



**GOVERNMENT OF MAHARASHTRA  
STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE, MUMBAI**

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No.Ted-1224/C.R.06/CAP/ B. BCA/Notice No 4/2025-26/2812

Date:- 03/09/2025

**ADMISSION NOTICE FOR B. BCA/ MCA (Integrated) FOR ACADEMIC YEAR  
2025-26**

This notice is being issued for Online Registration, Scanning & uploading of documents, Documents E- Verification and Online Application Form Confirmation, Filling & Confirmation of Option Form, Self-confirmation before seat acceptance, Paying seat acceptance fees in online mode for confirmation of admission, reporting to Institutes by candidates aspiring for admissions to First Year of Three/Four Year Full Time Under Graduate Course in BCA/ First Year of Four Year Full Time Under Graduate Course in MCA (Integrated) in the Government, Government Aided, University Managed, University Departments and Unaided Private Professional Educational Institutions for the Academic Year 2025-26 in the Maharashtra State.

For the purpose of document verification, the concept of E-Scrutiny of the documents is introduced by the Competent Authority. The candidate shall choose E-Scrutiny mode for document verification during online form filling.

Process of application: The Candidate shall register online, fill & submit online application form and upload the required documents from anywhere through the computer connected to internet for verification and confirmation of the application form, his/her application & documents shall be verified and confirmed by the designated E-Scrutiny Center through online mode.

<b>Eligibility Criteria for various types of candidature for Admission</b>		
<b>Eligibility for Admission for First Year Under Graduate Courses in Management (BCA) (3/4 years duration)</b>		
<b>Maharashtra State Candidature Candidates:-</b>	<b>All India Candidature Candidates, Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidature Candidates.-</b>	<b>Non Resident Indian (NRI) or Overseas Citizen of India (OCI) or Person of Indian Origin (PIO), Children of Indian workers in the Gulf countries, Foreign National Candidature Candidates.-</b>
<b>Eligibility for Admission</b>		
The candidate,- i. should be a citizen of India; ii. should have passed 10+2 examination with eligibility as per the Admission Policy of the Affiliating University and obtained non zero score in the MAH - BCA/ BBA/ BMS/ BBM	The candidate,- i. should be a citizen of India; ii. should have passed 10+2 examination with eligibility as per the Affiliating University Admission Policy and obtained non zero positive score in Common University Entrance	i. The candidate should have passed 10+2 examination with eligibility as per the Admission Policy of the Affiliating University; <b>OR</b> ii. The candidate should have passed AICTE approved

<p>CET-2025 conducted by the Competent Authority.</p> <p><b>OR</b></p> <p>iii. should have passed AICTE approved Diploma in Commercial Practice or equivalent.</p>	<p>Test (CUET) Under Graduate(UG) or obtained non zero score in MAH - BCA/ BBA/ BMS/ BBM CET-2025 conducted by the Competent Authority:</p> <p>Provided that, preference shall be given to the candidate obtained non zero positive score in Common University Entrance Test (CUET) Under Graduate (UG) over the candidates obtained non zero score MAH-BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority.</p> <p><b>OR</b></p> <p>iii. should have passed AICTE approved Diploma in Commercial Practice or equivalent.</p>	<p>Diploma in Commercial Practice or equivalent.</p> <p>iii. Any other eligibility criteria and requirement declared from time to time by the appropriate authority as defined under the Act.</p>
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**Eligibility for Admission for Master of Computer Application (Integrated Course) (MCA) (4 years duration)**

<b>Maharashtra State Candidature Candidates</b>	<b>All India Candidature Candidates, Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidature Candidates.-</b>	<b>NRI/OCI/PIO, Children of Indian workers in Gulf Countries (CIWGC), Foreign National (FN) Candidates</b>
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**Eligibility for Admission**

<p>The candidate,-</p> <p>(i) should be a citizen of India;</p> <p>(ii) should have passed 10+2 examination with Mathematics or Statistics or Accountancy as compulsory subjects and obtained at least forty five per cent. marks in aggregate (at least forty per cent. marks in aggregate for Reserved Categories, Economically Weaker Section and Persons with Disabilities category candidates belonging to Maharashtra State) and obtained non zero score in MAH- BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority.</p>	<p>The candidate,-</p> <p>(i) should be a citizen of India;</p> <p>(ii) should have passed 10+2 examination with Mathematics or Statistics or Accountancy as compulsory subjects and obtained at least forty five per cent. marks in aggregate (at least forty per cent. marks in aggregate for Reserved Categories, Economically Weaker Section and Persons with Disabilities category candidates belonging to Maharashtra State) and obtained non zero positive score in Common University Entrance Test (CUET) Under Graduate (UG) or obtained non zero score in MAH - BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority:</p> <p>Provided that, preference shall be given to the candidate obtained non zero positive score in Common</p>	<p>(i) The candidate should have passed 10+2 examination with Mathematics or Statistics or Accountancy as compulsory subjects and obtained at least forty five per cent. marks in aggregate; and</p> <p>(ii) Any other eligibility criteria and requirement declared from time to time by the appropriate authority as defined under the Act.</p>
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	University Entrance Test (CUET) Under Graduate (UG) over the candidates obtained non zero score in MAH - BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority.	
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#### Online Registration for Admission :

- 1.1 The candidates should apply online on **www.mahacet.org** as per schedule.
- 1.2 Candidates who have registered for MAH- B.BCA/BBA/BMS/BBM CET 2025 are not required to pay any fees for registration for admission. However other candidates who have obtained score which is valid for admission in academic year 2025-26 in. CUET (UG) 2025 and have not registered for MAH- B.BCA/BBA/BMS/BBM CET 2025 are required to pay fees as given below only by Credit Card/ Debit Card/ Net Banking/UPI etc. through Online mode. Fees paid is non-refundable. (No other mode of payment shall be permitted.)

Application fee for General Category Candidates from Maharashtra State, Outside Maharashtra State (OMS), Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates	<b>₹ 1000/-</b>
1. Application fee for Reserved Category Candidates [SC, ST, VJ/DTNT(A), NT(B), NT(C), NT(D), OBC, SBC, EWS, SEBC*] & PWD Candidates belonging to Maharashtra State only 2. Orphan and Transgender (Other) Candidates.	<b>₹ 800/-</b>

(\* In case of SEBC Candidates reservation policy will be subject to the decision of Hon'ble High Court in related Writ Petitions)

**The activities and scheduled dates for Maharashtra State/All India/NRI/OCI/PIO/CIWGC/ FN candidates are as follows.**

Sr. No.	Activity	Schedule	
		First Date	Last Date
1.	<b>Online registration of application and uploading of required documents by the Candidate for admission on website</b> (For Maharashtra State/ All India/ Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidate)	<b>08-08-2025</b>	<b>\$ 19-08-2025 up to 05.00 PM</b>
2.	<b>Documents verification and confirmation of Application Form for Admission by online mode.</b> By Maharashtra State/All India Candidates shall fill online application form and upload the required documents from any computer connected to internet from anywhere. <b>Process for E-Scrutiny Mode selected candidates:</b> 1. Such candidate shall fill online application form and scan original document and upload the required documents from any computer/smartphone connected to internet from anywhere. 2. Such candidate need not have to visit to E-	<b>09-08-2025</b>	<b>\$ 20-08-2025 up to 05.00 PM</b>

Sr. No.	Activity	Schedule	
		First Date	Last Date
	<p>Scrutiny Center for verification and confirmation of the application form. His/her application &amp; documents shall be verified and confirmed by the <b>E Scrutiny Center</b> through e-Scrutiny Mode.</p> <p>3. During e-Scrutiny of Application Form of such candidate:</p> <ul style="list-style-type: none"> <li>• If no error is found: the status of verification &amp; confirmation of the application form shall be available in candidates Login along with receipt cum Acknowledgement.</li> <li>• If error is found: the details of errors shall be intimated to candidates by reverting back his/her Application for its rectification through candidates Login.</li> <li>• Candidate shall edit the reverted Application form in given schedule and re-submit the application for e-Scrutiny through his/her login.</li> </ul> <p><b>Process for Physical Scrutiny Mode selected Candidates:</b></p> <ul style="list-style-type: none"> <li>• Such candidate shall visit the facilitation Center online selected by himself/herself, along with the required documents as per the allotted time slot for online filling, scanning &amp; uploading of required documents, verification and confirmation of application form.</li> <li>• After verification &amp; Confirmation of application form, FC shall issue the receipt cum Acknowledgement.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Applications registered after 19<sup>th</sup> August 2025 shall be considered only for Non- CAP Seats.</li> <li>• Applications confirmed by Scrutiny Center/Facilitation Center after 20<sup>th</sup> August 2025 shall be considered only for Non-CAP Seats.</li> </ul>		
3.	Display of the provisional merit list for Maharashtra State/All India candidates on website.	22-08-2025	
4.	<p><b>Submission of grievances if any, for all type of Candidates:</b></p> <ul style="list-style-type: none"> <li>• Candidate shall raise the Grievance about correction required in the data displayed in provisional merit list through his/her Login.</li> <li>• The application of such candidates shall be reverted back to the candidate in his/her Login for rectification.</li> <li>• Candidate shall upload the requisite documents to substantiate the claim for any correction/concession.</li> <li>• The status of acceptance/rejection of Grievance raised by candidate shall be available in candidates Login along with latest receipt cum Acknowledgement.</li> </ul>	23-08-2025	25-08-2025 Upto 5.00 PM

	• Those Candidate who selected physical scrutiny mode shall visit SC for resolving the grievances.		
5.	<b>Display of the Final Merit lists</b> of Maharashtra State/All India candidates on website.	<b>28-08-2025</b>	
6.	Display of Provisional Category wise Seats (Seat Matrix) for CAP Round I	<b>28-08-2025</b>	
<b>CAP Round-I</b>			
7.	Online Submission & Confirmation of Option Form of CAP Round-I through candidate's Login by the Candidate.	<b>29-08-2025</b>	<b>31-08-2025</b>
8.	Display of Provisional Allotment of CAP Round-I	<b>02-09-2025</b>	
9.	<b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round I.</b> a) The candidate shall self-verify the seat allotment made to him/her in the CAP Round I by accepting declaration through his/her login and certifying that his/her claim related with qualifying marks, category, gender, reservation, specific reservation etc. made by candidate in the application form are correct and relevant documents uploaded to substantiate his/her claims are authentic and correct. b) If candidate found the claim made by him is not correct and he/she wants to the correct the error, (error as per the clause (e) of sub rule (3) of rule 9 given in information brochure) The candidate shall report the grievance through his/her login by online mode only. c) Candidates who have been allotted the seat as per their first preference in Round I (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds. d) Candidates who have allotted other than first preference and self freezed their allotment in Round I through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully] Candidates who have allotted other than first preference and want betterment in the subsequent rounds must claim the allotted seat in Round I by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.	<b>03-09-2025</b>	<b>08-09-2025 up to 03.00 PM</b>
10.	<b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round I.</b>  a) Candidates who have accepted the seat as per 9 (c), 9 (d) above must report to allotted institute for confirmation of admission b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through	<b>03-09-2025</b>	<b>08-09-2025 up to 05.00 PM</b>

	Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.		
<b>CAP Round-II</b>			
11.	Display of Provisional Vacant Seats for CAP Round-II	<b>09-09-2025</b>	
12.	Online Submission & Confirmation of Option Form of CAP Round-II through candidate's Login by the Candidate.	<b>10-09-2025</b>	<b>12-09-2025</b>
13.	Display of Provisional Allotment of CAP Round-II	<b>14-09-2025</b>	
14.	<p><b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round II.</b></p> <ol style="list-style-type: none"> <li>1. All eligible candidates participated in Round II and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round II shall pay the seat acceptance fee through his/her login by online mode.</li> <li>2. Candidates who have been allotted the seat as per their first three preferences in Round II (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds.</li> <li>3. Candidates who have allotted other than first three preferences and self freezed their allotment in Round II through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully]</li> <li>4. Candidates who have allotted other than first three preferences and want betterment in the subsequent rounds must claim the allotted seat in Round II by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.</li> </ol>	<b>15-09-2025</b>	<b>17-09-2025 up to 03.00 PM</b>
15.	<p><b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round II.</b></p> <ol style="list-style-type: none"> <li>a) Candidates who have accepted the seat as per 14 (b), 14 (c) above must report to allotted institute for confirmation of admission</li> <li>b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the</li> </ol>	<b>15-09-2025</b>	<b>17-09-2025 up to 05.00 PM</b>

	candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.		
<b>CAP Round-III</b>			
16.	Display of Provisional Vacant Seats for CAP Round-III	<b>18-09-2025</b>	
17.	Online Submission & Confirmation of Option Form of CAP Round-III through candidate's Login by the Candidate.	<b>19-09-2025</b>	<b>21-09-2025</b>
18.	Display of Provisional Allotment of CAP Round-III	<b>23-09-2025</b>	
19.	<p><b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round III.</b></p> <p>a) All eligible candidates participated in Round III and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round III shall pay the seat acceptance fee through his/her login by online mode.</p> <p>b) Candidates who have been allotted the seat as per their first six preferences in Round III (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds.</p> <p>c) Candidates who have allotted other than first six preferences and self freezed their allotment in Round III through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully]</p> <p>d) Candidates who have allotted other than first six preferences and want betterment in the subsequent rounds must claim the allotted seat in Round III by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.</p>	<b>24-09-2025</b>	<b>26-09-2025 up to 03.00 PM</b>
20.	<p><b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round III.</b></p> <p>a) Candidates who have accepted the seat as per 19 (b), 19 (c) above must report to allotted institute for confirmation of admission</p> <p>b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then</p>	<b>24-09-2025</b>	<b>26-09-2025 up to 05.00 PM</b>

	institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.		
<b>CAP Round-IV</b>			
21.	Display of Provisional Vacant Seats for CAP Round-IV	<b>27-09-2025</b>	
22.	Online Submission & Confirmation of Option Form of CAP Round-IV through candidate's Login by the Candidate.	<b>27-09-2025</b>	<b>29-09-2025</b>
23.	Display of Provisional Allotment of CAP Round-IV	<b>30-09-2025</b>	
24.	<b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round IV</b> All eligible candidates participated in Round IV and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round IV shall pay the seat acceptance fee through his/her login by online mode.	<b>01-10-2025</b>	<b>04-10-2025 up to 03.00 PM</b>
25.	<b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round IV</b> Participating candidates to whom the first time allotment is made or got betterment in allotment or No betterment (Earlier seat retained) In Round IV shall be final. Such a candidate must report to allotted institute for confirmation of admission.	<b>01-10-2025</b>	<b>04-10-2025 up to 05.00 PM</b>
<b>Institute Level Option Form</b>			
26.	Online submission of Option Form for Institute Level admissions	<b>02-09-2025</b>	<b>30-09-2025</b>
27.	Transfer of institute wise candidate list to the respective institute	<b>05-10-2025</b>	
28.	<b>Institute Quota and Vacant seats after CAP, if any - The respective institute will complete the admission activity in the following manner -</b> <ul style="list-style-type: none"> <li>• Display of vacant seats on institute website and giving appropriate advertisement in the News Paper.</li> <li>• Invite applications from registered candidates.</li> <li>• Prepare and display Merit List on college website and Institute Notice Board.</li> <li>• Carry out/ Complete Admission Process by following Government Admission Rules (As per Rule 13 of Information Brochure AY 2025-26)</li> </ul>	<b>05-10-2025</b>	<b>10-10-2025</b>
29.	Last date for cancellation of seat with full fees refund (As per Rule 15 of Information Brochure AY 2025-26)	<b>08-10-2025</b>	
30.	Cut-off Date for all type of admissions for the Academic Year 2025-26	<b>10-10-2025 Up to 05.00 PM</b>	
31.	For Institutes: Last date of uploading the data (details of admitted candidates)	<b>10-10-2025 Up to 06.00 PM</b>	



➤ **Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidates:**

Sr No	Activity	Start Date	Last Date
1	Counselling Round at “Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058”	15-09-2025	17-09-2025
2	Reporting to the Allotted Institute and confirmation of Admission by submitting required documents and fees, as per Final Allotment.	18-09-2025	24-09-2025

(\$ - The schedule displayed above is provisional and may change under unavoidable circumstances. The revised schedule, if any, will be notified on website)

**Important Note: -**

1. **All types of candidates** aspiring for admission under CAP seats shall register himself/herself online, Scan and upload Documents, solve grievances (Depends on document verification mode selected by candidate) raised by Scrutiny Center (SC) in person or raised by E-Scrutiny Center during E-Verification verified documents & Application Form confirmed by E-Scrutiny Center. Such eligible registered candidates shall be considered for CAP Merit and admission through CAP.
2. In case of Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates should send the print of online filled & submitted application form & copy of uploaded documents by hand/speed post/courier for verification & confirmation to “**Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058**” shall approach directly to the Institute for admission where such quota is granted by the appropriate authority.
3. The candidates aspiring for admission for Institutional Quota, seats remaining vacant after CAP, it is **Mandatory** to get registered, documents verified and confirmation of application by the Scrutiny Center. After registration, such candidates must apply separately to Institutes for admissions to seats other than CAP Seats (Non-CAP Seats). Merit of such candidates shall be prepared by the Institute at the institute level.

➤ **Important Instructions for Candidates:**

1. Candidates has to resolve the discrepancies marked, if any, in her/his CAP application during the document verification process within the given timeline. If candidates fail to confirm online filled application form at E-Scrutiny center or Physical Scrutiny Center, then such applications will be rejected and name of such candidates will not appear in the merit list(s) prepared for the purpose of Admission for both CAP as well as Institute Level admission process.
2. The candidates belonging to SC, VJ/DT (NT (A), NT (B), NT(C), NT (D), OBC, SBC and SEBC categories shall produce “Caste Validity Certificate” and ST category shall submit “Tribe Validity Certificate”. All Backward Class candidates excluding SC & ST shall produce **Non Creamy Layer** certificate **valid up to 31<sup>st</sup> March 2026**. If such candidates fail to produce the original certificate or receipt of Caste/Tribe validity certificate, Non Creamy Layer certificate and EWS certificate issued by competent authority at the time of verification by Scrutiny Center, then such candidates will be treated as GENERAL category candidates for CAP admissions.
3. EWS candidates shall produce the Eligibility Certificate for Economically Weaker Section (As per the format in Maharashtra State Government Resolution No. र.आधो-4019/P.N.31/16-अ, dated 31/05/2021 only). Refer Proforma - V of Information Brochure for AY 2025-2026.
4. In case of Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidates after registration & confirmation of their application at “**Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058**” shall approach directly to the Institute for admission where such quota is granted by the appropriate authority.
5. For Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant

Candidates: - Such Candidates will get the Receipt-cum-Acknowledgement through their login after confirmation of application by Scrutiny Center. Applications received after the last date from candidates belonging to Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates will be summarily rejected and no correspondence will be entertained in this regard.

6. Candidates who have registered as a reserved category candidate, but unable to produce required certificate for reservation claim during documents verification stage shall have to pay difference of fee of Rs. 200/- through online mode only.
7. Once the candidate confirms his/her Option form online through his/her Login for the respective admission rounds, Candidate will not be allowed to change/cancel the option/preference submitted under any circumstances.
8. A Candidate who has been allotted a seat shall download the "Provisional Seat Allotment Letter".
9. The Seat Acceptance Fee shall be Rs. 1,000/- for all Candidates. The candidate has to pay the Seat Acceptance Fee during first seat acceptance only. This fee shall be treated as non-refundable processing fee. The Seat Acceptance fees is to be paid through His/ Her Own login by ONLINE MODE only.
10. Seat will be confirmed by the allotted institute after verification of the original documents and ensuring that the Candidate meets all the eligibility norms. The admission in-charge of institute shall issue the Online Receipt of admission confirmation to the candidate.
11. The SC, ST, VJ/DT, NT(A), NT(B), NT(C), NT(D) and SBC Candidates who submitted receipt of Caste/Tribe Validity Certificate, Non Creamy Layer Certificate during registration, physical document verification and confirmation period should upload and verify original Caste/ Tribe Validity Certificate, Non Creamy Layer Certificate at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
12. In case of SEBC and OBC Candidates timeline for submission of original Caste Validity Certificate document against the receipt will be as per the government G. R. – शा. नि. क्र. संकीर्ण २०२५/प्र. क्र. ६८/आरक्षण -५ दि. २६/०८/२०२५ (click here for G.R.)
13. The SEBC and OBC Candidates who submitted receipt of Non Creamy Layer Certificate during registration, physical document verification and confirmation period should upload and verify original Non Creamy Layer Certificate at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
14. The EWS Candidates who submitted receipt of EWS Certificate during registration, physical document verification and confirmation period should upload and verify original EWS Certificate as per Proforma-V of the information brochure at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
15. Before proceeding with the CAP Round 4 option form, if it is likely that a candidate will be unable to produce the original CVC/TVC, EWS, or NCL document within the given timeline, they should consider the following optional facility to convert their candidature type:
  - a. For a Reserved Category candidate: Convert from Reserved Category to Open Category.
  - b. For an Open-EWS Category candidate: Convert from Open-EWS Category to Open Category (Non-EWS).
16. If a candidate chooses to convert to the Open Category, the following scenarios are possible:
  - a. If a candidate has already been allotted a seat in CAP Round I, II, or III by availing the benefits of the Reserved Category or EWS, their allotted seat will be cancelled. They will then be considered under the Open Category/Non-EWS for CAP Round IV.
  - b. If a candidate has not availed the benefits of the Reserved Category or EWS in CAP Round I, II, or III, their previously allotted seat will be retained. They will be considered under the Open Category/Non-EWS for CAP Round IV.
  - c. Candidates who have not been allotted any seat up to CAP Round III and are aware that they will be unable to produce the original CVC/TVC, NCL, or EWS certificate within the given timeline, can convert themselves to the Open Category/Non-EWS. These candidates will

- remain eligible for allotment in CAP Round IV under Open Category/Non-EWS seats.
17. Once a candidate converts from Reserved Category to Open Category or from EWS to Non-EWS, they will only be considered for allotment in the fourth CAP round and institutional rounds under the Open Category/Non-EWS.
  18. A candidate who has converted to the Open Category/Non-EWS will not be permitted to revert back to the Reserved Category/EWS.
  19. The candidates aspiring for admission for Institutional Quota, seats remaining vacant after CAP, it is Mandatory to get registered, documents verified and confirmation of application by the Scrutiny Center. After registration, such candidates must apply separately to Institutes for admissions to seats other than CAP Seats. Merit of such candidates shall be prepared by the Institute at the institute level.
  20. Candidate applying for admission through NRI, OCI, PIO, CIWGC, FN quota register on "<https://fn.mahacet.org>" portal for admission process of NRI/OCI/PIO/CIWGC/FN Candidates.

➤ **General Notes:**

1. The List of Scrutiny Center is available on website.
2. Eligibility, Rules & regulations for admission are made available on the website.
3. For queries/enquiry: **Help Line No. +91-9175108612, 18002098851** between 10.00 A.M. to 06.00 P.M.
4. All Types of Document Verification Activity remains open all days including Saturday & Sunday between 10.00 A.M. to 05.30 P.M.

Sd/-  
**Commissioner and Competent Authority**  
**State Common Entrance Test Cell,**  
**Maharashtra State, Mumbai**



**GOVERNMENT OF MAHARASHTRA  
STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE, MUMBAI**

8th Floor, New Excelsior Building, A.K. Nayak Road, Fort, Mumbai 400 001

Tele. No. - 022-22016157/53/59

Website -www.mahacet.org

E-Mail-cetcell@mahacet.org

No.Ted-1224/C.R.06/CAP/ B. BBA/BMS/BBM/Notice No 2/2025-26/2811

Date:- 03/09/2025

**ADMISSION NOTICE FOR B. BBA/BMS/BBM/MBA (Integrated)  
FOR ACADEMIC YEAR 2025-26**

This notice is being issued for Online Registration, Scanning & uploading of documents, Documents E- Verification and Online Application Form Confirmation, Filling & Confirmation of Option Form, Self-confirmation before seat acceptance, Paying seat acceptance fees in online mode for confirmation of admission, reporting to Institutes by candidates aspiring for admissions to First Year of Three/Four Year Full Time Under Graduate Course in BBA/BMS/BBM & First Year of Four Year Full Time Under Graduate Course in MBA (Integrated) in the Government, Government Aided, University Managed, University Departments and Unaided Private Professional Educational Institutions for the Academic Year 2025-26 in the Maharashtra State.

For the purpose of document verification, the concept of E-Scrutiny of the documents is introduced by the Competent Authority. The candidate shall choose E-Scrutiny mode for document verification during online form filling.

Process of application: The Candidate shall register online, fill & submit online application form and upload the required documents from anywhere through the computer connected to internet for verification and confirmation of the application form, his/her application & documents shall be verified and confirmed by the designated E-Scrutiny Center through online mode.

<b>Eligibility Criteria for various types of candidature for Admission</b>		
<b>Eligibility for Admission for First Year Under Graduate Courses in Management (BBA/BMS/BBM ETC.) (3/4 years duration)</b>		
<b>Maharashtra State Candidature Candidates:-</b>	<b>All India Candidature Candidates, Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidature Candidates.-</b>	<b>Non Resident Indian (NRI) or Overseas Citizen of India (OCI) or Person of Indian Origin (PIO), Children of Indian workers in the Gulf countries, Foreign National Candidature Candidates.-</b>
<b>Eligibility for Admission</b>		
The candidate,- i. should be a citizen of India; ii. should have passed 10+2 examination with eligibility as per the Admission Policy of the Affiliating University and obtained non zero score in the MAH - BCA/ BBA/ BMS/ BBM	The candidate,- i. should be a citizen of India; ii. should have passed 10+2 examination with eligibility as per the Affiliating University Admission Policy and obtained non zero positive score in Common University Entrance Test (CUET) Under	i. The candidate should have passed 10+2 examination with eligibility as per the Admission Policy of the Affiliating University; and ii. Any other eligibility criteria and requirement declared from time to time by the

CET-2025 conducted by the Competent Authority.	<p>Graduate(UG)or obtained non zero score in MAH - BCA/ BBA/ BMS/ BBM CET-2025 conducted by the Competent Authority:</p> <p>Provided that, preference shall be given to the candidate obtained non zero positive score in Common University Entrance Test (CUET) Under Graduate (UG) over the candidates obtained non zero score MAH-BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority.</p>	appropriate authority as defined under the Act.
<p align="center"><b>Eligibility for Admission for Master of Business Administration (Integrated Course) (MBA) (4 years)</b></p>		
<b>Maharashtra State Candidature Candidates</b>	<b>All India Candidature Candidates, Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidature Candidates.-,</b>	<b>Non Resident Indian (NRI) or Overseas Citizen of India (OCI) or Person of Indian Origin (PIO), Children of Indian workers in the Gulf countries, Foreign National Candidature Candidates.-</b>
<b>Eligibility for Admission</b>		
<p>The candidate,-</p> <p>i. should be a citizen of India;</p> <p>ii. should have passed 10+2 examination and obtained at least forty five per cent. marks in aggregate (at least forty per cent. marks in aggregate for Reserved Categories, Economically Weaker Section and Persons with Disabilities category candidates belonging to Maharashtra State) and the Candidate should have appeared in MAH - BCA/BBA/BMS/BBM CET-2025 conducted by the Competent Authority and should obtain non zero score in CET;</p>	<p>The candidate,-</p> <p>i. should be a citizen of India;</p> <p>ii. should have passed 10+2 examination and obtained at least forty five per cent. marks in aggregate (at least forty per cent. marks in aggregate for Reserved Categories, Economically Weaker Section and Persons with Disabilities category candidates belonging to the Maharashtra State) and obtained non zero positive score in Common University Entrance Test (CUET) Under Graduate (UG) or obtained non zero score in MAH -BCA/ BBA/ BMS/ BBM CET-2025 conducted by the Competent Authority:</p> <p>Provided that, preference shall be given to the candidate obtaining non zero positive score in Common University Entrance Test (CUET) Under Graduate (UG) over the candidates who</p>	<p>i. The candidate should have passed 10+2 examination and obtained at least forty five per cent. marks in aggregate; and</p> <p>ii. Any other eligibility criteria and requirement declared from time to time by the appropriate authority as defined under the Act.</p>

	obtained non zero score in MAH - BCA/ BBA/ BMS/ BBM CET-2025 conducted by the Competent Authority.	
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### Online Registration for Admission :

- 1.1 The candidates should apply online on **www.mahacet.org** as per schedule.
- 1.2 Candidates who have registered for MAH- B.BCA/BBA/BMS/BBM CET 2025 are not required to pay any fees for registration for admission. However other candidates who have obtained score which is valid for admission in academic year 2025-26 in. CUET (UG) 2025 and have not registered for MAH- B.BCA/BBA/BMS/BBM CET 2025 are required to pay fees as given below only by Credit Card/ Debit Card/ Net Banking/UPI etc. through Online mode. Fees paid is non-refundable. (No other mode of payment shall be permitted.)

Application fee for General Category Candidates from Maharashtra State, Outside Maharashtra State (OMS), Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates	<b>₹ 1000/-</b>
1. Application fee for Reserved Category Candidates [SC, ST, VJ/DTNT(A), NT(B), NT(C), NT(D), OBC, SBC, EWS, SEBC*] & PWD Candidates belonging to Maharashtra State only 2. Orphan and Transgender (Other) Candidates.	<b>₹ 800/-</b>

(\* In case of SEBC Candidates reservation policy will be subject to the decision of Hon'ble High Court in related Writ Petitions)

The activities and scheduled dates for Maharashtra State/All India/NRI/OCI/PIO/CIWGC/ FN candidates are as follows.

Sr. No.	Activity	Schedule	
		First Date	Last Date
1.	<b>Online registration of application and uploading of required documents by the Candidate for admission on website</b> (For Maharashtra State/ All India/ Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidate)	<b>08-08-2025</b>	<b>\$ 19-08-2025 up to 05.00 PM</b>
2.	<b>Documents verification and confirmation of Application Form for Admission by online mode.</b>  By Maharashtra State/All India Candidates shall fill online application form and upload the required documents from any computer connected to internet from anywhere.  <b>Process for E-Scrutiny Mode selected candidates:</b> 1. Such candidate shall fill online application form and scan original document and upload the required documents from any computer/smartphone connected to internet	<b>09-08-2025</b>	<b>\$ 20-08-2025 up to 05.00 PM</b>

Sr. No.	Activity	Schedule	
		First Date	Last Date
	<p>from anywhere.</p> <p>2. Such candidate need not have to visit to E-Scrutiny Center for verification and confirmation of the application form. His/her application &amp; documents shall be verified and confirmed by the <b>E Scrutiny Center</b> through e-Scrutiny Mode.</p> <p>3. During e-Scrutiny of Application Form of such candidate:</p> <ul style="list-style-type: none"> <li>• If no error is found: the status of verification &amp; confirmation of the application form shall be available in candidates Login along with receipt cum Acknowledgement.</li> <li>• If error is found: the details of errors shall be intimated to candidates by reverting back his/her Application for its rectification through candidates Login.</li> <li>• Candidate shall edit the reverted Application form in given schedule and re-submit the application for e-Scrutiny through his/her login.</li> </ul> <p><b>Process for Physical Scrutiny Mode selected Candidates:</b></p> <ul style="list-style-type: none"> <li>• Such candidate shall visit the facilitation Center online selected by himself/herself, along with the required documents as per the allotted time slot for online filling, scanning &amp; uploading of required documents, verification and confirmation of application form.</li> <li>• After verification &amp; Confirmation of application form, FC shall issue the receipt cum Acknowledgement.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Applications registered after 19<sup>th</sup> August 2025 shall be considered only for Non- CAP Seats.</li> <li>• Applications confirmed by Scrutiny Center/Facilitation Center after 20<sup>th</sup> August 2025 shall be considered only for Non-CAP Seats.</li> </ul>		
3.	Display of the provisional merit list for Maharashtra State/All India candidates on website.	22-08-2025	
4.	<p><b>Submission of grievances if any, for all type of Candidates:</b></p> <ul style="list-style-type: none"> <li>• Candidate shall raise the Grievance about correction required in the data displayed in provisional merit list through his/her Login.</li> <li>• The application of such candidates shall be reverted back to the candidate in his/her Login for rectification.</li> </ul>	23-08-2025	25-08-2025 Upto 5.00 PM

	<ul style="list-style-type: none"><li>• Candidate shall upload the requisite documents to substantiate the claim for any correction/concession.</li><li>• The status of acceptance/rejection of Grievance raised by candidate shall be available in candidates Login along with latest receipt cum Acknowledgement.</li><li>• Those Candidate who selected physical scrutiny mode shall visit SC for resolving the grievances.</li></ul>		
5.	<b>Display of the Final Merit lists</b> of Maharashtra State/All India candidates on website.	<b>28-08-2025</b>	
6.	Display of Provisional Category wise Seats (Seat Matrix) for CAP Round I	<b>28-08-2025</b>	
<b>CAP Round-I</b>			
7.	Online Submission & Confirmation of Option Form of CAP Round-I through candidate's Login by the Candidate.	<b>29-08-2025</b>	<b>31-08-2025</b>
8.	Display of Provisional Allotment of CAP Round-I	<b>02-09-2025</b>	
9.	<p><b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round I.</b></p> <p>a) The candidate shall self-verify the seat allotment made to him/her in the CAP Round I by accepting declaration through his/her login and certifying that his/her claim related with qualifying marks, category, gender, reservation, specific reservation etc. made by candidate in the application form are correct and relevant documents uploaded to substantiate his/her claims are authentic and correct.</p> <p>b) If candidate found the claim made by him is not correct and he/she wants to the correct the error, (error as per the clause (e) of sub rule (3) of rule 9 given in information brochure) The candidate shall report the grievance through his/her login by online mode only.</p> <p>c) Candidates who have been allotted the seat as per their first preference in Round I (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds.</p> <p>d) Candidates who have allotted other than first preference and self freezed their allotment in Round I through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully]</p> <p>Candidates who have allotted other than first preference and want betterment in the subsequent rounds must claim the allotted seat in Round I by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.</p>	<b>03-09-2025</b>	<b>08-09-2025 up to 03.00 PM</b>
10.	<b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round I.</b>		



	<p>a) Candidates who have accepted the seat as per 9 (c), 9 (d) above must report to allotted institute for confirmation of admission</p> <p>b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.</p>	<b>03-09-2025</b>	<b>08-09-2025 up to 05.00 PM</b>
<b>CAP Round-II</b>			
11.	Display of Provisional Vacant Seats for CAP Round-II	<b>09-09-2025</b>	
12.	Online Submission & Confirmation of Option Form of CAP Round-II through candidate's Login by the Candidate.	<b>10-09-2025</b>	<b>12-09-2025</b>
13.	Display of Provisional Allotment of CAP Round-II	<b>14-09-2025</b>	
14.	<p><b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round II.</b></p> <ol style="list-style-type: none"> <li>1. All eligible candidates participated in Round II and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round II shall pay the seat acceptance fee through his/her login by online mode.</li> <li>2. Candidates who have been allotted the seat as per their first three preferences in Round II (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds.</li> <li>3. Candidates who have allotted other than first three preferences and self freezed their allotment in Round II through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully]</li> <li>4. Candidates who have allotted other than first three preferences and want betterment in the subsequent rounds must claim the allotted seat in Round II by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.</li> </ol>	<b>15-09-2025</b>	<b>17-09-2025 up to 03.00 PM</b>
15.	<b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round II.</b>	<b>15-09-2025</b>	<b>17-09-2025 up to 05.00 PM</b>

	<p>a) Candidates who have accepted the seat as per 14 (b), 14 (c) above must report to allotted institute for confirmation of admission</p> <p>b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.</p>		
<b>CAP Round-III</b>			
16.	Display of Provisional Vacant Seats for CAP Round-III	<b>18-09-2025</b>	
17.	Online Submission & Confirmation of Option Form of CAP Round-III through candidate's Login by the Candidate.	<b>19-09-2025</b>	<b>21-09-2025</b>
18.	Display of Provisional Allotment of CAP Round-III	<b>23-09-2025</b>	
19.	<p><b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round III.</b></p> <p>a) All eligible candidates participated in Round III and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round III shall pay the seat acceptance fee through his/her login by online mode.</p> <p>b) Candidates who have been allotted the seat as per their first six preferences in Round III (auto freezed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds.</p> <p>c) Candidates who have allotted other than first six preferences and self freezed their allotment in Round III through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully]</p> <p>d) Candidates who have allotted other than first six preferences and want betterment in the subsequent rounds must claim the allotted seat in Round III by accepting that seat by choosing Not Freeze/ Betterment option for betterment and shall pay the seat acceptance fee through their login by online mode.</p>	<b>24-09-2025</b>	<b>26-09-2025 up to 03.00 PM</b>
20.	<p><b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round III.</b></p> <p>a) Candidates who have accepted the seat as per 19 (b), 19 (c) above must report to allotted institute for confirmation of admission</p>	<b>24-09-2025</b>	<b>26-09-2025 up to 05.00 PM</b>

	b) The Institute shall verify the required documents and upload the admission of the candidates in the online system through Institute Login immediately and shall issue a system generated receipt of confirmation of admission and fee paid receipt to the candidate. If it is found that seat allotted to the candidate is on the false claims made in the applications by the candidate, then institute shall not admit such a candidate and such candidate shall raise the grievance by his/her login.		
<b>CAP Round-IV</b>			
21.	Display of Provisional Vacant Seats for CAP Round-IV	<b>27-09-2025</b>	
22.	Online Submission & Confirmation of Option Form of CAP Round-IV through candidate's Login by the Candidate.	<b>27-09-2025</b>	<b>29-09-2025</b>
23.	Display of Provisional Allotment of CAP Round-IV	<b>30-09-2025</b>	
24.	<b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round IV</b> All eligible candidates participated in Round IV and allotted the seat first time shall self-verify the seat allotment as per 9(a) above. The candidate who have been allotted the seat first time in Round IV shall pay the seat acceptance fee through his/her login by online mode.	<b>01-10-2025</b>	<b>04-10-2025 up to 03.00 PM</b>
25.	<b>Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round IV</b> Participating candidates to whom the first time allotment is made or got betterment in allotment or No betterment (Earlier seat retained) In Round IV shall be final. Such a candidate must report to allotted institute for confirmation of admission.	<b>01-10-2025</b>	<b>04-10-2025 up to 05.00 PM</b>
<b>Institute Level Option Form</b>			
26.	Online submission of Option Form for Institute Level admissions	<b>02-09-2025</b>	<b>30-09-2025</b>
27.	Transfer of institute wise candidate list to the respective institute	<b>05-10-2025</b>	
28.	<b>Institute Quota and Vacant seats after CAP, if any - The respective institute will complete the admission activity in the following manner -</b> <ul style="list-style-type: none"> <li>• Display of vacant seats on institute website and giving appropriate advertisement in the News Paper.</li> <li>• Invite applications from registered candidates.</li> <li>• Prepare and display Merit List on college website and Institute Notice Board.</li> <li>• Carry out/ Complete Admission Process by following Government Admission Rules (As per Rule 13 of Information Brochure AY 2025-26)</li> </ul>	<b>05-10-2025</b>	<b>10-10-2025</b>

29.	Last date for cancellation of seat with full fees refund (As per Rule 15 of Information Brochure AY 2025-26)	<b>08-10-2025</b>
30.	Cut-off Date for all type of admissions for the Academic Year 2025-26	<b>10-10-2025 Up to 05.00 PM</b>
31.	For Institutes: Last date of uploading the data (details of admitted candidates)	<b>10-10-2025 Up to 06.00 PM</b>

➤ **Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidates:**

Sr No	Activity	Start Date	Last Date
1	Counselling Round at “Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058”	15-09-2025	17-09-2025
2	Reporting to the Allotted Institute and confirmation of Admission by submitting required documents and fees, as per Final Allotment.	18-09-2025	24-09-2025

(\$ - The schedule displayed above is provisional and may change under unavoidable circumstances. The revised schedule, if any, will be notified on website)

**Important Note: -**

- All types of candidates** aspiring for admission under CAP seats shall register himself/herself online, Scan and upload Documents, solve grievances (Depends on document verification mode selected by candidate) raised by Scrutiny Center (SC) in person or raised by E-Scrutiny Center during E- Verification verified documents & Application Form confirmed by E-Scrutiny Center. Such eligible registered candidates shall be considered for CAP Merit and admission through CAP.
- In case of Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates should send the print of online filled & submitted application form & copy of uploaded documents by hand/speed post/courier for verification & confirmation to “**Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058**” shall approach directly to the Institute for admission where such quota is granted by the appropriate authority.
- The candidates aspiring for admission for Institutional Quota, seats remaining vacant after CAP, it is **Mandatory** to get registered, documents verified and confirmation of application by the Scrutiny Center. After registration, such candidates must apply separately to Institutes for admissions to seats other than CAP Seats (Non-CAP Seats). Merit of such candidates shall be prepared by the Institute at the institute level.

➤ **Important Instructions for Candidates:**

- Candidates has to resolve the discrepancies marked, if any, in her/his CAP application during the document verification process within the given timeline. If candidates fail to confirm online filled application form at E-Scrutiny center or Physical Scrutiny Center, then such applications will be rejected and name of such candidates will not appear in the merit list(s) prepared for the purpose of Admission for both CAP as well as Institute Level admission process.
- The candidates belonging to SC, VJ/DT (NT (A), NT (B), NT(C), NT (D), OBC, SBC and SEBC categories shall produce “Caste Validity Certificate” and ST category shall submit “Tribe Validity Certificate”. All Backward Class candidates excluding SC & ST shall produce **Non Creamy Layer** certificate **valid up to 31<sup>st</sup> March 2026**. If such candidates fail to produce the original certificate or receipt of Caste/Tribe validity certificate, Non Creamy Layer certificate and EWS certificate issued by competent authority at the time of verification by

Scrutiny Center, then such candidates will be treated as GENERAL category candidates for CAP admissions.

3. EWS candidates shall produce the Eligibility Certificate for Economically Weaker Section (As per the format in Maharashtra State Government Resolution No. राआधो-4019/P.N.31/16-अ, dated 31/05/2021 only). Refer Proforma - V of Information Brochure for AY 2025-2026.
4. In case of Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidates after registration & confirmation of their application at “**Director, Sardar Patel College of Engineering (SPCE), Versova Road, Munshi Nagar, Andheri (West), Mumbai- 400058**” shall approach directly to the Institute for admission where such quota is granted by the appropriate authority.
5. For Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidates: - Such Candidates will get the Receipt-cum-Acknowledgement through their login after confirmation of application by Scrutiny Center. Applications received after the last date from candidates belonging to Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant candidates will be summarily rejected and no correspondence will be entertained in this regard.
6. Candidates who have registered as a reserved category candidate, but unable to produce required certificate for reservation claim during documents verification stage shall have to pay difference of fee of Rs. 200/- through online mode only.
7. Once the candidate confirms his/her Option form online through his/her Login for the respective admission rounds, Candidate will not be allowed to change/cancel the option/preference submitted under any circumstances.
8. A Candidate who has been allotted a seat shall download the “Provisional Seat Allotment Letter”.
9. The Seat Acceptance Fee shall be Rs. 1,000/- for all Candidates. The candidate has to pay the Seat Acceptance Fee during first seat acceptance only. This fee shall be treated as non-refundable processing fee. The Seat Acceptance fees is to be paid through His/ Her Own login by ONLINE MODE only.
10. Seat will be confirmed by the allotted institute after verification of the original documents and ensuring that the Candidate meets all the eligibility norms. The admission in-charge of institute shall issue the Online Receipt of admission confirmation to the candidate.
11. The SC, ST, VJ/DT, NT(A), NT(B), NT(C), NT(D) and SBC Candidates who submitted receipt of Caste/Tribe Validity Certificate, Non Creamy Layer Certificate during registration, physical document verification and confirmation period should upload and verify original Caste/ Tribe Validity Certificate, Non Creamy Layer Certificate at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
12. In case of SEBC and OBC Candidates timeline for submission of original Caste Validity Certificate document against the receipt will be as per the government G. R. – शा. नि. क्र. संकीर्ण २०२५/प्र. क्र. ६८/आरक्षण -५ दि. २६/०८/२०२५ (click here for G.R.)
13. The SEBC and OBC Candidates who submitted receipt of Non Creamy Layer Certificate during registration, physical document verification and confirmation period should upload and verify original Non Creamy Layer Certificate at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
14. The EWS Candidates who submitted receipt of EWS Certificate during registration, physical document verification and confirmation period should upload and verify original EWS Certificate as per Proforma-V of the information brochure at Scrutiny Center and submit original certificate to the admitted institute on or before last day of reporting of CAP round 4, up to 5.00 PM, otherwise these candidates admission will get automatically cancelled and shall be considered as Open category candidates for next institute level round provided candidate fulfill eligibility criteria for open category.
15. Before proceeding with the CAP Round 4 option form, if it is likely that a candidate will be unable to produce the original CVC/TVC, EWS, or NCL document within the given timeline, they should consider the following optional facility to convert their candidature type:

- a. For a Reserved Category candidate: Convert from Reserved Category to Open Category.
  - b. For an Open-EWS Category candidate: Convert from Open-EWS Category to Open Category (Non-EWS).
16. If a candidate chooses to convert to the Open Category, the following scenarios are possible:
- a. If a candidate has already been allotted a seat in CAP Round I, II, or III by availing the benefits of the Reserved Category or EWS, their allotted seat will be cancelled. They will then be considered under the Open Category/Non-EWS for CAP Round IV.
  - b. If a candidate has not availed the benefits of the Reserved Category or EWS in CAP Round I, II, or III, their previously allotted seat will be retained. They will be considered under the Open Category/Non-EWS for CAP Round IV.
  - c. Candidates who have not been allotted any seat up to CAP Round III and are aware that they will be unable to produce the original CVC/TVC, NCL, or EWS certificate within the given timeline, can convert themselves to the Open Category/Non-EWS. These candidates will remain eligible for allotment in CAP Round IV under Open Category/Non-EWS seats.
17. Once a candidate converts from Reserved Category to Open Category or from EWS to Non-EWS, they will only be considered for allotment in the fourth CAP round and institutional rounds under the Open Category/Non-EWS.
18. A candidate who has converted to the Open Category/Non-EWS will not be permitted to revert back to the Reserved Category/EWS.
19. The candidates aspiring for admission for Institutional Quota, seats remaining vacant after CAP, it is Mandatory to get registered, documents verified and confirmation of application by the Scrutiny Center. After registration, such candidates must apply separately to Institutes for admissions to seats other than CAP Seats. Merit of such candidates shall be prepared by the Institute at the institute level.
20. Candidate applying for admission through NRI, OCI, PIO, CIWGC, FN quota register on "<https://fn.mahacet.org>" portal for admission process of NRI/OCI/PIO/CIWGC/FN Candidates.

➤ **General Notes:**

1. The List of Scrutiny Center is available on website.
2. Eligibility, Rules & regulations for admission are made available on the website.
3. For queries/enquiry: **Help Line No. 18002129422** between 10.00 A.M. to 06.00 P.M.
4. All Types of Document Verification Activity remains open all days including Saturday & Sunday between 10.00 A.M. to 05.30 P.M.

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**State Common Entrance Test Cell,**  
**Maharashtra State, Mumbai**