



Government of Maharashtra  
**State Common Entrance Test Cell**  
**Mumbai-400051**

Information Brochure for admission to Higher Education Courses

**B.Ed., (B.Ed. Special Education), B.P.Ed. , M.Ed.  
M.P.Ed., LLB Three Year & LLB Five Years.**

**(Directorate of Higher Education Maharashtra State,  
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*Flow Chart of Filling of the Preference Form & Admission to  
the courses*

<i>Notification by Competent Authority for College Registrationfilling up of preference Form</i>
<i>Verification and finalization of Colleges in which admissions are be made.</i>
<i>Notification for filling in On Line Preference form</i>
<i>Eligible Candidate will fill up the preference form as per schedule declared by competent authority before First and Fourth Round</i>
<i>Display of Provisional Merit List.</i>
<i>Submission of Grievnace</i>
<i>Final Merit List.</i>
<i>Allotment of seats round wise as per merit and option to the colleges</i>
<i>Students exercise Freeze, Float option</i>
<i>Admitted candidate will download the admission card</i>
<i>Admitted candidate will report to the concerned colleges with in schedule period given for the particular round by the competent authority</i>
<i>College authority will scrutinize the relevant document</i>
<i>College authority will admit or reject the candidate on the basis of scrutiny</i>
<i>Admitted candidate will remit the college fee</i>
<i>College authority will finalize the admission</i>
<i>Colleges will update admitted status on line.</i>
<i>Students change the option for Fourth Round</i>
<i>Allotment of seats round wise as per merit</i>
<i>Admitted candidate will download the admission card</i>
<i>Admitted candidate will report to the concerned colleges with in schedule period given for the particular round by the competent authority</i>

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**Rules of Admission**

**1. Introduction:**

In exercise of the powers conferred by section 23 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act 2015 (Mah. XXVIII of 2015), the Government of Maharashtra has notified the rules on 11 March 2016 to regulate the admissions to the First Year B.Ed. , B.Ed. (Special) , B.P.Ed. , M.Ed. , M.Ed. (Special) , M.P.Ed. , Five years LLB Course and Three years LLB Course. These rules are called the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admission to the full time Professional graduate and postgraduate courses Rules 2016. This broucher gives information regarding the eligibility and rules of admission for these courses in the state of Maharashtra. This also provides distribution of seats. Details of reservations for admission preparation of merit list, distribution of seats, details of reservation various rounds and stages of centralised admission process (CAP) admission in Institutional Quota seats and vacant seats after CAP supernumerary seats refund of fees etc.

These rules are also applicable for admission in Government and Govt Aided professional educational institutions vide government resolution of Higher & Technical Education Department No. TEM-2016/CR536/TE-4 Dated 15<sup>th</sup> March 2016.

**2. Short Title and Commencement.-**

(1)The institutes which qualify for the admission process as per these rules are:

All government / All Government Aided & Aided Minority / Government Autonomous / University Manage Aided Colleges & Department / University Manage Non Aided , Self Finance Colleges & Department / All Unaided & Unaided Minority Colleges / Institutes for General & Special Education having

- (i) Recognition of Western Regional Committee, Bhopal of National Council for Teacher Education (B.Ed., B.P.Ed., M.Ed., M.P.Ed.) Or Rehabilitation Council of India. (B.Ed. Special) – for LAW BAR Council of India.
- (ii) Recognised by the Government of Maharashtra.
- (iii) Affiliated to any one of the Non Agricultural Universities in Maharashtra State.

**3. Definitions:**

- (i) ‘Application Form’ means prescribed form filled up by the candidate online for admission.
- (ii) ‘Admission Reporting Centre’ means a centre where the candidate shall report for confirmation of admission by submission of documents and payment of fees.
- (iii) “Candidate” means an applicant who desires to seek admission to first year course.
- (iv) ‘CAP Seats’ means the seats for which allotment/admission is carried out by the Competent Authority through CAP.
- (v) “CET” Means the Common Entrance Test conducted by Government of Maharashtra State Common Entrance Test.
- (vi) “CET Score” means maximum marks secured by the candidate in CET for seeking admission into first year.
- (vii) “Competent Authority” means the authority appointed by the State Government for inviting Applications to effect the Centralised Admission Process (CAP) by implementing the CET & Admission rules.
- (viii) ‘Courses’ means mention faculties in the various institutions in Maharashtra.

- (ix) 'Foreign National' means Citizens of all countries other than India, who are not of Indian origin as defined under PIO.
- (x) 'SSC' means the Secondary School Certificate (Std. X) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent awarded by a Recognized Board.
- (xi) 'HSC' means the Higher Secondary School Certificate (Std. XII) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent awarded by a Recognized Board.
- (xii) "State Government" means the Government of Maharashtra.
- (xiii) (HU) Home University means the university area in the jurisdiction of which the candidate has passed the qualifying examination.
- (xiv) (OHU) Other than Home University means the university within Maharashtra excluding Home University area in the jurisdiction of which the candidate has passed the qualifying examination.
- (xv) (AIS) All India Seats means the university all over India excluding Maharashtra State area in the jurisdiction of which the candidate has passed the qualifying examination.
- (xvi) 'Institutional Quota' means seats available for admission at institute level. (Only for Unaided LAW Colleges)
- (xvii) "Inter se merit" means the order of merit as defined by State level merit list / J & K Migrants Merit list etc. as the case may be.
- (xviii) 'Minority Seats' means seats earmarked for the minority community students from within the state, belonging to the minority community to which the institution belongs.
- (xix) 'NRI Candidate' means a candidate who is a child/ward of the person who has the 'NRI status' as defined under section 6 of the Income Tax Act.
- (xx) "Non-Resident Indian (NRI)": means an Indian citizen who is ordinarily residing outside India and holds an Indian Passport.
- (xxi) 'OCI' means a candidate having Overseas Citizenship of India.
- (xxii) "OMS Candidate" means Outside Maharashtra State candidate who is an Indian National.
- (xxiii) "Persons of Indian Origin (PIO)": A Person having foreign citizenship (except Pakistan and Bangladesh) without "NRI" status, who holds a Foreign Passport at the time of sending application, consideration for admission and during the period of his/her study, and he/she or anyone/both of his/her parents or anyone/both of his/her grandparents is (or was)/are (or were) citizen(s) of India by virtue of the provisions of the Constitution of India or Sec. 2(b) of Citizenship Act, 1955 (Act No. 57 of 1955).
- (xxiv) PIO Candidate means a candidate who is a child or ward of PIO.
- (xxv) 'Qualifying examination' means examination on the basis of which a candidate becomes eligible for admission or its equivalent examination as notified by the Government.
- (xxvi) "Representative of Competent Authority" means an officer appointed by the Competent Authority to assist the Competent Authority for smooth implementation of Centralised Admission Process (CAP).
- (xxvii) "Sanctioned in-take" means the number of seats sanctioned for admission to first year of the course as per the State Government resolution.

(xxviii) 'Supernumerary Seats' means seats which are over and above the sanctioned intake approved by the appropriate authority and the Government.

(xxix) "Un-aided Institute" means an institute which is run by a private management without the support of any grants from the State or the Central Government.

#### **4. Qualifying Marks for Centralized Admission Process:-**

(i) The qualifying Marks for CET is Zero Score in CET.

(ii) The qualifying Marks for English Language Content Test (ELCT) is Zero score (Only for B.Ed. admission in English Medium Colleges)

(Reference: Letter from Higher and Technical Education Department No.CET-2016/C.No.201/C.E.-2 Dated 25<sup>th</sup> July 2016)

#### **5. Merit:-**

(i) On the basis of CET Score

(ii) Only for B.Ed. Admission in English Medium Colleges merit will be as per CET + ELCT Score. There will be two merit lists. One for Non English medium colleges and second for English Medium colleges. The candidates who have not appeared for ELCT examination will not be eligible for English Medium Colleges.

#### **6. Eligible Qualification for Admission:-**

##### **1. B.Ed. (Regular)**

##### **Maharashtra State Candidate:**

(i) The Candidate Should be an Indian National and should have passed Bachelor's Degree and/or Master's Degree with subjects Sciences and Maths/Social Sciences (History / Geography / Economics / Political Sciences / Psychology / Philosophy / Education / Library) / Humanity Sciences (all languages and literature) / Commerce and secured minimum 50% (49.50% and above to be considered as 50%) marks (Minimum 45% marks in case of Backward Class categories) ( 44.50% and above to be considered as 45%).

OR

(ii) The Candidate should be an Indian National and should have passed Bachelor's Degree and/or Masters Degree with subjects in Engineering and Technology / (with Science and Maths as a special subjects) / Bachelor's Degree with the subjects: Management / Engineering / Computers / Law / Information -Technology / Agriculture / BBI / Medical Sciences / All Social Sciences / Fine Art / Performing Art (Music / Dance / Drama etc.) and secured minimum 55% marks (54.50% and above to be considered as 55%)(Minimum 50% marks in case of Backward Class categories) (49.50% and above to be considered as 50%).

OR

The Candidate should have passed Bachelor's Degree recognized as an equivalent degree by the Government of Maharashtra, to the Bachelor's Degree and / or Master's Degree in subjects mentioned in (i) and (ii) above.

OR

The candidate should have passed any Bachelor's Degree given by Open University incorporated by an act of the Central or State Legislature.

OR

The candidate should be appeared for the final year examination of any Bachelor's Degree awarded by any of the universities incorporated by an act of the Central or State Legislature or declared to be Deemed University under section 3 of the UGC act, 1956

##### **Other State Candidates :**

(i) The candidate should be an Indian National and should have passed any Bachelor's Degree and/or Master's Degree awarded by any of the universities incorporated by an act of the Central or State Legislature or declared to be Deemed University under section 3 of the

UGC act, 1956 of minimum 3 years duration in any discipline recognized by the Association of Indian Universities, or possess an equivalent qualification recognized by the Ministry of HRD, Govt. of India / NCTE with minimum 55% of marks for all categories. (54.50% and above to be considered as 55%)

OR

(ii) The candidate should have appeared for the final year examination of any Bachelor's Degree awarded by any of the universities incorporated by an act of the Central or State Legislature or declared to be Deemed University under section 3 of the UGC act, 1956 of minimum 3 years duration in any discipline recognized by the Association of Indian Universities, or possess an equivalent qualification recognized by the Ministry of HRD, Govt. of India / NCTE. Such candidate can be considered for provisional admission subject to passing the degree examination with minimum 55% of marks. (54.50% and above to be considered as 55%)

## **2. B.P.Ed. (Regular)**

The candidate should be an Indian National and should have passed Bachelor's Degree in any discipline with 50% marks (49.50% and above to be considered as 50%) (Minimum 45% marks in case of Backward Class Categories) (44.50% and above to be considered as 45%) and having at least participation in the inter-college / inter-zonal / district / school competition in sports and games as recognized by the AIU / IOA / SGFI / Government of India.

OR

The candidate should have passed Bachelor's Degree in Physical Education with 45% marks (44.50 % and above to be considered as 45%) (Minimum 40% marks in case of Backward Class categories). (39.50% and above to be considered as 40%)

OR

The candidate should have passed Bachelor's Degree in any discipline 45% marks (44.50 % and above to be considered as 45%) (Minimum 40% marks in case of Backward Class categories) (39.50% and above to be considered as 40%) and studied Physical Education as compulsory / elective subject.

OR

The candidate should have passed Bachelor's Degree with 45% marks (44.50 % and above to be considered as 45%) (Minimum 40% marks in case of Backward Class Categories) (39.50% and above to be considered as 40%) and having participated in National / Inter-University / State Competitions or secured, 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position in inter-college / inter-zonal / district / school competition in Sports and Games as recognized by the AIU / IOA / SGFI / Government of India.

OR

The candidate should have passed Bachelor's Degree with participation in international competitions or secured, 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position in inter-college / inter-zonal / district / school competition in Sports and Games as recognized by the AIU / IOA / SGFI / Government of India.

OR

The candidate should have passed Bachelor's Degree in any discipline 45% marks (44.50 % and above to be considered as 45%) (Minimum 40% marks in case of Backward Class categories) (39.50% and above to be considered as 40%) and at least three years of teaching experience (for deputed in-service candidates i.e. trained physical education teachers / coaches.)

## **3. M.Ed. (Regular)**

The Candidate should be an Indian National and should have passed Bachelor's Degree from NCTE approved B.Ed. College affiliated to recognized non Agricultural University, in (1) B.Ed., (2) B.A.B.Ed./ B.Sc.B.Ed., (3) B.El.Ed. (4) D.El. Ed. with an under graduate degree (with 50% marks in each), with minimum 50% marks (49.50% and above to



be considered as 50%) (Minimum 45% marks in case of Backward Class categories.)(44.50% and above to be considered as 45%)

#### **4. M.P.Ed. (Regular)**

The candidate should be an Indian National and should have passed Bachelor's Degree in Physical Education (B.P.Ed.) or equivalent with at least 50% of Marks(49.50% and above to be considered as 50%) (Minimum 45% marks in case of Backward Class categories) (44.50% and above to be considered as 45%).

OR

The candidate should have passed Bachelor's Degree of Science (B.Sc.) in health and Physical Education with at least 50% marks (49.50% and above to be considered as 50%)(Minimum 45% marks in case of Backward Class categories.)(44.50% and above to be considered as 45%)

#### **5. LLB (5 Years Course) (Regular-Full time - Integrated)**

The candidates passing SSC and HSC Examination from a recognised institution or the candidates passing equivalent examination (such as 11+1, A level in Senior Secondary School Leaving Certificate Course) from a recognized Board/university of India or outside or from Secondary Board or equivalent, constituted or recognized by the Union or by a State Government, with at least 45% marks in aggregate or equivalent in case of Open candidates All India candidates, NRI, Foreign Students including OCI or PIO (44.50% and above to be considered as 45%)and 40% marks in aggregate in case of SC and ST applicants.(39.50% and above to be considered as 40%)

Explanation:

- 1) An applicant who has successfully completed Senior Secondary School course ('+2') or equivalent such as (11+1, 'A' level in Senior School Leaving Certificate Course) from a recognized University of India or outside or from Senior Secondary Board or equivalent, constituted or recognized by the Union or by a State Government of India or from any equivalent institution from a foreign country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the course may apply for and be admitted in to the programme of the Centres of Legal Education to obtain the integrated degree in Law with a degree in any other subject as the first degree from the University whose such degree in law is recognised by the Bar Council of India for the purpose of enrolment.
- 2) Provided that applicant who have obtained +2 Higher Secondary pass certificate or the first degree certificate after prosecuting studies in distance or correspondence methods shall also be considered as eligible for admission in the course.
- 3) Provided further that the applicants who have obtained 10+2 through open Universities system directly without having any basic qualification (i.e.10th Std. in regular mode) for prosecuting such studies are not eligible for admission to the 5 years LL.B. course.

Ref : (Rule 5 (b) of Bar Council of India Rules of Legal Education, 2008)

An applicant who has passed the 11th/12th/Pre Degree Course examination from State/Central Boards of Schooling or from Open Schooling System recognized & established by the Government of the State/India or International Board of School Education, after prosecuting the basic course of studies in the pattern of 1st to 10th standards in Regular mode, at Secondary Schooling is eligible for admission to five year Integrated LL.B Course.

- I. The applicant who has passed the prescribed basic qualification i.e. 10thStd./ Secondary Schooling Certificate Examination, in a single sitting examination, without having basic qualification(i.e.1 to 9th std. of schooling) is not eligible for admission to five year Integrated LL.B. Law Courses.

Ref : (Rule 5 (b) of Bar Council of India Rules of Legal Education, 2008)

Ref: (Bar Council of India letter No. BCI: D: 1823/2010(LE) Dated 30-11-2010)

- II. “In view of Rules of Legal Education 2008, no candidate from the open University having a degree contrary of the U.G.C. Act and regulations and contrary to the legal Education Rules 2008 shall be admitted into law course”.

Ref:(Bar Council of India letter No LE/Cir02/2010 dated 20/2010 )

## **6. LLB (3 years course) (Regular-Full Time)**

An Applicant who has graduated/Post Graduated in any discipline of knowledge from a University established by an act of Parliament or by a State Legislature or an equivalent National Institution recognized as a Deemed to be University or Foreign University recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence with at least 45% marks in aggregate or equivalent in case of Open candidates, All India candidates, NRI, Foreign Students including OCI or PIO,(44.50% and above to be considered as 45%) and 40-% marks in aggregate in case of SC and ST applicants.(39.50% and above to be considered as 40%

### **Explanation:-**

- 1) An applicant who has passed the 3 years U.G. degree & 2/3 years P.G. degree from Open or Deemed University recognized by & established under the UGC Act, after prosecuting the studies in the pattern of 10+2+3+2/3 with regular studies at Secondary& Higher Secondary Schooling (12th Std) is eligible for admission.
- 2) But if the applicant does not have studied any of the qualifications prescribed in the pattern of 10+2+3, then he/she will not be eligible for admission to any of the LL.B. Degree courses.
- 3) An applicant will be held eligible, if doesn't have prescribed minimum percentage of marks in aggregate at U.G. Degree examination, but has in the final year of U.G. Degree or at the P.G. degree examination provided, he/she have prosecuted the study pattern in the 10+2+3+2/3 format.
- 4) The applicant who has passed the qualifying examination (U.G. or P.G. degree) in a single sitting examination without having basic qualifications of (10+2+3) is not eligible for admission to 3 yr LL.B course.

Reference (Rule 5 (a) of Bar Council of India Rules of Legal Education, 2008 Page -5.)

Candidates who are appearing final year of the qualifying examination in the academic year 2015-2016 are also eligible to apply for CET/ Entrance Examination. Such candidates will become eligible for admission only if they produce marks Memo/ Degree Certificate of the Qualifying Examination while filling in the Admission Form post their qualifying the CET Examination.

### **Note:**

- **An aggregate mark means the grand total of marks obtained by the candidate at the degree on which the class is awarded by the University.**
- **In case the candidates are awarded Grade/s,/CGPA instead of marks, the conversion of Grade/s, CGPA to percentage of marks would be based on the formula/procedure certified by the University/ Institution from where the candidate has obtained the Bachelor's Degree The candidate will have to bring the necessary proof to that effect from the University/ Institution.**
- The percentage of marks shall be calculated by rounding off to two places after decimal.
- The candidate belonging to SC/ST,DT/VJ, NT (A), NT (B), NT(C), NT(D), OBC and SBC categories should produce “Caste Validity Certificate” issued by the Scrutiny Committee of the Social Welfare Department and the candidates belonging to ST category should submit “Tribe Validity Certificate” issued by the Scrutiny Committee

of Tribal Department and Valid Non Creamy Layer Certificate except SC, ST, candidates at the time of verification of documents.

- There is no Upper Age limit for admission to 3 Year LLB CET.

7. The Centralised Allotment Process (CAP) for admission to first year course will be carried out by Competent Authority. Candidate included in the rank list can register for CAP online through the website or from the link given by the Competent Authority after downloading their CET Score Cards.

## 8. Candidature Type

Candidate can claim only one candidature type from the following table while submitting the option form. The candidate should submit the certificates as applicable in the necessary Performa issued by the competent authority at the time of filling up the option Form.

Type	Eligibility Criterion	Home University
<b>A</b>	i). Candidates passing Graduation/ Post-Graduation Examination from a Recognized institution in Maharashtra State <u>And</u> ii). Candidate who is Domicile of Maharashtra / Born in Maharashtra	Place of passing of Qualifying Examination falling within the jurisdiction of the respective University area
<b>B</b>	A Candidate does not satisfy as the criteria (ii) in Type A above but whose Father and Mother is domiciled in the State of Maharashtra and possess domicile certificate.	Place of Domicile Certificate issuing authority falling within the jurisdiction of the respective University area
<b>C</b>	A Candidate does not satisfy as the criterion (ii) in Type A above, but whose Father or Mother of the candidate is an employee of the Government of India or Government of India Undertaking who is posted and reported to duty in Maharashtra State before the last date for submitting the Application Form for Centralized Admission.	Place of Posting of Father / Mother of candidate falling within the jurisdiction of the respective University area
<b>D</b>	A Candidate does not satisfy criterion (ii) in Type A above but whose Father or Mother of the candidate is an employee of the Government of Maharashtra / Government of Maharashtra Undertaking.	Place of Posting of Father / Mother of candidate / If deputed outside Maharashtra the place of last posting falling within the jurisdiction of the respective University area
<b>E</b>	Candidates passing Graduation and/or Post-Graduation Examination from a recognized institution from a Disputed Maharashtra Karnataka Border Area and Mother tongue should be Marathi.	Candidate shall be considered for the Outside Home University /State Level Seats

### 8.1 Home University Candidature ( Only For B.Ed.)

A graduate or post graduate candidate in any faculty of the University satisfy one of the condition given in A/B/C/D can opt for this candidature type. and (excluding LLB) Tilak Maharashtra Vidyapeeth, Pune, Centres of Indira Gandhi National Open Universities Centres in Maharashtra, Maulana Azad National Open University's Centres in Maharashtra, Yashwantrao Chavan Maharashtra Open University, Nashik can opt for this candidature type. (Centres of concerned university lies in the jurisdiction of which ever regular university that University will be treated as Home University of candidates of Concern University)

### 8.2 Other Than Home University Candidature

A Graduate or Post Graduate candidate in any faculty of the university in Maharashtra other than Home University, as mention in above table Type E.

### 8.3 All India Candidature

Candidate having Indian nationality and a graduate or post graduate candidate in any faculty of any University out of Maharashtra established by an act of Parliament or by a State Legislature or an equivalent National Institution out of Maharashtra

recognized as a Deemed to be University shall be considered for state level seats are eligible under this category.

### 8.4 Minority Candidature

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

### 8.5 NRI / OCI Candidature

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

1. Steps involved in the Admission Process will be as under :
  1. Candidate will register as NRI / OCI / PIO / Foreign Candidates on <http://dhe.mhpravesh.in>
  2. Candidate will Fill up the Application form, upload the required documents and pay the Fee prescribed **on line**.
  3. Candidate will take print out of the Form and Receipt and submit to Facilitation center declared by Directorate of Higher Education.

Sr. No.	Name of the Course	Name of the Facilitation Centre
1	LL.B.-5 Years, LL.B.-3 Years	Government Law College, A Road, Churchgate, Mumbai 400020
2	B.Ed. M.Ed.	Secondary Training College, 3, Mahapalika Marg, Dhobi Talao, Mumbai 400001.

4. Facilitation Center will verify and check the application form, original documents, and will certify that the candidate fulfills the basic Academic eligibility criteria as per the Common Admission Process Brochure.
5. NRI, OCI, PIO candidates are not required to fill in the on Line Option form.
6. Facilitation Centre will update the approved status on line on <http://dhe.mhpravesh.in>
7. NRI, OCI, PIO candidate will approach the institutes for admission of their choice before the last date of seeking admission in the third round of admissions..
8. Institute will check the eligibility, documents and give him admissions by generating on line admission letter from their log in.

9. Institute will update online his admission on <http://dhe.mhpravesht.in> Portal.

10. Institutes will submit the separate report of admitted NRI, OCI, PIO Foreign students Course wise to Directorate of Higher Education and to Admission Regulatory Authority in the format given by Director, Higher Education, Maharashtra State, Pune.

**11. Special Instructions for NRI,OCI, PIO candidates :**

**The candidates are advised to keep the following documents ready:**

Sr. No.	Type of candidature	Documents to be produced for verification/ attached with the application
1	Foreign National/ Foreign students	1)Eligibility certificate from University in which the candidate is seeking admission 2) Certificate/Proof of Foreign National or Foreign Student Status
2	Persons of Indian Origin	1)Eligibility certificate from University in which the candidate is seeking admission 2) Certificate/proof of persons of Indian Origin Status
3	Workers in Gulf Countries/Non Resident Indians	1)Eligibility certificate from University in which the candidate is seeking admission 2) Certificate/Proof of Person having Workers in Gulf countries/NRI Status.

12.Time -Table for Verification and Admission for the NRI, OCI, PIO and foreign nationals will be as per the circulars, Notifications and time table available on <http://dhe.mhpravesht.in>. The candidates are advised to go through the circulars, Notices, Notifications and Time Tables available on <http://dhe.mhpravesht.in>. No individual information or press notification in this regard will be issued.

The Time table published is tentative and competent authority reserves rights to make changes in it.

All the updates and changes will be posted on <http://dhe.mhpravesht.in> and it is expected that candidates should keep in touch with latest notification on the web site.

It will be duty of the candidate to obtain Eligibility certificate from the concerned university, Equivalence certificate from the Concerned State Boards and All India Association of Universities, New Delhi.

If the candidate's qualifying Certificate/ degree marks memo is having CGPA/Grades, it will be the duty of the candidates to obtain authenticated conversion in marks from their degree/certificate/diploma awarding university/Institute.

**Note:**

- The same process will be adopted for B.P.Ed. & M.P.Ed.
- Facilitation centre and time table will be separately given on email at the time of filling of the option form by the candidate for admission of B.P.Ed. & M.P.Ed. Courses.

### **8.6 PIO / Foreign Student**

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

### **8.7 J & K Migrant Candidature**

According to Government Resolution No.TEM-8096/(7188)/TE-1, dated 24<sup>th</sup> June, 1996, provision of one seat over and above the sanctioned intake capacity in each management institute covered under the CAP is made for J & K migrant candidates belonging to:

**8.8** 'Institutional Quota' means seats available for admission at institute level. (Only for Unaided LAW Colleges) There is no Institutional Quota for colleges of Education.

### **9. Selection of Subject for Teaching Method- (Only for B.Ed.)**

Candidates should select one of the followingsubject as teaching method

#### **9.1- Subjects studied for Graduation / Post Graduation taught at School Level.**

- (a) If candidate has obtained degree in school subject then while mentioning the chosen subject in application, it should not be compulsory subject at degree level. It should be Optional / Special / Subsidiary or must have studied at Post graduate level. The subject to be selected as a method must be one of the subjects at Secondary / Higher Secondary level. The candidate will be eligible to be admitted in the colleges where facility of teaching concerned subject method is available.
- (b) If a candidates desires and is eligible for selecting two or more teaching methods, then he / she should mention those in the application form. However, a candidate cannot offer the compulsory subject as a Method Subject. The subjects to be offered for methodology must have been studied as Optional, Special or Subsidiary level. Compulsory subject can not be offered as a Method of Teaching.
- (c) If a candidate has secured additional degree in an additional subject, then the candidate can offer that subject as a Method.

#### **9.2-Graduates in other than School Subject :**

- (a) In case of Graduates other than school subject, the candidate should mention his / her discipline in the Application form instead of the Teaching Method. The respective Teaching Methods are not available in all the Colleges of Education. However, seats are reserved for the respective subjects / discipline in all the Colleges of Education. The Candidates admitted as per merit and the preference in any such college shall have no right to claim his / her subject as a Method of Teaching. If a candidate wishes to opt for his graduation subject as a Teaching Method then he / she should give preference to those colleges having the concerned Method in the Option Form .
- (b) The candidate admitted from above discipline through Centralized Admission Process, his method will be decided by Principal of the college, where the candidate has secured admission, based on the related subject offered at Graduation /Post Graduation by the candidate. For example in case of Information Technology, Agriculture and Computer Science subjects, the candidate will have to opt for Science, Mathematics as Methods of Teaching.

### **10. Sanctioned Intake and Seats available for allotment through CAP:-**

- (a) Government Colleges: 100% Seats
- (b) Government Aided Colleges: 100% Seats
- (c) Government Aided Minority Colleges: 50% Seats
- (d) Unaided colleges:

- i) 100% seats of the total intake sanctioned by NCTE / Govt. / University for B.Ed., B.P.Ed., M.Ed., M.P.Ed.
- ii) 80% Seats of the total intake sanctioned by LAW BAR council of India / Govt. / university for LLB.
- (e) The Unaided /Permanently Unaided Minority Institutions 49% seats of the total intake sanctioned by NCTE / Govt. / University / BAR council of India.

## 11. Distribution of seats:-

### 11.1 (a) The Seats available are divided as follows for B.Ed. & M.Ed. :-

Sr. No.	Type Of Institute	Seats Available For CAP	Distribution of Seats Available For CAP			Institute Level Seats		NRI , PIO, Foreign National
			Home University Seats	Other than Home University seats	All India Seats	Institute Level Seats	Minority Community Seats	
1	Government Colleges	100%	70%\$	20%\$	5%^	-	-	5%
2	Government Aided Colleges	100%	70%\$	20%\$	5%^	-	-	5%
	University / Department	100%	70%\$	20%\$	5%^	-	-	5%
3	Government Aided Minority Colleges	100%	31%*	9%*	5%^	-	50%@	5%
4	Unaided college	100%	70%\$	20%\$	5%^	-	-	5%
5	Unaided Minority College	100%	31%*	8%*	5%^	-	51%@	5%

CAP SEATS=SANCTIONED INTAKE.

\$ M.S. SEATS=CAP SEATS-(ALL INDIA SEATS+MINORITY QUOTA)

\*The seats excluding the Minority Quota and shall be filled in the stipulated percentage from the Maharashtra candidature candidate and All India Candidature Candidates

@ These are the minimum percentage of seats to be filled in the Minority Institutions Through CAP this may be extended upto 100%, however, before commencement of the CAP, Such institutions shall declare and inform to the Competent Authority, the maximum percentage of Minority Quota to be filled in their institutions.

^One Seat is reserved for Jammu and Kashmir Migrant Candidate. This seat shall be filled by the Competent Authority as per the policy of the Government. If the seat remains vacant, it shall be filled through All India Candidature Candidate.

**11.1 (b) The Seats available are divided as follows for B.P.Ed. & M.P.Ed. :-**

Sr. No.	Type Of Institute	Seats Available For CAP	Distribution of Seats Available For CAP			Institute Level Seats		NRI , PIO, Foreign National
			Home University Seats	Other than Home University seats	All India Seats	Institute Level Seats	Minority Community Seats	
1	Government Aided Colleges	100%	60%\$	20%\$	15%^	-	-	5%
2	Government Aided Minority Colleges	100%	18%*	12%*	15%^	-	50%@	5%
3	University / Department	100%	60%\$	20%\$	15%^	-	-	5%
4	Unaided College	100%	64%\$	16%\$	15%^	-	-	5%
5	Unaided Minority College	100%	17%*	12%*	15%^	-	51%	5%

CAP SEATS=SANCTIONED INTAKE.

\$ M.S. SEATS=CAP SEATS-(ALL INDIA SEATS+MINORITY QUOTA)

\*The seats excluding the Minority Quota and shall be filled in the stipulated percentage from the Maharashtra candidature candidate and All India Candidature Candidates

**@ These are the minimum percentage of seats to be filled in the Minority Institutions Through CAP this may be extended upto 100%.** However, before commencement of the CAP, Such institutions shall declare and inform to the Competent Authority, the maximum percentage of Minority Quota to be filled in their institutions.

^One Seat is reserved for Jammu and Kashmir Migrant Candidate. This seat shall be filled by the Competent Authority as per the policy of the Government. If the seat remains vacant, it shall be filled through All India Candidature Candidate.



**11.1 (c) The Seats available are divided as follows for LL.B.-3 Yrs. And LL.B.-5 Yrs. :-**

Allocation of seats for admission to the Professional Undergraduate Degree Course in Law into the Government aided Professional Educational Institutions and Aided Undergraduate Degree Departments/Courses in Law into Non-Agricultural Universities. (Annexure to the Government Resolution No. CET-2015/C.R.243/15/C.E.2, Dated 12<sup>th</sup> April, 2016.)

Sr. No.	Type of Institution	No. Of Seats- As % of sanctioned Intake			
		CAP Seats			
		Maharashtra State Candidates	All India Seats	*Quota for NRI, OCI, PIO, Foreign Candidate	Minority Quota
1	Government Institution@	85%	10% #	5%	Nil
2	Government Aided Institution	85%	10%	5%	Nil
3	Government Aided Minority Institution	35%	10%	5%	50%
4	University Department/Course (Government Aided)	85%	10%	5%	Nil

The Admissions to the Courses in these institutions shall be done by adopting the procedure laid down in Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admission to the Full Time Professional Undergraduate Law courses) Rule, 2016 except rule 3(2)(b), rule 13.

\* Maximum 5% Seats within sanctioned intake will be filled through NRI, OCI, PIO, Foreign Candidates by Competent Authority by adopting following procedure:-

- The Competent Authority shall invite Online Application from NRI, OCI, PIO, Foreign Candidates seeking admission to these institutes;
- The Competent Authority shall first prepare Merit List of all such applicants by following the procedure specified in rule 8(3)(b) of the said rules;
- The Competent Authority shall give admission to the eligible NRI, OCI, PIO, Foreign Candidates strictly on the basis of Inter-Se-Merit;
- If the seats remain vacant from NRI, OCI, PIO, Foreign Candidates Quota, it will be filled from the All India Candidature Candidates on the basis of Inter-Se-Merit by Competent Authority.

@ Applied for courses run by Government in Government Law College, Mumbai.

# One seat of the Government Law College, Mumbai will be filled through the

nominated candidate from Bhutan Government. This seat shall be within the sanctioned intake capacity and shall be filled at the Institute level with due permission of government. If this seat remains vacant, it will be filled through All India Seats by Competent Authority.

**11.1 (d)** The Seats available are divided as follows for **LL.B.-3 Yrs. And LL.B.-5 Yrs. :-**  
Allocation of seats for admission to the Professional Undergraduate Degree Course in Law into the Unaided (Vina-Anudanit) Professional Educational Institutions and Unaided/Self-Financed Undergraduate Degree Departments/Courses in Law into Non-Agricultural Universities. (Annexure to the Government Resolution No. CET-2015/C.R.243/15/C.E.2, Dated 12<sup>th</sup> April, 2016.)

Sr. No.	Type Of Institute	No. of Seats- As % of Sanctioned Intake			
		CAP Seats			Institute Level Seats
		Maharashtr a State Candidates	All India Seats	Minority Quota	Institute Level Seats (Including 5% Quota for NRI, OCI, PIO, Foreign Candidate)
<b>1</b>	Unaided* (Vina-Anudanit) Institution. (excluding minority institutions)	<b>65%</b>	<b>15%</b>	<b>Nil</b>	<b>20%</b>
<b>2</b>	Unaided* (Vina-Anudanit) Minority Institution	100% of M.S. Seats \$	<b>15% #</b>	<b>51% @ Minimum</b>	<b>20%</b>
<b>3</b>	University Department/ Course (Self-Financed/ Unaided)	<b>65%</b>	<b>15%</b>	<b>Nil</b>	<b>20%</b>
The Admissions to the Courses in these institutions shall be done by adopting the procedure laid down in Maharashtra Unaided private Professional educational Institutions (Regulation of Admission to the Full time Professional Undergraduate Law Courses) Rules, 2016.					

- Seats of the Unaided (Vina-Anudanit) Courses will be distributed as above till they become eligible for Government aid.  
CAP Seats = Sanctioned Intake – Institutional Quota

# CAP seats excluding Minority Quota

\$ M.S. Seats = CAP Seats – ( All India Seats + Minority Quota Seats )

The seats excluding the Minority Quota and the Institutional Quota shall be filled in the stipulated percentage from the Maharashtra Candidature Candidate and All India Candidature Candidate.

**@These are the minimum percentage of seats to be filled in the Minority Institution through CAP,** this may be extended up to 100%. However before commencement of the CAP, such Institution shall declare and inform to the Competent Authority, the maximum percentage of minority quota to be filled in their institution.

- 12.1 (i) If the adequate number of candidates are not available from the State of Maharashtra candidature, the institution shall surrender the unfilled seats of this quota to Competent Authority till the commencement of last CAP Round so as to fill this seats through Out Of Maharashtra candidates.
- (ii) If the adequate number of candidates are not available from the Out of Maharashtra candidature, the institution shall surrender the unfilled seats of this quota to Competent Authority till the commencement of last CAP Round so as to fill this seats through Maharashtra State candidates.
- (iii) If the adequate numbers of candidates are not available from all India Quota and NRI PIO Foreign national Quota the institution shall surrender the unfilled seats of this quota to Competent Authority till the commencement of last CAP Round so as to fill these seats through Out Of Maharashtra candidates.

## 12.2 Seats of Minority-

- (i) The candidates having candidature as given in 10.5 and educationally qualified and appeared for CET shall be eligible for these seats. These seats shall be filled in accordance with the provision under section 6 of the Act.
- (ii) The minority institution shall surrender the unfilled seats of this quota, if any, to the competent authority, with due permission of Minority Department to be filled during CAP Round I,

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

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

Provided further that, the seats that are surrendered for the CAP under section 6(b) of the act and are remained vacant after completion of CAP due to no allotment of seats/cancellation/non-reporting or where the candidate leave the institution after selection through CAP may be filled from the general category candidates on the basis of inter –say merit.

#### **12.4 Seats for children of NRI/OCI-**

The candidates having candidature as given in 10.6 shall be eligible for these seats. These seats are within the sanctioned intake as approved by the appropriate authority.

#### **12.5 Seats for children of PIO/Foreign students-**

The candidates having candidature as given in 10.7 shall be eligible for these seats. These seats are within the sanctioned intake as approved by the appropriate authority.

#### **12.6 Seats for Jammu & Kashmir Migrant Candidates:**

The candidates seeking admission against the seats reserved for J&K Migrant as defined in 1.6 have to submit relevant Certificates shown in pro-forma A/B/C in support of their claim at the time of admission. The admissions against these seats are done strictly as per the inter se merit of the candidates claiming seats for J&K migrant quota. **A separate Merit List based on CET score** shall be prepared for all J&K migrant candidates (i.e. J-1, J-2 & J-3) for the purpose of admission by counselling.

#### **12.7 Institutional Quota (Only for Unaided LLB)**

- (i) Institution shall fill these seats as define in 10.9 from the eligible candidates as per the rules of admission category wise.
- (ii) If the institution shall surrender the unfilled seats of this quota, if any, to the competent authority, Department to be filled during CAP Round I,

### **13. Distribution of seats in the Colleges of Education**

#### **13.1- Discipline wise / subject -wise seat Distribution :**

##### **(A) Humanities Faculty:**

1.	Methodology of Teaching English	15 percent
2.	Methodology of Teaching Marathi	15 percent
3.	Methodology of Teaching Hindi	<u>10 percent</u>
		<b>Total 40 percent</b>

(Those colleges having more than three languages then seats will be equally distributed among the all available language methods in the college.)

##### **(B) Science Faculty:**

1.	Methodology of Teaching Science	15 percent
2.	Methodology of Teaching Mathematics	10 percent
3.	Computer/Information Technology/ Engineering	<u>05 percent</u>
		<b>Total 30 percent</b>

(C)	1.Commerce/ Management/Law	03 percent
	2.Agricultural, Science /Medical Science	<u>02 percent</u>
	<b>Total</b>	<b>05 percent</b>
(D)	Social Sciences :	
1.	Methodology of Teaching History	10 percent
2.	Methodology of Teaching Geography	10 percent
3.	Methodology of Teaching Social Science	<u>05 percent</u>
	<b>Total</b>	<b>25 percent</b>

**Grand Total (A+B+C+D) 100 percent**

(For 14.1 (D) three (Excluding methodology shown at 14.1 –(A), (B), (C) and (D-1, 2)

(Note :Those colleges where there are more than 2 Social Sciences teaching methodologies, in such cases the distribution of seats will be made equally)

#### **14. Reservations for Different Categories:-**

**14.1.** As per the Government policy regarding the reservation while filling the seats excluding all India/ NRI /OCI/POI/ Foreign candidate and minority seats to be filled by institution 50% seats of the total intake capacity of the colleges will be reserved for Backward Class and Other Backward Class categories. The category-wise reservation is as follows:-

<b>Sr.No.</b>	<b>Category</b>	<b>percentage</b>
1	Scheduled Caste and Scheduled Caste person who have adopted Buddha religion (SC)	13
2	Scheduled Tribe (ST)	7
3	De-notified Tribes (14 similar Tribes) (VJ/DT) A	3
4	Nomadic Tribes (28 tribes before January 1990 and similar tribes) (NTY-1) B	2.5
5	Nomadic Tribes (Dhanagar and Similar tribes) (NT-2) C	3.5
6	Nomadic Tribes & Vanjari and Similar tribes) (NT-3) D	2
7	Other Backward Class (OBC)	19
	<b>Total</b>	<b>50</b>

(A) In case of the castes, if the Non-Creamy Layer certificate or Validity Certificate is required as per prevailing G.R., then the concerned candidate must produce relevant document at the time of Admission along with the original is compulsory. In absence of such certificates, the candidate concerned will be treated as a candidate of open category candidate will be considered in open category in the next round and admission will be given as per his merit.

(B) Non-creamy Layer Certificate should be in accordance with the G.R. released from time to time by the Government of Maharashtra.

(C) The reservations for castes/sub-castes will be applicable to changes in castes/sub caste and changes in category as per Government of Maharashtra's Resolutions released from time to time.

#### **Note :**

- Constitutional reservation is applicable only for the candidates Domiciled in Maharashtra.
- Candidates holding Caste Certificate of any state other than Maharashtra or a Caste Certificate from Maharashtra for any other state will not be granted.
- All Government Resolutions revised and released by Government of Maharashtra regarding reservation from time to time shall be applicable.

## **14.2. Provision for Special Backward Class (SBC) :-**

As per the G.R. Maharashtra Government, Higher and Technical Education Dept. No.TEM/3397/12926/(9086)/TE-1, dated 11<sup>th</sup> July, 1997, total reservation for seats is 50% of the total seats available.

- (i) Some of the castes under SBC category were earlier included in Other Backward Class. Therefore, such a SBC candidate shall be held eligible for reservation in the backward class in which they were included previously.
- (ii) After implementing the admission process by following the merit list, if some of the reserved seats remain vacant, then SBC candidates will be given admission to fill up the post on priority basis to the maximum limit of 2% of the total intake capacity.
- (iii) Court decisions and Government Resolutions published by Maharashtra Government from time to time in this respect regarding the Non-creamy Layer Certificate will be applicable.

## **14.3 Internal Reservation**

### **14.3.1 Reservation for Persons with Disability Candidates: (3 Percent)**

As per the provisions in Clause 39 of Equal Opportunities, Protection of Rights and Full Participation Act, 1995, three (3) per cent seats of total sanctioned intake capacity of all the institutes shall be reserved for Persons with Disability candidates. These seats shall be within the sanctioned intake of the institute and reserved only for Maharashtra State Candidates as follow:

**Certificate required:** The candidate shall produce a certificate, from the Director, All India Institute of Physically Handicapped, Mumbai **or** Dean/Civil Surgeon of **the Government/ CIVIL HOSPITALS** normally located at the District Headquarters, regarding his or her physical disability, and ability to undergo all parts of syllabus for the normal course. Candidates suffering from Dyslexia, Dysgraphica & Dyscalculia are required to produce certificate issued by the Dean/Civil Surgeon of **the Government/ CIVIL HOSPITALS** normally located at the District.

1. The percentage of Handicap should not be less than 40% and the nature of disability should be permanent.
2. Allotment of the seats reserved for the Persons with Disability candidates shall be done on the basis of merit list of such candidates.
3. It should be noted that the Persons with Disability candidates on admission to course will not be given any exemption or additional facilities in the academic activities other than those which may be provided by the respective Universities.

### **14.3.2 Reservation for active an Ex- Military services (5 Percent)**

As per Govt of Maharashtra Higher & Technical Education section Govt. Circular No.ExSS-2016(241/06)MS-6 Dated 10-Sept.2007. Son / Daughter / Husband / Wife of active military services personal and Ex. Military services personnel and Ex. Serviceman personal himself.

**Certificate required:** The candidate shall produce a certificate, from appropriate authority of military.

**Note:** this being the internal reservation seats will be filled on merit in the beginning only. Correspondingly the number of seats will be reduced from the respective categories and (Subject for B.Ed. Only).

## **14.4 Woman Reservation:**

30% seats of Institutes intake capacity will be reserved for woman as per the provision in GR (GR.No.JEF-1000/723/2000/MS-1, Dated 17<sup>th</sup> April 2000).

For the divorced woman destitute woman, widows who have produced certificate from the competent authority will be given performance against equal merit amongst the 30% reservation for woman as per the (GR.No.STC/2002(18/02)Mashi-3 Dated 26<sup>th</sup> February 2000).

**Note:**

1. The changes in the castes/ Categories are made from time to time as per the decision of the Government. Such a change of caste from one category to another can be claimed by the candidate by producing relevant documentary evidence.
2. Candidates belonging to backward class should mention their caste in the option form. If they are scholarship holders they should mention previous scholarship number. If candidate of the concern category requiring caste validity / Non-Creamy layer certificate. At the time of admission concerned candidate must submit relevant documents along with original are compulsory. Then he/she will be considered as candidates belonging to the open category. Action will be taken regarding eligibility / merit / fees accordingly.
3. It is the responsibility of the candidate to follow the time table of CAP and the instructions issued online scrupulously.

**15. Eligibility Criteria:**

The candidate passed CET with qualifying score who have filled in on-line option form on or before the last date specified in the CAP timetable uploaded on <http://dhe.mhpraves.in>. Candidates securing Zero Score in CET will also be considered eligible to apply for on line admission as per merit. (Letter from Higher and Technical Education Department bearing No. CET-2016/C.No. 201/C.E.-2 dated 25<sup>th</sup> July 2016.)

**NOTE-(i) CET conducted by the Competent Authority will be considered for Admission. Any other Common Entrance Test which is not approved by Competent Authority shall be considered as invalid for the purpose of admission.**

- (ii) Candidate aspiring to seek admission to the courses should follow the instructions given by the Competent Authority for filling online option form, for respective courses.
- (iii) Candidate seeking admission against the Minority seats in Minority Institutes will also have to fill online option form.
- (iv) Candidates seeking admission against the Institutional Quota in non granted institution will also have to fill online option form. (Only for LLB)
- (v) Any issue related with eligibility shall be decided by the Competent Authority.

**16. Selection basis and Selection Procedure adopted for admission through CAP:****16.1 Admission Process:**

Admission process will be Merit-cum-Option based and computer assisted.

**16.2 Assignment of merit number:** All the eligible candidates who have fill option form on or before the last date specified for the fill of option Form for Admission through CAP merit will be category wise / medium wise / subject wise (Only for B.Ed.)

**16.3 Computer assisted Direct admission process:** There will be no personal counseling. The candidates will get information about admission on website. If required communication will be done on his/her address regarding admission. Therefore correspondence address / telephone number / mobile No. must be accurately given in the option form.

**16.4 Change of Marks due to verification:**

If the marks in the qualifying examination are modified due to verification and the same is duly certified by the concerned competent authority, the same shall be modified in the option form. However, the effect of such change will be taken into consideration only for the subsequent round (s) of admission.

## **16.5 Method of Calculating marks at qualifying examination for deciding Eligibility -**

While deciding the eligibility of the candidates following procedure shall be adopted.

- a. The CET Score
- b. The CET Score + ELCT Score (Only for B.Ed. English Medium Colleges)
- c. Percentage of qualifying Examination calculated by rounding off to two places after decimal. (For eligibility of B.Ed. & B.P.Ed. either Degree or Post Graduation)
- d. If the candidate reappears for the qualifying examination with all subjects then the percentage obtained in the latest examination shall only be considered. (For eligibility of B.Ed. & B.P.Ed. either Degree or Post Graduation)

## **16.6 Merit Number:**

There shall be different Merit lists as given below

### **a) Merit List for Home University Seats:**

Merit list of eligible Home University Candidate who has appeared and eligible in the CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be prepared category wise, medium wise (subject wise for B.Ed.).

### **b) Merit List for candidates Other than Home University:**

Merit list of eligible other than Home University candidate who has appeared and eligible in CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be assigned for Other than Home University candidate merit number.

### **c) Merit List for all India Candidates:**

Merit list of eligible candidate from out of Maharashtra University who has appeared and eligible in CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be assigned for all India merit number.

### **d) Merit List for J & K Migrant Seats:**

Merit list of eligible J&K Migrant candidate who has appeared and eligible in CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be assigned a J&K Merit Number based on merit.

### **e) Merit List of NRI , PIO Foreign Nationals:**

Merit list of eligible NRI, PIO Foreign candidate who has appeared and eligible as per the criteria applied for All India Candidature (for admission will be assigned a NRI, PIO Foreign Merit Number based on merit.

### **f) Merit List of Internal Reservation:**

#### **a) Merit list of Disability Candidate**

Merit list of disability candidate who has appeared and eligible in CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be assigned a disability candidate seats based on merit.

#### **b) Merit list of Active and Ex. Serviceman**

Merit list of Active and Ex. Serviceman candidate who has appeared and eligible in CET (appeared and eligible in ELCT for B.Ed. English Medium) for admission will be assigned an Active and Ex. Serviceman candidate seats based on merit.

## **Important Note:**

i) The Merit List for all India candidates & J & K Migrant Seats, NRI , PIO Foreign shall be prepared based on the highest score obtained by the candidate in CET and ELCT (if applicable)

ii) The Competent Authority of Maharashtra State reserves the right to choose the methodology to prepare the inter-se-merit list for All India (NRI , PIO Foreign) candidates based on the above criteria.



### **16.7. Relative merit in case of Equal Marks:**

In the case of candidates securing equal CET Score, their relative merit will be determined on the basis of the following order of preference coursewise:

- a) Higher Percentage of Marks in Qualifying Examination (**Only for B.Ed.**)
  - b) Higher Percentage of Marks in aggregate at HSC or equivalent examination.
  - c) Higher Percentage of Marks in aggregate at SSC or equivalent examination
- 
- a) Higher percentage of marks in B.Ed. Examination. (**Only for M.Ed.**)
  - b) Higher Percentage of Marks in aggregate at HSC or equivalent examination.
  - c) Higher Percentage of Marks in aggregate at SSC or equivalent examination
- 
- a) Higher Marks in Physical Test (Only for **B.P.Ed. & M.P.Ed.**)
  - b) Higher percentage of marks scored in the aggregate at qualifying degree examination will get preference.
  - c) Higher percentage of the marks scored in the aggregate at the HSC (Std. XII) or its equivalent examination will get preference.
  - d) Higher percentage of Marks in aggregate at HSC and Equivalent exam.
  - e) Birth date of the candidate (Elder candidates will get preference)
- a) Higher Percentage of Marks in Qualifying Examination ( Degree/Post Graduation Degree (**Only for LL.B. 3 Yrs.**)
  - b) Higher Percentage of Marks in aggregate at HSC or equivalent examination.
  - c) Higher Percentage of Marks in aggregate at SSC or equivalent examination (**Only for LL.B. 5 Yrs.**)
- 
- a) Higher Percentage of Marks in Qualifying Examination ( HSC or equivalent examination)
  - b) Higher Percentage of Marks in First Language at HSC or equivalent examination.
  - c) Higher Percentage of Marks in aggregate at SSC or equivalent examination.
  - d) Higher Percentage of marks in English at SSC or equivalent examination.

### **For NRI/OCI/ PIO and Foreign Students:-**

**The merit list for NRI/OCI/ PIO and Foreign Students shall be prepared on the basis of the percentage of marks in qualifying examination. Provided that, in case of tie the relative merit of the candidate shall be resolved in the following order of preference and methodology as specified below: For B.Ed. M.Ed, B.P.Ed. M.P.Ed. and LL.B. 3 Yrs:**

- a) Higher Percentage of Marks in aggregate at HSC or equivalent examination.
- b) Higher Percentage of Marks in aggregate at SSC or equivalent examination

### **For NRI/OCI/ PIO and Foreign Students:- LL.B. 5 Yrs**

The merit list for NRI/OCI/ PIO and Foreign Students shall be prepared on the basis of the percentage of marks in qualifying examination. Provided that, in case of tie the relative merit of the candidate shall be resolved in the following order of preference and methodology as specified below:**For LL.B. 5 Yrs :**

- a) Higher Percentage of Marks in First Language at HSC or equivalent examination.
- b) Higher Percentage of Marks in aggregate at SSC or equivalent examination.
- c) Higher Percentage of marks in English at SSC or equivalent examination.

**Note:** The seats will be allotted to the candidates strictly on the basis of their merit number in the respective merit list (i.e. Home University Candidates/ Other than Home University candidates/All India candidates / J&K migrant candidates/NRI, PIO Foreign) and options given by the candidate and the number of seats available for that candidate during the process of allotment.

### **16.8 Selection basis:**

- a) A candidate desirous of seeking admission through CAP should fulfil the eligibility criteria concern faculty as laid down.
- b) The candidate's name should figure in the concerned merit list (i.e. Home University Candidates/ Other than Home University candidates/All India candidates / J&K migrant candidates/ NRI, PIO Foreign) prepared for admission.

### **Note:**

- i) It shall be responsibility of the candidate to keep abreast of notifications displayed on the official website <http://dhe.mhpravesh.in> from time to time and follow the instructions given therein. No separate notification will be published.
- ii) In case the details pertaining to the Type of candidature, Category of reservation etc. claimed by the candidate on his / her application is not correctly depicted in the provisional result, then the candidate has an opportunity to correct the same in option form.
- iii) Failing to get necessary correction in option form the candidate loses the chance to get the corrections done later and he/she will have to take part in the CAP as per the result declared.
- iv) If at a later stage it is found that, the candidate has furnished wrong information and/or submitted false and/or forged documents then the candidate shall lose claim on the admissions. He/she shall forfeit the entire fees of the course and also liable for legal/penal action.

## **17. Centralized Admission/ Allotment Process (CAP):**

### **17.1** The stages of CAP shall be as stated below-

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

### **17.2** During the CAP, before accepting the allotted seat a candidate can opt to 'freeze' or 'float' the choice of academic program for subsequent round(s), if any, of seat allocation

- (i) Freezing: Candidates accept the offered seat and they do not want to participate in any further rounds of seat allocation. Such candidates will NOT be considered in subsequent rounds of admission
- (ii) Floating: Candidates accept the offered seat and indicate that, if admission to an academic program of better/higher preference in any Institute is offered, they will accept it. Else, they will continue with the currently accepted academic program. Such candidates will be considered in subsequent rounds of admission.

- (iii) For candidates who choose the float option, and secures a seat of his choice of higher preference would automatically result in the forfeiture of the seat accepted by the candidate in the earlier round.
- (iv) Floating options will **not be available** to those candidates who are offered admission to the Institute of his **First Choice**.

**17.3** For the academic year, the Competent Authority shall conduct total Four (4) rounds of Centralized Admission Process.

- (1) CAP Round I –by Centralized Admission Process for Home University and Other than Home University Seats based on CET Score, based on only one of the best 10(Ten) against given options. (With internal reservation / Gender transfer as per vacancies/ two percent SBC allotment as per availability of vacancies in reservation)
- (2) CAP Round II - by Centralized Admission Process for Home University and Other than Home University Seats based on CET Score, based on only one of the best 10(Ten) against given options. (With internal reservation / Gender transfer as per vacancies/ two percent SBC allotment as per availability of vacancies in reservation)
- (3) CAP Round III - by Centralized Admission Process for Home University and Other than Home University Seats based on CET Score, based on only one of the best 10(Ten) against given options. (With internal reservation / Gender transfer as per vacancies/ two percent SBC allotment as per availability of vacancies in reservation)
- (4) CAP Round IV–The seats available for this round shall be published on the website. The candidates are allowed to fill in or Edit the already filled in online Option Form. The seats to be allotted during the course of this round shall be subject to the following conditions-
  - (i) Before start of this round, the candidates can change their options from floating to freezing or vice-versa.
  - (ii) Candidates who have not been allotted any seat in any of the previous rounds or those who have taken and cancelled their admission in the earlier rounds and those who are desires of floating in the final round are eligible to participate in this round.
  - (iii) Candidates who have opted for floating and also applied for this round shall fill in the allotted institute in their choice list. Once the upward allotment is made the earlier allotment automatically stands cancelled.
  - (iv) Transfer of category/ medium/ (Subject for B.Ed.)

\*If the seats remain vacant after fourth round of admission, then the admission will be done through concern college by admitting the students form the Home University level merit list and other than Home University merit list as per merit. The separate time table shall be displayed on the website and published in the newspaper as per requirement.

**Note: (i)** The right to change in the time table or rounds is reserved to the competent authority.

- (ii) If any changes takes place in the CET those will be displayed on the website as well as published in the newspapers.
- (iii) Incomplete application will not be accepted and the candidate will be responsible for that.

## **18. General Notes:-**

- (i) Allotment for seats will be carried out as per inter se merit of Home University Candidates / Other than Home University candidates/All India candidates / J&K migrant candidates merit number respectively of CAP Round-I,II and III.

- (ii) Seats will be allotted to candidates as per their inter se merit, as per the options filled in the online option form and the number of seats available at that point of time in the stage of CAP Round-I,II and III.
- (iii) All candidates eligible for a particular stage of allotment will be considered for allotment for a seat in that stage even if they have been allotted / not allotted a seat in the previous stage.
- (iv) All reserved category candidates (including SBC in their original category) shall be considered for allotment (whether they are allotted any seat in earlier stage or not) in all stages.
- (v) Allotment against the first available option in the order of options filled in the online option form is retained as final allotment.
- (vi) The allotment will be made available on Website. The allotment displayed will show only the provisional allotment offered to the candidates.
- (vii) No personal communication /Allotment letters in this regard will be issued to the concerned candidates. The allotment displayed on the website is only for the information to the candidates and does not carry any authoritative meaning. The authorized document for the allotment will be the institute wise allotment list and which will be authenticated by the competent authority.
- (viii) The logic for the following stages will be implemented using computer software for the centralised allotment.
- (ix) The candidates securing allotment are required to confirm the admission by reporting at college allotted along with the original certificates needed for admission on or before the last date specified for the same. **No personal communication in this regard will be issued.**

#### **19. Logic for allotment for CAP Rounds:**

The seats available for the implementation of this logic will include the seats for Home University Seats / Other than Home University candidate's seats.

##### **Stage –I: For all the Maharashtra State candidates (Home University & Other than Home University candidates)**

- (i) **Persons with Disability category and defence category** candidates shall be considered for allotment for the seats reserved for them in their **respective HU/OHU seats** by virtue of their merit or in open category as per their inter-se merit if the **respective HUS/OHU seat** is reserved for Persons with Disability candidates is not available as per their merit.
- (ii) All the candidates (open / reserved / male / female) of all the categories shall be considered for allotment as per their inter se merit.  
The Minority seats shall be allotted to the candidates of the state belonging to the minority community to which the institute belongs.
- (iii) **Backward class category** candidates shall be considered for allotment in open category seat by virtue of their merit or in their respective category of reservation if open category seats are not available at their merit.
- (iv) **SBC category** candidates shall be considered for allotment in open category by virtue of their merit. SBC Category candidates having original category OBC shall be considered for allotment in their original category of reservation by virtue of their merit if open category seats are not available as per their merit.

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

The seats remaining vacant after allotment to female candidates of the backward class category / OPEN category shall be allotted to the male candidates belonging to respective Backward Class / OPEN category. (In-case of B.Ed. along with category subject will be consider)

### **Stage -III: For Special Backward Class category candidates**

- (i) On completion of Stage-I, if any of the backward class categories mentioned above, does not get the required number of candidates for the seats coming under Maharashtra State Seats for the percentages laid down, the seats so remaining vacant shall be allotted to all the candidates of Special Backward Class (SBC) category, as per their inter se merit, limited to the extent of two per cent seats of sanctioned intake capacity for the course in various institutes if available.
- (ii) The seats to be offered to SBC candidates shall be made available from any of the categories of reservation wherever vacancies exist after Stage-I.
- (iii) This stage will be carried out for Home University.

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

- (i) On completion of Stage -II, the seats remaining vacant in the respective group of categories as mentioned below, shall be allotted to candidates from the respective group with reference to their inter se merit, by adopting the procedure as mentioned below, for each of the group:

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

- Group 2:** i) VimuktaJati (VJ) / Denotified Tribes (DT) NT(A)  
ii) Nomadic Tribes (NT-1) NT(B)

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

2. After following the stage IV(i) if some seats still remain vacant then those will be filled on the basis of a consolidated merit list of all remaining backward class candidates.

3.(a) After following the state Stage IV(ii) if some seats reserved for backward class remain vacant, they will be filled from the merit list of open category candidates.

3. (b) If seats reserved for NRI, PIO, OCI/ Foreign Nationals students, quota remains vacant, those vacant seats may be filled in by the Competent Authority, from the eligible candidates of Maharashtra State Candidature seats on the basis of Inter-Se- Merit.

4. If the seats of particular subject remain vacant, those will be filled in by making changes as shown below by the Canalized Admission Committee. (Only for B.Ed.)

- i. If seats remain vacant from the reservation of women in particular subjects/category then vacant seats will be merged in General Merit List of the same category and subject seats will be filled in.
- ii. Interchange within Language Group.
- iii. Interchange within Science and Agriculture/ Medical.
- iv. Interchange between Information Technology, Engineering and Mathematics
- v. Internal change between Science and Mathematics.
- vi. If the seats remain vacant after executing above interchanges of Languages, Science, Mathematics and Commerce, then those seats will be distributed to History Geography, Social Science as per the quota allotted to these subjects.
- vii. Inter changes between History and Geography after interchanging, if some Seats remain vacant, they will be allotted to Social Science
- viii. If some seats still remain vacant, a consolidated merit list of all the subjects will be prepared and then seats will be filled on the basis of combined merit of all subjects.

5. If seats remain vacant any medium even after this admission will be given by changing the medium (as per the eligible medium given by the candidate) (Only for B.Ed.)

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

Seats remaining vacant in Backward Class categories after completion of Stage -III, shall be made available to the candidates of all the backward class categories together, on the basis of their inter se merit.

### **Stage -VI:**

- (i) The seats remaining vacant after completion of stage V, Stage-I, Stage-III and Stage IV shall be considered for allotment without Home University and Other Than Home University Seat Tag on the basis of inter-se merit.
- (ii) Candidates already allotted in Stage-I, II, III, IV and V shall be tried for allotment on upward choices.
- (iii) During this allotment, the candidates may get upward shift in their allotted position according to availability of vacancies and the options filled.
- (iv) Due to upward shifts, the vacancy created shall be allotted by running the complete iteration from top of the University level / State level as per inter-se merit.

### **Stage -VII: For all the candidates without any reservation**

- (i) After completion of Stage-VI, the seats remaining vacant, if any, shall be considered for allotment to all the candidates (Open/reserved) without any type of reservation, Home University and Other than Home University on the basis of inter-se merit.

### **20. Reporting at the Institute:**

- (i) The allotment list displayed on website will show the provisional allotment offered to the candidates. No personal communication/Allotment letters in this regard shall be issued to the candidates.
- (ii) A candidate who has been allotted a seat shall download the “Provisional Seat Allotment Letter”.
- (iii) After the display of allotment list in each CAP Round, candidates should report to the “**Respective Institutes**” as per the notified schedule of the admission process.
- (iv) Candidates shall report to the concerned institute with all original certificates needed to substantiate the claims made in the application regarding eligibility and reservation.
- (v) After substantiation of the identity and scrutiny of original documents at the concerned institute, the candidate will have to pay prescribed full fees immediately in the form **as prescribed by the concerned institute** and confirm the admission offered.
- (vi) The Principal of the **respective Institute** is required to carry out “**Online Update**” of the **confirmation/cancellation** of the candidate’s admission on website through their Institute login, at the time when the candidate is being **admitted/cancelled** at the Institute.
- (vii) Failure to report in person to the concern college for seat acceptance will be considered as if the candidate has rejected the offer.
- (viii) Seat will be cancelled if, at any time, any of the documents / certificates is/are found to be invalid / fraudulent and/or the candidate does not meet the eligibility norms.
- (ix) It is the responsibility of the Principal of concern institute to update the status of the reporting of the candidate. If the institute fails to update the status of reporting in scheduled time, then such unreported seat(s) will be filled in

subsequent CAP rounds and the institute will have to adjust these unreported candidate(s) against the institute level seats.

- (x) If the institute fails to update the status of Cancellation of the candidate on the date of cancellation through “Online Update”, then strict action shall be taken against such institutes. It is mandatory to cancel the admission through online system only and issue the printout of the “Online Receipt of the Cancellation” to the candidate with due seal and signature of the authority of the institute.

## **21. Admissions in Minority Quota / Institutional Seats (Only for LLB) and CAP Vacancies:**

The seats remaining vacant after offering admissions to the candidates through CAP due to non-reporting and cancellation after CAP Round-III/ The Minority Quota Seats / Institutional Seats (only for LLB) will be filled in by the managements of the respective institutes. Admission authorities of the respective institutes will have to process these admissions strictly as per the guidelines given by competent authority.

- a. Admissions shall be made in a transparent manner and strictly as per the inter se merit of the candidates who have applied to the institute.
- b. Information brochure/prospectus of the Institute which specifies rules of admission should be published well before the commencement of the process of admission. All the information in the brochures should also be displayed on the Institute’s website.
- c. Institutes shall invite applications by notifying schedule of admission and the number of seats in each course to be filled by the institute, by advertisement in at least two leading newspapers and on the website of the institute.
- d. Aspiring candidates fulfilling the eligibility criteria shall apply directly to the Director/Principal of the respective college for admission.
- e. The institution shall display the merit list(s) of the candidates for Institute Level Quota Seats, Minority Quota Seats, Against CAP seats, etc. on the notice board and publish the same on the website of the institute.
- f. The minority /non-minority institutes intending to surrender the Institute Level seats (in part or full) of specified courses to the CAP shall communicate two days before the display of seat matrix of each CAP Round and the same shall be allotted as per the rules of CAP.
- g. All the admissions / cancellations shall be updated immediately through online system.

## **22. a) Tuition Fee**

### **18. Tuition Fee 1. B.Ed.**

As per G.R. 2001 B.Ed./(442/07) Mashi- 3,24 May 2002 and G.R. No. STC 2003/B.Ed. Adm. (11 0/03) Mashi-3, Dt. 7<sup>th</sup> May 2003, **Adhoc** tuition Fee for the academic year 2016-2017 shall be as follows:

Sr. No.	Type of Fee	For Government and Aided Colleges of Education
1	Total Tuition fees for Two years	Rs.. 20,740/-
2	Tuition fee for First Year	Rs. 10,370/-
3	Tuition Fee for Second year	Rs. 10,370/-

In case of any modification in fees imposed by Govt. students are liable to pay differential amount.

A. Unaided and Permanently unaided Colleges of Education - Fee as decided by the Shikshan Shulka Samiti. Candidates seeking admission to these colleges should verify the fees before seeking admission.

B. In case the University levies additional fee other than the fees structure stipulated above it is obligatory for the student to pay the fees as per the University norms.

### **23. b) Other Fees for B.Ed.**

For Government and Aided Institutes apart from Tuition fee, Admission, Library, Gymkhana and Laboratory fees are as under:

#### **First Year -B.Ed.**

Open Candidates		Backward Class candidates	
A) Admission Fee	Rs.100/-	A) Admission Fee	Rs. 00/-
B) Library Fee	Rs.1000/-	B) Library Fee	Rs.1000/-
C) Gymkhana Fee	Rs.1000/-	C) Gymkhana Fee	Rs.1000/-
D) Laboratory Fee	Rs.1000/-	D) Laboratory Fee	Rs.1000/-
E) Activities Fee	Rs.3000/-	E) Activities Fee	Rs.3000/-
Total	Rs.6100/-	Total	Rs.6000/-

#### **Second Year- B.Ed.**

Open Candidates		Backward Class candidates	
A) Admission Fee	Rs.00/-	A) Admission Fee	Rs.00/-
B) Library Fee	Rs.500/-	B) Library Fee	Rs.500/-
C) Gymkhana Fee	Rs.500/-	C) Gymkhana Fee	Rs.500/-
D) Laboratory Fee	Rs.500/-	D) Laboratory Fee	Rs.500/-
E) Activities Fee	Rs.2000/-	E) Activities Fee	Rs.2000/-
Total	Rs.3500/-	Total	Rs.3500/-

23(c)

**2. B.P.Ed. (As prescribe by State Government / Shikshan Shulk Samiti) / University (Which ever is applicable)**

**3. M.Ed. (As prescribe by State Government / Shikshan Shulk Samiti) / University (Which ever is applicable)**

**4. M.P.Ed. (As prescribe by State Government / Shikshan Shulk Samiti) / University (Which ever is applicable)**

**5. LL.B. Three Year (As prescribe by State Government / Shikshan Shulk Samiti) / University (Which ever is applicable)**

**6. LLB Five Year (As prescribe by the State Government / Shikshan Shulk Samiti) / University (Whichever is applicable)**

**23 (d)**

**Note:-**

- As per the G.R. of Maharashtra Government published from time to time, the procedure of repaying Scholarship, Tuition Fee and other fee to Backward class students in Non-Aided permanently non-aided colleges will be carried out by the concerned colleges.
- Those candidate who have completed only part of any other course degree or PG, by taking privilege of free-ship / scholarship such candidates will not be eligible for



sanction of Scholarship/Free-ship. Scholarship holder should mention previous Scholarship Number.

3. If student of backward category gets admission into college & if he applies for cancellation, Back-word category student fees are to be refunded as per Rule No. 25.
4. The colleges of Education who's Fees has not be fixed by the "Shikshan Shulka Samiti" candidates seeking admission in such institution should pay the Interim Fee fixed by "Shikshan Shulka Samiti" After the fee is fixed by the "Shikshan Shulka Samiti", the students will be either required to pay additional fees if the equivalent fee is more or college will refund if the regular fee fixed is less, as the case may be. It is essential that at the time of admission the student and the Principal both should enter into an agreement with respect to such transaction.
5. If the Maharashtra Government/Shikshan Shulka Samiti/University modifies the fee structure for 2016-2017. Then it will be binding upon the students to pay the revised fees
6. Other than these fees, if any fees prescribed by the university, it is essential that candidate should pay such fees to the Adhyapak colleges of that region.

### **23. e) Fees Concession/Reimbursement:**

The concession (if any) in the tuition and development fees may be offered to following candidates:-

- (i) Home University candidates belonging to Reserved Categories.
- (ii) Home University candidates belonging to Economically weaker sections Reserved category candidates are required to submit Caste certificate, Caste/Tribe Validity Certificate, Non Creamy Layer Certificate (if applicable) for claiming fee concession. Similarly candidates belonging to Economically Weaker section will be required to submit the Income certificate from competent authority for claiming fee reimbursement. However, the directives issued by the State Government from time to time with regard to requirement of additional certificates and mode of fees reimbursement shall be binding on such candidate.

#### **Note:**

- a) The extent of fees concession, nature of fees concession (loan/scholarship), requirements of certificates etc. will be decided by the State Government and same shall be binding on the candidate.
- b) The details of the fees concession (if any) will be made available to aspiring candidates at the time of filling of Option Form for CAP Round-I.

### **24. Refund of Tuition, Development and Other Fees after cancellation of admission secured through CAP rounds, and Vacancy Round(s) of admissions:**

The candidate who has been provisionally admitted may cancel admission by submitting an application for cancellation in duplicate, and may request for refund of fees. There fund 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:

1. Request Received before cut-off date and if as seat is filled before the cut-off date  
**Entire fee minus Rs. 1000/-towards processing charges.**
2. Request received before cut-off date but 'a seat' could not be filled before cut off date  
**No Refund (except security deposit).**
3. Request received after cut off date- **No Refund.**

#### **Note:**

\*Entire amount of Security/Caution Money Deposit is to be refunded to the candidate.

## 25. Miscellaneous:

- (i) There shall be no transfer of students at any stage from institute to any other institute in the Maharashtra and no transfer of students from any institute located outside Maharashtra to any institute in the Maharashtra.
- (ii) At the time of seeking admissions, a candidate will be provisionally admitted to the course at a college/an institute subject to the production of the Provisional Eligibility Certificate from the University to which the college/institute is affiliated or by which the College / Institute is recognized, and its subsequent confirmation by the University. **Each of the candidates is advised to ensure before applying for admission to the respective course in a particular University that he/she is eligible for admission to the programme as per the relevant Eligibility Rules of the University.**
- (iii) The Head of the college / institution may refer a candidate to the appropriate medical authority to ascertain the physical fitness or otherwise before admitting him / her to the programme / the hostel, as per the requirements of the programme / the rules of the Hostel Admission.
- (iv) The Head of the college / institution shall have the right to satisfy himself about the conduct and character of a candidate by verifying the antecedents of a candidate through the appropriate police authority, before admitting him / her to the college / institution.
- (v) If the Admission Authority or an institution affiliated to/recognized by/or which is autonomous but is located in the area of jurisdiction of a University deliberately, wilfully with an intention to defraud, makes admissions in excess of sanctioned intake of the institute as specified in these rules, except as provided for in these rules, the examination authority of the concerned university shall not allow such candidates admitted in excess of the sanctioned intake capacity, to appear at any of the relevant examinations unless explicitly permitted by the Competent Authority. The Competent Authority may consider to grant such an approval as it may deem fit for the excess admissions done as per the norms of the State Government/NCTE/RCI.
- (vi) Each of the candidates seeking admission to respective course is required to give the undertaking at the time of admission at the Institute.

## 26. Giving Preferences to the Colleges.

- A) The candidate can fill in Preference Form for 1<sup>st</sup> and 4<sup>th</sup> round only.
- B) The candidate can give preferences to maximum 100 colleges at a time.
- C) Candidate who have not filled up option form before 1<sup>st</sup> round or whose result are declared after 1<sup>st</sup> round in that case concern candidate can fill-up the option form at 4<sup>th</sup> round.
- D) i) Candidate has to fill-up only one option form.  
ii) Those Candidate who has given ELCT should apply for English Medium Colleges. If they wish to apply for other medium they should fill-up another option form. (For B.Ed. Only)

## 27. Procedure for filling up the Preference Form

27.1 Candidate should fill in the college preference number of those colleges in which he wish to take admission.

27.2 Admission being based on preferential order of the college and merit, the preference number to the college is to be entered with utmost care.

27.3 College preference numbers is to be filled up once; as such candidate should carefully read the information about college on the website very carefully before filling up the priority numbers. College priority number is very important for admission. Candidate can give option for maximum 100 colleges available for his eligible Method subject and Medium.

27.4 The priority number for giving preference to colleges for one or more subjects and one or more medium should be one.

27.5 After the completion of third round the candidate will be allowed to make changes in preference order before the beginning of the fourth round as per Time Table. At the same time candidates who have not filled preference form, they can also fill up the same.

## **28 Procedure of Registering Teaching Method (Only for B.Ed.)**

- 28.1 For admission to Methodology of Teaching Science, separate and a consolidated merit list of Physics, Chemistry and Biology and Science will be prepared. Separate merit lists will be applicable to admissions in such universities where separate teaching methods for physics/Chemistry/Biology are available. The consolidated merit list will be applied to admissions in such universities where all the branches of science are included in "science Teaching Method. Hence science graduates are required to opt for concerned subject as well as Science Teaching Method.
- 28.2 B.Sc. with Mathematics/Statistics shall only be eligible for opting Mathematics Method. B.A. with Mathematics should opt for Social Science as Teaching Method.
- 28.3 a) Except Science and Mathematics the candidates belonging to other faculty of Science should tick before concerned faculty.  
b) The Home Science Graduates of-Arts, Science and Agriculture faculty will be eligible to obtain Home Science method in the colleges of education where the provision of Home Science method is available (e.g. Nagpur University B. Ed. Colleges), Hence, the concerned candidate should tick mark before the concerned faculty and Home Science subject by referring to I mentioned above.
- 28.4 a) Candidates with History / Geography subjects should mark against the particular subject and not against Social Science.  
b) The subjects like Economics, Political Science, Music, Home-Science, Home-Economics, Pali, Gujarati, Sindhi and Sanskrit are available as a Teaching Method in some colleges. Those candidates who want to opt for the concerned college should give preference to them.

## **29 a) Kavi Kulguru Kalidas Sanskrit University, Ramtek (Only for B.Ed.)**

### **29.1 Admission Process**

All admissions to the colleges affiliated to Kavi Kulguru Kalidas Sanskrit University, Ramtek for B.Ed. Course will be through Centralized Admission Process by the Competent Authority.

### **29.2 Eligibility criteria for admission to Kavi Kulguru Kalidas Sanskrit University -**

A graduate from any university in the faculty of Arts, Science & Commerce, who has passed Common Entrance Test (CET) of Government Centralized Admission Process for the year 2016-17 and has passed Maharashtra State Secondary / Higher secondary level (S.S.C) examination with Sanskrit as one of the subjects or above level exam with Sanskrit as are eligible for admission to Kavi Kulguru Kalidas Sanskrit Vishwavidyalaya's

**29 b) Seats distribution for Admission Process for SNTD University & Kavi Kulguru Kalidas Sanskrit University: (For B.Ed. & M.Ed.) State University**

Sr. No.	Type Of Institute	Seats Available For CAP	Distribution of Seats Available For CAP			Institute Level Seats		NRI , PIO, Foreign National
			Home University Seats	Other than Home University seats	All India Seats	Institute Level Seats	Minority Community Seats	
2	Government Aided Colleges	100%	-	90%	5%	-	-	5%
	University / Department	100%	-	90%	5%	-	-	5%
3	Government Aided Minority Colleges	100%	-	40%	5%	-	50%	5%
4	Unaided collage	100%	-	90%	5%	-	-	5%
5	Unaided Minority College	100%	-	39%	5%	-	51%	5%

**29 c) B. Ed.-Special Education**

**Special Education B.Ed.** means creating teachers for the education of

**1) Visual Impairment (VI), 2) Mental Retardation (MR) 3) Hearing Impaired (HI)).**

**4) Autism Spectrum Disorder, (ASD)5) Learning Disability (LD)6) Intellectual Disability (ID) students**

. The teachers teaching these types of students are to be trained by imparting Special Education . The colleges which impart training in Special Education of such children are known as ‘Colleges for Special Education ’. These colleges prepare teachers to teach variety of disabled children of various types as mentioned above The Colleges of Special Education are approved by Rehabilitation Council of India, New Delhi, (RCI). These colleges follow the syllabus and the intake capacity and the admission norms of the ‘RCI’, New Delhi After completing B.Ed. course in Special Education the trained teachers can teach in Special Schools or in schools for normal children or in schools for such children under ‘ Sarva Samaveshit Shikshanantargat’. Education is given to the handicapped students as per their need in all schools.As per the new approach, now such children are no more referred to as Handicapped children but they are referred to as “Children with Special Needs” (Divyanga Students). These children cannot be educated without teachers trained for Special Education. No individual can work in this field without the recognition of RCI..This field is generating a lot of new job opportunities for the Trained Graduates as follows :

1. After completing this training course a teacher can work as a Resource Teacher in unit of Integrated School. In school unit one teacher is appointed against 5 ‘Special Need Children’.

1.1 According to Maharashtra State Govt. UDISE Report of 2012-13, 34,435 children with special needs get admission in std. 9th to 12th classes. Above figures show that total 6,500 trained teachers are required to teach different kind of disabled students for secondary and higher secondary level. But only 300 teachers are appointed.

2. In the Integrated School, after completing this training under Sarva Shiksha Abhiyan can be appointed as ‘Special Teacher/Mobile Teacher’. In Maharashtra Govt. and Non-Govt.Institute as per (UDISE report Maharashtra Govt. 2012-13) 70,776 special need children admitted in std. 6th to 8th in Sarva Shiksha Abhiyan 7,700 teachers are required but Maharashtra Govt. has appointed only 1,000 B.Ed. Special Education Degree holders per students rather 6,700 post of teacher are to be filled.

3. Under the scheme 'Rastriya Shiksha Mohim', Subject Expert, Special Teacher, Resource Teachers are appointed. Soon hence the need for such a trained teacher is more.

4. After taking this training Trained Teacher can work as a Special Teacher in the Special Schools. In Maharashtra there are 62 schools for the Blinds, 383 for the Deaf, 662 for the Mentally Retorted / Slow Learners, 319 for the handicapped, and 20 Govt. Inter mingle centres. Like this, overall in 1446 Special Schools opportunities are available for special teachers.

5. Apart from this, such a trained teacher may work as a Lecturer in Special D.Ed./B.Ed.Colleges. Trained candidates can conduct Special Coaching Classes for handicapped.

7. In Maharashtra there are about 31 colleges for Special Education. Each of them has only 25 intake capacity, and per year only 775 teachers can be trained in the Academic Session spread over Two years.

In addition to above a lot of opportunities for employment are available in CBR. Candidates desirous of seeking admission for Special Education Colleges should give their option in the appropriate column while filling in the on line Common Admission Process form.

### **30. Mutual Transfer:( Only for B. Ed Course)**

1. **Admitted candidates will not be transferred.** However, in case of exceptional circumstances, with the permission of Competent Authority the mutual transfer can be effected in first year / second year (within university jurisdiction only) 15 days from the starting of the college or within 8 days if the admission is granted after the starting of the college. The following procedure is to be adopted.

A. Submit a Demand Draft of Rs. 1000/- drawn in favour of **(to be declared in due course)**

B. Submit the application to Director (Higher Education) Maharashtra State, B.Ed. Cell, in a prescribed format, along with DD within stipulated time, personally.

C. It is the responsibility of the candidate seeking mutual transfer that he should find out a suitable candidate for mutual transfer.

D. The candidate desiring mutual transfer shall be from the same category/medium/subject in case of B.Ed.

E. No Objection Certificates from the Principals of both the respective colleges need to be attached along with the application form.

F. Mutual transfer is a Special provision and not a right which may kindly be noted.

G) The Process will be initiated if approved by the Admission Regulatory Authority.

### **31. Conduct and Discipline:**

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

If any student studying in respective course in concern college/institute in the State is found indulging in antinational activities, or in activities that run contrary to the letter and spirit of the provisions of Acts and Laws enforced by the Government, or any activity that causes his / her behaviour to be contrary to rules of discipline, will be liable to be expelled from the College / Institute forthwith without any notice by the Principal of the College / The Director of the Institute.

### 32 General Instructions to Candidates:

- The Detailed Schedule of Admission for B.Ed. B.Ed. (Special Education M.Ed. LL.B. 5Yrs. And LL.B. 3 Yrs is uploaded on <http://dhe.mhpravesh.in>
- Separate Schedule for NRI, OCI, PIO and foreign national candidates are flashed on <http://dhe.mhpravesh.in>
- Detailed Schedule for B.P.Ed. M.P.Ed. will be flashed on the web site <http://dhe.mhpravesh.in>
- This is Combined Centralized Admission Rules Information Brochure.\
- Apart from this separate information brochure for each course is also available on the web site:- on <http://dhe.mhpravesh.in>.
- **In case of any discrepancy, the Rules of Admissions published in the Government Notification, Resolutions will be final and applied. Candidates and Institutions are advised to download them.**
- The candidates are advised to read the information of the colleges very carefully before filling in the option forms
- The options once exercised will not be changed till the beginning of the fourth round.
- Candidates should verify the facilities available in the colleges, fee structure of the college, amenities available in the college, Gradation of the college by NAAC before making the choice.
- The admission is merit (CET Score) cum option and Category based.
- Colleges/ Institutions are advised to update their respective web sites and make all information about the facilities and infrastructure, Library, Laboratory, Teaching faculty, medium of the college, sanctioned intake, NAAC accreditation status and approval from NCTE/RCI/Bar Council and affiliation status available on the web site for the students to study.
- In case of difficulty candidates are advised to call the help line no. and also mail their complaint on [maharashtra.cetcell@gmail.com](mailto:maharashtra.cetcell@gmail.com).

### 33. Documents required for seeking admission in the Admitted College

Sr. No.	Type of candidate	Attested true copies of documents to be attached along with the Application form for Admission
1	All candidates	1)SSC(Std.X) Mark sheet + Certificate 2)HSC (Std.XII) Mark sheet (XI Std.) in case of old Pattern students)  3) Degree Mark Sheet. 4) Post Graduate Mark sheet  5)CET Score Card.and CET Hall Ticket.  5)School Leaving Certificate, if required to substantiate claim.  6)Certificate of the <b>Indian Nationality</b> of the candidate.
In addition to the above documents candidates are required to produce following ADDITIONAL DOCUMENTS depending upon the category to which they belong.		
2	Type-A Candidates	Domicile / Birth / Leaving certificate of candidate Indicating place

		of Birth in the State of Maharashtra.
3	Type-B Candidates	Domicile certificate of candidate / father/ mother of candidate indicating that he/she is domiciled in the State of Maharashtra.
4	Type-C Candidate	Certificate from the employer in Pro forma-A stating that father/mother of the candidate who is a Central Government/Government of India undertaking employee is presently posted in/outside Maharashtra.
5	Type-D Candidate	Certificate from the employer in Pro forma-B stating that father/mother of the candidate who is a Maharashtra State Government/Maharashtra State Government undertaking employee. OR Undertaking along with documentary evidences from the retired employees stating the Place of Settlement.
6	Type-E Candidates Maharashtra Karnataka disputed border area Candidates	1)Certificate stating that candidate belongs to the disputed border area in Pro forma-G1. 2)Certificate stating that the mother tongue of the candidate is Marathi in Pro forma-G2
7	Backward class candidates belonging to S.C./ S.T.	1)Caste certificate 2)Caste/Tribe validity certificate*
8	Backward class candidates belonging to VJ/DT/NT(A)/NT(B)/NT(C) /NT(D)/O.B.C/S.B.C	1)Caste certificate. 2)Caste/Tribe validity certificate* 3)Non creamy layer certificate @ <b>valid upto 31<sup>st</sup> March 2017.</b>
9	Ex-Servicemen ( Def-1)	1)Defence service Certificate Pro forma-C. 2)Domicile certificate of father/mother who is an ex-service personnel is domiciled in the State of Maharashtra.
10	Active Domicile Defence Candidates. ( Def-2 )	1)Defence service Certificate Pro forma-C. 2)Domicile certificate of father/mother who is active defence service person is domiciled in the State of Maharashtra.
11	Active Non Domicile Defence candidates. ( Def-3 )	1)Defence service Certificate Pro forma-C and D/E. 2) Certificate from the employer in the pro forma-D stating that father/mother of the candidate who is an active defence service person presently posted in Maharashtra.  OR  Certificate from the employer in the Proforma-E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.
12	Person with disability Candidates.	1)Certificate in the Pro forma- F/F-1. 2)Domicile certificate of the candidate.

	( P1, P2, P3 )	
13	Jammu and Kashmir Migrant Candidates.	1)Certificate of posting in case of defence and Government servants in Pro forma-J  2)Certificate of stay in refugee camp for those staying in camp in Pro forma-K  3)Certificate stating that the candidate belongs to displaced family in Pro forma-L
14	Foreign Nationals/  Foreign students	1)Eligibility certificate from concerned University  2) Certificate / Proof of foreign national or Foreign student status.
15	Persons of Indian Origin	1)Eligibility certificate from concerned University.  2)Certificate /Proof of Persons of Indian Origin status.
16	Workers in Gulf Countries/ Non Ressident Indian	1)Eligibility certificate from concerned University.  2)Certificate /Proof of Person having workers in Gulf Countries/ NRI Status.
17	Minority Candidates	1)Declaration of the Candidate for the respective Linguistic / Religious Minority Community in Proforma "O" or Leaving Certificate having Information pertaining to Religion / Mother tongue  2) Domicile certificate of the candidate.

#### 34. Various Proformas required to be submitted by the candidates:

Sr. No.	Title- Name of the Proforma
1	Proforma A
2	Proforma B-1
3	Proforma B-2
4	Proforma-C
5	Proforma-D
6	Proforma-E
7	Proforma-F
8	Proforma F-1
9	Proforma G-1
10	Proforma G-2
11	Proforma -H
12	Proforma-J
13	Proforma --K
14	Proforma-L
15	Proforma-O



**Pro forma-A**  
**[For Type-C candidates]**

[For sons and daughters of Central Government/Government of India Undertaking Employees]

**CERTIFICATE**

This is certify that Shri/Smt. \_\_\_\_\_ is  
an employee in the capacity of \_\_\_\_\_ (Designation) in \_\_\_\_\_ (Name  
of the Organization/Establishment/Department)  
This Organization/Establishment/Department is Under \_\_\_\_\_ (Department of  
Central Government/ Government of India Undertaking)  
Shri/Smt. \_\_\_\_\_ is transferred to \_\_\_\_\_ in  
Maharashtra State Vide transfer Order No. \_\_\_\_\_ Dated \_\_\_\_\_

He/ She has joined duty in Maharashtra on \_\_\_\_\_ and is currently working in the same  
post.

This certificate is issued for the purpose of his/her son/ daughter \_\_\_\_\_'s admission to  
the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year  
Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

**Outward No.& Date**

**(Signature)**

**Place:**

**Name & Designation of the Head of the Office**

**Seal of the Office**

**Note: This Pro forma is to be accompanied by attested copy of:-1) Transfer order 2) Joining report.**

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**Pro forma-B-1**  
**[For Type-D candidates]**

[For sons and daughters of Maharashtra state Government/Maharashtra State Government Undertaking Employees]

**CERTIFICATE**

This is certify that Shri/Smt. \_\_\_\_\_ is  
an employee in the capacity of \_\_\_\_\_ (Designation) in \_\_\_\_\_ (Name  
of the Organization / Establishment / Department)

This Organization/Establishment/Department is Under \_\_\_\_\_ (Department of  
Central Government/ Government of India Undertaking)

Shri/Smt. \_\_\_\_\_ is transferred to \_\_\_\_\_ in  
Maharashtra State Vide transfer Order No. \_\_\_\_\_ Dated \_\_\_\_\_

He/ She has joined duty in Maharashtra on \_\_\_\_\_ and is currently working in the same  
post.

This certificate is issued for the purpose of his/her son/ daughter \_\_\_\_\_'s admission to  
the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year  
Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

**Outward No.& Date**

**(Signature)**

**Place:**

**Name & Designation of the Head of the Office**

**Seal of the Office**

**Note: This Pro forma is to be accompanied by attested copy of:- 1) Transfer order 2) Joining report.**

**Pro forma B-2  
(For Type-D Candidate)**

[For sons and daughters of Maharashtra state Government/Maharashtra State Government Undertakingretired Employee]

**UNDERTAKING**

This is to undertake that I, \_\_\_\_\_ have retired from the service from the post of

\_\_\_\_\_(Designation) in \_\_\_\_\_ (Name of the  
**Organization/Establishment / Department**)

This Organization/Establishment/Department is Under

\_\_\_\_\_(Department of Maharashtra State Government/ Maharashtra State Government Undertaking).

I have retired on \_\_\_\_\_ and settled in \_\_\_\_\_ Taluka \_\_\_\_\_ District.

This undertaking is submitted for the purpose of my son/daughter \_\_\_\_\_'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Place:

Signature

Date:

Name

Note : This Pro forma is to be accompanied by attested copy of:- 1) Pension Order. 2) Proof of settlement(Ration Card/Electricity Bill/Aadhar card/ Telephone Bill/ Property Documents/Election card).

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**Pro forma -C**

**(For Def-1,Def-2 and Def-3 Candidate)**

[For sons and daughters of Defence Service Personnel]

**CERTIFICATE**

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

This certificate is issued for the purpose of his/her son/ daughter \_\_\_\_\_'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& date  
Place:

equivalent/

Signature  
Name and Designation of the Authority  
not below the rank of Commandant or

District Sainik Welfare Officer

**Seal of the Office**

Note: 1) This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/ Air force.

2)For Def-1 and Def-2 candidates, above pro forma is to be accompanied by attested copy of **Domicile certificate of parents who is in active service or ex-serviceman.**

**Pro forma-D**  
**(For Def-3 Candidates)**

[For sons and daughters of Active defence service personnel not domiciled in Maharashtra state]

CERTIFICATE

This is to certify that Shri/Smt. \_\_\_\_\_, ( Full name of the Employee with Rank of the employee) is a member of Armed forces of India, and is currently in Indian Army/Indian Navy/Indian Air Force.

Shri/Smt. \_\_\_\_\_ is transferred to \_\_\_\_\_ (Place of Posting) in Maharashtra State vide transfer order No. \_\_\_\_\_ Dated \_\_\_\_\_. He/ She has joined duty in Maharashtra on \_\_\_\_\_ (Date of Joining) and is currently working in the same post.

This certificate is issued for the purpose of his/her son/ daughter \_\_\_\_\_'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& date  
Place:

( Signature)  
Name and Designation of the  
Head of the Office

**Seal of the Office**

**Note: This Pro forma is to be accompanied by attested copy of:- 1) Transfer order 2) Joining report.**

This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/ Air force.

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**Pro forma-E**  
**(For Def-3 Candidates)**

[For sons and daughters of Active defence service personnel not domiciled in Maharashtra state but retained their family accommodation ]

**CERTIFICATE**

This is to certify that Shri/Smt. \_\_\_\_\_, ( Full name of the Employee with Rank of the employee) is a member of Armed forces of India, and is currently in Indian Army/Indian Navy/Indian Air Force.

Shri/Smt. \_\_\_\_\_ is presently posted at \_\_\_\_\_ (Place of Posting). His/Her previous posting was at \_\_\_\_\_ in Maharashtra state .

He/she has retained family accommodation in \_\_\_\_\_ in \_\_\_\_\_ Maharashtra State on account of posting in non- family station /for education purpose of son/daughter.

This certificate is issued for the purpose of his/her son/daughter \_\_\_\_\_'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& date  
Place:

( Signature)  
Name and Designation of the Head of the Office

**Seal of the Office**

This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/ Air force

**Pro forma-F**  
**(For P-1,P-2 and P-3 Candidates)**  
**( For persons with Disability Candidates)**

Name & Address of the Institute/Hospital  
Certificate No. \_\_\_\_\_ Date: \_\_\_\_\_

Recent Photograph  
Of the candidate  
Showing the  
Disability duly  
attested by  
attested by the  
chairperson of the  
Medical board.

**DISABILITY CERTIFICATE**

This is certified that Shri/Smt./Km.

\_\_\_\_\_ son/ wife/ daughter of Shri:  
\_\_\_\_\_ Age : \_\_\_\_\_ Sex : \_\_\_\_\_ identified mark(s) \_\_\_\_\_ is  
suffering from permanently disability of following category:-

**(A)Locomotors or cerebral palsy:**

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

**(B)Blindness or low vision.**

- (i)B-Blind (ii)PB-Partially Blind.  
(C)Hearing Impairment.  
(i)D-Deaf (ii)PD-Partially Deaf.

**(Delete the category, whichever is not applicable)**

2)This condition is progressive/ non-progressive/likely to improve/ not likely to improve. Re-assessment of this case of not recommended/is recommended after a period of \_\_\_\_\_ Years and \_\_\_\_\_ months\*.

3)Percentage of disability in his/her case is \_\_\_\_\_ percent.

4)Shri./Smt./Kum. \_\_\_\_\_ meets the following physical requirement for discharge of his/her duties.

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

(Dr. \_\_\_\_\_)  
Member Medical Board

(Dr. \_\_\_\_\_)  
Member Medical Board

(Dr. \_\_\_\_\_)  
Member Medical Board

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

\*Strike out which is not applicable.

**Pro forma-F-1**  
**(For Person with Disability Candidates)**  
**P3 (Learning Disability) Candidates**

Photo graph of  
the candidate.

**CERTIFICATE**

Name :

Age

Date of Birth :

Date of Registration :

L.D. No. :

Father's Name :

Std :

School Name :

Physical & Neurologic Assessment ( Date:\_\_\_\_\_ )

Psychologic Assessment ( Date: \_\_\_\_\_ )

WISC (R) Verbal IQ :

Performance IQ :

Global IQ :

Interpretation :

Educational Assessment (Date: \_\_\_\_\_ )

WRAT : R  
S  
A

**Certified that:**

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

This Certificate is issued for the purpose of his/her admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Recommendations:

(Name & Signature of Issuing Authority)

Outward No.& Date:

**Seal of the Office**



**Pro forma-G1**  
**(For candidates from Maharashtra and Karnataka disputed Border Area)**

**CERTIFICATE**

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

This certificate is issued for the purpose of his / her ward's / candidate's admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& Date:

District Collector/Deputy Commissioner/  
District Magistrate/ Additional District

Magistrate/

Taluka Executive Magistrate

Place:

**Seal of the Office**

\_\_\_\_\_

**Pro forma-G2**  
**(For candidates from Maharashtra and Karnataka disputed Border Area)**

**CERTIFICATE**

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

This certificate is issued for the purpose of his / her admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& Date:

Head Master/ Principal

Place:

School / College

Seal of school / College

## PROFORMA – H

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

### हमीपत्र

मी .....(उमेदवाराचे नाव) असे हमीपत्र देते/दितो की, जर मला प्रथम वर्ष बी.एड/ एम.एड/ बी.पी.एड/ एम.पी.एड/ एल.एल.बी ३ वर्ष / एल.एल.बी ५ वर्ष या प्रवेश प्रक्रियेत प्रवेश मिळाला तर जात पडताळणी बाबतची आवश्यक ती सर्व कागदपत्रे मी प्रवेश झालेल्या महाविद्यालयात दि. १५/०९/२०१६ पर्यंत सादर करीन.

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

\* जात वैधता प्रमाणपत्र मिळालेल्या संस्थेत ३०/११/२०१६ पर्यंत सादर न केल्यास किंवा माझे जात वैधता प्रमाणपत्र कोणत्याही कारणास्तव मिळण्यास उशीर झाल्यास पर्यायाने प्रथम वर्ष बी.एड/ एम.एड/ बी.पी.एड/ एम.पी.एड/ एल.एल.बी ३ वर्ष / एल.एल.बी ५ वर्ष अभ्यासक्रमासाठी मिळालेला प्रवेश रद्द झाल्यास त्याची जबाबदारी महाराष्ट्र शासन व उच्च शिक्षण संचालनालय, महाराष्ट्र राज्य, पुणे यांची राहणार नाही व सदर जबाबदारी सर्वस्वी माझी राहिल.

विद्यार्थ्याचे नाव :

विद्यार्थ्याची स्वाक्षरी व दिनांक :

जातीचा प्रवर्ग/ जातीचे नाव :

ॲप्लीकेशन आय.डी.:

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

## CERTIFICATE

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

This certificate is issued on the purpose of his / her son/ daughter \_\_\_\_\_'s admission to  
the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year  
Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& Date:

Head of the Office

Place:

Seal of the Office

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Pro forma-K  
(For Jammu/ Kashmir Migrant candidates)  
(Migrants staying in refugee camps)

CERTIFICATE

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

Ration Card Number:

Name of the members on ration card:

This certificate is issued for the purpose of his / her admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& Date:

Name & Signature of Head of the Office

Place:

Migrant / Refugee Camp

Seal of the Office

Pro forma-L  
(For Refugees staying with relatives)  
(Displace Jammu / Kashmir candidates staying with relatives / friends in India  
other than Migrant / Refugee camp)

CERTIFICATE

This is to certify that Mr. / Miss . \_\_\_\_\_ is a displaced person from Jammu & Kashmir after 1990 due to terrorist activities in Jammu & Kashmir . He / She is staying with \_\_\_\_\_ ( Name & complete address of the Person with whom the candidate is staying at present) since past \_\_\_\_\_ years.

This certificate is issued for the purpose of his / her admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2016-17.

Outward No.& Date:

Name & Signature of District Collector

Place:

Seal of the Office

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Pro forma-O  
(For seats under Minority Quota)

**MINORITY COMMUNITY STUDENT'S SELF DECLARATION**

I, \_\_\_\_\_ Son / Daughter of \_\_\_\_\_  
Resident of \_\_\_\_\_  
\_\_\_\_\_ ( Full address) hereby  
declare that

I belong to the Muslim/Sikh / /Christian /Buddhist / Jain / Zoroastrian  
(Parsi)\* religious minority community  
and / or I belong to linguistic minority namely Sindhi/ Gujarathi,.....  
for deciding my candidature for linguistic minority, my mother tongue is  
\_\_\_\_\_

Date:

Signature

Place:

Name of the Candidate

( \*Strike out whichever is not applicable)