Registration form is available on following link: https://me2022.mahacet.org/StaticPages/HomePage

New Registration
To fill new application form, click on “New Registration” button and read all instruction carefully and click on check box (I have read all important Instruction) and click on Yes button.

Registration form will be displayed.
To Generate Application ID candidate needs to fill the following information correctly.

1. Registration Category Details
2. Personal Details
3. Candidature Type, Category and Special Reservation Details
4. Communication Details
5. Choose Password

1. Registration Category Details
Candidate needs to click on –Select Registration Category—and select the registration Category as shown below
After selection of the Registration Category required document list with detailed information will be displayed candidate need to read all the information before proceeding further
Personal Details

Fill the information as per instruction given on screen.

<table>
<thead>
<tr>
<th>Personal Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate's Full Name</td>
</tr>
<tr>
<td>Father's Name</td>
</tr>
<tr>
<td>Mother's Name</td>
</tr>
<tr>
<td>Gender</td>
</tr>
<tr>
<td>Date of Birth (DD/MM/YYYY)</td>
</tr>
<tr>
<td>Religion</td>
</tr>
<tr>
<td>Nationality</td>
</tr>
<tr>
<td>Annual Family Income</td>
</tr>
</tbody>
</table>

Candidature Type, Category and Special Reservation Details

In this candidate need to select the Candidature type and select your Category and Special Reservation.

<table>
<thead>
<tr>
<th>Candidature Type, Category and Special Reservation Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidature Type</td>
</tr>
<tr>
<td>Category</td>
</tr>
<tr>
<td>Do you want to Apply for EWS (Economically weaker section) Quota?</td>
</tr>
<tr>
<td>Coste Name</td>
</tr>
<tr>
<td>Person with Disability</td>
</tr>
<tr>
<td>Are you Orphan?</td>
</tr>
<tr>
<td>Belongs to Minority Candidature Type</td>
</tr>
</tbody>
</table>

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.
**Communication Details:**
Enter address, select state, select district, select taluka, select village, enter pin code, enter telephone number (optional) mobile number and email id. Candidates are required to fill all the information correctly as the candidates will receive communication/instructions based on the provided information.

**Choose Password**
Enter the password as per the instruction shown on screen.

**Verify One Time Password**
The candidate will receive OTP on his/her mobile number mentioned by the candidate, for verification. Enter the OTP received and click on the ‘Verify OTP’ button below.

**Application ID**
Please note down your Application Number for future login.
Account Login:
To fill the remaining details candidate, need to login, to login candidate need to enter the Application ID and Password. As shown below

Candidate Application form Dashboard:
In the Application form candidate required to complete the 07 stages are shown on the candidate’s login dashboard, out of which the first stage has been completed and the remaining stages are required to the candidates to complete.

a message about the current application form status is displayed under “Application form Verification Status”
Click on “Incomplete” button of Step 2 to proceed towards completing application form.
Qualification Details
Choose your Graduation Degree, Graduation Branch, Place of Graduation University / Autonomous Institute, University / Autonomous Institute, Graduation Passing Year, Graduation Status Graduation and Marks Type, enter Marks Obtained, enter Marks Out of Graduation.

SSC and HSC Details:
Enter marks as per the Qualification

Sponsorship Details
Enter the Sponsorship details and click on “Save and Proceed” button

Work Experience Details
For Sponsored candidate Minimum 730 Days should be completed for completing 2 years of experience. Enter the details and click on Add button to add the experience details.
If candidate want to edit the details filled need to click on edit button and modify as per the requirement and click on Update button to save the modified details.

**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

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.

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Print Application Form

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.

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.