

Admission Process for Institute Level (IL) Admissions First Year Master of Management Studies (PG) Programs A.Y. 2026-27

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

- **Against Centralized Admission Process (ACAP):** Seats remaining vacant after CAP round IV
- **Institute Level (IL):** - 20% (Max.) Seats of the sanctioned intake of the Program

Admission Process

Application form filling

- The Institute shall accept online application forms for Institute Level (IL) admissions (against vacant seats remaining after the CAP (ACAP) rounds and for Institute Quota seats)
- Eligibility: Only those candidates who have registered and completed the document verification and confirmation from registered Scrutiny Center (SC) shall be considered eligible for admission.

Display of IL Schedule, Vacancy (ACAP+IL), 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 IL 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 Level (IL) admissions (This fee shall be applicable for each year)

Fee Head	Master of Management Studies
Tuition Fee	1,73,479
Development Fee	26,021
TOTAL FEES TO BE PAID	1,99,500

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B. Fee applicable for ACAP admissions (This fee shall be applicable for each year)

Fee Head	Master of Management Studies
Tuition Fee	1,73,479
Development Fee	26,021
TOTAL FEES TO BE PAID	1,99,500

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 BENEFICIARY ONE DAY BEFORE REPORTING)**
- **Beneficiary Details**

Name of the Bank	:	Axis Bank Ltd
Name of the Account Holder	:	VIDYALANKAR INSTITUTE OF TECHNOLOGY
Account Number	:	926010021165506
IFSC Code	:	UTIB0002273
Branch	:	Ranade Road, Dadar West, Mumbai
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

Documents	To be submitted by
State CET Cell Scrutiny Centre verification acknowledgement	All Candidates
State CET Cell Allotment Letter	
MAH-MBA/MMS-CET 2026 or CAT / CMAT / XAT / ATMA / MAT / GMAT Score Card as applicable	
10 th Mark sheet & Passing Certificate	
12 th Mark sheet & Passing Certificate	
All Degree Semester Marksheet	
Conversion Certificate, Passing Certificate and Convocation	
College Leaving Certificate / Transfer Certificate after qualifying Exam	
Certificate showing Indian Nationality	
Domicile Certificate of Candidate/Father /Mother	Type B Candidate
Proforma A	Type C Candidate
Proforma B-1 / B-2 (as applicable)	Type D Candidate
Proforma U	Orphan Candidate
Proforma C / Proforma D / Proforma J / (as applicable)	Defence
Proforma G1 / Proforma G2	Karnataka Maharashtra Border
Proforma K / Proforma M	J&K Migrants / Non- Migrants
Proforma S	No Degree Certificate / Marksheet
Proforma W	Declaration by Working Professional
Caste Certificate	Reserved Category
Caste Validity / Tribe Validity (Only for ST)	
Non-Creamy Layer Certificate (valid up to 31 March 27, as applicable)	
Income Certificate (valid up to 31 March 27)	
Eligibility Certificate	For those who have completed bachelor's degree from other than Maharashtra State Board
Migration Certificate	
Gap Certificate (Affidavit on Rs. 500/- stamp paper)	As applicable (For Gap of 1 Year or More)
Income Certificate (valid up to 31 March 27)	Tuition Fee Waiver Scheme (TFWS) candidates
Economically Weaker Section (EWS) Certificate in the Proforma-V of Information Brochure for A.Y. 2026-27	Economically Weaker Section (EWS) candidates
Passport size colored photograph (2 copies)	All Candidates

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 Postgraduate Management 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 Process for Institute Level (IL) Admissions

First Year Master of Management Studies (PG) Programs A.Y. 2026-27

- Admission shall be done by counseling in the order of merit of [MAH-MBA/MMS-CET 2026 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. IL/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 (3 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). 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 State CET Cell Information Brochure for the A.Y. 2026-27).

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 Level.



Principal
5th August 2026