



GOVERNMENT OF MAHARASHTRA STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE, MUMBAI



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User Manual for

First Year Undergraduate Technical Courses in Engineering and Technology (4 Years) & Master of Engineering and Technology (Integrated 5 Years) Admissions A.Y. 2022-23

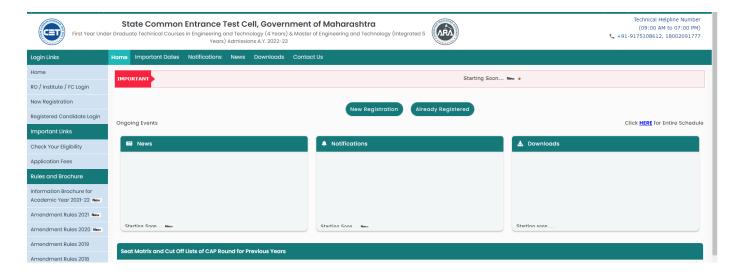
To fill application form for First Year Undergraduate Technical Courses in Engineering and Technology (4 Years)

& Master of Engineering and Technology (Integrated 5 Years) Admissions A.Y. 2022-23 is available on following link

https://fe2022.mahacet.org/StaticPages/HomePage

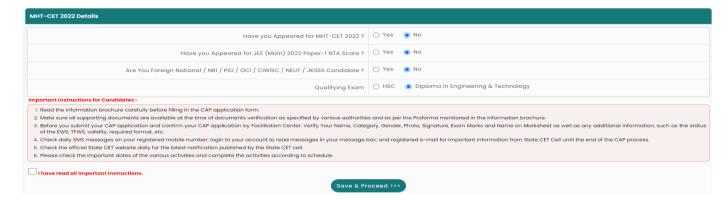
New Registration

Click on New Registration button to fill Application form



Entrance Exam Details

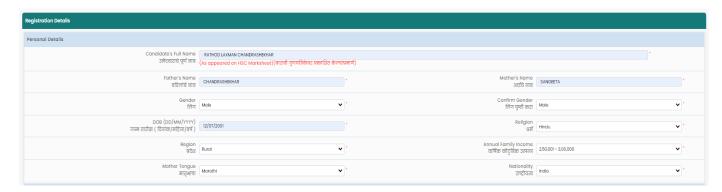
Here candidate need to fill the information of eligibility extrance exam details. Select "Yes" if you have appeared for respective eligibility exam, otherwise select 'No'.



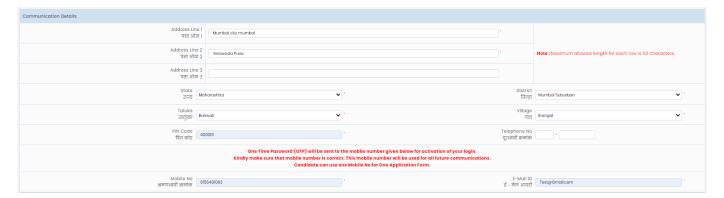
After filling information Click on the check below instruction and "Save and Proceed" button.

Registration Details

Personal Details: Enter your Full Name as per HSC Marksheet). Enter Father's Name, Enter Mother's Name, Choose Gender, Confirm Gender, DOB (DD/MM/YYYY), Religion, Region, Choose Annual Family Income, Mother Tongue, Nationality

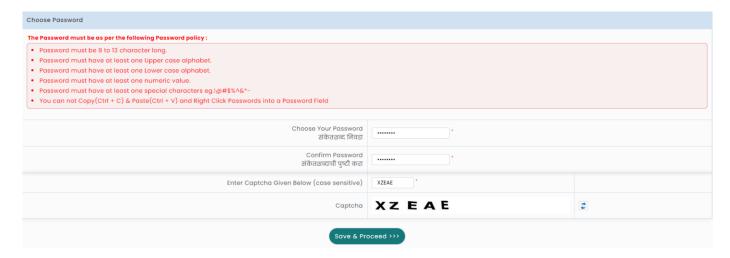


Communication Details: Enter your communication address, Mobile Number and Email Address.



Choose Password

Enter your passward as per the instruction and confirm same. Then enter Captcha as shown in below image. If Captcha is not visible or difficult then please click on reset button to change the Captcha Image.



After filling all above information Click on "Save and Proceed" button.

Mobile Number Verification

OTP will be sent on Mobile number which is entered by you in previous step, Check the SMS box the and enter the OTP and click on 'Verify OTP' to confirm entered mobile number.

Verify One Time Password		
Instructions:		
State CET Cell will send you a One Time Password (OTP) on Your Registered Mobile Number to Verify Your Login After receiving One Time Password (OTP), Please Enter it. After Verification of One Time Password (OTP), You can Proceed to Complete Your Activities.		
Enter One Time Password *		
Verify OTP		

Application ID

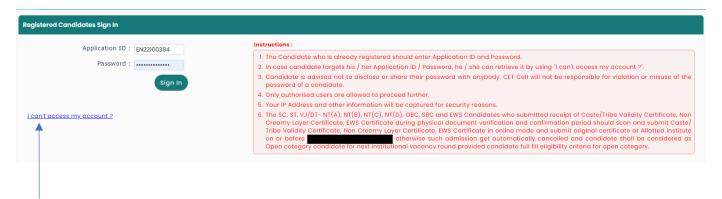
After mobile number verification, Unique Application ID will be displayed on screen.



Note the Application ID for future reference and Click on "Proceed to Complete Application Form" button to Login application ID.

Registered Candidate sign In

Enter Application ID and Choosen Password and click on sign In button.

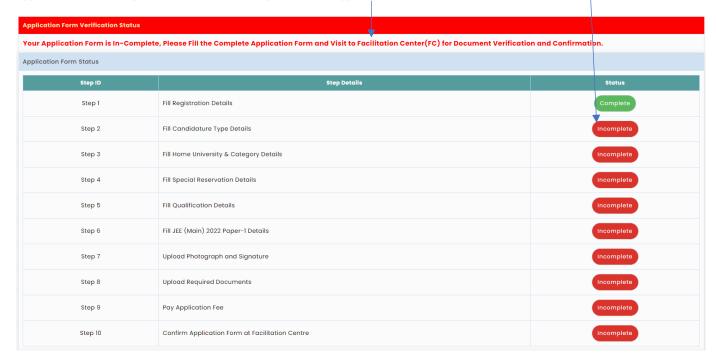


If in case candidate unable to login his/her application then click on "I can't Access my Account" to reset the Password or to know the Application ID.

Candidate application form Dashboard

There is total 10 Steps which are required to be completed, to complete application form candidate needs to click on Incomplete button of Step 2.

Application status and Important Instruction will be displayed under "Application form Verification Status" as shown below.



After filling all information Step by Step candidate needs/required to visit nearby Facilitation center to verify the application form.

Complete after verification of application form Step 10.

Only verified Application Forms will be considered for Current year Admission process (CAP) as rule.

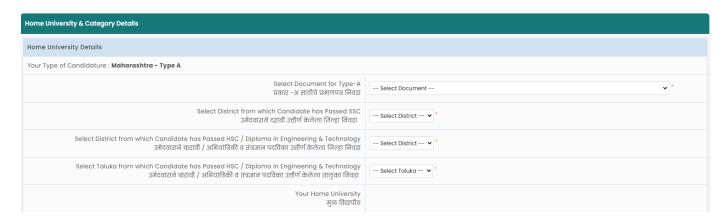
Claim Your Type of Candidature

Read the instruction given below and Claim Your Type of Candidature. For more detailed information Read Information Brochure Available on home of registration.

claim Your Type of Candidature		
ote: Read all the types carefully and claim your Type of Candidature by clicking on the radio button and then click on 'Save & Proceed' Button.		
* Read all the types carefully and claim your type of candidatale by clicking on the radio batton and their click on save a Proceed Batton.		
Eligibility Requirement	Select Candidature Type	
i) Candidates Passing SSC and also HSC or Diploma in Engineering examination from a recognized institution in Maharashtra State.	0	
ii) Candidate who is either Domicile of Maharashtra and / or is born in Maharashtra.	Maharashtra - Type A	
Candidate who does not fall in Type-A above, but who or whose Father or Mother is domiciled in the State of Maharashtra and possess Domicile Certificate.	Maharashtra - Type B	
Containable who ages not rain in Type-A above, but who of whose rather or mother is domiciled in the state of manarashira and possess bornicile Certificate.		
Candidate who does not fall in either Type-A or Type-B but whose Father or Mother is an employee of the Government of India or Government of India Undertaking and who	0	
has been posted and reported to duty in Maharashtra State before the last date for submission of Application Form for CAP.	Maharashtra - Type C	
Candidate who does not fall in any of the above Type-A, Type-B and Type-C but whose Father or Mother is an employee or retired employee of the Government of	○ Maharashtra - Type D	
Maharashtra or Government of Maharashtra Undertaking.		
andidates passing SSC and/or HSC Examination from a recognized institution located in Maharashtra Karnataka Border area or from Maharashtra, residing in the laharashtra Karnataka Border area and whose mother tongue is Marathi	0	
Click here for List of Maharashtra Karnataka Border area designated Villages	Maharashtra - Type E	
Outside Maharashtra State (OMS) Candidate having Indian Nationality.	O OMS	

Home University & Category Details

Based on Candidature type Home University & Category Details will be displayed. For Candidature type A below information (Question) will be displayed.



Select Document for Type-A, Select District from which Candidate has Passed SSC, Select District from which Candidate has Passed HSC / Diploma in Engineering & Technology, Select Taluka from which Candidate has Passed HSC / Diploma in Engineering & Technology based on above information "Your Home University" will be displayed.

Category Details

Select Category to Which You Belong, based on Category applicable documents and benefits will be displayed.

Category Details			
Select Category to Which You Belong आपला प्रवर्ग निवडा	Open Select Category		
Your Annual Family Income कोटुंबिक वार्षिक उत्पन्न	Open SC ST		
Do you want to Apply for EWS (Economically Weaker Section) Seats ? आपण ईंडक्ल्यूएस (आर्थिक दृष्ट्या दुर्वल घटक) 'जागांसाठी अर्ज कह इच्छिता?	DT/U NT (NT-B) NT 2 (NT-C)		
Enter Caste Name ਯਾਜੀਧੇ ਜਾਰ ਸ਼ਹਿਣ ਰ ਟਾ	NT 3 (NT-D) OBC SBC		
Instructions:			
You are required to upload the Domicile Certificate / Birth Certificate / School Leaving Certificate of Candidate stating that the Birth Place is in Maharashtra.			
Save & Proceed >>>			

Select EWS status "Yes" if you want to apply under EWS otherwise select "No".

Enter your caste name and click on "Save and Proceed" button.

Note

The SC, ST, VJ/DT- NT(A), NT(B), NT(C), NT(D), OBC, SBC and EWS Candidates who submitted receipt of Caste/Tribe Validity Certificate, Non Creamy Layer Certificate, EWS Certificate during physical document verification and confirmation period should scan and submit Caste/ Tribe Validity Certificate, Non Creamy Layer Certificate, EWS Certificate in online mode and submit original certificate at Allotted institute on or before last date of CAP ROUND III to 05.00 p.m. otherwise such admission get automatically cancelled and candidate shall be considered as Open category candidate for next institutional vacancy round provided candidate full fill eligibility criteria for open category.

Special Reservation Details

PWD, Defense and TFWS Details

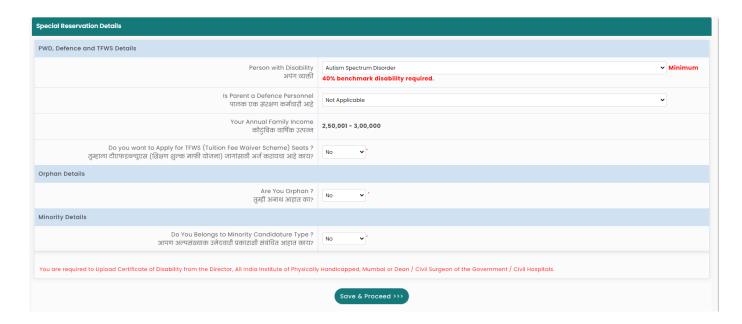
If you have Minimum 40% disability Certificate, Select Your Disability type from given dropdown otherwise select "Not Applicable".

If candidates' parent is in defense or retired from defense, then Select Defense type otherwise select "Not Applicable".

If you want to apply under TFWS (Tuition Fee Waiver Scheme). Select "Yes" otherwise select "No" - Valid Income certificate required If candidate is Orphan, then Select "Yes" otherwise select "No" (Proforma U) required.

Select your Minority Type if candidate belongs to Minority Candidature Type otherwise select "Not Applicable"

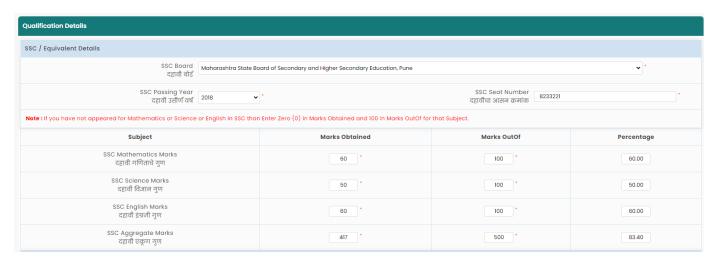
Read Information Brochure for more detailed information.



Qualification Details

SSC/Equivalent Details

Select SSC Board, SSC Passing Year, SSC Seat Number and enter Marks obtained and Marks out of.



HSC / Equivalent Details

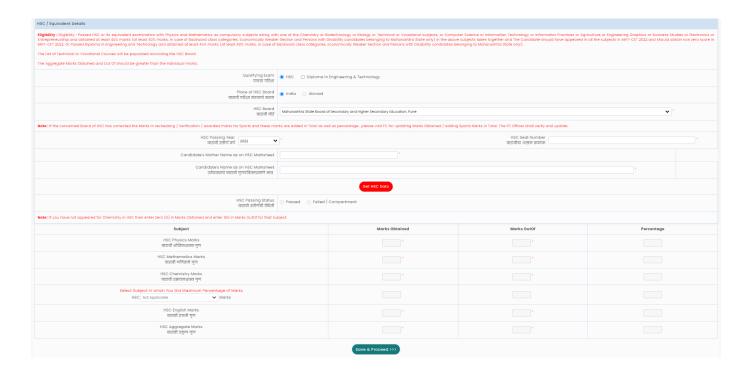
Read all Instruction carefully before filling HSC details.

Select Qualifying Exam, Place of HSC Board and HSC Board.

Candidate Passing HSC in year 2022 & 2021 are not required to fill marks manually as they can fetch marks directly by entering following details.

Select HSC Passing Year, Enter HSC Seat Number and Enter Candidate's Mother Name & Candidate's Name then click on "Get HSC Details".

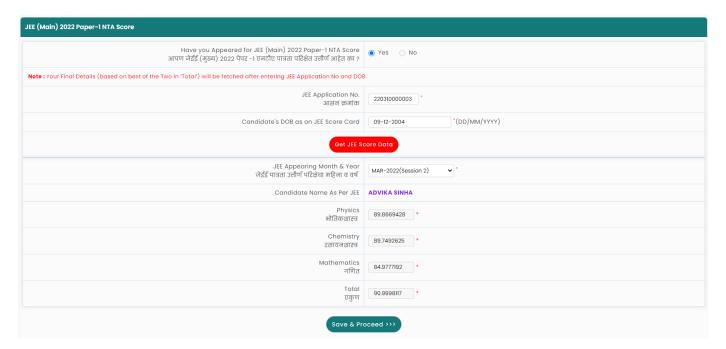
After entering all information recheck in formation and click on "Save and Proceed" button to proceed.



JEE (Main) 2022 Paper-1 NTA Score

If you have appeared for JEE 2022 then select 'Yes' otherwise select 'No'.

Enter your JEE application No and DOB and click on Get JEE Score Data to fetch details.

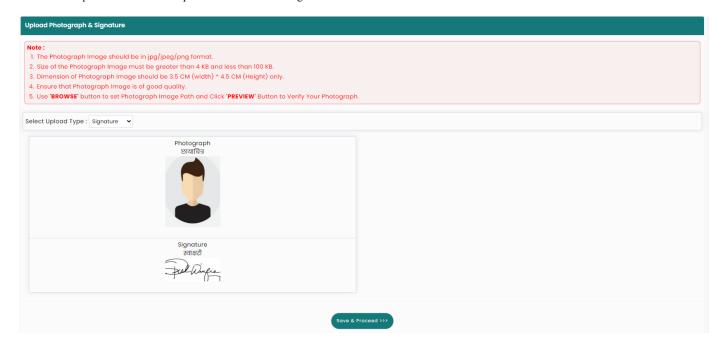


Click on "Save & Proceed" button.

If candidate unable to fetch their JEE 2022 score kindly contact support.

Upload Photograph & Signature

Read the instruction given below and select Upload type >> select File>>click on Crop>>select area>>>click on Crop>>upload by following mentioned step candidate needs to upload the PHOTO and Signature.



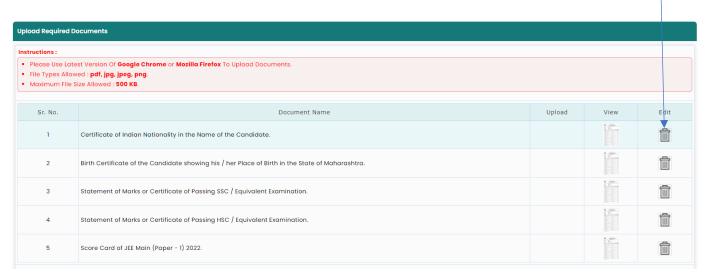
After uploading both (Photo and Signature) click on "Save & Proceed" button.

Upload Required Documents

As per the selection made by candidate in previous steps from 1 to 7, candidate asked to upload the respective documents.

To upload the documents, follow the step

Click on Upload Icon>>Open>>Select file>>Upload. Candidate can delete the uploaded document to delete uploaded document click here

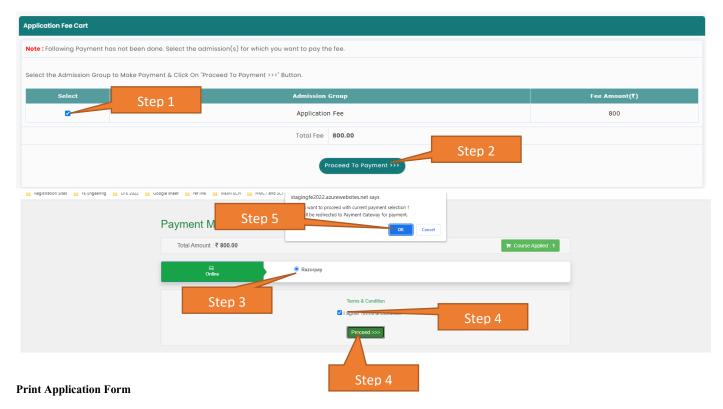


After uploading all the documents click on "Save & Proceed" button.

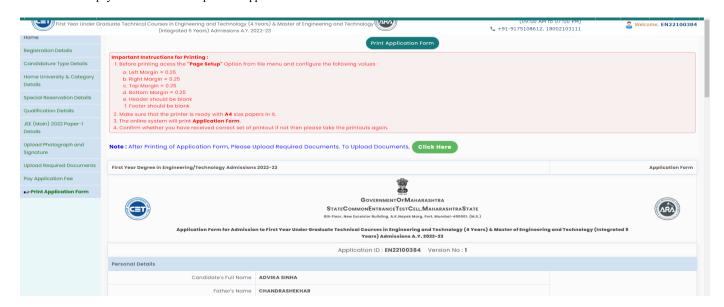
Read all the instruction given on screen.

Application Fee Cart

As per rules mentioned in the information brochure application fee will be displayed, select the check box and click on "Proceed to Payment" and Pay the application fee using available Payment method.



After successful payment candidate can print the application form.



Edit Application form

After submission of application form if candidate want to edit the application candidate needs to visit the facilitation center.

To edit/delete/change the uploaded documents click on link given on print application form.

For any change or modification in submitted application form candidate needs to visit Nearby facilitation center.

Verification of Application form

It is mandate to candidate for verification of application form he/she needs to Visit any nearest Facilitation center with all original document for Verification of your application form.

Only verified application forms will be considered for CAP admission process.