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**K.C.E. SOCIETY'S**

# MOOLJI JAITHA COLLEGE, JALGAON

**(An Autonomous College affiliated to K.B.C. North Maharashtra University, Jalgaon)**

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**ADMISSION NOTICATION FOR FIRST YEAR of MASTER OF COMMERCE**
**(F.Y. M.Com.)**
**ACADEMIC YEAR: 2023-2024**

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## M.Com. - Admission Procedure and General Information

### Sanctioned intake for various courses:

The sanctioned intake for first year M.Com. course shall be as per the affiliation and approval given by the university.

| Sr. No. | Course offered | Grant/Non Grant | Intake |
|---------|----------------|-----------------|--------|
| 01 | M. Com | Grant | 60 |
| 02 | M.Com | Non Grant | 180 |

### Allocation of seats

The percentage of allocation of seats for various types of candidates in the Home University (HU), Other than Home University (OHU) and Institutional (Management) Quota Seats is as follows:

1. **Allocation Seats for Granted Courses**

   - Candidates graduated from KBCNMU, Jalgaon       : 90%
   - Candidates graduated from other universities      : 10%

2. **Allocation Seats for Non Granted Courses**

   - Candidates graduated from KBCNMU, Jalgaon       : 70%
   - Candidates graduated from other universities      : 10%
   - Seats to be allotted through management quota     : 20%

## 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. Backward class candidates shall claim the category to which they belong to at the time of submission of application form.

| Sr. No. | Category of Reservation | Percentage of Seats Reserved |
|---|---|---|
| 01 | Scheduled Castes and Schedule Caste converts to Buddhism (SC) | 13 % |
| 02 | Schedule Tribes (ST) | 7.0 % |
| 03 | VimuktaJati (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 % |

**(b) Reservation for wards of defence service personnel:** Five percent (5%) seats out of total sanctioned intake capacity of college as a whole separately, subject to a maximum of one (01) seat in each subject coming under CAP shall be reserved for wards of ex- service personnel who are from Maharashtra state.

**(c) Reservation for persons with disability candidates:** Five percent (5%) seats of total sanctioned intake capacity of a college as a whole separately, subject to a maximum of one (01) seat in each subject coming under CAP shall be reserved for candidates with disability. The allotment of seats reserved for the candidates with disability shall be done on the basis of merit. The candidates claiming reservation under this category shall submit the Physical Disability certificates.

**Note: -** Candidates with disability should note that on admission to degree course they will not be given any exemptions or additional facility in the academic activities other than those which may be provided by the college.

(d) If the reservation quota remains vacant then 2% seats of total intake capacity of a college as a whole separately will be offered to SBC category.

**(e) Reservation for EWS (Economical Weaker Section) Candidate:** As per the provisions in Government Resolution No. राआधी-4019/प्रि.Ð.31/16- अ, dated 12th February 2019, 10% seats shall be reserved for EWS candidates. These seats shall be filled by the Competent Authority through CAP as per the policies of the Government declared from time to time.

(f) If sufficient candidates from Kavayitri Bahinabai Chaudhari North Maharashtra University area are not available for admission for various post graduate courses, candidates from other universities will be considered. Similarly, if candidates from other universities are not available for admission, the candidates from Kavayitri Bahinabai Chaudhari North Maharashtra University will be considered for admission. There will be separate merit list for other university students.

(g) Any change from Government side in terms of reservation before the commencement of CAP Round -I will be taken under consideration.

## Eligibility criterion

| Sr. No. | Course offered | Specific Eligibility |
|---------|----------------|----------------------|
| 01 | M.Com. | Candidate must have passed Three years Bachelor's Degree Examination in Commerce and Management faculty from a recognized university. |

## Preparation of merit list:

**Assignment of merit number: -** All the eligible candidates who have submitted online application form on or before the last date specified for the online submission. The merit list shall be prepared on the basis of score obtained at qualifying examination and the specific eligibility mentioned above.

**Change of marks due to verification: -** If the marks in the qualifying examination are modified due to verification/redressal and the same is duly certified by the concerned competent authority, the same shall be reported to the competent authority for admission through admission procedure or its designated representatives immediately. However, the effect of such change will be taken into consideration only for the subsequent round(s) of admission.

**Method of calculating marks at qualifying examination for deciding eligibility: -**

(a) The merit list for Home University and other than home university for eligible candidates will be generated on the basis of their performance at the graduation as per eligibility criteria.

(b) The tie cases of the candidates will be resolved as:

    (i) On the basis of total marks/CGPA of second year at graduate level,

    (ii) On the basis of first year marks/CGPA,

    (iii) On the basis of marks obtained at H.S.C. and finally

    (iv) On the basis of date of birth of the candidate.

## ADMISSION PROCEDURE AND GENERAL INSTRUCTIONS:

1) First get your Academic Bank of Credit ID (**ABC ID)** from **https://www.abc.gov.in/ OR https://www.digilocker.gov.in/** using your aadhar card number and aadhar linked mobile number. **ABC ID is compulsory for admission**.

2) Use **https://mjcollege.kces.in/** web portal for admission to M.Com

3) Candidate must provide at least one **valid mobile number** and **e-mail ID** for creation ofuser ID.

4) Candidates should adhere to the rules and regulations of the college for the smooth

conductof admissions (A.Y. 2023-2024).

5) Candidates should scan all the required documents in proper format and keep ready to upload online with application form.

6) Applications with incorrect/wrong information will not be considered in the process ofadmission.

7) Registered candidates for different courses will be intimated only through the registeredmobile no. and e-mail ID.

**8) Candidate shall take admission in offline mode also.**

## IMPORTANT INSTRUCTIONS FOR STUDENTS TAKING ADMISSION TO M.COM

1) All students seeking admission to the M.Com program must initially apply for the non-grant quota. The college will evaluate the applications and allot seats to students in the non-grant quota based on the availability of seats.

2) After the non-grant quota seats have been allotted, the college will prepare a merit list based on the marks obtained in the Bachelor of Commerce (B.Com) degree.

3) The merit list will be declared and the names of the students appearing in the merit list will be eligible for the granted quota.

4) The students appearing in the merit list will be allotted seats in the granted quota, The remaining students who did not appear in the merit list will continue their M.Com studies in the non-grant quota.

5) In case there are vacant seats in the granted quota after the initial allotment, the college may consider students from the non-grant quota based on their academic performance and availability of seats.

6) The allotted students must complete the admission process within the specified timeline, including the submission of required documents and payment of fees.

7) If any allotted student fails to complete the admission process within the given timeframe, the seat will be deemed vacant, and it may be offered to the next eligible student on the merit list or from the non-grant quota, as per the college's discretion.

## HOW TO APPLY ONLINE?

1) Download the prospectus from official college website  https://mjcollege.kces.in/  and read the instructions carefully before filling up the application form.

2) Click on **"Admissions 2023-24"** on home page to apply for the academic year **2023-2024. OR** directly visit to https://www.kcesmjc.in/.

3) Then click on **'New Student Admission'**, apply for M.Com and create candidate's user ID using valid mobile number and e-mail ID.

4) Again login through **"Already Registered Student"** link and fill all the required 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) **Documents must be properly scanned and uploaded.**

7) P**review** all the information entered once again and edit, if required, before submission.

8) Submit the application form by clicking the **"Submit Application"** button.

9) 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 system administrator/counsellors personally in the college office with documentary evidences.

10) Save the application form by clicking the "Save" button.

11) Check all information entered once again and edit, if required, before submission.

12) At the end, submit the application form by clicking "Submit" button. 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 system administrator personally in the college office with documentary evidences.

13) Complete the fees payment process by choosing Pay online option. Fees will be accepted in offline mode also.

14) After fees payment, download and print a copy of filled application form along with paid fees challan / receipt.

15) Submit an application form and receipt of fees paid along with the following necessary documents (original and photocopies) at 'Admission and Eligibility Section' in the college office for final verification and confirmation of admission **within 5 days after online submission**:

### List of Documents required for the admission to M.Com Course

| Sr. No. | Type of Candidate | Documents ( Hard Copy and Soft Copy) |
|---|---|---|
| 1. | All candidates | 1. Attested Photocopy of H.S.C. mark sheet.<br>2. Original copy of Third Year B.Com. Marksheet.<br>3. Attested Photocopy of Second Year B.Com. Marksheet |

| | | 4. Attested Photocopy of First Year B.Com. Marksheet<br>5. Original and one photo copy of Transfer Certificate<br>6. Receipt of fee paid |
|---|---|---|
| In addition to the above documents candidates are required to produce the following additional documents depending upon the category to which they belong. | | |
| 2 | Candidates belonging to S.C. / S.T. | 1. Attested Photocopy of Caste certificate<br>2. Attested Photocopy of Caste/Tribe validity certificate |
| 3 | Candidates belonging to VJ/DT NT(A)/ NT(B) / NT(C) / NT(D) /O.B.C/SBC | 1. Attested Photocopy of Caste<br>2. Attested Photocopy of Caste validity certificate<br>3. Original copy of Non creamy layer certificate valid up to 31st March 2023 |
| 4 | Ex servicemen | Attested Photocopy of Defence Service Personnel Certificate |
| 5 | Persons with disability candidates | Attested Photocopy of Physical Disability Certificate. |
| 6 | Economical Weaker Section (EWS) | Attested Photocopy of Eligibility Certificate for Economically Weaker Section. The income limit of parents shall be as per the Govt. Norms declared from time to time. |
| 7 | Other University/State Students | Migration and Domicile certificate |

## ADMISSION SCHEDULE FOR M. Com.

| Date | Activities |
|---|---|
| 27th June 2023 | Announcement of M.Com admission process begins |
| 27th June to 10th July 2023 | Application period for non-grant quota opens |
| 10th July 2023 | Application period for non-grant quota closes |
| 11th & 12th July | Evaluation of non-grant quota applications and preparation of Merit List |
| 13th July 2023 | Declaration of Merit list and Seat Allotment to Granted Quota |
| 14th July 2023 | Remaining students continue M.Com in non-grant quota and Completion of Admission |

*Note: Keep visiting the college's official website for further details.