ADMISSION SCHEDULE FOR FIRST YEAR OF FOUR YEAR DEGREE COURSE HONOURS AND HONOURS WITH RESEARCH PROGRAMMS UNDER NEP-2020 (F.Y.B.A., F.Y.B.Com., F.Y.B.Sc., F.Y.B.V.A. F.Y.B.B.A. and F.Y.B.C.A.) <u>FOR ACADEMIC YEAR: 2023-2024</u>

Sr. No.	Activity	Dates
1	Submission of online application form and online fees payment	**From 12/06/2023**
2	Verification of documents, Updating and confirmation of application forms by the 'Admission and Eligibility' section of the college office	**From 12/06/2023**

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 F.Y.B.A., F.Y.B.Com., F.Y.B.Sc., F.Y.B.V.A., F.Y.B.B.A., and F.Y. B.C.A

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

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

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

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

9) **Admissions to F.Y.B.B.A., and F.Y. B.C.A will be done through MJCET-2023 (entrance examination) and details for the same have been posted on college website.**

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 respective class (F.Y.B.A./B.Com./B.Sc./B.V.A./B.B.A./B.C.A.) 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.

ADMISSION PROCEDURE AFTER FORM SUBMISSION:

1) Login at your account using 'User ID' and 'Password' at https://www.kcesmjc.in/ after form submission, fees payment option will be available at your account

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

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

4) 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**:

5) Documents to be attached with printed admission form:

Sr. No.	Type of Documents	Self Attested Photocopies
01	Paid Fees online Challan/ Receipt	1
02	Attested copy of **Aadhar Card**	2
03	Attested copy of **ABC ID**	1
04	**Original mark sheet of XIIth (HSC) and photocopies**	2
05	**Original leaving certificate and photocopies**	2
06	Mark sheet / board certificate of Xth (SSC)	2
07	Photocopy of caste certificate (Only for SC/ST/VJ-A/ NT-B/NT-C/ NT-D/ SBC/ OBC/ SEBC/ EWS students)	2
08	Photocopy of caste validity certificate (Only for SC/ST students)	2
09	Photocopy of non-creamy layer certificate (Only for VJ-A/NT-B/NT-C/NT-D/ SBC/ OBC students)	2
10	Photocopy of physically challenged certificate, if applicable	2
11	Photocopy of domicile certificate	2
12	Undertaking form, if any.	1
13	Original Migration certificate (Except state board students) + 2 Attested Xerox	1

Principal
M.J. College (Autonomous),
Jalgaon