

First Year B.Tech/M.Tech/MCA & DSE Admission Procedure 2020-21



⊗ We do not accept Cash, Cheque, Demand Draft
✓ We accept only online payments

***Note: Mobile no, Email ID, Photo & Signature scanned in JPG format are compulsory for all new admissions**

Admission Documents

Candidates reporting for admission are required to fill up the online admission form in the institute's MIS. They are therefore, advised to bring the following documents in original for verification along with their attested photocopies and make 2 sets of applicable documents in the following order:

Table 1: FY/DSE B.Tech/M.Tech/MCA Admission Documents

Note: **Sr. No. 1 to 11 documents are mandatory for all students**
Sr. No. 12 & 13 documents are mandatory for all reserve category students
Sr. No. 14 document mandatory for all reserve category student except SC/ST
Sr. No. 15 document applicable for TFWS/EWS admitting candidates
Sr. No. 16 & 17 documents mandatory for M.Tech & MCA candidates

Sr. No.	Name of Document	Remark	Set-1 for Admission	Set-2 for Eligibility
1	Provisional Allotment Status Form generated in Candidates login	Internet Printout	Submit Printout	Submit Printout
2	Receipt-Cum-Acknowledgement of Seat Acceptance Form issued by ARC	Show Original	Submit Photocopy	Submit Photocopy
3	Document Verification Receipt cum Acknowledgement Form issued by FC	Show Original	Submit Photocopy	Submit Photocopy
4	Certificate of Indian Nationality in the Name of the Candidate	Show Original	Submit Photocopy	Submit Photocopy
5	Domicile/Birth/Leaving certificate of candidate Indicating place of Birth in the Maharashtra state	Show Original	Submit Photocopy	Submit Photocopy

6	Statement of Marks or Certificate of Passing SSC / Equivalent Examination.	Show Original	Submit Photocopy	Submit Photocopy
7	Statement of Marks or Certificate of Passing HSC or Diploma	Show Original	Submit Photocopy	Submit Photocopy
8	MHT-CET Score Card or GATE Score Card	Internet Printout	Submit Printout	Submit Printout
9	Bank Account Passbook of Candidate	Show Original	Submit Photocopy	NA
10	Aadhaar Card	Show Original	Submit Photocopy	Submit Photocopy
11	Leaving/Transfer Certificate issued by the previous institute	-	Submit Original	Submit Photocopy
12	Caste Certificate of the Candidate for all Reserve Category Candidates	Show Original	Submit Photocopy	Submit Photocopy
13	Caste/Tribe Validity Certificate of Candidate for all Reserve Category Candidates	Show Original	Submit Photocopy	Submit Photocopy
14	Non-Creamy Layer Certificate for OBC/SBC/NT/VJ/SEBC Category Candidates	Show Original	Submit Photocopy	Submit Photocopy
15	Proforma-V for Economically Weaker Section(EWS) Income Certificate of Parents for TFWS	Show Original	Submit Photocopy	Submit Photocopy
16	Statement of Marks of Degree of all years/semesters for M.Tech/MCA admission	Show Original	Submit Photocopy	Submit Photocopy
17	Migration Certificate for M.Tech/MCA Admission	Submit Original within 1 month of admission.		

Admission Procedure

Student must go through the following stages while First Year B.Tech/M.Tech/MCA or Direct Second Year (DSE) Admission Procedure

1. First Year B.Tech/M.Tech/MCA or Direct Second Year (DSE) admission seeking students personally present in **Dean Office** with **2 sets** of the documents in order/sequence as shown in Table No.1. One set is required for admission and second set is required for Eligibility Form of Shivaji University, Kolhapur.
2. Student meet to the Student sections clerk verify the documents and enter the all basic details of the student in the MIS. Student willing to apply for **hostel**, tell to the clerk.
3. Student section clerk generate the **Registration Number** and password through MIS. Student will get the Registration Number, MIS Login ID & Password and Cyberoam login ID & password to the student on mobile and email.
4. Student should login in the MIS through <https://mis.gcekarad.ac.in> and it is mandatory to **change the default password** at first login.
5. Student should pay the admission fee through their MIS login by using **internet banking credentials or credit/debit card**.

6. After successful payment, students meet to the Library Section where the student's **photo and signature** will be captured.
7. Student must meet to ARC Officer for the admission confirmation. ARC Officer verify the admission documents and confirm the admission. Gives one copy of **Admission Confirmation Report generated** by the MIS and second copy of **Receipt-Cum-Acknowledgement of Confirmation of Admission** generated through the institute login.
8. Now student meet to library section and take the **Student ID Card**.
9. Student must meet to Eligibility Section for filling the **Eligibility Form** of Shivaji University, Kolhapur.
10. Student must visit the institute's website www.gcekarad.ac.in and portal <https://mis.gcekarad.ac.in> for hostel admission merit list, syllabus, latest updates, notices.

Online Fee Payment Modes

Student can pay the fee using following internet banking or credit/debit cards.

No Transaction Charges on Internet Banking, Credit/Debit Cards

1. Internet Banking (Recommended)

Bank Name	Bank Name	Bank Name
State Bank of India	ICICI Bank	HDFC Bank
Kotak Mahindra Bank	Axis Bank	IDBI Bank
Bank of Maharashtra	Bank of Baroda	Bank of India
Airtel Payments Bank	Andhra Bank	Bandhan Bank
Bank of Baharin and Kuwait	Candara Bank	Catholic Syrian Bank
Central Bank of India	City Union Bank	Corporation Bank
Cosmos Bank	DBS Bank Ltd	DCB Bank
Deutsche Bank	Dhanlaxmi Bank	Federal Bank
IDFC Bank	Indian Bank	Indian Overseas Bank
IndusInd Bank	Janata Sahkari Bank Ltd Pune	Karnataka Bank
Karur Vysya Bank	Lakshmi Vilas Bank	Oriental Bank of Commerce
Punjab National Bank	RBL Bank	Saraswat Bank
Shyamrao Vithal Bank	South Indian Bank	Standard Chartered Bank
Syndicate Bank	Tamilnad Mercantile Bank	UCO Bank
Union Bank of India	United Bank of India	Yes Bank

2. Credit Cards Accepted

Credit Card Brand	
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3. Debit Cards Accepted

Debit Card Brand	
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Note:

Debit Card's daily online transaction/spending limit are set by the individual bank or credit union that issues the debit card. Some debit cards have daily online transaction limits or spending capped/restricted at Rs.25,000, Rs.50,000, or Rs.75,000.

Students/parents advised to check this transaction limit with their respective debit card issuer banks for online fee payment.

Frequently Asked Questions (FAQ)

Q.1) We don't have any online payment facility like internet banking or debit/credit card. How I can pay fee?

Ans. You can pay by using HDFC Bank Challan. This challan is generated by MIS in triplicate for your fee type & you have to pay cash in HDFC Bank. One copy of challan submits to Cashier.

Challan facility is applicable for first year admission only and it will not applicable/work on bank holidays. We don't accept Cash, Cheque, DD, NEFT, RTGS etc.

Q.2) How I know my fee structure? Or How much fee I have to pay?

Ans. Fee is pre-defined by the institute and it is depend upon the type of candidature, category etc. Student section clerk will set the fee code for every student according to admission type, category etc. You can see the fee structure on the institute's website www.gcekarad.ac.in in Admission tab.

Q.3) I have to fill up any separate form for hostel admission?

Ans. No, you no need to fill up any separate hostel admission form. Just you have to tell the student section clerk who enter the basic details of the student.

Q.4) I want to know the placement statistics of this institute

Ans. Following link shows the year wise placement record of this institute.
<http://www.gcekarad.ac.in/DisplayDeptPage.aspx?page=eacck&ItemID=eacea&nDeptID=cm>