



**DIRECTORATE OF TECHNICAL EDUCATION,
MAHARASHTRA STATE**

3, MAHAPALIKA MARG, POST BOX NO. 1967, MUMBAI-400 001.
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**Urgent/email
Office Order**

No. 2A/ADM/2018-19/B. Arch FC/719

Date: **11 JUN 2018**

Subject: Appointment of Institutions as Facilitation Centers for First Year Architecture Degree Course for AY 2018-19

Admission Process for Admissions to **First Year of Under Graduate Degree Courses in Architecture (B. Arch.)** in all Govt. / Govt. Aided / Private Unaided/ University Managed and University Department Institutes in the State of Maharashtra for Academic Year 2018-19 has been started and the schedule for CAP shall be published by the Competent Authority shortly.

The Competent Authority, Commissioner, State CET Cell, has appointed Director Technical Education as the Nodal Officer to carry out the CAP activities for these admissions.

The list of selected institutions as Facilitation Center for admission to **First Year of Under Graduate Degree Courses in Architecture (B. Arch.)** and the roles & responsibilities and instructions for facilitation center are annexed herewith.

All the Principals/Directors of the FCs are hereby informed to make available the required manpower & infrastructure on or before the start of the receipt of the applications for **First Year of Under Graduate Degree Courses in Architecture (B. Arch.)** and strictly follow the related instructions.

Desk 3 (IT Cell) of this office shall work as Chief Co-ordinator for FC activities.

For any further clarification, the coordinator of F.C. should contact to this office on 022-22612139/22644859.

Note: - All FC's shall be open from 10.30 am to 5.30 pm (including holidays) during the schedule.

(Dr. Abhay Wagh)
Director, Technical Education,
Maharashtra State, Mumbai

Copy submitted to:

1. Hon'ble Commissioner, State Common Entrance Test Cell, Maharashtra State Mumbai.

Copy for information and necessary action: -

1. Joint Director, Technical Education Regional Offices, Mumbai/Pune/Nashik/Aurangabad/Amravati/Nagpur for necessary action & informed to appoint the programmer of Regional Offices as Regional Coordinator for aforesaid activity.
2. The Principal/Director of the Facilitation Center for information and necessary action
3. Desk Officer, Desk No.3 (IT Section), Head Office, Mumbai



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Roles & Responsibility, Infrastructure requirement and Payment to Facilitation Centers for Admission to Professional Technical Courses for Admission in Academic Year 2018-19.

The Commissioner, State Common Entrance Test Cell, Maharashtra State, (Competent Authority) shall carry out the Admission Process for Admissions to various Post Graduate /Under Graduate / Diploma Courses for Academic Year 2018-19 as per the Admission Rules and Government Resolutions.

The Director Technical Education is the Nodal Officer to carry out the CAP activities under the supervision and Control of Competent Authority. The schedule for CAP shall be published by the Competent Authority.

The Director/Principal of the institute working as Facilitation Center (FC) should appoint one coordinator (from senior faculty members) and required supporting staff having computer knowledge for this activity.

The role of Facilitation Center is as follows.

Activity-I: Submission of Online Application Form

1. Submission of Online application form
2. Scanning & uploading of required documents
3. Printing of submitted Application Form (One Copy)

Note:

- a) No charges should be collected from candidate for filling & submission of Online Application Form.
- b) It is **not mandatory** for the candidate to use the facilitation of FC for this activity.

Activity-II: Verification of Documents, Confirmation of Application form.

1. Document verification as per the list of documents on the Application form
2. Scanning & uploading of documents.
3. Candidate will come to FC with print of online filled & confirmed application form & one set of copy of uploaded documents. FC shall verify all documents and put **FC stamp with date & Signature on all copies of documents** and return the same set of documents to the candidate along with Receipt -cum-Acknowledgement of application form. (Candidate shall submit FC stamped & verified set of documents to ARC for re-verification after the allotment and then to the Institute for admission as per the schedule)
4. Handling of Grievances received from the Candidates (As per the notified schedule)

Note:

- a) It is **mandatory** for the candidate to report to FC for this activity.
- b) No charges should be collected from the candidate for this activity.

Activity-III: Submission of Online Option Form for CAP Round I, II & III (Additional, if any)

1. Facilitate the candidate for Submission of Online Option Form.
2. Printing of Submitted Option Form

Note:

- a) No charges should be collected from the candidate for filing of Online Option Form.
- b) It is **not mandatory** for the candidate to use the facilitation of FC for this activity.

Important Instructions to FC: -

1. FC shall contact to the respective Regional Offices for "**How to declare their Institute as FC through the Institute Login**".
2. The FC shall assist the aspiring candidate in submission of Online Application Form.
3. Role of FCs is limited to verification of documents and confirmation of application form and they should not insist or compel candidates to fill & confirm option form at the FC.
4. FC has to certify that "All original documents are verified by them."
5. FCs should scrutinize and verify the documents carefully with at most correctness. Any fault or negligence at the level of FC will be dealt seriously. Due to fault or negligence on the part of FC if any candidate has to

suffer after admission, responsibility of such admission will be fixed on particular person working in FCs and appropriate action will be taken against such persons.

6. If any FC found involved in any form of unlawful activities like misguidance and non cooperation to the aspiring candidates, FC will be liable for severe action like non payment of honorarium dues and /or disqualified as FC activities henceforth.

Payment against services provided as FC: -

The Competent Authority will pay ₹.110/- (Rs. One Hundred and Ten Only) per confirmation of receipt of Application Form after successful completion of the CAP. The distribution of the amounts collected under above activities amongst staff involved in admission activity & institute is given in the following Table.

Sr. No	Designation of the personnel	Distribution
1.	Institute Development /IRG Fund & Miscellaneous Charges (Stationary & Other Expenses etc.)	50%
2.	Principal/Director/Chief Coordinator	5%
3.	FC Coordinator	5%
4.	Equal distribution amongst Data Verification Team/ Scrutiny Team/ Counselling Team (FC related activities) Guidance & Counselling Team	20%
5.	Equal distribution amongst Data Entry Operators (FC related activities) & Students facility team	12%
6.	Administrative Officer/ Registrar / Accountant	2%
7.	Office Staff involved in FC Activity (Clerk, Cashier etc.)	3%
8.	Class IV staff involved in FC activity	3%
	Total	100%

The FC shall provide following minimum infrastructure :-


1. Minimum 10 Nos. i5/i7 PC or of higher configuration each for Confirmation and facilitation respectively and additional 15 PCs to be made available for candidates use.
2. Windows 8 or higher Operating System with up to date security & service patches
3. Microsoft Office 2003 or higher version on all machine, Adobe Acrobat Reader 10.0 or above.
4. All the machines (PC) and printer should be connected through LAN with minimum 2 Mbps internet connectivity through ADSL/Wi-max /Leased line or other devices.
5. Internet Explorer 8.0/ Mozilla Firefox 3.0, Google Chrome 2.0 or above.
6. 2 LaserJet Network Printers.
7. Minimum 4 Scanner(3 for A4 and 1 for A3) with minimum 300 dpi resolution.
8. Adequate Electrical Power Backup facilities. (10 KVA, 2 Hours backup time)
9. Counseling Hall with PA System, LCD Projector & seating arrangement for minimum 60 candidates.
10. Waiting Room for Candidates/Parents.
11. Potable Water drinking facility.
12. Separate clean Washrooms for Gents/Ladies

All Principals of the FCs are hereby informed to make the above infrastructure ready and in working condition before the start of the receipt of the Online Application form and they are required to setup separate facilitation center for submission of online application form as per requirement for smooth conduct of the receipt of the online application and option form.

For any further clarification, the coordinator of FC should contact to this office on **022-22612139/22644859**.

Desk 3 (IT Cell) of this office shall work as Chief Coordinator for FC activities.

Note: - All FC's shall be open from 10.30 a.m. to 5.30 p.m. during the schedule published by Competent Authority for respective admissions.


(Dr. Abhay Wagh)
Director, Technical Education,
Maharashtra State, Mumbai

Copy submitted to:

1. Hon'ble Commissioner, State Common Entrance Test Cell, Maharashtra State, Mumbai.

Copy for information and necessary action:-

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Facilitation Center's(FC) For F.Y. B. Arch Degree 2018-2019

Sr. No.	Institute Code	Institute Name & Address
1	1107	P. R. Pote (Patil) Education & Welfare Trust's Group of Institution(Integrated Campus), Amravati Shri Gajanan Township ,Pote Estate, Kathora Road, Amravati
2	1116	Shri Shivaji Education Society's College of Engineering and Technology, Akola Babhulgaon(Jn), Murtizapur Road, National Highway No. 6, Akola
3	2015	Puranmal Lahoti Government Polytechnic, Latur, AUSA Road Latur , 413531
4	2017	Government Polytechnic, Nanded, Veer Sawarkar Marg, Baba Nagar, Nanded . 431602
5	2132	M.G.M.'s Jawaharlal Nehru Engineering College, Aurangabad, Mahatma Gandhi Mission's Jawaharlal Nehru Engg. College Campus, N-6, CIDCO
6	2160	G.S. Mandals Marathwada Institute of Technology (Arch.), Aurangabad, PB 327.Satara Road. Aurangabad
7	2555	Aditya College of Architecture, Beed Survey No. 123, Sarda Estate, Nalwandi Road. Beed
8	2562	Bharat Ratna Dr. A.P. J. Abdul Kalam College of Architecture, Nipani, Aurangabad Nipani. Bhalagaon-Beed Highway. Aurangabad.
9	3009	Government Polytechnic, Ratnagiri, Near Thiba Palace, Ratnagiri , 415612
10	3018	Rachna Sansad Academy Of Architecture,Mumbai, 278, Shankar Ghanekar Marg, Behind Ravindra Natya Mandir, Prabhadevi,Mumbai
11	3019	Sir J.J. College of Architecture, Mumbai, 78 / 3, Dr. D.N. Road, Fort, Mumbai
12	3245	Mahatma Education Society's Pillais College of Architecture, New Panvel, Pillais College of Architecture Dr. K.M.Vasudevan Pillai's Campus, 10, Sector 16 New Panvel Navi Mumbai Dist. Raigad
13	3252	Samayak Sankalp College of Architecture, Aadivali, Ambernath At post Aadivali. Taluka Ambernath. Dist. Thane
14	3257	Vidya Prasarak Mandal's Polytechnic, Thane, Chendani, Bunder Road, Inanadweena . College Campus Thane . 400601
15	3427	Mahatma Education Society's Pillai's HOC College of Architecture, Rasayani Pillai's HOCL Educational Campus, Rasayani,Tal- Khalapur, Via Panvel, Dist. Raigad
16	3439	Anjuman-I-Islam's Kalsekar Technical Campus, Panvel, Plot No.2, 3 Sector - 16. Khandgaon. Thane Naka. Panvel Dist. Raigad
17	3450	St.Wilfreds Institute of Architecture, Panvel Survey No 92A/A Opposite Ayush Resort ,Near Shedung Tollnaka,Old Bombay Pune Highway,Panvel Dist. Raigad
18	3468	Aditya College of architecture, Borivali (W), Mumbai, Adiya Educational Campus, R.M. Bhattad marg, Ram Nagar, Borivali (W), Mumbai
19	3474	Ideal Institute of Architecture, Posheri, Wada, Gat No. 40-1 and 2, Pimpal Road. Poseri. Tal. Wada. Dist.Thane
20	3482	B.R. Harne College of Architecture, Karav, Vangani(W) AT Village Karav, Vangani(West). Dist Thane
21	3483	Vishwaniketan College of Architecture, Art & Design, Khalapur, Survey No. 52, Kumbhivali Near Khalapur Toll Naka, off Mumbai-Pune, Expressway, Khalapur Raigad
22	3484	Smt. K.L. Tiwari College of Architecture, Nalasopara, Palghar, Survey No. 185, 177, Near Mother Merry English School, Shri Prastha, Nalasopara, Dist Palghar
23	4004	Government College of Engineering, Chandrapur, Ballarsha Bypass Road.Chandrapur
24	4008	Government Polytechnic, Sakoli, Sendur Wafa,Sakoli Dist Bhandara 441802
25	4011	Government Polytechnic Gondia, Fulchur Tola, Near Iti, Sakoli Road, Gondia 441601

Sr. No.	Institute Code	Institute Name & Address
26	4012	Government Polytechnic, Sadar, Nagpur, Mangalwar Bazar, Nagpur , 440001
27	4015	Acharya Shrimannarayan Polytechnic, Pimpri-Wardha, Arvi Road, Pimpri, Wardha 442001
28	4216	Lokmanya Tilak Jankalyan Shikshan Sanths's Priyadarshani Institute of Architecture and Design Studies, Nagpur, Priyadarshini Campus, Hingna Road, Nagpur 440019
29	4616	Radhikatai Pandav Institute of Architecture, Nagpur, Nagpur
30	4635	VBSS's, Tulsiramji Gaiwad - Patil College of Architecture, Nagpur., KH. NO.8/1, Mohgaon, Wardha Road, Nagpur
31	4647	Jhulelal Institute of Architecture, Nagpur KH No. 68 & 72, Off koradi Road, Lonara, Nagpur
32	5006	Government Polytechnic, Ahmednagar, Post Box No. 71, Burudgaon Road, Ahmednagar 414001
33	5007	Government Polytechnic, Dhule, Vidyanagri Deopur Dhule , 424005
34	5009	Government Polytechnic, Nandurbar, Near Dubkeswar Mahadev Mandir, Mauje Hol tarfe Haveli, Nandurbar
35	5158	Nashik District Maratha Vidya Prasarak Samaj's College of Architecture, Nashik., Udoji, Maratha Boarding Campus, Off. Gangapur Road, Nashik
36	5378	Shrikrishna Educational & Cultural Mandal's College of Architecture, Jalgaon, Gat No.56, P.B. No.113, Shirol Road, Jalgaon
37	5445	MET's School of Architecture & Interior Design, Govardhan, Nashik At post Govardhan Taluka & District Nashik
38	5457	RAMESH PHIRODIA COLLEGE OF ARCHITECTURE, Ahmednagar 105 A GURU GANESH COMPLEX MARKET YARDROAD AHMEDNAGAR - 414001
39	6007	Walchand College of Engineering, Sangli, Walchand College of Engineering, Vishram Bagh, Sangli
40	6009	B.K.P.S. College of Architecture, Pune, 2043, Sadashiv Peth, Tilak Road, N. E. Puram Chowk, Pune
41	6016	Government Polytechnic, Karad, Government Polytechnic, P.O. Vidyanagar Satara, 415124
42	6261	Maharshi Karve Stree Shikshan.Samstha's ,Dr. Bhanuben Nanavati College of Architecture for Women, Karvenagar, Pune Opp. Cummins College of Engg. Karvenagar, Pune
43	6265	Walchand Institute of Technology, Solapur, Solapur Seth Walchand Hirachand Marg, Ashok Chowk, P.B. No.634, Solapur
44	6532	Padmashree D.Y. Patil College of Architecture, Kolhapur, Dr. D.Y. Patil Pratishthan's D.Y. Patil College of Engineering, Kasba Bavda, Kolhapur , 416006
45	6533	Marathwada Mitra Mandal's College of Architecture, Pune 302/A, Deccan Gymkhana, Pune 411004
46	6538	Padmashree Dr.D.Y.Patil College of Architecture, Pune, Sector No.29, Nigdi Pradhikaran, Near Akurdi Railway Station, Pune , 411044
47	6742	Vidya Pratishthan's School of Architecture, Baramati, Vidya Pratishthan's School of Architecture, Vidyanagari, Baramati, Dist-Pune 413133
48	6819	Smt. Premlatai Chavan College of Architecture Karad, Dist Satara
49	6831	Dr. D.Y. Patil Education Academy's Dr. D.Y. Patil School of Architecture, Pune, Sr.No 124/126 A/P Ambi, MIDC Road Telgaon
50	6840	S.B. Patil College of Architecture & Design, Nigdi, Pune , sector no-26 pradhikaran Nigdi, pune
51	6880	Yashoda College of Architecture, Satara, S.No.-244, NH-4, Wadhe Phata, Satara
52	6884	Ideal College college of Architecture, Kondigre, Shirol RS No. 377/A, Kondigre, Taluka Shirol, Ichalkaranii, Dist. Kolhapur
53	6885	Shrimati Kashibai Navale College of Architecture, Ambegaon(BK) Ambegaon (BK) Pune 411041

