



**DIRECTORATE OF TECHNICAL EDUCATION,  
MAHARASHTRA STATE**

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**Urgent / Web  
Office Order**

No. 2A/ADG/ADM/2017-18/ARC/ 628

Date: **20 JUN 2017**

**Subject: Admission Reporting Centres(ARCs) for admission to Direct Second Year Under Graduate Degree Course in Engineering & Technology for the Academic Year 2017-18.**

In exercise of the powers conferred by section 23 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015), the Government of Maharashtra has notified the rules of the admissions to the First and Direct Second Year of Full Time Professional Post Graduate / Undergraduate / Diploma Technical Courses (Engineering and Technology, Pharmacy, Pharm D., Architecture, Hotel Management and Catering Technology, MBA/MMS, MCA). These rules are also applicable for admissions in Government and Government Aided institutions, University Managed Institutes/University Departments vide Government Resolution of Higher & Technical Education Department No. TEM-2016/CR 473/16/TE-4 Dated 25<sup>th</sup> April 2017.

The Director, Technical Education shall act as a Nodal Officer to carry out the admissions under the supervision & control of the Competent Authority. All Joint Directors of Technical Education, Regional Offices are declared as Representative of Nodal Officer at Regional Level.

The selected Government, Government Aided, University Department/ University Managed Institutes are hereby identified to work as Admission Reporting Centers for the academic year 2017-18. (List of ARC for admission to **Direct Second Year Under Graduate Degree Course in Engineering & Technology** is attached herewith).

The Director/Principal of the institute working as ARC will work as Chief Co-ordinator for the Centre. He should appoint one coordinator (from senior faculty members) and required supporting staff having computer knowledge for this activity.

**Role of Admission Reporting Centre(ARC)**

**Activity-I: Admission Reporting Activity**

- ❖ Reporting of Admission in Online Application System for CAP as per allotted in CAP Round I, II, III. Candidate should report to the ARC only on first reporting.
- ❖ Facilitate candidate, if required, for Online Updating of reporting status of candidate (Freeze/Slide/Float). Candidate should update the status through their login only.
- ❖ Verification of Original Documents, Collection of seat acceptance fee & issue of Acknowledgement/Receipt of the Reporting.
- ❖ Online cancellation of Admission, issue of acknowledgement, if applicable, as per the rules.
- ❖ Guiding and counseling to the candidates/parents.
- ❖ Keeping record of the Reporting, Cancellation and Online payment ( As acceptance fee).
- ❖ ARC can permit the candidate to change option of reporting before start of CAP Round II and III.

The Commissioner, State CET Cell, Mumbai will pay Rs.100/- (Rs. Hundred Only) per confirmation of receipt of application form after successful completion of the admission process of the respective courses. The distribution of the amounts collected under activities mentioned in above referred office order between staff involved in admission activity & Institute is given in the following Table.

Sr. No.	Designation of the personnel	Distribution
1.	Institute Development /IRG Fund & Miscellaneous charges (Transportation of Kits, Stationary etc.)	50%
2.	Principal/Director/Chief Coordinator	5%
3.	ARC Coordinator	5%
4.	Equal Distribution amongst Data Verification Team/Scrutiny Team/ Counselling Team (ARC related activities) Guidance & Counselling Team	20%
5.	Equal Distribution amongst Data Entry Operators (ARC related activities) & Students Facility team	12%
6.	Administrative officer/Registrar/Accountant	2%
7.	Office Staff involved in ARC Activity (Clerk, Cashier etc.)	3%
8.	Class IV staff involved in ARC Activity	3%

**Important Instructions to ARC**

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1. ARC Coordinator shall contact to the respective Regional Offices for "how to activate their Institute as ARC through the Institute Login" and collect Instruction Manual through mail from the respective Regional Offices without fail.
2. ARC Coordinator shall collect Seat Acceptance Fees through online mode only, Rs.5000/- for Candidates of General Category, VJ/DT, NT, SBC/OBC Category and Rs.1000/- for SC, ST Category Candidates. The Candidate has to pay the Seat Acceptance Fee during First Reporting only. This fee shall be transferred to the institution after deducting Rs.1000/- towards Processing Fee.
3. Candidates who want to reject the allotted seat can do so by not remitting the seat acceptance fee at the reporting centre in scheduled period.
4. ARC Coordinator shall cancel the admission of the candidate as per request of candidate .
5. ARC shall update the reporting of the candidates with 100% accuracy. Any fault or negligence at the level of ARC will be dealt seriously. Due to fault or negligence on the part of ARC if any, candidate to lose his chance of admission, responsibility of such mistakes/omission in the process will be fixed on the person responsible for such mistakes/omissions.
6. If any ARC found involved in any form of unlawful activities like misguidance and non-cooperation to the aspiring candidates, ARC will be liable for severe action by the Competent Authority.

**The Minimum infrastructure required at ARC is as follows,**

1. Separate Network i5/i7 or of higher configuration PC for Confirmation of admission for, **UG admissions** – minimum 5 computers.
2. Windows 8 or higher Operating System with up to date security & service patches
3. Microsoft Office 2003 or higher version on all machine, Adobe Acrobat Reader 10.0 or above.
4. All machines should be connected through LAN with minimum 2 Mbps internet connectivity through ADSL/Wimax /Leased line or other devices.
5. Internet Explorer 8.0/ Mozilla Firefox 3.0, Google Chrome 2.0 or above.
6. 3 LaserJet Network Printers.(1 for each N/W)
7. Minimum 1 Scanner with 300 dpi resolution.
8. Adequate Electrical Power Backup facilities.
9. Potable Water drinking facility.
10. Separate clean Washrooms for Gents/Ladies.

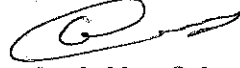
All the Principals/Directors of the ARCs are hereby informed to make the required infrastructure mentioned in order under reference ready and in working condition on or before the start of working of ARC for aforesaid admissions (as per the notification for respective program).

The Joint Director, a representative of Nodal Officer, shall be Regional ARC Officer and they shall appoint Deputy Regional ARC Officers (System Analyst and above level Officer) at Regional level for coordination of aforesaid activities and communicate their contact details of officers appointed so .

Officers of Desk 3 (IT Cell) of this office shall work as Coordinator for ARC activities under the control of Nodal Officer.

For any further clarification, the coordinator of ARC should contact initially to the respective regional ARC officers and thereafter to this office on 022-22612139 / 22644859.

The ARC Payments shall be done strictly by NEFT @Rs.100 per reporting by 20<sup>th</sup> Sept 2017.

  
(Chandrashekhar Oak, I.A.S.)  
Director, Technical Education,  
Maharashtra State, Mumbai.

**Copy for information and necessary action :-**

1. Hon'ble Commissioner, State Common Entrance Test, Maharashtra State Mumbai for information.
2. Joint Director, Technical Education Regional Offices, Mumbai/ Pune/ Nashik/Aurangabad/ Amravati/Nagpur for information and necessary action .
3. The Principal/Director of the Admission Reporting Centre (**Direct Second Year Under Graduate Degree Course in Engineering & Technology**) for information and necessary action.
4. Desk 3, IT Cell, DTE, Mumbai.
5. Desk 10, DTE, Mumbai.

**List of Proposed ARC for admission to Direct Second Year Degree Course in Engineering & Technology 2017-**

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Sr. No.	ARC Code & Name		Institute Status	District Name	Taluka Name
1	1002	Government College of Engineering, Amravati	Government	Amravati	Amravati
2	1007	Shree Shivaji Education Society's Dr. Panjabrao Deshmukh Polytechnic, Amravati	Government-Aided	Amravati	Amravati
3	1009	Government Polytechnic, Khamgaon	Government	Buldhana	Khamgaon
4	1010	Government Polytechnic, Washim	Government	Washim	Washim
5	1012	Government Polytechnic, Yavatmal	Government	Yavatmal	Yavatmal
6	2002	Dr. Babasaheb Ambedkar Marathwada University, Sub Centre, Osmanabad	University Department	Osmanabad	Osmanabad
7	2003	Swami Ramanand Teerth Marathwada University, School of Commerce & Management Science, Nanded	University Department	Nanded	Nanded
8	2008	Government College of Engineering, Aurangabad	Government	Aurangabad	Aurangabad
9	2011	Government Polytechnic, Beed	Government	Beed	Beed
10	2012	Government Polytechnic, Hingoli	Government	Hingoli	Hingoli
11	2013	Government Polytechnic, Ambad	Government	Jalna	Ambad
12	2014	Government Polytechnic, Jalna	Government	Jalna	Jalna
13	2015	Puranmal Lahoti Government Polytechnic, Latur	Government	Latur	Latur
14	2019	Government Polytechnic, Jintur	Government	Parbhani	Jintur
15	2020	Shri Guru Gobind Singhji Institute of Engineering and Technology, Nanded	Government-Aided	Nanded	Nanded
16	3007	Government Polytechnic, Mumbai	Government	Mumbai Suburban	Andheri
17	3008	Government Polytechnic, Pen	Government	Raigad	Pen
18	3009	Government Polytechnic, Ratnagiri	Government	Ratnagiri	Ratnagiri
19	3010	Government Polytechnic, Malvan	Government	Sindhudurg	Malwan
20	3011	Government Polytechnic, Thane	Government	Thane	Thane
21	3012	Veer mata Jijabai Technological Institute(VJTI), Matunga, Mumbai	Government-Aided	Mumbai	Mumbai
22	3013	Government Polytechnic, Vikramgad.	Government	Palghar	Vikramgad
23	3014	Sardar Patel College of Engineering, Andheri	Government-Aided	Mumbai Suburban	Andheri

Sr. No.	ARC Code & Name		Institute Status	District Name	Taluka Name
24	3019	Sir J.J. College of Architecture, Mumbai	Government-Aided	Mumbai	Mumbai
25	3021	K. J. Somaiya Polytechnic, Mumbai	Government-Aided	Mumbai	Mumbai
26	3027	Premilila Vithaldas Polytechnic(Womens), Mumbai	Government-Aided	Mumbai Suburban	Andheri
27	3028	Father Agnel Technical College (Polytechnic), Bandra(W), Mumbai	Government-Aided	Mumbai	Mumbai
28	3033	Dr. Babasaheb Ambedkar Technological University, Lonere	University Managed	Raigad	Mangaon
29	3036	Institute of Chemical Technology, Matunga, Mumbai	Deemed University	Mumbai	Mumbai
30	3039	Hydrabad (Sind) National Collegiate K.M.Kundanani Pharmacy Polytechnic,Ulhasnagar Dist-Thane	Government-Aided	Thane	Ulhasnagar
31	4004	Government College of Engineering, Chandrapur	Government	Chandrapur	Chandrapur
32	4005	Laxminarayan Institute of Technology, Nagpur	University Department	Nagpur	Nagpur Urban
33	4008	Government Polytechnic, Sakoli	Government	Bhandara	Sakoli
34	4009	Government Polytechnic, Bramhapuri	Government	Chandrapur	Brahmapuri
35	4010	Government Polytechnic, Gadchiroli	Government	Gadchiroli	Gadchiroli
36	4011	Government Polytechnic Gondia	Government	Gondiya	Gondia
37	4013	Government Polytechnic, Arvi	Government	Wardha	Arvi
38	4015	Acharya Shrimannarayan Polytechnic, Pimpri-Wardha	Government-Aided	Wardha	Wardha
39	4019	Nagar Yuvak Shikshan Sanstha Adv. V.R.Manohar Institute Of Diploma In Pharmacy, Nagpur	Government-Aided	Nagpur	Hingna
40	4022	Government Institute of Hotel Management & Catering Technology, Nagpur	Government	Nagpur	Nagpur Urban
41	4025	Government College of Engineering Nagpur			
42	5001	Department of Management Studies, North Maharashtra University, Jalgaon	University Department	Jalgaon	Jalgaon
43	5004	Government College of Engineering, Jalgaon	Government	Jalgaon	Jalgaon
44	5007	Government Polytechnic, Dhule	Government	Dhule	Dhule
45	5009	Government Polytechnic, Nandurbar	Government	Nandurbar	Nandurbar
46	5010	Government Polytechnic, Nashik	Government	Nashik	Nashik

Sr. No.	ARC Code & Name		Institute Status	District Name	Taluka Name
47	5012	Pravara Rural Education Society's Pravara Rural College Of Pharmacy, Pravaranagar	Government-Aided	Ahmadnagar	Rahata
48	5013	Mahatma Gandhi Taluka Shikshan Mandal's Sharadchandrika S. Patil Inst of Technology, Chopda	Government-Aided	Jalgaon	Chopda
49	5014	Anjuman Imdadut Tulba's Institute Of Pharmacy, Malegaon(Nashik)	Government-Aided	Nashik	Malegaon
50	6004	Government College of Engineering, Avasari	Government	Pune	Ambegaon
51	6005	Government College of Engineering, Karad	Government	Satara	Karad
52	6006	College of Engineering, Pune	Government	Pune	Pune City
53	6007	Walchand College of Engineering, Sangli	Government-Aided	Sangli	Miraj
54	6009	B.K.P.S. College of Architecture, Pune	Government-Aided	Pune	Pune City
55	6010	Government Polytechnic, Kolhapur	Government	Kolhapur	Karveer
56	6014	Government Residence Women Polytechnic, Tasgaon	Government	Sangli	Tasgaon
57	6017	Government Polytechnic, Solapur	Government	Solapur	Solapur North
58	6018	Institute of Civil and Rural Engineering(aided), Gargoti, Kolhapur	Government-Aided	Kolhapur	Bhudargad
59	6019	Maharashtra Institute of Printing Technology(Aided), Pune	Government-Aided	Pune	Pune City
60	6024	Bharti Vidyapeeth's Institute of Pharmacy (Aided Wing), Pune	Government-Aided	Pune	Pune City
61	6027	Maharashtra State Institute of Hotel Management & Catering Technology,Pune	Government	Pune	Pune City
62	6028	Départment of Technology, Shivaji University, Kolhapur	University Department	Kolhapur	Karveer

