

1. All the Eligible Learners of FY/SY must visit College website www.bhavans.ac.in and click the button of ADMISSIONS 2023-2024 for Sy/Ty admission instructions.
2. Learners are advised to refer Instructions/Video of the Master Soft ERP at college to facilitate error free admission process.
3. All the Eligible learners must pay the fees online during the specified duration only.
4. Students must pay the fees online within stipulated period to avoid late payment charges/claim for admission.
5. Admissions to all the major subjects at SY/TY will be on the basis of Merit attained in their previous semester
6. Students not getting the subjects of the Choice in the merit list will be considered for the second option of the Subject preference selected.
7. Each learner must write First and Second Priority of the subjects while filling online form and paying fees. It is compulsory for the Learners to fill online form by paying Rs. 220/- to consider the claim under merit list and priority of the subjects.
8. Students who have paid the fees online will only be considered under Roll Call list to allot Division/Roll Numbers.
9. Organization is not responsible for any online payment made through any fraudulent links other than the payment gateway made available by the institute.
10. You may contact college tel no 26256451 and see the admission notice 1 released on 9.4.23 for any assistance.
11. All are instructed to keep ready following soft copies of the documents which are compulsory to upload while filling online Admission form:

1. Pass port size photo
2. Students Signature
3. Aadhar Card
4. Grade cards of previous semester. (A page of consolidated copy of the result may be used)
5. Filled Students Insurance Form: Yuva Raksha (Available at college website)
6. Std. XII Mark sheet
7. filled and duly signed by students and parent Attendance undertaking form (Available at college website)
- 8 filled antiragging form (Available at college website)

Hard Copies of the documents to be submitted:

1. Printout of the online admission form
2. Online payment receipt downloaded after payment from the software
4. Aadhar Card
5. Grade cards of semester I, II.(A page of Consolidated copy of the result of May 2022 for Semester II)
6. Address Proof(Electricity bill/rent agreement)
7. Filled Students Insurance Form: Yuva Raksha (Available at college Xerox Counter)
8. Std.XII Marksheets
9. Original Affidavit on stamp paper in case of minority admission under Aided Division.

SCHEDULE OF ADMISSIONS TO SECOND YEAR OF UG PROGRAM

ADMISSION TO CLASS	Date for Declaration of Sem 2 results	Dates for declaration of eligibility list for SY	Dates for registration on portal	Merit list Declaration	Submission of form and documents for verification BY OFFLINE MODE IN COLLEGE ONLY	Dates for paying of fees BY ON LINE MODE IN COLLEGE ONLY
SYBA / SYBSC / SYBCOM / SYBMS / S.Y.B.AMMC / SY(IT) / SY(CS) / SY(BT)/SY(BAF) SYBRM	20.4.23	22.4.23	23.4.23 and 24.4.23	27.4.23	28.4.23 and 29.4.23	28.4.23 and 29.4.23

SCHEDULE OF ADMISSIONS TO THIRD YEAR OF UG PROGRAM

ADMISSION TO CLASS	Date for Declaration of Sem 4 results	Dates for declaration of eligibility list for TY	Dates for registration on portal	Merit list Declaration	Submission of form and documents for verification BY OFFLINE MODE IN COLLEGE ONLY	Dates for paying of fees
TYBA / TYBSC / TYBCOM / TYBMS / T.Y.B.AMMC / TY(IT)/TY(CS)/ TY(BT)/TY(BAF) BRM	15/4/23	17/4/23	18.4.23 , 19.4.23	20.4.23	21 st .and 24 th April for sc and arts 21 st 24 th and 25 th April 2023 for commerce	21 st .and 24 th April 23 for sc and arts 21 st 24 th and 25 th April 23 for commerce

INSTRUCTIONS FOR STUDENTS

NOTE :

- **STUDENTS WILL HAVE TO PAY FULL FEES AT THE TIME OF ADMISSION BY ON LINE MODE ONLY**
- **NO ADMISSION WILL BE GIVEN IF THE STUDENT MISS THE DATE OF ADMISSION**
- Students should be notified to have their log in id and password ready ,jpeg of photo ,jpeg of their signature and scan copy of their previous year marksheet /grade card
- If log in id /password is forgotten open the registration link ""cimsstudent.mastersofterp.in""
 - Click on "Get your user id and password" , enter your mobile number given in the previous year in your admission form .You will very shortly receive a SMS on your mobile number giving your user id and password . Kindly save the details and on a future date change your password

- To start your preadmission registration Sign in on the registration link "cimsstudent.mastersofterp.in"
- The dashboard of the service provider Mastersoft opens up
- At the sidebar go to "Online registration" and see that all the tabs within it are filled wrt to
 - Personal details (Student Name is Non editable)
 - Address Permanent and current
 - Upload Photo
 - Upload signature
 - Exam details as asked with CGPA
 - Go to" Subject preference and tick your optional groups only **MAKE SURE THAT ATLEAST TWO/three PREFERENCES ARE GIVEN .**
- Tick I agree to terms or confirm the data
- Pay your on line charges for registration, link to prospectus and infomate (Rs 200) using either debit card, paytm etc (NOTE: NO OFFLINE REGISTRATION CHARGES WILL BE ACCEPTED)
- Print your receipt and registration form and **TAKE PARENTS SIGNATURE ON IT**
- Print the attendance Undertaking form, e insurance form, anti ragging undertaking from bhavans college website and manually sign it AFTER READING IT.
- Check the dash board for the date of first merit list for regular students (NOT FOR GAP or OUTSIDERS)
- **Pay your full fees online, Unpaid fees of last year will be carried forward as balance fees and will have to be paid during admission**