

**Direct admission to Second year of four year
Degree courses in Engineering and Technology in the Autonomous Institutes
(VJTI, MUMBAI; COE, PUNE, SGGSI&T, NANDED & WCE, SANGLI,
VIT, PUNE)
for the academic year 2008-2009**

Direct admissions to Second year of four year full time Degree courses in Engineering and Technology in the Autonomous Institutes (VJTI, Mumbai; COE, Pune; SGGSI&T, Nanded & WCE, Sangli, VIT, Pune) for the academic year 2008-2009 shall be conducted through Centralized Admission Process (CAP).

The application forms and detailed information is available on the Institute websites:

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

Schedule

1	Submission of duly filled in Application Form along with attested copies of Documents	11-07-2008 to 21-07-2008 10.00 AM to 4.00 PM all days
2	Display of Group-wise Merit lists (Provisional) on websites	22-07-2008
3	Display of Group-wise Merit lists (Final) on websites	23-07-2008
4	Centralized Admission (Venue for various groups as indicated)	25-07-2008 at 10.00 am
5	Last date of reporting to the Institute admitted	30-07-2008

DIRECTOR
VJTI

**Direct admission to Second year of four year
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The application form can be downloaded from any of the following websites:

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

Schedule of submission of application form is as under

Sr. No.	Activity	Schedule
1	Submission of duly filled in Application Form along with attested copies of Documents at: VJTI, Mumbai; COE, Pune, SGGSI&T, Nanded, & WCE, Sangli	11-07-2008 to 21-07-2008 10.00 AM to 4.00 PM all days
2	Display of Group-wise Merit lists (Provisional) on websites of Autonomous Institutes	22-07-2008 10.00 a.m.
3	Submission of grievance applications, at VJTI , Mumbai, COE, Pune, SGGSI&T, Nanded and WCE, Sangli	22-07-2008 10.00 a.m. to 3.00 p.m.
4	Display of Group-wise Merit lists (Final) on websites of Autonomous Institutes	23-07-2008 4.00 p.m.
5	Centralized Admission (Venue for various groups as indicated)	25-07-2008 at 10.00 am
6	Last date of reporting to the Institute admitted	30-07-2008
7	Declaration of schedule for additional admission round (if any) on individual Institute websites	1-8-2008

The admission round of the centralized admission process will be held at following centers:

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

Group No. & Name		Venue of Admission	Date of Admission	Eligibility
Group No.	Name			
02	Computer, Information Technology, Electronics, Electrical and Instrumentation Group	COE, Pune	25.07.2008 at 10.00 am	Passed post SSC diploma with First Class / First Class with Condonation and secured at least 70% marks
04	Metallurgy Group	COE, Pune	25.07.2008 at 10.00 am	Passed post SSC diploma with First Class / First Class with Condonation and secured at least 65% marks
03	Mechanical Engineering Group	VJTI, Mumbai	25.07.2008 at 10.00 am	
05	Textile Engineering Group	VJTI, Mumbai	25.07.2008 at 10.00 am	
01	Civil Engineering Group	SGGSIE&T, Nanded	25.07.2008 at 10.00 am	
06	Sugar Technology Group	SGGSIE&T, Nanded	25.07.2008 at 10.00 am	
07	Chemical Engineering	SGGSIE&T, Nanded	25.07.2008 at 10.00 am	

Any additional round if required shall be held at respective institutes as per separately notified schedule.

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

Director

GOVERNMENT OF MAHARASHTRA
Rules for Direct admission to Second year of four year Degree
courses in Engineering and Technology in the
Autonomous Institutes
(VJTI, MUMBAI; COE, PUNE; SGGSI&T, NANDED; WCE, SANGLI;
VIT,PUNE)
for the academic year 2008-2009

Ref: Govt. resolution No. WBP-2004/(341/04)/(1)/TE-6, DT. 31.3.2004

1.0 General :

As per the Govt. resolutions No. WBP-2004/(341/04)/(1)/TE-6, DT. 31-3-2004 following Institutions have been given Autonomous status.

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

This Information Brochure specifies the '**Rules for Direct admission to Second year of four year Degree courses in Engineering and Technology in the Autonomous Institutes for the academic year 2008-09.**

1.1 Abbreviations used in the brochure :

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

1.2 Definitions:

- 'State Government' means the Government of Maharashtra.
- 'Director' means the Director of Autonomous Institute.

- 'Competent Authority' means the authority appointed by the Government to invite applications, and implement the admission procedure as prescribed in the brochure. Director, VJTI is the competent authority for Direct second year admission to above Autonomous Institutions of the State.
- 'Representative of the Competent Authority' means an officer appointed to assist Competent Authority for smooth conduct of Admission Process as per the directives of the Competent Authority.
- Application form Receipt Center (ARC) is an institution/center where a candidate can submit the application form.
- Autonomous Institute means the institute for which autonomy is granted by the Govt. of Maharashtra.
- 'Sanctioned Intake' means the course wise number of seats sanctioned by the Government Resolution with reference to the AICTE's approval.
- 'Inter se merit' means the order of merit as defined by Maharashtra State Merit list.
- 'Candidate' means an applicant who desires to seek admission to Second Year of four year Degree Course in Engineering / Technology in Maharashtra State by submitting the prescribed application form.
- 'Course' means four year degree course/programme in Engineering/Technology.
- "Diploma" means Diploma awarded by the Maharashtra State Board of Technical Education, or Diploma awarded by AICTE approved autonomous polytechnic institutes in Maharashtra state.

2.0 Eligibility:

2.1 Educational Qualification

The candidate should have passed a three year post SSC or two year post HSC diploma course in Engineering/Technology

with **First Class / First Class with Condonation and secured** at least **65 % marks (Except 70% in case of Group No. 2 i.e. Computer, Information Technology, Electronics, Electrical and Instrumentation Group)**

- of the Maharashtra State Board of Technical Education (MSBTE)
OR
- of Veermata Jijabai Technological Institute (VJTI)
OR
- of any other recognized diploma* equivalent to the diploma awarded by the Maharashtra State Board of Technical Education (MSBTE) with English as the medium of instruction at diploma level.
OR
- of Dr. Babasaheb Ambedkar Technological University, Lonere (BATU)
OR
- of any other AICTE approved institution which has been granted academic autonomy by the Government of Maharashtra or University in the State of Maharashtra.

* Note: Such candidates shall produce equivalence certificate from Maharashtra State Board of Technical Education (MSBTE) at the time of submission of application form for admission.

2.2 Other Eligibility Criteria:

Criteria for eligibility as Maharashtra State candidate:

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

Sr. No	Eligibility	Type of candidature	Eligibility requirement
1.	Maharashtra State	Type - A	Candidate Passing SSC (Std. X) / HSC (Std. XII) examination or any other equivalent examination from a recognized school / college in Maharashtra State AND Diploma Examination as specified in rule 2.1 from a recognized institution in Maharashtra State.
2.	Maharashtra Domiciled Candidates	Type - B	Candidate Passing SSC (Std. X) / HSC (Std. XII) and / or Diploma Examination from a recognized institution outside Maharashtra state. AND Father / Mother of the candidate is domiciled in the state of Maharashtra.
3	Sons and daughters of Maharashtra State Govt./ Maharashtra State Govt. Undertaking/ Central Govt./ Govt. of India Undertaking employee	Type - C	Candidate Passing SSC (Std. X) and/ or HSC (Std. XII) examination from a recognized institution outside Maharashtra state And Father/ Mother of the candidate who is Maharashtra State Govt./ Maharashtra State Govt. Undertaking/ Central Govt./ Govt. of India Undertaking employee transferred from other state to Maharashtra and presently working in Maharashtra at the time of submission of application form (Proforma - A). Note: The children of the employees of Maharashtra State Govt./ Maharashtra State Govt. Undertaking/ Central Govt./ Govt. of India Undertaking shall be eligible for admission even though they might have passed the S.S.C. (Std. X) and/ or H.S.C. (Std. XII) or equivalent examinations from the recognized Institutions situated outside the State of Maharashtra, provided that such an employee of Maharashtra State Govt./ Maharashtra State Govt. Undertaking/ Central Govt./ Govt. of India Undertaking must have been transferred/ posted at a place of work located in the State of Maharashtra and also must have reported on duty i.e. joined the duty before the last date of submission of application Form.

2.3 General notes on Eligibility:

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

AND

not satisfying any of the conditions stated in Sr. No. 2, 3, 4 (i.e. Type B, C, D) above as regards to their parent's status are not eligible for admission.

- If the University to which the Institute is affiliated or the Autonomous Institute has prescribed any additional conditions for eligibility of First Class Diploma Holders to Degree course in Engineering or Technology, the same also shall be applicable for admission to an Institute.
- Admission of any candidate made at the institution shall be provisional, subject to the final eligibility certification from the concerned University. If candidate fails to get eligibility, his admission may be cancelled at any stage.

3.0 Group and sub-group of courses for admissions:

The groups and sub-groups of diploma courses and corresponding degree courses for which direct admissions to second year shall be given are as indicated in Table below. Admissions will be effected to Diploma holders of a sub-group for Degree Courses mentioned in the same subgroup. Thereafter "vacant seats", if any, will be offered to candidates from other subgroups (Diploma), under the same group, who are eligible for corresponding degree courses from the group. For this purpose group merit list will be operated.

Groups and sub-groups of diplomas for which preference will be given for admission to degree courses.

Group No.	Diploma Courses	Degree Courses
01	Civil Engineering Groups :-	
	1. Civil and Rural Engineering 2. Civil & Sanitary Engineering 3. Civil Engineering 4. Construction Technology 5. Environmental Technology	1. Civil Engineering 2. Civil & Water Management Engg.
02	Computer, IT, Electronics, Electrical and Instrumentation Group :-	
	0201: Sub-group: A 1. Computer Engineering 2. Computer Technology 3. Information Technology	1. Computer Engineering 2. Computer Technology 3. Computer Science and Engineering 4. Information Technology
	0202: Sub-group: B 1. Digital Electronics 2. Electronics and Communication Engineering 3. Electronics and Video Engg. 4. Sound & Television Engineering 5. Electronics and Tele. Engineering 6. Industrial Electronics 7. Electronics & Radio Engineering 8. Electronics Engineering 9. Electronics Production & Maintenance 10. Electronics	1. Electronics Engineering 2. Electronics and Tele Communication Engineering
	0203: Sub-group: C 1. Electrical Engineering 2. Electrical Power System	Electrical Engineering
	0204: Sub-group: D 1. Instrumentation 2. Instrumentation and Control	Instrumentation Engineering

Group No.	Diploma Courses	Degree Courses
03	Mechanical Engineering Group :-	
	0301: Sub-group: A 1. Automobile Engineering 2. Fabrication Technology 3. Mechanical Engineering 4. Fabrication Technology and Erection Engineering	1. Automobile Engineering 2. Mechanical Engineering
	0302: Sub-group: B 1. Machine Tool and Maintenance 2. Plant Engineering 3. Production Technology 4. Production Engineering 5. Advanced Diploma in Tool and Die making	1. Production Engineering 2. Production Engineering (Sandwich Pattern) 3. Industrial Engineering
	0303: Sub-group: C 1. Packaging Technology	
04	Metallurgy Group :-	
	Metallurgy	Metallurgical Engineering
05	Textile Engineering Group :-	
	1. Knitting Technology 2. Man made Fibre Manufacturing 3. Textile Manufacture (Cotton) 4. Man made Textile Technology 5. Garment Technology 6. Dress Designing & Garment Mfg. 7. Handloom Technology	Textile Engineering / Technology
06	Sugar technology Group	
	1. Mechanical Engineering 2. Production Engineering 3. Plant Engineering 4. Instrumentation Engineering 5. Instrumentation and Control Engg. 6. Sugar Technology	Sugar Technology
07	Chemical Engineering Group	
	0701 : Sub-group :A 1. Chemical Engineering 2. Chemical Technology 3. Petro-chemical Engineering 4. Technical and Analytical Chemistry	Chemical Engineering
	0702: Sub -group : B 1. Plastic Engineering 2. Polymer and Plastic Engineering 3. Plastic Technology 4. Rubber Technology	
	0703 : Sub group C 1. Sugar Technology	
	0704 Sub-group D 1. Food Technology	
	0705 : Sub-group E 1. Surface Coating Technology 2. Oil and Paint Technology	

4.0 Allocation of seats :

4.1 Seats available for allotment through Competent Authority:

The available seats are given as below:-

Group No.	Group	VJTI, Mumbai	COE, Pune	SGGSIE&T, Nanded	WCE, Sangli	VIT,PUNE
01	Civil	10	10	07	10	NIL
02	Computer,	10	10	15	15	15
	IT,	10	10	10	10	07
	Electronics,	10	NIL	NIL	10	15
	Electronics & Telecommunications,	NIL	10	20	NIL	10
	Electrical Engineering ,	10	10	NIL	10	NIL
	Instrumentation	NIL	05	07	NIL	10
03	Mechanical Engg,	10	20	NIL	10	15
	Production Engg.	07	10 (sandwich)	07		07
04	Metallurgy	NIL	10	NIL	NIL	NIL
05	Textile Engineering	03	NIL	05	NIL	NIL
06	Sugar Technology	NIL	NIL	05	NIL	NIL
07	Industrial Engg.	NIL	NIL	NIL	NIL	05
08	Chemical Engg.	NIL	NIL	NIL	NIL	10

In addition to the seats mentioned above, any additional vacancies created, if any, due to internal transfer of candidates will also be made available in the admission round.

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

For updated and detailed information, search for Engineering institutes under :-

VJTI, Mumbai: www.vjti.ac.in

COE, Pune: www.coep.org.in

SGGSIE&T, Nanded: www.sggs.ac.in

WCE,Sangli: www.walchandsangli.ac.in

VIT,Pune : www.vit.edu

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

5.0 Application form for CAP

5.1 Submission of Application Form

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

5.2 Documents required to be submitted at the time of submission of Application form.

All Candidates are required to submit the **attested xerox copies** of the following documents at the time of submission of Application form.

- (a) Institute leaving certificate
- (b) Statement of marks obtained at the qualifying examination (diploma) for each attempt.
- (c) Statement of marks obtained at SSC or its equivalent examination

Candidate claiming admission under Rule 2.2 (2), (3) & (4) are also required to produce the additional documents as mentioned below,

- **For candidates seeking admission under Rule 2.2 (Type B)**
Attested Xerox copy of Domicile certificate of Maharashtra State in respect of his / her father / mother clearly indicating place of permanent residence of his / her father or mother and if the father is not alive, domicile certificate of his / her mother. Domicile Certificate issuing Authority is Metropolitan Magistrate for Greater Mumbai / Suburban Mumbai and Executive Magistrate for the rest of the region.
- **For candidates seeking admission under Rule 2.2 (Type C and D)**
Attested Xerox copy of Transfer order showing the date of transfer of candidate's parent, along with joining certificate from the Head of the office.

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

6.0 Assignment of Merit Number :

6.1 Merit number :

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

6.2 Relative merit in case of tie:

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

- (a) A candidate passing the SSC (Std. X) examination with higher percentage of aggregate marks.
- (b) A candidate passing the SSC (Std. X) examination with higher marks in Mathematics.
- (c) A candidate passing the SSC (Std. X) examination with higher marks in Science.

(d) An older candidate shall be preferred over a younger candidate.

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

7.0 Admission Rounds:

- There will be only one round of **Centralised Admission Process** conducted at the centers (group wise) indicated in the Schedule.
- An additional round of Admission may be conducted at the respective **Institute** for the seats remaining vacant, if any. The schedule for the same will be displayed on the websites of the respective institutes.
- For such additional Round, if any, conducted by an Autonomous Institute, only those candidates whose names have appeared in the Merit list displayed earlier and who have not taken admission in earlier round to any of these Autonomous Institutes shall be eligible.

8.0 Centralised Admission Process - CAP:

8.1 Reporting at Admission Centre :

a) The candidates from respective group shall report personally to the Admission Authorities at the centers indicated in Table No. 1, as per the schedule displayed on websites, with all original certificates needed to substantiate the claims made in the application regarding eligibility as specified in 5.2.

b) If a candidate is unable to produce original certificates at the time of his or her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the Head of the Institution where he or she has already taken admission indicating that he or she has been admitted to a particular course in that institution on a particular date and hence original certificates have been retained in that institution. The candidate shall produce the attested copies of the certificates, duly attested by the Head of the concerned Institution.

c) The candidate submitting a certificate from Head of the Institution as per Rule 8.1-b, shall be required to pay the fees immediately at the time of admission. The candidate will have to submit the required original certificates to the institute to which admitted within 4 working days after the date of payment of fees.

d) In case, any candidate can not report at the Admission Centre personally at the scheduled date and time because of circumstances beyond his or her control, he or she may authorise some representative, preferably a close relative, to report at the Admission Centre through an authorization letter in the format given in **Pro forma A** along with original certificates and necessary fees. The candidate shall justify with reasons for not reporting personally. The decision taken by his / her representative regarding selection of a course / or Institute shall be binding on the candidate.

e) After scrutiny of original documents, if the candidate is offered admission to any course, according to inter se merit and availability of seats, the candidate will have to pay prescribed fees immediately and secure the admission offered to him or her. If a candidate fails to pay the requisite fees in the mode of payment of fee as specified in rule 8.2, the offer of admission made to him or her shall stand cancelled and the seat will be offered to the immediate next eligible candidate in merit.

f) If any candidate fails to report in person or fails to depute authorised representative for scrutiny of his or her application and subsequent offer of admission according to inter se merit, at the

time and date prescribed for him or her, he or she will forfeit claim for admission to any course available at that point of time and the seat will be offered to the next eligible candidate in the merit list.

g) If a candidate reports to the Admission Authority later than the time given, he or she shall be considered for admission against the seats available in his / her category at the time of reporting if that particular round of admission is still going on.

8.2 Retention of Original certificates:

If a candidate is offered admission, his or her original Institute Leaving Certificate (post qualifying examination) and Statement of Marks at the qualifying examination will be retained by the Admission Authority effecting the admission. These two original certificates will not be returned to any candidate once admitted to a course through CAP, unless the candidate cancels his or her admission.

8.3 Mode of payment of fees:

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

9.0 Fees, Cancellations and Refund :

9.1 Fees prescribed:

- **For Open category candidates : As per the relevant GR**, the annual tuition, development and other fees for the Autonomous Govt. aided Engineering Institutes is as indicated below :

Tuition fee: Rs. 15000/-, Development fee: Rs. 8000/-, Other fee: Rs. 4000/-

- **For SC/ST/VJ/NT-1/NT-2 / NT-3 / SBC /OBC category candidates :**

Tuition fee: NIL, Development fee: Rs. 8000/-, Other fee: Rs. 4000/-

Note:

- **Candidates claiming for fee concession under reservation category shall produce the Caste Certificate from Executive Magistrate. Candidates claiming for fee concession under VJ, NT1, NT2, NT3, OBC and SBC category shall also produce Non creamy layer certificate valid up to 31st March 2009.**
- **No additional fees other than the Examination Fee, University Fees as specified by the University and Hostel Fees in case of candidates opting for hostel accommodation shall be charged at institute level from the candidates. In addition, Caution money will be collected at the Institute level.**

9.2 Caution Money: Caution money deposits will be forfeited to Government and Government aided institutions and will be transferred to Students welfare funds, if it is not claimed in writing within three financial years after the student actually leaves the institution or within three financial years after the date of successful completion of the course, whichever is earlier.

9.3 Cancellation of admission:

1. The candidate should have taken admission by paying necessary fee and should have submitted original certificates before he / she applies for cancellation. In case candidate fails to submit any of the original documents within the allowed time limit, the admission shall be treated as cancelled.
2. The candidate desirous of canceling admission shall apply for cancellation in the proforma 'B' by paying cancellation charges as shown below.

Sr. No.	Category	Period and amount of cancellation charges	
		Upto starting of classes	after starting of classes
1.	ALL the candidates who have taken admission	Processing Fee of Rs. 1,000/-	Proportionate deduction of monthly fee, other fee in addition a Processing Fee of Rs. 1,000/- and hostel rent, where applicable

9.4 Refund of Fees

Refund of Tuition, Development and Other fees:

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

9.5 Issue of College Leaving Certificate:

- If during the course of studies, candidate desires to discontinue studies for any reason whatsoever, he/ she shall be allowed to do so and it shall be presumed that he/ she has cancelled admission at that stage. The Director of respective Institute shall issue College Leaving Certificate and fees shall be refunded as per the rules.
- If the admission is cancelled on or before 30 days from the last date of reporting of CAP round, the original school or college leaving certificate on the strength of which a candidate was admitted shall be returned.
- If the admission is cancelled after 30 days from the last date of reporting after the last round, the leaving certificate from the institution where the candidate was finally admitted will be issued. A true copy of the original school or college leaving certificate retained by the institute may be issued, if requested by the candidate, duly attested by the Head of the institute.

10.0 Miscellaneous:

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

11.0 Hostel accommodation:

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

12.0 Conduct and discipline:

- Notwithstanding anything contained in these Rules, if the State Government, after consultation with the Vice-Chancellor of the University / Chairman of Board, and after making such enquiry as it may deem fit, is of the opinion that there were serious malpractice or unfair means used at any qualifying examination of University or Board, such as intensive copying, the State Government may, by order, prescribe additional test or examination for the students who have appeared at that examination and who seek direct admission to second year of the engineering colleges.
- Students while studying in any Engineering college, if found indulging in antinational activities contrary to the provisions of Acts and Laws enforced by Government, any activity contrary to the rules of discipline will be liable to be expelled from the college without any notice by the Principal of the concerned college.
- If any of the statement made in application form or any information supplied by the candidate in connection with his / her admission is later on, at any time, found to be false or incorrect, his/her admission will be cancelled, fee forfeited and he / she may be expelled from the college by the principal or / and prosecuted, if deemed necessary. An appeal against the order of expulsion, however, may be preferred within 8 days from the date of letter of expulsion, to the Director of Technical Education whose decision in such cases will be final.
- Action against ragging: Maharashtra Prohibition of Ragging Act 1999 which is in effect from 15th May 1999 has the following provisions for Action against Ragging.
 - a) Ragging within or outside of any educational institution is prohibited,
 - b) Whosoever directly or indirectly commits, participates in, abets, or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and / or penalty which may extend to ten thousand rupees.
 - c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.
 - d) Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of the educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated, for further action. Where, on enquiry by the head of the educational institution, it is found that there is no substance, prima facie, in the complaint received; he/she shall intimate the fact, in writing, to the complainant. The decision of the head of the educational institution shall be final.
 - e) If the head of the educational institution fails or neglects to act in the manner specified in section d above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall, on conviction, be punished as provided for in section b above.

Proforma A
Authority Letter

Date:

From:
(The name and address of the candidate)

To,
The Director
VJTI, Mumbai

Ref: Direct Admission to Second Year of four year degree course: 2008-09
Subject: Authority Letter

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

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

Specimen Signature of the Candidate

Specimen Signature of the authorized person

Name of the authorized person:

Proforma B

APPLICATION FOR CANCELLATION OF ADMISSION TO
DIRECT SECOND YEAR OF FOUR YEAR DEGREE COURSE IN ENGINEERING/TECHNOLOGY
FOR THE YEAR 2008-09

Date:

To,
The Director

.....
.....

Sir,

I had secured admission to Direct Second Year of Four Year Degree Course in your College/Institute in..... course.

For the reasons mentioned below, I apply for the cancellation of the same. I fully understand that after such cancellation I forfeit my candidature and I shall not be considered for any admission by the Competent Authority.

I request you to kindly refund the fees paid as per the rules. The particulars regarding admission are given below:

Particulars of Admission

Group / Sub-group	Merit No.	Pattern Annual / Semester	Amount paid	Receipt No. and Date

I am enclosing the following documents herewith:

- (i) Admission Letter
- (ii) Xerox copy of the fee receipt

Full address of the candidate:

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

Telephone No.

Date : _____

Place: _____

Signature of the Candidate

(For Office use only)

Amount paid by the candidate

Amount deducted against cancellation

Amount to be refunded to the candidate

Signature of Accounts Officer

Application Form

Direct admission to Second year of four year Degree courses
in Engineering and Technology in the Autonomous Institutes

**(VJTI, MUMBAI; COE, PUNE; SGGSI&T, NANDED & WCE, SANGLI;
VIT,PUNE)**

for the academic year 2008-2009

Name (As appearing on Diploma Mark-list)																								
Date of Birth					/ /19					Age					Years months									
Details of Diploma																								
Course										Pattern:					Semester / Annual									
Course Duration										2 years / 3 years														
Group (as per Rule 3.0)										Sub-Group														
Marks (as per Final year mark list)										Out of														
Details of S.S.C																								
Total Marks										Out of														
Marks in Mathematics										Out of														
Marks in Science										Out of														
Type of Candidature (as per rule No 2.2)																								
										A					B					C				
Copies of the Certificates attached																								
1. Institute leaving certificate										For type 'B' candidate														
2. Final year Diploma Mark list										• Domicile Certificate														
3. SSC mark list										For type 'C' candidate														
										• Transfer order														
										• Joining certificate														
For B.C. category candidates claiming fee concession										Name & Signature of Parent/ Guardian					Signature of candidate									
<ul style="list-style-type: none"> • Caste certificate • Non-creamy layer certificate (for OBC/VJ/NT1/NT2/NT3 /SBC candidates) 																								
Address:										Photograph					For Office use									
Phone No:																								
															Sr. No.:									
Details of Demand Draft / Pay Order (Rs. 400/- drawn in favour of "Director, VJTI"):																								
No.										drawn on														