

Centralized Admission Process (CAP) Admissions (2026-27) First Year Master of Management Studies (PG)

Guidelines for the Candidates reporting to Institute for admission

Candidates shall report to the Institute to secure her/his admission as per the schedule published by the State CET Cell, Maharashtra. The process followed for CAP admissions shall be as given below:

1.	Organize all the required documents, passport size-colored photographs and demand draft of applicable fees (if you are paying fees using demand draft) before you report to the Institute.
2.	Keep Scrutiny Centre verification acknowledgement, Allotment acknowledgement and demand draft (if any) ready with you to display when you reach the Institute for reporting.
3.	On visiting the Institute Proceed to M Block M603 Room .
4.	Fill up ERP Applicant Data form and note the number generated after saving the ERP details.
5.	Get your original documents, Self-attested photocopies, passport size photographs pre-verified and prepare the sets as advised by the Admission Officers in M603.
6.	Get your original documents verified, confirm your admission on ERP from the Admission Officers over there.
7.	Keep the Original and 3 sets of photocopies of the documents and 2 photographs in the folder / bag provided and demand draft (if any) ready with you.
8.	Proceed to Account Desk and after payment collect your fees payment receipt in M603/M101
9.	Proceed to Admission Confirmation on CET portal in M603.
10.	Get your admission confirmed on CET portal, submit all the sets of documents (including originals) and collect admission confirmation acknowledgement from the Admission Officer over there.
11.	Proceed to Scholarship/Freeship Desk (applicable only for reserved category students) and submit the required documents.in M101
12.	Your Admission process is completed, and you can leave Admission Cell (M603)
13.	Make sure that you have the following documents with you while leaving the Admission Cell: 1. Document submission acknowledgement 2. Fees payment receipt 3. State CET Cell confirmation acknowledgement



Principal