



Government of Maharashtra

STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE, MUMBAI.

Information Brochure for Centralized Admission Process (CAP)

of

First Year of Five Year Degree Course in Law leading to LL.B. (5Yrs.)

(Regular- Full Time-Integrated Course)

Academic Year: -2018-2019

Competent Authority

Commissioner, State Common Entrance Test Cell

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CAP Process Website

Website for form filling: - <http://www.mah-llb5admission.in>

Call Centre No. for Form Technical Queries : 020-67635999

E-mail Address for Students' Technical Queries: - mah.llb5.help@gmail.com

Special Note:-

- 1) Candidates are advised to download and read the CAP information brochure carefully before filling in the On-Line Application form.
- 2) Colleges of LAW are advised to keep the Copies of the information Brochure available for the Staff, Faculty and Candidates to refer to in their Premises.
- 3) This information brochure should read with reference to Admission Time Table, other Notices and Notifications and Government Resolutions displayed on the web site <http://www.mah-llb5admission.in>.

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Important Instructions to the Candidates

Candidates desirous of taking services from the Facilitation Centers for applying on line application form for CAP will have to pay Rs. 75/- (Rupees Seventy-Five) per application. The Charges towards any other services like Scanning etc. will be charged at actuals.

It is not mandatory to take service of facilitation Center to apply on line.
The List of Facilitation Centers will be provided on website.

References

Read:

1. Government of Maharashtra ACT XXVIII, Dated 17th August 2015.
2. Government of Maharashtra Gazette, No. TEM-2016/CR 473(Part 1)/TE-4, Dated 24th April 2017.
3. Government of Maharashtra Extra Ordinary Gazette, No.113, Dated 5th May 2017
4. Government of Maharashtra Gazette, CET. 2015/C.R.243(Part-2)/Mashi-2, Dated 24th April 2017.
5. Government Resolution - Competent Authority, Dated 4th December, 2015.
6. Government Resolution - Eligibility Criteria and Seat Distribution Norms, Dated 12th April 2016.

(All reference has uploaded on <http://www.mah-llb5admission.in> for Candidates and Institutes to refer to)

1.Introduction:

In exercise of the powers conferred by section 23 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015) and in suppression of Government Notification, Higher and Technical Education Department No.CET-2015/C.R.243/Mashi-2, dated 2nd April 2016, the Government of Maharashtra makes the following rules wide Government Notification, Higher and Technical Education Department CET. 2015/C.R.243 (Part-2)/Mashi-2, dated 5th May 2016, to regulate the admissions to the First Year of Full Time Professional Undergraduate Law Courses (Three Years and Five Years), namely.

These rules are called the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions to the Full Time Professional Undergraduate Law Courses) Rules, 2017. They shall come into force with effect from 5th May 2017. This brochure gives information regarding the eligibility and rules of admission for LL.B. 5 Yrs. Full time degree Course in the State of Maharashtra. This also provides information about invitation of On Line applications for admission (CAP), preparation of Merit List, distribution of seats, details of reservation, various rounds and stages of Centralized Admission Process (CAP), admission in Institutional Quota seats after CAP, supernumerary seats, refund of fees, etc.

These rules are also applicable for admission in Government, Government Aided, University Managed College / Institutions /Department of professional educational institutions vide government resolution of Higher & Technical Education Department G.R.No.CET-2017/C.No.124/Mashi-2, Dated 12th May, 2017.

1. Short title and Commencement: - (1) These rules may be called the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admission to the Full Time Professional Undergraduate Law Courses) Rules, 2017.

(2) They shall come into force with effect from 5th May of 2017.

2. Definitions: - (1) In these rules, unless the context otherwise requires,—

(a) “Act” means the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015);

(b) “Admission Reporting Centre” means a center where the Candidate shall report for confirmation of admission by verification of documents and payment of fees;(Herein the case of LLB-5 Yrs. It means **Admitting College**)

(c) “All India Seats” means seats available to an eligible Indian National Candidate;

(d) “Application Form” means prescribed form filled up online by the Candidate for admission to the Course;

(e) “CAP Seats” means the seats filled in through the Centralized Process of Admission (CAP)carried out by the Competent Authority;

(f) “Courses” means the Three Years Degree Course i.e. Bachelor of Law (LL.B.) or Five Years’ Integrated Full Time Degree Course i.e. Bachelor of Law (LL.B.) as the case may be in this case it is LL.B.-5 Yrs. Integrated Degree Course;

(g) “Department” Means the Higher and Technical Education Department of Government of Maharashtra;

(h) “Eligible Candidates” means the candidates who are eligible for different professional courses as notified by the Government, from time to time, under sub-section (1) of section 3 of the Act in this case Government Gazette Extra Ordinary Part IV- B- No 102 dated 24th April 2017;

(i) “Facilitation Centre” means a center where the facilities like sale of application kits, filling online forms, verification of documents and grievances, etc. are provided; here it means the centers where the candidates will be helped to upload the necessary documents for filling in the CAP Form.

(j) “HSC” means the Higher Secondary School Certificate (Standard XII) examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by a recognized Boards;

(k) “Institutional Quota” means seats available for admission to eligible Candidates at Institution level as declared by the Government or appropriate Authority, from time to time;

(l) “*Inter-Se-Merit*” means the order of merit declared by the Competent Authority in respect of various classes or category of Candidates;

(m) “Minority Quota” means seats earmarked for the Minority Community students from within the State, belonging to the Minority Community to which the Institution belongs;

(n) “Overseas Citizen of India (OCI)” means a Candidate or person registered as an Overseas Citizenship of India as declared by the Central Government under section 7A of the Citizenship Act, 1955 and includes Persons of Indian Origin (PIO);

Explanation:- For the purposes of this clause, all the existing Persons of Indian Origin (PIO) cardholders registered under Notification of the Government of India, Ministry of Home Affairs F.No.26011/04/98- F.I, dated 19th August 2002 and shall now be deemed to be Overseas Citizens of India (OCI) cardholders by virtue of Notification of Government of India, Ministry of Home Affairs, No. 25024/9/2014-F.I., dated 9th January 2015;

(o) “Qualifying Examination” means examinations on the basis of which a Candidate becomes eligible for admission or its equivalent examination;

(p) “SSC” means the Secondary School Certificate (Standard X) examination conducted by the Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent certificate awarded by a recognized Boards;

(q) “Supernumerary Seats” means seats which are over and above the Sanctioned Intake approved by the appropriate authority and the Government, from time to time.

(2) Words and expressions used but not defined in these rules, shall have the same meanings respectively assigned to them in the Act.

3. Invitation of Application: - (1) The Competent Authority shall invite Online Applications from the Candidates who had participated in the CET, for the Centralized Admission Process for seeking admission to the Professional Course: LL.B.-5 Yrs. Full Time Regular Integrated Course for which at least **Non –Zero Score in MAH-LL.B.-5 Yrs.CET-2018** is required for the Academic Year **2018-2019**

(2) The Candidates seeking admissions to the Professional Courses for the seats provided in -

(a) rule 7 (1): Maharashtra State Candidature Seats, 7 (2): All India Candidature Seats, 7 (3): Minority Quota seats and 7(5): Supernumerary seats for Jammu and Kashmir Migrant Candidature of these rules shall apply to the Competent Authority for admission through Centralized Admission Process (CAP);

(b) rule 7 (4): Institutional Quota Seats of these rules shall initially apply to the Competent Authority for verification of documents and then to respective institute, to enable the institutions to give admissions to such eligible applicants on the basis of *Inter-Se-Merit*, as specified in rule 13.

(3) The Candidate should submit along with the On Line Application, the requisite certificates, as applicable and upload the documents on line in the necessary Proforma issued by the concerned Competent Authority.

4. Role of competent Authority and its representatives in the Process of Centralized Admission: -

- (a) The Competent Authority, the Commissioner of State Common Entrance Test Cell, Maharashtra State, and shall be the authority for Centralized Admission Process and shall direct the students as per their allotment through CAP to all institutions i.e. Government, Government Aided, University Department, University Managed Colleges/Institutions, Minority Institutions/Colleges, Aided and Unaided Private Professional Educational Institutions. Director, Higher Education, M.S. Pune will act as a Nodal Officer for the CA Process as per the decision take in the Admissions Regulating Authority meeting dated 16th November 2017, Item No 11.
- (b) The Competent Authority shall deal with the representations received from the candidates pertaining to allotment and admissions as Grievance Redressal Authority. The Candidates will submit the grievances on line via -E-mail maharashtra.cetcell@gmail.com and on line through Admission portal on <http://www.mah-llb5admission.in>
- (c) Post CET Competent Authority in co-ordination with the Nodal Officer will take the decisions related to following things with reference to Admission to First year of Full Time Professional Undergraduate Law course leading to LL.B.-5 Yrs. Undergraduate Degree.
- i) Result of CET;
- ii) Schedule of CAP,
- iii) The Directorate of Higher Education, Pune shall publish the “Information Broacher for LL.B-5 Yrs. CAP on line on the admission web site in this case <http://www.mah-llb5admission.in> and work in the capacity of nodal Officer for the process of Centralized Admission.

4.1 Jurisdiction of the Universities:

The following table shows the details about the Home Universities in the State of Maharashtra with their Jurisdiction area.

Sr.No.	Home University	District of Jurisdiction
1	Dr.Babasaheb Ambedkar Marathwada University, Aurangabad	Aurangabad, Beed, Jalna, Osmamabad
2	Swami Ramanand Teerth Marathwada University, Nanded	Hingoli, Latur, Nanded, Parbhani
3	Mumbai University, Mumbai	Mumbai City, Mumbai Suburban, Ratnagiri, Raigad, Palghar, Sindhudurg, Thane
4	North Maharashtra University, Jalgaon	Dhule, Jalgaon, Nandurbar
5	Savitribai Phule Pune University, Pune	Ahmadnagar, Nashik, Pune
6	Shivaji University, Kolhapur	Kolhapur, Sangli, Satara,
7	Solapur University, Solapur	Solapur
8	Sant Gadge Baba Amaravati University, Amravati	Akola, Amaravati, Buldhana, Washim, Yavatmal
9	Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur	Bhandara, Gondia, Nagpur, Wardha,
10	Gondwana University, Gadchiroli.	Chandrapur, Gadchiroli
10	SNDT Women's University, Mumbai	Entire Maharashtra.

5. Candidature Type:-

(1) Maharashtra State Candidature: —

(i) Eligibility Criterion For Five Year Integrated Degree Course (LL.B-5 Yrs.):-

(a) The Candidates passing SSC and HSC Examination from a recognized institution in Maharashtra State or the candidates passing equivalent examination (such as 11+1, A level in Senior Secondary School Leaving Certificate Course) from a recognized University of India or outside or from Secondary Board or equivalent, constituted or recognized by the Union or by a State Government, which is in Maharashtra; and

Type of Maharashtra State Candidature	Details
Type - A	A Candidate who is Domicile of Maharashtra or born in Maharashtra, or
Type - B	The Father or Mother of the Candidate is domiciled in the State of Maharashtra, or
Type - C	The Father or Mother of the Candidate is an employee of the Government of India or Government of India Undertaking who is posted and reported to duty in the Maharashtra State before the last date for submitting the Application Form for CAP, or
Type - D	The Father or Mother of the Candidate is an employee of the Government of Maharashtra or Government of Maharashtra Undertaking, or
Type - E	The Candidates passing SSC and or HSC Examination or Equivalent Examination from a recognized institution from a disputed Maharashtra-Karnataka Border Area and whose Mother tongue is Marathi.

(2) All India Candidature: -

The Candidates having Indian Nationality are eligible under this Category.

(3) Minority Candidature :-

The Maharashtra State domiciled Candidate belonging to a particular Linguistic or Religious Minority Community from within the State and as notified by the Government are eligible under this Category.

(4) NRI Candidature :-

The Candidate who fulfills the conditions as defined in clause (n) of section 2 of the Act are eligible under this Category.

(5) Foreign Student or OCI or PIO Candidature :-

The Foreign Student Candidates, as defined in clause (i) of section 2 of the Act, the Overseas Citizen of India (OCI) Candidate, as defined under clause (n) of rule 2 and Persons of Indian Origin (PIO) as defined in clause (o) of section 2 of the Act are eligible under this Category.

(6) Jammu and Kashmir Migrant Candidature. —

- (a) The children of citizens, who are displaced from Jammu and Kashmir to any part of India or from unsafe border area of Jammu and Kashmir to a relatively safer place in Jammu and Kashmir from 1990 onwards due to terrorist activities; or
- (b) The children of officers belonging to Indian Administrative Services (IAS) or Indian Police Services (IPS) or Indian Foreign Services (IFS) and children of staff belonging to military and paramilitary forces transferred to Jammu and Kashmir to combat terrorist activities and joined the post on or before the last date for submission of application for admission; or
- (c) The children of staff and officers of Jammu and Kashmir police engaged in combating terrorism; are eligible under this category.

6. Sanctioned Intake and Supernumerary Seats -

- (1) The Sanctioned Intake for First Year of Five Years Integrated Degree Course shall be as per the approval given by the Authority which is Competent for giving approval to said Course and affiliation given by the respective Affiliating University.
- (2) The Supernumerary seats shall be available to the Private Professional Educational Institutions as per the Policy of the Government, from time to time.

7. Allocation of Seats:-

The percentage of allocation of seats for various types of Candidates in the State Level Seats shall be in accordance with the policy of the Government as specified in the **Schedule: I** and **Schedule: II** enclosed at the end of the Information Brochure.

(1) Maharashtra State Candidature Seats:-

The Candidates having Maharashtra State Candidature as specified in rule 5(1) of these rules, shall be eligible for these seats.

(2) All India Candidature Seats :-

The Candidates having Candidature as given in rule 5(2) of these rules shall be eligible for these seats.

(3) Minority Quota Seats :-

The Candidates having Candidature mentioned in rule 5(3) of these rules shall be eligible for these seats as specified in Schedule. These seats shall be filled in accordance with the provisions of sub-section (2) of section 6 of the Act.

(4) Institutional Quota Seats :-

The Unaided Institution can admit Eligible Candidates as specified in schedule, subject to following conditions: –

(i) The Candidates having Candidature mentioned in rule 5(1), 5(2), 5(3), 5(4), 5(5) and 5(6) of Government Extra-Ordinary Gazette Part IV-B –No 113, 5th May 2017, * shall be eligible for these seats;

(ii) The maximum 5% seats may be filled in from the NRI or Foreign Student or OCI or PIO Candidates, at the Institution level on the basis of *Inter-Se-Merit* of candidates, as given in rule 8 of these rules.

(iii) The seats reserved for this NRI or Foreign Student or OCI or PIO quota remains vacant, those vacant seats may be filled in by the Institution, from the Eligible Candidates:

Provided that while filling of these vacant seats the preference shall be given to the Maharashtra State Candidature Candidates on the basis of *Inter-Se-Merit*.

(5) Supernumerary Seats for Jammu and Kashmir Migrant Candidature :-

- (i) The Candidates having candidature as given in rule 5(6) of these rules* shall be eligible for these seats;
- (ii) The number of seats for this quota shall be as per the Policy of the Government;
- (iii) These seats shall be filled in by the Competent Authority/ DHE after due verification of the documents and verifying the merit list
- (iv) These seats will be lapsed, if remains vacant.

7.1 Reservations:

All the reservations given below shall be applicable to **candidates belonging to Maharashtra State only** subject to the fulfillment of the eligibility criteria specified by respective authorities from time to time.

(a) Reservation for Backward Class Category Candidates:

The percentage of seats reserved for candidates of backward class categories belonging to **Maharashtra State only** is as given below. The percentage of reservation is the percentage of seats available for Maharashtra Candidates, coming under the CAP. Backward class candidate shall claim the category to which they belong to at the time of submission of application form for CAP if they have the relevant documents required.

Sr. No.	Category of Reservation	Percentage of Seats Reserved for Maharashtra State Candidates
01	Scheduled Castes and Schedule Caste converted to Buddhism (SC)	13%
02	Schedule Tribes (ST)	7%
03	Vimukta Jati (VJ)/ De Notified Tribes (DT) (NT-A)	3%
04	Nomadic Tribes 1 (NT-B)	2.5%

05	Nomadic Tribes 2 (NT-C)	3.5%
06	Nomadic Tribes 3 (NT-D)	2%
07	Other Backward Classes (OBC)	19%
	Total	50.0%

(Source: Maharashtra ACT No. XXX of 2006)

(A) In case of the Castes NT-A, NT-B, NT-C, NT-D, OBC and SBC belonging to Maharashtra State, Candidates have to upload the Caste Certificate, Caste/Tribe validity Certificate and Non Creamy layer certificate valid up to 31 March 2019 while filling the on line application form for CAP. If Caste/Tribe validity Certificate and Non creamy layer certificate is not available, then candidate has to upload Receipt of application form submitted for obtaining Caste/Tribe Validity Certificate & Non Creamy Layer Certificate during the grievance period from 17th July 2018 to 20th July 2018. But Candidates will have to upload the Caste/Tribe validity Certificate and Non creamy layer certificate before the last date of Admission confirmation of the Second Round of Admission declared in the CAP schedule uploaded on the CAP website, otherwise candidate will be considered in Open Category.

(B) Backward class candidates belonging to S.C./ S.T. from the State of Maharashtra candidates will have to upload the Caste Certificate & Caste/Tribe validity Certificate while filling the on line application form for CAP. If Caste/tribe Validity certificate is not available, then candidate will have to upload Receipt of application form submitted for obtaining Caste/Tribe Validity Certificate during the grievance period from 17th July 2018 to 20th July 2018. But Candidates will have to upload the Caste/Tribe validity Certificate and Non creamy layer certificate before the last date of Admission confirmation of the Second Round of Admission declared in the CAP schedule uploaded on the CAP website, otherwise Candidate will be considered in

Open category.

All Maharashtra State candidates belonging to Reserved Category will have to produce the **Caste Certificate, Caste Validity Certificate & Non Creamy Layer Certificate at the time of** documents verification for admission in admitting college to claim reserved category seat.

If the candidates fail to submit the Non Creamy Layer Certificate and or Caste/Tribe Validity certificate before 18th August 2018, their admission will be cancelled by the system and the Admitting College and the candidates can apply as open category candidate and seek admission as Open Category in the Third and Institutional Round by doing necessary changes in the on line application form of CAP as per the schedule.

(C) Candidates holding Caste certificate from any State other than Maharashtra will be considered as Open Category Candidate, if they have applied under reserved category for CET, they will have to pay the difference of Fee to migrate to Open Category.

(D) Provision for Special Backward Class Candidates: Some of the castes under SBC category were earlier included in Other Backward Categories. Therefore, such SBC candidate shall be held eligible for reservation in the backward class in which they were included previously.

(E) After implementing admission process by following the merit list, if some of the reserved seats remain vacant, and then SBC candidate will be given admission to fill up the seat on priority basis to the maximum limit of 2% of the total intake capacity.

(b) Reservation for sons/daughters of Defense Service Personnel:

Five percent (5%) seats of the total sanctioned intake of an institute, subject to a maximum of five (5) seats in each institute coming under CAP shall be reserved for Children of Ex-service personnel who are Domiciled in Maharashtra State (Def-1), Children of Active Service Personnel who are Domiciled in Maharashtra State(Def-2), Children of the Active

Service Personnel (Def-3) who are transferred to Maharashtra State but are not Domiciled in Maharashtra State , or who are not domiciled in Maharashtra State but their families are stationed in Maharashtra State under the provision of retention of family accommodation at the last duty station on grounds of children's education provided further that, such candidate should have appeared and passed the HSC examination from a school/college situated in the State of Maharashtra.

These seats are within the sanctioned intake and are available as **State Level seats**.

- (i) A combined single merit list of all eligible Def-1, Def-2 and Def-3 candidates shall be prepared.
- (ii) Candidates claiming these seats shall produce additional documents in Proforma C, D, and /or E as applicable.
- (iii) This provision is NOT available to the children of **CIVILIAN STAFF** who is working/ who has worked in the Indian Defense Service.

(c) Reservation for Persons with Disability Candidate:

Three percent (3%) seats of total sanctioned intake of all the Institutions under CAP shall be reserved for Candidates with Disability.

- (i) 1% seats for Visually impaired (Blind) candidates (P1)
- (ii) 1% seats for Speech & Hearing impaired (deaf& dumb) candidates (P2).
- (iii) 1% seats for Orthopedic disorders, learning disabilities, Dyslexia, Dyscalculia, Dysgraphia, Spastic (P3).

The allotment of seats reserved for the candidates with Disability shall be done on the basis of an **inter-se merit** of respective type of handicap of such candidates. **These seats are available for Maharashtra domiciled candidates.**

The candidates claiming reservation under this category shall submit the certificates strictly as per the Proforma – F/F-1.

Note :-

Candidate with Disability should note that on admission to degree course they will not be given any exemption or additional facility in the academic activities other than those which may be provided by the respective Universities.

(d) Horizontal/Parallel Reservation to Orphan Children to the tune of 1% from Open Category Quota:

As per Government Resolution No.OCC-2011/C.No.212/D-3Women and Child Development Department. Dated 2nd April 2018 1% Horizontal/Parallel reservation to the tune of 1% from Open Category Quota will be available to the candidates fulfilling the conditions 1), 2) and 3) given in the Government Resolution. The Candidate wishing to take benefit of this Reservation will have to upload the certificate duly issued by Regional Deputy Commissioner, Women and Child Development.

If no candidate has applied under this category, the seat reserved for the orphan candidate will be filled in from the Open Category candidate according to merit and following other rules mentioned in the Information Brochure.

7.2 Eligibility Criteria for LLB-5 Yrs. Course :

Eligibility conditions and requirement for admissions to LLB-5 Full time Regular Integrated Undergraduate Degree Course are detailed below:-

7.2-1 Age Limit:

There is no upper age limit at present for admission to LLB-5 Yrs. Course in view of the cases pending in Hon. Supreme Court of India, and the order passed by the Hon. High Court, Bombay in W.P. No 3235 / 2016. The admissions to LLB-5 Yrs. Course will be subject to the final outcome of the various writ petitions pending before various Hon. Courts.

A. For Maharashtra State Candidature Candidates: -

1. The candidate should be an **Indian National**;
2. An applicant who have successfully completed Senior Secondary School course ('+2') or equivalent such as (11+1, 'A' level in Senior School Leaving Certificate Course) from a recognized University of India or outside or from Senior Secondary Board or equivalent, constituted or recognized by the Union or by a State Government or from any equivalent institution from a foreign country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the Course Examination, with minimum of 45% Marks in aggregate. (SC and ST Category candidates belonging to the State of Maharashtra with valid Caste Certificate from State of Maharashtra with minimum 40% Marks in aggregate);
3. The Applicant who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after processing studies in distance or correspondence method is eligible for the course;

Provided that, the applicants who have obtained 10+2 through Open/Distance system directly without having any basic qualification are not eligible.

Further provided that, applicants who have obtained 10th std./ Secondary Schooling Certificate Examination, in a single sitting examination without having basic qualification (1st to 9th Standard of Schooling) is not eligible.

4. An applicant who has passed the 11th (old Pattern)/ 12th std./ Pre Degree Course (Old Pattern) examination from State / Central Boards of schooling or from Open Schooling System/ regular system recognized & established by the Govt. Of the State/India or International Board of School Education, after prosecuting the basic course of studies in the pattern of 1st to 10th standards in Regular mode, at Secondary Schooling is eligible for admission to five year Integrated LL.B. Course.
5. The qualifications of 10th, 12th (+2) and Graduation if applicable may be obtained through any mode (distance / correspondence / Open Schooling System).
6. **Non Zero Score in MAH-LLB-5 2018 CET**

Note: The percentage of marks shall not be calculated by rounding off to nearest integer.

Course	Eligibility condition and requirement for admissions:
	B. All India Candidature Candidates:- - The candidate should be an Indian National; - An applicant who have successfully completed Senior Secondary School course ('+2') or equivalent such as (11+1, 'A' level in Senior School Leaving Certificate Course) from a recognized University of India or outside or from Senior Secondary Board or equivalent, constituted or recognized by the Union or by a State Government or from any equivalent institution from a foreign country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the Course Examination, with minimum of 45% Marks in aggregate. - The Applicant who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after processing studies in distance or correspondence method is eligible for the course; Provided that, the applicants who have obtained 10+2 through open distance system directly without having any basic qualification are not eligible. Further provided that, applicants who have obtained 10th std./ Secondary Schooling Certificate Examination, in a single sitting examination without having basic qualification (1st to 9th Standard of Schooling) is not eligible. - An applicant who has passed the 11th (old Pattern)/ 12th std./ Pre Degree Course (Old Pattern) examination from State / Central Boards of schooling or from Open Schooling System/ regular system recognized & established by the Govt. Of the State/India or International Board of School Education, after prosecuting the basic course of studies in the pattern of 1st to 10th standards in Regular mode, at Secondary Schooling is eligible for admission to five year Integrated LL.B. Course. - The qualifications of 10th, 12th (+2) and Graduation, if applicable may be obtained through any mode (distance / correspondence / open schooling method System.) Non Zero Score in MAH-LLB-5 2018 CET Note: The percentage of marks shall not be calculated by rounding off to nearest integer.

Course	Eligibility condition and requirement for admissions:
	C. Jammu & Kashmir Migrant Candidature Candidates: - 1. The candidate should be an Indian National; 2. An applicant who have successfully completed Senior Secondary School course ('+2') or equivalent such as (11+1, 'A' level in Senior School Leaving Certificate Course) from a recognized University of India or outside or from Senior Secondary Board or equivalent, constituted or recognized by the Union or by a State Government or from any equivalent institution from a foreign country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the Course Examination, with minimum of 45% Marks in aggregate. 3. The Applicant who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after processing studies in Distance or Correspondence method is eligible for the course; Provided that, the applicants who have obtained 10+2 through Open/Distance System directly without having any basic qualification are not eligible. Further provided that, applicants who have obtained 10th Std./ Secondary Schooling Certificate Examination, in a single sitting examination without having basic qualification (1st to 9th Standard of Schooling) is not eligible. 4. An applicant who has passed the 11th (Old Pattern)/ 12th std./ Pre -Degree Course (Old Pattern) Examination from State / Central Boards of schooling or from Open Schooling System/ regular system recognized & established by the Govt. Of the State/India or International Board of School Education, after prosecuting the basic course of studies in the pattern of 1st to 10th standards in Regular mode, at Secondary Schooling is eligible for admission to five year Integrated LL.B. Course. 5. The qualifications of 10th, 12th (+2) and Graduation, if applicable, may be obtained through any mode (Distance / Correspondence / Open schooling System). 6. Non Zero Score in MAH-LLB-5 2018 CET Note: The percentage of marks shall not be calculated by rounding off to nearest integer.

Course	Eligibility Condition and Requirement for admissions:
First Year of LL.B. 5 Year Degree Course.	D. Children of NRI / OCI / PIO, Children of Indian Workers in the Gulf Countries, Foreign Nationals:- 1. An applicant who have successfully completed Senior Secondary School course ('+2') or equivalent such as (11+1, 'A' level in Senior School Leaving Certificate Course) from a recognized University of India or outside or from Senior Secondary Board or equivalent, constituted or recognized by the Union or by a State Government or from any equivalent institution from a foreign country recognized by the Government of that country for the purpose of issue of qualifying certificate on successful completion of the Course Examination, with minimum of 45% Marks in aggregate. 2. The Applicant who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after processing studies in distance or correspondence method is eligible for the course; Provided that, the applicants who have obtained 10+2 through Open/Distance system directly without having any basic qualification are not eligible. Further provided that, applicants who have obtained 10th std./ Secondary Schooling Certificate Examination, in a single sitting examination without having basic qualification (1st to 9th standard of schooling) is not eligible. 3. An applicant who has passed the 11th (old Pattern)/ 12th std./ Pre Degree Course (Old Pattern) examination from State / Central Boards of schooling or from Open Schooling System/ regular system recognized & established by the Govt. Of the State/India or International Board of School Education, after prosecuting the basic course of studies in the pattern of 1st to 10th standards in Regular mode, at Secondary Schooling is eligible for admission to five year Integrated LL.B. Course. 4. The qualifications of 10th, 12th (+2) and Graduation if applicable may be obtained through any mode (Distance / Correspondence / Open schooling System). Note: The percentage of marks shall not be calculated by rounding off to nearest integer.

[For Eligibility Criteria References: Rules of Legal Education, 208 (5)(b) & Govt. of Maharashtra Notification, Dated 24th April, 2017.]

Note: -

- 1) Aggregate marks means the Grand Total of marks obtained by the candidate at the Certificate/ Diploma on which the Class/Grade is awarded by the Board/University.
- 2) In case the candidates are awarded Grades,/CGPA instead of marks , the conversion of Grade/CGPA to percentage of marks would be based on the formula/procedure certified by the Board/ University/Institution who has awarded the same. It is obligatory on the part of the candidate to bring the conversion certificate from the Board/ University/ Institution. Attention of the candidate is invited to the Notice No 3 available on the admission web site where in support based on problems faced by candidates is given.

Steps involved in the Admission Process of NRI/OCI/PIO will be as under :

1. Candidate will register as NRI / OCI / PIO / Foreign Candidates on <http://mah-llb5admission.in> as per the schedule declared.
2. NRI/OCI/PIO/FNS Candidates will Register themselves and Fill up the on line CAP Application form, upload the required documents and pay the Fee prescribed Rs. 5,000/- **on line** as per the schedule.
3. Candidate will take print out of the Form and Receipt and submit to Facilitation/Verification Center declared by Directorate of Higher Education.

Sr. No.	Name of the Course	Name of the Facilitation /Verification Centre
1	LL.B.-5 Years	Government Law College, A- Road, Churchgate, Mumbai 400020

4. Facilitation Center will verify and check the Application form, Original documents, and will certify that the candidate fulfills the basic Academic Eligibility criteria as per the Common Admission Process Brochure.
5. NRI, OCI, PIO candidates who are desirous of seeking admission in unaided colleges of Law are required to fill in the On Line Application form for CAP but need not fill in Option form.
6. If the Candidate is desirous of seeking admission in Government and Government Aided Colleges, then he /she have to fill the College Option Form.
7. Facilitation Centre will update the approved status on line on <http://mah-llb5admission.in>
8. NRI, OCI, PIO candidate will approach the unaided institutes for admission of their choice before as per the time schedule published on website.

9. Institute will check the Eligibility, Documents and give him admissions by generating on line admission letter from their log in.
10. The NRI, OCI, PIO quota in the Government and Aided colleges will be filled in by Competent Authority through CAP.
11. Institute will update online his admission on <http://mah-llb5admission.in> Portal before the beginning of the III Round or in the Institutional Level Round without fail. The unfilled NRI, OCI, PIO seats will be automatically transferred to All India Candidature.
12. Even If NRI, OCI, PIO candidate has appeared for CET; he has to register himself for NRI, OCI, PIO quota.
13. Institutes will submit the separate report of admitted NRI, OCI, PIO Foreign students Course wise to Directorate of Higher Education and to Admission Regulatory Authority in the format given by Director, Higher Education, Maharashtra State, Pune who is acting as a Nodal Officer for Higher Education Centralized Admissions.

14. Special Instructions for NRI, OCI, PIO candidates:

The candidates are advised to keep the following documents ready:

Sr.No.	Type of candidature	Following documents are to be scanned and uploaded while filling the online CAP Application
1	Foreign Nationals/ Foreign students	1) Eligibility certificate from concerned University in which candidates is seeking admission 2) Certificate / Proof of foreign national or Foreign student status. 3) Pass port of the candidate & Valid Student Visa of the Candidate 4) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU)
2	Persons of Indian Origin/Overseas Citizen of India Candidates	1) Eligibility certificate from concerned University in which the candidate is seeking admission 2) Certificate /Proof of Persons of Indian Origin status. 3) Passport of the candidate & PIO/OCI Card 4) Affidavit of Claimant/Sponsor disclosing his full identity i.e Full Name, Age, Residence, Occupation, relationship with candidate, etc duly signed by the sponsor(Annexure-A). 5) Affidavit of Claimant disclosing his full identity

		i.e. Full Name, Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B). 6)Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board
3	Workers in Gulf Countries/	1)Eligibility certificate from concerned University. 2)Certificate /Proof of Person having workers in Gulf Countries/ NRI Status. OR 2) Letter from Employer on Company Letter Head along with the necessary information (i.e. date of appointment and working period in the said firm, address, etc.), 3) Passport and Visa of parent working in foreign country 4) Residence/work permit Or 4) Residence (Address) Proof Such as: Driving Licence/Telephone Bill/Electric Bill/ Property Tax Copy/ It Return Copy/ Bank Statement to prove 182 days of the Stay in foreign country etc. documents showing the residence address. 5) Affidavit of Claimant/Sponsor disclosing his full identity i.e Full Name, Age, Residence, Occupation, relationship with candidate, etc. duly signed by the sponsor (Annexure-A). 6) Affidavit of Claimant disclosing his full identity i.e. Full Name , Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B). 7) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board
3	Non Resident Indian	1)Eligibility certificate from concerned University in which the candidate is seeking admission. 2)Certificate of Embassy stating NRI Status of the Sponsor. Or 2) Proof of residence showing minimum continuous

		182 days of stay of claimant NRI in abroad for the Academic year of Admission, prior to the admission date. Proof Such as: Driving Licence/Telephone Bill/Electric Bill/ Property Tax Copy/ It Return Copy/ Bank Statement etc. showing the residence address. 3) Sponsors valid Passport and VISA. 4) Affidavit of Claimant/Sponsor disclosing his full identity i.e. Full Name, Age, Residence, Occupation, relationship with candidate, etc. duly signed by the sponsor (Annexure-A). 5) Affidavit of Claimant disclosing his full identity i.e. Full Name , Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B). 6) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board 7) School Leaving Certificates/ Birth Certificates/ Mark sheets/ PAN cards / Passports/ Marriage Certificates etc of concerned relative members shown on family tree/chart.
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The exhaustive list is repeated at the end of the Information Brochure.

(a) Eligibility criteria for candidates belonging to person with disability:

In addition to the basic qualification mentioned above, candidate who is suffering from any one of the following permanent disability is eligible to seek admission against seats reserved for persons with Disability candidates (i.e. candidate who is visually impaired (blind) candidate type-P1, Candidate who is speech & hearing impaired (deaf & dumb) candidate type-P2, Candidate who has Orthopedic disorders, learning disabilities, Dyslexia, Dyscalculia, Dysgraphia, Spastic Candidate type-P3, provided they submit a certificate (Proforma F/F-1) clearly stating that the extent of disability is 40% and above in case of P-1 and P-2 category candidates and No minimum % of disability is required in case of P-3 candidates but the nature of disability should be of permanent nature.

8. Preparation of Merit List :-

(1) Assignment of Merit Number :- All the eligible Candidates who have submitted Application Form on or before the last date specified for the submission of Application Form for Admission

through CAP shall be assigned a merit number. The merit list shall be prepared on the basis of CET Score or on the basis of marks obtained at qualifying examination, or any other criterion as specified in sub-section (3) of this rule.

(2) Change of Marks due to verification: -If the marks in the qualifying examination are modified due to verification and the same is duly certified by the concerned Competent Authority or Board, the same shall be reported to the Competent Authority for admission through CAP or its designated representatives immediately. However, the effect of such change will be taken into consideration only or the subsequent round(s) of admission.

(3) Assignment of Merit Number :-

(I) The merit list for the Candidates as per rule 5(1), 5(2), 5(3) and 5 (6) of these rules, shall be prepared on the basis of CET score:

Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below:-

(a) Five Year Integrated Degree Course(LL.B. 5 Yrs.)—

- (i) Higher percentage of marks in Qualifying Examination (HSC or equivalent examination);
- (ii) Higher percentage of marks in first language at HSC or equivalent examination;
- (iii) Higher percentage of marks in SSC or equivalent examination;
- (iv) Higher percentage of marks in English at SSC or equivalent examination.

(II) The merit list for the NRI or OCI or PIO and Foreign Students stated at rule 5(4) and 5(5) of these rules shall be prepared on the basis of the percentage of marks in the Qualifying Examination:

Provided that, in case of tie, the relative merit of Candidates shall be resolved in the following order of preference and the methodology as specified below,—

(a) Five Year Integrated Degree Course (LL.B.5 Yrs.).—

(i) Higher percentage of marks in first language at HSC or equivalent examination;

(ii) Higher percentage of marks in SSC or equivalent examination;

(iii) Higher percentage of marks in English at SSC or equivalent examination.

9. Centralized Admission Process (CAP).—

(1) The Unaided Private Professional Educational Institution shall admit Candidates through the Centralized Admission Process (CAP) as referred to in sub-section (3) of section 3 of the Act. The stages of CAP shall be as stated below,—

(a) Display or publishing of Information Brochure by the Competent Authority/Nodal Officer.,

(b) Filling Online Application Form by Candidate for participation in the Centralized Admission Process;

(c) Display or Publishing of provisional merit lists, submission of grievances, if any, and display or publishing of final Merit Lists;

(d) Display of available Category wise Seats (Seat Matrix) for CAP Rounds I and II;

(e) Filling up and confirmation of **Online Option Form** having preferences of a Institutions before CAP Round I. Candidates may fill in choices of Institutes in decreasing order of their preference as specified by the Competent Authority. **The option form once confirmed shall be considered for allotment in CAP Round I and II; the candidates are advised to study the college details and give options to the maximum colleges of their own choice only.**

(f) Display of Provisional Allotment of CAP Round I and II indicating allotted institute.

(2) During the CAP, before accepting the allotted seat a candidate can opt to 'Freeze' or 'Float' the choice of academic institute for subsequent rounds, if any, of seat allocation, as provided below,—

Before accepting the seat allotted during CAP, a candidate can opt to “Freeze” or “Float” option (refuse) the allotted seat option for college as per the procedure given below:

(a) Freeze - Candidates accept the offered seat and if they do not want to participate in any further rounds of seat allocation. Such Candidates will not be considered in subsequent rounds of admission

(b) Float - Candidates accept the offered seat and indicate that, if admission to an academic program of higher preference in any Institution is offered, they will accept it. Else, they will continue with the currently accepted academic program. Such Candidates will be considered in second round of admission.

If candidate opt for Float option he/she will have to pay non- refundable on line payment of Rs. 1000/- (One Thousand only) irrespective of his/her category against seat processing fee. **Freeze & Float option will be provided in Candidates login. Candidates will not have to report to College allotted to him for Floating his/her admission.**

Only those who want to confirm his/her admission will have to report to the allotted college with original documents along with two sets of self -attested Xerox copy which were uploaded in on line application form and pay the prescribed fees.

Float option will not be available for the seats allotted in Round III.
Float option will be available for those candidates who have been allotted seat but not allotted first preference through first allotment round only.

(c) For candidates who choose the Float option, and secure a seat of his choice of higher preference, then it would automatically result in the forfeiture of the seat accepted by the Candidate in the earlier round.

(d) Float options will not be available to a candidate who is offered admission as per first choice.

(e) Candidates who are offered admission as per the first choice / selected freeze option, they will get admission allotment letter through their login and they shall remain present in allotted college with original documents within stipulated time period mentioned on admission allotment letter during office hours. The admission of such candidate will be confirmed by collage authorities only after checking and verifying the original documents on which basis the admission is given and take entry on website. Concerned College will return original documents to the candidate by keeping Candidate's Certified photocopy of the same with them. Also the concern College shall check and verify the other documents which are mentioned in their online form.

(f) After verification of documents by the colleges related to admission allotment, stipulated fee (Seat Acceptance Fee) shall be submitted by the candidate to the college.

(g) If the required documents are incomplete, the respective college will reject such admission and mention the ground for rejection of admission on website. On the basis of information updated by college on website, the information in admission form will be updated. By considering the modified information and modified merit list, said candidates shall be considered in next admission process.

(h) Other than Candidate who have not been allotted the first choice or not interested in the option Freeze or Float, such candidates shall refuse the allotted admission. For this purpose, such candidates should have to update the information regarding cancellation of admission through his login. Such candidates are eligible for next admission rounds for options other than the refused option.

(i) Candidate who have been allotted the seats in first round and shall not take action as per above clause (e) or (g) or (h) such candidates should not be eligible for next round of online admissions.

(j) Candidate securing admission through online admission allotment round and after completing freeze/float process, such candidate has to submit original documents and required fees to the concern college. If a candidate fails to do so, such seats will be treated as vacant and will be filled by spot admission allotment round.

(k) Before the start of Third Round, the candidates who have not sought admission in the earlier rounds, will be able to edit/update their college options as per the Time Table available on the web site <http://mah-llb5admission.in> .

Freeze & Float option will be provided in Candidates login.

The admissions will be finalized at the level of admitting college after verifying the Original documents uploaded in on line application form.

- 1) The Candidates who have been allotted the College of their First Choice/Preference in the First/Second Round of Allotment and if they do not choose or opt Freeze option by clicking on Freeze button and do not seek admission by paying stipulated fee applicable in the college of their First choice/Preference in the First/Second round, they will be out of the Admission Process till Third round. Their candidature will be considered only in the Third Round.**
- 2) The Candidates who is allotted college of second or subsequent preference in First, Round of Admission and choose or opt Float option by clicking on the Float button by paying non-refundable Seat Processing Fee of Rs.1000/- (One Thousand only) on line as applicable will be considered for betterment in the Second Round. Float option will be provided in Candidate's login. Candidates will not have to report to college allotted to him for Floating his/her admission. Candidate should keep on his record the payment receipt and report generated.**

- 3) The candidate who has been allotted college of his second or subsequent preference in First Round of Admission and does not Opt for Float option, he will not be considered for the Second Round.
- 4) Before the start of Third Round, the candidates who have not sought admission in the earlier rounds, will be able to edit/update their college options as per the Time Table available on the web site <http://mah-11b5admission.in> .

(3) Conduct of CAP Round-III.

(a) The seats available for this round shall be published on the website. The Candidates are allowed to fill in or edit the already filled online option form. The seats to be allotted during the course of this round shall be subject to following conditions: –

(i) Candidates who have not been allotted any seat in any of the previous rounds or who did not participate (failure of filling option form) in previous round or those who have taken and cancelled their admission in the earlier rounds or rejected seats and those who have Freezed the admission in earlier rounds but are desirous of Floating in this final round are eligible to participate in this round.

(ii) Candidates who have opted for Floating by paying seat processing fee and also applying for III round shall not fill in the allotted institution in their choice list. It will be added by the software at the end of the list. Once the upward allotment is made the earlier allotment automatically stands cancelled;

(iii) Float options are not available for the seats allotted in this round.

(b) Reporting and accepting the offered seat will be as per the allotment by the Candidate at Admitted College.

(4) **Reporting and confirmation of admission.**— After final CAP Round, the Candidate shall report to the institution finally allotted to him and confirm his admission in institution.

10. CAP allotment stages and process of allotment.—Allotment of seats under CAP shall be

made in the following manner :—

(1) Maharashtra State Candidature Candidate.—

(i) The stages of computerized allotment are as follows :—

Stage –I : For all the Candidates—

(a) All the Candidates (Open, Reserved, Male, Female) belonging to various categories shall be considered for allotment of seats as per their *Inter-Se-Merit*;

(b) Backward Class Category Candidates shall be considered for allotment in Open Category seat by virtue of their *Inter-Se-Merit* or in their respective Category of reservation, if Open Category seats are not available at their merit;

(c) The Minority seats shall be allotted to the Candidates of the Maharashtra State belonging to the Minority Community to which the institution belongs by virtue of merit or in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit;

(d) SBC Category Candidates shall be considered for allotment in Open Category by virtue of their merit and in case of SBC Candidates who were in Backward Class prior to their inclusion in SBC Category shall be considered in their original Backward Class Category;

(e) Persons with Disability Category Candidates shall be considered for allotment for the seats reserved for them otherwise in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit;

(f) Defence Category Candidates shall be considered for allotment for the seats reserved for them by virtue of their merit or in Open Category as per their *Inter-Se-Merit* if the seats reserved for them are not available at their merit;

(g) If a seat is available for a candidate in more than one category then the seat allotment shall be done in the sequence as given below.—

(i) Seat for Ladies;

(ii) Seat for Persons with Disability candidate;

(iii) Seat for Defence.

Stage – II : For allotment of seats reserved for Female to Male Candidates.—If the seat remains vacant after allotment to Female Candidates of the Backward Class Category or Open Category, such seat shall be allotted to the Male Candidates belonging to respective Backward Class or Open Category.

Stage –III: For SBC Category Candidates.—If the Backward Class Category seat remains vacant, such seat shall be considered for allotment to the Candidates of SBC Category, limited to the extent of 2% seats.

Stage –IV :For respective groups of Backward Class Category Candidates.—If the seat remains vacant in the respective group of following Categories, such seat shall be considered for allotment to the Candidates of within the respective group,—

Group 1 : (i) Scheduled Castes and Scheduled Castes converted to Buddhism (SC);

(ii) Scheduled Tribes including those living outside the specified areas(ST).

Group 2 : (i) Vimukta Jatis/ De-Notified Tribes (VJ/DT),NT(A);

(ii) Nomadic Tribes 1 (NT-B).

Group 3 : (i) Nomadic Tribes 2 (NT-C);

(ii) Nomadic Tribes 3 (NT-D);

(iii) Other Backward Class (OBC).

Explanation.—For Group 1, if the seat remains vacant in ST Category due to non-availability of its Candidates, such seat shall be considered for allotment to the Candidate belonging to the SC Category or *vice-versa*.

Stage-V : For all Backward Class Category Candidates.—If the seat reserved for Backward Class Category Candidate remains vacant, such seat shall be considered for allotment to the Candidate of any Backward Class Category.

Stage –VI : For Persons with Disability Candidates.—If the seat reserved for Persons with Disability remains vacant, such seat shall be considered for allotment to any Persons with Disability Candidates.

Stage –VII: For all Candidates (without any type of Reservation).—The seats shall be considered for allotment to all the Candidates based on *Inter-Se-Merit*.

Stage–VIII: For all Candidates (without Maharashtra State Seat and All India Seat Tag) -
If the seat remains vacant after completion of Stage -VII then for allotment of such vacant seats, Stage VIII shall be executed by removing the Maharashtra State and All India Seat Tag.

(ii) For seats reserved for female candidates the procedure for reservation as given in Government Circular of General Administration Department, No. RSV. 1012/CN.16/12/16.A, dated 13th August 2014 shall be adopted.

(2) All India Candidature Candidate.—

(a) The allotment to these seats shall be done through CAP on the basis of CET score;

(b) All these seats are treated as “General Category” seats and no reservation is provided in these seats for Candidates of Backward Class Category, Ladies, Persons with Disability and Defence, etc.

(3) Minority Quota Seats :-The stages of computerized allotment are as follows:-

Stage- I : The seats under minority quota in the minority institution linguistic or religious shall be allotted to the candidate belonging to respective minority candidates.

Stage- II: If the Seats remains vacant shall be allotted to the Maharashtra State candidature Candidates.

Stage- III : If the seats remains vacant shall be allotted to the all India candidature candidates.

(4) For Jammu and Kashmir Candidature Candidates: -The Supernumerary seats for Jammu And Kashmir Candidature candidates shall be allotted to the eligible candidates as in 5(6) on the basis of the Score or Marks in the Entrance Test (MAH-LLB5 CET-2018) conducted by the Competent Authority, further if seats remain vacant then the seat shall be allotted to the candidates on the basis of CET conducted by the Competent Authority.

a) Application Form Filling and Submission:

The eligible candidate shall fill the CAP Online Application Form, take the printout of the On-line Application form and required documents and send duly filled in and signed Application Form by Speed Post/Courier /by hand delivery for verification & confirmation to admission identified for these admissions to the following Address as per the Notification published by Director, Higher Education, Pune:-

Directorate of Higher Education,
First Floor, Central Building, Near Sassoon Hospital,
Pune Station, Pune - 411 001.

- i. The application should reach on or before the last date as notified. Applications received after last date or incomplete application will not be verified and confirmed and name of such candidate will not appear in the merit list prepared for the purpose of CAP.
- ii. The Competent Authority shall publish the provisional Merit List as specified in Rule8 (4).
- iii. The candidates whose names do not appear in the merit list(s) will not be able to participate in entire Admission Process.

- iv. The candidates will report to the college allocated to them by the Nodal Officer/ Competent Authority and seek admission by completing all required formalities.
- v) Candidates seeking admission against these seats shall report to the Admitted College for admission as per the schedule by Director of Higher Education, Pune.
- vi) The candidate shall upload and produce the original documentary evidence strictly as per the Proforma(s) in support of their claims.
- vii) These admission will be made strictly in the order of merit from amongst the candidates who report in person for admission at the Office of Director, Directorate of Higher Education, Government of Maharashtra, Central building, Pune: 411001, as per schedule displayed by Director of Higher Education, on the admission web site against the supernumerary seat available in the various Institutes at the time when the candidate actually report for admission.
- viii) Admission once confirmed shall be final and candidate shall not be allowed to seek transfer of their admission to some other institution and/or some other course during entire duration of the course.
- ix) The candidate reporting late for the admission shall be considered for allotment against seat available at that time. The decision of the admission centre in-charge shall be final and binding.

c) Reporting at Institutes:

- i) The candidate shall confirm the admission by paying the requisite amount of fee and by submitting required documents in original to respective institute, to which admission is granted as per schedule.
- ii) If the candidate fails to substantiate the claims made at the time of submitting necessary original documents within the reporting time for CAP round, the candidate forfeits the claim on the allotted seat.
- iii) **If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the Head of the institution where he/she has already taken admission indicating that he/she has been admitted to a particular course in that institution on a particular date and hence original certificates have been**

retained in that institution. The candidate shall produce the attested copies of the certificates dully attested by the Head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the required original certificates within the 04 working days from the date of payment of fees.

d) Important Note:

Candidates admitted under this provision (Supernumerary Seats) are not allowed to change course or college in any year of the study.

11. Allotment of seats by CAP Round I, II and III—

(1) CAP Round I, II and III shall be conducted by computerized allotment.

(2) In CAP Round I.—

(a) For Minority Institutions, the allotment shall be given to the candidates as per following

Preference:-

(i) Stage I of sub-rule (3) of rule 10,

(ii) Stages I and II of sub-rule (1) of rule 10,

(iii) Stage II of sub-rule (3) of rule 10,

(iv) Sub-rule (2) of rule 10,

(iv) Stage III of sub-rule (3) of rule 10 ;

(b) For other than Minority Institutions, the allotment shall be given to the candidates as per following preference :-

(i) Stages I and II of sub-rule (1) of rule 10,

(ii) Sub-rule (2) of rule 10 ;

(3) In CAP Round II.—

(a) For Minority Institutions, the allotment shall be given to the candidates as per following

Preference :-

(i) Stage I of sub-rule (3) of rule 10,

(ii) Stages I to IV of sub-rule (1) of rule 10,

(iii) Stage II of sub-rule (3) of rule 10,

(iv) Sub-rule (2) of rule 10,

(v) Stage III of sub-rule (3) of rule 10 ;

(b) For other than Minority Institutions, the allotment shall be given to the candidates as per following preference :-

(i) Stages I to IV of sub-rule (1) of rule 10,

(ii) Sub-rule (2) of rule 10 of these rules.

(4) In CAP Round III.—

(a) For Minority Institutions, the allotment shall be given to the candidates as per following

Preference :-

(i) Stage I of sub-rule (3) of rule 10,

(ii) Stages I to VII of sub-rule (1) of rule 10,

(iii) Stage II of sub-rule (3) of rule 10,

(iv) Sub-rule (2) of rule 10,

(v) Stages III of sub-rule (3) of rule 10;

(b) For other than Minority Institutions, the allotment shall be given to the candidates as per following preference :-

(i) Stages I to VII of sub-rule (1) of rule 10,

(ii) Sub-rule (2) of rule 10.

(5) If the seat remains vacant due to non-allotment and non-reporting such seat will be considered for allotment in subsequent round to all the candidate in 5(1), 5(2) and 5(3) irrespective of the seat type on the basis of *Inter-Se-Merit*.

12. General provisions:-

(a) Allotment in CAP Round-I, II and III of State Level Seats will be carried out as per *Inter-Se-Merit* of Candidates having Maharashtra State Candidature. The seats will be allotted to Candidates as per *Inter-Se-Merit*, options filled and seats available at that point of time in the stage of CAP Round-I, II and III.

(b) All Candidates eligible at a particular stage of allotment will be considered for allotment of a seat in that stage, even if they have been allotted or not allotted a seat in the previous stage.

(c) During the allotment of any stage, the Candidate may get upward shift in the allotment with reference to the options filled by the Candidate according to availability of seats at that point of time.

(d) There shall not be any reservation under different categories in an unaided private Professional Educational Institutions for allocation of seats stated in rule 7(2), 7(3), 7(4) and 7(5) of these rules.

(e) All reserved Category Candidates (including SBC in their original Category) shall be considered for allotment in all stages.

(f) Due to upward shifts, the seats falling vacant shall be considered for allotment in further iterations of the same stage as per the provisions of that stage of allotment.

(g) Allotment against the first available option in the order of preference filled in shall be retained as final allotment.

(h) The allotment list displayed on website will show the provisional allotment offered to the Candidates. No personal communication or allotment letters in this regard shall be issued to the Candidates.

(i) A Candidate who has been allotted a seat shall download the “Provisional Seat Allotment Letter.” At the time of seat acceptance, Candidate has to pay a demand draft in favour of the Admitting College as per the Instructions displayed on the Notice Board of the Admitted College. Seat will be confirmed by the Admitting College after verification of the original documents and ensuring that the Candidate meets all the eligibility norms as per the Criteria mentioned in the CET and CAP Information Brochure. The Principal of the Admitting College shall issue the Receipt of Acceptance of Fee and upload the Admission on Line Portal through College Log in and maintain the receipt of the same.

(k) Failure to report in person for Seat acceptance will be considered as if the Candidate has rejected the offer.

(l) Admitting College will cancel the admission of the candidate if, at any time, any of the documents or certificates submitted by the candidate is found to be invalid or fraudulent and/or the Candidate does not meet the eligibility norms. It is the duty of the candidate to verify the eligibility Criteria.

(m) Candidates who want to reject the allocated seat can do so by not remitting the seat Processing fee of Rs. 1000/- (Rs. One Thousand only) on line. Candidates who rejects allocated seat in CAP Round I, cannot participate in CAP Round II.

(n) The seat processing fee paid by the candidate on line is non- refundable and allotted seat shall be forfeited if the Candidate fails to report to the admitting college for finalization admission before the cutoff date of admission of particular round.

13. Admissions in Institutional Quota and vacant seats after CAP:-

The Principal or Director of the institution shall carry out the admissions for these seats in the following manner:-

(a) Admissions shall be made in a transparent manner and strictly as per the *Inter-Se- Merit* of the Candidates who have applied to the Competent Authority for verification of documents and then to institution.

(b) Information Brochure of the Course and Prospectus of the Institution which specifies rules of admission and facilities and infrastructure in the Institution should be published well before the commencement of the process of admission. All the information in the Brochures and Prospectus should also be displayed on the Institution's website.

(c) Institution shall invite applications by notifying schedule of admission and the number of seats in the course to be filled by the institution, by advertisement on the web site of Competent Authority by paying charges as decided by Competent Authority and on the website of the institution.

(d) Aspiring Candidates fulfilling the eligibility criteria as notified by the Government and specified by the appropriate authority, from time to time, shall apply to the Principal or Director of the respective institution for admission at the Institution level as provided in rule 3(2)(b).

(e) The institution shall display the *Inter-Se-Merit* lists of the Candidates to be filled in at the institution level, in the Institutional Quota and Quota for NRI, PIO, OCI and Supernumerary Quota along with the vacant seats after CAP, on the notice board and shall publish the same on the website of the institution.

(f) The Minority or Non-Minority institution in tending to surrender the Institutional Quota (in part or full) to the CAP shall communicate two days before the display of seat matrix of each CAP Round and the same shall be allotted as per the rules of CAP.

(g) All the admissions and cancellations shall be updated by the Institution immediately through online system.

(h) 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 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.

14. Approval of Merit List and the Admitted Candidates List:-

(1) After completion of Admission process every Unaided Private Professional Educational Institution shall submit the Admission-approval proposal to the Director, Higher Education and after due verification of the admissions by the Expert panel appointed by Director of Higher Education, the Unaided Institutions will submit the verified admission report to the Admission Regulating Authority in accordance with the sub-section (5) of the section 9 of the Act.

(2) The Admission-approval proposal shall include the list of all Candidates admitted which shall have the quota, Candidature Type, Reservation, Qualification Marks, etc., as well as, the required documents of the Candidates uploaded on the admission portal/website for the candidates admitted at Institution level. The Institutions will verify the documents uploaded by the candidates and match them with the original documents available with the candidate and put an on line remarks “documents verified” and “admission confirmed” on the admission portal.

(3) If a minority institution fails to admit minimum fifty-one percent of its sanctioned intake from the persons belonging to the concerned minority, for period of three consecutive years the Competent Authority shall inform the Department accordingly. The Department shall forward such cases along with observations to the Minorities Development Department as per provisions of sub-section (2) of section 6 of the Act.

15. Refund of fees after Cancellation of Admission: –

(a) The Candidate shall present the physical application for cancellation of admission and submit duly signed copy of application for cancellation of admission to the admitted institution.

(b) After receiving duly signed admission cancellation request application from the Candidate, the institution will acknowledge the receipt of application and cancel the admission immediately and generate online acknowledgement of cancellation of admission through institution login and issue a signed copy of it to the Candidate and keep the receipt of the same on the college record.

(c) The refund of fees before cut-off date of admission shall be made within two days i.e. total fee minus the processing charges of Rs.1000, or refund rule shall be as per the guidelines of the appropriate authorities or the State Government, as the case may be.

(d) If the admission is cancelled after the cut-off date of admission declared by the Competent Authority, there shall be no refund except the Security Deposit and Caution Money Deposit.

(e) No institution, who has in its possession or custody, of any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue or avail any facility in such institution.

16. Change of Institution after First Year:-

(1) The Candidate seeking for a change in institution after successfully completing the First or Second or Third or Fourth Year (Whichever is applicable) of studies in unaided institution will be allowed to do so in any other unaided institution subject to the availability of seats and changes will be carried out based on the marks of First Year or relevant Year. The Principal shall be responsible for ascertaining the eligibility of the Candidates as laid down by the concerned University for the course.

(2) Transfer of Candidates after one, two, three or four year shall be made in the following manner :-

(a) The Candidate once admitted in First or Second or Third or Fourth Year shall not be eligible for transfer to any other institution during the same academic year.

(b) The Candidate passing the First Year (both first and second semester) or Second Year (both Third and Fourth Semester) or Third Year (both Fifth and Sixth Semester) or Fourth Year (both seventh and eighth Semester) examinations in full or failed in one of the heads of passing are considered as eligible for transfer of Institution or course provided that for transfer after Second Year the candidate should have passed the First year, and for transfer after Third Year the candidate should have passed First and Second Year and for transfer after Fourth Year the candidate should have passed First, Second and Third Year ;

(c) There shall be no transfer of students at any stage in any case from Unaided Institutions to Government or Government Aided, University Departments, University Managed Institutions. However, the Candidate from Government or Government Aided, University Departments, University Managed Institution may seek transfer to Unaided Educational Institution;

(d) There shall be no transfer of students at any stage to Autonomous Institutions;

(e) The Principals of Unaided institutions shall consider the Candidates from other institutions for transfer with prior approval from the Directorate of Higher Education on submission of No Objection Certificate (NOC) from institution, Eligibility Certificate from University and Vacancy position. The Principal or Director shall ascertain the eligibility of Candidates as laid down by the concerned University for the course to which the Candidate is being transferred;

(f) No application without recommendation of the Principal of Institution shall be entertained by the Directorate of Higher Education;

(3) The Candidates admitted under Supernumerary Quota seats are not eligible for change of Course or Institution;

(4) The candidates from the professional educational institutions which are outside the purview of this act shall be eligible for transfer to the unaided private professional educational institutions subject to the fulfillment of eligibility criterion and requirements stipulated under the provisions of sub-section (1) of section 3 of the Act and the fulfillment of the conditions stated in sub-rule (2);

(5) List of all such transfers shall be communicated by the Directorate of Higher Education to the office of the Admissions Regulating Authority for final approval.

17. Documents to be attached along with “Application form for Centralized Admission Process” :-

The candidates are required to carry **All Original Certificates / Documents** in support of their claim at the time of filling up of application Form for Admission for the scrutiny and verification at Admitted College. The Admitted college will appoint an expert committee to verify the documents of the candidates before admitting them.

If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the Head of the institution where he/she has

already taken admission indicating that he/she has been admitted to a particular course in that institution on a particular date and hence original certificates have been retained in that institution. The candidate shall produce the attested copies of the certificates dully attested by the Head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the required original certificates within the 04 working days after the date of payment of fees.

Instructions for Uploading the Documents required while filling the on line application form for admission to LL.B.-5 Yrs. CAP-2018

Candidates and Parents are requested to Scan the following documents & keep ready for uploading while filling the on line Application form in their Pen Drive **OR** Desktop **OR** Laptop.

- 1) Photograph Image: Passport size colour photograph. Size of photo file should be between 20KB to 50KB. The Image file should be in JPG or JPEG format.
- 2) Signature Image: Applicant has to Sign on white paper with Black Ink Pen. Signature image Size file should be between 10KB to 20KB. The Image file should be in JPG or JPEG format.
- 3) The documents listed in following table should be in PDF format of Size up to 100KB.
 4. The Scanned Uploaded documents should be readable; upload the documents only after ensuring this. If the uploaded documents are not readable then such documents will not be considered as valid and the responsibility of the same shall completely by with the candidate.

Sr. No.	Type of candidate	Following documents are to be scanned and uploaded while filling the online CAP Application form.
1	All candidates	1)SSC(Std.X) Mark sheet.* 2)XI th Mark sheet. 3)HSC (Std.XII) Mark Sheet / or equivalent * 4)MAH-LL.B.-5 Yrs.2018 CET Score card.* 5)Hall Ticket of LL.B.-5 Yrs. CET-2018.* 6)LL.B.-5 Yrs. CET on line application form.* 7)Domicile Certificate or Birth Certificate Mentioning place of Birth or School Leaving Certificate mentioning place of birth (Any One)*.
In addition to the above documents, candidates are required to upload following documents depending upon the Category to which they belong.		

2	Maharashtra State Type-A Candidates	Domicile Certificate of the candidate or Birth Certificate or School Leaving certificate of the candidate Indicating place of Birth in the State of Maharashtra. Or Community, Nativity & Date of Birth Certificate. Candidate has to upload any one document from these four document.(Any One)*
3	Maharashtra State Type-B Candidates	Domicile certificate of father or mother of candidate indicating that he/she is domiciled in the State of Maharashtra.*
4	Maharashtra State Type-C Candidate	Certificate from the employer in Pro forma-A stating that father or mother of the candidate who is a Central Government/Government of India undertaking employee is presently posted in/outside Maharashtra.*
5	Maharashtra State Type-D Candidate	Certificate from the employer in Pro forma-B-1 stating that father or mother of the candidate who is a Maharashtra State Government or Maharashtra State Government undertaking employee. OR Undertaking along with documentary evidences from the retired employees stating the Place of Settlement in Proforma-B2. (Any One)*
6	Maharashtra State Type-E Candidates Maharashtra Karnataka disputed border area Candidates	1)Certificate stating that candidate belongs to the disputed border area in Pro forma-G1.* And 2)Certificate stating that the mother tongue of the candidate is Marathi in Pro forma-G2 *
7	Backward class candidates belonging to S.C./ S.T. from the State of Maharashtra only.	1)Caste Certificate. * And 2)Caste/Tribe validity Certificate. If Caste/tribe Validity certificate is not available, then candidate has to upload Receipt of application form submitted for obtaining Caste/Tribe Validity Certificate during grievance period from 17th July to 20th July 2018. But Candidates have to upload the Caste/Tribe Validity Certificate before the 18th August 2018 or before the last date of confirmation of Admission of the Second round, otherwise candidate will be considered in Open Category. *

8	Backward class candidates belonging to VJ/DT/NT(A)/NT(B)/NT(C)/NT(D)/O.B.C/S.B.C from the State of Maharashtra only.	1)Caste Certificate. * And 2)Caste/Tribe validity Certificate. If Caste/tribe Validity Certificate is not available, then candidate has to upload Receipt of application form submitted for obtaining Caste/Tribe Validity Certificate during grievance period from 17th July to 20th July 2018. But Candidates have to upload the Caste/Tribe Validity Certificate before the 18th August 2018 or before the last date of Confirmation of Admission of the Second round as per the CAP Schedule, otherwise candidate will be considered in Open Category. * . And 3)Non creamy layer certificate valid up to 31st March 2019. If Non creamy layer certificate is not available, then candidate has to upload Receipt of application form submitted for obtaining Non Creamy layer certificate during grievance period from 17th July to 20th July 2018. But Candidates have to upload the Caste/Tribe Validity certificate before the 18th August 2018 or before the last date of Confirmation of Admission of the Second round as per the CAP Schedule, otherwise candidate will be considered in Open category. *
9	Ex-Servicemen (Def-1)	1)Defence service Certificate Pro forma-C. And 2)Domicile certificate of father/mother who is an ex-service personnel is domiciled in the State of Maharashtra.*
10	Active Domicile Defence Candidates. (Def-2)	1)Defence service Certificate Pro forma-C. And 2)Domicile certificate of father/mother who is active defence service person is domiciled in the State of Maharashtra.*
11	Active Non Domicile Defence candidates. (Def-3)	1)Defence service Certificate Pro forma-C * And 2) Certificate from the employer in the Pro forma-D stating that father/mother of the candidate who is an active defence service person presently posted in Maharashtra. OR Certificate from the employer in the Proforma-E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.*

12	Person with disability Candidates. P1=Visually impaired(Blind). P2 =Deaf& Dumb (Speech & Hearing Impaired). P3 = Orthopedic disorder, Learning Disabilities, Dyslexia, Dyscalculia, Dysgraphia, Spastic, Autism.	1)Certificate in the Proforma- F (For P1, P2, P3)* And Also F-1(For P3 Learning Disability)* And 2)Domicile certificate of the candidate.*
13	Jammu and Kashmir Migrant Candidates.	1)Certificate of posting in case of defence and Government servants in Proforma-J. * Or 2)Certificate of stay in refugee camp for those staying in camp in Pro forma-K. * Or 3)Certificate stating that the candidate belongs to displaced family in Pro forma-L.*
14	Foreign Nationals/ Foreign students	1)Eligibility certificate from concerned University in which candidates is seeking admission.* 2) Certificate / Proof of foreign national or Foreign student status.* 3) Pass port of the candidate & Valid Student Visa of the Candidate.* 4) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU).*
15	Persons of Indian Origin/Overseas Citizen of India Candidates	1)Eligibility certificate from concerned University in which the candidate is seeking admission.* 2) Certificate /Proof of Persons of Indian Origin status.* 3) Passport of the candidate & PIO/OCI Card.* 4) Affidavit of Claimant/Sponsor disclosing his full identity i.e Full Name, Age, Residence, Occupation, relationship with candidate, etc duly signed by the sponsor(Annexure-A).* 5) Affidavit of Claimant disclosing his full identity i.e Full Name , Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B).* 6)Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board. *

16	Workers in Gulf Countries/	1)Eligibility certificate from concerned University.* 2)Certificate /Proof of Person having workers in Gulf Countries/ NRI Status.* OR 2) Letter from Employer on Company Letter Head along with the necessary information (i.e. date of appointment and working period in the said firm, address, etc.), 3) Passport and Visa of parent working in foreign country.* 4) Residence/work permit.* Or 4) Residence (Address) Proof Such as : Driving Licence/Telephone Bill/Electric Bill/ Property Tax Copy/ It Return Copy/ Bank Statement to prove 182 days of the Stay in foreign country etc. documents showing the residence address. 5) Affidavit of Claimant/Sponsor disclosing his full identity i.e. Full Name, Age, Residence, Occupation, relationship with candidate, etc. duly signed by the sponsor (Annexure-A).* 6) Affidavit of Claimant disclosing his full identity i.e Full Name, Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B)* 7) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board.*
17	Non Resident Indian	1)Eligibility certificate from concerned University in which the candidate is seeking admission* 2)Certificate of Embassy stating NRI Status of the Sponsor. * Or 2) Proof of residence showing minimum continuous 182 days of stay of claimant NRI in abroad for the Academic year of Admission, prior to the admission date. Proof Such as: Driving Licence/Telephone Bill/Electric Bill/ Property Tax Copy/ It Return Copy/ Bank Statement etc. showing the residence address. 3) Sponsors valid Passport and VISA.* 4) Affidavit of Claimant/Sponsor disclosing his full

		identity i.e. Full Name, Age, Residence, Occupation, relationship with candidate, etc. duly signed by the sponsor (Annexure-A).* 5) Affidavit of Claimant disclosing his full identity i.e Full Name, Age, Residence, Occupation, relationship with sponsor along Family tree duly signed by Candidate/student or his/her parents in prescribed format (Annexure-B)* 6) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from Foreign Board (If required by Eligibility section of the Concerned University.)* 7) School Leaving Certificates/ Birth Certificates/ Mark sheets/ PAN cards / Passports/ Marriage Certificates etc. of concerned relative members shown on family tree/chart.*
17	Minority Candidates	1) Declaration of the Candidate for the respective Linguistic / Religious Minority Community in Proforma "O" * Or 1) Leaving Certificate having Information pertaining to Religion / Mother tongue. 2) Domicile certificate of the candidate belonging to the State of Maharashtra.*
18	Certificate for Orphan Candidates	1) These candidate claiming reservation under this quota as per G.R. No. OCC-2011/C.N.212/Desk-3 Woman and Child Development Department, Mantralaya Mumbai 400032 dated 2nd April 2018 will produce Orphan Certificate from Regional Deputy Commissioner, Woman and Child Development.*

(* marked documents are compulsory, non marked are optional)

Pro forma-A
[For Type-C candidates]

[For sons and daughters of Central Government/Government of India Undertaking Employees]

CERTIFICATE

This is certify that Shri/Smt. _____ is an employee in the capacity of _____ (Designation) in _____ (Name of the Organization/Establishment/Department)

This Organization/Establishment/Department is Under _____ (Department of Central Government/ Government of India Undertaking)

Shri/Smt. _____ is transferred to _____ in Maharashtra State Vide transfer Order No. _____ Dated _____

He/ She has joined duty in Maharashtra on _____ and is currently working in the same post.

This certificate is issued for the purpose of his/her son/ daughter _____'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date
Place:

Seal

(Signature)
Name & Designation of the Head of the Office

Note: This Pro forma is to be accompanied by attested copy of:-1) Transfer order 2) Joining report

Pro forma-B-1
[For Type-D candidates]

[For sons and daughters of Maharashtra state Government/Maharashtra State Government Undertaking Employees]

CERTIFICATE

This is certify that Shri/Smt. _____ is an employee in the capacity of _____ (Designation) in _____ (Name of the Organization / Establishment / Department)

This Organization/Establishment/Department is Under _____ (Department of Central Government/ Government of India Undertaking)

Shri/Smt. _____ is transferred to _____ in Maharashtra State Vide transfer Order No. _____ Dated _____

He/ She has joined duty in Maharashtra on _____ and is currently working in the same post.

This certificate is issued for the purpose of his/her son/ daughter _____'s admission to the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date
Place:

Seal

(Signature)
Name & Designation of the Head of the Office

Note: This Pro forma is to be accompanied by attested copy of:- 1) Transfer order 2) Joining report.

Pro forma B-2
(For Type-D Candidate)

[For sons and daughters of Maharashtra state Government/Maharashtra State Government Undertaking retired Employee]

UNDERTAKING

This is to undertake that I, _____ have retired from the service from the post of _____ (Designation) in _____ (Name of the

Organization/Establishment / Department)

This Organization/Establishment/Department is Under _____ (Department of Maharashtra State Government/ Maharashtra State Government Undertaking).

I have retired on _____ and settled in _____ Taluka _____ District.

This undertaking is submitted for the purpose of my son/daughter _____'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Place:

Signature

Date:

Name

Note: : This Pro forma is to be accompanied by attested copy of:- 1) Pension Order. 2) Proof of settlement (Ration Card/Electricity Bill/Aadhar card/ Telephone Bill/ Property Documents/Election card).

Pro forma -C
(For Def-1,Def-2 and Def-3 Candidate)

[For sons and daughters of Defence Service Personnel]

CERTIFICATE

This is to certify that Shri/Smt. _____, (Full name of the Employee with Rank of the employee) is/has been a member of Armed forces of India. He /she has put in _____ Years of service in Indian Army/Indian Navy/Indian Air Force from _____ to _____ and is currently working/retired from service on _____/ permanently disabled since _____ / killed in action on _____

This certificate is issued for the purpose of his/her son/daughter _____'s admission to the First year of the Three Year Full Time Under Graduate Degree Course in Law / First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& date

Place:

Seal

Signature

Name and Designation of the Authority
not below the rank of Commandant or equivalent/
District Sainik Welfare Officer

Note: 1) This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/Air force.

2)For Def-1 and Def-2 candidates, above pro forma is to be accompanied by attested copy of **Domicile certificate of parents who is in active service or ex-serviceman.**

Pro forma-D
(For Def-3 Candidates)

[For sons and daughters of Active Defence service personnel not domiciled in Maharashtra state]

CERTIFICATE

This is to certify that Shri/Smt. _____, (Full name of the Employee with Rank of the employee) is a member of Armed forces of India, and is currently in Indian Army/Indian Navy/Indian Air Force.

Shri/Smt. _____ is transferred to _____ (Place of Posting) in Maharashtra State vide transfer order No. _____ Dated _____. He/ She has joined duty in Maharashtra on _____ (Date of Joining) and is currently working in the same post.

This certificate is issued for the purpose of his/her son/daughter _____'s admission to the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& date
Place:

Seal

(Signature)
Name and Designation of the
Head of the Office

Note: This Pro forma is to be accompanied by attested copy of:- 1) Transfer order 2) Joining report.

This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/Air force.

Pro forma-E
(For Def-3 Candidates)

[For sons and daughters of Active Defence service personnel not domiciled in Maharashtra state but retained their family accommodation]

CERTIFICATE

This is to certify that Shri/Smt. _____, (Full name of the Employee with Rank of the employee) is a member of Armed forces of India, and is currently in Indian Army/Indian Navy/Indian Air Force.

Shri/Smt. _____ is presently posted at _____ (Place of Posting). His/Her previous posting was at _____ in Maharashtra state .

He/she has retained family accommodation in _____ in _____ Maharashtra State on account of posting in non- family station /for education purpose of son/daughter.

This certificate is issued for the purpose of his/her son/daughter _____'s admission to the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& date
Place:

Seal

(Signature)
Name and Designation of the Head of the Office

This certificate is **not** to be issued for the Civilian Staff working in the Indian Army/Navy/Air force.

Pro forma-F
(For P-1,P-2 and P-3 Candidates)
(For persons with Disability Candidates)

Recent Photograph
Of the candidate
Showing the
Disability duly
attested by the
chairperson of the
Medical board.

Name & Address of the Institute/Hospital
Certificate No. _____ Date: _____

DISABILITY CERTIFICATE

This is certified that Shri/Smt./Km. _____ son/ wife/ daughter of
Shri: _____ Age : _____ Sex : _____ identified mark(s) _____ is
suffering from permanently disability of following category:-

(A)Locomotors or cerebral palsy:

- | | | | |
|---|--------------------|----------------------|-----------|
| (i)BL-both legs affected but not arms. | | | |
| (ii)BA-both arms affected. | (a)Impaired reach | (b)Weakness of grip | |
| (iii)BLA-both legs & arms affected. | | | |
| (iv)OL-one leg affected (right or left). | (a) Impaired reach | (b) Weakness of grip | (c)Ataxic |
| (v)OA-one arm affected. | (a) Impaired reach | (b) Weakness of grip | (c)Ataxic |
| (vi)BH-stiff back and hips(cannot sit or stoop). | | | |
| (vii)MW-Muscular weakness and limited physical endurance. | | | |

(B)Blindness or low vision.

- (i)B-Blind (ii)PB-Partially Blind.
(C)Hearing Impairment.
(i)D-Deaf (ii)PD-Partially Deaf.

(Delete the category, whichever is not applicable)

2)This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case
of not recommended/is recommended after a period of _____ Years and _____ months*.

3)Percentage of disability in his/her case is _____ percent.

4)Shri./Smt./Kum. _____ meets the following physical requirement for
discharge of his/her duties.

- | | |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing. | Yes/No |
| (iii) L-can perform work by lifting. | Yes/No |
| (iv) KC- can perform work by lifting. | Yes/No |
| (v) B-can perform work by bending. | Yes/No |
| (vi)S-can perform work by sitting. | Yes/No |
| (vii)ST-can perform work by standing. | Yes/No |
| (viii)W-can perform work by walking. | Yes/No |
| (ix)SE-can perform work by seeing. | Yes/No |
| (x)H-can perform work by hearing/speaking. | Yes/No |
| (xi)RW-can perform work by reading and writing. | Yes/No |

(Dr. _____)
Member Medical Board

(Dr. _____)
Member Medical Board

(Dr. _____)
Member Medical Board

Seal

Countersigned by the Medical
Superintendent/CMO/
Head of Hospital (with seal)

*Strike out which is not applicable.

Pro forma-F-1
(For Person with Disability Candidates)
P3 (Learning Disability) Candidates

Photograph
of the
candidate

CERTIFICATE

Name :
Age
Date of Birth :
Date of Registration : L.D. No. :
Father's Name :
Std : School Name :

Physical & Neurologic Assessment (Date:_____)

Psychologic Assessment (Date: _____)

WISC (R) Verbal IQ :
Performance IQ :
Global IQ :
Interpretation :

Educational Assessment (Date: _____)

WRAT : R
S
A

Certified that:

- 1) The percentage of challenged is not less than 40% and is equal to _____ %.
- 2) The disability is permanent in nature.
- 3) The candidate is capable of carrying out all activities related to theory and practical works as applicable to degree course in Law without any special concessions and exemptions.
- 4) This Certificate is issued as per the provisions given in the Person with Disability Act,1995 and its amendments.

This Certificate is issued for the purpose of his/her admission to the First year of the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Recommendations:

(Name & Signature of Issuing Authority)

Outward No.& Date:

Seal of
the
office

Pro forma-G1
(For candidates from Maharashtra and Karnataka disputed Border Area)

CERTIFICATE

This is to certify that Shri / Smt. _____ (Candidate himself/herself) is a resident of _____ Village in _____ Taluka _____ District. This village is a village which exists in Maharashtra Karnataka disputed border area.

This certificate is issued on the purpose of his / her ward's / candidate's admission to the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date:

District Collector/Deputy Commissioner/
District Magistrate/ Additional District Magistrate/
Taluka Executive Magistrate

Place:

Seal

Pro forma-G2
(For candidates from Maharashtra and Karnataka disputed Border Area)

CERTIFICATE

This is to certify that Mr./Miss . _____ is a student of this School/College. He / She has passed Std.XII / _____ degree examination from this school / college located in Maharashtra Karnataka disputed border area. His / Her mother tongue is Marathi and he / she has passed Std.X / Std. XII / _____ degree examination with Marathi as one of the subjects.

This certificate is issued on the purpose of his / her admission to the First year of the First year of the Five Year Full Time Integrated Under Graduate Degree Course in Law for the Academic Year 2018-19.

Outward No.& Date:

Head Master/ Principal

Place:

Seal

School / College

Pro forma-J
(For sons and daughters of Defence/Paramilitary force/I.A.S. / I.P.S. /I.F.S./J&K
Police officials posted in Jammu/ Kashmir to combat terrorist activities)

CERTIFICATE

This is to certify that Shri / Smt. . _____ is an official belonging to
Defence/Paramilitary force/I.A.S. / I.P.S. /I.F.S./J&K Police presently posted and working at _____
which is treated as disturbed area in Jammu & Kashmir.

This certificate is issued on the purpose of his / her son/ daughter's admission to the First year of the Five
Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date:

Head of the Office

Seal

Place:

Pro forma-K
(For Jammu/ Kashmir Migrant candidates)
(Migrants staying in refugee camps)

CERTIFICATE

This is to certify that Mr. / Miss . _____ belongs to a family residing in
this refugee camp after being displaced after 1990 due to terrorist activities in Jammu & Kashmir.

The details of refugee status is as under.

Ration Card Number:

Name of the members on ration card:

This certificate is issued for the purpose of his / her admission to the First year of the First year of the Five
Year Full Time Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date:

Name & Signature of Head of the Office

Migrant / Refugee Camp

Seal

Place:

Pro forma-L
(For Refugees staying with relatives)
(Displace Jammu / Kashmir candidates staying with relatives / friends in India other
than Migrant / Refugee camp)

CERTIFICATE

This is to certify that Mr. / Miss . _____ is a displaced person from
Jammu & Kashmir after 1990 due to terrorist activities in Jammu & Kashmir . He / She is staying with
_____ (Name & complete address of the Person with whom
the candidate is staying at present) since past _____ years.

This certificate is issued for the purpose of his / her admission to the First year of the Five Year Full Time
Integrated Under Graduate Degree Course in Law for the academic year 2018-19.

Outward No.& Date:

Name & Signature of District Collector

Seal

Place:

Pro forma-O
(For seats under Minority Quota)

**MINORITY COMMUNITY STUDENT'S SELF DECLARATION
For Admission to LL.B-5 Yrs.-2018**

I, _____ Son / Daughter of _____
Resident of _____
_____ (Full address) hereby
declare that

I belong to the Gujarati/Sindi/Hindi/Panjabi/Kannada /Linguistic minority
community.

I belong to the Muslim/Sikh /Christian /Buddhist / Jain / Zoroastrian (Parsi)*
religious minority community
and / or

As my mother tongue is not mentioned in my Leaving/Transfer Certificate for deciding
my candidature under linguistic minority status. I undertake that my mother tongue is
_____.

I undertake to submit the relevant documents supporting my claim for belonging to
minority community as per government resolution Minority Department No.AVV-
2010C.No109/10Desk-5, Dated 1/7/2013 at the time admission to the Admitted
Institution.

Date: _____ Signature _____

Place: _____ Name of the Candidate _____

(*Strike out whichever is not applicable)

Schedule-I (For First Year Admission to LL.B.-5 Yrs.)

Allocation of seats for admission to the Professional Under Graduate Degree Course in Law into the Government, Aided Professional Educational Institutions and Aided Undergraduate Degree Departments/Courses in Law into Non-Agricultural Universities. (Annexure to the Government Resolution No. CET-2017/C.R.124/17/C.E.2, Dated 12th May, 2017.)

Sr. No.	Type of Institution	No. Of Seats- As % of sanctioned Intake			
		CAP Seats			
		Maharashtra State Candidates	All India Seats	*Quota for NRI, OCI, PIO, Foreign Candidate	Minority Quota
1	Government Institution@	85%	10% #	5%	Nil
2	Government Aided Institution	85%	10%	5%	Nil
3	Government Aided Minority Institution	35%	10%	5%	50%
4	University Department/Course (Government Aided)	85%	10%	5%	Nil

The Admissions to the Courses in these institutions shall be done by adopting the procedure laid down in Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admission to the Full Time Professional Undergraduate Law courses) Rule, 2017 except rule 3(2)(b), rule 13.

- Maximum 5% Seats within sanctioned intake will be filled through NRI, OCI, PIO, Foreign Candidates by Competent Authority by adopting following procedure: -
 - (a) The Competent Authority shall invite Online Application from NRI, OCI, PIO, Foreign Candidates seeking admission to these institutes;
 - (b) The Competent Authority shall first prepare Merit List of all such applicants by following the procedure specified in rule 8(3) of the said rules;
 - (c) The Competent Authority shall give admission to the eligible NRI, OCI, PIO, Foreign Candidates strictly on the basis of Inter-Se-merit;
 - (d) If the seats remain vacant from NRI, OCI, PIO, Foreign Candidates Quota, it will be filled from the All India Candidature Candidates on the basis of Inter-Se-Merit by Competent Authority.
- @ Applied for courses run by Government in Government Law College, Mumbai.
 # One seat of the Government Law College, Mumbai will be filled through the nominated candidate from Bhutan Government. This seat shall be within the sanctioned intake capacity and shall be filled at the Institute level with due permission of government. If this seat remains vacant, it will be filled through All India Seats by Competent Authority.

Schedule-II (For First Year Admission to LL.B-5 Yrs.)

A. Allocation of seats within Sanction Intake

Allocation of seats for admission to the Professional Undergraduate Degree Course in Law into the Unaided (Vina-Anudanit) Professional Educational Institutions and Unaided/Self-Financed Undergraduate Degree Departments/Courses in Law into Non-Agricultural Universities. (Annexure to the Government Resolution No. CET-2017/C.R.124/17/C.E.2, Dated 12th May, 2017.)

Sr.No.	Type Of Institute	No. of Seats- as % of Sanctioned Intake			
		CAP Seats			Institute Level Seats
		Maharashtra State (M.S.) Candidates	All India Seats	Minority Quota	Institute Level Seats (Including 5% Quota for NRI, OCI, PIO, Foreign Candidate if applicable)
1	Unaided* (Vina-Anudanit) Institution	65%	15%	Nil	20%
2	Unaided* (Vina-Anudanit) Minority Institution	100% of M.S. Seats \$	15% #	51% @	20%
3	University Department/ Course (Self-Financed/ Unaided)	65%	15%	Nil	20%

The Admissions to the Courses in these institutions shall be done by adopting the procedure laid down in Maharashtra Unaided private Professional educational Institutions (Regulation of Admission to the Full time Professional Undergraduate Law Courses) Rules, 2017.

- Seats of the Unaided (Vina-Anudanit) Courses will be distributed as above till they become eligible for Government aid.

CAP Seats = Sanctioned Intake – Institutional Quota

CAP seats excluding Minority Quota

\$ M.S. Seats = CAP Seats – (All India Seats + Minority Quota Seats)

The seats excluding the Minority Quota and the Institutional Quota shall be filled in the stipulated percentage from the Maharashtra Candidature Candidates and All India Candidature candidates.

@These are the Minimum percentage of seats to be filled in the Minority Institution through CAP, this may be extended upto 100%. However before the commencement of the CAP, such Institution shall declare & inform to the Competent Authority about the maximum percentage of minority quota to be filled in their Institution.

B. Allocation of Supernumerary Seats

- (1) Jammu and Kashmir Migrant Candidates seats to be filled by the Competent Authority/Nodal Officer-Director, Higher Education M.S. Central Building Pune- The number of seats for this quota shall be as per the policy of the Government.

Important General Instructions to the Candidates:-

- 1) The detailed schedule for Admission for LL.B-5 Yrs. Is uploaded on <http://www.mah-llb5admission.in>
- 2) Separate schedule will be uploaded for NRI, OCI, PIO, and Foreign National Candidates on <http://www.mah-llb5admission.in>
- 3) Candidates are advised to keep in touch with the web site for Notices and change in schedule if any.
- 4) Candidates are advised to read the Information Brochure and the information of the Colleges including infrastructure, facilities, faculty, library, fee structure, Staff, and other amenities before making the choice.
- 5) The Admission Process is based on Merit(CET Score), Academic Score in case of tie in CET Score, options of the candidates for colleges, category of the candidate and Candidature type.
- 6) In case of difficulty candidate can call the help line no . 020-67635959 and send mail to
1) maharashtra.cetcell@gmail.com and 2) mah.llb5.help@gmail.com
- 7) **Candidate who wants to edit their category from reserved category to open category filled in the CET Application form can do so by paying the balance amount of fee on line.**
- 8) **Fee structure of Govt, Govt-Aided and Unaided colleges will be displayed on the web site in All College list details,**
- 9) **Candidates should study the table given below for giving options to colleges of their choice.**



GOVERNMENT OF MAHARASHTRA

STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA, MUMBAI

Head Office: 305, Government Polytechnic Building, Kherwadi, Ali Yawar Jung Marg, Bandra (E) Mumbai - 400 051.

E-mail:- www.maharashtra.cetcell@gmail.com

Phone No. 022-26473719

LL.B.-5 Yrs. CET- 2018 Score wise Count of Candidates shared for Centralized Admission Process- 2018-2019

Score	Count	Score	Count	Score	Count	Score	Count	Score	Count
1	1	36	155	65	208	94	158	123	8
2	2	37	170	66	194	95	125	124	8
6	1	38	214	67	203	96	122	125	2
9	1	39	223	68	240	97	125	126	2
10	2	40	253	69	221	98	102	127	5
12	1	41	241	70	232	99	91	128	4
13	1	42	258	71	239	100	92	129	2
14	1	43	280	72	219	101	70	130	2
15	5	44	271	73	220	102	86	131	3
16	2	45	285	74	221	103	63	132	1
17	1	46	260	75	201	104	82	133	3
18	2	47	269	76	247	105	65	Total = 15091	
19	2	48	274	77	238	106	60		
20	6	49	290	78	211	107	62		
21	10	50	256	79	222	108	44		
22	6	51	247	80	199	109	61		
23	10	52	268	81	189	110	41		
24	14	53	247	82	219	111	33		
25	8	54	221	83	184	112	37		
26	14	55	220	84	192	113	36		
27	18	56	241	85	188	114	27		
28	27	57	208	86	182	115	29		
29	34	58	235	87	186	116	19		
30	48	59	209	88	173	117	23		
31	46	60	232	89	174	118	13		
32	73	61	229	90	152	119	12		
33	106	62	201	91	156	120	17		
34	109	63	208	92	143	121	9		
35	109	64	237	93	120	122	12		



Wish You Good Luck!