



**DIRECTORATE OF TECHNICAL EDUCATION,
MAHARASHTRA STATE**

3, MAHAPALIKA MARG, POST BOX NO. 1967, MUMBAI-400 001.

Phone : 022-2264 1150/51, 22620601, 22690602;

Fax : 022-22692102

E-Mail : desk2a@dtmaharashtra.gov.in

Internet: <http://www.dtmaharashtra.gov.in>

**Urgent / Web
Office Order**

No. 2A/ADG/ADM/2017-18/ARC/ 600

Date: **14 JUN 2017**

Subject: Admission Reporting Centres(ARCs) for admission to Full Time Post Graduate Degree Course in Management (MBA/MMS) 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 25th 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 MBA/MMS admission 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.

Important Instructions to ARC

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, **PG 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 20th Sept 2017.

(Dayanand Mesram)

Joint 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 (MBA/MMS) for information and necessary action.
4. Desk 3, IT Cell, DTE, Mumbai.
5. Desk 10, DTE, Mumbai.

List of Admission Reporting Centre for MBA/MMS for Academic Year 2017-18

Sr. No.	ARC Code	Name of ARC	District Name
1	1002	Government College of Engineering, Amravati	Amravati
2	1005	Sant Gadge Baba Amravati University, Amravati	Amravati
3	1006	Government Polytechnic, Murtijapur	Akola
4	1009	Government Polytechnic, Khamgaon	Buldhana
5	1010	Government Polytechnic, Washim	Washim
6	1012	Government Polytechnic, Yavatmal	Yavatmal
7	1014	Geetadevi Khandelwal Institute of Pharmacy, Akola	Akola
8	2002	Dr. Babasaheb Ambedkar Marathwada University, Sub Centre, Osmanabad	Osmanabad
9	2003	Swami Ramanand Teerth Marathwada University, School of Commerce & Management Science, Nanded	Nanded
10	2008	Government College of Engineering, Aurangabad	Aurangabad
11	2009	Government College of Pharmacy, Aurangabad	Aurangabad
12	2011	Government Polytechnic, Beed	Beed
13	2012	Government Polytechnic, Hingoli	Hingoli
14	2013	Government Polytechnic, Ambad	Jalna
15	2014	Government Polytechnic, Jalna	Jalna
16	2015	Puranmal Lahoti Government Polytechnic, Latur	Latur
17	2020	Shri Guru Gobind Singhji Institute of Engineering and Technology, Nanded	Nanded
18	2025	Panchakshri Shivacharya Trust's Channa Basweshwar Institute Of D. Pharmacy, Latur	Latur
19	2028	Marathwada Shikshan Prasarak Mandal's Shri Shivaji Institute Of Pharmacy, Parbhani	Parbhani
20	3001	Jamnalal Bajaj Institute of Management Studies, Mumbai	Mumbai
21	3002	Sydenham Institute of Management Studies & Research & Entrepreneurship Education (SIMSREE), Mumbai	Mumbai
22	3003	Alkesh Dinesh Modi Institute for Financial & Management Studies, Mumbai	Mumbai Suburban
23	3004	Jankidevi Bajaj Institute of Management Studies, Santacruz, Mumbai	Mumbai Suburban
24	3008	Government Polytechnic, Pen	Raigad
25	3009	Government Polytechnic, Ratnagiri	Ratnagiri
26	3010	Government Polytechnic, Malvan	Sindhudurg
27	3011	Government Polytechnic, Thane	Thane
28	3013	Government Polytechnic, Vikramgad.	Palghar

Sr. No.	ARC Code	Name of ARC	District Name
29	3033	Dr. Babasaheb Ambedkar Technological University, Lonere	Raigad
30	3039	Hydrabad (Sind) National Collegiate K.M.Kundanani Pharmacy Polytechnic, Ulhasnagar Dist-Thane	Thane
31	4001	Department of Business Management, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur	Nagpur
32	4004	Government College of Engineering, Chandrapur	Chandrapur
33	4008	Government Polytechnic, Sakoli	Bhandara
34	4009	Government Polytechnic, Bramhapuri	Chandrapur
35	4010	Government Polytechnic, Gadchiroli	Gadchiroli
36	4011	Government Polytechnic Gondia	Gondiya
37	4013	Government Polytechnic, Arvi	Wardha
38	4015	Acharya Shrimannarayan Polytechnic, Pimpri-Wardha	Wardha
39	4022	Government Institute of Hotel Management & Catering Technology, Nagpur	Nagpur
40	4025	Government College of Engineering Nagpur	
41	5001	Department of Management Studies, North Maharashtra University, Jalgaon	Jalgaon
42	5005	NDMVP Samaj's College of Pharmacy, Nashik	Nashik
43	5006	Government Polytechnic, Ahmednagar	Ahmadnagar
44	5007	Government Polytechnic, Dhule	Dhule
45	5009	Government Polytechnic, Nandurbar	Nandurbar
46	5012	Pravara Rural Education Society's Pravara Rural College Of Pharmacy, Pravaranagar	Ahmadnagar
47	5013	Mahatma Gandhi Taluka Shikshan Mandal's Sharadchandrika S. Patil Inst of Technology, Chopda	Jalgaon
48	6001	Department of Management Sciences (PUMBA), University of Pune	Pune
49	6002	Department of Commerce & Management, Shivaji University, Kolhapur	Kolhapur
50	6004	Government College of Engineering, Avasari	Pune
51	6005	Government College of Engineering, Karad	Satara
52	6006	College of Engineering, Pune	Pune
53	6007	Walchand College of Engineering, Sangli	Sangli
54	6008	Government College of Pharmacy, Karad	Satara
55	6015	Government Polytechnic, Miraj	Sangli
56	6017	Government Polytechnic, Solapur	Solapur

Sr. No.	ARC Code	Name of ARC	District Name
57	6020	Cusrow Wadia Institute of Technology(Aided), Pune	Pune
58	6024	Bharti Vidyapeeth's Institute of Pharmacy (Aided Wing), Pune	Pune
59	6028	Department of Technology, Shivaji University, Kolhapur	Kolhapur

