

2654 33 00
Extn. : 3215, 3216
Dir. : 2652 7978
2652 6040
2654 3215



Certificates Unit

Dr. Babasaheb Ambedkar Bhavan,
Vidyanagari, Santacruz (East),
MUMBAI - 400 098.

e-mail : dr.elgi@mu.ac.in
dr@eligi.mu.ac.in

No. Elg./ 998 of 2016

Date : 19/07/2016.

Circular:-

As per this office Circular No. Elg. 2608/2016 dated 11th February, 2016 regarding admission and eligibility procedure for the academic year 2016-17.

A Process to be followed for Eligibility Certificate from academic year 2016-17

- The students who have passed from Board of Secondary and Higher Secondary Education other than Maharashtra State and University of Mumbai required Eligibility Certificate.
- The Students who wish to seek admission will have to fill in pre-admission online registration form.
- The College/Institute/Department should give admission to students from boards and Universities (Deemed/Open/State/Private) within the state, other states and abroad only after ascertaining and ensuring that their qualifying examinations are approved by the COBSE/UGC/AIU/IAU/AICTE on the websites of the concerned bodies or boards.
- Thereafter the merit list will be displayed. The students will have to take admission in concerned College/Institutions/Departments according to the merit list.
- Every College/Institute/Department will have to constitute an admission committee based on the UGC guidelines and instructions. The College Admission Committee (CAC) or Institutions Admission Committee (IAC) or Department Admission Committee (DAC) has to scrutinize and verify the original marksheets and other documents of the students and provide verification report of authentication of documents to university and then the admission is given as per the Ordinance and Circular of University of Mumbai.
- The College/Institutions/Department must give provisional admission to such students and as the University of Mumbai verifies the eligibility and provide eligibility certificates then College/Institutions/Department must confirm the permanent admission.
- The College/Institutions/Department must submit faculty-wise, course-wise and class-wise eligibility application forms. Prescribed fees and necessary documents of admitted students including fees-paid receipts and lists of students is to be submitted to the Eligibility and Migration Section before 1st October of every Academic Year.
- The University of Mumbai must send eligibility certificates and list of eligible students back to the concerned College/Institutions/Department within the scheduled time, and must allot PRN to Only eligible students.
- The eligible students shall be given only one PRN and once only. The PRN shall be valid as long as the students is enrolled with the University of Mumbai.
- The Colleges/Institutions/Departments must confirm the admission of the Provisional eligible students and the admission of not eligible students must immediately be cancelled. The respective College/Institute/Department shall be held responsible for the admitting the not eligible students.
- The present process of eligibility and admissions to the students passing from Foreign Universities/Boards as well as foreign students shall remain as it is.

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2654 3215

University of Mumbai



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**Eligibility & Migration
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- The existing fees for eligibility certificates of students from the state, outside state and foreign nationalities shall continue to be charged.
- The College/Institute submit the Alphabetical list of student's eligibility form to the University as per below mentioned Chart.

Sr. No	Application form No.	Name of the Students	Percentage	Caste	Remarks
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- The colleges should submit their eligibility form to the University in a prescribe date only.
- The college have to submit Certificate/ Undertaking alongwith eligibility forms to the University. As per Circular No. UDSTAT/ICD/2016-17/32 of 2016 dated 25th May, 2016. The eligibility forms submitted without Certificate/Undertaking will not be accepted under any circumstances.

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Deputy Registrar
Eligibility & Migration
Certificate Unit.

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परिपत्रक

प्रती,
प्राचार्य / संचालक,
सर्व संलग्नित महाविद्यालये / मान्यता प्राप्त संस्था,

महोदय,

शैक्षणिक वर्ष २०१६-२०१७ मध्ये विद्यार्थ्यांना प्रवेश देताना पात्रता प्रमाणपत्राचे अर्ज विद्यापीठाकडे पाठविताना त्रुटी राहू नयेत व महाविद्यालयांना असुविधा होऊ नये या अनुषंगाने पात्रता व स्थलांतर प्रमाणपत्र विभागाच्या परिपत्रक क्र. Elg./ 998 of 2016 दिनांक १९ जुलै, २०१६ न्वये व खालील दिलेल्या वेळापत्रकानुसार सर्व महाविद्यालयांनी पात्रता प्रमाणपत्राचे अर्ज विद्यार्थ्यांच्या मुळ गुणपत्रक, जातीचे प्रमाणपत्र इत्यादी यांच्या प्रती सादर कराव्यात. सदर प्रती महाविद्यालयाच्या प्राचार्यांनी सांक्षातिक असणे आवश्यक आहे.

पात्रता प्रमाणपत्राचे अर्ज विद्यापीठात सादर करावयाचे वेळापत्रक खालीलप्रमाणे -

अनु. क्र.	जिल्हा	दिनांक
१	मुंबई जिल्हा	२५ जुलै २०१६ ते ०६ ऑगस्ट २०१६
२	ठाणे जिल्हा	
३	रायगड जिल्हा	०८ ऑगस्ट २०१६ ते १८ ऑगस्ट २०१६
४	रत्नागिरी जिल्हा	
५	सिंधुदुर्ग जिल्हा/पालघर/दादरा नगर हवेली	
६	पुणे जिल्हा	१९ ऑगस्ट २०१६ ते २६ ऑगस्ट २०१६
७	नाशिक जिल्हा	

टिप क्र.१ - रविवार व दुसरा आणि चौथा शनिवार वगळून.

टिप क्र.२ - ज्या अभ्यासक्रमाचे प्रवेश मध्यवर्ती नियंत्रण समिती (CAP) मार्फत होतात (उदा. Engineering, Architecture, Pharmacy, B.Ed./ B.P.Ed. etc.) त्याच्या प्रवेशाची अंतिम फेरी पुर्ण झाल्यावर १० दिवसांच्या आत त्यांचे पात्रता प्रमाणपत्र अर्ज विद्यापीठाच्या पात्रता प्रमाणपत्र विभागात जमा करावेत.

W3/16
उपकुलसचिव
पात्रता व स्थलांतर प्रमाणपत्र विभाग