

The eligibility criterion, procedure for application, application pro-forma and scheme details are available on www.dte.org.in/mcm/
<http://minorityaffairs.gov.in/newsite/schemes/scholarships/scholarships.htm>

Students belonging to Muslim/ Christian/ Buddhist/ Shikh/ Parsi/Jain community can apply through the admitted Institutes for the 'Scholarship for Minority Students for Pursuing Higher and Professional Studies' of Government of Maharashtra.

The eligibility criterion, procedure for application, application pro-forma and scheme details are available on <http://www.dte.org.in/scholarships/>
<http://mdd.maharashtra.gov.in/>

8.0 Miscellaneous:

- (a) The medium of instruction is English.
- (b) Candidates admitted to a course in Engineering / Technology will have to produce the Eligibility Certificate from the University to which the College is affiliated. If candidate fails to produce eligibility certificate his / her admission will be cancelled at any stage.
- (c) Candidate once admitted directly to the second year of a course in any college shall not be eligible for transfer to any other institution during the same academic year.**
- (d) Head of the institution may refer the candidate to the appropriate medical authority for ascertaining the physical fitness of the candidate to undergo the requirements of the course.
- (e) Head of the institution may verify the antecedents of the candidate through the appropriate police authority.
- (f) Any other matter not specifically covered by these rules shall be decided by the Director of V.J.T.I and his decision will be final.**

9.0 Hostel accommodation:

Accommodation in hostels is not guaranteed. Candidates are advised to verify personally whether the hostel accommodation is available or not by contacting Principals of concerned colleges. Hostel fees should also be ascertained by the candidates from the Principals before taking admission.

10.0 Conduct and Discipline:

- Notwithstanding anything contained in these Rules, if the State Government, after consultation with the Vice-Chancellor of the University / Chairman of Board, and after making such enquiry as it may deem fit, is of the opinion that there were serious malpractice or unfair means used at any qualifying examination of University or Board, such as intensive copying, the State Government may, by order, prescribe additional test or examination for the students who have appeared at that examination and who seek direct admission to second year of the engineering colleges.
- Students while studying in any Engineering college, if found indulging in antinational activities contrary to the provisions of Acts and Laws enforced by Government, any activity contrary to the rules of discipline will be liable to be expelled from the college without any notice by the Director/Principal of the concerned college.
- If any of the statement made in application form or any information supplied by the candidate in connection with his / her admission is later on, at any time, found to be false or incorrect, his/her admission will be cancelled, fee forfeited and he / she may be expelled from the college by the principal or / and prosecuted, if deemed necessary. An appeal against the order of expulsion, however, may be preferred within 8 days from the date of letter of expulsion, to the Director of Technical Education whose decision in such cases will be final.
- **Action Against Ragging: Maharashtra Prohibition of Ragging Act 1999 which 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 situated, for further action. Where, on enquiry by the head of the educational institution, it is found that there is no substance, prima facie, 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.

11.0 Legal jurisdiction: All disputes pertaining to the admission shall fall within the jurisdiction of Mumbai High Court, bench at Mumbai only. The Competent Authority shall be the legal person in whose name the Government of Maharashtra may sue or may be sued.

12.0 Undertaking:

All candidates who have applied for admission shall be deemed to have submitted the following undertaking:

I have read all the Rules of Admission and after understanding these rules thoroughly, I have filled in the application form for admission for the current year.

The information given by me in my application is true to the best of my knowledge and belief. I understand that if any of the statements made by me in the application form or any information supplied by me in connection with my admission is later on at any time, found to be false or incorrect, my admission will be cancelled, fees forfeited and I may be expelled from the college by the Director/Principal.

- a) I have not been debarred from appearing at any examination held by any Government constituted or statutory examination authority in India.
- b) I fully understand that the admission of a course will be made to me depending on my *inter se* merit, order of Preference given by me and the number of seats available at that point of time in a stage.
- c) I understand that no document after the last date of submission will be entertained for the purpose of claims or concessions etc. in connection with my admission unless otherwise mentioned in the rules.
- d) I am fully aware that the Competent Authority will not make any correspondence with me regarding admission. I am also aware that it is entirely my responsibility to see the nonfictions in the newspaper and notices on the notice boards of concerned ARCs.
- e) I am aware that any rule imposed by the Autonomous Institutes such as 'imposing limits on the number of attempts permissible to pass any examination' shall be binding on me.
- f) I hereby agree to conform to any Rules, Acts and Laws enforced by Government and I hereby undertake that, I will do nothing either inside or outside the college which may result in disciplinary action against me under these rules, acts and laws referred to.
- g) I fully understand that the Director/Principal of the college where I would be admitted, has a right to expel me from the college for any infringement of the rules of conduct and discipline prescribed by the college or University or Government and the undertaking given above.
- h) **Condition of minimum attendance: I am fully aware that, I will not be allowed to appear for the examination if I do not attend minimum 75 % classes of theory, practical, drawing etc. I am also aware that I will not be allowed to appear for the examination, if I fail to submit satisfactorily all the assignments, jobs, journals, drawings, reports as specified by the Institutes within stipulated time limit.**

Pro forma – A (To be issued on the Printed Letter Head of the concerned office)
(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 toin 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 Direct Second Year of Four Year Degree course in Engineering/Technology for the academic year 2009-2010.

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 (To be issued on the Printed Letter Head of the concerned office)
(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 ofin.....

(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 Direct Second Year of Four Year Degree course in Engineering/Technology for the academic year 2009-2010.

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 – C

Specimen Application form for cancellation of admission
(To be submitted in duplicate)

Date:

To
The Director /Principal,
(Name of the Institute)

.....
.....
.....

Sir,

Full name of candidate :

Name of College :

Course : Date of admission :.....

General Merit Number :.....:

Amount of fee paid : Rs.

Fee Receipt Number and Date: (Attach Xerox copy)

I request you to kindly return my original documents and refund the fees paid as per the rules.

.....

Signature of candidate

For Office use only :

Full address of the candidate:

Telephone No :

Amount Paid Rs.	
Amount Deducted Rs.	
Amount refunded Rs.	
Cheque No. & date	
Bank particulars	

Signature of Accounts Officer

Received the following original documents from the Admission Authority, along with the cheque towards refund of tuition fees:

1.	
2.	
3.	
4.	
5.	
6.	

Signature of the Candidate

ANNEXURE – I**Steps of Centralised Admission Process****Step-I Availability of Information Brochure and Application Form.**

- Information brochure along with specimen Application form will be available on the websites of institutes as stated below.

VJTI, Mumbai: www.vjti.ac.in

COE, Pune: www.coep.org.in

SGGSIET, Nanded: www.sggs.ac.in

WCE,Sangli: www.walchandsangli.ac.in

VIT,Pune : www.vit.edu

Step –II Submission of Application Form

- All the candidates shall **download the application form** from the website and shall submit the same, duly filled in, in person at submission centers before the due date mentioned in the schedule.
- A demand draft of Rs. 400/- , drawn in favour of "Director, VJTI, Mumbai" payable at Mumbai shall be submitted along-with the application form.
- No application form shall be accepted without the demand draft.

Step-III Documents required to be submitted at the time of submission of Application form. All Candidates are required to submit the **attested Xerox copies** of the documents mentioned in Annexure –II at the time of submission of Application form.

Step-IV: Provisional Merit List, Grievances and Final Merit List

- The group wise and sub group wise provisional merit list shall be published on websites of institutes as stated above.
- The facility to view the group wise merit list shall also be available at ARC.
- If there are any grievances, the candidate has to submit the grievances at the ARC where candidate have confirmed the Application Form.
- The Final Merit list shall be published on the website. The grievance shall not be entertained once the final merit list is published.
- There will not be any direct communication to the candidate.

Step-V: Publication of Vacancy for CAP Rounds

- The Number of Seats available for each course institute wise along with detailed distribution of Seats to Annual and Semester patterns will be displayed on the web site.
- The number of seats available for CAP Rounds will be made available to the candidates before admission.

ANNEXURE – II**Documents to be attached along with the Application form for Admission**

The candidates are required to carry **ALL Original Certificates** in support of their claim at the time of confirmation of admission for the scrutiny and verification at admission center. The candidates are required to submit only attested true copies of documents at the time of confirmation of application form.

Sr. No.	Type of Candidate	Attested true copies of documents to be attached
1.	All Candidates	Statement of marks obtained at SSC or its equivalent examination Statement of marks obtained at the qualifying examination (diploma) for each attempt. School leaving certificate after passing Diploma. Certificate of the Indian Nationality of the candidate [#] . Equivalence certificate from MSBTE [§] , if necessary.
2.	Type – B Candidates	Domicile certificate* of candidate or of father/mother/husband of candidate indicating that he/she is domiciled in the State of Maharashtra (In addition to the documents mentioned in Sr. No. 1)
3.	Type – C Candidates	Certificate from the employer in the pro forma – A stating that father/mother of the candidate who is a Central Government / Govt. of India undertaking employee is presently posted in Maharashtra. (In addition to the documents mentioned in Sr. No. 1)
4.	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 is presently posted in Maharashtra. (In addition to the documents mentioned in Sr. No. 1)
5.	Backward class Candidates belonging to S.C. / S.T.	Caste certificate Caste/Tribe validity certificate (In addition to the documents mentioned in Sr. No. 1)
6.	Backward class Candidates belonging to VJ/ DT NT(A)/ NT(B)/ NT(C)/NT(D) /OBC/SBC categories	Caste certificate Caste validity certificate** Non creamy layer certificate [®] valid up to 31st March 2010 (In addition to the documents mentioned in Sr. No. 1)

Note: ** Documents at Sr. No. 5 and 6 are required for fee concession/scholarship, and not at the time of submission of Application form at ARC, However regarding this, GR's issued by concerned Govt. Depts. from time to time will be applicable.

Format of Non-Creamy Layer certificate(**Pro-forma D**) along with caste certificate for Other Backward Classes, Vimukta Jati NT(A), Nomadic Tribes (B, C, D) and Special Backward Category is enclosed herewith whereas the (**Pro-forma –E**) is the format of only the cast certificate.

All these documents are required to be verified with the originals by the admission authority when the candidate reports to the institute for confirmation of admission after obtaining the admission. No admission will be confirmed unless all the original documents are submitted for verification.

The certificate of Indian Nationality is a part of the Domicile certificate, which is usually issued by the Tahshildar/Executive Magistrate/Dy. Collector of the concerned district/Taluka. In lieu of this "**Certificate of Indian Nationality**" following certificates/documents will also be acceptable-

- Indian Passport in the name of the candidate, issued by appropriate authorities.
- The School Leaving Certificate indicating the Nationality of the candidate as 'Indian'.
- Birth certificate of the candidate indicating the Place of birth of the candidate is within India.

\$ Such candidates shall produce Equivalence certificate from MSBTE, 4th floor, Govt. Polytechnic Building, 49, Kherwadi, Ali Yavar Jung Marg, Bandra (E), Mumbai- 400 051 (www.msbte.com) at the time of confirmation of application form at ARC.

* **Domicile certificate:**

Domicile certificate issued by the Maharashtra State's appropriate authorities, clearly indicating domicile by permanent residence will be considered valid. The domicile certificate indicating domicile "By Choice" or "Education Purposes" will not be valid. The domicile certificate of Mother of the candidate should have been issued after her marriage, such certificate issued before her marriage will not be valid. In case of mother's domicile certificate, the candidate shall submit an affidavit on Rs.20/- stamp paper, stating that the person in whose name the domicile certificate is issued is the mother of the candidate.

• **Attestation:**

Candidate should note the following points while submitting the Application form.

- Candidate shall attach attested copies of all the required certificates as mentioned in the rules and enumerate the same in the given format as applicable. Candidate shall not attach a copy of any other certificate, which is not asked for under these rules such as certificates for participation in sports, cultural activities etc.
- The copies of certificates or documents attached to the application form should be attested by the Principal of the college from which the candidate has passed qualifying examination or Gazetted Officer or Special Executive Magistrate or Head Master of a Secondary School or teaching staff of Government college/Polytechnic not below the rank of a lecturer. Original certificates should not be attached with the application form.

• **Translation:**

If the candidate produces any certificate, which is not in Marathi or Hindi or English language, authenticated Marathi or Hindi or English version of the same, duly attested by a Gazetted Officer shall also be produced.

• **Cut off date for the eligibility:**

The eligibility of the candidate shall be determined and/or decided for all purposes including for applicability of all these Rules and Regulations by considering the last date of submission and confirmation of Application form as the **cut off date**. It is made abundantly clear that if a candidate is found ineligible as on the last date of submission and confirmation of Application form, in terms of these Rules and Regulations, and if such an ineligible candidate acquires the requisite eligibility after the aforesaid cut off date (i.e. the last date of submission and confirmation of Application form), **such subsequent acquisition of eligibility will not make an ineligible candidate eligible for any purpose whatsoever, much less for the purpose of admission.**

Pro -forma -D

Form of Certificate to be produced by Other Backward Classes, Vimukta Jati NT(A), Nomadic Tribes (B, C, D) and Special Backward Category and its synonyms belonging to the State of Maharashtra along with Non Creamy Layer Status.

PART - A

Documents Verified

- 1)
- 2)
- 3)
- 4)

This is to certify that Shri/Shrimati/Kumari son/daughter of of Village Taluka, District of the State of Maharashtra belongs to the Caste/Community/Tribe which is recognised as a Other Backward Class/ Vimukta Jati(A)/Nomadic Tribe (B,C, D)/ Special Backward Category under the Government Resolution No. dated as amended from time to time.

2. Shri/Shrimati/Kumari and/or his/her family ordinarily reside(s) in village, Taluka....., District of the State of Maharashtra.

3. This is to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in the Government of Maharashtra Gazette, Part-IV-B, dated 29th January 2004, Maharashtra State Public Service (Reservation for S.C./S.T./D.T. (V.J.), N.T., S.B.C. & O.B.C. Act, 2001 and instruction and guidelines laid down in the Government Resolution, Social Justice, Cultural Affairs and Sports & Special Assistance Department No. CBC.1094/CR-86/BCW-V, dated 16th June 1994 and Government Resolution No. CBC.10/2001/CR-111/BCW-V, dated 29th May 2003 as amended from time to time.

4. This Certificate is valid for the period up to 31/3/..... from the date of issue.

Sr. No.

Signature :

Place :

Designation :
(with seal of office)

Dated :

Please delete the words which are not applicable

Please quote the name of department and specific number and date of Resolution under which the caste/community/tribe has been recognised as O.B.C., V.J., N.T., of S.B.C. by the Government of Maharashtra.

Note:- The term "Ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950

PART - B

5. This Certificate is further extended for the period up to 31/3/..... from the date of issue.

Signature :

Sr. No. :

Designation :
(With Seal of Office)

Place :

Dated :

6 This Certificate is further extended for the period up to 31/3/..... from date of issue.

Signature :

Sr. No. :

Designation :
(With Seal of Office)

Place :

Dated :

7. This Certificate is further extended for the period up to 31/3/..... from the date of issue.

Signature :

Sr. No. :

Designation :
(With Seal of Office)

Place :

Dated :

8. This Certificate is further extended for the period up to 31/3/..... from the date of issue.

Signature :

Sr. No. :

Designation :
(With Seal of Office)

Place :

Dated :

Pro-forma –E

Form of Certificate to be produced by Other Backward Classes, Vimukta Jati (A), Nomadic Tribes (B, C, D) and Special Backward Category and its synonyms belonging to the State of Maharashtra.

Documents Verified

- 1)
- 2)
- 3)
- 4)

This is to certify that Shri/Shrimati/Kumari son/daughter of of Village Taluka, District of the State of Maharashtra belongs to the Caste/Community/Tribe which is recognised as a Other Backward Class/ Vimukta Jati(A)/Nomadic Tribe (B,C, D)/ Special Backward Category under the Government Resolution No. dated as amended from time to time.

Shri/Shrimati/Kumari and/or his/her family ordinarily reside(s) in village, Taluka....., District of the State of Maharashtra.

Signature :

Sr. No. :

Designation :
(With Seal of Office)

Place :

Dated :

Please delete the words which are not applicable

Please quote the name of department and specific number and date of Resolution under which the caste/community/tribe has been recognised as O.B.C., V.J., N.T., of S.B.C. by the Government of Maharashtra.

Note:- The term "Ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950

ANNEXURE–III**Admission Rounds at the Institute level by counseling for seats remaining vacant after CAP Rounds in Autonomous Govt., Autonomous Govt. Aided, and Autonomous Un Aided Institutes:****Admissions to CAP Round for the institute**

Admission authority in the institute shall follow the procedure mentioned under Annexure-I and should verify the original documents as mentioned in Annexure-II while confirming the admission of candidates who have been allotted seat through Centralised Admission Process.

A) Guidelines for the Admission Process to be carried out by Autonomous Govt., Autonomous Govt. Aided, and Autonomous Un Aided Institutes:

The seats remaining vacant after the CAP Rounds will be filled by the Principal /Director of the respective institutes at the Institute level. This round will be conducted by counseling for the candidates in the group merit list (Semester and Annual pattern combined).

Eligible Candidates: All the candidates as per entire merged group merit list for semester and annual pattern as per their *inter se* merit prepared by the competent authority and not admitted in CAP Round -I- and CAP round-II

The eligible candidate has to approach to the Principals /Director of the respective institutions for the admission.

General notes:

- The vacancy position and the detailed schedule will be available at the respective institutes website.

B) Guidelines for the Admission Process to be carried out by Autonomous Unaided Institutes (V.I.T Pune)

1. All admissions shall be done in fully fair and Transparent Manner & shall be Merit based.
2. The Principals of the respective Colleges shall invite applications for the seats available by giving publicity at least in two newspapers. Vacancies are also to be displayed on the notice board of the Institute. Detailed schedule of the admission process is also to be displayed.
3. Aspiring candidates fulfilling the eligibility criteria mentioned in Rule No. 2 shall apply directly to the Principal of the respective colleges for admissions. These admissions will be made in a transparent manner and strictly as per the merit of the candidates who have applied to the CAP.
4. Information brochure/prospectus of the Institute which specifies rules of admission should be published well before the commencement of the process of admission for seats to be filled at the Institute Level. All the information in the brochures should also be displayed on the Institute's website.

Important Note: All the institutes are required to complete their admission process on or before **the cut-off date** as specified in the schedule. Any admission carried out after cut-off date will not be approved by DTE and/or Pravesh Niyantaran Samiti, Mumbai.

**Pro-forma F
Authority Letter**

Date:

From:
(The name and address of the candidate)

To,
The Director
VJTI, Mumbai
Ref: Direct Admission to Second Year of four year degree course: 2009-10
Subject: Authority Letter I am

I am unable to attend the admission process because of the following reasons:

I authorize herewith Shri/Smt for taking the decision regarding the admission in the process of direct admission to Second Year Engineering Course and I further understand that the decision taken by him/her will be binding on me.

Specimen Signature of the Candidate

Specimen Signature of the authorized person

Name of the authorized person:

Application Form

Direct admission to Second year of four year Degree courses
in Engineering and Technology in the Autonomous Institutes
(VJTI, MUMBAI; COE, PUNE; SGGSI&T, NANDED & WCE, SANGLI; VIT, PUNE)
for the academic year 2009-2010

Name (As appearing on Diploma Mark-list)																				
Date of Birth					Age on					Year					Month					
Details of Diploma																				
Course					Pattern: (Semester / Annual)															
Course Duration (2 / 3 / 4 years)																				
Group (as per Rule 3.0)					Sub-Group															
Marks (as per Final year mark list)										Out of										
Details of S.S.C																				
Total Marks										Out of										
Marks in Mathematics										Out of										
Marks in Science										Out of										
Type of Candidature (as per rule No 2.2) (A/B/C/D)																				
Copies of the Certificates attached																				
For type "A,B,C,D" candidate					1. Institute leaving certificate					2. Final year Diploma Mark list					3. SSC mark list					
For type "B" candidate					1. Domicile Certificate															
For type "C,D" candidate					1. Transfer order					2. Joining certificate										
For Reserve category candidates claiming fee concession										1. Caste certificate					2. Non-creamy layer certificate for BC/VJ/NT1/NT2/NT3 /SBC candidates)					
Name & Signature of Parent/ Guardian					Signature of candidate					Address:					Photograph					
										Phone No:										
Details of Demand Draft / Pay Order (Rs. 400/- drawn in favour of " Director, VJTI " (payable at Mumbai): No. _____ drawn on _____																				