

Institute Level Admission Round

Admission to MCA (Against CAP)

Academic Year2025-26

Applications are invited for admissions to the MCA Program against vacant seats after CAP Round – I, II, III, IV and future cancellations/vacancies thereafter, if any:

5119-C.H.M.E. Society's Dr. Moonje Institute for Management & Computer Studies, Nashik

Reporting Time for Candidates at the respective Admission Centre:
Monday, 15/09/2025 at 9.30 am

Admission Venue

5119	C.H.M.E. Society's Dr. Moonje Institute for Management & Computer Studies, Nashik
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Important Dates –

Date	Activity
06/09/25 TO 13/09/2025 UPTO 5.00 PM	Opening of application for Institute Level Round & Submission & Confirmation of Application for Institute Level Round at Institute.
06/09/2025	Display of Vacancy for Institute Level Round by MHCET on Institute website
Visit Institute website after 14/09/2025, 3.00 pm	Display of Final Merit list for Vacant seats on Notice Board
14/09/2025 at 4.00 pm	Grievance redressal
15/09/2025 (At 10.00 AM)	Reporting to the Institute and Confirmation of Admission as per the merit list by submitting the required documents and payment of the fees;

Admission Procedure:

1. Candidates will have to report for Institute Level Round on Monday, 15th September 2025 at 9.30 am STRICTLY.
2. Candidates must carry with them details about AI Merit Number, State General Merit Number, University General Merit Number wherever applicable. Bring two copies of the Final Merit Status, downloaded from the MahaCET website.
3. Students will be admitted in the respective category against vacancies based on merit in the counseling round from amongst the candidates who have applied and are physically present for the round. Rules of MHCET CELL / DTE shall be followed for the allotment of seats to the candidates who are present for the round.
4. Admission will be done according to State Merit Number. All candidates should be ready with the Application ID - Number and Password to verify details.
5. Selected candidates will have to secure their admission immediately by submitting all required original documents and by paying requisite fees.
6. All candidates are required to bring the original documents for scrutiny and verification (and two sets of photocopies of all original documents) as per the list attached at the end.
7. Students are required to fill the following registration forms for participating in the institute level round of admission
8. Payment of fees is through the online mode of admission portal of the University at the time of reporting (students will be guided accordingly at the time of admission).
9. Submission of the payment receipt/challan in the office to confirm the admission.
10. Admission shall be confirmed after successful verification and submission of all Original Documents and Payment of Fees. It will be the sole responsibility of students to submit valid documents as required by admission rules. If at any moment any document found is not valid as required then admission may get canceled and the respective student will be liable for the subsequent actions as per rules
11. A waiting list of candidates shall be prepared based on merit from amongst the candidates present for the counseling round at the same time for future vacancies arising out of cancellations if any. These candidates will be called (contacted by the department) for admissions if any vacancies arise, after the counselling round.
12. Admissions will be carried out for all seats falling vacant through waiting list prepared during ADMISSION ROUND ON 15/09/2025 (Up to 5:00 PM)
13. Students admitted through this round will not get a scholarship or free-ship scheme of government. Thus, all admitted students will have to pay full fees irrespective of any category as specified by the government.
14. Student require to pay Rs. 1000/- as admission process fees at institute level round at the time of application.
15. In case of any dispute, the decision of the Head of the Department will be final.

Please note –

- 1. Students must bring all original documents along with one set of photocopies as listed below.**
- 2. Students should bring all original documents as listed below in soft copy form (Scanned documents-PDF Format) to facilitate the uploading of documents in the university system at the time of admission.**
- 3. Students should bring scan copy (JPG-Format) of photograph and signature to upload in the university system at the time of admission.**
- 4. Students should have provision for online payment of fees (Net banking/Debit card/Credit card/UPI).**
- 5. Students should wear mask and follow physical distancing norms and instructions as given at the time of admission.**
- 6. Details of Fees structure :**

C.H.M.E. Society's Dr. Moonje Institute for Management & Computer Studies, Nashik
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| <ul style="list-style-type: none">• For MH student : Rs. 93645/- |
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Sr. No	List of Documents required
1	CET Score Card
2	SSC Marksheet
3	SSC Passing Certificate
4	HSC Marksheet
5	HSC Passing Certificate
6	Graduation Marksheet
7	Graduation Passing / Degree Certificate
8	Post Graduation Marksheet (if applicable)
9	Post Graduation Degree Certificate (if applicable)
10	Gap Certificate (if applicable)
11	Transfer Certificate
12	Migration Certificate (If Applicable)
13	Nationality Certificate
14	Domicile Certificate <ul style="list-style-type: none">➤ School leaving➤ Birth Certificate
15	Income certificate (If Applicable)
16	Caste Certificate (if applicable)
17	Non - Creamy Layer certificate valid for current year (if applicable)
18	Caste validity (if applicable)
19	Caste Validity undertaking (if applicable)
20	Profoma (S) or any other if applicable
21	Adhar Card Photocopy
22	Facility center (FC) verified letter with documents set (Original)

The candidates are required to submit the following original certificates (both hard copies and soft copies) and documents to confirm admission.