

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

NOTIFICATION

Maharashtra Public University Act 2016

No.- In exercise of the powers conferred by section..... of the Maharashtra Public University Act 2016, the **Dr. Babasaheb Ambedkar Marathwada University, Aurangabad** hereby makes the following rules to regulate admissions to the **First Year of Full Time Post Graduate Courses** (Arts, Social Science, Commerce, Science, Fine Arts, Law, Education, Physical Education, Management), namely.-

1. Short title and commencement.- (1) These rules may be called the, Post Graduate Courses , Admission Rules for Centralised Admission Process, 2017.

(2) They shall come into force from2017.

2. Definitions.-(1) In these rules, unless the context otherwise requires,–

(a) “Act” means the Maharashtra Public University Act 2016;

(b)“Admission Reporting Centre” means a centre where the Candidate shall report for confirmation of admission by verification of documents and payment of fees;

(c)“All India Seats” means seats available to an eligible candidate having Indian Nationality;

(d)“Application Form” means prescribed form filled up online by the Candidate for admission to Post Graduate Courses;

(e)“Autonomous Institution” means an institution to which autonomy is granted by the University Grants Commission;

(f) “CAP Seats” means the seats filled in through the centralized process of admission carried out by the Competent Authority;

(g)“Courses” means the **Post Graduate Courses** (Arts, Social Science, Commerce, Science, Fine Arts, Law, Education, Physical Education, Management);

(h)“Eligible Candidates” means the candidates who are eligible for different Post Graduate Courses as notified by the University / Government, from time to time;

(i) “Facilitation Centre” means a centre where the facilities like sale of application kits, filling online forms, verification of documents and grievances, etc, are provided ;

(j) “Foreign Student” means a student who is not a citizen of India;

(k)“Home University (HU)” means the area under the jurisdiction of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad;

(l) “HSC” means the Higher Secondary School Certificate (Standard XII) examination conducted by Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by recognised Boards;

(m) “Inter-Se-Merit” means the order of merit declared by the Competent Authority in respect of various classes/category of Candidates;

(n) “Minority Quota” means seats earmarked for the Minority Community Students from within

the State, belonging to the Minority community to which the institution belongs ;

(o)“Non-Autonomous Institution” means those institutions which are not ‘Autonomous Institution’ ;

(p)“Non Resident Indian (NRI)” means a person who is “not ordinarily resident” under sub-section (6) of section 6 of the Income Tax Act, 1961, and includes a person resident outside India under clause (w) of section 2 of the Foreign Exchange Management Act, 1999, and also includes his child or ward

(q)“Overseas Citizen of India” means a Candidate / person registered as an overseas citizen of India as declared by the Central Government under Section 7A of the Citizenship Act, 1955 and includes Persons of Indian Origin.

(r)Explanation:. For the purposes of this clause, all the existing Persons of Indian Origin (PIO) cardholders registered under notification of the Government of India, Ministry of Home Affairs No. F. No. 26011/04/98- F. I, dated 19th August 2002 and shall now be deemed to be Overseas Citizens of India (OCI) card holders by virtue of Notification of Government of India, Ministry of Home Affairs, No. 25024/9/2014-F.I., dated 9th January 2015.

(s) “OHU” means the area Outside the jurisdiction of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad;

(t) “Person of Indian Origin (PIO)” means a person who is a citizen of a country other than India but who, at any time, was a citizen of India; or in whose case either parent or any grandparent was a citizen of India by virtue of the provisions of Part II of the constitution of India or under the Citizenship Act, 1955;

(u) “Qualifying Examination” means the examination on the basis of which a Candidate becomes eligible for admission to the Post Graduate Courses or its equivalent examination;

(v) “SSC” means the Secondary School Certificate (Standard X) examination conducted by Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by a recognised Boards;

(w) “Supernumerary Seats” means seats which are over and above the Sanctioned Intake approved by the appropriate authority and/or the Government, from time to time.

(2) Words and expressions used but not defined in these rules shall have the same meanings respectively assigned to them in the Act.

3. Invitation of Application.– (1) The Competent Authority shall invite Online Applications from Candidates (a) for participating in Common Entrance Test (CET) and Centralised Admission Process (CAP) for seeking admission to the Post Graduate Courses for which CET is required for the academic year and (b) for Centralised Admission Process of the courses which are exempted from the CET.

(2) The Candidates seeking admissions to the professional courses for the seats provided for

(i) Maharashtra Candidates 7(1) (Home University and Other than Home University), All India Candidates 8(2), Minority Candidates 8(3) and the Jammu and Kashmir Migrant Candidates 8(5)(b) shall apply to the Competent Authority for admission through Centralised Admission Process(CAP).

(ii) Institute level quota admissions 8(4) and OCI / PIO, Foreign Students and the children of Indian Workers in Gulf Countries Candidates 8(5)(a) shall first apply to the Competent Authority, The competent authority shall prepare and publish the merit list of such candidates after verification of documents, to enable the institutions to give admissions to such applicants on the basis of inter-se merit. The Candidates shall then apply to institutions for admissions under this quota.

(3) The Candidate should submit, along-with the application, the requisite certificates, as applicable in the necessary Proforma issued by the concerned competent authority.

4. Declaration of Medium, Pattern, Syllabus, Schedule, etc. of CET and CAP .- The Competent Authority shall, declare the Syllabus relating to CET , Medium of CET, Pattern of CET , Mode of CET, Schedule of CET and CAP, Issue of Hall Ticket, Declaration of Result, etc.

5. Eligibility: The eligibility criterion for admission to various Post Graduate courses is as given below

* FACULTY OF HUMANITIES: -			
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	1) M. A. Marathi, 2) M. A. Hindi, 3) M. A. English, 4) M. A. Urdu, 5) M. A. Pali & Buddhism, 6) M. A. Sanskrit, 7) M. A. Arabic	O.473	A candidate who has passed the Bachelor's Degree examination in the concerned Faculty or its equivalent. However, the candidate who has passed Bachelors Degree in any faculty and seeking admission in a particular subject should have passed his Bachelor's Degree examination with the same language as either compulsory or second language.
2)	M. A. Pali & Buddhism	O.473	A candidate who has passed any Bachelors Degree with 45% marks with Pali as either compulsory or second language. For Buddhist Monk with B. A. Hons. 5% relaxation in qualifying marks.
3)	M. A. (1) Russian Language and Literature (2) Russian Studies	O. 473 O.475	(i) A Candidate who has passed any Bachelors Degree or its equivalent, <u>and</u> (ii) Passed the Diploma / Advanced Diploma in Russian with 45% marks.
1)	M. A. Economics / Psychology/ Geography/ Sociology/ M. A. Thoughts of Mahatma Phule & Dr. B. R. Ambedkar/ M. A. Mass Communication and Journalism	O. 473	i) A Candidate who has passed any Bachelor's Degree or its equivalent. However, the candidate seeking admission in a subject at M.A. should have studied the same subject at his Bachelor's Degree. (ii) For M.A. (Economics)a candidate should have passed Bachelors Degree with Mathematics or its equivalent as one of the subjects at 10+2 level or at Graduate level.
3)	M. A. Music	O. 473	(i) A candidate who has passed any Bachelor's Degree <u>and</u> Sangeet Visharad Examination or Sangeet Alankar

			Examination or Sangeet Shiksha Visharad Examination or B.A. with Music as a subject or B.A. (Music) or its equivalent .
5)	M. A. History	O. 473	i) A candidate who has passed the Bachelor of Arts or its equivalent However, the candidate seeking admission should have studied History subject at Bachelor's Degree. (ii) A candidate who has passed the B.F.A. Examination with History or its equivalent.
7)	M. A. Political Science / M.A. Public Administration	O. 473	i) A candidate who has passed the Bachelor of Arts or its equivalent However, the candidate seeking admission should have studied Political Science / Public administration subject at his Bachelor's Degree.
8)	M. A. Home Science	O. 473	i) A candidate who has passed the Bachelor Degree examination or its equivalent However, the candidate seeking admission should have studied Home Science subject at his Bachelor's Degree. (ii) A candidate who has passed the Bachelor's Degree examination in the faculties of Arts and Science
11)	M. Lib. & Information Science	O. 505	(a) A candidate who has passed any Bachelor's Degree or its equivalent.
12)	Master of Social Work [M.S.W.]	O. 442	A candidate who has passed any Bachelor's Degree or its equivalent with at least 45% marks.
*	FACULTY OF SCIENCE :-		
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	1. M. Sc. Physics 2. M. Sc. Zoology 3. M. Sc. Microbiology 4. M. Sc. Geology 5. M. Sc. Instrumentation 6. M. Sc. Herbal Technology 7. M. Sc. Geo-Physics 8. M. Sc. Electronics 9. M. Sc. Botany 10. M. Sc. Chemistry, 11. M.Sc. Bio-Chemistry, 12. M.Sc. Industrial Chemistry, 14. M.Sc. Analytical Chemistry, 15. M.Sc. Statistics 16. M.Sc. Mathematics 17. M.Sc. Applied Mathematics 18. M.Sc. Bio-Physics 19. M.Sc. Modern Industrial Electronics and Microwaves 20. M. Sc. Environmental Science	O.483	(1) A candidate who has passed Degree in the Faculty of Science or its equivalent , However, the subject in which a candidate seeks admission at M.Sc. being one of the Optional subjects at Bachelor's Degree. Or (1) For M.Sc. Botany, a candidate who has passed B.Sc. (Agriculture) (2) For M.Sc. Statistics or M.Sc. Mathematics, a candidate should have passed B.A. Mathematics or B.A. Statistics or B.A. Applied Mathematics (3) For M.Sc. Applied Mathematics, a candidate should have passed B.A. Mathematics or B.A. Applied Mathematics. (4) For M.Sc. Bio-Physics, a candidate with B. Pharm. (5) For M.Sc. Modern Industrial Electronics and Microwaves, a candidate should have Physics and Electronics (6) For external candidates seeking admission to M. Sc. Mathematics , a candidate who has passed the B.Sc. Examination or its equivalent with Mathematics, Physics and Chemistry subjects
9)	1. M. Sc. Bio-Technology 2. M. Sc. Genetics 3. M. Sc. Bio-Processing	O.489	(1) A candidate who has passed Degree in the Faculty of Science or its equivalent , with Bio-Chemistry / Botany /Zoology/Env. Science/ Horticulture / Bio-Physics / Dairy Science/Life Sciences / Microbiology / Bio-Technology as one

			of the Optional subjects, Or B. Pharmacy / B.Sc.(Agriculture) Or (2) For M. Sc. Genetics, Bachelors Degree in any Life Science (Genetics, Biotechnology, Botany, Zoology, Biochemistry, Microbiology, Agri. Biotechnology, and Agriculture) Or (3) for M. Sc. Bio-Processing, B.Pharm,
14)	M. Sc. Artificial Intelligence & Embedded Technology M. Sc. Computer Science & Networking	O.895	(i) A candidate who has passed B.Sc. Computer Science / Information Technology / Computer Application / Bioinformatics/Informatics or B. E./B. Tech. in Computer Science and Engineering / IT .
16)	M. Sc. Plant Breeding & Molecular Genetics M. Sc. Plant Biotechnology	O.897	A candidate Who has passed Bachelors Degree in life science (Genetics, Biotechnology, Botany, Biochemistry, Microbiology, Agri-Biotechnology, Agriculture, Horticulture and B. Tech. Biotechnology)
18)	M. Sc. Computer Science	O.625	A candidate who has passed Bachelors Degree in the Faculty of Science, with Computer Science as one of the subjects at Degree Or B.E. / Bachelor's Degree in Computer Science or its equivalent Or B.Sc. with Physics/ Electronics / Mathematics as one of the Optional subjects
19)	M. Sc. Information Technology	O.707	A Candidate who has passed Bachelors Degree in the faculty of Science, with Mathematics as one of the subject at XII Standard or at Degree Or B. Sc. with Mathematics / Physics / Computer Science / I.T. / any relevant Computer related subject as one of the subjects Or B.Sc. (Computer Science), Degree in Engineering and Technology or its equivalent.
20)	M. Sc. Bioinformatics	O.782	A candidate who has passed Bachelors Degree in the faculty of Science, Agriculture, Pharmacy or B.E. / B. Tech. or its equivalent
*	FACULTY OF LAW :-		
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	Master of Laws (L. L. M.)	O.891	A candidate who has passed the LL.B. or its equivalent
*	FACULTY OF COMMERCE :-		
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	M. Com.	O. 495	A Candidate who has passed the Bachelor's Degree examination in the Faculty of Commerce or its equivalent with compulsory English as one of the subjects.
2)	M. Com. (E-Commerce)	O. 913	A candidate who has passed any Bachelors Degree examination or its equivalent.
3)	Master of International Business (M.I.B.)	O.779	A candidate who has passed B.Com. Or B.B.A or its equivalent

* FACULTY OF MANAGEMENT SCIENCE :-			
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	M. B. A. (Part Time)	O. 356	A candidate who has passed Bachelor Degree in any faculty or its equivalent. No candidate shall be allowed to transfer his admission from part time to full time course.
2)	Master of Business Administration (Executive)	O.831	(1) A candidate who has passed any Bachelor's Degree or its equivalent. (2) In addition to the above, he must have work experience of minimum 3 years at managerial level and working in a place within a radius of 60 kms from this University. Candidate has to submit a letter from the organization where the candidate is serving; stating that he has minimum three years of experience and the organization is sponsoring the candidate for the course. Or An entrepreneur with minimum 3 years of experience
4)	1) Master of Computer Management (M.C.M.) and	0.671	(a) A candidate who has passed any Bachelor's Degree or its equivalent A graduate with less than 45% marks is also eligible for admission provided he has passed DCPSA or at least two certificate courses in computer programming of this University. (b) For direct admission to second year of MCM, the candidate who has passed the Bachelor of Computer Management or Diploma in Computer Application or its equivalent.
5)	Master of Personnel Management (M.P.M.)	O.709	(a) A candidate who has passed any Bachelor's Degree or its equivalent (b) For Direct Admission to Second Year. A candidate who has passed Bachelor's Degree or its equivalent and also P.G. Diploma in Human Resource Management
6)	Master of Tourism Administration (M.T.A)	O.664	A candidate who has passed any Bachelor's Degree or its equivalent
7)	Master of Management Science (Water & Land Management)		A candidate who has passed any Bachelor's Degree or its equivalent
* FACULTY OF FINE ART :-			
Sr. No.	Name of the Courses	Ord. No.	Eligibility criteria for admission
1)	Master of Fine Art -M. F. A. (Regular)(Painting and Portraiture / Applied Art / Illustrator/ Typography / Illustration) M.F.A. (By Research)- Painting and Portraiture / Applied Art /	O.773	MFA by Research: A candidate who has passed Bachelor's Degree in Fine arts or its equivalent along with Diploma in Drawing and Painting of Government of Maharashtra or its equivalent.

	Illustrator/ Typography / Visualisation)		For Master of Fine Arts degree course (by research) in the branches of 1.Painting 2. Portraiture 3. Print-making (Graphic art): An approved teacher working in the constituent/affiliated college of this or any other University imparting instruction in above mentioned subjects and must have passed Bachelor's Degree in Fine Arts or its equivalent along with minimum 5 years teaching experience along with Diploma in Drawing and Painting of Government of Maharashtra or its equivalent.
3)	Master of Performing Art (M.P.A.)	O.740	(1) A candidate who has passed Bachelor's Degree in any faculty or its equivalent And (He must have passed the Bachelor of Dramatics (One Year Bridge Course) Degree. Or He must have passed the Bachelor of Performing Arts Degree in Theatre of any University.) (2) A candidate who has passed Bachelor's Degree with two years diploma course in dramatics or its equivalent (3) A candidate who has passed the Bachelor's Degree in any Faculty with dramatics as one of the optional subjects

6. Candidate Type.

(1) **Maharashtra (Home University) Candidate.**- Candidates passing Qualifying Examination from the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad shall be treated as a candidates from Home University.

(2) **Maharashtra (Other than Home University) Candidate.**- Candidates passing Qualifying Examination from Outside Dr. Babasaheb Ambedkar Marathwada University, Aurangabad but from any other University located in Maharashtra shall be treated as Other than Home University, Candidate.

(3) **All India Candidate.**-The Eligible Candidates having Indian Nationality are eligible under this category.

(4) **Minority Candidate.**- The Maharashtra domiciled Candidates belonging to a particular Linguistic or Religious Minority community from within the State and as notified by the Government are eligible under this category.

(5) **NRI Candidate.**- The Candidate who ful-fills the conditions as defined in clause (q) of section 2 of these rules.

(6) **Foreign Student or OCI or PIO Candidate.** -The Foreign Student Candidates, as defined in clause (j) of section 2, the Overseas Citizen of India (OCI) candidate, as defined under clause (q) of rule2 and Persons of Indian Origin (PIO) as defined in clause (t) of section 2 of these rules are eligible under this Category.

(7) Jammu and Kashmir Migrant Candidate.-

- (a) The children of citizens, who are displaced from Jammu and Kashmir to any part of India from unsafe border area of Jammu and Kashmir to a relatively safer place in Jammu and Kashmir from 1990 onwards due to terrorist activities; or
- (b) The children of officers belonging to Indian Administrative Services (IAS), Indian Police Services (IPS) or Indian Foreign Services (IFS) and children of staff belonging to military and paramilitary forces transferred to Jammu and Kashmir to combat terrorist activities and joined the post on or before the last date for submission of application for admission; or
- (c) The children of staff and officers of Jammu and Kashmir police engaged in combating terrorism are eligible under this category;

7. Sanctioned intake and Supernumerary Seats for various Courses.-(1) The sanctioned intake for Post Graduate Degree courses shall be as per the approval given by the appropriate authority which is competent for giving approval to respective courses and affiliation given by the affiliating University. The number of seats available shall be as given in **Schedule - I**.

(2) The supernumerary seats shall be available in the Educational Institutions as approved by the appropriate authority, from time to time.

8. Allocation of Seats.-The percentage of allocation of seats for various types of candidates in the Home University, Other than Home University, All India, Minority, etc. shall be in accordance with the policy of the Government / University as specified in **Schedule-I**.

(1) Maharashtra State (Home University Candidate) Seats.-The Candidates having passed the qualifying examination from the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, as specified in rule 6(1) (Maharashtra State (Home University)) of these rules, shall be eligible for these seats.

(2) Maharashtra State (Other than Home University Candidate) Seats.-The Candidates having passed the qualifying examination from outside the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, but from the university located in Maharashtra as specified in rule 6(2) (Maharashtra State (Other than Home University)) of these rules, shall be eligible for these seats

(3) All India Candidature Seats. -The Candidates having Candidature as given in rule 6(3) (All India Candidates) of these rules shall be eligible for these seats.

(4) Minority Quota Seats. -The Candidates having Candidature mentioned in rule 6(4) (Minority Candidates) of these rules shall be eligible for these seats as specified in **Schedule-I**. These seats shall be filled in accordance with the provisions of University Rules.

(5) Supernumerary seats for,-

(a) OCI / PIO, Foreign Students and the children of Indian Workers in Gulf Countries Candidates.-(i)The Candidates having candidature as given in rule 6(6) of these rules and the children of Indian Workers in Gulf Countries shall be eligible for these supernumerary seats;

(ii) These seats shall be subject to the maximum of 15% of the Sanctioned Intake seats or as prescribed by the appropriate authority, from time to time. Out of 15% seats, one third shall be reserved for the children of Indian Workers in Gulf Countries and two third seats shall be

reserved for OCI / PIO or Foreign Student Candidates;

(iii) These seats shall be filled in by the institution on the basis of *Inter-Se-Merit* of Candidates as given in rule 9 of these rules.

(b) Jammu and Kashmir Migrant Candidature: (i) The Candidates having Candidature as given in rule 6(7) of these rules shall be eligible for these seats;

(ii) The number of seats for this quota shall be as per the policy of the Government;

(iii) These seats shall be filled in by the Competent Authority.

9. Preparation of Merit List, - (1) Assignment of Merit Number.-All the eligible Candidates who have submitted Application Form on or before the last date specified for the submission of Application Form for Admission through CAP shall be assigned a merit number.

(a) The merit list shall be prepared on the basis of CET score and on the basis of marks obtained at qualifying examination, by giving 50% weightage to each.

(b) The Courses which are exempted from CET, Merit list shall be prepared on the basis of marks / score / grade obtained by the candidate in the qualifying examination.

(2) Change of Marks due to verification.- (a) If the marks in the qualifying examination are modified due to verification and the same is duly certified by the concerned Competent Authority or University, the same shall be reported to the Competent Authority for admission through CAP or its designated representatives immediately. However the effect of such change will be taken into consideration only for the subsequent round (s) of admission.

(b) Method of calculating marks at qualifying examination for deciding eligibility.- While deciding the eligibility of the Candidates following procedure shall be adopted,-

Explanation.-1: If letter grades are assigned at SSC, HSC, Degree, Diploma or its equivalent examination the candidate must submit the certificate of conversion of letter grades into marks from the competent authority at the time of submission of application form. The Eligibility shall be decided on the basis of equivalent marks.

Explanation.-2: The Grades or Marks are considered on the basis of which the Class of Degree is awarded by respective University or Board.

Explanation -3: The percentage of marks shall be calculated by rounding off to nearest integer.

Explanation-4: If the Candidate reappears for the qualifying examination with all subjects then the marks obtained in the latest examination shall only be considered

(3)Assignment of Merit Number for various Courses,- (i)The merit list for the Candidates as per rule 6(1) (Maharashtra State- Home University), 6(2) (Maharashtra State- Other than Home University), 6(3) (All India Candidates) and 6(4) (Minority Candidates) of these rules, shall be prepared on the basis of marks or score secured by the Candidate in the CET conducted by the Competent Authority and marks or score secured in qualifying examination , by giving 50% weightage to each , for the purpose of admission to these Courses:

Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-

(a) higher percentage of marks in CET;

(b) higher percentage of marks in HSC;

(c) higher percentage of marks in SSC

(ii) The merit list for the NRI /OCI and Foreign Students Candidates stated at rule 6(5) (NRI Candidates) , 6(6) (Foreign Students, OCI, PIO) and 6(7) (Jammu and Kashmir Migrant Candidates) of these rules and Children of Indian workers in the Gulf countries shall be prepared on the basis of the percentage of marks in the Qualifying examination:

Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-

- (a) higher percentage of marks in HSC;
- (b) higher percentage of marks in SSC;

(iii) The merit list for courses where the candidates are exempted from appearing for the CET, shall be prepared on the basis of the percentage of marks in the Qualifying examination:

Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,-

- (c) higher percentage of marks in HSC;
- (d) higher percentage of marks in SSC;

10. Centralised Admission Process (CAP).- (1)The Institutions shall admit Candidates through the Centralised Admission Process. The stages of CAP shall be as stated below,-

- (a) Display or publishing of Information Brochure by the Competent Authority.
- (b) Filling Online Application Form by Candidate for participation in the Centralised Admission Process.
- (c) Document Verification at Facilitation Centre, Candidate shall remain present in person for Document verification.
- (d) Display or publishing of Provisional merit lists, Submission of grievances, if any, and Display or publishing of Final Merit Lists.
- (e) Display of available Category wise Seats for CAP Rounds I and II.
- (f) Filling up and Confirmation of Online Option Form having preferences of Courses and Institutions before CAP Round I. Candidates may fill in choices of Institutes and Courses in decreasing order of their preference as specified by Competent Authority. The option form once confirmed shall be considered for allotment in CAP Round I and II.
- (g) Display of Provisional Allotment of CAP Round I and II indicating allotted institute and Course.

(2) During the CAP, before accepting the allotted seat a Candidate can opt to 'Freeze', 'Slide' or 'Float' the choice of academic program for subsequent round(s), if any, of seat allocation, as provided bellow:-

- (a) **Freeze:** Candidate accepts the offered seat and he do not want to participate in further rounds of seat allocation. Such Candidate will not be considered in Second rounds of admission;
- (b) **Slide:** Candidate accepts the offered seat and indicates that, if admission to the academic

- program of higher preference is offered within the same Institution, he will accept it Else, he will continue with the currently accepted academic program. Such Candidate will be considered in Second round of admission;
- (c) **Float:** Candidate accepts the offered seat and indicates that, if admission to an academic program of higher preference in any Institution is offered, he will accept it. Else, he will continue with the currently accepted academic program. Such Candidate will be considered in Second round of admission;
- (d) For Candidates who choose the Float or Slide option, and secures a seat of his choice of higher preference, then it would automatically result in the forfeiture of the seat accepted by the Candidate in the earlier round;
- (e) Slide and Float options will not be available to a Candidate who is offered admission to his first choice.
- (3) Reporting and accepting the offered seat :- Every candidate, on allotment of a seat in First Round / Second Round shall report to the Admission Reporting Centre and accept the seat offered to him.
- (4) **Reporting and confirmation of admission at Institute.-** After Second CAP Round, all the Candidate who have already reported to the Admission Reporting Centre shall report to the institution allotted to them and confirm the admission in institution by paying the remaining fee.

11. CAP allotment stages and process of allotment.-Allotment of seats under CAP shall be made in the following manner:-

(1)**Maharashtra State Candidate.-** The stages of computerised allotment are as follows,-

Stage –I: For all the Candidates. –

- (a) All the Candidates (Open, Reserved, Minority) belonging to various categories shall be considered for allotment as per their *Inter-Se-Merit*.
- (b) The Minority seats shall be allotted to the Minority Candidates of the State belonging to the Minority Community to which the institution belongs by virtue of merit; if seats reserved for them are not available then they shall be considered for the allotment of seats for Open Category as per their *Inter-Se-Merit*.
- (c) Backward Class Category Candidates shall be considered for allotment in Open Category by virtue of their *Inter-Se-Merit* or in their respective Category of reservation, if Open Category seats are not available at their merit.
- (d) 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.
- (e) 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.
- (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**

Minority Seat
All India Seat
Maharashtra Seat
Seat for ladies
Seat for PWD candidate
Seat for Defence

Stage –II: For SBC Category Candidates. - If the Backward Class Category seat remains 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 reserved for backward class category candidates remains vacant , such seat shall be considered for allotment to the Candidates from within the respective group on inter-se-merit -

- 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 Jatis/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 seat remains vacant in ST Category due to non-availability Candidates, such seat shall be considered for allotment to the Candidate belonging to the SC Category or vice versa.

Stage-IV: For all Backward Class Category Candidates.-If the seat reserved for Backward Class Category Candidate remains vacant, such seat shall be considered for allotment to the Candidates belonging to any Backward Class Category.

Stage –V: For Persons with Disability Candidates.-If the seat reserved for Persons with Disability remains vacant, such seat shall be considered for allotment to any Persons with Disability Candidates.

Stage –VI: For all Candidates (without any type of Reservation).-The seats shall be considered for allotment to all the Candidates without any reservation based on *Inter-Se-Merit*.

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

(2) All India Candidature Candidate.- The allotment to these seats shall be through CAP on the basis of Inter-se-merit. 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.

12. Allotment of seats in CAP Round I, II.-

- (a) The CAP Rounds I and II shall be conducted by computerised allotment.
(b) In CAP Round I, and II, the Stage I of rule 11 of these rules shall be executed.
(c) If the seats remain vacant due to non-allotment and non-reporting, such seats will be considered for allotment in subsequent round.

(d) For the CAP Round II, the Stage-I to Stage-VII of rule 11 of these rules shall be executed. Every stage in this round shall be executed with HU/OHU tag and if the seats remain vacant then the same step shall be executed without HU/OHU tag. If further seats remain vacant for any reason in 8(1) (Maharashtra Home university Seats), 8(2) (Maharashtra Other than Home University Seats), 8(3) (All India Seats) and 8(4) (Minority Seats) of these rules they shall be considered for allotment to all the candidates as in 6(1), 6(2), 6(3) and 6(4) irrespective of the seat type on the basis of inter-se-merit

13. General provisions.-

(a) Allotment in CAP Round I and II, Home University Seats, Other than Home University seats and Minority Seats will be carried out as per *Inter-Se-Merit* of respective categories of Maharashtra State Candidates. 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 and II;

(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) All reserved Category Candidates (including SBC in their original Category) shall be considered for allotment in all stages.

(e) 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.

(f) Allotment against the first option filled in by the candidate in the order of preference shall be retained as final allotment.

(g) 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.

(h) A Candidate who has been allotted a seat shall download the “Provisional Seat Allotment Letter”. At the time of seat acceptance at the Admission Reporting Centre, the Candidate has to pay a demand draft in favour of Competent Authority. Seat will be confirmed by the Reporting Centre after verification of the original documents and ensuring that the Candidate meets the eligibility requirements. The centre in-charge shall issue the Online Receipt of acceptance.

(i) The Seat Acceptance Fee shall be Rs. 1000/- for Candidates of General Category, VJ/DT, NT, SBC/OBC Category and Rs.700/- for SC, ST Category Candidates. This amount is the admission processing fee hence non- refundable.

(j) Failure to report in person for Seat acceptance will be considered as if the Candidate has rejected the offer.

(k) 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.

(l) Candidates who want to reject the allocated seat can do so by not remitting the seat acceptance fee at the Admission Reporting Centre. Candidates, who reject allocated seat in CAP Round I, cannot participate in CAP Round II.

14. 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 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 and also on the website of the Competent Authority.

(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.

(e) The institution shall prepare and display the Inter-Se merit lists of the Candidates who have applied for admission 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 available seats of each CAP Round and the same shall be allotted as per the rules of CAP.

(g) All the admissions and cancellations shall be updated immediately through online system.

(h) If any CAP seat 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.

15. Approval of Merit List and the Admitted Candidates List.-(1) After completion of Admission process every Educational Institution shall submit the Admission- approval proposal to the University.

(2) 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.

(3) If a minority institution fails to admit minimum fifty-one per cent of its sanctioned intake from the persons belonging to the concerned minority, for period of three consecutive years the Competent Authority shall inform the State Government.

16. Refund of fees after cancellation of admission 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.

(b) After receiving duly signed admission cancellation request letter from the Candidate, the institution shall cancel the admission immediately and generate online acknowledgement of cancellation of admission through institution login and issue a signed copy to the Candidate.

(c) The Cut off date for admission shall be 7 days after the last date of spot admission. If

a candidate cancels his /her admission within 10 days after the Cut-off date the refund shall be 90% of the total tuition fees, If a candidate cancels his /her admission after 10 days but before 30 days after the Cut-off date the refund shall be 50% of the total tuition fees, after 30 days there shall be no refund.

(d) No institution/ deemed to be university, 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.

SCHEDULE –I

A. Allocation of seats within Sanctioned Intake

Sr. No	Type of Institution	No. of Seats- as % of Sanctioned Intake			
		CAP Seats			
		Maharashtra State (M.S.) Candidates		All India Seats	Minority Quota
		HU	OHU		
For Post Graduate Course					
1	Educational Institutions (excluding minority Institutions)	80 %	10%	10%	Nil
2	Minority Educational Institutions	80% of Y	10% of Y	10% of Y	X% (Minimum 51% [@])
Y= 100- Minority Quota					