GOVERNMENT OF MAHARASHTRA

Directorate of Art
Maharashtra State

MH – AAC – CET-2013
Maharashtra Applied Arts and Crafts

Common Entrance Test 2013 – 14
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DOA Mumbai.
GOVERNMENT OF MAHARSHTRA

RULES OF ELIGIBILITY FOR MH-AAC-CET-2013 AND FOR ADMISSION TO FIRST YEAR OF FOUR YEAR FULL TIME DEGREE COURSE IN BACHELOR OF FINE ART FOR THE ACADEMIC YEAR 2013-14

These rules are approved vide Government of Maharashtra Letter No. ADR-2013/ (89/13)/TE-6 Dated 29 March 2013

1.0 Introduction.

The admission to the First year of Bachelor’s Degree in Fine Art for the academic year 2013-14. Shall be carried out by merit list prepared on the basis of marks obtained in the Common Entrance Test.

Its syllabus and other details related to this test are mentioned below along with the details of Centralized Allotment Process (CAP).

1.1 Abbreviations used in the brochure:

AICTE All India Council for Technical Education.
ARC Application form Receipt Centre
BFA Bachelor of Fine Art
CAP Centralized Allotment Process
CET Common Entrance Test
OMS Outside Maharashtra State
DOA Directorate of Art
GOI Govt. of India
MHRD Ministry of Human Resource Development
GOVT. Government of Maharashtra
SSS Shikshan Shulk Samiti
HSC Higher Secondary Certificate
S-CET Special Common Entrance Test
SSC Secondary School Certificate (Standard 10th)
AAC Applied Art & Crafts
MW Metal Work
PTG Painting
SCULP Sculpture
ID Interior Decoration
TD Textile Design
CER Ceramics
FN Foreign Nationals
1.2 Definitions:

2. “Director” means the Directorate of Art, Maharashtra State.
3. “AICTE” means All India Council for Technical Education.
4. “ACT” means the All India Council for Technical Education Act 1987 (52 of 1987)
5. “University” means an Institution declared to be University under 3 of the University grants commission Act, 1956.
6. “Application Form” means prescribed form filled up by the Candidate for appearing for MH-AAC-CET-2013.
7. “Competent Authority” means The Director, the authority appointed by the State Government to invite applications for Common Entrance Test 2013 and implement the admission procedure as prescribed in the brochure.
8. “Representative of the Competent Authority” means an officer appointed to assist the Authority for smooth conduct of Admission Process as per the directives. The Director, Directorate of Art, Maharashtra State is the competent authority.
9. “Qualifying Examination” means examination on the result of which a candidate becomes eligible to appear at MH-AAC-CET 2013 Entrance examination. i.e. HSC (12th Standard) or equivalent examination or Equivalency given by Maharashtra Board.
10. “Institution”, Mahavidyalaya or “School” means the fine art college/institution duly approved by the AICTE, New Delhi and Government of Maharashtra to impart Education in Applied Art/Fine Art/Metal Craft/Sculpture/Textile Design/Interior Decoration at degree level.
11. “Government Fine Art College” means the fine art college under the Government of Maharashtra.
12. “Un-Aided Private College” means the fine art colleges run by private management on self finance basis.
13. “Sanctioned Intake” means the course wise number of seats sanctioned by the Government with reference to AICTE approval.
14. “Inter se Merit” means the order of merit.
15. “Candidate” means the applicant who is an Indian National and desires to appear for the MH-AAC-CET 2013 with an intention to seek admission to First Year of Four Year Degree Course of Bachelor of Fine Art in Maharashtra State by submitting the prescribed application form for the year 2013-2014.
16. “First year B.F.A. Admission” means the Admission to first year of four year degree course in Bachelor of Fine Art.
17. “Intermediate Drawing Grade Examination” means the grade certificate examination in subjects related to art & design, conducted by the Directorate of Art, Maharashtra State, Mumbai, every year in the month of September.


19. “Person of Indian Origin {PIO}” means person who is citizen of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or that person or either of his/her parents or any of his/her grandparents was a citizen of India by virtue of the provisions of the Constitution of India or Sec 2 (b) of Citizenship Act,1955 (Act No.57 of 1955).

20. “OMS Candidate” means Outside Maharashtra State Candidate who is an Indian National.

21. “Foreign Nationals” (FN) means Citizen of all countries other than India, who are not of Indian origin defined under PIO.

22. “Foreign Student” (FS) means Foreign Student in allotment who possesses a foreign passport.

23. “CAP Seats” means the seats for which allotment/admission is carried out by the Competent Authority through Centralized Allotment / Admission Process.

24. “ARC” means the Application Received Center.


26. “S-CET” means “Special Entrance Test” Conducted specially for J & K Migrants, PIO (Person of Indian Origin) candidates, Foreign Nationals (FN) students, Foreign Students (FS) in order to decide the merit for admission.

1.3 Role of Competent Authority:

- The competent Authority duly appointed by the State Government and headed by the Directorate of Art, Maharashtra State, shall be the authority to invite applications. Process them, declare schedule of admission process, to direct the students as per their allotment through CAP to all institutions.

- Competent authority shall be the sole authority to effect admission through CAP for all Government Colleges/Institutions, unaided private colleges.

- The competent authority shall also deal with the representations received from the candidates pertaining to allotment and admission in Government colleges/Institutions or unaided private colleges and act as Grievance Redresses Authority and Appellate Authority at State level.

- To approve the list of the student for admission to First year of four year degree course.

- All the decisions taken in relation to first year B.F.A. admission by the Competent Authority shall be the final and binding on all concerned.
1.3.1 List of Colleges:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name &amp; Address of the Colleges For MH-AAC-CET 2013</th>
<th>Government / Un-Aided</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sir J. J. School of Art, 78, Dr. D. N. Road, Fort, Mumbai – 400 001.</td>
<td>Government</td>
</tr>
<tr>
<td>2</td>
<td>Sir J. J. Institute of Applied Art, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai – 400 001.</td>
<td>Government</td>
</tr>
<tr>
<td>4</td>
<td>Bharati Vidyapeeth’s College of Fine Art, Bharati Vidyapeeth’s Educational Campus, Pune- satara Road, Pune- 411 043.</td>
<td>Un-Aided</td>
</tr>
<tr>
<td>5</td>
<td>Padmashree Dr. D. Y. Patil College of Applied Arts &amp; Crafts, Sector No. 29, Behind Akurdi Railway Station, Akurdi, Pune-411 044.</td>
<td>Un-Aided</td>
</tr>
<tr>
<td>6</td>
<td>Government School of Art, Quil – E – Ark , Jalgaon Road, Aurangabad – 431 001.</td>
<td>Government</td>
</tr>
<tr>
<td>8</td>
<td>B.S. Bandekar College of Fine Art, (Applied Art), Survey No. 54/01, Near Forest Bhavan, Salayiwada, Sawantwadi – 416 501.</td>
<td>Un-Aided</td>
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1.4 Seats available for Admission through Competent Authority:

1.4.1 Distribution of Seats & Number of Courses:

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<thead>
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<th>Sr No.</th>
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<th>Course Name</th>
<th>Intake</th>
<th>M.S</th>
<th>OMS</th>
<th>FN/PI O/FS</th>
<th>*J &amp; K Migrant</th>
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<tr>
<td>1</td>
<td>Sir J. J. School of Art, Mumbai.</td>
<td>BFA Painting</td>
<td>30</td>
<td>14</td>
<td>1</td>
<td>2</td>
<td>3</td>
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<tr>
<td></td>
<td></td>
<td>BFA Textile Design</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BFA Interior</td>
<td>15</td>
<td>05</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BFA Decoration</td>
<td>05</td>
<td>05</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BFA Sculpture</td>
<td>05</td>
<td>05</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BFA Metal Work</td>
<td>05</td>
<td>05</td>
<td>0</td>
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<td>0</td>
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<tr>
<td></td>
<td></td>
<td>BFA Ceramics</td>
<td>05</td>
<td>05</td>
<td>0</td>
<td>1</td>
<td>0</td>
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<td>2</td>
<td>Sir J. J. Institute Applied Art, Mumbai</td>
<td>BFA Applied Art</td>
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<td>95</td>
<td>5</td>
<td>7</td>
<td>8</td>
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<tr>
<td>3</td>
<td>Govt. Chitrakala Mahavidyalaya, Nagpur</td>
<td>BFA Applied Art</td>
<td>30</td>
<td>28</td>
<td>2</td>
<td>2</td>
<td>3</td>
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<tr>
<td></td>
<td></td>
<td>BFA Painting</td>
<td>30</td>
<td>28</td>
<td>2</td>
<td>3</td>
<td>2</td>
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<td>4</td>
<td>Govt. School of Art, Aurangabad</td>
<td>BFA Applied Art</td>
<td>35</td>
<td>33</td>
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<td>2</td>
<td>3</td>
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<tr>
<td></td>
<td></td>
<td>BFA Painting</td>
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<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BFA Textile Design</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
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<td>Sr. No.</td>
<td>Type of Institute</td>
<td>No. of Seats in percentage of Sanctioned Intake</td>
<td>Seats with competent authority</td>
<td>Seats with other Authorities</td>
<td>Institute / College Level</td>
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<td></td>
<td></td>
<td>No. of Seats in percentage of Sanctioned Intake</td>
<td>Seats to be filled by competent Authority for Maharashtra State Candidates</td>
<td>Seats to be filled by the Competent Authority for OMS Candidates</td>
<td>Institute / College Level</td>
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<td></td>
</tr>
<tr>
<td>1</td>
<td>Govt. Institutes / Colleges</td>
<td>95%</td>
<td>5% #</td>
<td>20%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Un-Aided Institutes/ Colleges</td>
<td>95% of 80%</td>
<td>5% of 80%</td>
<td>20%</td>
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# excludes seats reserved for FN/FS/PIO as given in Annexure VI.

Note: Statutory reservations for the candidates belonging to backward class Categories as per the relevant rules and resolutions of the Govt. of Maharashtra will be applicable for admission against the seats available only for Maharashtra State Candidates. The Seat distribution shall be given before submission of Options Form for CAP Round-I.

1.4.3 Seat available for Government of India Nominees (GOI Nominees)

*Admission to these seats is subject to the sanction from MHRD*

✓ Provision of specified number of made for the nominees from states and Union territories, which lack the facility in Technical Education. The Ministry of Human Resource Development [MHRD], Govt. of India determines these seats every year. These Seats are over and above the sanctioned intake for the course.

The admission procedure for these seats is as under.
The respective state selects the candidates for the seats earmarked for their state. The competent authority of respective state issues college allotment letter to the candidate.

Candidates with college allotment letter reports to the Directorate of Arts, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, and Mumbai 1 for scrutiny of original certificates & for collecting the admission letter on or before 31st August of the current academic year.

No candidate shall report directly to the Institute.

The admissions are subject to the following conditions.

✓ Candidates nominated by the concerned states shall be admitted only if they fulfill the condition of eligibility as mentioned in Rule 2.3 the candidates so admitted will have to obtain eligibility certificate from the University in which admission is secured.

✓ If the candidate does not fulfill the minimum eligibility criterion, he or she will not be considered for admission even though he/she has been nominated as a GOI nominee.

✓ Backward class Category candidates nominated from the respective states as per the reservation policy of the state will get relaxation in educational qualification for eligibility as in case of Maharashtra state backward class Category candidates. However GOI nominee’s belonging to backward class Category does not get any exemption in tuition fees.

Note: The Candidates belonging to this type is not required to appear for the MH-AAC-CET-2013. Candidates admitted under this provision are not allowed to change institute in subsequent years.

1.4.4 Seat available for J & K Migrants:

{ Admission to these seats is subject to the sanction from MHRD}

Candidates who are J & K Migrants should register themselves for S-CET at Directorate of Art, Maharashtra State, Mumbai – 400 001 as per schedule. Provision of specified number of seats is made for the J & K Migrants as mentioned in Annexure VII. These seats are over and above the sanctioned intake for the course. The admission procedure for these seats is as under.

J-1 Type: The children of citizen who are displaced from J & K to any part of India of from unsafe border are of J & K to a relatively safe place from 1990 onward due to terrorist activities.

J-2 Type: The children of officers belonging to Indian Administrative Services / Indian Police Service / Indian Forest Services, other offices and children of the staff belonging to military and paramilitary forces, transferred to J & K to combat terrorist activities and joined the post on or before last date for submission of application form.

J-3 Type: The children of staff of J & K Police engaged in combating terrorism. Admission against these seats is made strictly on the basis of Inter-se-merit of combined merit list of J & K Migrant candidate. The Candidate shown in Performa - J / K / L in support of their claim at the time of admission.

Note: Candidate admitted under this provision is not allowed to change institute in subsequent years.
1.4.5 Seat available for Foreign Nationals / Foreign Student / PIO

Candidates who are Foreign Nationals / Foreign Student / PIO should register themselves for S-CET 2013 at Directorate of Art, Maharashtra State, Mumbai as per schedule. These admissions are subject to the following conditions. If the candidate does not fulfill the minimum eligibility criterion, he or she will not be considered for admission even though he / she have been nominated as a Foreign National. (Approval Process Handbook January 2013-14 Chapter-VI and the Gazette of India 21 Jan. 2004)

- Candidate should have fulfill the condition of eligibility as mentioned in Rule 2.3
- The eligibility of the candidates passing the HSC (Std. XII) or equivalent examination from a school / College / Examination Board situated outside India shall be further decided by the University Authorities to which the candidate is admitted. Hence such candidates are advised to get their eligibility verified by the respective University Authorities before seeking admission to the Applied Arts & Crafts courses in the State Of Maharashtra
- 1/3rd of the 15 % seats shall be reserved for children of Indian workers in the Gulf countries and 2/3rd of the 15 % seats shall be reserved for the PIO / Foreign Nationals etc

Note:  a) Foreign Nationals / Foreign Student / PIO candidates shall pay the fees as per directed by Government of Maharashtra and shall be binding on candidate while seeking the admission.

b) Candidates admitted under this provision are not allowed to change institute in subsequent years.

1.5 Sanctioned intake for the Course in various Institutes / Colleges:

- Sanctioned for the course in Institutes / Colleges for the year 2013-14 is mentioned Annexure VI.
- The AICTE shall communicate to the State Government the approved new Institute / Colleges, on or before 30th June 2013.
- Approvals to start new “Applied Arts & Crafts” Institutes/Colleges and changes in the sanctioned intake capacity of existing Applied Arts & Crafts Institutes/Colleges communicated to the State Government after 30th June 2013 will not be included in the centralized allotment process of the academic year 2013-14.
- Approvals for start new Institutes/Colleges and changes in the intake capacity for the course in existing Applied Arts & Crafts Institutes/Colleges communicated after the printing of the information brochure shall be displayed on the website www.doa.org.in and will not be separately notified in any newspaper.

As per AICTE approval received on or before 30th June 2013, final sanctioned intake for all the institutes/colleges coming under CAP will be displayed on the website www.doa.org.in. The final Institute Information displayed on website will be treated as authentic for admissions for the year 2013-14. Candidates are instructed to refer directorate’s website for the revised and final institute Information before filling the option form.
2.0 Eligibility Criteria.

2.1 Eligibility of Maharashtra State & OMS candidate appearing for CET 2013

Candidate should be an Indian National and should have passed/appeared the HSC (Std.XII /10+2 Level) examination of Maharashtra State Board of Secondary and Higher Secondary Education (any stream) or its Equivalent examination with English as one of the subject and secured minimum 45% marks in aggregate. (40% marks in aggregate for backward class Category candidates belonging to M.S. only)

In case percentage, Marks (converted out of 100) in the subject added together at H.S.C. (std. XII), comes in fraction then percentage of marks shall be rounded off as explain in the example for the purpose of deciding the eligibility of the candidate.

Example: - if the percentage of marks comes out to be 44.50% to 44.99% then it shall be rounded to 45% and if the percentage of marks comes out to be 44.01% to 44.49% then it shall be rounded to 44%.

Note:

- Candidates who have appeared for qualifying examination i.e. HSC (Std. XII) or its equivalent examination during the academic year 2013-14 and whose results are not declared till the last date of submission of application form are eligible to appear for MH-AAC-CET 2013, however for admission to first year of degree course in B.F.A. such candidates must fulfill the criteria as mentioned in rule no. 2.2.

- Maharashtra State Candidates (defined as per rule no. 2.5) and OMS candidate (defined as per rule no.2.6) are eligible to appear for the MH-AAC-CET2013 conducted by the competent Authority of Govt. of Maharashtra for the academic year 2013-14.

- Even through Outside Maharashtra State (OMS) Candidates are eligible to appear for the MH-AAC-CET 2013, it is specifically made clear that such OMS Candidate will not be able to participate in the Centralized Admission Process (CAP) on the basis of score in MH-AAC-CET 2013. This OMS Candidate will be able to apply for the admissions against the Institutes Level Seats ONLY.

- The facility of Constitutional Reservation is not available for the OMS candidates. Therefore all OMS candidates will be treated as OPEN/GENRAL Category candidates in the entire admission process.

2.2 Eligibility criteria for admission to Maharashtra State and OMS Candidates:

Candidate should be an Indian National and should have passed the HSC (Std. XII) examination of Maharashtra State Board of Secondary & Higher Secondary Education its equivalent examination with English as one of the subject and secured minimum 45% marks in aggregate (40% marks in aggregate for backward class Category candidates belonging to Maharashtra State only.) Final result HSC fulfilling 45% criteria and 40% require for reserved Category achieved not necessarily in first attempt.

AND Appeared and obtained non zero score at MH-AAC-CET 2013.
2.3. **Eligibility criteria for admission to GOI nominees:**

Candidate should be an Indian National and should have passed the HSC(Std. XII) examination of Maharashtra State Board of Secondary & Higher Secondary Education its equivalent examination with **English as one of the subject** and secured minimum **45% marks** in aggregate (**40% marks** in aggregate for backward class Category candidates belonging to Maharashtra State only.) Fulfill the criteria as mention in rule no. 2.2

**Note:** G.O.I. Nominees as they are selected by their respective states for the course are exempted from appearing for the MH-AAC-CET 2013 conducted by the Competent Authority of Government of Maharashtra.

2.3.1 **Eligibility criteria for admission to J & K Migrants:**

Candidate should be an Indian National and should have passed the HSC(Std. XII) examination of Maharashtra State Board of Secondary & Higher Secondary Education its equivalent examination with **English as one of the subject** and fulfill the criteria as mention in rule no. 2.2

**AND** Appeared and obtained non zero score at S-CET 2013 examination separately conducted.

2.3.2 **Eligibility criteria for admission to Foreign Nationals/ Foreign Students/PIO.**

Candidate should have passed the HSC (Std. XII) examination of Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent examination with **English as one the subject** and fulfill the criteria as mention in rule no. 2.2 (refer rule no 1.4.5)

**AND** Appeared and obtained non zero score at S-CET-2013 examination.

**Note:** For the J & K Migrants, PIO candidates, Foreign Nationals /Foreign Students, a separate S-CET 13 examination will be conducted in the month of July 2013 (Similar structure as that MH-AAC-CET 2013) and on the inter-se-merit of this examination, candidates will be allotted seats for admission by counseling.

2.4 **Special Eligibility for B.F.A. (Visual Art Course)**

The visually impaired (blind) candidate is not eligible for admission to B.F.A. Visual Art Course.

2.5 **Eligibility Criteria to be considered for admission to Maharashtra State Quota seats through CAP:**

A candidate is considered eligible for admission to the seats coming under the purview of competent authority subject to fulfillment of any one of the eligibility criteria as listed in the following table.

<table>
<thead>
<tr>
<th>Type of Candidate</th>
<th>Eligibility Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Type – A (Maharashtra State Candidate)</td>
<td>Candidate Passing SSC (Std. X) and HSC (Std. XII/10+2 level) examination (any stream) or equivalent examination from a recognized institution in Maharashtra state &amp; candidate is Domiciled in State of Maharashtra.</td>
</tr>
<tr>
<td>2. Type – B (Maharashtra Domiciled Candidate)</td>
<td>Candidate Passing SSC (Std. X) and HSC (Std. XII/10+2 level) examination (any stream) or equivalent examination from a recognized institution in Outside Maharashtra state. <strong>And</strong> Candidate Father/ Mother/ Husband of the candidate is domiciled in the state of Maharashtra.</td>
</tr>
</tbody>
</table>
Note: Type-A candidate should produce the leaving or Bonafide certificate issued by the School / College where the candidate passed / appeared the HSC (Std XII). These candidates should also produce the Domicile Certificate of candidate at the time of submission of “Application form for Admission through CAP”

Type-B candidate should produce Domicile Certificate of candidate at the time of submission of “Application form for Admission through CAP”

*The Candidate should refer to the documents required in Annexure – II.*

2.6 Eligibility Criteria to be considered for admission to Outside Maharashtra State (OMS) QuotaSeats:

<table>
<thead>
<tr>
<th>Type of Candidates</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outside Maharashtra State candidate (OMS)</td>
<td>OMS Candidate should be an Indian National candidate and should have passed SSC (Std. X) and or HSC (Std.XII) examination or Equivalent from an institute situate outside state of Maharashtra. <strong>Those Indian National candidates who are not fulfilling the criteria of Maharashtra state candidates will be treated as OMS candidates.</strong></td>
</tr>
</tbody>
</table>

3.0 Reservation for Maharashtra State candidates:

3.1 Reservation for Backward Class Category candidate:

The percentage of seats reserved for backward class Category candidates from Maharashtra State in the Govt. Institutions is as per the details shown in the table below. The percentage of reservations is the percentage of the seats available for Maharashtra State Quota seats coming under the purview of the competent authority. *If a candidate fails to claim reservation for backward class at the time of confirming Application form and subsequently claims reservation at the time of admission by producing necessary documents, such claim shall not be considered.*

<table>
<thead>
<tr>
<th>No.</th>
<th>Category of reservation</th>
<th>Reservation %</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Scheduled Caste and Schedule Caste converts to Buddhism (SC)</td>
<td>13%</td>
</tr>
<tr>
<td>2.</td>
<td>Schedule Tribes (S.T.)</td>
<td>07%</td>
</tr>
<tr>
<td>3.</td>
<td>Vimukta Jati (V.J) and De Notified Tribes (D.T.)</td>
<td>03%</td>
</tr>
<tr>
<td>4.</td>
<td>Nomadic Tribes (N.T.-1)</td>
<td>2.5%</td>
</tr>
<tr>
<td>5.</td>
<td>Nomadic Tribes (N.T.-2)</td>
<td>3.5%</td>
</tr>
<tr>
<td>6.</td>
<td>Nomadic Tribes (N.T.-3)</td>
<td>02%</td>
</tr>
<tr>
<td>7.</td>
<td>Other Backward Classes (O.B.C.)</td>
<td>19%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>50%</td>
</tr>
</tbody>
</table>

**Note:**
1) The candidates belonging to Special Backward Class (S.B.C.) will be offered reservation up to 2% of the seats available for Maharashtra State Quota which is coming under the purview of the Competent Authority subject to condition that seats remain Vacant in the reserved Category at the end of Stage II. Of allotment
2) Reservation for backward class candidates shall be available in Un-Aided colleges and it will be 47.5% of the sanctioned intake i.e.50% of CAP seats.
3) The seat tag for reserved Category candidates shall be removed during the vacancy round of admission of CAP Round by Counseling as well as at institute level.
4) Candidate should refer to the list of documents required in Annexure II.
5) If the Candidates to have **Hostel Facility (Boys)** should submitted their Income Certificate.
3.2 Reservation for Sons / Daughters of Defence Service Personnel:

Five (5) percent seats of the total sanctioned intake for an institute, subject to a maximum of five (5) seats in each institute coming under CAP shall be reserved for

- Children of ex – service personnel who are domiciled in Maharashtra State (D1).
- Children of active service personnel who are domiciled in Maharashtra State (D2).
- Children of active service personnel (D3).

Who are transferred to Maharashtra State but are not domiciled in Maharashtra State.
Who are not domiciled in Maharashtra State but their families are stationed in Maharashtra State under the provision of retention of family accommodation at the last duty station on grounds of children’s education provided further that, such candidate should have appeared and passed the HSC (Std. XII) examination of Maharashtra State of Secondary and Higher Secondary Education or its equivalent examination from a school / college situate in the State of Maharashtra. These seats are within the sanctioned intake. A combined single merit list of all eligible D-1, D-2 & D-3 Candidates belonging to each of the University area shall be prepared. Admission against these Defence Category seats will be made strictly on the basis of inter se merit of combined single merit list of all eligible D-1, D-2 & D-3 Candidates.

3.3 Physically Handicapped Candidates:

As per the provisions in clause 39 of Equal Opportunities, Protection of Rights and Full Participation Act 1995, three percent (3%) seats of total sanctioned intake capacity of all the institutions / colleges coming under CAP shall be reserved for physically handicapped candidates.

i) PH-1: 1% seats shall be reserved for visually impaired (blind) candidates (Type P1) \(\text{Not eligible for BFA (Visual Art)}\)

ii) PH-2: 1% seats shall be reserved for speech & hearing impaired (dumb & deaf) candidates (Type P2).

iii) PH-3:1% seats shall be reserved for candidates with orthopedic disorders and learning disabilities, Dyslexia, Dyscalculia, Dystrophic, and Spastic (Type P3) these seats are within the sanctioned intake capacity.

Note: The certificate (Performa F) should be clearly that the extent of disability is more than 40% and the disability is permanent in nature.
It should be noted that the physically handicapped candidates on admission to B.F.A. degree course will not be given any exemption or additional facilities in the academic activities other than those which may be provided by the respective Universities.

3.4 Reservation for female candidates:

As per the provision made in Govt. Resolution No.GEC-1000/ (123/2000)/Tech.Edu-1, dated–17th April, 2000. 30% Seats available for Maharashtra State CAP shall be reserved for female candidates. This reservation shall be applicable for Open, SC, ST, VJ, NT-1, &NT-2, NT-3, and OBC Categories.

There shall be no reservation for Female candidates under Defence, Physically Handicapped and SBC categories.
4.0 Assignment of merit Number:

4.1 Merit Number: Each eligible candidate who has submitted application form on or before the last date prescribed for the submission of Application form for admission through CAP will be assigned a Merit Number based on the following criteria. MH-AAC-CET 2013 examination will be as per the following mentioned pattern.

4.2 There will be THREE practical Subjects each of 50 marks and one General Knowledge (objective type) paper of 40 Marks.

4.3 Assignment of merit number will be out of 200 marks, out of which 150 marks for practical examination, 40 marks for General Knowledge (Objective type) examination. And 10 marks are as credit marks to the candidates who have passed Intermediate Drawing Grade Examination.

The Grace marks awarded for passing Intermediate Drawing Grade Examination are as mentioned below:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>10</td>
</tr>
<tr>
<td>B</td>
<td>06</td>
</tr>
<tr>
<td>C</td>
<td>04</td>
</tr>
</tbody>
</table>

Those candidates who have not passed the Intermediate Drawing Grade Examination will also be eligible for appearing for the MH-AAC-CET 2013 examination, but such candidates will not be given any credit marks as reserved for those who have passed the Intermediate Drawing Grade Examination.

Assignment of a Merit number does not indicate or ensure admission to any seat. All eligible Maharashtra State Candidates, OMS candidates should note that, a separate merit list of all eligible candidates (Rule 2.2/2.3) shall be prepared based on the MH-AAC-CET 2013 score (out of 200 marks) only, relative merit in case of a tie (i.e. equal marks in MH-AAC-CET 2013) shall be resolved as per rule no.4.2.

4.4 Relative merit in case of tie:

In the case of candidates securing equal number of marks in MH-AAC-CET 2013, their relative merit will be fixed on the basis of the following in the order of preference given below:

a. A candidate securing higher Marks in the paper Object drawing at MH-AAC-CET 2013 examination.

b. A candidate securing higher marks in the paper Design at MH-AAC-CET 2013 examination.

c. A candidate securing higher marks in the paper Memory Drawing at MH-AAC-CET 2013 examination.

d. Birth Date of Candidate (Elder Candidate will be given preference.)

e. A candidate securing higher grade in Intermediate Drawing Grade Examination.

f. A candidate with higher aggregate percentage in SSC (10 Level) Examination or an equivalent Examination.
4.5 Change of Marks due to Verification.

If the marks in the qualifying examination get modified due to verification and the same is duly certified by the Maharashtra State Board of Secondary and Higher Secondary Education or its equivalent, the same shall be reported to the Competent Authority immediately.

Note: 1. Merit list of Maharashtra State Candidates so prepared shall indicate a General State Merit Number, State Level Category Merit No. (As applicable.)
2. Assignment of a Merit number does not indicate or ensure admission to any seat.

5.0 Rules for Admission through Centralized Admission Process (CAP):

This section explains the various stages and procedure adopted for CAP. Candidates seeking admission to Bachelor of Fine Art courses are required to appear for MH-AAC-CET 2013 conducted by the competent Authority. For the Academic Year 2013-14, the competent Authority shall conduct total three rounds of centralized admission. The CAP shall consist of computer allotment for first two (2) rounds of centralized allotment where in eligible Candidates of respective rounds will fill & confirm separate Online Option forms for respective rounds. Seats remaining vacant after the Round-2 will be filled up in third round which is a counseling round which will be held at the center designated by competent authority Seats if any remains vacant after the counseling round shall be filled up at the Institute level as per the inter-se merit. The scheme of allotment through multiple rounds is designed to prevent loss of academics and to make the CAP Rounds meaningful and effective rather than formal and ineffective. The rounds are so designed with the purpose that, maximum vacant seats are filled in without creating further resultant vacancies on account of shifting of students to whom already allotment has been made in earlier rounds of CAP. This step is required to enable the colleges to start the academic immediately to complete the term in time. Summary of CAP Process is as follows:

<table>
<thead>
<tr>
<th>Round No.</th>
<th>No. of Options to filled in</th>
<th>No. of option allotted for which confirming Admission is Mandatory.</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>14 Options (Min.1 &amp; Max. 14)</td>
<td>Any one of the first 5 options</td>
<td>Candidate has to confirm the admission, if he/she gets allotment of any one choice from first five options. Such candidates will not be able to participate in further rounds of CAP i.e. Round – 2 and Round -3 irrespective of the fact that such candidate confirms the admission or not. Other candidates who have got allotment between 6-14 may also confirm the admission if he/she wishes so, however such candidate will not be able to participate in further rounds of CAP i.e. Round 2 &amp; 3.</td>
</tr>
<tr>
<td>Second</td>
<td>14 fresh options (Min.1 &amp; Max.14)</td>
<td>Any one of the first 8 options</td>
<td>Candidate has to confirm the admission, if he/she gets allotment of any one choice from first eight options. Such candidates will not be able to participate in further round i.e. Round</td>
</tr>
</tbody>
</table>

DOA Mumbai.
three irrespective of the fact that such candidate confirms the admission or not. Other candidates who have got allotment between 9-14 may also confirm the admission if he/she wishes so, however such candidate will not be able to participate in further round i.e. Round -3.

| Third (Round for counseling) | Seats available will be offered to candidates eligible to participate in Round 3 as per inter se merit | No seat tag of reservation shall be maintained in this round. All available seats will be offered only to Maharashtra State Candidates who are eligible to participate in Round -3 |

**Admission by Counseling**

**Note:**
- Seats available shall be treated as GENERAL seats.
- Seats will be allotted to candidates as per their inter se merit.
- Candidate has given of any one of the institute option and Course respectively.
- All category candidates (including Backward Class) shall be considered for allotment (Whether they are allotted any seat in earlier stage OR not) in all stages.
- Counselling Round not for OMS (Out of Maharashtra State)

5.1 Admission Rounds:

5.1.1 Round -1 A: Direct Allotment CAP Round for Maharashtra State Candidates:

**Round for Maharashtra State candidates seats:**

This round will be carried out for all the seats coming under the preview of the competent authority. Allotment of seats is carried out as per the logic explained bellow.

**General Notes:**

- Allotment for seats will be carried out as per *inter se merit* of Maharashtra State candidates.
- Seats will be allotted to candidates as per their *inter se merit*, as per the options/preferences given in the option/preference form and the number of seats available at that point of time in the stage.
- All the candidates eligible for a particular stage of allotment will be considered for allotment for a seat in that stage even if they have been allotted / not allotted a seat in the previous stage.
- During the allotment of any stage, the candidate may get upward shift in the allotment with reference to the options given by the candidate in the option form according to availability of seats at that point of time.
- Due to upward shifts, the seats falling vacant shall be considered for allotment in further iterations of the same stage as per the provisions of that stage of allotment & as per *inter se merit*.
- Allotment against the first available option in the order of options mentioned in the option form is retained as final allotment.
- The allotment list will be made available on website [www.doa.org.in](http://www.doa.org.in) The allotment will show only the final allotment.
- No personal communication /Allotment letters in this regard will be issued.
- Logic of allotment for various stages is explained below.
5.1.2 Logic for Allotment:

**Stage –I: For all the MS candidates**

- All the candidates (open/reserved/male/female) of all the Categories shall be considered for allotment as per their *inter se merit*.

- **Backward class Category** candidates shall be considered for allotment in open Category seat by virtue of their merit or in their respective Category of reservation if open Category seats are not available at their merit.

- **SBC Category** candidates shall be considered for allotment in open Category by virtue of their merit, or, in their original Category of reservation, if open Category seats are not available at their merit.

- **Physically handicapped Category** candidates shall be considered for allotment for the seats reserved for them by virtue of their merit or in open Category as per their inter-se merit if the seats reserved for physically handicapped candidates are not available at their merit.

- **Defence Category** candidates shall be considered for allotment for the seats reserved for them by virtue of their merit or in open Category as per their inter-se merit if the seats reserved for defence Category candidates are not available at their merit.

- **For the female candidates**, the availability of seat shall be checked in the following order:
  1. in the seats reserved for females in open Category,
  2. in the general seats in open Category,
  3. in the seats reserved for females in respective caste Category,
  4. in the general seats in their respective caste Category.

**Stage – II: For respective Backward Class Category candidates.**

On completion of Stage –I, if any of the backward class Categories mentioned above, does not get the required number of female candidates for the percentages laid down, the seats so remaining vacant shall be considered for allotment to male candidates belonging to the respective Backward Class Category.

**Stage –III: For Special Backward Class Category candidates.**

On completion of Stage-II, if any of the backward class Categories mentioned above, does not get the required number of candidates for the percentages laid down the seats so remaining vacant shall be considered for allotment to all the candidates (male and female) of Special Backward Class (SBC) Category as per their *inter se merit*, limited to the extent of two per cent seats of sanctioned intake capacity for the course.

**Stage – IV: For Respective groups of Backward Class Category candidates.**

*All the Backward class Category candidates will be considered for allotment in this stage in the groups as mentioned below.*
Group 1:  
   i) Scheduled Castes and Scheduled Castes converted to Buddhism (SC).  
   ii) Scheduled Tribes including those living outside the specified areas (ST).

Group 2:  
   i) Vimukta Jati (VJ) / Denotified Tribes (DT) – NT (A)  
   ii) Nomadic Tribes (NT-1) NT (B)

Group 3:  
   i) Nomadic Tribes (NT-2) NT (C)  
   ii) Nomadic Tribes (NT-3) NT (D)  
   iii) Other Backward Class (OBC).

* On completion of Stage – III, the seats remaining vacant in the respective group of Backward Class Categories as mentioned above, shall be considered for allotment as per the *inter se merit* of the candidates belonging to respective groups.

Stage – V: For all Backward Class Category candidates.  
The seats reserved for backward class Category candidates remaining vacant after completion of Stage – IV, shall be considered for allotment to the candidates of all reserved Categories together, on the basis of their *inter se merit*.

Stage – VI: For Defence Category candidates.  
The seats reserved for defence Category candidates remaining vacant after completion of stage-V, shall be considered for allotment to the candidates of the entire sub Category of defence (D-1, D-2 & D-3) together, on the basis of their *inter se merit*.

Stage – VII: For Physically Handicapped Category candidates.  
The seats reserved for physically handicapped Category candidates remaining vacant after completion of Stage-V, shall be considered for allotment to the candidates of all the sub Category of Physically Handicapped (namely P-1, P-2, & P-3) together, on the basis of their *inter se merit*.

Stage – VIII: For all candidates without any reservation.  
The seats remaining vacant after competition of Stage-VII shall be considered for allotment to all the candidates (open/reserved/male/female) on the basis of their *inter se merit*.

5.1.3 Direct Allotment Round -1A – CAP Round for OMS candidates.  
This round will be carried out for OMS Quota seats which are coming under the preview of the competent authority for OMS candidates who have applied for admission to the First Year of Bachelor of Fine Art Degree course under this Quota.  

Seats Available: Seats available for this round are as mentioned in the rule 1.4.1.

General Notes:

- Allotment for these seats will be carried out as per *inter se merit* of OMS Quota merit list.  
- Seats will be allotted to candidates as per their *inter se merit*, as per the options given in the option form and the number of seats available at that point of time in the stage.
• Allotment against the first available option in the order of options mentioned in the option form is retained as final allotment.

• The allotment list will be made available on website www.doa.org.in the allotment will show only the final allotment.

• No personal communication / Allotment letters in this regard will be issued.

5.2 Reporting after allotment in CAP Round 1:

• After the display of allotted list in CAP Round-1, candidate should report to the respective Institutes where they have been allotted a seat as per the notified schedule of the admission process.

• Candidates shall report to the concerned institute with allotment letter & all original certificates needed to substantiate the claims in the application regarding eligibility and reservation as specified in Annexure-II.

• If a candidate fails to substantiate the claims made at the time of submitting the application form by submitting the necessary original documents within the reporting time for Round – 1 allotment, the candidate forfeits the claim on the allotted seat.

• If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the head of the institution where he/she has already taken admission indicating that he/she has been admitted to a particular course in that institution on a particular date and hence original certificate have been retained in that institution. The candidate shall produce the attested copies of the certificates duly attested by the head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the **required original certificates within 4 working days after the date of payment of fees**.

• After scrutiny of original documents, the candidate will have to pay prescribed full fees immediately in the **form as prescribed by the concerned institute** and confirm the admission offered. In case of Govt. colleges, candidates are required to pay the tuition fees in the form of **Demand Draft** in favor of the Principal/Registrar/Director as the case may be **OR** in Cash if demanded by the College/Institution.

• If Candidate fails to pay the prescribed fees within the reporting time for CAP Round allotment, the candidate forfeits the claim on the allotted seat immediately.

• If a candidate is offered admission, his or her original school/college Leaving Certificate (After qualifying examination) will be retained by the concerned Institute. This original certificate will not be returned to any candidate once admitted to a course at the institute unless the candidate cancelled his/her admission. All other certificate will be verified by the Institute at the time of admission & returned to the candidate.
5.3 Round – 2 : Eligible candidates for CAP Round II

The entire Candidate, whose names appeared in the Merit list of CAP Round-I excluding following candidates: All such candidate(s), who were allotted a seat in CAP Round-I at Option No. 1-5. All such candidate, who were allotted a seat in CAP Round – I at option No. 6-14 and confirmed their admission,

Round – 2 A:

Direct Allotment CAP Round for Maharashtra State candidates:
This round of CAP admission will follow the process same as Round-I A, rule 5.1. The rules for reservation shall be followed. The seat type of vacant seat shall be considered for allotment.

Round – 2 B:
This round of CAP admission will follow the process same as Round-I B, rule 5.1.

5.4 Reporting after allotment in CAP Round II.
Similar as per Rule 5.2.

5.5 Round– 3: Admission Round by counseling for seats remaining vacant in Government Institutes / Un-Aided Private colleges after CAP Round III. (Rule 5)

5.5.1 Eligible candidates for Round III.
The candidate whose names have appeared in the Maharashtra Merit List 2013 published by the Directorate of Art M.S..

excluding the candidates who have:

a. Secured an allotment in CAP I and CAP-II
b. Confirmed their admission in any one of the Institutes.

This admission round s conducted by the competent authority as per the inter se merit. Vacant seats position after the completion of Round-II will be displayed on the website as well as in all the colleges/Institute. Dates for such admission will be as per the schedule. Candidate willing to secure admission in this round should in person at the counseling center designated by the competent authority.

Rule of Reporting for CAP Round-III

- Eligible candidates must report in-person at the venue of “Center of Admission” in order to secure admission in this of admission strictly as per the notified schedule. Candidate who reports late will not be allowed to participate in this round.
- Candidate is required to pay processing fees of CAP Round-III, ₹ 500/- in cash at the center of Admission and obtain a receipt for the same.
- The candidate will report as per schedule at the following Center of Admission along with the necessary original documents and carry part payment of non-refundable fees of ₹ 1000/-in cash or DD in Favor of respective Dean/Principal of the concerned Institutes as per display on the website.
Eligible Candidates who report to the Admission Center will be offered admission to available seat as per the inter se merit of candidates.

The admission will update the confirmation of the candidate’s on DOA website through the Institute login within schedule.

Candidate will have to report later on to the respective Institute for paying balance fee (i.e. Total fees as notified by Government and University less ₹1000/- paid by candidate at Respective Institute). If Candidate fail to report to the Institute and pay the balance fee on or before the last date of reporting at the Institute then the candidate shall lose the claim on the allotted seat as well on the part payment of fee ₹1000/- paid by the candidate at the Center of Admission.

NOTE:

At the end of CAP Round III if any seat is vacant and candidate is not willing to confirmed admission from Maharashtra Merit List at this circumstances the principles of the respective colleges shall invite applications for the seats available by giving publicity at least in two newspapers. Vacancies are also to be displayed on the notice board of the college. Detailed schedule of the admission process (approved by Competent Authority of Directorate of Art M.S.)

For Maharashtra state candidates, criteria of any kind of reserved seats are removed in this round. All the candidates (open/reserved/male/female) of all the Categories as per state level merit list as per their inter se merit.

All the seats vacant due to non-reporting/non-allotment/cancellation for OMS shall be filled by Maharashtra state seats.

Seats available: The vacancies within sanctioned intake at the end of the Round 2A/2B shall be filled with reference to inter se merit of all eligible candidates in the state level.

5.5.2 Guidelines for the admission process for Institute Level seats:

- All admission shall be done in fully fair and transparent manner & shall be Merit based.
- The Principals of the respective Un-aided Fine Art Colleges shall invite applications for the seats available by giving publicity at least in two newspaper. Institute are required to mention the name of newspaper in which available seats will be notified in their prospectus/brochure. Detailed schedule of the admission process is also to be displayed.
- Aspiring candidates fulfilling the eligibility criteria shall apply directly to the principal of the respective colleges for admissions. These admissions will be made in a transparent manner and strictly as per the merit of the candidates who have applied to the institute.
- Information brochure/prospectus of the Institute which specifies rules of admission should be published well before the commencement of the process of admission for seats to be filled at the institute level. All the information in the brochures should also be displayed on the Institutes website.

Note: This CAP-III Round not for OMS Candidate.
6.0 Fees, concessions, cancellations and refund for Govt. Colleges/ Institutions:

6.1 Fees Prescribed:

6.1.1 For Maharashtra State Candidate:

As per Govt. resolution and the sanction by Govt. of Maharashtra the fees will be charged from the candidates for admission to First Year Course of B. F. A. in Govt. Institutes. The Fees for unaided private colleges shall be declared by Shikshan Shulk Samiti.

* The actual fees as directed by the Govt. of Maharashtra will be a binding on the candidate. The fees prescribed will be as per the directives of Govt. of Maharashtra (Govt. Resolution No ADR-2008/(144/08)TE-6 Dt. 1/1/2011) as and when those are received and shall be the binding on these candidates. The Fee structure, excluding other fees, for OMS, J. & K. Migrant, GOI Nominee, Foreign National, Foreign Students and PIO, Children of Indian workers in Gulf countries candidate in Government Colleges is as follows:

**Note:** Tuition fees will not be charged from the students of the Category of SC, ST, VJ /DT, NT-1, NT-2, NT-3, OBC, SBC.

**Note:** Candidates claiming for the fee concession under reservation Category shall produce the Caste Certificate from Executive Magistrate. Candidate claiming for fee concession under NT1, NT2, NT3, VJ/DT, OBC, SBC Category shall also produce Non-creamy layer certificate issued after 1st April 2013. No additional fees other than the University Fees as prescribed by the University and the Hostel Fees in case of candidates opting for hostel accommodation shall be charged at institute level from the candidate.

6.1.2 For OMS, J. & K. Migrant, GOI Nominee, Foreign National, Foreign Students and PIO, Children of Indian workers in Gulf countries

<table>
<thead>
<tr>
<th>Details</th>
<th>OMS, J &amp; K Migrant, GOI Nominee</th>
<th>Foreign National, Foreign Student, &amp; PIO Candidate</th>
<th>Children of Indian Workers in Gulf Countries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fees</td>
<td>₹ 10,000/-</td>
<td>US$ 1,000/-</td>
<td>US$ 500/-</td>
</tr>
<tr>
<td>Development Fees</td>
<td>₹ 10,000/-</td>
<td>US$ 1,000/-</td>
<td>US$ 1,000/-</td>
</tr>
<tr>
<td>Studio and Laboratory Fees</td>
<td>₹ 10,000/-</td>
<td>US$ 1,000/-</td>
<td>US$ 500/-</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>₹ 30,000/- Per annum</strong></td>
<td><strong>US$ 3,000/- Per annum</strong></td>
<td><strong>US$ 2,000/- Per annum</strong></td>
</tr>
<tr>
<td></td>
<td>+ Others ₹ 2300/-</td>
<td>+ Others ₹ 1350/-</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** In addition to above fee candidates belonging to the category of Foreign Nationals/Foreign students/PIO (Except citizens of Pakistan and Bangladesh) / Children of NRI have to pay the processing fee of ₹ 25000/- (Rs. Twenty Five thousand only) at the time of application by DD drawn in favor of ‘Director, Directorate of Art, Dr. D. N. Road, Fort, Mumbai’, payable at Mumbai. The candidates belonging to the category of Children of Indian workers in Gulf Countries/Candidates of SAARC countries (Except citizens of Pakistan and Bangladesh) have to pay the processing fee of ₹ 15000/- (Rs. Fifteen thousand only) at the time of application by DD drawn in the favor of ‘Director, Directorate of Art, Dr. D. N. Road, Fort, Mumbai’, payable at Mumbai.
6.2 University Fees:
The candidate shall be required to pay the fees as prescribed by the concerned University from time to time.

6.3 Caution Money:
Caution money deposits received from the students shall be refunded after successful completion of the course or after canceling the admission. Unless there is any recovery, no deduction shall be made from the caution money deposit. However, the amount of caution money deposit shall be credited to Government in case of Govt. Colleges/Institutes, if candidate does not apply for refund, within 3 complete financial years after the date of successful completion of the course, whichever is earlier.

6.4 Concession in tuition fees:

6.4.1 E. B. C. Concession:
Candidates claiming concessions for Economically Backward Class (E.B.C) shall produce a certificate from the Executive Magistrate to the effect that the candidate belongs to EBC Category at the time of admission. They shall on admission, also submit an application in the prescribed form for being granted the concession of free education to the appropriate authorities through the college to which they are admitted within one month from the actual date of joining of college or as may be required. The students shall note that applications received after the due date may not be considered and in that case, they will have to pay necessary fees. The concessions in tuition fee at the time of admission will be given only for Government colleges/Institutes.

6.4.2 Concession for sons and daughters of teaching and Non-teaching staff of Primary Secondary and Higher Secondary Schools.
The candidates claiming concessions for sons and daughters of Primary, Secondary and Higher Secondary Schools (Junior colleges) teachers or non-teaching staff produce at the time of admission:

- A declaration in a format as prescribed by the Government.
- A certificate from Head of School or College in support of the statement made in declaration duly endorsed by the Education Officer of the Area. They shall, on admission, also submit an application in the prescribed form for being granted the concession of free education, to the appropriate authorities through the college to which they are admitted within one month from the actual date of joining of college or as may be required. The students shall note that applications received after the due date may not be considered and in that case, they will have to pay the necessary fees. The concession in tuition fee at the time of admission will be given only for Government colleges/institutes.
6.5. Cancellation of admission:

i) The candidate should have secured admission by paying necessary tuition fee and should have submitted original certificates before he/she applies for cancellation. In case candidate fails to submit any of the original documents within the permissible time limit, (i.e. 4 working days after the date of admission) the admission shall be treated as cancelled. Refund of fees shall not be applicable to such candidates.

ii) The candidate desirous of canceling admission shall apply for cancellation in the Performa - O only.

iii) Last date of admission will be the date as permissible by the respective Universities.

6.6 Issue of College Leaving Certificate:

i) If during the course of studies, a candidate desires to discontinue studies for any reasons whatsoever, he/she shall be allowed to do so and it shall be presumed that he/she has cancelled admission at that stage. The Dean shall issue College Leaving Certificate and fees shall be refunded as per the rules mentioned.

ii) If the admission is cancelled on or before 40th day from the last date of reporting after first round, the original college-leaving certificate on the strength of which a candidate was admitted shall be returned.

iv) If the admission is cancelled after the 30th day from the last date of reporting after first round, the leaving certificate from institution/college where the candidate was finally admitted should be issued.

6.7 Part refund of Tuition, Development and Other fees:

The candidate who has been provisionally admitted may cancel admission by submitting an application in duplicate, in the prescribed Performa-O and may request for refund of fees. The refund of fees as applicable shall be made in due course. It is made clear that such application for cancellation will be considered if and only if the admission is taken provisionally by paying the prescribed tuition fee and by submitting the original documents as mentioned in Annexure - II. Refund of shall be made after deduction of the cancellation charges as shown below:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>SITUATION</th>
<th>REFUND AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Request for cancellation of admission is received before the date of start of academic session and the seat could be filled by the institute before the cutoff date</td>
<td>Entire fee less ₹ 1000/-</td>
</tr>
<tr>
<td>2</td>
<td>Request for cancellation of admission is received after the start of academic session and the seat could be filled by the institute before the cutoff date</td>
<td>Entire fee less the total fees (i.e. Tuition ,development &amp; Hostel Fees) on pro rata basis*</td>
</tr>
</tbody>
</table>
3. Request for cancellation of admission is received before/after the date of start of the academic session and the seat could not be filled by the institute before the cut of date

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Amount of security/caution Money Deposit is to be refunded entirely to candidate.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>For the calculation of amount on the pro-data basis, one month shall be treated as one unit e.g. if the candidate cancels the admission on third day after start of the academic session and the seat is filled on/before the cutoff date, then cancellation amount will be, total fees/12 or ₹1000/-, whichever is higher.</td>
<td>₹1000/-, whichever is higher.</td>
</tr>
<tr>
<td>3</td>
<td>The candidate who has secured admission under reserve category and has not paid any fee shall pay ₹1000/- as cancellation charges.</td>
<td></td>
</tr>
</tbody>
</table>

Note: In case of candidates belonging to SC/ST/VJ/DT/NT1/NT2/NT3/OBC/SBC who have secured a seat, the amount of cancellation fees as specified in the Sr. No. 1 of the above table is to be levied on the candidates as cancellation charges on cancellation of admission before handing over the original certificates.

6.8 Part refund of Tuition, Development and Other fees of institute level admission in Un Aided Private Colleges/Institutes:

The processing fees up to ₹1000/- shall be deducted as per AICTE Public Notice (Advt. No. AICTE/Legal/04(01)/2007).

6.9 Transfer of Candidate:

Transfer of candidates from one University to another University is applicable only for 2nd Year B. F. A. in the relevant course provided. For the transfer purpose N.O.C. should bring by the students from both the institutes. This will be happen only if the vacant seats availability. (see university rule)

7.0 Action to be taken in case of excess admissions and late uploading of Admitted Candidates.

7.1 Excess admission

- Excess admission over the sanction intake shall not be allowed under any circumstances.
- In case any excess admission is reported/noted by DOA, appropriate penal action will be initiated against the Institution.
- The Institution shall be liable to following punitive action from any one or more of the following by the DOA.
- Surcharge amounting five times the total fees collected per student shall be levied against each excess admission
- Seats equal to double the number of excess admission shall be reduced from intake in the subsequent academic year
- Suspension of approval for supernumerary seats
- No admission status in one/more courses
- Withdrawal of approval for Institution/ programme / course
- Institution shall be listed as defaulter and defaulter list shall be communicated to Government/ AICTE and will be published on DOA website for the information of general public

7.2 Late uploading of Admitted candidates on DOA web site.

- After the display of allotment list in each Round, candidates should report to the “Respective Institutes” as per the notified schedule of the admission process. (Refer Annexure-I for procedure & rules of reporting of each Round of Centralized Admission)

- Candidates shall report to the concerned institute with all original certificate needed to substantiate the claims made in the application regarding eligibility and reservation.

- After security of original documents at the concerned institute, the candidate will have to pay prescribed full fee immediately in the form as prescribed by the concerned institute and confirm the admission offered.

- The Dean/Principal of the respective institute is required to carry out “Online Update” of the confirmation/cancellation of the candidate’s admission on website through their Institute login, at the time when the candidate is being admitted/cancelled at the Institute.

- The system shall automatically generate letter of confirmation/cancellation of the admission as an acknowledgement.

- It is responsibility of the Dean/Principal of the respective institute to update the status of the reporting of the candidate. If the institutes fail to update the status of reporting in schedule time, then such unreported seat(s) will be filled in subsequent CAP rounds and the institute will have to adjust these unreported candidate(s) against the institute level seats.

- If the institute fails to update the status of cancellation of the candidate on the date of cancellation through “Online Update”, then strict action shall be taken against such institutes. It is mandatory to cancel the admission through online system only and issue a printout of the “Online Receipt Of the Cancellation” to the candidate with due seal and signature of the authority of the institute.

- The CAP allotment list will be available to the institute through their Institute Login. The list can be collected from Directorate of Art also. The Institute should update the information
of the reported candidates, allotted under CAP “Online update” when a candidate is reporting to the institute.

- **Rounds of admission for Institute level seats and for the seats remaining vacant after CAP should be carried out separately and it should be clearly displayed on the Notice board of the institute.**

- If the institute fails to update the reporting of the candidate through “online update”, the action shall be taken against the institute as per the GR dated 29.03.2008.

- List of the admitted candidate three copies of list are to be printed and to be submitted to the Directorate of Art M.S, duly signed by the Dean/Principal within 7 days from the cutoff date.

- The Directorate of Art shall verify the supporting documents and forward the list of admitted candidate to the University along with the remarks of Director for final approval.

**Important Note:** All the institutes are required to complete admission process on or before the cut-off date as specified in the schedule. Any admission carried out after cut-off date will not be approved by DOA and University.

8.0 **Miscellaneous:**

- The medium of instruction for Degree Course in B. F. A. in all the University is English / Hindi / Marathi.

- Admission of candidate who has been admitted to any college will be treated as finally confirmed only on production of the Eligibility Certificate from the University to which the college is affiliated and the final approval to the admitted candidates from the Director of Art, Maharashtra State, Mumbai.

- Physical fitness: Head of the institution at his or her discretion may refer any candidate to the appropriate medical authority for ascertaining the physical fitness of the candidate to undergo the requirements of the course. The report of medical authority shall be submitted to the Regional Head of Fine Art Education for further necessary action. It is to be noted that physically handicapped candidates are not provided with any additional facilities as far as the academic activities pertaining to the course is concerned.

- Head of the institution may verify the antecedents of any candidate through the appropriate police and submitted to the Regional Head for further necessary action.

9.0 **Hostel accommodation:**

For the students admitted to Sir J. J. School of Art, Mumbai and Sir J. J. Institute of Applied Art, Mumbai, 120 Seats are available at Sir J. J. School of Arts, Bandra (East), Mumbai – 400 051. The students from first year to final year are accommodated in this seat quota. Hostel facility is also available at Bharati Vidyapeeth's college of fine art, Pune and Padmashree Dr. D Y. Patil College of Applied Art & Craft, Pune of their own. The Hostel accommodation shall be given after interview/counseling. Essential documents should be produced at the time of admission (Income certificate).

**Note:** *Due to the development, repairing & construction work of the Hostel, situated at Kalanagar, Bandra (East), Mumbai- 400 051. which is ongoing now at present the accommodation for the newly admitted students in the academic year 2013-14 will not be possible & may be delayed till the work is completed which please be noted by the students.*
10.0 **Conduct and discipline:**

- Notwithstanding anything contained in these rules, if the Govt. takes any policy decisions pertaining to first year B. F. A. admission, then the same shall be brought in to effect at that point of time as per the directives from the Govt. from time to time.

- The students while studying in any college, if found indulging in anti-national activities contrary to the provision of Acts and Laws enforced by Government or in any activity contrary to rules of discipline, will be liable to be expelled from the college without any notice by the Principal of the college.

- **Action against ragging:** Maharashtra Prohibition of Ragging Act 1999 (Mah XXXIII of 1999) and Prevention and Prohibition of Ragging (Appendix 12 published in AICTE Approval Process Handbook 2013-14) and their amendments which may be published from time to time. The Maharashtra Prohibition of Ragging Act 1999 is in effect from 15th May, 1999 has the following provisions for action against ragging.

(a) Ragging within or outside of any educational institution is prohibited.

(b) Whosoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and penalty, which may extend to ₹ 10,000/-.

(c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.

(d) Whenever any student, as the case may be, the parent or guardian or a teacher of an educational institution complaints, in writing, of ragging to the head of the educational institution, the head of the educational institution shall without prejudice to the foregoing provision, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated for further action. Where on enquiry by the head of the educational institution it is found that there no substance, prima facie, in the complaint received; he/she shall intimate the fact, in writing to the complainant. The decision of the head of the educational institution shall be final.

(e) If the head of the educational institution fails or neglects to act in the manner specified in section “D” above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall on conviction be punished as provided for in section “B” above.

(f) If any of the statement made in the application form or any information supplied by the candidate in connection with his or her admission is later on at any time, found to be false or incorrect, his or her admission will be cancelled, fees forfeited and he or she may be expelled from the college by the Dean. An appeal against the order of expulsion, however, may be preferred within 7 days to the Director of Art, Maharashtra State, Mumbai, whose decision in such cases will be final.
Undertaking:

All candidates who have applied for admission shall be deemed to have submitted the following undertaking: I have read all the Rules of Admission and after understanding these rules thoroughly, I have filled in the application form for admission for the current academic year. The information given by me in my application is true to the best of my knowledge and belief. I understand that if any of the statement made by me in the application form or any information supplied by me in connection with my admission is later on at any time, found to be false or incorrect, my admission will be cancelled, fees forfeited and I may be expelled from the college by the Dean.

a) I have not been debarred from appearing at any examination held by any Govt. constituted or statutory examination authority in India.

b) I fully understand that the allotment of a course will be made to me depending on my *inter se* merit, order of options given by me and availability of a seat at that point of time in the stage.

c) I understand that no document after the last date of submission will be entertained for the purpose of claims or concessions etc. in connection with my admission unless otherwise mentioned in the rules.

d) I am fully aware that the Competent Authority or its representative will not make any correspondence with me regarding admission. I am also aware that it is entirely my responsibility to see the notices on the notice boards of concerned institute/college for the allotment.

e) I am aware that any rule imposed by the University such as ‘imposing limits on the number of attempts permissible to pass any examination’ shall be binding on me.

f) I hereby agree to confirm to any Rules, Acts and Laws enforced by Government and I hereby undertake that, I will do nothing either inside or outside the college which may result in disciplinary action against me under these rules, acts and laws referred to.

g) I fully understand that the Dean of the college where I would be admitted has a right to expel me from the college for any infringement of the rules of conduct and discipline prescribed by the college or University or Government and the undertaking given above.

h) **Conditions of minimum attendance**: I am fully aware that, I will not be allowed to appear for the examination if I do not attend minimum 75% classes of theory, practical, studio practice etc. I am also aware that I will not be allowed to appear for the examination, if I fail to submit satisfactorily 100% assignments, tutorials, as specified by the University within stipulated time limit.
विकल्प अर्थ भरणे (ऑप्शन फॉर्म)

विद्यार्थी मिट्रांने, कला संचालनालयातील अधिकार्यांनी प्रथम वर्ष उपयोगित कला, रेखा व रंगकला इत्यादी
अभ्यासक्रमांच्या प्रवेश प्रतिक्रियेसंबंधी माहिती देणारासली महाराष्ट्राच्या विविध भागात भेटी देऊन चर्चासेचे
आयोजित केला होते. प्रवेश प्रतिक्रिया कसी होणार यासंबंधी सहयोगी वाहनीने कार्यक्रम आयोजित केला होता. जे
विद्यार्थी यापासून वेबसाइट राहिले व्याख्याकरूण ही माहिती उपलब्ध करून देणाराच्या वेळ आहेत.

2. विचार महणे काय?

महाराष्ट्र राज्याच्या तसेच उपयोजित, रेखा व रंगकला अभ्यासक्रम राष्ट्रीय विभागासह संस्थांची यादी वा
संचालनस्तरील माहिती पुस्तकात विचारांना उपलब्ध करून देणारासली आहेत. तसेच तरी माहिती
संचालनालयातील वेब-साइट www.doa.org.in वर उपलब्ध करून देणारासली आहेत. ही माहिती वाचताना
विचारांच्या प्रमुखांना काळजीपूर्वक नांद काढावी. संस्थांची माहिती देनारासली प्रवेश संबंधी
अंतर्विश्वासीतता अनुक्रमक दिलेली आहेत. हा अनुक्रमक देनारासली संस्थानाच्या विविधांत दिलेली आहेत. तसेच संस्थेचे
विद्यार्थी अभ्यासक्रमांच्या देखील विविध निवडासाठी अनुक्रमक देणारासली आहेत. उदा. सर ज. जी. उपयोजित कला
महाविद्यालय, मुंबई या संस्थेचे उपयोजित या अभ्यासक्रमाची रूप २०२ दा क्रमक्रम दिलेली आहेत. वा क्रमक्रमाचे
०१ हा क्रमक्रम सर ज. जी. कन्हा राज्य, डॉ. डा. नारायण मुंबईकरिता आहेत.
०२ हा क्रमक्रम सर ज. जी. उपयोजित कला महाविद्यालय. सर ज. जी. कलाशाखा आयार, मुंबईकरिता आहेत.
०३ हा क्रमक्रम रचना संस्थ कोलेज ऑफ अप्लाइड आर्ट्स, शंकर घाणकर मार्ग, प्रभावदेवी. मुंबईकरिता आहेत.
०४ हा क्रमक्रम भारती विद्यापीठ कोलेज ऑफ फाइन आर्ट्स, पुणेकरिता आहेत.
०५ हा क्रमक्रम डॉ. डी. वाच पार्टील कोलेज ऑफ फाइन आर्ट्स, पुणेकरिता आहेत.
०६ हा क्रमक्रम शास्त्रीय कला महाविद्यालय, ओरंगाबादकरिता आहेत.
०७ हा क्रमक्रम शास्त्रीय विचारकला महाविद्यालय, नागपूरकरिता आहेत.
०८ हा क्रमक्रम चित्रकला महाविद्यालय, अमरावतीकरिता आहेत.
०९ हा क्रमक्रम दी. एच. वांडकर कोलेज ऑफ फाइन आर्ट्स, सार्वजनिककरिता आहेत.
१० हा क्रमक्रम के. के. वाच कोलेज ऑफ फाइन आर्ट्स, नाविककरिता आहेत.

अशाच पद्धतीने महाराष्ट्रातील सर्व संस्थेतील सर्व अभ्यासक्रमांचा क्रमक्रम दिलेले आहेत ते सर्व क्रमक्रम
माहिती पुस्तकात चॉर्ड कोड या कॉलेम मध्ये नमूद केल्याच्या आहेत. हा अभ्यासक्रम पूर्ण संस्थानमध्ये अभ्यासासाठी
आहेत.

3. एकाध संस्थेचे दोन किंवा अधिक अभ्यासक्रमासाठी माहिती करावयाची असल्यास विचारांना
तितक्याचे कोसऱ्टकरिता विकल्प एकाध कोसऱ्टकमध्ये पंसांगी देणे लागलेला होत नाही. अशांतीने प्रत्येक विचारांची
प्रथम फंडीकरिता जास्तीत जास्त १४ विकल्प भरू शकतो व कमीतकमी १ विकल्प भरू शकतो. हा विकल्प भरताना
विद्यार्थी महाराष्ट्रातील वेगवेगळ्या विचारांपायीतील संस्था व यच्च चलून या अभ्यासक्रमाचे क्रमक्रम जोडून विकल्प
तयार करू शकतो.
5. विधायिकाकंडणं चूक होँ नये महानु माहिती पुस्तकां संचायणानवंतं तस्येत संकेतं स्थाय्यावर सुविशार्यां माहिती देखन ल्याविल अभ्यासक्रमांकी नावे व अभ्यासक्रमांक्या नावसमार विचाराचा क्रमांक फूंफणे लिहिलेत आहे. तेहा विधायांनी आधार फॉर्म महताना माहिती पुस्तकांतील तक्त्यातील चॉइंज कोड या कॉफ्म मधील अंक
जतनाया तसा पल्टतीनुसार लिहावा. हे प्रथम एका कोया कागवांपर लिहून आंदासी सेंटरमध्ये जाय किंवा आपल्या संगणकावरील अर्जावर्त्ये श्रुती क्षेत्र माही माहाला आणि आपल्या ओंकारीलही सोळ्स्कर होईल व वेढ वाचेल.

6. पर्यंत 6 ते 15 विचारांची कुट्याची हुळ एका विचारानुसार प्रवेश भिक्यात आफ्रिका असल्यास ल्याविल प्रवेश घेणे सदर्विधायांमध्ये बंधतकारक राहणावर नाही व असे प्रवेश निश्चित केल्ये नस्लाव तसदर्विधायी कंद्रित्दृष्ट प्रवेश फॉर्म 2 साठी पात्र ठरतो.

7. अशाच वपदेपर्यंत प्रथम वर्ष बी. एफ. ओ. प्रवेशासाठी उक्तीत दुसरी व तिसरी फॉर्म सार्वजनिक जाणा आहे. ती विधायांनी वा संबंधित माहिती पुस्तकांतील नियम काठीपूर्वक वाचावेल व कृतिआणेवेल. विधायांनी आपल्या मिळवलेले सौंदर्यींची गुण, हवा असलेला कोर्स व महाविद्यालय यांची सांगड घातावी. प्रत्येक शाखा सार्वजनिक महत्वाच्या आहेत. आपल्या कुट्याचा शर्यशत प्रवेश धार्यात ते प्रथम दुर्णावे नंतर महाविद्यालये निविदायीत. असे कीर्त असताना गाईन्स महानून संचालनालयाचा वेब-साइटावर उपलब्ध असलेल्या मालिक वर्चस्व विषयाचा महाविद्यालय व त्याच्या अभ्यासक्रमांकिताचे प्रवेशाचे कटाक्षांक मार्कस याचीही मदत धावी. काहीना फक्त अभ्यासक्रमांकिताचे प्रवेशाचे कटाक्ष मार्कस याचीही मदत धावी. काहीना हेक्ट विशिष्ट महाविद्यालयाचा प्रवेश हवा असेल तर त्या महाविद्यालयातील आपल्या ह्ये असलेल्या अभ्यासक्रमांचे चॉइंज कोड आधार फॉर्म मध्ये प्राधान्याने नमुद करावे.

8. ज्या विधायाच्या ल्यानी दिलेल्या विचारानुसार प्रथम वर्ष बी. एफ. ओ. कंद्रित्दृष्ट प्रवेश फॉर्म 1 व 2 या मध्ये कोणार्यांसेचत, कोणार्यांतील अभ्यासक्रमांक फॉर्म मिळवला नसेल असेच विधायी कंद्रित्दृष्ट प्रवेश फॉर्म क्रमांक 3 (कॉन्सिलिंग) साठी पात्र ठरतील. तसेच ज्या विधायाच्या आतापर्यंत कोणार्यांतील फॉर्म भरता नसेल व ज्यांची नावेही महाठूक राज्य बी. एफ. ओ., अभ्यासक्रमांकांतील जाहीर झालेल्या गुणवत्ता वाचावली असतानी अशा विधायी प्रवेश फॉर्म क्रमांक 3 साठी पात्र ठरताना. प्रवेश विधायाच्या जाहीरातील मध्ये नमुद केलेल्या प्रवेश केंद्राचे स्थान: उपस्थित राहणे बंधकारक आहे. सदर्विद्यामध्ये कंद्रित्दृष्ट प्रवेश क्रमांक 1 व 2 नंतर बीएफ-आसांत रिस्त राहिलेल्या जागा उपलब्ध असती. या संबंधित माहिती कन ल्याविलाचा www.doa.org.in वेब-साइटाचा उपलब्ध केलेला जालेल. प्रवेश विधायाची इंस्ट्रूक्शन विधायाच्या रिस्त जागी भरती जागृत चेतनानन्दरच सी. इ.टी. प्रवेश फॉर्म क्रमांक 3 साठी उपस्थित राहेल. या प्रवेश फॉर्मसाठी आधार फॉर्म भरतने देखावी आवश्यकता नाही. ही प्रवेश प्रक्रिया कॉन्सिलिंग (समुपदेशन) पद्धतीने फुण्डरेल्या राहिलेल्या जालेल. प्रवेश केंद्राचे स्थान विधायाच्या उपलब्ध असलेल्या रिस्त जागी माहिती दिलेली जालेल. आपल्या विधायाच्या हवी असलेल्या संस्था व अभ्यासक्रम उपलब्ध असेल तर विधायांनी प्रवेश निश्चित करावा.

9. विधायांची वेब-साइटाचा Log In कॉन्फी फॉर्म भरतणारार Log Out करणारी खासदारी धावी.

- बिनचुक व सुधारीत माहिती www.doa.org.in या संकेतस्थळावर उपलब्ध असेल.
Annexure-I


Stage I – Sale of Information brochure

- Information brochure along with specimen application form will be available at all the ARCs mentioned in Annexure-III for the aspiring candidates.
- All the information printed in the brochure and specimen application form will also be available on the website www.doa.org.in for browsing, downloading and printing.
- Price of the information brochure is `200/- in cash for all the candidates.
- Fees for Online submission of application form is `1500/- ( ₹ 2500/- for OMS candidates) for open Category candidates from Maharashtra State and Outside Maharashtra State (OMS) AND ₹ 1000/- for reserved Category candidates belonging to Maharashtra State only (i.e. Candidates having relevant backward class Caste Certificate issued by Maharashtra State authorities) in the form of D.D.(Demand Draft)/Pay Order of any Nationalized/Scheduled/ Private sector commercial bank drawn in favor of ‘Director, Directorate of Art, Dr. D. N. Road, Fort, Mumbai' payable at Mumbai. No other mode of payment shall be permitted. This fee is non-refundable and non-transferable under any circumstances.

  Mention FA ID No. & Mobile No. on the Back side of the Demand Draft.

Stage II–Online Submission of Application Form:

- The Candidate should read the brochure carefully.
- Specimen Application Form is given in Annexure IX for reference only.
- Aspiring candidate is required to submit their application form online through the website www.doa.org.in within the scheduled time.
- Candidates will be able to fill in the Online Application form through any computer connected to Internet either from home/cyber café or at any of the ARCs.
- Candidates are required to pay ` 50/- in cash separately as facilitation charges at the facilitation center if the facilities are used.
- Candidates are required to enter his/her details as per the sample Application Form.
- The online software application hosted on the web site will validate the information filled in by the candidate and assign his/her unique Application ID. Using this Application ID, candidate will be able to login to the online admission system to update his/her status, check status of processing of his/her application form, allotment of CET center, check position in the merit list, allotment seat, submission of option form etc.
- The candidate can take the printout of his/her application form for further reference. It will display the list of the documents required by the candidate to substantiate the claims made on the application form. The candidate must note the Application ID on the sample application form.
The candidate can update the data himself/herself before confirmation of the application form at ARC through his/her login. Once the application is confirmed at ARC, the information cannot be change/edited.

- The candidate has to verify the correctness of the information filled on case of any correction, the candidate can do it Online before confirmation.
- The candidate should write his/her Application ID, Name and Address on the reverse side of the DD/PO before confirmation.

Stage III – Confirmation of Submission of Application Form.

- This stage is MANDATORY for all candidates appearing for the MH-AAC-CET 2013.
- Failure to confirm the online submitted application form at ARC/DOA office shall automatically make the candidate NOT ELIGIBLE for appearing for the CET 2013.
- All the candidates who have registered the Application form online should report to any convenient ARC along with DD/PO and two latest passport size photographs and original & attested copies of the required documents.
- The ARC officer shall verify the information of the candidate through his/her Application ID and collect the required documents.
- The ARC officer shall confirm candidate’s application through web, attest his/her photographs and issue him/her the Acknowledge-cum-Receipt letter and Hall Ticket which will have the particulars of the candidate’s profile, CET venue, Roll Number, important instructions, details of the application fee submitted in the form of DD/Pay Order.
- Online Applications will be considered valid for further processing only after the confirmation of the submission of Application form at the ARC.

Outside Maharashtra State Candidate:

- The OMS candidates should take the print out of online submitted application form and send the Application form for confirmation only to the **Directorate of Art, Maharashtra State, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai 400 001** along with Application fees in the form of DD/PO & attested copies of certificates by post/courier/hand with due attestation of their photograph by the Gazettes Officer on the Application form, so as to reach on or before scheduled date.

Note: *office not responsible if postage Delay for confirmation of application form by the candidate.*

- Write “APPLICETION FOR MH-AAC-CET-2013” and Application ID on the envelope. The application should reach this Directorate within scheduled time i.e. on or before scheduled date. The detail address of the Directorate is given on the front cover page of the information brochure.
Application received after the last date shall be summarily rejected and no correspondence shall be done with the candidate.

☐ These applications shall be confirmed at the Directorate of Art, Mumbai and the candidate can get the status of their online application confirmation on website as well as through his/her login.

☐ The Candidate should take the printout of the Hall Ticket through candidate login (Candidate Copy/ Invigilator Copy) and get the photographs on both of the cards attested by Gazette Officer before coming for the MH-AAC-CET-2013.

☐ Online Applications will be considered valid for further processing only after the confirmation of the submission of Application form at the DOA office.

**LATE SUBMISSION & CONFIRMATION OF APPLICATION FORM:**

Those candidates who may fail to procure information brochure and/or fail to submit the On-line Application Form and/or fail to Confirm the On-line Application Form at the Designated ARCs will be permitted procure/submit and confirm the On-line Application form at the following address after payment of additional late fee of `1500/- in cash.

Such candidates have to submit and confirm the Application form in IN-PERSON on or before schedule date only at the office of the Directorate of Art, Maharashtra State, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai - 400001.

**Note:** Provision of late submission & confirmation of Application form is not available at any of the ARCs.

**Stage- IV: Appearing for the MH-AAC-CET 2013**

☐ Candidates will appear for MH-AAC-CET-2013 written examination at the designated venue as mentioned in the Hall Ticket on schedule date.

☐ Candidates are required to bring the both copies of Hall Ticket (Candidate Copy/Invigilator Copy) at the Examination center.

☐ The invigilator shall sign on both the copies of Hall Tickets and keep Invigilators copy with him & return the candidate’s copy to the candidate which will be required to be produced by the candidate at the institute where the candidate will get admission.

☐ In case of loss of Hall Tickets, it shall be obligatory on the part of Candidate to procure duplicate Hall Ticket by paying fee of ` 200/- from the office of the concerned sub center in charge not later than 1 hour before the commencement of examination, on production of Receipt-cum-Identity cart/Sufficient evidence to prove that he / she is genuine / bonafide examinee.

**Stage- V: Display of MH-AAC-CET 2013 Result**

☐ Result of MH-AAC-CET-2013 will be displayed on www.doa.org.in & ARCs as per the schedule.

**Verification of Marks Obtained in MH-AAC-CET 2013:**
If the candidate desires to get his/her result verified, an application in prescribed perform (Annexure VIII), along with self addressed stamped envelope (9”X 4.5”) should be submitted in person to the Competent Authority, within 4 days of declaration of the result of MH-AAC-CET 2013, along with Demand Draft/ Pay Order of ₹ 2000/Paper (Rs. Two Thousand Only/ for each paper) drawn on any scheduled commercial bank in favor of “Director, Directorate of Art, Maharashtra State, Mumbai 400 001, payable at Mumbai. The candidate shall get certified copy of verified result from Competent Authority.

Representations received after the specified period will not be entertained. The change if any shall be communicated to the candidate. The decision of the Competent Authority in this matter shall be final and binding.

**Stage- VI: Submission of option form for CAP Round 1.**

After the declaration of MH-AAC-CET 2013 result student should fill the on-line option form and should get the same confirmed at any ARC. Candidates should bring all the necessary certificates and the required documents while confirming the option form at the ARC. On basis of these options, candidates will be allotted seat for admission in first CAP round.

**Stage- VII: CAP Round 1 Provisional Allotment and Reporting to the allotted institute.**

The CAP Round 1 Provisional allotment shall be displayed on Internet and no separate communication/allotment letter shall be issued to the candidate. The candidate has to report to the allotted institutes as per given schedule.

**Stage- VIII: Submission of option form for CAP Round 2.**

After the first round of admission is over, student eligible for CAP Round 2 should submit the on-line option form and should get the same confirmed at any ARC. On basis of these options, candidates will be allotted seat for admission in CAP round 2.

**Stage- IX: CAP Round 2 Provisional Allotment and Reporting to the allotted institute.**

The CAP Round 2 Provisional allotment shall be displayed on Internet and no separate communication/allotment letter shall be issued to the candidate. The candidate has to report to the allotted institutes as per given schedule.

**Stage- X: Round 3 Admissions for Vacant Seats by counseling.**

The admission will be done as per inter-se-merit as per schedule.

**Procedure for procuring, filling up of the Application form for MH-AAC-CET 2013**

PIO, Foreign National and Foreign students (Except citizens of Pakistan and Bangladesh) /candidate to pay the processing fee of ₹ 25000/- (Rs. Twenty-five thousand only),
The candidates belonging to the Category of Children of Indian workers in Gulf Countries/Candidates of SAARC countries (Except citizens of Pakistan and Bangladesh) have to pay the processing fee of ₹15000/-(Rs. Fifteen thousand only) and

The candidates belonging to the Category J & K candidates same as Outside Maharashtra State type of candidates Application Processing Fee for J & K Migrant candidate is ₹2500/- at the time of application by DD drawn in favor of **Director, Directorate of Art, Mumbai, payable at Mumbai.** & attested copies of certificates by post/courier/hand with due attestation of their photograph by the Gazettes Officer on the Application form, so as to reach on or before scheduled date.

The candidate should collect the application Form from the Office of Director of Art or get is downloaded from internet. The application received in time shall be scrutinized and the eligible candidates shall be allowed to appear for the Special Common Entrance Test (S-CET 13). The result shall be displayed and the admission against the seats for J & K Migrant, PIO, Foreign National and Foreign Students shall be filled on the basis of the merit of S-CET 13.
अभ्यास क्रमाच्या प्रवेश प्रक्रियेची संबंधी माहिती

महाराष्ट्र राज्य, कला संचालनालयाने उपयोजित कला, रंगकला, शिल्पकला, मातकाम, अंतर्गत सजावट, वस्त्रकला या पदवी अभ्यासक्रमासाठी अभ्यासक्रमाच्या प्रवेश प्रक्रियेची बदलाची माहिती सर्व उमेदवारांनी माहिती पत्रक साध्याचा बाचून (ANNEXURE-I) जोडपत्र क्र. १ मध्ये दिल्याप्रमाणे प्रवेश पत्र प्रक्रियेचा पूर्ण करायची.

टप्पा - १ माहिती पुस्तिकेची विचार

• नमुनेप्रस्तुत मालकसती जोडपत्र क्र. III (ANNEXURE-III) मध्ये दर्शविलेल्या सर्व अं. आर. सी. (अंज स्विकृती केंद्रांवर) उपलब्ध राहिल.

• ततसूच यातील सर्व माहिती व प्रवेश नमूना अंज संस्कृत्या संकेतस्थायवर, पाहण्यासाठी/अंज पूर्ण करण्यासाठी व डाउनलोड करण्यासाठी उपलब्ध राहिल. संकेत स्थान - www.doa.org.in/

• माहिती पुस्तिका ₹ २००/- प्रवेशक्री अं. आर. सी. संदर्भाच्या उपलब्ध राहिल.

• ऑनलाईन प्रवेश अंज नोंदणी करण्यासाठी अर्जसोयवत डी. डी. जोडया लागेल

• खुल्या प्रवार्गासाठी ₹ १५००/- (रुपये घंटारुपे फॅक्ट)

• महाराष्ट्रातील सुळ्या प्रवार्गासाठी उमेदवारासाठी ₹ २५००/- (रुपये घंटारुपे फॅक्ट)

• महाराष्ट्रातील अनुसूचित जाती जमातीसाठी (महाराष्ट्र शासनाच्या अधिकृत जाती व जमातीच्या प्रमाणपत्र आवश्यक) ₹१०००/- (रुपये एकहजार फॅक्ट)

प्रवेश शुल्क हे डायरेक्टर, डायरेक्टर ऑफ आर्ट, डा. दा. नी. मार्ग, फोर्ट, मुंबई ?.

(Directorate of Art, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai-1) ह्या नावाचा दिमाण्ड ड्राफ्ट / पे ऑर्डरच्या स्वरूपात्य स्वीकारले जाईल. अन्य कुट्याही मार्ग हे शुल्क स्वीकारले जाणार नाही. हे शुल्क पूर्णत: अहसानांतरण काळात एकदा भर्त्यावर कोणालाही कुट्याही प्रकारे परत केले जाणार नाही.

टप्पा - २ ऑनलाईन अंज करणे

• उमेदवाराचे प्रवेशासाठी आपल्या अंज हे दिलेल्या तासेव्या आत www.doa.org.in या संकेतस्थायवर भरणे आवश्यक आहे. ततपूर्वी माहिती पुस्तिका त्यातील प्रवेश पत्र क्र. IX (ANNEXURE-IX) चा योग्य अभ्यास करावा.

• ऑनलाईन अंज भरण्यासाठी उमेदवार इंटरनेटची सुविधा उपलब्ध असेल तेव्हा किंवा अं. आर. सी. मधमनूनही अंज करणे आवश्यक आहे.

• उमेदवाराने आपल्या आवश्यक असलेला पूर्ण तपाश नमुना दिलेल्याप्रमाणे भरणे आवश्यक आहे.

• संकेत स्थळवर भरलेला अंज ऑनलाईन वर असलेल्या संगणकीय यंत्ररुपेक्षणात पात्र-अपात्र दर्शविला जाईल.

• ऑप्शन नंबरचा (Application ID) वापर करून उमेदवार ऑनलाईन प्रवेश प्रक्रियेच्या संदर्भात स्वतः DOA Mumbai. 39
रस्तेली माहिती व त्यानुसार प्राप्त स्थितीची माहिती करून घेऊ शकेल. उदा. केंट सेंटर, मेरीट स्थिती बीचक क्रमांक इंडाइड

- उमेरवातासाठी आवलोकन अर्ज नोंदित स्थरपाती घेता येईल. त्यानुसार अवस्था कागदपत्रांची यादी इ. संदर्भात आवश्यक त्या माहितीची देखभाल घेऊन करता येईल. स्थळ: च्या ओळख व क्रमांकाचा उपयोग अ. आर. सी. च्या संकेत व स्थानानुसार काम करण्यास नेहमीच आवश्यक ठरल.

- अ. आर. सी. वर स्थळ: ची माहिती योग्य व पूर्ण भरण्यासाठी संकेत स्थानावर जाऊन उमेरवातासाठी स्थळ: च्या अर्जेंट भरलेल्या माहितीत फेफडार करून श्रव्य होल्ड परंतू एकदा निश्चित सादरीकरण (Confirmation of Submission) झाल्यावर त्या माहितीत बदल करता येऊन नाही. नमूना अर्ज आवश्यक दिल्याप्रमाणे उमेरवाताने स्वतं विषयी आवश्यक ती माहिती भरणे अनिवार्य आहे.

* उमेरवातार्थ आवलोकन ओळख क्रमांक (Application ID) नाव व पता आवलोकन देखील. डी. /पे- ओर्डर च्या मागे योग्य ठरल्याने लिहावा.

** अर्ज भरत्यांनंतरची प्रक्रिया**
अर्ज भरत्याची पावती प्राप्त करणे ही बाब सर्व MH-AAC-CET 2013 उमेरवातासाठी अनिवार्य आहे. जर उमेरवातार्थ ऑनलाइन अर्ज अ. आर. सी. त्या संबंधी माहिती / पावती प्राप्त न केल्यास सी. इ. डी. २०१३ च्या प्रवेश प्रक्रियेच्या संदर्भात उमेरवातार्थ निश्चित पणे अपात्र ठरून वागमत्ता जाईल.

** महाराष्ट्र राज्यातील उमेरवातासाठी** ज्या उमेरवातार्थी आपल्या अर्ज ऑनलाइन भरता असेल त्या सर्वांनी आपले दोन पासपोर्ट साइंसजे फोटोग्राफ, आवश्यक ती सर्व कागदपत्रे मुख्य कागदपत्रे त्या प्राप्त करती आहे त्या सर्वांनी वागमत्ता नेघी अनिवार्य आहे.

० अ.आर.सी. च्या अधिकारीयांनी उमेरवाताच्या सर्व मूळ प्रमाण पत्रे व त्या प्राप्त कार्यालयासाठी पत्ते करून उमेरवातार्थ ऑनलाइन भरलेला अर्ज त्यातील तपशील उमेरवाताचं छायाचित्र व माहिती कागदपत्रे दाखले इंडियारी सर्व बाबी मुख्य प्रत्येक भरता योग्य ठरवून म्हणून सादर केल्याची खास तयार करून घ्यावी. व त्यानुसारच बाध्य उमेरवातार्थ पाच पावती/पत्र व प्रवेशपत्र (होल्ड लिकेट) दाखवा. पोपपावती म्हणजे उमेरवातार्ची आवश्यक माहिती, केंट (केंद्र) / स्थळ, रोल नंबर, महत्त्वाची सूचना डि. डि./पी. ओ., व्हारे भरलेले शुल्क इंडियारी सर्व तपशील योग्य ठरवून म्हणून सर्वांनी तपशील छानणी नंतर योग्य ठरवून वागायच उमेरवाताची पात्रता निश्चित ठरवली जाईल.

* महाराष्ट्राभाषी उमेरवातासाठी - महाराष्ट्राभाषी उमेरवातार्थी ऑनलाइन भरते अर्ज नोंदी दीपक प्राप्त घ्यावी, ही प्रत रोप पावतीसाठी (Directorate of Art, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai-1) या पत्त्यावर योग्य त्या रकमच्या डि. डि. किवा पी. ओ. साह, सर्व प्रमाणपत्रांच्या व
आंत लाईन केलेले व पोच पावती दिलेले सर्व अर्ज पुढील प्रक्रियेच्यासाठी पात्र समजले जातील-

आपल्या आर्जेच्या पाकिटार (Application Form MH-AAC-CET 2013) व ओळखप्रमाणण पत्र (ID) ठच्छ पणे नमूद असावा अर्ज विनिमय मुद्रित कला संचालनालय, महाराष्ट्र राज्य, मुंबई येथे प्राप्त होणे हे अस्तित्व गरजेच्या आहे. यासाठी माहिती पत्राच्या मुख्य पृष्ठावर दिलेला पत्ता व माहिती यांचा वापर करा.

विहित मुदुतीनंतर कला संचालनालयास प्राप्त झालेले अर्ज पूर्णत: अधिकार किंतु त्यासंबंधी ही कुटीली हजारावरील अ. आप. सी. या कला संचालनालयात तर्क सिद्धांती जाणार नाही.

(0) आपल्या आर्जेच्या पाकिटार (Application Form MH-AAC-CET 2013) व ओळखप्रमाणण पत्र (ID) ठच्छ पणे नमूद असावा अर्ज विनिमय मुद्रित कला संचालनालय, महाराष्ट्र राज्य, मुंबई येथे प्राप्त होणे हे अस्तित्व गरजेच्या आहे. यासाठी माहिती पत्राच्या मुख्य पृष्ठावर दिलेला पत्ता व माहिती यांचा वापर करा.

विहित मुदुतीनंतर कला संचालनालयास प्राप्त झालेले अर्ज पूर्णत: अधिकार किंतु त्यासंबंधी ही कुटीली हजारावरील अ. आप. सी. या कला संचालनालयात तर्क सिद्धांती जाणार नाही.

टप्पा - ५ (MH-AAC-CET 2013) परीक्षेच्या सामग्री जाताना

उपेक्षारस्त्याच्या प्रवेश पत्राच्या परीक्षा केंद्रावर येथील सज्जनेच्या पेयोद्यकानुसार निर्दिष्ट धारी जांचेल. आपल्या प्रवेशपत्राच्या विविधता प्रवेश पत्र व परीक्षांची अधिकारीच्या प्रवेश पत्रमध्ये वेदी सोबत देयावी जांचेल. तपासणी अधिकाराने उपरोक्त दोनही प्रवेश पत्राची प्रवेश स्थानात करून एक प्रवेश पत्र उमेदवारांसाठी प्रस्तुत करावास्ती आहे. तपासणी अधिकाराने जपूने प्रवेश पत्राच्या संच्ये प्रवेश घेते वेदी सादर करावास्ती.

टप्पा - ६ (MH-AAC-CET 2013) चा निकाल नियांजित तारखेनुसार (MH-AAC-CET 2013) चा निकाल www.doa.org.in या संकेतस्थाप्त प्रस्तुत जेला जाईल. (MH-AAC-CET 2013) चा परीक्षेमध्ये मिळालेल्या परीक्षेच्या गुणांची फेर परीक्षणी जर उमेदवारास आपल्या निऱक्षेपाच्या गुणांची फेर परीक्षणी करून तर जोडे पत्र VIII ते वेदीलेल्या नमूना आर्जपूर्ण (व्यक्तिअर्जण योग्य टिकट शुल्क लावलेल्या पाकिटासाठी) निकाल लागलेल्या दिवसपासून चार दिवसांत आत तला संचालनालयातील (MH-AAC-CET 2013) चा प्रमुख कार्यालयात सक्षम अधिकारी वर्गांकडे व्यक्तिसहा सादर करणे आवश्यक राहिल. तर अर्जसंबंधी फेर परीक्षणी शुल्क ₹ 2000/- हे कला संचालनालय महाराष्ट्र राज्य, मुंबई (Directorate of Art, Sir J. J. School of Art Campus, Dr. D.N. Road, Fort, Mumbai -1) याच्या नावे कुटीली प्रोफचूल डिग्री डी. डिग्री पर्यंत अधिकारास फेर परीक्षणीच्या निर्दिष्ट अर्ज कला संचालनालयातील सक्षम अधिकारयंकृत दिली जाईल. यासाठी असलेल्या
विहित मुद्दीतंत्र केलेल्या दाखळांचा विचार केला जाणार नाही. निकालात फक्त/बदल असल्यास उमेदवारास कठोरतेच जाईल, या संबंधात निर्णय हा कला संचालनालयातील सक्षम अधिकारी वर्गांकडून अंतिम व सर्वांना वंडकारक राहील.

टप्पा - ६ केंप (Centralised) आर. सी मध्ये करणे आवश्यक असते याची उमेदवाराचे आपल्या सर्व मुख्य प्रमाणपत्रे, दाखळे इत्यादी सर्व ईवज अे. आर. सी. मध्ये सादर करणे अनिवार्य असते. उमेदवाराचे भरलेले पर्याय व त्याच्यांक्षेप असलेली प्रमाणपत्रे/दाखळ्यांतील सहाय्याच्या केंपच्या पहिल्या निवड फेरीचा क्रमांक उमेदवारास दिला जाईल. निवड फेरीचा पहिल्या फेरीत यस्तीमध्ये झालेल्या उमेदवारांना प्रवेश देण्यात आलेल्या विभाग व संस्था यावाचारी माहिती संकेर्त स्थायिकच उपलब्ध करून दिली जाईल.(यासाठी वेगवेगऱ्या पत्र व्यवहार किंवा माहिती दिली जाणार नाही.) उमेदवारांनी निवड झालेल्या संपूर्ण जाणून प्रवक्ते पत्रे दिलेल्या तात्क्षेत्रचा आत आपल्या प्रवेश घेणे अपेक्षित आहे. केंपच्या प्रथम फेरीनंतर शिल्पक उत्तीर्ण व पात्र उमेदवारांनी आपली निवड/पर्याय ऑनलाईन अे.आर.सीता कल्याणकांर्क आवश्यक आहे. त्यांनी कठोरतेच एकांतीय आधारावर तसेच त्याची सर्व प्रमाणपत्र व दाखळ्यांतील तपस्यानंतर उमेदवाराचा प्रवेश दिलेल्या संवेदनायक कठोरतेच जाईल.

टप्पा - ७ केंप राँड़ - २ ही फेरी समुदायसाठीचे रिका जाणार वाटप करणे, ही प्रवेश प्रक्रिया इंटर से भिंड या त्यांनुसार केली जाईल.

पी.आय.ओ., परदेशी नागरिक व विधार्थीसाठीची प्रक्रिया - अर्ज सादरीकरण /प्रवेश प्रक्रिया यासाठी शुलक ₹ २५०००/- (सयसे पंचबीस हजार फक्त) खालील उमेदवारांसाठी लागू असेल, जे अर्ज के मध्यून विश्वासीत स्थानांतरीत पी.आय.ओ., परदेशी नागरिक व विधार्थी अर्जदार या उमेदवारांनी आपल्या अर्ज कला संचालनालय, महाराष्ट्र राज्य, मुंबई. (Directorate of Art, Sir J. J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai -1) ह्याने अथवा संकेत स्थायिक डाऊनटेल करून घ्यावा व योग्य सिद्धांत सादर करावा.विहित वेळेत प्राप्त झालेल्या अर्जबद्ध एकांती छापण आहेत आपल्या प्रवेश प्रक्रियेचे द्वारे निवड केली जाईल. त्या संबंधी निकाल, निवड व जाणा वाटप हे पूर्णत: उमेदवारांच्या गुणवत्ता व पात्रता यावर अवलंबून राहील.
Annexure – II

Documents to be attached along with CET Application form for confirmation at the ARC.

The candidate is required to carry All Original Certificates / Documents in support of their claim at the time of filling up of CET Application for the scrutiny and verification. The candidate is required to submit only attested true copies of documents at the time of confirmation of CET Application form.

<table>
<thead>
<tr>
<th>No</th>
<th>Type of Candidate</th>
<th>Documents required</th>
</tr>
</thead>
</table>
| 1. | All Candidates   | 1. S.S.C. (Std.X) mark sheet.  
|    |                  | 2. H.S.C. (Std. XII) mark sheet (*If passed).  
|    |                  | 3. School leaving certificate  
|    |                  | 5. Intermediate Drawing Grade Examination. (As applicable)  
|    |                  | 6. Pro forma-I on plain paper |
| 2. | Maharashtra State Type A / B Candidates | Domicile Certificate of Candidate or Father / Mother / Husband of the candidate. |
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |
|    |                  | Non creamy layer certificate valid for the year 2013-14, (Issued preferably after 1st April 2013)  
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |
| 5. | Ex servicemen (D-1) | Defence Service Certificate Pro forma – C, 
|    |                  | Domicile certificate of father/mother who is an Ex service personnel are domiciled in the state of Maharashtra.  
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |
| 6. | Active Domicile Defence Candidates. (D-2) | Defence Service Certificate Pro forma – C, 
|    |                  | Domicile certificate of father/mother who is an active Defence service person is domiciled in the state of Maharashtra.  
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |
|    |                  | Defence service person presently posted in Maharashtra.  
|    |                  | Or Certificate from the employer in the pro forma – E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.  
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |
|    |                  | Domicile certificate of candidate  
|    |                  | (In addition to the documents mentioned in Sr. No. 1) |

* Hall Ticket or Bonafide Certificate:  
This is for this candidate who has approved HSC/ 12TH Standard in March 2013 should submit along with application form.Appear candidate should produce Living or Bonafide certificate, Hall ticket true copy or who have passed HSC/12TH in March 2013 or before and presently studding in a Course/ Institution attach Bonafide Certificate to be issued by the Concerned Institution.
A certificate of Indian Nationality any one of the following certificate

- The school leaving certificate indicating the Nationality of the candidate as Indian.
- India Passport in the name of the candidate issued by appropriate authorities.
- Birth Certificate of the candidate indicating the place of birth in India or Undertaking given on ₹ 100/- Non Judicial Stamp Paper. (Pro forma – I)

At the time of Application form reserve candidate is required to submit attested true copies of documents otherwise their claim for reservation seat will be not considered.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Type of Reserve Category</th>
<th>Caste Certificate</th>
<th>Validity Certificate</th>
<th>Creamy Layer Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA 1st Year Applied Arts &amp; Crafts (Painting, Textile Design, Interior Decoration, Sculpture, Metal Work, Ceramics, Applied Art)</td>
<td>SC, ST</td>
<td>Required</td>
<td>0</td>
<td>Not applicable</td>
</tr>
<tr>
<td></td>
<td>VJ DT/ NT1/ NT2 / NT3/ OBC, SBC</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
</tr>
</tbody>
</table>

✓ **The Caste Certificate**

The candidates belonging to the Backward class Categories will be required to submit the Caste Certificate at the time of submitting application form at ARC’s.

✓ **The Caste Validity Certificate**:

Candidates belonging to SC, ST, VJ/DT NT (A), NT (B), NT(C), SBC and OBC Category if the situation arises are required to produce Caste validity Certificate. If the candidates fail to submit the caste validity, they will be required to give such undertaking.

**Imp**: In case the candidate fails to produce the caste validity then the admission secured by the candidate shall be cancelled. Such candidate will be required to pay the complete fees of one academic year to the respective college. In any case the admission secured by such candidate in the respective reserved Category will not be converted in to open Category.

✓ **Non-Creamy Layer Certificate**:

A candidate belonging to ‘Creamy Layer’ amongst the Categories VJ/DT, NT1, NT2, NT3 SBC and OBC must note that the provision of reservation is NOT applicable to him/her. A candidate claiming benefit of reservation under the Categories VJ/DT, NT1, NT2, NT3, SBC and OBC above will be required to produce “Non-Creamy Layer Certificate” in the name of the candidate as specified in the Government Resolution No. CBC 1094/CR-86/MVK-5, dated 5th June 1997; No. CBC1094/CR-86/OBC-5, dated 6th June 2000, No. CBC/10/2001/CR-111/MVK-5, dated 29th May 2003, No. CBC/10/2008/C.R. 697/ BCW-5, Dated 27th Feb. 2009 The certificate must have been valid up to 31st March 2014 (issued preferably on or after 1st April 2013).
**Cutoff date for the eligibility:**

The eligibility of the candidate shall be determined and/or decided for all purposes including for applicability of all these Rules and Regulations by considering the last date of confirmation of Online Application form as the cutoff date. It is made abundantly clear that if a candidate is found ineligible as on the last date of confirmation of Online Application form, in terms of these Rules and Regulations, and if such an ineligible candidate acquires the requisite eligibility after the aforesaid cutoff date (i.e. the last date of submission of Application form), such subsequent acquisition of eligibility will not make an ineligible candidate eligible for any purpose whatsoever, much less for the purpose of admission. However, a Non-Creamy Layer Certificate shall be produced in any case on or before the last date of filling up of Online Application Form, failing which the Category claimed will not be considered.

**Attestation:**

Candidate should note the following points while submitting the Application form.

- Candidate shall attach attested copies of all the required certificates as mentioned in the rules and enumerate the same in the given format as applicable. Candidate shall not attach a copy of any other certificate, which is not asked for under these rules such as certificates for participation in sports, cultural activities etc.

- The copies of certificates or documents attached to the application form should be attested by the Principal of the college from which the candidate has passed qualifying examination or Gazetted Officer or Special Executive Magistrate or Head Master of a Secondary School or teaching staff of Government college/Polytechnic not below the rank of a lecturer. Original certificates should not be attached with the application form.

**Translation:**

If the candidate produces any certificate, which is not in Marathi or Hindi or English language, authenticated Marathi or Hindi or English version of the same, duly attested by a Gazette Officer shall also be produced.
# Annexure - III

LIST OF APPLICETION FORM RECEIPT CENTERS (ARCs)

<table>
<thead>
<tr>
<th>No.</th>
<th>ARC Code</th>
<th>Name &amp; Address of the Application form Receipt centers - for MH-AAC-CET 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>ARC 01</td>
<td>Sir J.J. School of Art, Sir J.J. School of Art Campus, 78, Dr. D. N. Road, Fort, Mumbai. 400 001</td>
</tr>
<tr>
<td>2.</td>
<td>ARC 02</td>
<td>Sir J.J. Institute of Applied Art, Sir J.J. School of Art Campus, Dr. D. N. Road, Fort, Mumbai. 400 001</td>
</tr>
<tr>
<td>4.</td>
<td>ARC 04</td>
<td>Bharati Vidyapeeth’s College of Fine Art, Bharati Vidyapeeth’s Educational Campus, Pune – Satara Road, Pune – 411 043.</td>
</tr>
<tr>
<td>5.</td>
<td>ARC 05</td>
<td>Padmashree Dr. D. Y. Patil College of Fine Art (Applied Art), Sector No.29, Nigadi Pradhikaran, Behind Akurdi Railway Station, Akurdi, Pune- 411 044.</td>
</tr>
<tr>
<td>6.</td>
<td>ARC 06</td>
<td>Government School of Art, Quil – E – Ark, Jalgaon Road, Aurangabad – 431 001</td>
</tr>
<tr>
<td>8.</td>
<td>ARC 08</td>
<td>Chitrakala Mahavidyalaya, Janta Krushi Vidyalaya Campus, Morshi Road, Amravati – 444 001.</td>
</tr>
<tr>
<td>10.</td>
<td>ARC 10</td>
<td>K.K.Wagh College of Fine Art, , Survey No.240/1, Saraswati Nagar, Agra Road, Dindori Link Road, Panchwati, Nashik – 422 003.</td>
</tr>
</tbody>
</table>

**Note:** Sale of Information Brochure and submission of application form will remain open on all days including holidays at all ARC’s as per the schedule between 11:00 a.m. To 5:00 p. m.
<table>
<thead>
<tr>
<th>No.</th>
<th>Activity</th>
<th>Scheduled Dates</th>
</tr>
</thead>
</table>
| 1   | • For Maharashtra State /OMS Candidates  
     • Sale of Information Brochure at ARC  
     • Online Submission of Application form on Website.                                                                                     | 29.04.2013 To 11.05.2013              |
|     | • Confirmation of Receipt of Online submitted Application form and receipt of Call letter for MH-AAC-CET 2013 at ARC for Maharashtra State candidates.  
     • Confirmation of receipt of online submitted application for OMS Candidates at Directorate of Art, M.S., Mumbai office by sending the printout of Online submitted Application along with DD/Pay Order and required documents through Registered Post/Courier/Hand Delivery which should reach office of the Directorate of Art, M.S., Mumbai. Receipt of Call letter to OMS candidates through Candidate’s login through website. | 30.04.2013 To 11.05.2013              |
| 2   | Late submission & confirmation of Application form in person for Maharashtra State and OMS Candidate                                          | 14.05.2013 To 17.05.2013              |
| 3   | **Date and Time of Common Entrance Test**                                                                                                  | **23.05.2013**  
     Thursday  
     10.30am To 4.30pm                                                                                 |
<p>| 4   | Display Provisional Merit List of MH-AAC-CET-2013 for Maharashtra State /OMS Candidates on website                                             | 03.06.2013 AT 04.00 p.m.              |
| 5   | Submission of grievances applications if any at ARC or Verification of CET Marks at Directorate of Art. Mumbai                                | 04.06.2013 To 06.06.2013              |
| 6   | Display Final Merit List of MH-AAC-CET-2013 for Maharashtra State Candidates/OMS Candidates on website on or before At 11.00 am.            | 10.06.2013                              |
| 7   | Submission of Online Option form for <strong>CAP round 1</strong> and conformation of the same at ARC for Maharashtra State and OMS Candidates         | 12.06.2013 To 13.06.2013              |
| 8   | Display of First Provisional Allotment Maharashtra State and OMS candidate                                                                  | 15.06.2013 AT 1.00 p.m.               |
| 9   | Reporting for confirmation of admission to the allotted College/ Institute for CAP round one                                               | 18.06.2013 To 21.06.2013              |</p>
<table>
<thead>
<tr>
<th>No.</th>
<th>Event Description</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Display of Vacancy Position for CAP Round 2</td>
<td>24.06.2013</td>
</tr>
<tr>
<td>11</td>
<td>Submission of Online Option Form for CAP Round 2 and confirmation of the same at ARC for Maharashtra State &amp; OMS candidates.</td>
<td>26.06.2013 To 28.06.2013</td>
</tr>
<tr>
<td>12</td>
<td>Commencement of Academic year</td>
<td>28.06.2013</td>
</tr>
<tr>
<td>13</td>
<td>Display of Provisional Allotment for CAP round 2 Maharashtra Candidates &amp; OMS Candidates.</td>
<td>30.06.2013 AT 4.00 p.m.</td>
</tr>
<tr>
<td>14</td>
<td>Reporting for confirmation of admission to the allotted college/institute for CAP Round 2.</td>
<td>03.07.2013 To 05.07.2013</td>
</tr>
<tr>
<td>15</td>
<td>Display of Vacancy Position for CAP Round 3</td>
<td>07.07.2013</td>
</tr>
<tr>
<td>16</td>
<td>The candidate has to report to the institute for counseling round</td>
<td>08.07.2013 To 11.07.2013 (Till 04:00 P.M.)</td>
</tr>
<tr>
<td>17</td>
<td>Display of Merit List for Counseling Round**</td>
<td>11.07.2013 (05:00 P.M.)</td>
</tr>
<tr>
<td>18</td>
<td><strong>Round 3 for Vacant seats admission by Counseling At Institute Level</strong></td>
<td>12.07.2013</td>
</tr>
<tr>
<td>19</td>
<td>Reporting for Conformation of admission by counseling At Institute Level</td>
<td>13.07.2013 To 16.07.2013</td>
</tr>
<tr>
<td>20</td>
<td>Display of Final Vacancy Position if any</td>
<td>17.07.2013</td>
</tr>
<tr>
<td>21</td>
<td>Admission Cut Off date for the academic year 2013-14</td>
<td>30.07.2013</td>
</tr>
</tbody>
</table>

** For counseling round the candidate has to be present in the interested institute with all necessary original documents and fees.
# SCHEDULE OF ACTIVITIES FOR MH-AAC-CET 2013

For J & K Migrant, PIO, Foreign Students / F.N.

<table>
<thead>
<tr>
<th>No</th>
<th>Activity</th>
<th>Scheduled Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Registration in person at Directorate of Art M.S., Mumbai</td>
<td>03.06.2013 To 25.06.2013</td>
</tr>
<tr>
<td>2</td>
<td>Date of S-CET Examination</td>
<td>27.07.2013 Saturday 10.30 a.m. To 4.30 p.m.</td>
</tr>
<tr>
<td>3</td>
<td>Result of S-CET Examination &amp; Merit List</td>
<td>28.07.2013</td>
</tr>
<tr>
<td>4</td>
<td>Admission by Counseling for J &amp; K Migrant, PIO, Foreign Students / Foreign Nationals</td>
<td>01.08.2013</td>
</tr>
</tbody>
</table>
Annexure – V

DETAILS OF EXAMINATION MH-AAC-CET 2013

1. This annexure contains details pertaining to various aspects of the CET you are going to take and important instructions about the related matters.

2. Candidates will have to bring the color, brushes, pencil, cotton rag, pallet, scale, eraser and other related material for drawing.

3. Answer sheet will be provided by the DOA, separately for each paper.

4. After the test is over you should hand over the answer sheet to the invigilator before leaving the room. Any candidate who does not return the answer sheet or is found to attempt to take or pass on the answer sheet inside or outside the examination hall will be disqualified and further action against him/her will be taken as per rules.

5. Write Roll No on the answer sheet: You should write your Roll No. in the space provided. If you do not write your Roll No. your answer sheet will not be assessed.

6. Punctuality in Attendance: You should be present at the Examination Hall at the time given in the call letter. Candidates arriving late will not be permitted to enter the Examination Hall.

7. Compliance with instructions: You should scrupulously follow the instructions given by test administrators and the invigilators at the examination venue at all the stages of the examination for which you have been called. If you violate the instructions, you will be disqualified and may also be asked to leave the examination hall.

STRUCTURE OF THE COMMON ENTRANCE TEST

The test will have 3 practical papers each of 50 marks and 1 theory paper (Objective Type) of 40 marks. The student should report at 10.00 AM at the examination venue with Hall Ticket.

SYLLABUS FOR THE EXAMINATION AND DURATION:

**Subject: I) Object Drawing Practical - (50 Marks) 10.30 – 11.30**

This is the practical paper, wherein a manmade/natural specimen will be provided to the candidate. He/She will have to draw a drawing of the specimen on the answer sheet as directed in the question paper. The question will be based to test the Interest of candidate in drawing, proportions, rendering in pencil and overall observation.

**Subject: II) Design Practical - (50 Marks) 12.00 – 01.30**

The question will be based to test the Interest of candidate in arrangement of various forms to create good design in the given area, rendering in color, and the finishing skill.

[Half Hour Break]
Subject: III) Objective Type Theory - (40 Marks) - 02.00 – 02.45

There will be questions related to art, craft, design, colour and computer graphics/ computer basics in this paper. These questions will be of objective type. There will be multiple choices of answers to each question. Candidate will have to select a correct answer and to mark it on the OMSR sheet provided to him/her.

**Use a Black Ink ball pen to write the answers of theory paper.**

Subject: IV) Memory Drawing Practical - (50 Marks) - 03.00 – 04.30

The question will be based to test the interest of candidate in drawing and arranging the sequence with memory for the subject given, rendering in colour, placement of elements in memory drawing and creating the environment.

**Important points to note:**

* Do not leave any un-intended or stray marks or smudges anywhere on the answer sheet.
* Drawing sheets shall be given for each individual practical separately.

**Sample Question Paper:**

Subject: 1) Object Drawing Practical

<table>
<thead>
<tr>
<th>Subject: OBJECT DRAWING PRACTICAL</th>
<th>Date: 30-5-20XX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: 01.00 Hr.</td>
<td>Max Mark: 50</td>
</tr>
</tbody>
</table>

Observe the Object/natural specimen given to you and arrange it before you. Draw the same in Pencil Medium; it should be rendered with effective light and shade masses with various tonal values.

Object/natural Specimen: Water Colour Tube and Brush.

Subject: 2) Design Drawing Practical

<table>
<thead>
<tr>
<th>Subject: DESIGN DRAWING PRACTICAL</th>
<th>Date: 30-5-20XX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: 01.30 Hr.</td>
<td>Max Mark: 50</td>
</tr>
</tbody>
</table>

Arrange the given shape and form mention below to create a sensible design.

You are allowed to repeat overlap the shape and also forms in your design. Render the same with appropriate colour scheme.

Shapes: Any geometrical three shapes.

Forms: Any form of flower

Points of Attention

A) The aesthetic relation between shapes and forms
B) Handling a given space
C) Proper colour scheme
D) Overall impact of Design

Size: 8” x 8”

Medium: Water or Poster colour or Mix medium
**MH-AAC-CET-20XX**

<table>
<thead>
<tr>
<th>Subject: general Knowledge</th>
<th>Date: 30-5-20XX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: 00.45 Minutes.</td>
<td>Max Mark: 40</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Instructions:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Use <strong>BLACK BALL PEN</strong> to darken the appropriate circle.</td>
</tr>
<tr>
<td>3. Please darken the Complete Circle.</td>
</tr>
<tr>
<td>4. Darken only <strong>ONE CIRCLE</strong> for each question.</td>
</tr>
<tr>
<td>5. Think carefully before darkening the circle.</td>
</tr>
<tr>
<td>6. <strong>NO CHANGE</strong> in the answer is allowed.</td>
</tr>
</tbody>
</table>

1. The place is famous for prehistoric rock painting.  
   a) Bodhigaya  b) Bhimbetka  c) Nalanda  d) Sanchi

2. One foot is equal to  
   a) 12 mm  b) 12 cm  c) 20 inch  d) 20 inches

3. The sculpture of Nataraja depict the God.  
   a) Gnesha  b) Vishnu  c) Shiva  d) Kartikeya

4. The following is the output device of computer.  
   a) Mouse  b) Photoshop  c) Excel  d) Printer

5. The highest civilian honor of country is  
   a) Padmashri  b) Khelrtna  c) Bharatratna  d) Padmabhushan

6. This is the Soft Pencil.  
   a) 2B  b) 6B  c) B  d) HB

7. Kathakali is dance forms of this state.  
   a) Tamil Nadu  b) Mizoram  c) Karla  d) Andhra Pradesh

8. Which of these names is associated with computer?  
   a) Bill Clinton  b) TES  d) George Bush  d) Franklin Roosevelt

9. Anant Pai is associated with following  
   a) Tintin  b) Amar chitra Katha  c) Phantom comic  d) Filmfare

10. Louvre museum is situated in  
    a) Paris  b) London  c) Amsterdam  d) Tokyo

11. The three primary colour in the colour wheel are Red, yellow and  
    a) Black  b) Violet  c) Green  d) Blue

12. This is type of Textile  
    a) Paithani  b) Dhokra  c) Bidri  d) Badami

13. A curved piece of glass in the camera called
14. Charles Correa is famous
   a) Author b) Scientist c) Lawyer d) Architect
15. The software which is used for generating image is
   a) Microsoft outlook b) PageMaker c) Coral Draw d) Microsoft Word
16. Jivya Soma Mhase is associated with
   a) Blue pottery b) Warli Painting c) Dhokra casting d) Dramatics
17. Which of the following is not Artist?
   a) Lenin B) Van Gogh c) Rembrandt d) Picasso
18. Which of these is not a mountain range?
   a) Nilgiris b) Sahyadri c) Godavari d) Himalayas
19. Which of these is not related to advertising?
   a) Sericulture b) Photography c) Copy Writing d) Printing
20. Taj Mahal is located on banks of the river
   a) Brahmaputra b) Yamuna c) Ganga d) Kaveri

   *There will be 40 Questions.

Subject: 4) Memory Drawing Practical

<table>
<thead>
<tr>
<th>MH-AAC-CET-20XX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject: MEMORY DRAWING PRACTICAL</td>
</tr>
<tr>
<td>Time: 01.30 Hr.</td>
</tr>
<tr>
<td>Date: 30-5-20XX</td>
</tr>
<tr>
<td>Max Mark: 50</td>
</tr>
</tbody>
</table>

Draw a memory drawing on the subject given below, on the ¼ imp. Cartridge drawing paper. You can use water colour, poster colour or Pencil colour. Your memory drawing should show the following important qualities.

a) Imagination,
b) Characteristics mood of the situation
c) Effective rendering of the medium

SUBJECTS:
1) Bus Stop
2) Fruit Market
METHOD OF FILLING THE OMSR SHEET AND SHOWING ANSWERS FOR

Objective Type Theory (General Knowledge):

The candidate has to write the Roll No., Name, Centre, Date on the OMSR answer sheet as per the sample given herewith in the first 10 minutes (from 2.00 to 2.10 pm) The question booklet shall be issued to the candidate and the candidate has to open the question booklet.

There shall be 50 multiple choice questions. The time is 30 minutes (2.15 pm to 2.45 pm)

How to show your answer:

I. Each question is followed by answer choice which are numbered a, b, c, d. Select the most appropriate among them as answer. Then by using BLACK BALL POINT PEN blacken the oval bearing the correct answer number against the serial number of the question. For example if the answer to question number 2 is answer numbers a, it is shown as follows:

II. Please note that the oval should be dark enough and should be filled in as completely as possible. You need not make special efforts to darken any oval artistically.

PLEASE THINK TWICE BEFORE ACTUALLY MARKING YOUR ANSWER ONCE MARKED CAN NOT BE CHANGED.
Annexure VI

Details of the Colleges Participated in CAP

DOA-11 : SIR J. J. SCHOOL OF ART, MUMBAI.

University Area : Mumbai University, Mumbai,
Year of establishment : 1857
Address : Sir J. J. School of Art Campus, Dr. D. N. Road, Fort,
          Mumbai 400 001
E-Mail : sirjjschool@gmail.com
District : Mumbai
Phone : 022- 22621652
Railway Station : Mumbai C. S. T., 0.5 Km
Bus Stand : Mumbai Central Bus Stand 3 Km

Hostel Intake for first year Boys: The hostel accommodation is common for Sir J. J. School of Art,
Mumbai & Sir J. J. Institute of Applied Art, Mumbai.

Girls: (Girl students have to register their names in
Savitribai Phule Girls Hostel, Charni Road, Mumbai)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>FN/PIO/FS</th>
<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA Painting</td>
<td>1857</td>
<td>1101</td>
<td>30</td>
<td>28</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>B.F.A. Textile Design</td>
<td>1857</td>
<td>1103</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>B.F.A. Interior Decoration</td>
<td>1857</td>
<td>1104</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>B.F.A. Sculpture</td>
<td>1857</td>
<td>1105</td>
<td>05</td>
<td>5</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>B.F.A. Metal Work</td>
<td>1857</td>
<td>1106</td>
<td>05</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>B.F.A. Ceramics</td>
<td>1857</td>
<td>1107</td>
<td>05</td>
<td>5</td>
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</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>75</td>
<td>71</td>
<td>4</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

Sir J. J. School of Art is a pioneering institute in Art Education. The alumni’s of this college are placed at
the top positions in art industry and also creating the best work of art and making good business out of it.
This school believes in Catering better knowledge to the students.
Sir J. J. School of Art is having a well-qualified teaching faculty to guide the students. This college is well
equipped facilities of drawing studio, print making workshop, sculpture studio, metal craft studio, textile
workshop.
Students are given ample number of class assignments so that they develop and become well trained
artists. The college is also having a facility of Computer Lab., which helps student to learn the advanced
technology.
Sir J. J. Institute of Applied Art is a pioneering institute in Art Education. The alumni’s of this college are placed at the top positions in advertising industry. This institute believes in upgrading the knowledge in art education and always being with the technological advancements to Cater better knowledge to the students.

Sir J. J. Institute of Applied Art is having a well-qualified teaching faculty to guide the students. This college is well equipped facilities of drawing studio, printing workshop, 3-D studio, well equipped Photography Studio and a Computer Lab.

Students are given ample number of class assignments so that they develop and become well trained communication designer.

This institute is designated as a Nodal Institute by AICTE, New Delhi. The Institute is having a QIP Cell which is helpful for research making students. The institute, every year organizes seminars related to the topics of art education. These seminars are arranged under the sponsorship of AICTE.

The institute is having a library, which has a large number of books for the reference to the students.
DOA-21 : GOVERNMENT CHITRAKALA MAHAVIDYALAYA, NAGPUR

University Area : Rashtra Sant Tukadoji Maharaj Nagpur University, Nagpur.

Year of establishment: 1967

Address : Opposite Diksha Bhoomi, Lakshmi Nagar, Nagpur 440 022

District : Nagpur

Phone : 0712 2224680

E-mail : gcmvnagpur@gmail.com

Railway Station : Nagpur Main 4.0 Km

Bus Stand : Central Bus Stand, Nagpur.

Hostel Intake : No hostel facility at the college of its own.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>FN/PIO/FS</th>
<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA Applied Art</td>
<td>1967</td>
<td>2102</td>
<td>30</td>
<td>28</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>BFA Painting</td>
<td>1967</td>
<td>2101</td>
<td>30</td>
<td>28</td>
<td>2</td>
<td>3</td>
<td>2</td>
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<td><strong>Total</strong></td>
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<td><strong>60</strong></td>
<td><strong>56</strong></td>
<td><strong>4</strong></td>
<td><strong>5</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

Govt. Chitrakala Mahavidyalaya is the only Govt. College providing art education in the Vidarbha region of Maharashtra State. The College started in 1967 as a full-fledged degree college in art education. This is the first college in the state of Maharashtra to offer Degree Course in Fine Art. The alumni’s of this college are placed at the top positions in advertising industry and art industry and also creating the best work of art and making good business out of it.

Govt. Chitrakala Mahavidyalaya is having a well-qualified teaching faculty to guide the students. This college is well-equipped facilities of drawing studio, printing workshop, and 3-D studio, Photography Studio, Printmaking Workshop and a Computer Lab.
This college believes in upgrading the knowledge in art education and always being with the technological advancements to cater better knowledge to the students.

Students are given ample number of class assignments so that they develop and become well-trained communication designer and the best fine artist. The institute is having a library, which has a large number of books for the reference to the students.
DOA-22 : GOVERNMENT SCHOOL OF ART, AURANGABAD.

University Area : Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

Year of establishment : 1971

Address : Qil-e-Ark, Jalgaon Road, Aurangabad 431 001.

District : Aurangabad.

Phone : 0240 2402525

Railway Station : Aurangabad 5 Km

Bus Stand : Central Bus Stand, Aurangabad. 2 Km

Hostel Intake : No hostel facility of the college.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>FN/PIO/FS</th>
<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA Applied Art</td>
<td>1971</td>
<td>2202</td>
<td>35</td>
<td>33</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>BFA Painting</td>
<td>1971</td>
<td>2201</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>BFA Textile Design</td>
<td>2011</td>
<td>2203</td>
<td>15</td>
<td>14</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
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<td><strong>Total</strong></td>
<td></td>
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<td><strong>65</strong></td>
<td><strong>61</strong></td>
<td><strong>4</strong></td>
<td><strong>4</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

Govt. School of Art, Aurangabad is the only Govt. College providing art education in the Marathada region of Maharashtra State. The college started in 1971. The alumni’s of this college are placed at the top positions in advertising industry and art industry and also creating the best work of art and making good business out of it.

Govt. School of Art is having a well-qualified teaching faculty to guide the students. This college is well-equipped facilities of drawing studio, printing workshop, 3-D studio, Photography Studio, Print Making Workshop and a Computer Lab.

This college believes in upgrading the knowledge in art education and always being with the technological advancements to cater better knowledge to the students.
DOA-13 : RACHANA SANSAD COLLEGE OF APPLIED ART & CRAFT, MUMBAI

University Area : Mumbai University.

Year of establishment : 2001

Address : 278, Shankar Ghanekar Marg, Prabhadevi, Mumbai- 400 025

District : Mumbai.

Website : rachanasansad.edu.in

Phone : 022 24301024

Railway Station : Dadar 3 Km

Bus Stand : Central Bus Stand, Parel, Mumbai. 2 Km

Hostel Intake : No hostel facility of the college.

Fees : At the respective private institute as approved by the Shikshan Shulka Samiti, Bandra (East), Mumbai.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>Institute Level</th>
<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA Applied Art</td>
<td>2001</td>
<td>1302</td>
<td>60</td>
<td>45</td>
<td>2</td>
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<td></td>
<td>60</td>
<td>45</td>
<td>2</td>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

Rachana Sansad College of Applied Art & Craft stated in September 2001. The Sansad through its various institutions has so far trained several thousand designers in the field of architecture, interior design and textile design, who are working and practicing their profession all over the country and abroad. All the institutions have earned excellent reputation through their high standard of education.
DOA-14 : B. S. BANDEKAR COLLEGE OF FINE ART (APPLIED), SAWANTWADI.

University Area : Mumbai University.

Year of establishment : 1998

Address : Survey No.54/01, Near Forest Bhavan, Salayiwada, Tal. Sawantwadi.

District : Sindhudurg – 416510.

Phone : 02363-275361/ 02363-271384

Fax : 02363-273118

E-Mail : fineartsawantwadi@yahoo.co.in

Web site : www.fineartsawantwadi.org

Railway Station : Sawantwadi 6 Km.

Bus Stand : Sawantwadi 1 Km.

Hostel Intake : Girls Hostel available in college campus. (Private)

Fees : At the respective private institute as approved by the Shikshan Shulka Samiti, Bandra (East), Mumbai.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>Institute Level</th>
<th>J &amp; K Migrant</th>
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</thead>
<tbody>
<tr>
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<td>1402</td>
<td>60</td>
<td>45</td>
<td>2</td>
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<td></td>
<td>60</td>
<td>45</td>
<td>2</td>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

The Collage is managed by the Foundation for Health, Educational and Cultural Activities, Banda in close collaboration with Kala Probodhini, Sindhudurga. The college is managed by Governing Council formed by FHECA. The collage has spacious as well as qualified faculties to give a professional education. With starting the college results are 100%. The Institute has trained so many designers in the fields of Art, Advertising and Animation, who are working & practicing on top position in their respective profession. The students admitted from all over Maharashtra like Aurangabad, Mumbai, Thane, Ratnagiri etc. The college surrounded by the beautiful environment which is an environment for art lovers.
DOA-15 : PADMASHREE DR. D. Y. PATIL COLLEGE OF APPLIED ART & CRAFT, PUNE

University Area : Pune University.

Year of establishment : 2004

Address : Sector No. 29, Nigadi Pradhikaran, Behind Akurdi Railway Station, Akurdi, Pune 411 044.

District : Pune.

Phone : 020 27657235, 27658496

E-Mail : infa@dypcaac.com

Website : www.dypcaac.com

Railway Station : Akurdi 1/2 Km

Bus Stand : Akurdi Railway Bus Stand, 1/2 Km

Hostel Facility : Available.

Fees : At the respective private institute as approved by the Shikshan Shulka Samiti, Bandra (East), Mumbai.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
<th>OMS</th>
<th>Institute Level</th>
<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA Applied Art</td>
<td>2001</td>
<td>1502</td>
<td>60</td>
<td>45</td>
<td>2</td>
<td>12</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
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<td></td>
<td>60</td>
<td>45</td>
<td>2</td>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

Padmashree Dr. D. Y. Patil College of Applied Art & Craft has laid its foundation in the field of Applied Art in the year 2004, with a vision that it would give professionals of global standards in terms of communication skills, personality and graphic design. In last three years the college results are 100% and students have crowned the college by holding University Top Ranking. The college has well equipped Computer Lab., Exhibition Hall, Drawing Studio, and spacious Library.
DOA-16 : BHARATI VIDYAPEETH'S COLLEGE OF FINE ARTS, PUNE.

University Area : University of Pune

Year of establishment : 1997

Address : Bharati Vidyapeeth’s Educational Campus, Pune – Satara Road,

Pune 411 043.

District : Pune.

Phone : 020 24371933/ 9881493040/ 9822598787

Fax : 020 24371933

Website : http://cofa.bharatividyapeeth.edu/

E-Mail : cofa@bharatividyapeeth.edu / bharthicofa@gmail.com

Railway Station : Pune 9 Km

Bus Stand : Swargate S. T. Stand 9 Km

Hostel Facility : Available for Boys & Girl Students separately.

Fees : At the respective private institute as approved by the

Shikshan Shulka Samiti, Bandra (East), Mumbai.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Starting Year</th>
<th>Choice code</th>
<th>Intake</th>
<th>Maharashtra State</th>
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<th>J &amp; K Migrant</th>
</tr>
</thead>
<tbody>
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<td>60</td>
<td>44</td>
<td>3</td>
<td>12</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>60</td>
<td>44</td>
<td>3</td>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

The college has well equipped excellent infrastructure. It has spacious Computer Lab., Exhibition Hall, Drawing Studio, Illustration Studio, Photography Studio, Screen-Printing Workshop, Sculpture Studio. This college has the facility of hostel separately for boys and girls students. It has also the facility of hospital, art gallery, auditorium and a spacious Library. The institute has a well-trained teaching faculty to guide the students in their class assignments. Students are placed to well establish placement cell. The Institute also provides Live Project to the Students, which help themes with Industries experience.
Annexure VII

Guidelines for Institute Level Admissions:

1. Guidelines for the Government Institutes to conduct the Institute level admission:
The admission against vacant seats after CAP Round by Counseling will be filled by Government institutes at Institute Level by conducting multiple rounds of admission up to cut off date for admission for the academic year 2013-14, for which the Dean of the Government Institute will be admission authority. The Vacancy position shall be displayed on the notice board of the concerned institute as well as on web site.

Note: The seats remaining vacant for this round(s) will be allotted to all the candidates as per the inter-se merit, irrespective of reservation.

Eligibility:
All those candidates who have appeared in MH-AAC-CET 2013 and secured non-zero score are eligible for admission in this round.

The institutes/colleges shall display the list of vacant seat position with them, two days prior to this round. Vacant seats at various institutes/colleges will also be displayed on the web site www.doa.org.in. Students who desire for this round admission should check the availability of seats. Seats filled in this round should be immediately up dated on the website by the institute / college and should also be reported to the competent authority.

2. Guidelines for the Un-Aided Private Institute/Colleges:
Seats Available: Vacancy within Sanctioned Intake due to non-reporting, non-allotment and Cancellation of CAP seats.

Note: The seats remaining vacant for this round(s) will be allotted to all the candidates as per the inter se merit, irrespective of reservation.

Eligibility:
Student passing HSC (10+2) level examination of Maharashtra State Board or an equivalent examination with 45% aggregate marks (40% in case of backward class Category students) with English as one of the subject.

AND
All those candidates who have appeared in MH-AAC-CET 2013 and secured non-zero score are eligible for admission in this round.

Vacant seats shall be filled as per following preference:

a) Maharashtra State Candidate who have appeared in MH-AAC-CET 2013 and secured non-zero score
b) OMS Candidates who have appeared in MH-AAC-CET 2013 and secured non-zero score.

Guideline for admission process at institute level for both institute level seats and vacant seats:

- All admissions shall be done in fully transparent manners and shall be merit based.
- The Dean/Principal of the respective institute shall invite applications for the seats available by giving publicity in two newspapers. Institutes are required to mention the name of news paper in which
vacancy position in their brochure / information brochure. The vacancies along with detailed schedule should also be displayed on the notice board of the institute.

- Aspiring candidates fulfilling the eligibility criteria shall apply directly to the Dean/ Principal of the respective institute/college for admission. These admissions will be made in transparent manner and strictly as per merit of the candidates who have applied to the institutes.

- The candidate who has been offered admission has to pay necessary fees in full and secure the admission in the institute.

- The admission taken under this rule is independent of the admission through centralized allotment process conducted by the competent authority. Therefore the refund rules of the respective institute will be applicable for the cancellation as mentioned in institute’s brochure as well as on notice board and/or web site of the institute before start of the round. Information Brochure /prospectus which specified rules for admission should be published well before the commencement of the process of admission for seats to be filled at the institute level. All the information in the brochure should also be published on the institute’s web site.

General Note:

- The allotment list will be available to the institute through their institute login. The institute should update the status of reporting of the candidate allotted under CAP round on the same day on which the candidate is reporting.

- Three copies of such lists are to be printed through institute login and to be submitted to the Directorate with due signature of the Dean/Principal of the institutes within week from cutoff date. The directorate shall accord the final approval to the list of admitted candidates. It is binding on all the universities to grant enrollment only for the students on approved list.

3.0 Important:

The academic works shall start as per schedule immediately after CAP Round 1. All the institutes / colleges should complete their admission process on or before cutoff date as specified in the schedule.
Annexure VIII

DIRECTORATE OF ART, MAHARASHTRA STATE, MUMBAI MH-AAC-CET-2013

Application for Verification of Marks

Name:.........................................................................................................................

Address of Candidate: ..............................................................................................

(With Tel. No. / Mobile No.) ....................................................................................

MH-AAC-CET Roll No. ...................... Application Form No. ..............................

State Merit List No. ................................ Category.................................................

Demand Draft No. ............................... Amount ₹ 2000/- Drawn in Favor of ‘Director, Directorate of Art, Mumbai, payable at Mumbai.

Name of the Bank.....................................................................................................

Date: ........................................................................................................................

Place:  Signature of Parent  Signature of Candidate

<table>
<thead>
<tr>
<th>Date &amp; Time</th>
<th>Signature of Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Name and Signature</td>
</tr>
<tr>
<td></td>
<td>Verifying Officer of CET Cell</td>
</tr>
<tr>
<td></td>
<td>Name and Signature</td>
</tr>
<tr>
<td></td>
<td>Computer Officer of CET Cell</td>
</tr>
</tbody>
</table>

Acknowledgement

Received Application for Verification of Marks Along with Demand Draft of ₹ 2000/- from

Mr./Ms.................................................................MH-AAC-CET 13 Roll No. ............

State Merit List No. .................................

Date:  Signature of receiving officer with stamp
Pro forma – A
(For sons and daughters of Govt. of India / Govt. of India undertaking employees)

CERTIFICATE

This is to certify that Shri / Smt. ...............is an employee in the capacity of ……………………..in
……………………………………………………………………………………………………...
(Designation) (Name of the Organization Establishment/Department) ...................... This
Organization /Establishment / Department is under ....................... Department of Govt. of India /
Govt. of India undertaking.
Shri / Smt. .............................................. is transferred to……………………………
in Maharashtra State vide transfer order No............................. Dated..................... He / She
has joined duty in Maharashtra on ....................... and is currently working in the same post. This
certificate is issued for the purpose of his / her son / daughter ..............................’s admission
to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date: .......................... ( Signature )
Place: ________________________ Name & Designation of the
      ________________________   Head of the office

Seal of the Office

Note: This pro forma is to be accompanied by attested copy of:
1) Transfer order
2) Joining report

Pro forma – B
(For sons and daughters of Maharashtra State Govt. / Maharashtra State Govt. undertaking
employees)

CERTIFICATE

This is to certify that Shri/Smt. is an employee in the capacity of
……………………………………………………………………………………………………...
(Designation) (Name of the Organization / Establishment / Department)
This Organization / Establishment / Department is under ...........................
Department of Maharashtra State Govt. / Maharashtra State Govt. undertaking.
Shri./Smt. .............................................. is transferred to/from ....................... In/out of
Maharashtra State vide transfer order No............................. Dated ..................... He /
She has joined duty in/out of Maharashtra state on ....................... and is currently working in the same
post. This certificate is issued for the purpose of his / her son / daughter ..............................
admission to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date: .......................... ( Signature )
Place: ________________________ Name & Designation of the
      ________________________   Head of the office

Seal of the Office

Note: This pro forma is to be accompanied by attested copy of:
1) Transfer order
2) Joining report
Pro forma – C
(For D-1, D-2 and D-3 Candidates)

(For son and daughter of defence service personnel)

CERTIFICATE

This is to certify that Shri. / Smt.……………………………………………………………………,
(Full Name of the Employee with Rank of the employee) is / has been a member of Armed forces of India.
He / She has put in ………………… Years of service in Indian Army / Indian Navy / Indian Air Force from
……………….. to ………………. and is currently working / retired from services on ……………… /
Permanently disabled since ………………… / killed in action on ………………………………………
This certificate is issued for the purpose of his / her son / daughter …………………………… admission to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date:…………………………………………………………………………………
Place:…………………………………………………………………………………

Name & designation of the authority not below the rank
of Commandant or equivalent /
District Sainik Welfare officer

Seal Of the Office

---

Pro forma – D
(For D-3 candidates)

(For son and daughter of Active defence service personnel not domiciled in Maharashtra State)

CERTIFICATE

This is to certify that Shri / Smt.……………………………………………………………………
(Full Name of the Employee with Rank of the employee) is a member of Armed forces of India, and is currently working in
Indian Army / Indian Navy / Indian Air Force.
Shri /Smt. ……………………………………………………………………… is transferred to …………………
(Place of posting) in Maharashtra State vide transfer order No…………………………
Dated………………………… He / She has joined duty in Maharashtra on …………………
And is currently working (Date of Joining) in the same post.
This certificate is issued for the purpose of his / her son / daughter …………………………… admission to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date:…………………………………………………………………………………
Place:…………………………………………………………………………………

Name & Designation of the Head of the office

Seal of the Office

Note: This pro forma is to be accompanied by attested copy of:
1) Transfer order
2) Joining report
Pro forma – E

(For D-3 candidates)
(For son and daughter of Active defence service personnel not domiciled in Maharashtra State but retrained their family accommodation)

CERTIFICATE
This is to certify that Shri / Smt. ………………………………………………. is a member of (Full Name of the Employee with Rank of the employee) Armed forces of India, and is currently working in Indian Army/Indian Navy/Indian Air Force. Shri. / Smt. ………………………………………………. is presently posted at………………………. (Place of posting) His / Her previous posting was at ……………………………………. in Maharashtra State. He / She has retained family accommodation in…………………….. in Maharashtra State on account of posting in non family station /for education purpose of son / daughter.
This certificate is issued for the purpose of his / her son / daughter ……………………………... Adimission to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date :
Place :

( Signature )
Name & Designation of the Head of the office

Seal of the Office

Pro forma – F

(For P1/ P2/ P3 Candidates)
(For Physically Handicapped Candidates)

CERTIFICATE
This is to certify that I have examined Mr. / Miss ……………………. on ……………………………….. (Name of the Physical Disability) which comes under the sub Category Blindness (P1)/Speech & Hearing impaired(P2)/ Orthopedic disorder (P3) The percentage of handicap is ……….%.
The candidate is capable of carrying out all activities related to theory and practical works as applicable to degree course in BFA without any special concessions and exemptions.
This certificate is issued for the purpose of his/her admission to First Year of Four Year Degree course in BFA for the academic year 2013-2014.

Date :
Place :

Director
All India Institute of Physically Handicapped, Mumbai
(Or)
Dean/Civil Surgeon
Pro forma – F-1
(For Physically Handicapped Candidates)
P3 (Learning Disability) Candidates
LEARNING DISABILITY CLINIC
L.T.M.G. HOSPITAL, SION, MUMBAI 400 022.

CERTIFICATE

Date :

Name :

Age :

Date of Birth :

Date of Registration : L.D.No.

Father’s Name :

Std :

School Name :

Physical & Neurologic Assessment (Date : )

Psycho logic Assessment (Date : )

WISC (R) Verbal IQ :

Performance IQ :

Global IQ :

Interpretation :

Educational Assessment (Date: )

WRAT : RSA

The candidate is capable of carrying out all activities related to theory and practical work as applicable to, Degree course in HMCT without any special concessions and exemptions.
This certificate is issued for the purpose of his/her admission to Degree course in BFA for the academic year 2013-14.
Recommendations :

(Signature & Stamp)
कमीतकमी ₹ १००/- च्या नॉन ज्युऱ्डिशियल स्ट्रॅम्पेपरवर खाली नमूद केलेले हमीपत्र सादर करावे

हमीपत्र

मी ..............................असे हमीपत्र देतो की, जर मला प्रथम वर्ष बी.एफ.ए.
या प्रवेश प्रक्रियेत प्रवेश मिळाला तर जात पडताच्या जातची आवश्यक ती सर्व कामांनी भी
प्रवेश झालेल्या महाविद्यालयात दिनांक ३०/०८/२०१३ पर्यंत सादर करून.

जात वैधता प्रमाणपत्र दिनांक ३०/११/२०१३ पर्यंत मिळाल्याची सर्वस्वी जबावदारी माझ्या
असेल.

जात वैधता प्रमाणपत्र प्रवेश मिळालेल्या संस्थेत दिनांक ३०/११/२०१३ पर्यंत सादर न केल्यास
किंवा माझे जात वैधता प्रमाणपत्र कोणत्याही कारणास्तर वेगळ्यास उशीर झाल्यास पर्यंत वर्ष
बी.एफ.ए. अभ्यासश्रमांक मिळालेला प्रवेश रद्दवात झालेल्या उल्लेख जबावदारी महाराष्ट्र शासन व
कला संचालनालय, महाराष्ट्र राज्य, मुंबई यांची राहणार नाही व सदर जबावदारी सर्वस्वी माझ्यी राहिल.

विधायकाचे नाव  

विधायकाची स्वाक्षरी व दिनांक  

जातीचा प्रवर्ष / जातीचे नाव  

सीईटी रोल नंबर  

DOA Mumbai.
Pro forma – I

UNDERTAKING

(To be submitted at the time of verification of documents at ARC and / or at the time of reporting in the Institute – Strike out whichever is not applicable)

a) I ……………………………..(Name of the candidate) herewith undertake that I have read all the rule of Admission for the year 2013-14 and after fully understanding all the rules, I have filled in this application form for admission to first year of Applied Arts and Crafts for current academic year.

b) I am a citizen of India or I am a Citizen of / Foreign National.

c) My Candidature is Maharashtra / OMS / J & K Migrant / PIO

d) I am a Type A Maharashtra Candidate and My Home Board/University is -----------as per rule no. 2.5

e) I am a Type B Maharashtra Candidate and My Home Board/University is -----------as per rule no. 2.5

f) My Birth date is --------- Place ----------- State --------------

h) I belong to --------------category which is recognized as Backward Class Category in Maharashtra State vide G.R. No. --------------dated -------------- The serial No. of my caste is ----------- and based on this, I am herewith calming the reservation as per rule no 3.0 and submitting the caste certificate issued by -------------- vide No. -------------- dated --------------

i) I do not belonging to creamy layer and to substantiate the claim I am herewith submitting the Non-Creamy Layer Certificate issued by -------------- vide No. --------------Dt.:------------ and which is valid up to 31st March 2014.

j) The information given by me in my application form is true to the best of my knowledge and belief.

k) If at later stage, it is found that I have furnished wrong information and/or submitted false certificate(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subject to legal and/or penal action as per the provision of the law.

l) I have not been debarred from appearing at any examination conducted by any Government constituted or statutory autonomous examination authority in India.

m) I fully understand that the offer of allotment will be made to me depending on my inter-se-merit, option given by me and availability of seats at that point of time during the process of allotment.

n) I hereby agree to confirm to any Rules, Act and Law enforced by the Government and I hereby undertake that so long as I shall be a student of the college / Institute I will do nothing either inside or outside the College / Institute which may result in compelling the authorities to take disciplinary action against me under the rules, acts, and law of good conduct and behavior in general and those referred to under Rule 9.00 in particular.

o) I fully understand that the Dean/ Principal/ of the Institute where I shall be finally admitted, will have a right to expel, rusticate me from the College / Institute for any infringement of the Rules of good conduct and discipline in general and particularly those referred under Rule No. 9.00 Conduct and Discipline and the rules of good conduct and discipline prescribed by the Institute / College / University (if any).

Signature of the Candidate

Application ID :-

( Name of the Candidate)

MH-CET-AAC Roll No. :-

Signature of Parents

(Name of the Parents)
(For son and daughter of Defence / Paramilitary force / I.A.S. / I.P.S. / I.F.S. / J & K Police Officials posted in Jammu / Kashmir to combat terrorist activities)

Pro forma – J

CERTIFICATE

Ref. No. Date

This is to certify that Shri / Smt. ………………………… ………………….. is an official belonging to Defence / Paramilitary Force / I.A.S. / I.P.S. / I.F.S. / J & K Police presently posted and working at ………………………………….. which is treated as disturbed area in Jammu & Kashmir. This certificate is issued for the purpose of his / her son / daughter ……………………………………… admission to first year of Four Year Degree Course in Bachelor of Fine Arts for the academic year 2013-2014.

Date : Head of the Office
Place: Seal of the Office

Pro forma – K

(For Jammu / Kashmir Migrant Candidates)
(Migrant Staying at Refugee Camps)

CERTIFICATE

Ref. No. Date

This is to certify that Mr. / Miss. ……………………………………… Belongs to a family residing in this refugee camp after being displaced after 1990 due to terrorist activities in Jammu and Kashmir The details of refugee status is as under.

Ration card Number:
Name of the members on the ration card:
This certificate is issued for the purpose of his / her admission to First Year of Four Year Degree Course in Bachelor in Fine Arts for the academic year 2013-2014.

Date: Head of the Office
Place: Migrant / Refugee Camp
Seal of the Office
Pro forma – L

(For Refugee staying with Relatives)

(Displaced Jammu / Kashmir Candidates staying with relatives / friends in India other than Migrant Refugee Camp)

CERTIFICATE

Ref No.: 

Date: 

This is to inform that Mr. / Miss. ………………………………………….. is displaced person from Jammu & Kashmir after 1990 due to terrorist activities in Jammu & Kashmir. He / She is staying with …………………………………………………………………….. since past ……………………………….years.

(Name and Complete Address of the Person with whom the candidate is staying at present)

The certificate is issued for the purpose of his / her admission to First Year of Four Year Degree Course of Bachelor in Fine Arts for the academic year 2013 – 2014.

Date : 

Place: 

District Collector

Seal of the Office
Pro forma – O

Specimen Application form for cancellation of admission
(To be submitted in duplicate)

Date : ………………

To
The Principal,
(Name of the Institute)

Sir,

Full name of candidate : ………………………………………………

Name of College : ………………………………………………………..

…………………………………………………………………………

Course : …………………

Date of admission : …………………

University Merit Number : ………………… State Merit Number : …………………

Amount of fee paid : …………………

Fee Receipt Number and Date: ………………….. (Attach Xerox copy)

I request you to kindly return my original documents and refund the fees paid as per the rules.

…………………………

Signature of candidate

Full address of the candidate:

For Office use only:

<table>
<thead>
<tr>
<th>Amount Paid</th>
<th>₹</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Deducted</td>
<td>₹</td>
</tr>
<tr>
<td>Amount refunded</td>
<td>₹</td>
</tr>
<tr>
<td>Cheque No. &amp; Date</td>
<td></td>
</tr>
<tr>
<td>Bank particulars</td>
<td></td>
</tr>
</tbody>
</table>

Signature of Accounts Officer

Received the following original documents from the Admission Authority, along with the cheque towards refund of tuition fees:

1.
2.
3.
4.
5.
6.
Annexure IX
Directorate of Art, Maharashtra State, Mumbai.
Sir J. J. school of Art Compound, Dr. D. N. Road, Fort, Mumbai - 400 001

Specimen Application Form for MH-AAC-CAT- 2013-14

1. Maharashtra State(MS) or OMS(OMS) Candidate (Ref Rule 2.5 & 2.6 of Brochure)

2. Application Fee Details

<table>
<thead>
<tr>
<th>DD Amount (Rs)</th>
<th>/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>DD MICR Code:</td>
<td></td>
</tr>
</tbody>
</table>

( Maharahstra: Reserved Category- 1000/- & Others - 1500/-)

<table>
<thead>
<tr>
<th>DD / PO Number</th>
<th>DD Date</th>
<th>/</th>
<th>2</th>
<th>0</th>
<th>1</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Bank Name: 
Branch Name: 

3. Personal Details

<table>
<thead>
<tr>
<th>Full Name</th>
<th>(Surname)</th>
<th>(First Name)</th>
<th>(Middle Name)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Address for correspondence:

TEL. NO. (WITH STD CODE)

<table>
<thead>
<tr>
<th>Gender ( M - Male / F - Female )</th>
<th>Date of Birth (D D / M M / Y Y Y Y)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(M) Male</td>
<td></td>
</tr>
<tr>
<td>(F) Female</td>
<td></td>
</tr>
</tbody>
</table>

4. Qualification Details

4.1 HSC / Equivalent Passed

<table>
<thead>
<tr>
<th>If Passed, Total Marks</th>
<th>Out of</th>
<th>Percentage</th>
<th>.</th>
<th>%</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>If Passed, English Marks</th>
<th>Out of</th>
<th>Percentage</th>
<th>.</th>
<th>%</th>
</tr>
</thead>
</table>

4.2 SSC (Level 10), Total Marks

<table>
<thead>
<tr>
<th>If Yes, Intermediate Drawing Grade Examination (Y - Yes / N - No)</th>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>If Yes, Put Tick mark on appropriate Grade ✓</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Category (Only for Maharashtra State Candidate):

5.1 OPEN / SC / ST / VJD1/NT1 / NT2 / NT3 / OBC / SBC

<table>
<thead>
<tr>
<th>Caste:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

5.2 Do you have Non-Creamy Layer certificate for VJD1/NT1/NT2/NT3/OBC/SBC (Y - Yes / N - No)

<table>
<thead>
<tr>
<th>(issued preferably after 1 Apr 2013)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>5.3 Physically Handicap (Y - Yes / N - No)</th>
<th>P1</th>
<th>P2</th>
<th>P3</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>5.4 Defence (Y - Yes / N - No)</th>
<th>D1</th>
<th>D2</th>
<th>D3</th>
</tr>
</thead>
</table>

6. CET Exam Centre Choice

Place:

Application ID of the Candidate: F A 1 3

(To be filled online on www.doa.org.in/bfa13/)

Signature of Candidate:
IMPORTANT INSTRUCTIONS

1. Please read the information brochure carefully; follow the instructions for filling up the application form (Given in the Annexure).
2. The MH-AAC-CET 13 application form obtained by the candidate is not transferable.
3. Before submitting the application form, please verify that it is signed by you, your parent/guardian.
4. Candidate must preserve the Receipt-cum-Identity card and Hall Ticket safely and bring the same to the examination hall and produce it on demand.
5. In case of loss of Hall Ticket, it shall be obligatory on the part of the candidate to procure duplicate Hall Ticket from the Center in charge, not later than one hour before the commencement of examination, on production of sufficient evidence (Receipt Cum Identity Card) to prove that the he / she is the genuine / bonafide examine.
6. Photograph of the candidate on the application form, Receipt-cum-Identity card and duplicate Hall Ticket should be taken from the same negative.
7. Please note that issue of Hall Ticket is just a provision for appearing in MH-AAC-CET and does not imply that the candidate is eligible for admission.
8. In all your future correspondence with the CET cell, please mention either your application form number or the MH-AAC-CET-13 examination roll number.

INSTRUCTIONS TO THE CANDIDATE

For the day of Examination

1. Material to be brought to examination hall Admit Card, Receipt Cum Identity Card, Black Ball Point Pen and Card Board/Clip Board Pencil Colour Brush and other required material for Exam.
2. Do not bring any Question Booklet,
3. Candidate should occupy the seat in the examination hall 45 minutes before the commencement of the examination.
4. Calculator and communication devices like cellular phone etc. are not permitted in the examination hall.
5. Darken only circle completely for each answer as shown below.

\[ \begin{array}{ccc}
\text{Correct Method} & \text{Wrong Method} \\
\hline
\bigcirc & \bigcirc & \bigcirc \\
\end{array} \]

5. General Knowledge sheet must be made only with BLACK ball point pen.
6. No candidate will be allowed to leave the examination hall till completion of the examination.
7. Ensure that you have correctly filled up your Roll Number, Question Booklet Number and Question Booklet Version number in your answer sheet and signed at the space provided.
8. Ensure that you have written your Roll number and Answer sheet number on Question Booklet and signed at the space provided.
9. Adoption of any unfair means in the examination shall render a candidate liable for punishment under “Maharashtra Prevention of Malpractices Act, University, Board and other specified Examination Act, 1982” and disqualify him/ her for MH-AAC-CET-2013 examination.