

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

**ADMISSION PROCEDURE**

**FIRST YEAR ENGINEERING FOR ACADEMIC YEAR 2016-17**

All the candidates who have been allotted seat by D.T.E. (M.S.) Mumbai for admission to the **First Year Engineering Degree Course** in MAEER's Maharashtra Institute of Technology, Kothrud, Pune-411 038(DTE Code:6151) for the Academic year 2016-17 should follow the admission procedure as mentioned below-

- 1) Reporting for admission  
Venue: Saint Shree Dnyaneshwar Hall, World Peace Library Building, MIT Pune Campus, Kothrud, Pune-411 038.
- 2) Produce College Seat allotment letter by to 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**

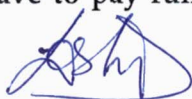
Sr. No.	Document	Required to be submitted by
1	Admission Seat Allotment letter from Competent	Compulsory for All Candidates
2	MAHCET- Score Card/ JEEE Score Card- 2016	Compulsory for All Candidates
3	H.S.C. (Std. XII) Mark sheet	Compulsory for All Candidates
4	S.S.C. (Std. X) Mark sheet	Compulsory for All Candidates
5	School Leaving/Transfer Certificate after Passing HSC/Std. XII	Compulsory for All Candidates
6	Migration Certificate(other than Maharashtra State	Compulsory for All Candidates
7	Caste Certificate	For S.C./S.T./V.J./N.T.-1/N.T.-2
8	Caste Validity Certificate	For S.C./S.T./V.J./N.T.-1/N.T.-
9	Non Creamy-Layer Certificate	For V.J./N.T.-1/N.T.-2/N.T-3
10	Income Certificate	Only for candidates admitted under TFWS Quata
11	Domicile Certificate	(All Candidates)
12	Nationality Proof like Nationality Certificate /	Compulsory for all Candidates
13	Educational GAP Affidavit	If applicable
14	Ex-Serviceman Certificate	If applicable
15	Physically Handicapped Certificate	If applicable
16	Performa -H	If Non Availability of Cast Validity Certificate
17	Performa-I	If applicable
18	Migrant Certificate	If applicable
19	Photocopy of Aadhar Card	All Candidates

**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 2015-16 (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. 4.50 Lakh. If Income Certificate is not produced at the time of admission & Income is more than 4.5 lacs, then students will have to pay full amount of fees.

Date: 29/07/2016



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