MALINI KISHOR SANGHVI JUNIOR COLLEGE OF COMMERCE

DATE: 24/06/2024

F.Y.J.C ONLINE ADMISSIONS (2024-2025)

CAP ROUND 1

(27TH ,28TH, 29TH JUNE & 1ST JULY 2024)

OPEN GENERAL MERIT/ GUJARATI LINGUISTIC MINORITY/ & IN-HOUSE CATEGORY (RN SHAH HIGH SCHOOL)

NOTE:

1. **CANDIDATES WITH GUJARATI AS THEIR MOTHER TONGUE ARE ONLY ELIGIBLE FOR ADMISSION UNDER GUJARATI LINGUISTIC MINORITY CATEGORY.**
2. **CANDIDATES WHO HAVE BEEN DOMICILED INTO THE STATE OF MAHARASHTRA ARE ONLY ELIGIBLE TO APPLY UNDER GUJARATI LINGUISTIC MINORITY CATEGORY.**
3. **IN-HOUSE CATEGORY IS APPLICABLE ONLY TO RN SHAH HIGH SCHOOL**
4. **CANDIDATES ARE REQUIRED TO SELECT THE APPROPRIATE CATEGORY (GUJARATI MINORITY OR IN-HOUSE) IN THE GOVT.ONLINE APPLICATION FORM PART-I & COLLEGE NAME IN PART- II (MINORITY CHOICE FORM)**
5. **GUJARATI SPEAKING PROOF IS MANDATORY.**

ADMISSION PROCEDURE

COLLEGE ADMISSION PORTAL FOR ONLINE FORM FILLING & COURSE FEES PAYMENT:

MKS E-PRAVESH

https://admission.mkscollege.edu.in

ADMISSION DATES AND TIMINGS: (SUBMISSION OF FORM, DOCUMENTS & ACKNOWLEDGEMENT RECEIPT OF COURSE FEES PAYMENT)

DAY	DATE	TIMINGS	VENUE
THURSDAY	27/06/2024	11.30 AM TO 3.30 PM	SEMINAR HALL
FRIDAY	28/06/2024	11.30 AM TO 3.30 PM	SEMINAR HALL
SATURDAY	29/06/2024	11.30 AM TO 3.30 PM	SEMINAR HALL
MONDAY	01/07/2024	11.30 AM TO 3.30 PM	SEMINAR HALL

Students are hereby informed to visit the College personally with all relevant documents on the above-mentioned dates to confirm their admission between 11.30 am to 3.30 pm in the Seminar Hall.

Note: Document Verification will be undertaken in the Seminar Hall

Please follow the given time strictly.

DOCUMENTS TO BE SUBMITTED

1. Printout of Govt. Online Application Form Part 1 and Part 2 (MinorityChoice Form)
2. Printout of MKS Junior College Admission Form
3. Printout of Acknowledgement Receipt of Course Fees payment for Rs24000/-
4. Original Std. X mark sheet + two self-attested Xerox copies

5. Original School Leaving Certificate + two self-attested Xerox copies.
6. Conversion of marks document– (mandatory for IGCSE Board students)
7. Original Migration Certificate + two self-attested Xerox copies (for Other BOARDS only)
8. Pass Certificate- Original+ two self-attested Xerox copies (for ICSE,IGCSE students only)
9. Aadhar Card – one self-attested Xerox copy

GUIDELINES FOR FORM FILLING

- Login to our student friendly admission portal, https://admission.mkscollege.edu.in
- Create an account by filling in the online registration form.
- Select Junior College and FYJC from the dropdown list.
- Upload your decent PASSPORT size photo as per the specifications.
- Keep your Aadhar number, Govt. Online Application number ready at the time of registration.
- While creating an account, student's email id and mobile number is necessary for receiving activation link (Check the inbox/junk folder of your email account) and OTP (one time password) sent to your registered mobile number

- Login with your registered email id and password (generated by the student)
- You will be directed to the payment gateway for online payment of Rs.100/- as application form fees.
- Click on PAYMENT GATEWAY and make online payment of Rs.100/- using debit card/credit card/ UPI/net banking facility.
- You can use Visa/ MasterCard/ Rupay card etc. issued by any authorized bank for the purpose of payment.
- After payment of Rs.100/-, the online application form will be generated.
- Avoid making multiple payments if any "server error message" is detected. Open a new tab and login once again to find out if your application form is generated.

- Fill in your application form carefully by entering all the required details. Do not leave any field blank.
- For Minority listed students upload Minority Certificate in PDF file.
- Upload signature of student and parent. as per JPG format & Size mentioned.
- Do not upload any other documents until it is mandatory
- For UDISE Number check your School Leaving Certificate
- Choose the optional subjects carefully:
  1.Hindi / Gujarati / French/ Information Technology
  2. Mathematics or Secretarial Practice
- For French subject, students who had opted for French at Class 10th are eligible. Other students can also apply if seats are available.

- For Information Technology subject, students will be allotted IT subject purely on merit basis. Intake capacity for IT is 120 seats. **Students need to fill up IT form separately which is available at the admission counter.**
- Additional Annual fees of Rs.8280/- will have to be paid by the students who have been allotted Information Technology subject.
- Payment of Annual fees for Information Technology subject should be made separately through POS facility.
- You can use “partial save option” till your form filling is not complete.

- After the form filling is complete, check each and every detail filled in by you thoroughly.
- Click on "Save" button to upload your application

- After online submission of form, you will be guided to our payment gateways. HDFC Payment Gateway/ Pay TM / CC AVENUE to make Course Fees Payment of Rs. 24000/- (Rupees Twenty-Four Thousand only).

- You can use Visa/ MasterCard/ Rupay debit or credit card etc. issued by any authorized bank /UPI or Net banking facility for the purpose of payment.

- Full payment of course fees needs to be made.(No partial fees payment)

- Avoid making multiple payments if any server error message is detected. Open a new tab and login once again to find out if your Course Fees payment has been done.

- On your login page, go to the DASHBOARD to:

View Application form

View Acknowledgement receipt

If you are unable to download your application form or acknowledgement receipt, you can take the printout directlyby entering CTRL + P.

- After taking the printout of the form and acknowledgement receipt, ensure that the form is physically signed by both the student and parent.
- Submit the printout of the application form, acknowledgement receipt and all other required documents for physical verification at the College as per the given admission schedule.

- Online Form filling and payment of Application Form fees and Course fees should be done by the Applicant themselves.
- Logout from the admission portal immediately after completing the process.
- Note - All admissions are "Provisional", subject to the approval of the Admitting Authority. Final Course fees payment receipt will be generated only after the admission is approved.
- Check your registered email id, mobile number, and College website (https://mkscollege.edu.in) for regular updates.

SD/-

Mrs. Dharmistha	Ms. Archana Shriniwas	Prof.Hemanshu Thakkar
(Convener)	(Vice-Principal)	(I/C Principal)