

**MAEER'S
MAHARASHTRA INSTITUTE OF TECHNOLOGY, PUNE**

ADMISSION PROCEDURE

DIRECT SECOND YEAR OF ENGINEERING FOR ACADEMIC YEAR 2017-18

All the candidates who have been allotted seat by D.T.E. (M.S.) Mumbai for admission to the **DIRECT SECOND YEAR ENGINEERING** in **MAEER's Maharashtra Institute of Technology, Kothrud, Pune-411 038 (DTE Code:EN 6151)** for the **Academic year 2017-18** should follow the admission procedure as mentioned below-

- 1) Reporting for admission
Venue: MIT Office- Student Section, World Peace Library Building, MIT Pune Campus, Kothrud, Pune-411 038.
- 2) Produce College Seat allotment letter issued by the Competent Authority (DTE,Mumbai)
- 3) Collect list of documents required for admission (List as mentioned below) and arrange necessary documents in original and one set of photocopy of said documents for college record. (Students are advised to keep one set of photocopy of documents for his/her personal use)
- 4) Go to library hall to make Anti-Ragging Affidavit on stamp paper. It is mandatory to all students as per Govt. directives. (Facility is made available for students convenience)
- 5) Contact at Admission Facilitation Counter in Dyaneshwar Hall for document verification and collect token for further process.
- 6) Report for online registration in MIT ERP system
Venue: Computer Lab, Ground floor, World Peace Library Building, MIT, Pune.
- 7) Get registration approval and collect print-out of admission application form duly filled.
- 8) Go to students section in MIT Main office for final reporting.
- 9) Submit application form duly signed and also submit original as well as photocopy of documents
- 10) Go to Account Section (Cashier) to deposit Demand Draft in favour of "**Maharashtra Institute of Technology, Pune**" payable at Pune towards full amount of fee as applicable.
- 11) Confirm admission online at DTE web portal.
- 12) Collect Fee challan, Acknowledgement for original documents submitted and Online Admission Confirmation Letter duly signed by the college authority.

List of documents required for admission


| Sr. No. | Document | Required to be submitted by |
|---------|--|--|
| 1 | DTE Admission Seat Allotment letter from Competent | Compulsory for All Candidates |
| 2 | Diploma Mark sheet (Final) | Compulsory for All Candidates |
| 3 | S.S.C. (Std. X) Mark sheet | Compulsory for All Candidates |
| 4 | School Leaving/Transfer Certificate after Passing | Compulsory for All Candidates |
| 5 | Migration Certificate & Equivalence Certificate (other than Maharashtra State Board & Autonomous Institutions) | If Applicable |
| 6 | Caste Certificate | For S.C./S.T./V.J./N.T.-1/N.T.-2 N.T-3/ O.B.C./S.B.C. Categories |
| 7 | Caste Validity Certificate | For S.C./S.T./V.J./N.T.-1/N.T.-2 N.T-3/ O.B.C./S.B.C. Categories. |
| 8 | Non Creamy-Layer Certificate (valid up to 31 st March 2018) | For V.J./N.T.-1/N.T.-2/N.T-3/O.B.C./S.B.C Categories. |
| 9 | Domicile Certificate | Compulsory for All Candidates |
| 10 | Nationality Proof like Nationality Certificate / Photocopy of Passport etc. | Compulsory for All Candidates |
| 11 | Educational GAP Affidavit | If applicable |
| 12 | Ex-Serviceman Certificate | If applicable |
| 13 | Physically Handicapped Certificate | If applicable |
| 14 | Performa -H | If applicable |
| 15 | Photocopy of Aadhar Card | If applicable |

IMPORTANT NOTE:

The Backward Class candidate admitted against Reserve Category must fill and submit the Government Freeship /Scholarship online form within stipulated period from date of admission, and also submit the Income Certificate valid for the Financial Year 2016-17 (e.g. Form No. 16 for salaried person and Certificate from Tahasildar for other persons). As per Govt. Rule, Gross Income limit for sanctioning the Scholarship/ Freeship for VJNT,OBC & SBC students is Rs. 6.00 Lakh. If Income Certificate is not produced at the time of admission & Income is more than 6.00 lacs, then students will have to pay full amount of fees.

Date: 09/08/2017




Dr. L. K. Kshirsagar
Principal,
MAEER's MIT, Pune-38

