

**K.C.E. SOCIETY'S
MOOLJI JAITHA COLLEGE JALGAON
(AUTONOMOUS)**

**REVISED ONLINE ADMISSION SCHEDULE
FOR
F.Y.B.A. / F.Y.B.Com. / F.Y.B.Sc. / F.Y. B.Voc. / F.Y.B.V.A**

| Sr. No. | Activity | Dates |
|----------------|--|---------------------------------|
| 1 | Submission of online application form | 27/07/2020 to 10/08/2020 |
| 2 | Display of provisional merit list | 13/08/2020 |
| 3 | Submission of grievances, if any | 17/08/2020 |
| 4 | Display of final merit list for round- I | 19/08/2020 |
| 5 | Date of admission for round - I | 20/08/2020 to 25/08/2020 |
| 6 | Display of merit list for round - II | 27/08/2020 |
| 7 | Date of admission for round - II | 28/08/2020 to 31/08/2020 |
| 8 | Display of vacant seats | 02/09/2020 |
| 9 | Date of admissions for vacant seats (Direct Admission – Online) | 03/09/2020 to 05/09/2020 |

ADMISSION PROCEDURE AND GENERAL INSTRUCTIONS:

- 1) Use www.kcesmjcollege.in web portal for admission to F.Y. B.A., F.Y.B.Com., F.Y.B.Sc., F.Y.B.Voc., F.Y.B.V.A Classes.
- 2) Candidate must provide at least one **valid mobile number** and **e-mail ID** for creation of user ID as a direct contact made with college office.
- 3) Candidates should adhere to the rules and regulations of the college for the smooth conduct of admission (2020-2021).
- 4) Applications with incorrect/wrong information will not be considered in the process of admission.
- 5) Selected/waitlisted candidates for different courses will be intimated only through the registered mobile no. and e-mail ID. The list of such candidates will be displayed on the college notice board and admission portal (www.kcesmjcollege.in).

HOW TO APPLY ONLINE?

- 1) Download the Prospectus from www.kcesmjcollege.in and read the instructions carefully before filling up the Application Form.
- 2) Click on "Admission 2020" to apply for the academic year 2020-2021.
- 3) Create candidate's user ID using valid mobile number and e-mail ID.

- 4) Fill in all the Personal, Course, Family and Educational details carefully along with valid Aadhar Card details.
- 5) Scan and attach all required original documents specified in the application form with latest coloured passport size photograph and Signature for procuring of identity card.
- 6) Check all information entered once again and edit, if required, before submission.
- 7) Submit the application form by clicking the "Submit Application" button.
- 8) At the end, after submitting the application form, candidates will not be able to change any information in it. If he/she wants to change any information before the dead line, then he/she has to contact with faculty councillors to change the information by providing original documents through email or whatsapp that the councillors will suggest.

ADMISSION PROCEDURE AFTER SEATS ALLOCATION:

- 1) After Receiving SMS or email of allotment of admission, Open an Account using 'User ID' and 'Password' and see the admission status as "Confirmed".
- 2) Initiate admission process and complete the fee payment process by choosing **Pay online** option.
- 3) Download and print a copy of filled **application form** along with **fee challan / receipt**.
- 4) After successful online payment of fees, your admission will be provisionally confirmed.
- 5) Submit a hard copy an online admission form and receipt of fee paid along with the following necessary documents at college counter for final confirmation of admission when the college demands. If the candidate fail to submit required original documents within stipulated time then his/her admission will get cancelled.
- 6) Required documents
 - Original mark sheet of XII standard and it's two attested photocopies
 - Original leaving certificate and it's one attested photocopy
 - Original undertaking form from prospectus
 - Photocopy of cast certificate (for SC/ST/VJ-A/NT-B/NT-C/NT-D/ SBC/ OBC/ SEBC/ EWS students)
 - Photocopy of cast validity certificate (for SC/ST/OBC)
 - Photocopy of non-creamy layer certificate (VJ-A/NT-B/NT-C/NT-D/ SBC/ OBC)
 - Photocopy of physically challenged certificate
 - Photocopy of domicile for other state students