

K.C.E. SOCIETY'S
MOOLJI JAITHA COLLEGE JALGAON
(AUTONOMOUS)

ADMISSION SCHEDULE FOR F.Y.B.A./ F.Y.B.Com./ F.Y.B.Sc./ F.Y. B.Voc.

Sr. No.	Activity	Dates
1	Submission of online application form	06-06-2019 To 15-06-2019
2	Display of provisional merit list	19-06-2019
3	Submission of grievances, if any	21-06-2019 (up to 5.00 P.M.)
4	Display of final merit list for round- I	22-06-2019
5	Date of admission for round - I	24-06-2019 To 28-06-2019
6	Display of merit list for round - II	01-07-2019
7	Date of admission for round - II	02-07-2019 To 04-07-2019
8	On the spot admission round for vacant seats	08-07-2019

ADMISSION PROCEDURE AND GENERAL INSTRUCTIONS:

- 1) Use www.kcesmjcollege.in web portal for admission to F.Y. B.A., F.Y.B.Com., F.Y.B.Sc., F.Y.B.Voc., F.Y.B.V.A., First year M.A., M.Com., M.Sc., M.V.A. and M.C.J. Classes.
- 2) Candidate must provide at least one valid mobile number and e-mail ID for creation of user ID as a direct contact made with college office.
- 3) Candidates should adhere to the rules and regulations of the college for the smooth conduct of admission (2019-2020).
- 4) Applications with incorrect/wrong information will not be considered in the process of admission.
- 5) Selected/waitlisted candidates for different courses will be intimated only through the registered mobile no. and e-mail ID. The list of such candidates will be displayed on the college notice board and admission portal (Website).

HOW TO APPLY ONLINE?

- 1) Download the Prospectus from www.kcesmjcollege.in and read the instructions carefully before filling up the Application Form.
- 2) Click on "Admission 2019" to apply for the academic year 2019-2020.
- 3) Create candidate's user ID using valid mobile number and e-mail ID.

- 4) Fill in all the personal and educational details carefully alongwith valid Aadhar Card details.
- 5) Scan and attach all required original documents specified in the application form with latest coloured passport size photograph for procuring of identity card.
- 6) Save the application form by clicking the "Save" button.
- 7) Check all information entered once again and edit, if required, before submission.
- 8) 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.

ADMISSION PROCEDURE AFTER SEATS ALLOCATION:

- 1) Open an Account using 'User ID' and see the admission status as "Confirmed".
- 2) Initiate admission process and complete the fee payment process by choosing either "online" or "Bank Counter" or "College counter" payment options.
- 3) Download and print a copy of filled application form along with fee challan / receipt.
- 4) Submit an application form and receipt of fee paid along with the following necessary documents at college counter for final confirmation of admission.
 - Original mark sheet of XII standard and it's two attested photocopies
 - Original leaving certificate and it's one attested photocopy
 - Original undertaking form from prospectus
 - Photocopy of cast certificate (for SC/ST/VJ-A/NT-B/NT-C/NT-D/ SBC/ OBC/ SEBC/ EWS students)
 - Photocopy of cast validity certificate (for SC/ST)
 - Photocopy of non creamy layer certificate (VJ-A/NT-B/NT-C/NT-D/ SBC/ OBC)
 - Photocopy of physically challenged certificate
 - Photocopy of domicile for other state students