Admission Process for Institute Level (IL) Admissions
First Year B.Tech. Programs A.Y. 2025-26

Institute Level (IL) Admissions fall under two broad categories:

- **Against Centralized Admission Process (ACAP):** Seats remaining vacant after CAP round IV
- **Institute Quota (IQ):** 20% seats of the sanctioned intake of the Program

Admission Process

Application form filling

- Institute shall accept Online Application Form for IL admissions against vacant seats after CAP and Institute Quota Seats.
- Eligibility: Only those candidates who have registered and completed the document verification and confirmation from registered FC center shall be considered eligible for admission.

Display of IL Schedule, Vacancy (ACAP+IQ), and Merit List

- The Institute shall display the Schedule for IL admissions on the Institute's website.
- The Institute shall display the merit list (by merging the applications received from State CET Cell and applications received at Institute level) of the candidates for IL admissions on Institute's website and Notice board.
- Institute shall display the ACAP vacancies and IQ seats on the Institute's website

Fees for IL Admissions

Candidates shall make necessary arrangements for full fees to be paid before visiting the Institute for the IL Admission.

A. **Fee applicable for Institute Quota (IQ) admissions** (This fee shall be applicable for all four years)

Fee Head	Computer Engineering	Information Technology	Electronics and Computer Science	Electronics and Telecommunication Engineering	Biomedical Engineering
Tuition Fee	3,04,347	2,60,869	1,95,651	1,53,043*	1,53,043*
Development Fee	45,653	39,131	29,349	22,957*	22,957*
Total Fees to be Paid	**3,50,000**	**3,00,000**	**2,25,000**	**1,76,000***	**1,76,000***

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B. Fee applicable for ACAP admissions (This fee shall be applicable for all four years)

Fee Head	Computer Engineering	Information Technology	Electronics and Computer Science	Electronics and Telecommunication Engineering	Biomedical Engineering
Tuition Fee	1,53,043*	1,53,043*	1,53,043*	1,53,043*	1,53,043*
Development Fee	22,957*	22,957*	22,957*	22,957*	22,957*
Total Fees to be Paid	1,76,000*	1,76,000*	1,76,000*	1,76,000*	1,76,000*

'***':** If the Government approves higher fees the students will be required to pay the difference amount.

Fees Payment

- **CHEQUE PAYMENT WILL NOT BE ACCEPTED**
- **DD/Pay Order in favor of "Vidyalankar Institute of Technology" payable at Mumbai**
- **Credit/Debit cards/ Bank Transfer (CANDIDATE IS REQUESTED TO ADD THE BENIFICIARY ONE DAY BEFORE REPORTING)**

- **Beneficiary Details**
Name of the Bank	:	HDFC
Name of the Account Holder	:	VIDYALANKAR INSTITUTE OF TECHNOLOGY
Account Number	:	50100192952262
IFSC Code	:	HDFC0003200
Branch	:	Wadala
Account Type	:	Saving

- **Online payment link available on the college website: Payment - VIT | Vidyalankar Institute of Technology/ Scan the QR Code for the payment link**

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List of Documents

Certificate / Documents	To be submitted by
χth Marksheet & Passing Certificate	All candidates
XIIth Marksheet & Passing Certificate	
MHT-CET(PCM) 2025 Score Card	
College Leaving Certificate OR Transfer Certificate	
Scrutiny Centre verification Acknowledgement	
2 Passport size colored photographs	
Domicile certificate	If place of birth is not within Maharashtra
GAP certificate	If applicable
Certificate of Indian Nationality	If nationality is not mentioned in college leaving certificate
Migration Certificate	Only for students who have passed XII from board other than Maharashtra State Board (e.g. CBSE, ICSE, etc.)
Caste Certificate	If applicable
Caste Validity	
Non-Creamy Layer Certificate (valid up to 31 March 26)	
Income Certificate (for the year 2024-25)	
Defense Category Certificate	If applicable
PWD Category Certificate	If applicable

Admission Process

- Admission will be done on the basis of inter-se-merit of the candidates who have applied to the institute level rounds within the due date and on the basis of the rules published in the 'Information Brochure' by the Competent Authority, Maharashtra State, for admissions to Undergraduate Engineering Courses.
- 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 these seats remain vacant then the seats shall be filled on the basis of Inter-Se-Merit of the IL applicants.
- Admission shall be done by counseling in the order of merit of [MHT-CET (PCM) 2025 Percentile]. Other than Maharashtra State Candidates / All India Candidates shall be considered after Maharashtra State Candidates.
- The candidate shall report to the Institute on the date and time mentioned in the **Schedule with requisite amount of fee and required ORIGINAL documents as per the list given in the 'IL Schedule and Process'** document. Candidate shall produce ALL the applicable original documents at the time of document verification during the counselling round. In case a candidate has taken admission elsewhere he/she will be required to submit original retention certificate of that Institute and submit all the original documents within two days.
- The seat will be allotted to the candidate based on her/his seat availability, Inter- se – merit, category, choice of seat type i.e. IQ/ACAP and branch preferred.
- If a candidate of higher merit reports late during the process of counseling, the candidate may be considered for allotment of a seat available at that point. The decision of the Authorities of Institute shall be final and binding.
- **If the candidate accepts the offered seat s/he shall confirm her/his admission immediately by payment of requisite fees and submission of ORIGINAL DOCUMENTS with self-attested copies (2 each) and 2 passport size photographs to the admission cell. If the original documents are submitted to any other Institute the candidate is required to produce the retention certificate in ORIGINAL of that Institute and must submit the original documents within two days.**

- If candidate fails to pay **FULL FEES AS APPLICABLE at** the time of admission, the allotted seat shall be denied and the seat shall be allotted to the next eligible candidate.
- On verification of all original documents and receipt of requisite fees, admission authorities shall issue an acknowledgement to the candidate.

Cancellation

- If the candidate wishes to cancel the admission, the candidate shall cancel the admission on the State CET portal and report immediately to the admission cell along with the original admission letter and the fee receipt to complete the cancellation process.
- **Returning of documents**: On cancellation of admission all the original documents submitted by the candidate shall be returned to the candidate immediately.

  Refund of Fee:

  On cancellation of admission on or before the last date prescribed for **'Seat cancellation with full fee refund'** (as specified by the Competent Authority), all the original documents submitted by the candidate shall be returned to the candidate immediately. The Institute shall deduct an amount of ₹1,000/- and the balance fees, if any, shall be refunded to the candidate in due course.

  Candidate shall not be entitled to any refund of her/his fee if the online cancellation is effected by the candidate AFTER the last date for seat cancellation with full refund as specified by the Competent Authority (as per Rule 15 of the Information Brochure for A.Y. 2025-26).

Note:

- For a branch once ACAP seats are filled in Institute Level Admission Round, all the seats filled thereafter shall be filled with fee applicable for Institute Quota.

  On completion of the admission process, the students admitted with Institute Quota fee shall be arranged in the order of merit and the top "N" number of students shall be treated as students admitted against CAP vacancies, where N= CAP Quota (80% seats of branch intake)-number of live admissions in CAP Quota. Such students shall be eligible for refund of amount equal to difference in Institute Quota and CAP Quota fee.

Sd/-
Principal
7th September 2025