



**SOMAIYA**

**VIDYAVIHAR**

**K J Somaiya Institute of Technology**

An Autonomous Institute Affiliated to the University of Mumbai

KJSIT/DSE Admission/ /23-24

22-08-2023

## PROCEDURE FOR DIRECT SECOND YEAR ENGINEERING ADMISSIONS THROUGH CAP ROUNDS (2023-2024)

1. Candidate must login to the State CET website (MahaCET portal) and take a print of following three documents:
  - a. Provisional CAP Allotment Letter
  - b. Receipt cum acknowledgement for admission to DSE (issued by E – Scrutiny centre)
  - c. FC seat confirmation receipt
2. Candidates who have been allotted a seat must fill and submit the online pre-admission form available on institute website [admissions.somaiya.edu](http://admissions.somaiya.edu). Steps for filling the form are given at the end.
3. Candidate should make arrangement of original documents with 4 sets of self-attested Xerox copies of the following documents (**Maintain the Order of documents**):

Sr. No.	Documents
1.	<b>Provisional CAP Allotment Letter</b>
2.	<b>Receipt cum acknowledgement</b> for admission to DSE
3.	<b>FC seat confirmation receipt</b>
4.	<b>SSC (Std X) Mark sheet</b>
5.	<b>HSC (Std XII) Mark sheet</b> (if diploma passed after HSC).
6.	<b>Diploma all Semester Mark sheets</b> (Sem VI to Sem I all marksheets)
6.	<b>Diploma Provisional certificate</b>
7.	<b>Leaving Certificate</b> after passing diploma
8.	<b>Equivalence Certificate</b> (If diploma passed from autonomous institution)
9.	<b>Domicile Certificate / Birth Certificate</b> (Compulsory if Nationality is not mentioned on Leaving Certificate & also compulsory for Gujarati Linguistic Minority Candidates)
10.	<b>Certificate of Indian nationality.</b> (If Nationality is not mentioned on Leaving Certificate)
11.	<b>Gap affidavit on Rs 100 stamp paper</b> (If Year of passing Diploma is before 2023)
12.	<b>Latest Income Certificate</b> (For EBC /OBC / VJ NT / SBC / DT candidates)
13.	<b>Performa "O" for Minority Candidate/ Minority Certificate</b>
14.	<b>Caste Certificate</b> (if required) <b>Caste Validity Certificate</b> (if required) <b>Non-creamy Layer Certificate</b> valid upto 31st March, 2024 (In case of VJ / DT-NT(A)/NT(B)/ NT(C)/NT(D)/OBC and SBC)
15.	Any other Certificate (if required)
16.	<b>Xerox of Aadhar Card</b> (Original not required)

4. Candidate should make arrangement for the fees as per their category allotted through CAP. Payment will be accepted through following modes:
- ONLINE mode (Net banking/ Debit card/ Credit card). The limit of the credit/debit card should be sufficient enough to make full payment of fees at the time of securing admissions.
  - Fees can also be paid through Demand Draft/ Pay Order. For DD/Pay order, draw in the favor of:  
**“K. J. SOMAIYA INSTITUTE OF ENGINEERING & I.T.”**

<b>Category</b>	<b>Total Fees</b>
Open Category	Rs 1,59,725/-
SC / ST	Rs 25,812/-
VJ /NT /DT /SBC /SBC – A	Rs 25,812/-
OBC /EBC	Rs 92,769/-

5. Candidates should visit the institute along with their parent/Guardian for confirming the admission along with the above mentioned documents and arrangement of fees on or before the last date of reporting as per the schedule given by Maharashtra State CET Cell.

**Note:** Fee concession will be given only to those candidates who are eligible for concession as per rule prescribed by Government of Maharashtra and submit all required documents at the time of admission. In case, Competent Authorities does not approve the name of candidate for freeship / scholarship, he/she should pay the balance amount to the institute before the cutoff date given by the institute.

**(Dr. Suresh K. Ukarande)**  
**Principal**

**For any further information related to DSE 2021 Admissions please contact:**

**Prof. Kirtikumar Patel – 97695 34232**

**Dr. Pashmi Kumawat - 98337 10723**

**Prof. Diveshkumar Singh – 82081 73068**

## **Step to Fill the Online CAP GENERAL Pre-admission Application Form**

1. Visit to <https://admissions.somaiya.edu>
2. If you have already registered at somaiya.edu for admission earlier, then go to Step 7
3. Register yourself with your email ID and mobile number
4. After registration, verification link will be sent to your email ID
5. Open the mail and Click on “Verify Now”. You will be directed to the pre-admission form
6. Close the Important Notice dialog box
7. Click on Login
8. Enter your login credentials (email ID and password that you have entered at the time of registration)
9. Click on login and continue
10. If you have already applied to some other college in Somaiya Vidyavihar and now wish to apply to K J Somaiya Institute of Technology then click on [Apply for another Programme](#) (Top Right in Blue)
11. “Select Programme” will appear.

- a. Select level of study as **Undergraduate**
- b. Select Discipline as **Engineering**

**Select programme as BACHELOR OF TECHNOLOGY SECOND YEAR ENGINEERING: COMPUTER / IT / EXTC / AIDS**

- c. Select Institute as K J Somaiya Institute of Technology
12. Select Category (Type of Seat) you are applying for –
  - a. **Select CAP General/ CAP Minority** (As Applicable)
  - b. Now you will be directed to the Instructions page
  - c. Read the instructions carefully and **click on** the check box saying “Yes I read and understood the instructions”
  - d. Click on Save and Continue
13. You will be directed now to fill the Personal Details
  - a. Fill all required details
  - b. Upload your passport size photo (size should be less than 100 KB)
  - c. Click on Save and Continue

14. Next step is to fill Guardian Details

- a. Fill details of Father, Mother and Guardian (if required)
- b. Enter Mobile number of Father and mother.
- c. Click on Save and Continue

15. In the next step, update the Address information

- a. Enter address details
- b. Click on Save and Continue

16. Now you need to enter marks in the qualifying examination. **This is very important step to decide merit and eligibility. So fill the details very carefully.**

- a. Select your Eligibility Qualification ie. Branch of your Diploma Qualification.
- b. Select the Category that you belong to.
- c. Fill in the correct DSE Application ID allotted to you.
- d. Enter SSC / 10<sup>th</sup> Examination Details. Enter CGPA Grade if applicable. Fill all SSC marks details.
- e. Enter details of HSC / XII examination (if Applicable). Fill marks of Physics, Chemistry and Mathematics.
- f. Enter details of Diploma Aggregate marks obtained in the final semester. Diploma final year score (with decimals) as mentioned in the mark sheet should be entered while filling the form.
- g. Click on Save and continue

17. In the next step answer if you would like to opt for Hostel Accommodation. Click on Save and Continue

18. Now upload all required documents.

- a. All compulsory documents are mandatory.
- b. From remaining documents upload the documents as per your category / type of candidature.

19. After uploading all the documents, Click on Save & continue. After this step, visit our institute, our verification team will verify your online application form. In case of any discrepancy found or missing documents or documents uploaded are not clearly visible then the verification team will contact you.

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