

**Rayat Shikshan Sanstha's**  
**Dr. Babsaheb Ambedkar Mahavidyalaya,**  
Aundh, Pune – 67

## **ADMISSION POLICY AND PROCESS**

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2. Reservation Policy.
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4. Refund of Development Fees.

## 1. ADMISSION PROCESS

All admissions are made as per rules and regulations given by Savitribai Phule Pune University (SPPU)

Eligibility of the student to seek the admission

1. All the students (New and previous) who seek the admission in the college take their admission through printed application and fill online form on [dbacap.rayaterp.in](http://dbacap.rayaterp.in)
2. All the students noted that payment of fees paid by them does not confirm admission to the college. Fees are treated as deposits and will be refunded (as per rules of Savitribai Phule Pune University Circular) if admission is not granted
3. The admission is valid only if student pays prescribed fees at the time of admission
4. The students who wish to avail themselves of government concession for fees under Economical Backward Class (EBC) Scheme should fill up prescribed application form within one week which is available in office
5. A student applying for first year under graduate classes after passing HSC examination of Maharashtra State Board of Secondary and Higher Secondary Education or other board in country will have to apply through the college to Registrar, Savitribai Phule Pune University, Pune for eligibility certificate with original and attested copies of mark list and original school leaving Certificate
6. The student passed ICSE or CBSE or equivalent examination of coming from other state should submit below documents
  - a. Migration Certificate
  - b. Transference Certificate
  - c. Statement of Marks
  - d. Passing Certificate
7. A student admitting from any college affiliated to the Savitribai Phule Pune University, Pune want to apply for second or third year- B. A./B. Com./BBA(CA)/M.A. Marathi/M.A. Economics/ M. Com. Banking and Marketing class can be directly admitted to this college if the seats are available. He/She should submit transfer certificate after joining college.
8. Regarding the of foreign student for any class they should fulfill the rules of Savitribai Phule Pune University and after getting final approval for the foreign student through the university then only they are able to take admission in college.
9. It will be the responsibility of the students to check transference and eligibility certificates received by college before the end of first term. Students from other college will be admitted



to this college only if they have good academic record Repeaters are not admitted to this college

10. Students seeking admission to this college shall bring two identity card sized photograph at the time of payment of fees

## 2. RESERVATION POLICY

College provides admission to students as per Maharashtra government Pune University, Pune circular of reservation policy in admission. The percentages of reservation against total seats available given below in table.

Sr. No.	Caste particulars	Percentage
1	Scheduled cast and Buddhist (SC)	13%
2	Scheduled tribe (ST)	7%
3	VJ	3%
4	NT (B)	2.5%
5	NT (C)	3.5%
6	NT (D)	2%
7	OBC (	19%
8	SBC	2%
9	General	48%

## 3. FLOWCHART OF ADMISSUION

1	Fill online form. Complete formal procedure of filling college offline as well as online form and attaching supportive documents
2	Varification of Form. Checking form details' and supportive documents with concerned admission Committee members.
3	Waiting for Merit List.
4	Paying Fees and Obtained Receipt of Fees Collect fee receipt. Roll number. Class division



#### 4. REFUND OF DEVELOPMENT FEES AND OTHER FEES

The candidate cancelling their confirmed admission will be entitled to receive their fund fees after deducting the amounts as indicated below except otherwise prescribed by the rules by Savitribai Phule Pune University.

1. From 1 to 10 day from the date of securing admission amount to be deducted 20% of the total fees.
2. From the 11 to 30 days from the date of securing admission amount to be deducted 40% of the total fees.
3. After 30 days amount will be deducted 100%

#### General Conditions

1. The other fees if any is prescribed by the state government for aided and unaided professional and non-professional courses from time to time will supersede the fees prescribed for such courses in the ordinance(s).
2. A demand draft of Registration fee, Development fee, Computer fee, Student Welfare Fund and any other fees in which university has a share shall be remitted to the university by college on or before 31<sup>st</sup> October or within one month from last date of admission whichever is later.
3. Development fees are to be charged only in case UG and PG students. Development fee is not to be charged to any certificate course(s).
4. University examination fee, library fee etc. for UG and PG courses that may be institute by the university under the respective facilities will be the same as it is prescribed by savitribai Phule Pune University unless otherwise specified by the university State Government.
5. Whenever library, development and other fees are prescribed by the State Government, the college shall charge only those fees and not fees prescribed by the University except fees which are to share with the universities
6. The vice-chancellor shall be the competent authority to interpret these ordinance rules concerning all types of fees and charge. In case there is any dispute regarding interpretation of these rules regarding of an amount of fees to be paid, the vice chancellor shall interpret the provisions of these rules and his/her decision be final
7. In case of any difficulty regarding the provision of ordinance/rules concerning fees and charges, the vice-chancellor may be order. Issue necessary directions o inconsistent with the objects and purpose of these rules which appear to be necessary or expedient for the purpose of removing the difficulty.



**PRINCIPAL**

Dr. Babasaheb Ambedkar College,  
Aundh, Pune-67.