

ADMISSION PROCEDURE FOR FIRST YEAR STUDENTS

Eligibility Criteria:

1. Eligibility criteria for admissions to be carried at institute level for
 - a) Vacant seats available after Centralized Admission Process (CAP) round within sanctioned intake.
 - b) Institute level quota seats.

2. Eligibility criteria for Maharashtra State Candidates and Outside Maharashtra State Candidates for admission to first year of degree courses in Engineering/Technology :

Candidate should be an Indian National and should have passed the HSC (Std. XII) examination of Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent examination with subjects English, Physics, Mathematics and Chemistry / Biotechnology / Biology / Technical Vocational subject and secured minimum 50% marks i.e. not less than 150 marks out of 300 marks (minimum 45% marks i.e. not less than 135 marks out of 300 marks in case of candidates of Backward class categories and Persons with disability candidates belonging to Maharashtra State only) in the subjects Physics, Mathematics and Chemistry / Biotechnology / Biology / Technical Vocational subject added together and obtained a **positive Composite score*** i.e. marks obtained after adding 50% of JEE (Main) 2014 (Paper One) Marks and 50% of normalized standard XII (Board or Equivalent Examination) marks in Physics, Chemistry, Mathematics.

Note : *The details for calculating positive composite score shall be notified separately by DTE

3. Eligibility criteria of candidates who have passed/passing Diploma in Engineering/Technology and seeking Admission to First Year of Engineering/Technology:

(Against Institute Level Seats / Vacant seats after completion of CAP) Diploma holders who have passed the Diploma course in Engineering / Technology with minimum of 50% marks and medium of instruction as English from the Polytechnics affiliated to MSBTE or AICTE approved autonomous Polytechnics in Maharashtra State (for Maharashtra State Candidates) or such polytechnics situated inside/outside the State of Maharashtra (for Outside Maharashtra State Candidates).

COURSE FEE STRUCTURE

Ad hoc-Fee payable for academic year 2014-15 is Rs. 55,335/- (Rupees Fifty Five Thousand Three Hundred Thirty Five Only) fixed by Shikshan Shulka Samiti. The fee should be paid in favor of **Theem College of Engineering** payable at **Mumbai** by Demand Draft/Pay Order of any nationalized/scheduled bank.

Note :

The interim fee is temporarily fixed by the Shikshan Shulka Samiti. The revised fee structure will be finalised by the Samiti within due course and if Samiti makes changes in fee it will be applicable to all newly admitted students from the academic year 2014 - 2015 onwards.

ADMISSION PROCESS FOR FIRST YEAR STUDENTS

(A) Issue of Application Form & Information Brochure

Application forms for admission under Institute level quota and seats remaining vacant after CAP round, will be available in college office between 9.30 am to 5 pm in all working days.

(B) List of documents to be attached along with Application Form

Candidates seeking admission must submit application Form completed in all respects in office as per schedule / dates announced by Principal of the college. Incomplete applications will be rejected. The copies of certificates attached should be attested by Principal of school/ college from which candidate has passed the qualifying examination or Gazetted officer or Special Executive Officer or Teaching Staff of Government college not below the rank of lecturer. Original certificates need not to be attached with application form.

(C) Documents to be submitted for Admission

Attested copies of the following documents are to be submitted with application form.

1. SSC (Std X) mark sheet + 5 sets of Xerox.
2. HSC (Std XII) mark sheet + 5 sets of Xerox.
3. School leaving certificate after passing HSC (Std XII) + 5 sets of Xerox
4. Maharashtra Domicile Certificate.+ 5 sets of Xerox.
5. JEE Main Merit Card + 5 sets of Xerox.
6. For Backward Class Candidates: Caste Certificate / Caste Validity Certificate / Non creamy layer certificate with+ 5 Sets of Xerox
7. For out of Maharashtra state HSC & Diploma Students :
 - (I) Eligibility Certificate from University of Mumbai + 5 sets of Xerox.
 - (II) Migration Certificate + 5 sets of Xerox.
8. Sons and Daughters of NRI: Eligibility certificate from University of Mumbai & Certificate / Proof of NRI
9. Five Passport size photograph.
10. Any other document needed as per claim of student + 4 sets of Xerox.

ADMISSION PROCESS FOR DIRECT SECOND YEAR

(A) Eligibility Criteria

Applicant should have passed 3 years Diploma (Polytechnic) recognized by Maharashtra Govt. With minimum 50% in relevant branch.

(B) Criteria for admission

Candidates seeking admission must submit application form completed in all respects in office as per schedule / dates announced by Principal of the college. Incomplete applications will be rejected. The copies of certificates attached should be attested by Principal of school/ college from which candidate has passed the qualifying examination or Gazetted officer or Special Executive Officer or Teaching Staff of Government college not below the rank of lecturer. Original certificates need not to be attached with application form.

(C) Issue of Application Form & Information Brochure

Application forms for admission under Institute level quota and seats remaining vacant after CAP round, will be available in college office between 9.30 am to 5 pm in all working days.

(D) Documents to be submitted for Admission

Attested copies of the following documents are to be submitted with application form.

1. SSC (Std X) mark sheet + 5 sets of Xerox.
2. Diploma mark sheet + 5 sets of Xerox.
3. School leaving certificate after passing Diploma + 5 sets of Xerox
4. Maharashtra Domicile Certificate.+ 5 sets of Xerox.
5. For Backward Class Candidates: Caste Certificate / Caste Validity Certificate / Non creamy layer certificate with + 5 Sets of Xerox
6. Five Passport size photograph.
7. Any other document needed as per claim of student + 4 sets of Xerox.

RULES FOR CANCELLATION OF ADMISSION

1. Cancellation of Admission and refund of fees under Institute level quota seats. If any student after seeking the admission under Institute level quota decides to cancel the admission for any reason, the refund of fees will be as per rules. It is made clear that application for cancellation will be considered if and only if the admission is taken provisionally by paying the prescribed tuition fees & submitting the original documents like S.S.C./H.S.C./Diploma Mark Sheets, Leaving Certificate, Eligibility Certificate, Migration Certificate, Domicile certificate etc. as applicable. In case candidate fails to submit any of the said original documents within the permissible time limit (i.e. four working days from the date of admission) the admission shall be treated as cancelled and such candidate is not entitled for refund of fees.

The candidates admitted under Institute level quota seats, for cancelling the admission shall apply in Performa 'O' only (Cancellation form is available at office). The refund rules are mentioned below:

Cancellation	Tuition Fee Refund	Other Fee Refund
Within 4 days from date of admission (Including Holidays)	90% Refund	No Refund
Between 5th & 10th day from date of admission (Including Holidays)	50% Refund	No Refund
After 10th day (i.e. From the 11th) from the date of admission (Including Holidays)	No Refund	No Refund
After Cut-Off-Date (Irrespective of no. of Days)	No Refund	No Refund

2. **Cancellation of Admission and refund of fees under Centralized Admission Process:** Refund of fees under this category will be as per rules framed by DTE from time to time.