

**DATE: 31/07/2025**

**Guidelines for Master of Computer Applications (MCA)**  
**Admission to First Year through Centralised Admission Process (CAP)**  
**for the academic year 2025-2026**

1. Students are required to pay the fees by NEFT / RTGS /IMPS Payment

Sr.No	Category	Passed Bachelor's Degree from University of Mumbai		Passed Bachelor's Degree from Other than University of Mumbai (within Maharashtra State)		Passed Bachelor's Degree from Other than University of Mumbai (Outside Maharashtra State)
		OPEN	TFWS	OPEN	TFWS	OPEN
1	Tuition fees	203478	0/-	203478	0/-	203478
	Development fees	30522/-	30522/-	30522/-	30522/-	30522/-
	<b>Total</b>	<b>234000/-</b>	<b>30522/-</b>	<b>234000/-</b>	<b>30522/-</b>	<b>234000/-</b>

In addition to above fees, the candidate is also required to pay the college application form fees & University fee as per the candidature type. The candidate needs to fill Pre-Admission Registration form online on <https://muadmission.samarth.edu.in> at the time of confirmation of admission to the institute and pay charges at the Institute, as shown on university portal after filling the Pre-Admission Registration form.

- 2 Candidates are required to submit the documents listed below as well as list mentioned in the State CET Cell & D.T.E. brochure.
- 3 The admission is provisional and is subject to the final approval of JT DTE/DTE/University of Mumbai / Admission Regulatory Authority.

Director  
 SIESCOMS



The students who will be allotted Institute for MCA course shall produce the following certificates in **ORIGINAL** and **3 SETS OF PHOTOCOPIES**. No admission will be granted without fulfilling the aforesaid requirement.

<b>Sr.no</b>	<b>List Of Document</b>
1.	<u>College Application Form</u>
2.	Provisional CAP Allotment Letter (Printout to be taken from Website)
3.	MAH-MCA CET-2025 Admit Card and Score Card
4.	Seat Acceptance Printout & Final Merit Rank
5.	e-Verification/Physical Verification Receipt-cum-Acknowledgement
6.	SSC Mark sheet and Passing Certificate
7.	HSC Mark sheet and Passing Certificate
8.	Degree Mark sheet (all semester) and Passing Certificate- <b>(Proforma - S - For Appearing candidates)</b>
9.	Nationality Proof (Domicile / Passport/ Leaving certificate/Birth Certificate)
10.	Domicile Certificate (Mandatory for Tamil Minority Candidate)
11.	Affidavit on Rs. 100/- Stamp paper (for Tamil Linguistic Minority Quota) Notarized ( <u>format attached</u> )
12.	Transference Certificate/ Leaving Certificate ( <b>Application for TC will be issued at the time of admission</b> )
13.	Migration Certificate (Other than University of Mumbai Student)
14.	GAP Certificate on Rs.100/ Stamp paper & Notarized (Those who have passed Degree before April/ May-2025. ( <u>Format attached</u> ))
15.	Copy of Aadhar Card
16.	<b>Income Certificate Mandatory for (TFWS –Category Student)</b>
17.	For candidates who have changed their name/or in whose name there is difference in the certificate should give an affidavit on Rs. 100/- stamp paper (Notarized)
18.	Degree Verification report from your University (Other than University of Mumbai Student) (submit within a month from date of admission)

Link for filing Anti ragging affidavits online from Student and Parent through the following sites-  
<https://www.antiragging.in> / <https://amanmovement.org> On successful completion you will get affidavits through email. Student and his/her parent should sign the respective affidavit and submit. At the time of admission.



*Handwritten signature*



**STAMP PAPER of Rs. 100 Notarized**

**Minority AFFIDAVIT**

I Mr./Ms. \_\_\_\_\_ Son/Daughter of \_\_\_\_\_

Mr. \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ seek admission

under the South Indian Linguistic Minority category to Master of Computer

Application (MCA) First Year in SIES College of Management Studies, Nerul Navi

Mumbai-400706 for the year 2025-2027 and do hereby state and declare on solemn

affirmation as under.

1) I say my mother tongue is \_\_\_\_\_

2) I say that whatever stated above is true and correct and if any case any of my statements is proved false I agree to the cancelled of my admission

Solemnly affirmed at \_\_\_\_\_ on this date:

Signature  
(Name of Student)

**STAMP PAPER of Rs. 100 Notarized**

**GAP CERTIFICATE**

**AFFIDAVIT**

I, \_\_\_\_\_ (Full Name), age \_\_\_\_\_ years, Indian inhabitant, residing at \_\_\_\_\_ (address),

do hereby state and declare on solemn affirmation as under:

I say that I have Passed \_\_\_\_\_ Exam from \_\_\_\_\_ (College, University) in \_\_\_\_\_ (Month), (year), since then I did not enroll my name in any college / Institute / University and / or elsewhere as a regular student during my gap due to \_\_\_\_\_ (give reason).

I say that now I wish to continue my further studies at SIES College of Management Studies, Nerul for Master of Computer Application (MCA) Course for the academic year 2025-2027.

I understand that my candidature / performance is liable for cancellation in case the above information is found to be incorrect.

I say that I am executing this affidavit to produce the same before the concerned University / College authority to prove my gap period in Education and enable them to condone the gap period and give me Admission in their College / university so that I continue my further studies. What is stated above is true and correct to the best of my knowledge and belief.

SOLEMNLY AFFIRMED AT MUMBAI.

Signature of applicant

This \_\_\_\_\_ th Day of \_\_\_\_\_ (month), (Year)  
Deponent.

Explained & identified by  
Signature of