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Founder Secretary

(Approved by A.I.C.T.E, New Delhi, Govt. of Maharashtra & Affiliated to University of Pune)

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Date:02/07/2018

UNDERTAKING

CERTIFICATE RELATED TO ADMISSION OF SEATS EARMARKED FOR RESERVE CATEGORY AS PER GOVT. OF MAHARASHTRA, DTE

This is to certify that the admission process of JSPM's Jayawantrao Sawant Institute of Management & Research, Hadapsar, Pune is regulated by Directorate of Technical Education (DTE), Mumbai, Maharashtra through the Centralised process of admission (CAP). It is mandatory for the institute to follow the rules and regulations of Centralised admission process & admit the candidates as per the Centralised Admission Process for CAP round allotments.

The rules and regulations for admission to postgraduate programme (MBA) have provisions for reservations allotment for admission by DTE. As stated on Page No.8. of DTE Admission Brochure; the allotment of seats as per DTE is as below;

Sr. No.	Category of Reservation	Percentage of seats Reserved	Earmarked seats for reserved category
01	Scheduled Castes and Schedule Caste converts to Buddhism (SC)	13.0 %	12
02	Schedule Tribes (ST)	7.0%	7
03	Vimukta Jati (VJ)/De Notified Tribes(DT) (NT-A)	3.0%	} 11
04	Nomadic Tribes 1 (NT-B)	2.5%	
05	Nomadic Tribes 2 (NT-C)	3.5%	
06	Nomadic Tribes 3 (NT-D)	2.0%	
07	Other Backward Classes (OBC)	19.0%	18



	Total	50.0 % of 96(sets)	48
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Though it is stated in page no.8 of DTE Brochure of Admission for PG Courses, further it is stated in same brochure on page No.24 & 25. In case of Vacant seats declared by Institute as Surrender Seats against Open and Category Seats then the allotment of Open and Reserve Category Seats will be allotted by DTE to the institutions as per the prescribed norms. The institute abides by the rules to provide the admission to the students as allotted by DTE.

The DTE has declared on page No. 24th and 25th Allotment of Seats as below;

Allotment of seats by CAP Round I, II, and III

Clause 5): If the seat remains vacant due to non-allotment and non-reporting for admission, such seat will be considered for allotment in subsequent round.

Clause 6): Every stage in CAP Round I, II and III shall be executed with HU and OHU tag and if the seats remain vacant then the same stage shall be executed without HU and OHU tag. If further seats remain vacant for any reason in 7(1), 7(2) and 7(3) of these rules they shall be considered for allotment to all the candidates as in 5(1), 5(2) and 5(3) irrespective of the seat type on the basis of Inter-Se-Merit.

Thus, the earmarked Seats for category Admission as stated varied due to Surrender of Seats for Open and Category Seats by the institute every year and Allotment of Seats by DTE has changed accordingly. Further to clarify that allotment of admission for Reserve Category is allotted by DTE and Institute is abide by the rules and regulations stated by the DTE for Admission for MBA Programme.



[Handwritten Signature]

Dr. Anita Khatke
Director, JSIMR, Pune



सत्यमेव जयते

Government of Maharashtra,
State Common Entrance Test Cell
8th floor, New Excelsior Building, A.K. Nayak Marg,
Fort, Mumbai 400001

E-Mail : maharashtra.cetcell@gmail.com
Website: <http://www.mahacet.org>

Information Brochure

For Admission to

Post Graduate Technical Courses

First Year of Post-Graduation in

- Engineering and Technology (M.E./ M.Tech.),
 - Pharmacy (M.Pharm.),
 - Architecture (M.Arch.)
 - Hotel Management and Catering Technology (M.HMCT),
 - Management (MBA),
 - Computer Applications (MCA)
- And

Direct Second Year of Master in Computer Applications(MCA)

for the Academic Year

2018-19



DIRECTOR
J.S.P.M.'s
Jayawant Institute
of Management & Research
Hadapsar, Pune - 411 028



For Engineering & Technology	For Pharmacy	For Architecture	For HMCT	For Management	For MCA
The Principal, College of Engineering Pune, Shivaji Nagar, Pune , 411016	The Principal, Bombay College of Pharmacy, Kalina, Santacruz (E), Mumbai	The Principal, Sir J.J. College of Architecture, 78 / 3, Dr. D.N. Road, Fort, Mumbai	Maharashtra State Institute of Hotel Management & Catering Technology, 412-C, Shivaji Nagar, Pune , 411016	The Director, Sydneyham Institute of Management Studies and Research and Entrepreneurship Education (SIMSREE), B- Road, Churchgate, Mumbai-400 020	

(b) Jammu and Kashmir Migrant Candidature:

- (i) These seats shall be filled in by the Competent Authority.
- (ii) The Candidates having candidature as given in 5(6) shall be eligible for these seats.
- (iii) The number of seats for this quota shall be as per the policy of the Government.

Reservations:

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

(a) Reservation for Backward Class Category Candidates:

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

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

whichever is earlier the amount of caution money deposit shall be transferred to Students Aid Fund in case of Un-Aided/Autonomous colleges and credited to Government in case of Government and Government-Aided Non Autonomous Colleges.

10. CAP allotment stages and process of allotment.-

Allotment of seats under CAP shall be made in the following manner,-

Maharashtra State Candidature Candidate. -

The stages of computerised allotment are as follows -

Stage -I: For all the Candidates. -

- (a) All the Candidates (Open, Reserved) belonging to various categories shall be considered for allotment as per their Inter-Se-Merit.
- (b) Backward Class Category Candidates shall be considered for allotment in Open Category seat by virtue of their Inter-Se-Merit or in their respective Category of reservation, if Open Category seats are not available at their merit.
- (c) SBC Category Candidates shall be considered for allotment in Open Category by virtue of their merit and in case of SBC Candidates who were in Backward Class prior to their inclusion in SBC Category shall be considered in their original Backward Class Category.
- (d) Persons with Disability Category Candidates shall be considered for allotment for the seats reserved for them otherwise in Open Category as per their Inter-Se-Merit if the seats reserved for them are not available at their merit.
- (e) For Engineering and Technology, Pharmacy and HMCT Courses Sponsored or Non sponsored Candidates shall be considered for allotment as per Inter-Se-Merit.
- (f) If a seat is available for a candidate in more than one category, then the seat allotment shall be done in the sequence as given below;
 - i. Seat for Ladies
 - ii. Seats for Persons with disability
 - iii. Seat for Sponsored category

Stage -II: For SBC Category Candidates. -

If the Backward Class Category seats remain vacant, such seat shall be considered for allotment to the Candidates of SBC Category, limited to the extent of 2% seats.

Stage -III: For respective groups of Backward Class Category Candidates. -

If the seats remain vacant in the respective group of following Categories, such seats shall be considered for allotment to the Candidates from within the respective group,-

- Group 1: (i) Scheduled Castes and Scheduled Castes converted to Buddhism (SC),
(ii) Scheduled Tribes including those living outside the specified areas (ST).
- Group 2: (i) Vimukta Jat/s/De- Notified Tribes (VJ/DT),NT(A),
(ii) Nomadic Tribes 1 (NT-B).
- Group 3: (i) Nomadic Tribes 2 (NT-C),

- (ii) Nomadic Tribes 3 (NT-D),
- (iii) Other Backward Class (OBC).

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

Stage-IV: For all Backward Class Category Candidates. -

If the seats reserved for Backward Class Category Candidate remains vacant, such seats shall be considered for allotment to the Candidate of any Backward Class Category.

Stage -V: For Persons with Disability Candidates.- The seats reserved for Persons with Disability shall be considered for allotment to any Persons with Disability Candidates.

Stage -VI: For all Candidates (Without any type of Reservation).- The seat shall be considered for allotment to all the candidates based on Inter-Se-Merit.

Stage -VII: For all Candidates (without any Candidature type).- The seats remaining vacant shall be allotted to the All India Candidates.

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

- (a) First Year Management.- Percentile score in CET conducted by the Competent Authority, Common Admission Test conducted by Indian Institute of Management (CAT), Common Management Aptitude Test Conducted by All India Council for Technical Education (CMAT), Graduate Management Aptitude Test Conducted by Graduate Management Admission Council, United State of America (GMAT), Management Aptitude Test Conducted by All India Management Association (MAT), entrance Test for Management Admissions conducted by The Association of Indian Management Schools (ATMA) and Xavier Aptitude Test conducted by Xavier School of Management Jamshedpur (XAT).
- (b) First or Direct Second Year Computer Applications— CET Score ;
- (c) First Year Engineering and Technology- GATE score or GPAT score where ever applicable as per eligibility.
- (d) First year Pharmacy – GPAT score,
- (e) First year Architecture –CET score and
- (f) First year Hotel Management and Catering Technology-CET score.

There is no separate All India Quota for Engineering and Technology, Pharmacy, Architecture and Hotel Management and Catering Technology, the All India Candidature Candidates are eligible for the seats available under CAP and a common merit list of Maharashtra Candidates and All India candidates shall be prepared and operated for allotment.

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

Minority Candidature Candidates.—The stages of computerised allotment are as follows,—

Stage-I: The seats under minority quota in the minority institution (linguistic or religious) shall be allotted to the respective minority candidates. For Engineering and Technology, Pharmacy and HMCT Courses, the sponsored

and non-sponsored candidate's seats to be allotted to the respective candidates and if, seats remain vacant; it shall be allotted on the basis of inter-se-merit.

Stage-II: If the seats remain vacant, they shall be allotted to the Maharashtra State Candidature Candidates.

Stage-III: Further, if the seats remain vacant, they shall be allotted to the All India candidature Candidates.

Jammu and Kashmir Migrant Candidature Candidate-

a) Application Form Filling and Submission for Management and Computer Applications,-

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

The Director,
Sydneyham Institute of Management Studies and Research and
Entrepreneurship Education (SIMSREE)
B- Road, Churchgate,
Mumbai-400 020.

- i. The application should reach on or before the last date as notified. Application received after last date or incomplete application will not be verified and confirmed and name of such candidate will not appear in the merit list prepared for the purpose of CAP.
- ii. The Competent Authority shall publish the provisional Merit List as specified in section 8(4) of this brochure.
- iii. The candidates not appeared for MAH-MBA/MMS-CET 2018 but appeared for any other examination as specified in eligibility, can also apply, however such candidates are required to pay the Application Fee through payment gateway (Credit Card/ Debit Card/ Net Banking).
- iv. The candidates whose names do not appear in the merit list(s) will not be able to participate in Centralized Admission Process.

b) Counselling Round for J and K Migrant Candidates at SIMSREE, Mumbai.

- i. Candidate seeking admission against these seats shall report to the Admission Centre of Admission Authority for admission as per the schedule.
- ii. The candidates shall produce the documentary evidence strictly as per the Proforma) in support of their claims.
- iii. These Admissions will be made strictly in the order of merit from amongst the candidates who report in person for admission at Sydneyham Institute of Management Studies and Research and Entrepreneurship Education, Mumbai, as per schedule, against the seats available in the various institutes at the time when the candidate actually reports for admission.
- iv. Admissions once confirmed shall be final and candidate shall not be allowed to seek transfer of their admission to some other institute and/or some other course during entire duration of the course.
- v. The candidates reporting late for the admission shall be considered for allotment against seats which are available at that time. The decision of the admission centre in-charge shall be final and binding.

Important note: Candidates admitted under this provision are not allowed to change course or college in any year of study.

c) Reporting at institutes:

- i. Candidate shall confirm the admission by paying the requisite amount of fee and by submitting required documents in original to respective institute, to which admission is granted as per schedule.
- ii. If a candidate fails to substantiate the claims made at the time of submitting necessary original documents within the reporting time for CAP Round, the candidate forfeits the claim on the allotted seat.
- iii. If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the Head of the institution where he/she has already taken admission indicating that he/she has been admitted to a particular course in that institution on a particular date and hence original certificates have been retained in that institution. The candidate shall produce the attested copies of the certificates duly attested by the Head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the required original certificates within 04 working days after the date of payment of fees.

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

- (1) All the CAP Rounds (CAP Round I, II and III) shall be conducted by computerised allotment.
- (2) In CAP Round I.—
 - (a) for Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stage I of sub-rule (3) of rule 10,
 - (ii) Stage I of sub-rule (1) of rule 10,
 - (iii) Sub-rule (2) of rule 10;
 - (b) for other than Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stage I of sub-rule (1) of rule 10;
 - (ii) Sub-rule (2) of rule 10 of these rules.
- (3) In CAP Round II.—
 - (a) for Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stage I of sub-rule (3) of rule 10,
 - (ii) Stages I to IV of sub-rule (1) of rule 10,
 - (iii) Stage II of sub-rule (3) of rule 10,
 - (iv) Sub-rule (2) of rule 10,
 - (v) Stage III of sub-rule (3) of rule 10 of these rules;
 - (b) for other than Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stages I to IV of sub-rule (1) of rule 10;
 - (ii) Sub-rule (2) of rule 10 of these rules.
- (4) In CAP Round III.—
 - (a) for Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stage I of sub-rule (3) of rule 10,
 - (ii) Stages I to VII of sub-rule (1) of rule 10,

- (iii) Stage II of sub-rule (3) of rule 10,
- (iv) Sub-rule (2) of rule 10,
- (v) Stage III of sub-rule (3) of rule 10,
- (b) for other than Minority Institutions, the allotment shall be given to the candidates as per following preference,—
 - (i) Stages I to VII of sub-rule (1) of rule 10;
 - (ii) Sub-rule (2) of rule 10 of these rules.
- (5) If the seat remains vacant due to non-allotment and non-reporting for admission, such seat will be considered for allotment in subsequent round.
- (6) Every stage in CAP Round I, II and III shall be executed with HU and OHU tag and if the seats remain vacant then the same stage shall be executed without HU and OHU tag. If further seats remain vacant for any reason in 7(1), 7(2) and 7(3) of these rules they shall be considered for allotment to all the candidates as in 5(1), 5(2) and 5(3) irrespective of the seat type on the basis of Inter-Se-Merit.

12. General provisions.-

- (a) Allotment in CAP Round-I, II and III of Home University Seats, Other than Home University seats and State Level Seats will be carried out as per Inter-Se-Merit of Candidates having Maharashtra State Candidature. The Seats will be allotted to Candidates as per Inter-Se-Merit, options filled and seats available at that point of time in the stage of CAP Round-I, II, and III;
- (b) All Candidates eligible for a particular stage of allotment will be considered for allotment of a seat in that stage, even if they have been allotted or not allotted a seat in the previous stage;
- (c) During the allotment of any stage, the Candidate may get upward shift in the allotment with reference to the options filled by the Candidate according to availability of seats at that point of time;
- (d) There shall not be any reservation under different categories in an Unaided Professional Educational Institution, for allocation of seats stated in 7(2), 7(3), 7(4) and 7(5);
- (e) All reserved Category Candidates (including SBC in their original Category) shall be considered for allotment in all stages;
- (f) Due to upward shifts, the seats falling vacant shall be considered for allotment in further iterations of the same stage as per the provisions of that stage of allotment;
- (g) Allotment against the first available option in the order of preference filled in shall be retained as final allotment;
- (h) The allotment list displayed on website will show the provisional allotment offered to the Candidates. No personal communication or allotment letters in this regard shall be issued to the Candidates.
 - (i) A Candidate who has been allotted a seat shall download the "Provisional Seat Allotment Letter". At the time of seat acceptance Candidate has to pay Seat Acceptance Fee through Online mode of Payment (Credit Card / Debit Card/ Internet Banking/ etc) or the mode as decided by Competent Authority at an

- Admission Reporting Centre. Seat will be confirmed by the Admission Reporting Centre (ARC) (List shall be available on website) after verification of the original documents and ensuring that the Candidate meets all the eligibility norms. The centre in-charge shall issue the Online Receipt of acceptance;
- (j) The Seat Acceptance Fee shall be Rs. 1,000/- for all Candidates the same shall be treated as non-refundable processing fee;
 - (k) Failure to report in person for Seat acceptance will be considered as if the Candidate has rejected the offer;
 - (l) Allotted Seat will be cancelled if, at any time, any of the documents or certificates is found to be invalid or fraudulent and/or the Candidate does not meet the eligibility norms;
 - (m) Candidates who want to reject the allocated seat can do so by not remitting the seat acceptance fee at the Reporting Centre in scheduled period. Candidates who reject allocated seat shall be considered for admission in subsequent rounds only if they submit fresh option form for subsequent rounds of admission as per schedule.

13. Admissions in Institutional Quota and vacant seats after CAP.-

The Director or Principal of the institution shall carry out the admissions for these seats in the following manner.-

- (a) Admissions shall be made in a transparent manner and strictly as per the Inter-Se-Merit of the Candidates who have applied to the Competent Authority for verification of documents and then to the Institution.
- (b) Information brochure or prospectus of the Institution which specifies rules of admission should be published well before the commencement of the process of admission. All the information in the brochures should also be displayed on the Institution's website.
- (c) Institution shall invite applications by notifying schedule of admission and the number of seats in each course to be filled by the institution, by advertisement on the website of the institution.
- (d) Aspiring Candidates fulfilling the eligibility criteria as notified by the Government and specified by the appropriate authority, from time to time, shall apply to the Principal or Director of the respective institution for admission at the Institution level as provided in admission rule 3(4)(b) and shall be filled on the basis of Inter-Se-Merit prepared by following the procedure specified in section 8(4) of this Brochure.
- (e) The institution after verification of all required documents shall prepare and display the Inter-Se merit lists of the Candidates to be filled in at the institution level, in the Institutional Quota and Supernumerary Quota of OCI / PIO, Foreign National, Children's of Indian workers in Gulf Countries along with the vacant seats after CAP, on the notice board and shall publish the same on the website of the institution.
- (f) The Minority or Non-Minority institution intending to surrender the Institutional Quota (in part or full) of specified courses to the CAP shall communicate two days before the display of seat matrix of CAP Round I and the same shall be allotted as per the rules of CAP. The Institutes shall not be allowed to surrender Institutional quota seats thereafter.
- (g) All the admissions and cancellations shall be updated instantly through online system.
- (h) If any CAP seat remains or becomes vacant after the CAP Rounds then the same shall be filled in by the Candidate from the same Category for which it

was earmarked during the CAP. Further if the seats remain vacant then the seats shall be filled on the basis of Inter-Se-Merit of the applicant.

NOTE: While filling these seats the preference shall be given to the Maharashtra State Candidature Candidates on the basis of Inter-Se-Merit.

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

- a) After completion of Admission process every Unaided Private Professional Educational Institution shall submit the Admission- approval proposal to the Director Technical Education and the Admission Regulating Authority in accordance with the provisions of sub-section (5) of the section 9 of the Act.
- b) The Admission-approval proposal shall include the list of all Candidates admitted which shall have the Quota, Candidature Type, Reservation, Qualification Marks, etc. as well as the required documents of the Candidates admitted at institution level.
- c) If a minority institution fails to admit minimum fifty-one percent of its sanctioned intake from the persons belonging to the concerned minority, for period of three consecutive years the Competent Authority shall inform the Department accordingly. The Department shall for ward such cases along with observations to the Minorities Development Department as per provisions of sub-section (2) of section 6 of the Act.

15. Cancellation of Admission and Refund of fees, return of documents by Institutions. -

- (a) The Candidate shall apply online for cancellation and submit duly signed copy of system generated application for cancellation of admission to the institution. Once the candidate submits online request for cancellation, his/her admission shall be treated as cancelled. The Institute shall consider the online request made by Candidate for cancellation as final irrespective of whether he/she has submitted duly signed copy of system generated application to the Institute. Upon such cancellation, the candidate shall lose the claim on the seat and such seat shall become available for further allotment. The candidate shall then become entitled to and the Institute shall refund the entire fees to the candidate after deduction of Rs.1000/- towards processing charges and return all his/her original documents submitted to the Institute within two days from submission of duly signed copy of system generated application to the Institute;
- (b) Notwithstanding clause (a) above, candidate shall not be entitled to any refund of his/her fee except the Security Deposit and Caution Money Deposit if the online cancellation is effected by the candidate after 5.00 pm of the cut-off date prescribed by the Competent Authority;
- (c) No institution, who has in its possession or custody, of any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue or avail any facility in such institution.