

## First Year Diploma Admission (2017-18)

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### About VACOE First Year Diploma Department

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**DTE Choice Code: 5179**

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#### Intake for Academic Year 2017-18

Course	Intake
Civil Engineering	60
Electrical Engineering	45
Mechanical Engineering	120

#### Contact for Admission

Sr. No.	Name of Staff	Contact No.	Email ID
1.	Dr. L. B. Abhang	7030900705	Principal_vacoea@yahoo.com
2.	Prof. Sadik	8788172213	Sadik2559@gmail.com

## Major Steps in the Admission through CAP (2017 - 18)

1. Online registration of application for admission through computer connected to Internet on the website for Maharashtra State/All India/J & K Migrant/Minority Candidates.
2. Documents verification, updating and **confirmation** of Application Form for Admission in person at Facilitation Center (FC).
3. Display of the provisional merit lists on website.
4. Submission of grievance, if any, at FC
5. Display of the final merit lists for all types of candidates on website.
6. Display of Category wise Seat Distribution (Seat Matrix) for CAP Round I
7. Online Submission & Confirmation of Option Form for CAP Round-I,II,III through candidates Login by himself/herself through the website.
8. Display of Provisional Allotment of CAP Round-I
9. **Reporting to the Admission Reporting Centre (ARC) for CAP Round I.** (If seat is allotted, Report to ARC, Select Freeze/Slide/Float option. Produce Original Documents for Verification & Pay Seat Acceptance Fee in the form DD.)
10. **Reporting to the Admission Reporting Centre (ARC) for CAP Round II.** (If seat is allotted first time i.e. in Round II, Report to ARC, Select Freeze/Slide/Float option. Produce Original Documents for Verification & Pay Seat Acceptance Fee in the form DD.)
11. Display of Provisional Allotment of CAP Round-III
12. **Reporting to the Admission Reporting Centre (ARC) for CAP Round III.** (If seat is allotted first time i.e. in Round III , Report to ARC, Select Freeze/Slide/Float option. Produce Original Documents for Verification & Pay Seat Acceptance Fee in the form DD.)

## List of Documents for Engineering Admission (In Original)

Sr. No.	Documents
1.	DTE Allotment Letter
3.	Statement of Marks – SSC
5.	Leaving Certificate / Transfer Certificate / Migration (if applicable)
6.	Certificate of Indian Nationality in the name of the Candidate
7.	Domicile Certificate (if applicable), clearly indicating the place of Permanent Residence of the Candidate / Father or Mother or Husband
8.	Performa I (Pl. refer admission brochure published by DTE, Mumbai)
9.	Caste Certificate (if applicable)
10.	Caste Validity (Performa H)
11.	Non – Creamy Layer Certificate valid up to 31st March 2018 (if applicable)

12.	Income Certificate
13.	Certificates in Performa A, B, C, D, E and F as applicable

### **Steps to be followed at the Institute during Admission Process**

1. Bring all Original Documents, Allotment Letter (Print) and ARC Receipt-Cum-Acknowledgement along with the photo copy of each.
2. Take the Admission Form from the Admission Counter and fill it.
3. Attach one set of photo copy of all documents with the Admission Form.
4. Original Documents Verification will be done in **Institute**.
5. Pay the Fees (In Cash/DD) in **Administration Section**.
6. The Seat will be confirmed in **Institute**.
7. Please verify whether you have confirmed your seat and paid the fees before leaving the institute.