



STEPS TO BE FOLLOWED FOR CONFIRMATION OF ADMISSIONS FOR FIRST YEAR B.PHARM & M.PHARM & DIRECT SECOND YEAR (LATERAL ENTRY) B.PHARM

- ✱ **STEP 1:** Fill and submit the application form through link provided at the college website (only for CAP allotted students). Students seeking admission through institute level have already filled the form so needn't fill the form again
- ✱ **STEP 2:** Visit the college with the hard copy of the form, one set of photocopy of documents, original documents (Refer college notice board/website for documents to be submitted)
- ✱ **STEP 3:** Take your token from the security personnel outside the office and mark your attendance in the attendance register kept with the security guard
- ✱ **STEP 4:** Proceed to the Activity Area for Document Verification (Mr. Kapil Solanki for FY B.Pharm / Ms. Sangeeta Walavalkar for FY M.Pharm)
- ✱ **STEP 5:** Token wise, the documents will be verified
- ✱ **STEP 6:** Go to the Scholarship counter to understand the details of scholarship and anti- ragging and enrollment (Ms. Surbhi Surve)
- ✱ **STEP 7:** Visit the college office for confirmation of admission on the CET portal and submit all original and photocopy of documents and making payment through Demand draft or fund transfer (Mrs. Reshma Sidhwani). Receipt for the payment made will be generated online after 2 working days and mailed on the registered email address. (Mrs. Rutuja More)
- ✱ **STEP 8:** Proceed to the college library, fill the ID card form (Mr. Ganesh Kale will assist you)

IMPORTANT NOTE:

- **In case candidate has filled form for institute level and has been allotted seat in the college through CAP round and wishes to confirm admission of the CAP allotted Seats, then the candidate has to again fill the Application form through the link provided on the college website and pay requisite form fees.**
- **Please arrange the documents as per list mentioned in the "Documents Required notice"**
- **ONLY CAP ALLOTTED STUDENTS ARE ELIGIBLE FOR SCHOLARSHIPS FROM GOVERNMENT.**