



## **User Manual**

### **Seat Acceptance and Institute Reporting**

First Year Post Graduate Technical Courses  
in Engineering and Technology Admissions 2022-23

## Application form Login

To complete Seat Acceptance Candidate needs login his/her application form using Application ID and Password.

Application form Login Link: <https://me2022.mahacet.org/StaticPages/HomePage>

State Common Entrance Test Cell, Government of Maharashtra  
First Year Post Graduate Technical Courses in Engineering and Technology Admissions 2022-23

Technical Helpline Number  
(09:00 AM to 07:00 PM)  
+91-9175108612, 18002103111

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**IMPORTANT**  
CAP Round I - Seat Acceptance and Institute Reporting has been started

Ongoing Events  
Click [HERE](#) for Entire Schedule

New Registration | Already Registered

Activity	Schedule
Display of Provisional Allotment of CAP Round-I	14/10/2022
<b>Accepting to the offered seat by candidate through his/her login as per Allotment of CAP Round I.</b> a) The candidate shall self-verify the seat allotment made to him/her in the CAP Round I by accepting declaration through his/her login and certifying that his/her claim related with qualifying marks, category, gender reservation, specific reservation etc. made by candidate in the application form are correct and relevant documents uploaded to substantiate his/her claims are authentic and correct. b) If candidate found the claim made by him is not correct and he/she wants to correct the error, (error as per the clause (e) of sub rule (4) of rule 3 given in information brochure) The candidate shall report the grievance through his/her login by online mode only. c) Candidates who have been allotted the seat as per their first preference in Round I (auto freed) shall pay the seat acceptance fee by online mode through their login and Such candidates shall not be eligible for participation in subsequent Rounds. d) Candidates who have allotted other than first preference and self freed their allotment in Round I through their login must accept the seat and shall pay seat acceptance fees through online mode. Such candidates shall not be eligible for participation in subsequent Rounds. [Candidate must exercise this option carefully] e) Candidates who have allotted other than first preference and wait betterment in the subsequent rounds must claim the allotted seat in Round	15/10/2022 to 17/10/2022 Up to 03.00 PM.

Click on Already Registered Button and Enter Application ID and Password and click on Sign.

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**Registered Candidates Sign In**

Application ID : ME22600820  
Password :   
Sign in

[I can't access my account ?](#)

**Instructions :**

1. The Candidate who is already registered should enter Application ID and Password.
2. In case candidate forgets his / her Application ID / Password, he / she can retrieve it by using "I can't access my account ?".
3. Candidate is advised not to disclose or share their password with anybody. CET Cell will not be responsible for violation or misuse of the password of a candidate.
4. Only authorised users are allowed to proceed further.
5. Your IP Address and other information will be captured for security reasons.
6. 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 registration, physical document verification and confirmation period should upload and verify original Caste/ Tribe Validity Certificate, Non Creamy Layer

It is mandated to Allotted candidate to Complete Seat Acceptance and Institute reporting and Optional for Candidate of Final merit list to complete Self Verification.

## Login

After login on homepage of candidate login, the allotment details are displayed.

## Application Form Verification Status

Your Application Form is Verified and Confirmed by FC6007D on 29/09/2022 12:03:22.

### Current Admission Details

Not Admitted Till Now.

### Current Allotment Details

Institute Allotted: 6007 - Walchand College of Engineering, Sangli

Course Allotted: 600721110 - Civil - Structural Engineering

Seat Type Allotted: OOPENS-(State Level General OPEN)

Preference No. Allotted: 2

### Seat Acceptance Status

Step ID	Step Details	Status
Step 1	Self Verification Status [Candidate shall ensure the claims related with Qualifying Marks, category, gender, reservation, special reservation made by himself/herself in the applications form are correct and the relevant documents uploaded to substantiate claims are authentic and correct.]	Incomplete
Step 2	Choose Seat Acceptance Option (Freeze/Betarment (Not Freeze))	Incomplete
Step 3	Pay Seat Acceptance Fee - Rs. 1000/-	Incomplete
Step 4	Confirm Seat Acceptance Letter	Incomplete

Important Instructions to Candidates after Seat Allotment in respective CAP Rounds

Click on Step 1 'Incomplete' Button to start Self Verification.

Personal Details	
Candidate's Name	KAMBLE SANTOSH SHUP
Gender	Male
DOB (DD/MM/YYYY)	14/06/1996
Candidature Type	Majority - Type A
Category	SC
Category for admission	SC
Applied for EWS	No
Applied for Option	No
Person with Disability	Not Applicable
Minority Candidature Type	No
SSC Percentage	67.63
HSC Percentage	62.12
Education Branch	Civil Engineering
Education Percentage/CIPA	89.28
GATE/GMAT Discipline	Civil Engineering (CE)
GATE/GMAT Appearing Year	2022
GATE/GMAT Score	316.92
GATE/GMAT Marks	70.88 (Out of 100)
General Merit No.	329
General Merit Score	254.00
Sponsored Merit No.	--
Sponsored Merit Score	--
Provisional Allotment Details (CAP Round 1)	
Institute Allotted	6007 - Walchand College of Engineering, Sangli
Course Allotted	600721110 - Civil - Structural Engineering
Seat Type Allotted	OOPENS
Preference No. Allotted	2
Institute Coordinator Name	Dr S S Panthavkar
Coordinator Mobile No.	9822349672

[Proceed to Seat Acceptance >>>](#)

Check your personal details and Provisional Allotment details and Click on Proceed to **Complete Seat Acceptance >>** button.

## Self-Verification

The Candidate who has submitted the receipt of Caste/Tribe Validity and/or Non-Creamy Layer or EWS during the registration and same has been verified at the time of physical Document verification at Facilitation Centre (FC) are required to submit and verify the Original Document **on or Before CAP Round** otherwise Candidate belonging to SC, ST, VJ/DT, NT(B), NT(C), NT(D), OBC, SBC his/her admission category will be **automatically converted to 'Open'** and for EWS candidate, the same will be **Removed** and If candidate has taken the benefit of Respective Category in such case allotment will be cancelled and candidate will be eligible for **'Institute level'** Admission with admission Category as **'Open'** fulfilling the eligibility criteria of Open category.

List of Parameters to be Checked by Candidate are displayed on screen, if respective information is correct then select Radio button as "Correct" if any information needs to be corrected then Select as "Incorrect".

Candidate Details				
Application ID: <b>ME2200020</b>	Candidate Name: <b>KAMBLE SANTOSH DILIP</b>	Registration Category: <b>Non Sponsored</b>		
Version No: <b>2</b>	Gender: <b>Male</b>	Candidate Type: <b>Maharashtra - Type A</b>		
<small>Note: Candidates need to verify the correctness of the Parameters listed above and confirm status by selecting the appropriate radio button.</small>				
List of Parameters to be Checked by Candidate	Current Status	Correct	Incorrect	Status
Gender: Male		<input type="radio"/>	<input type="radio"/>	Not Selected
Candidate Type: Maharashtra - Type A		<input type="radio"/>	<input type="radio"/>	Not Selected
Category for Admission: SC		<input type="radio"/>	<input type="radio"/>	Not Selected
EWS: No		<input type="radio"/>	<input type="radio"/>	Correct
PWD: Not Applicable		<input type="radio"/>	<input type="radio"/>	Correct
OPWAL: No		<input type="radio"/>	<input type="radio"/>	Correct
Language Minority: Not applicable		<input type="radio"/>	<input type="radio"/>	Correct
Religious Minority: Not Applicable		<input type="radio"/>	<input type="radio"/>	Correct

In case marks or Score details wrong Candidate needs to select Respective and Enter correct marks/score in next column. **(Please read information brochure for Marks/Score increase/Decrease Criteria and Allotment Status)**

List of Parameters to be Checked by Candidate	Current Status (Marks Obtained / Marks OutOf)	Correct	Incorrect	Corrected Marks Obtained	Corrected Marks OutOf	Status
Graduation - Percentage	430.00 / 1000.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
HSC Total	1029.00 / 1000.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
SSC Total	872.00 / 800.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
SSC Mathematics	88.00 / 100.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
SSC Science	71.00 / 100.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
SSC English	56.00 / 100.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
GATE Score	256.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
State Marks	20.00	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected
Graduation Branch	Civil Engineering	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	Not Selected

Note: Study contact on negative number if your Graduation Course is not mentioned in the given list.

To view image/PDF click on Image/PDF and Select status as per Requirement.

List of Required Documents				
Sr. No.	Document Name	Verified	Not Accepted	View
1.	Certificate of Indian Nationality in the Name of the Candidate.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
2.	Domicile Certificate of the Candidate showing his / her Domicile State is Maharashtra.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
3.	Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the caste is recognized as backward class in the State of Maharashtra.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
4.	Caste / Tribe Validity Certificate in the Name of the Candidate, issued by the Caste / Tribe Validity Committee of Maharashtra State.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
5.	Statement of Marks or Certificate of Passing SSC / Equivalent Examination.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
6.	Statement of Marks or Certificate of Passing HSC / Equivalent Examination / Passing Maharashtra Certificate of 3 years Diploma in Engineering and Technology.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
7.	Graduation Mark sheet from recognized University.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	
8.	Valid Score Card of GATE / OPAT.	<input checked="" type="radio"/> Verified	<input type="radio"/> Not Accepted	

**Save & Proceed (1)**

Click on Save & Proceed Button



Click on Self Confirmation- check box and Save Proceed Button.

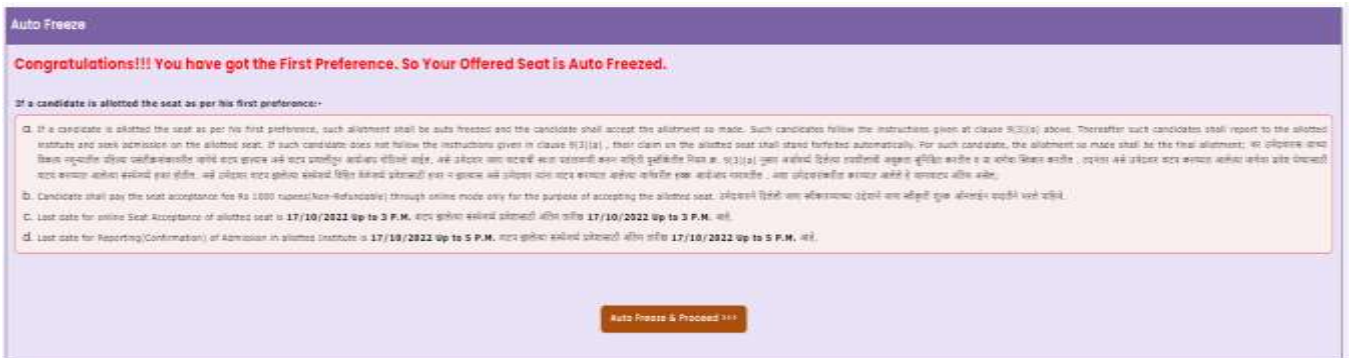
If all information displayed are selected as Correct, then candidate need to Complete the following process. Otherwise, candidate who have selected One or more as “Incorrect” in such case Grievance will be auto generated and will be sent to respective for verification

**FC Grievance Approval – If allotted Institute is based on the of the respective information, then the Allotment will be cancelled and information of Candidate will be updated, and candidate is eligible for next subsequent Round.**

**FC Grievance Rejection- Information is correct, candidate needs to complete The Seat Acceptance and Visit to Allotted institute to confirm the admission within Given time period.**

**Auto Freeze**

If a candidate is allotted the seat as per his first preference, such allotment shall be auto **frozen** and the candidate shall accept the allotment so made. Such candidates follow the instructions given at clause 9(3)(a) above. Thereafter such candidates shall report to the allotted institute and seek admission on the allotted seat. If such candidate does not follow the instructions given in clause 9(3)(a), their claim on the allotted seat shall stand forfeited automatically. For such candidate, the allotment so made shall be the final allotment.



Candidate who has been allotted seat other than the first preference and if the candidate is not satisfied with such allotment and do wish to participate in further CAP rounds for betterment, by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b) &(c) of the information brochure.

Candidate who has been allotted seat other than first preference and not accepted the seat by not doing Self Verification and Seat Acceptance, in such case candidate seat shall cancelled automatically and the seat shall become available for fresh allotment and candidate will be eligible for participation in the subsequent rounds.

## Betterment or Freeze

Candidate who has been allotted seat **other than the first preference** and if the candidate is satisfied with such allotment, such candidate can freeze the offered seat by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b) &(c) of the information brochure.

After freezing the allotted seat, such candidate shall report to the allotted institute and seek admission on the allotted seat. If such candidate does not report to the allotted institute his claim on the allotted seat shall stand forfeited automatically.

For such candidate, the allotment so made shall be the final allotment. Such candidate shall not be eligible for participation in the subsequent CAP rounds.

**Betterment (Not Freeze)**

Candidate who wants to participate in the next Round :-

- Candidate who have been allotted seat other than the first preference and if the candidate is not satisfied with such allotment and do not want to participate in further CAP rounds for betterment, by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b)&(c) of the information brochure, the candidate can freeze the offered seat by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b)&(c) of the information brochure. In such case, candidate seat shall stand forfeited automatically and the seat shall become available for fresh allotment and candidate will eligible for participation in the subsequent rounds. In Marathi: Candidate who have been allotted seat other than the first preference and if the candidate is not satisfied with such allotment and do not want to participate in further CAP rounds for betterment, by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b)&(c) of the information brochure, the candidate can freeze the offered seat by self-verifying the current allotment and ensuring the correctness of the details given in the application form as per the rule no 9(3)(b)&(c) of the information brochure. In such case, candidate seat shall stand forfeited automatically and the seat shall become available for fresh allotment and candidate will eligible for participation in the subsequent rounds.
- For such candidate, the allotment so made shall be the final allotment. Such candidate shall not be eligible for participation in the subsequent CAP rounds.
- Last date for online Seat Acceptance of allotted seat is 17/10/2022 Up to 3 P.M. the online window closed after date 17/10/2022 Up to 3 P.M. till.
- Last date for Reporting (admission) at allotted institute is 17/10/2022 Up to 3 P.M. the online window closed after date 17/10/2022 Up to 3 P.M. till.

**Betterment (Not Freeze) & Proceed**

## Enter Password

Click on 'Verify Password' to Verify entered Password.

Enter Your Login Password

**Verify Password**

## Verify OTP

Enter OTP Received on Mobile number and Click on **Verify OTP for Seat Acceptance Status**

OTP has been sent your Mobile No: 92XXXXXX074

Enter One Time Password (OTP)

**Verify OTP for Seat Acceptance Status**

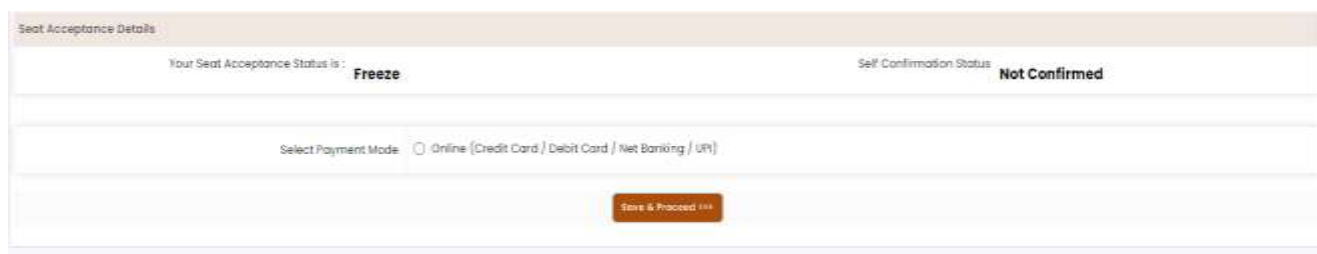
## Pay Seat Acceptance Fee

The Seat Acceptance Fee is Rs. 1,000/- for All Candidates.

The candidate can pay the seat acceptance fee by Online Mode.

The Candidate must pay the Seat Acceptance Fees Rs 1000 rupees (Non-Refundable) during First Seat Acceptance only.

Fail to complete online seat Acceptance during the given time period will be considered as - 'the Candidate has Rejected the Offered Seat'.



Seat Acceptance Details

Your Seat Acceptance Status is: **Freeze** Self Confirmation Status: **Not Confirmed**

Select Payment Mode:  Online (Credit Card / Debit Card / Net Banking / UPI)

**Save & Proceed**

Pay seat acceptance fee using available mode of payment.

## Print Seat Acceptance form

After Successful payment of Seat Acceptance or RS 1000/- candidate can take the print of same.



**Print Seat Acceptance Form**

**Important Instructions for Printing**

- Before printing, check the 'Page Number' status from the table and configure the following values:
  - Left Margin = 0.5
  - Right Margin = 0.5
  - Top Margin = 0.5
  - Bottom Margin = 0.25
  - Header Height = 0.5
  - Footer Height = 0.5
- Make sure that the paper is made of 80 GSM minimum weight.
- The entire system will print **Seat Acceptance Form**.
- Students will have to keep the receipt till the end of the process.

Next Year B.Tech Admissions 2022 Seat Acceptance Form

**GOVERNMENT OF MAHARASHTRA**  
**STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE**  
203, New Education Building, A. S. Nayak Marg, Fort, Mumbai-400001, (M.S.)

**Receipt-cum-Acknowledgement of Seat Acceptance Form for Admission to first Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2022-23**

Application ID : **ME22000820** Version No : **1**

**Personal Details**

Candidate's Name	<b>KAMBLE SANTOSH DILIP</b>		
Gender	<b>Male</b>	DOB (DD/MM/YYYY)	<b>14/06/1998</b>
Candidature Type	<b>Maharashtra - Type A</b>		

**After Seat Acceptance Candidate who have Freezed or got Allotment on first preference are required to visit Allotted institute within Given time otherwise their allotment will be cancelled as per the rules.**

Candidate who has selected **Betterment** option are eligible to fill option form of Next CAP round.