

BHARATIYA VIDYA BHAVAN'S
SARDAR PATEL INSTITUTE OF TECHNOLOGY

**Rules for Admission to the First Year of Four Year Degree Courses
in Engineering / Technology
for 2016 – 2017 Under 20% Institute Level Admissions**

DURATION OF COURSE:

Duration of Course is 4 years split into 8 Semesters with University examination at the end of each Semester.

INTAKE:

The basic intake in each of the branches viz. Electronics Engineering, Computer Engineering, Information Technology and Electronics & Telecommunication Engineering is 60, in which admissions for 20% seats are to be allotted at the institute level.

FEES:

The fees should be paid at the time of admission to F.E. vide D.D. / Pay Order drawn in favor of “**Principal, Sardar Patel Institute of Technology**”. **No cash / cheque will be accepted.**

RULES FOR ADMISSION TO FIRST YEAR OF DEGREE COURSES

1.0 GENERAL :

The following Rules shall apply for admission to first year degree course in engineering.

- 1.1 Principal of the institution will effect admissions.
- 1.2 The eligible candidates seeking admission to degree course in engineering shall submit their applications complete in all respects in the prescribed form together with necessary documents so as to reach the office of the Principal of the College on or before the last date notified by the Principal. The admission will be given on the basis of merit and counseling.

1.3 Admission Authority

Admission authority in the institute will be the Principal of Bharatiya Vidya Bhavan's Sardar Patel Institute of Technology.

2.0 Eligibility criteria for admissions at Institute Level seats and vacant seats after CAP rounds:

2.1 **Eligibility criteria** for admissions to be carried at Institute Level seats and for seats vacant after the CAP rounds will be as per rules published in the Govt. of Maharashtra, State Common Entrance Test Cell Notification.

2.2 For Admission to Institute Quota Seats and CAP Vacant Seats candidate are required to register their names for CAP Admissions and their names should appear in the Merit List of CAP failing which they are not eligible.

2.3 Only the applications of candidates who submit the printed copy of the application form along with the requisite documents & processing fees will be considered for further admission process.

2.4 Assignment of Merit Number for the applications received for admission against Institute Level seats and seats remaining vacant after CAP rounds will be as per Govt. of Maharashtra, State Common Entrance Test Cell for the year 2016-2017.

a) Maharashtra State Candidates (As per Govt. of Maharashtra, State Common Entrance Test Cell rules) :

Candidate should be an Indian national and should have passed the HSC (Std. XII) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent examination with subject Physics, Mathematics and Chemistry/Biotechnology/Biology/Technical Vocational subject.

AND

- Secured minimum 50% marks (minimum 45% marks, in case of Backward class categories and Persons with Disability candidates belonging to Maharashtra state only) in the subjects of Physics, Mathematics and Chemistry /Biotechnology /Biology/ Technical Vocational subject added together.

AND

- Obtained score in MHT-CET 2016 conducted by the Competent Authority.

2.3 Rules for Tie resolution (As per Govt. of Maharashtra, State Common Entrance Test Cell rules) :

In the case of candidates securing equal score in CET, relative merit will be fixed on the basis of the following order of preference :

- A) higher marks in Mathematics at CET.**
- B) higher marks in Physics at CET.**

- C) higher Percentage of marks in Board or qualifying examination for Physics, Mathematics and Chemistry taken together.
- D) higher Percentage of marks in the subject of Mathematics at HSC (Std. XII).
- E) Higher percentage of marks in the subject Physics at HSC (Std. XII)
- F) higher Percentage of marks in Aggregate at HSC (Std. XII) Examination.

Seats available: i) 12 seats in each of the four courses of studies (Electronics, Computer Electronics & Telecommunication, Information Technology)
 ii) The vacant seats after CAP within sanctioned intake.

2.4 Rule for after CAP Round

If any CAP seat remains or becomes vacant after the CAP Rounds then the same shall be filled in by the Candidate from the same Category for which it is 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 applicants.

2.5 Admission Procedure

- 1) Advertisement for inviting applications for admission to seats under Institute Level has been published in Indian Express and Loksatta.
- 2) Vacancies if any, at institute level seats and vacancies after CAP allottees, will be notified in the newspapers and displayed on the Notice Board of the College and on college website also.
- 3) The Merit List and Schedule of Admission Process will be displayed on the Notice Board and college website.
- 4) Admission will be effected on scheduled date by counseling.

2.6 Stages of Allotment of seats earmarked for institute level admissions.

- 1) Round M-1: The admission will be given on the date specified by college to candidates on the basis of *inter se merit* numbers assigned under Rules for Govt. of Maharashtra, State Common Entrance Test Cell and further rounds for vacant seats if any will be conducted whenever the vacant seats will be available.
- 2) Round M-2 : If any vacancy exists after Round M-1 & also for seats remaining vacant after CAP rounds will be filled up on *inter se merit* by inviting fresh applications against the advertised seats in newspaper.

3.0 Grievance Redressal and Reporting :

- 3.1 The candidates seeking admission shall have right to raise an objection against omission of his/her name or merit marks shown against his/her if he/she has reason to believe that they are not indicated correctly.

- 3.2 The candidate shall raise his/her objection in writing within the prescribed time after display of provisional merit list, stating reasons therein, which led him/her to believe that the marks obtained by the candidates against which he/she has preferred to complain were incorrect with sufficient evidence to support objections.
- 3.3 Principal will make enquiries on the basis of evidence rendered and decide whether the objections raised are valid. If the objections are proved, correction to that extent be effected and final list(s) shall be notified along with the schedule of admission.
- 3.4 No correspondence shall be made with the candidate in connection with the deficiencies in application, merit list, scrutiny or any respect. No call letter for interview and counseling would be sent to the candidate by the Principal. The candidates should report personally as per schedule of admission notified on the notice board and college website.
- 3.5 If a candidate fails to report for admission as per the schedule, he/she will lose claim for admission and that the seat shall be offered to the candidate next in the merit list. However if, he/she reports afterwards but during the process of admission he/she may be considered for admission if the seat is available at that point of time.
- 3.6 Admission is confirmed only on payment of prescribed fees in full, submission of original documents and subject to the eligibility by the Mumbai University if applicable.

4.0 DOCUMENTS REQUIRED WITH THE PRINTOUT OF ONLINE APPLICATION:

- 4.1
- i) Mark sheet of SSC (X) examination.
 - ii) Mark sheet of HSC (XII) examination.
 - iii) **MHT-CET 2016** Score card.
 - iv) Leaving certificate of institution last attended after qualifying Exam.
 - v) Migration Certificate if qualifying examination is not from Maharashtra.
 - vi) Domicile Certificate of Candidate / Father or Mother of the candidate is domiciled in the State of Maharashtra.
 - vii) CAP Application Acknowledgement Receipt.
 - viii) Caste certificate (if applicable for eligibility criteria).
 - ix) Gap Certificate (if applicable)
 - x) Certificate in pro-forma A as per Govt. of Maharashtra, State Common Entrance Test Cell brochure applicable to Type C candidate.

- xi) Certificate in pro-forma B-1 or B-2 as per Govt. of Maharashtra, State Common Entrance Test Cell brochure applicable to Type D candidate.
- xii) Certificate in Pro-forma G1 or G2 as per Govt. of Maharashtra, State Common Entrance Test Cell brochure applicable to Type E candidate.

(Attested copies of certificates should be attached in the above order).

- 4.2 Original certificates shall be submitted for verification / scrutiny at the time of counseling and admission, if offered. If a candidate is offered admission, leaving certificate of the institution last attended after qualifying examination and other document of the qualifying examination shall be retained by Principal before offering admission. The document will be returned only on Completion of his course or when the candidate cancels his/her admission. Leaving certificate will not be returned under any circumstances unless candidate cancels his / her admission.
- 4.3 Copies of certificates attached to the application should be attested by Principal of a college or a Gazetted Officer or Special Executive Officer or Head Master of a Secondary School or teaching staff member of a College or self attested. Original Certificates should not be attached with the application in any case.
- 4.4 Application received after the last date and time prescribed will not be entertained under any circumstances.

5.0 REFUND OF FEES:

As notified by Govt. of Maharashtra, State Common Entrance Test Cell.

6.0 MISCELLANEOUS:

- 6.1 **The medium of instruction for degree course in Engineering / Technology in all the Universities is English.**
- 6.2 Admission of candidate who has been admitted to any course will be treated as finally confirmed only on production of the Eligibility Certificate from the University to which the college is affiliated.
- 6.3 **Physical Fitness:** Head of the institution at his or her discretion may refer any candidate to the appropriate medical authority for ascertaining the physical fitness of the candidate to undergo the requirements of the course. The report of medical authority shall be submitted to the Regional Head of Govt. of Maharashtra, State Common Entrance Test Cell for further necessary action. It is to be noted that physically handicapped candidates are not provided with any additional facilities as far as the academic activities pertaining to the course is concerned.

6.4 Head of the institution may verify the antecedents of any candidate through the appropriate police authority. The report received from police authority shall be submitted to the Regional Head of Govt. of Maharashtra, State Common Entrance Test Cell for further necessary action.

7.0 CONDUCT AND DISCIPLINE:

7.1 Notwithstanding anything contained in these Rules, if the Government takes any policy decision pertaining to F.E. admission, then the same shall be brought into effect at that point of time as per the directives from the Government from time to time.

7.2 Students while studying in any college, if found indulging in anti-national activities contrary to the provisions of Acts and Laws enforced by Government or in any activity contrary to rules of discipline, will be liable to be expelled from the college without any notice by the Principal of the college.

7.3 Action against ragging: Maharashtra Prohibition of Ragging Act 1999 which is in effect from 15th May 1999 has the following provisions for Action against Ragging.

- a) Ragging within or outside of any educational institution is prohibited.
- b) Whosoever directly or indirectly commits, participates in, abets, or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and / or penalty which may extend to ten thousand rupees.
- c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.
- d) Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of the educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated, for further action. Where, on enquiry by the head of the educational institution, it is found that there is no substance, prima facie, in the complaint received; he/she shall

intimate the fact, in writing, to the complainant. The decision of the head of the educational institution shall be final.

- e) If the head of the educational institution fails or neglects to act in the manner specified in section “d” above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall, on conviction, be punished as provided for in section “b” above.

7.4 If any of the statement made in application form or any information supplied by the candidate in connection with his or her admission is later on at any time, found to be false or incorrect, his or her admission will be cancelled, fees forfeited and he or she may be expelled from the college by the Principal. An appeal against the order of expulsion, however, may be referred within 7 days to the Govt. of Maharashtra, State Common Entrance Test Cell, Maharashtra State, Mumbai, whose decision in such cases will be final.

8. UNDERTAKING:

All candidates who have applied for admission shall be deemed to have submitted the following undertaking:

- 8.1 I have read all the Rules of Admission and after understanding these rules thoroughly, I have filled in the application form for admission for the current year.

The information given by me in my application is true to the best of my knowledge and belief. I understand that if any of the statements made by me in the application form or any information supplied by me in connection with my admission is later on at any time, found to be false or incorrect, my admission will be cancelled, fees forfeited and I may be expelled from the college by the Principal.

- a) I have not been debarred from appearing at any examination held by any Government constituted or statutory examination authority in India.
- b) I fully understand that the allotment of a course will be made to me depending on my *inter se merit*, order of option given by me and the number of seats available at that point of time in a stage.
- c) I understand that no document after the last date of submission will be entertained for the purpose of claims or concessions etc. in connection with my admission unless otherwise mentioned in the rules.
- d) I am fully aware that the Competent Authority or its representative will not make any correspondence to see the notifications in the newspaper and notices on the notice boards.
- e) I am aware that any rule imposed by the University such as ‘imposing limits on the number of attempts permissible to pass any examination’ shall be binding on me.

- f) I hereby agree to conform to any Rules, Acts and Laws enforced by Government and I hereby undertake that, I will do nothing either inside or outside the college which may result in disciplinary action against me under these rules, acts and laws referred to.
- g) I am fully aware that, if found indulging in anti-national activities contrary to the provisions of Acts and Laws enforced by Government, any activity contrary to rules of discipline will be liable to be expelled from the College without any notice by the Principal of the College.
- h) I fully understand that the Principal of the college where I would be admitted, has a right to expel me from the college for any infringement of the rules of conduct and discipline prescribed by the college or University or Government and the undertaking given above.
- i) **Condition of minimum attendance : I am fully aware that, I will not be allowed to appear for the examination if I do not attend minimum 75 percent classes of theory, practical, drawing etc. I am also aware that I will not be allowed to appear for the examination, if I fail to submit satisfactorily all the assignments, jobs, journals, drawings, reports as specified by the University within stipulated time limit.**