



MAHARASHTRA COUNCIL OF AGRICULTURAL EDUCATION AND RESEARCH, PUNE

PROSPECTUS 2019-20

DIRECT ADMISSION TO SECOND YEAR BACHELOR OF FISHERIES SCIENCE COURSE IN DR. BALASAHEB SAWANT KONKAN KRISHI VIDYAPEETH, DAPOLI

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PROSPECTUS 2019-20

DIRECT ADMISSION TO SECOND YEAR BACHELOR OF FISHERIES SCIENCE COURSE IN AGRICULTURAL UNIVERSITIES IN MAHARASHTRA

1. INTRODUCTION :

- 1.1 The Maharashtra Council of Agricultural Education and Research (**MCAER-Agriculture Council**), Pune is a **statutory organisation constituted under Section 12** of the **Maharashtra Agricultural Universities (Krishi Vidyapeeths) Act, 1983**. The mandate of Agriculture Council is to coordinate four agricultural universities in Education, Research and extension. As per the Government Resolution, Department of Agriculture, Dairy development, Animal Husbandry and Fisheries No. संकीर्ण १५१७/प्र.क्र.६०/७अ, दि. ३०/५/२०१८, Agriculture Council is coordinating four Agricultural Universities in admission process of non-professional degree courses.
- 1.2 As per the decision No. 04/96/2018 taken in 96th meeting of Agriculture Council the procedure for non-professional degree courses is being followed.
- 1.3 As per the Government Resolution, Department of Agriculture, Dairy development, Animal Husbandry and Fisheries No. मकृवि २०१० / प्र.क्र. १५५ / ७ अ, दि.२०/१०/२०११ the Government of Maharashtra has been finalized the strategy of **reservation of seats for the degree, postgraduate and Ph.D.** courses offered by Agricultural universities procedure for the distribution of social reservations and the admission procedure. The said GR is available on MCAER website.
- 1.4 As per the Subject no.12 of the 88th meeting of MCAER conducted on 22/05/2013, the responsibility of Online Admission Process has been bestowed upon Kalp Technologies Pvt. Ltd. ('KTPL'), Pune.
- 1.5 As per the Government Resolution, Department of Agriculture and Animal Husbandry, Dairy Science and Fisheries No. KKV 2010/ P. No 101/7-A; dated 06th August, 2010 (point no.7) it is resolved to grant admission to the three years 'Diploma in Fisheries Engineering' passed students, directly to Second Year of Bachelor of Fisheries Science (B.F.Sc.) degree program, from the academic year 2014-2015. The said GR is available on MCAER website.

1.6 JURISDICTION OF AGRICULTURAL UNIVERSITY :

Sr. No.	Name of the Agricultural University	Districts
1.	Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli Dist. Ratnagiri [Dr. BSKKV Dapoli]	Ratnagiri, Sindhudurg, Raigad, Thane, Mumbai City and Mumbai Suburban.

1.7 Definitions :

1.7.1 “Application Form” means prescribed form filled up online by the Candidate for admission.

1.7.2 Centre-wise online admission process round - Admissions as per merit and reservations on available vacant seats after completion of all proposed online admission rounds in the concerned Colleges/Institute shall be termed as the “**Centre-wise online admission process round.**’ **The attendance of such candidate in that respective College/Institute for on Centre-wise online admission process round is compulsory. Absent candidate shall not be eligible for Centre-wise online admission process round.**

2. DETAILS OF THE INSTITUTION AND DEGREE PROGRAM :

Candidates desirous of seeking admissions to Second Year Undergraduate degree program mentioned under 2.1, shall **submit only one application form.** Their applications will be submitted ‘**ONLINE**’ to the **KTPL, Pune.**

The medium of instruction and examination is English for the undergraduate course.

2.1 DEGREE COURSE, DURATION, CREDIT LOAD AND ELIGIBILITY FOR DIRECT ADMISSION TO SECOND YEAR BACHELOR OF FISHERIES SCIENCE (B.F.Sc.) DEGREE PROGRAM :

Sr. No.	Degree course	Total Course Duration of B.F.Sc. Program	Total Credit Load of the B.F.Sc. Program	Eligibility for Direct admission to Second Year Degree Program
1	B.F.Sc. (Bachelor of Fisheries Science)	4 Years (8 Semesters)	187	Three years Diploma In Fisheries Engineering. These students will have to complete deficiency courses as prescribed by the University.

- As per fifth dean committee report, the decision taken by the university about insufficient /non gradial /deficiency courses will be binding to Diploma in Fisheries Engineering students if necessary.
- If the student fails to complete credit load within the stipulated time / semester he / she will be responsible for additional semester.

2.2 UNDERGRADUATE GOVERNMENT/AIDED COLLEGEWISE INTAKE CAPACITY WITH OTHER DETAILS:

Sr. No.	Degree Course	Name & Address of College	College Code	Name of University	Intake Capacity	Name of the Nodal Officer	Telephone / Fax	Hostel Facility	
								Male	Female
1	S.Y. B.F.Sc. (Second Year Bachelor of Fisheries Science) adfishe.dbskkv@gov.in	College of Fisheries, Shirgaon, Ratnagiri 415 629.	14121	Dr. BSKKV, Dapoli	8	Dr. S. B. Patange	02352-232115 8275271600	Yes	Yes

Note:-

1. The hostel facility shall be extended on the basis of merit, reservations and such others norms as decided by the concerned University/College.

3. INSTRUCTIONS TO CANDIDATES :

3.1 Before filling the online application form, the candidates should be read the prospectus and the application form carefully.

- 3.2 (i) Every applicant should fill only one application form on the website of 'KTPL' maha-agriadmission.in' in 'online' manner. If a candidate submits more than one application form, the latest filled application form, complete in all respects shall be considered as valid.
- (ii) Do not send the copy of the application form or any other documents by Post / courier or hand delivery to anyone including MCAER, Agriculture University or M/S. KTPL, Pune.
- (iii) **After filling the application form on the website, the candidate should scan his / her signature, his / her passport-sized photograph and original copies of all the necessary documents and upload them on the website.** If a document is scanned in the authorized centers of M/S. KTPL, Pune then a fee of **Rs. 5/ per document-** will be charged for it. A list of such authorized centers is available on the website - '**maha-agriadmission.in**'.
- (iv) The application form fees for the candidates from the Open category shall be Rs. 1000/- whereas for candidates from the reserved categories of Maharashtra shall be Rs. 500/-. The said fees shall be paid through Net banking, IMPS, NEFT, Debit Card or Credit Card. Once the application form is filled, the facility of paying such a fee is made available on the website. The said fees are non-refundable.
- (v) If fees for only one admission form are credited more than once, then within ten days from last date of application submission, the Agriculture council will verify excess amount credited. If such a case is noticed, then the said extra amount will be credited to the bank account of concerned student. Even after if the excess amount is not credited within ten days to candidates account, then candidate should inform in writing to Agriculture council along with UTR Number/ Transaction ID.

3.3 **The candidates should scan the following original documents and upload it through their Log-in on web site.**

- (a) **Mark sheet /Transcript of qualifying examination.**
- (b) **School / College (Last attended) Leaving / Transference Certificate.**
- (c) Domicile Certificate of the candidate issued by competent authority from Maharashtra State or College / School Leaving Certificate or Birth Certificate issued by competent authority of Maharashtra State mentioning the birth place from Maharashtra State.
- (d) **Certificate of Agriculturist** issued by the Tahsildar or Naib Tahsildar for the year 2017-18 or 2018-19. The format of this certificate has been attached in **Appendix 'A'**. It is necessary to mention in the certificate that the candidate or his / her parents or grandmother / grandfather (father's parents) are farmland owners or farmers (those cultivating the land) and the main source of income for that family is the income generated from cultivating this land or certificate issued by the Tahsildar or Naib Tahsildar in the prescribed format available with them.
- (e) **In case of Fisherman, a Certificate issued by Assistant commissioner of fisheries** stating that the main source of income is from fishing only.
- (f) **Caste Certificate** issued by the competent authority of the State in the prescribed format.
- (g) With reference to the order given by Hon'ble Supreme court Civil appeal No. 11234-48/2017, candidates from SC, ST, VJ(a), NT(b), NT(c), NT(d), Other backward class (OBC)), Special Backward Category (SBC) and Socially and Economically Backward Classes (SEBC) should provide **Caste validity certificate.**
- (h) VJ(a), NT(b), NT(c), NT(d), Other backward class (OBC), Special Backward Category (SBC) and Socially and Economically Backward Classes (SEBC) should provide **'Non-Creamy Layer' Certificate** issued by a competent authority on **1 April, 2019** or issued after that date or valid till the day the application is submitted.
- (i) Certificate of Tahsildar for Economically Weaker Section in open category
- (j) Certificate of **'Project Affected Person'** by the **District Resettlement Officer** or an officer authorized by the Government of Maharashtra (if authorized then with the letter about the authorization from a competent authority) stating that the candidate / candidate's parents'/grand parents' is project-affected and the farmland of their parents or grandfather has been acquired by Agricultural Universities / Irrigation / Electricity / Defense Projects of Maharashtra. **It is necessary that the name of the person who should get the benefits of the concessions should be clearly mentioned on the certificate issued by the competent authority.**

- (k) **Certificate of 'Freedom Fighter' signed by the Hon. Prime Minister / Chief Minister, Maharashtra State** stating that the mother / father of the applicant is a Freedom Fighter. Son / daughter of the Freedom Fighter or their son / daughter shall get the benefit of this certificate. An affidavit with on Rs. 100/- stamp paper covering the following points should be given by the freedom fighter or if the freedom fighter is no longer alive by the husband / wife/Nominee's of the freedom fighter.
- (1) The candidate is the son's/daughter's son/daughter of the freedom fighter.
 - (2) **The freedom fighter has not availed this concession for any of his / her relatives earlier**, and after using it now, shall not do so in the future.

If there are any doubts, complaints, difficulties regarding the above-mentioned points then refer to the prevailing government resolution in order to get clarification.

- (l) **'No-Objection Certificate' from the Employer in case of In-service Candidate.**
- (m) If candidates father is Defense Personnel Certificate from Zilla Sainik Board or Discharge Certificate from Commanding Officer of the regiment or Serviceman Certificate from competent authority.
- (n) Candidates applying through the Physically-disabled category should submit the **Certificate of Physically Handicapped** issued by the competent authority (District Civil Surgeon or equivalent Government Hospital / Medical Board designated in behalf).
- (o) The candidate willing to take admission from orphaned category are required to submit Orphaned certificate issued from Commissioner, Women and Child Development on his/her letter head with the signature of Deputy Commissioner (Child Development), Pune/ Commissioner, Women and Child Development, Pune.

3.4 **The application which has been filled completely in all respects, and has been uploaded on or before the last date notified in the admission schedule, such application shall be accepted and considered for admission.**

3.5 The scanned and uploaded documents should be readable; upload the documents only after ensuring this. If the uploaded documents are not readable then they shall not be considered as valid and the responsibility of the same shall completely be with the candidate.

Upload the self declaration certificate in Appendix 'B' regarding authenticity of uploaded original documents.

3.6 **The application form shall be rejected due to any of the following discrepancies:**

- (a) If the scanned copy of **Domicile Certificate/School Leaving Certificate / Transference Certificate containing place of birth from**

Maharashtra/birth Certificate issued by the competent authority from Maharashtra is not uploaded on website.

- (b) If the candidate has not uploaded the **latest passport-sized photograph and own signature** on the website.
- (c) If the **scan copy of the Mark Sheet / Transcript** of the qualifying examination is not uploaded
- (d) If the **scan copy of the Institute Leaving Certificate (last attended) is not uploaded.** (If the Candidate has secured admission for degree elsewhere, Bonafide Certificate of that Institute will be accepted. However, the Candidate should submit the original Leaving Certificate after securing admission within a period of three months.)
- (e) If **'No Objection Certificate' of the Employeris not uploaded** by the in-service candidate.
- (f) **If the prescribed fees is not paid.**
- (g) **If self declaration regarding authenticity of original documents are not uploaded.**

3.7 In case of a tie in the total marks, the following criteria shall be applied in the following sequence for deciding the merit position of the Candidates.

- (a) Lesser number of attempts in Diploma in Fisheries Examination.
- (b) Higher percentage in 10th Std.
- (c) The candidate elder in Age.
- (d) The Online application submitted first.

3.8 Additional documents will not be accepted through courier, post, by hand after submission of application form on web site.

3.9 (i) The candidate should fill correct information in all the columns.

- (ii) 'KTPL' or MCAER shall not be responsible if there is any kind of discrepancy in the form filled by the candidate and if it negatively affects the candidate's merit.

3.10 After the final merit list is announced, admission shall be given taking into account the available seats, secured marks, applicable reservations and options given by the aspirants.

3.11 The list of selected candidates for admission will be available on the web sites **www.mcaer.org** and **maha-agriadmission.in** on the dates specified in the admission schedule.

3.12 Important instructions for the candidates in regards to admission are given in '**Appendix C**'.

3.13 As per the Government Circular, Higher and Technical Education Department, No.Misc-2011/(103) /11)/ME-3, dated18/4/2011, while taking admission, it is necessary for the candidate to furnish cleanliness related information in **Appendix 'D'**

4. ADMISSION PROCEDURE :

- 4.1 The candidate should read all the information about the admission process given in the prospectus carefully.

- 4.2 The admission process for the State Agricultural Universities will be conducted by 'KTPL', Pune.
- 4.3 As per provisions of Article 5 of the Maharashtra Agricultural Universities (Krishi Vidyapeeths) Act 1983, the candidate, who is aspiring to get admission to the Undergraduate courses, and his parents should be residing in Maharashtra State for at least 3 years in the past 10 years from the date of submitting the application form, and such candidates shall be deemed as eligible for admission. Hence, the candidates and their parents who have been residing in the State for less than 3 years in the past 10 years shall be considered as Out of State candidates and for them the admission capacity shall remain limited to 2% of the admission seats.
- 4.4 **All the admissions shall be as per merit and shall be of temporary / provisional type.**
- 4.5 (i) The merit list will be published on the maha-agriadmission.in and www.mcaer.org websites. Candidates can view the merit list on these websites.
- (ii) The candidates shall not be communicated about the merit list separately through Post / Phone.
- 4.6 (i) The applicants who have complaints about the merit list should present their grievance 'online' using their 'Login ID' and 'Password' on or before the date mentioned in the Admission Programme.
- (ii) If the applications for grievance from the candidates are not received in online format within the stipulated period then his / her grievance shall not be taken into consideration.
- 4.7 (i) The candidate should get the printed copy of the provisional admission allotment letter being issued on the website using his / her 'Log in' and "Password", and he / she should be present at the college where he / she has been allotted admission, with the original copies of all the documents and enclosures, on or before the designated date; otherwise, such a candidate shall be termed as absent for admission and his / her admission shall be considered as cancelled.
- (ii) Such a candidate shall not be eligible for the consecutive 'online' admission rounds, but he / she can be considered for the '**Centre-wise online Admission Process Round**'.
- 4.8 (a) As per the merit list, the candidate shall be given admission for the available seat on the date mentioned in the admission prospectus.
- (b) If it is found anytime after taking the admission that the candidate has taken admission by furnishing false information, such an admission shall be cancelled by the University.
- (c) If it is noticed that some University has not taken action in such a case then the Director General, MCAER, Pune shall be empowered to cancel such an admission.

- (d) If it is found any time during the admission rounds or after the admission that the admission has been given because of some technical problem in the computer system, admission of such a candidate shall be cancelled by the Director General, MCAER, Pune.
- 4.9 (i) If while scrutinizing the original documents and certificates submitted during admission, it is found that the additional marks given are wrongly depicted then the admission of the candidate shall not be considered as valid by the respective college / institute.
- (ii) Dean / Associate Dean should immediately communicate about such a situation to 'KTPL' / MCAER, Pune Office via e-mail, phone or fax.
- (iii) After 'KTPL' has modified the final list, the said candidate then becomes eligible for admission into a new college / institute as per the marks secured by him / her.
- 4.10 (i) If a candidate has any grievance regarding the admissions then the candidate can send a complaint while the respective admission round is going on, to the Director General, MCAER, Pune
- (ii) The Director General, MCAER, Pune will be capable of taking appropriate action after immediate verification of such grievances.
- 4.11 Admission taken for various courses shall be the final ones. A candidate who has taken admission in such a way shall not be eligible for any change in the University / College / course / subject.
- 4.12 **If any candidate desires to refuse his / her admission and wishes to be considered for the next round of admissions then he / she should refuse the admission by paying Rs. 200/- online through Debit Card / Credit Card / Net Banking on the website Log-in.**
- 4.13 **If a candidate does not reject his / her admission by paying fees of Rs. 200/- then he / she shall not be considered in the later rounds of admission other than for 'Centre-wise online Admission Process Round.**
- 4.14 **The refund of the Admission Cancellation Fees will be as mentioned below :**
- (i) If the student canceled his / her admission after the registration but before the classes start then a minimum amount of Rs. 1,000/- shall be deducted in lieu of Admission Process Fees.
- (ii) If the student canceled his / her admission after the registration but after the classes have started then from the month the classes have started till the month when the admission was cancelled, session-based education fees and hostel charges on a per month basis (if hostel facility has been made available) for those many months shall be recovered from the respective student.
- (iii) If a student, after getting the registration done, cancels his / her admission, which he / she has got in the admission round that was conducted after the classes had started then from the date the registration of admission was done

till the month the admission was cancelled, session-based education fees and hostel charges on a per month basis (if hostel facility has been made available) for those many months shall be recovered from the respective student.

- 4.15 The information about the admission procedure, the merit list of State level ('M' Quota) and University level ('U' Quota), and the current situation of the admissions as per the admission rounds shall be available on the websites – maha.agriadmission.in and www.mcaer.org
- 4.16 Important instructions for the Dean / Associate Dean of the college institutes regarding the admission procedure have been mentioned in '**Appendix E**'
- 4.17 If for any reasons such as ignorance, delay, any kind of technical failure or his / her any other personal reasons, the candidate stays deprived of admission then no grievance of any kind shall be taken into consideration.

5. DETAILS ABOUT THE RESERVED SEATS:

As per the provisions made in the Indian Constitution, provisions made under the Maharashtra Agricultural Universities (Krishi Vidyapeeths) Act, 1983, and also as directed by government resolutions from time to time, specific seats have been reserved for admission in the colleges / institutions –

Sr. No.	Reserved Category	Percentage
1	Scheduled Castes/ Nav-Budha (SC)	13
2	Scheduled Tribes (ST)	07
3	Vimukta Jati (A) (VJ-a) (14 and others)	03
4	Nomadic Tribes (B) (NT-b) (28 listed prior to 1990 and others)	2.5
5	Nomadic Tribes (C) (NT-c)	3.5
6	Nomadic Tribes (D) (NT-d) (Vanjar, Vanjari, Vanjara)	02
7	Other Backward Classes (OBC)	19
8	Socially and Educational Backward Classes (SEBC)	16
9	Economically Weaker Section (EWS)	10
	Total	76

Sr. No	Special Reservation	Percentage
10	Children of Freedom Fighter (FF)	2
11	Handicapped Candidates (low vision, hearing impairment, locomotor disability or cerebral palsy (PH)	5
12	Children of Defence Personnel / Ex-serviceman (DP)	2
13	Project Affected Person and their children as defined in the Maharashtra Resettlement of Project Displaced Act, 1976 (PAP)	4
14	Agriculturist and those children of Agriculturist who possess minimum qualification or experience in Agriculture. (AG)	6
15	Female	30
16	Orphaned children	1

NOTE:

- (1) “Sr.no.10 to 15” are inclusive of merit in both Open and Reserved Categories. The reservation in “Sr. no. 16” will be included in the open category as per merit.
- (2) As per the procedure described in Govt. Circular, General Administrative Department No. SRV-1097/प्र.प्र.३१/१८/१६-अ, dt. 16/3/1999 to get and assure the category wise percentage in female reservation under other reservation at Sr. No.15. The said GR is available on MCAER website.
- (3) The Candidates belong to the Special Backward Class category will be consider under Other Backward Class category those candidates previously included in Other Backward Class.
- (4) The existing rules for constitutional reservations and other reservations shall be applicable.
- (5) The above mentioned reservation is modified time to time as per the GR issued by state government

The above-mentioned reservations shall be implemented as per the guiding principles given by the Government of Maharashtra from time to time.

During the admission process, if a candidate is not found for any one of the reserved categories then the said seat shall be filled in as per the procedure mentioned in the Government Resolution, Agriculture and Animal Husbandry, Dairy Development and Fisheries Department, No. MAD 2010/P.No. 155 / 7A dated 20/10/2011.

6. SYSTEM OF EDUCATION :

- The State Agricultural Universities have adopted course ‘Credit System’ under the ‘Semester Pattern’. In this system each academic year is divided into Two Terms not shorter than 20 weeks, called as ‘semester’. Subjects to be taught are divided into self contained units called Courses.
- These are taught in a semester through lectures, practical's, library reading, field work, assignments, etc.
- The choice of courses, number of credits to be taken by a student are decided in consultation with assigned counselor, keeping in view the existing rules and the performance of the students. If the performance of a student in a particular course is not upto the mark, he may repeat the course whenever, it is offered as per the course layout.
- The candidate admitted to B.F.Sc. has to complete ‘Fisheries Industrial Work Experience (FIRWE)’ / In-plant training / hands on training as per module in the VIIIth Semester in accordance with recommendations of Vth Deans Committee’s Report of Indian Council of Agricultural Research, New Delhi.

7. REGISTRATION :

After verification of application form and original certificates by the Associate Dean/ Principal, candidate will be allowed to register and Student pay the fee in the office of the Associate Dean/ Principal of the concerned College.

8. MEDICAL EXAMINATION :

- Medical Examination is compulsory for all the students admitted during the IIIrd Semester of the Degree program and the same should be got done from the Civil Surgeon at the district headquarter / Medical Officer at the Rural Hospital / Primary Health Centre as directed by the University/Associate Dean before the end of third semester.
- If a student is medically unfit, the Associate Dean will inform the concerned student and his parent/guardian for rectification of the defects.
- **If a student is found medically unfit, he is liable to be discontinued from the University.** Such cases would be reported to the Registrar for taking necessary action.
- If a student fails to appear for the Medical Examination arranged by the University/Associate Dean, concerned student will have to get himself medically examined from the above medical authority at his own expenses and produce examination report within the period specified by the college authorities.
- **In case he fails to produce the medical examination report within the specified time, his result shall not be declared.**

9. STUDENT COUNSELLING :

There will be student counseling at all Colleges for helping the students in their academic as well as co-curricular activities, so as to build up personality. The counselor will constantly be in touch with the progress of his/her student.

10. ATTENDANCE :

- Every student shall attend all lectures, practical's, library work, extension education visits, study tours and the meetings with counselor and concerned teachers.
- **If a student fails to attend 80% of the total number of lectures, laboratory practical's or field tutorial classes in a course held and deemed to have held during a semester irrespective of his date of registration, he shall not be eligible to appear for semester end examination and shall be awarded 'F' grade.**
- Such students shall repeat the course when offered.

11. STUDY TOUR :

Study tours for Undergraduate students of all the Colleges are as under, subject to availability of funds.

(1) Second year	Maharashtra State.
(2) Third year	South India
(3) Fourth year	North India

12. SPORTS AND ALLIED ACTIVITIES :

Facilities for sports and allied activities are available at all the Colleges.

13. HOSTEL ACCOMMODATION :

Hostel accommodation for a limited number of students is available on merit basis. Every student admitted to Constituent College is not necessarily given or promised admission to the hostel attached to that College.

14. MEDALS, CASH PRIZES AND AWARDS :

The medals, awards and cash prizes are awarded to the meritorious students who top at the various Degree Examinations as per the University Regulations as approved by the Executive Council.

15. SCHOLARSHIPS AND CONCESSIONS :

- The students who have been admitted against the Reserved Seats in the Constituent college is entitled for Government of India's Scholarships,
- Freeship to the students of Economically Backward Classes,
- Government of India National Loan Scholarship,
- Government of India Merit-cum-means Scholarship (ICAR) / Government of India Post matric Scholarship to SC and ST candidate (ICAR),
- Merit-cum-Means Scholarship (Government of Maharashtra), etc. are available at various constituent/affiliated colleges and will be awarded as per rules in vogue.

16. DISCIPLINE :

- (i) The cases of unfair means and the cases of misbehavior will be dealt with as per the Rules and Regulations of the University in vogue and as amended from time to time.
- (ii) **In accordance with the provisions made under University Statutes, 1990, a student while studying in the College if allegedly found involving in the activities like ragging, bulleying or kidnapping and any other act of indiscipline shall immediately be suspended from the College as well as the Hostel without any notice by the Principal/ Associate Dean of the College and liable to be expelled from the College by the Vice-Chancellor on the detailed report of the Director of Instruction of the University, as per the instructions of the Dy. Director General (Education), ICAR, New Delhi vide letter No. 6(29)/2007-A. and P., dt. 18/1/2008 regarding the directives issued by the Hon'ble Supreme Court of India on Special Leave to appeal (C) [24295 & 24296-99 of 2004] vide judgment dt. 10/12/2007 and also vide letter No.AGU-2009/pr.a.kra.58/7-A, Dt.06/05/2009 from Dept. of Agriculture, Animal Husbandry, Dairy Development and Fisheries, Mantralaya, Mumbai.**
- (iii) Student shall abide by the rules & regulations enforced and approved by the State Council.
- (iv) **Any kind of indiscipline and misbehavior amounting to ragging activities is an offence punishable under the provisions of Anti Ragging Act,1999.**
- (v) **Anti Ragging Act :** In case of ragging, for **24 X 7 Anti Ragging help line contact toll free No. 1800-180-5522**, Email:helpline@antiragging.net and web site : '<http://www.ugc.ac.in>'.
- (vi) Each student and his parent / guardian shall have to furnish an undertaking in **Appendix 'F'** to follow scrupulously the provisions of **Anti Ragging Act, 1999** and ensure that absolute discipline is maintained in the premises of educational Institute, Hostel campus and University campus etc.

17. FEES ₹: Fees payable by the students for undergraduate programmes. (In Rupees)

Sr. No.	Item	Bachelor's degree	
		I Term	II Term
	A) College fees.		
1	Tuition Fees	6000	6000
2	Registration fee	400	400
3	Eligibility Fee #	400 800 ⊗	--
4	College caution money	2000©	--
5	Library fees	800	800
6	Subscription towards Students Council Activities		
	i) Sports, Gymkhana and allied activities.	1000	1000
	ii) Co-operative Society (Share + Membership fee)	200 #	--
	iii) Annual Prize Distribution Function	400	--
	iv) College magazine	400	--
	v) Ashwamedh Sport Fee	50	--
7	University Medical Examination Fee.	200	--
8	Identity Card	100 #	--
9	Student's Aid Fund	200 #	--
10	Grade Card	200	200
11	Examination Fee	3200	-
12	Students safety insurance premium.	100	--
	Total (A)	15650 + [400 ⊗]	8400
	(B) Hostel		
1	Hostel Caution money	3000©	--
2	Maintenance charges	3000	3000
3	Electricity Charges	3000	3000
4	Mess deposit.	2000©	--
	Total (B)	11000	6000
	Grand Total (A+B)	26650 + [200 ⊗]	14400

₹ The Fees mentioned under this Clause is liable for change with the approval of the State Council.

Note:-

- ▼ Transcripts fees will be collected at the time of registration of VIII Semester and to be deposited to the respective University.
- ⊗ The fees will be collected from students who passed qualifying examination from out of Maharashtra State.
- © The fees are refundable whenever the student leaves the College/Hostel.
- # The fees are charged only once during the student's stay at the college. These fees are not charged from the student's undergoing FIRWE Summer placement/in plant training program.

Fees for Grade Card/Examination are to be deposited to the respective University.

Various concession / relaxation offered by the Government of Maharashtra to girls students & students from various reserved category shall be applicable *mutatis mutandis*.

19. Admission Schedule (2019-20):

Sr. No.	Programme	Date
(1)	Online filling of application forms start from	24-05-2019
(2)	Last date of submitting the application form and along with uploading the scanned copies of the necessary documents	01-06-2019
(3)	Display of PROVISIONAL MERIT LIST on MCAER website	05-06-2019 – (After Evening)
(4)	Period of receipt of Online grievances.	06-06-2019 to 08-06-2019
(5)	Display of FINAL MERIT LIST on MCAER website	11-06-2019 (After Evening)
(6)	(i) Display of First Round allotment list	15-06-2019 (After Evening)
	(ii) Period of reporting	17-06-2019 to 19-06-2019 (Up to 5.30 PM)
(7)	(i) Display of Second Round allotment list	22-06-2019 (After Evening)
	(ii) Period of reporting	24-06-2019 to 26-06-2019 (Up to 5.30 PM)
(8)	Display of Vacancy positions for Centre-wise online Admission Process Round	27-06-2019
(9)	Centre-wise online admission process round (As per procedure mentioned in Appendix 'G')	28-06-2019 and 29-06-2019
(10)	Commencement of classes for Second Year	28-06-2019

NOTE-

The Prospectus contains only the gist of the Admission Rules and also of Academic Regulations for different degree programmes. For more details, the Rules and Regulations shall be referred to.

20. The Website maha-agriadmission.in and www.mcaer.org shall be active from 24st May, 2019.

**(Mahendra B. Warbhuvan I.A.S)
Director General
Maharashtra Council of Agriculture
Education & Research,
Pune- 411 007.**

CHECK LIST

Sr. No.	Details of Certificate / Documents	Yes(✓) / No(×)
(1)	(i) Domicile Certificate issued by the Competent Authority from Maharashtra / School Leaving Certificate / Transference Certificate containing place of birth from Maharashtra / birth Certificate issued by the competent authority from Maharashtra.	
	(ii) For Other State candidates, Domicile Certificate / Residential Certificate / Residence and date of birth Certificate issued from the competent authority.	
(2)	Diploma in Fisheries Engineering Statement of Marks / Transcript / Grade Card	
(3)	SSC (X) Std. Mark sheet / Statement of marks	
(4)	(i) College Leaving/ Transference Certificate (last attended)/ Bonafide Certificate of the college where admission has already been taken.	
	(ii) The candidate admitted in last academic year in any Agricultural University in Maharashtra if again applies to seek the admission for the current academic year for the Second year degree course, then the Bonafide Certificate issued from the last attended respective College/Institute will be considered.	
(5)	Caste Certificate issued by competent Authority designated in the State.	
(6)	With reference to the order given by Hon'ble Supreme court Civil appeal No. 11234-48/2017, Caste validity certificate from SC, ST, VJ(a), NT(b), NT(c), NT(d), Other backward class (OBC), Special Backward Category (SBC)) and Socially and Economically Backward Classes (SEBC)	
(7)	Non Creamy Layer Certificate issued on or after 1st April 2019 or valid up to the date of submission of application form by the Competent Authority.	
(8)	Certificate of Tahsildar for Economically Weaker Section in open category	
(9)	(A) Whether the ' Certificate of the Freedom Fighter ' issued in favour of parents / Grand parents of the Candidate is issued under the signature of the Hon. Prime Minister / Chief Minister, Maharashtra State.	
	(B) If yes, whether an Affidavit of the Freedom Fighter and if the Freedom Fighter is not alive then his/her wife/husband/Nominee's on the Stamp Paper of Rs.100/- has been enclosed?	
	(C) If yes, whether the following points have been mentioned in it ?	
	(1) The candidate is son/daughter of the Freedom Fighter or son/daughter of son/daughter of the Freedom Fighter.	
	(2) The Freedom Fighter has not used this concession for any relative here before.	
	(3) The Freedom Fighter shall not use the concession for any relative hereafter, if the benefit is availed at this time.	
(10)	'Certificate of Defense Personnel (DP)' issued by the ZillaSainik Welfare Officer/ Discharge Certificate issued by the Officer Commanding the Regiment or Serviceman	

Sr. No.	Details of Certificate / Documents	Yes(✓) / No(×)
	Certificate issued by the Competent Authority.	
(11)	<p>‘Certificate of Physically Handicapped (PH)’ issued by District Civil Surgeon or equivalent Government hospital/ Medical board.</p> <p>[The percentage of disability shall not be less than 40% in case of candidate seeking reservation for physically handicapped category.]</p>	
(12)	<p>‘Certificate of Project Affected Person (PAP)’ issued by District Resettlement Officer/ Rehabilitation Officer of Government of Maharashtra in the prescribed form that his/her parents’/grand parents’ land has been acquired by the Government for Agricultural University/ Irrigation/ Power/ Defence Project having the name of beneficiary.</p>	
(13)	<p>‘Certificate of Agriculturist (AG)’ issued by the Tahsildar/ NaibTahsildar showing that the applicant or his/her parents or grand parents (Paternal) is/ are owner or tenant, holds agricultural land and whose main source of income is derived from personal cultivation of land.</p>	
(14)	<p>‘Certificate of Fisherman’ issued by Assistant Commissioner of Fisheries stating that the source of income is from fishing only.</p>	
(15)	<p>‘No objection Certificate’ from employer if employed.</p>	
(16)	<p>Undertaking in ‘Appendix D’ regarding cleanliness habits.</p>	
(17)	<p>Self-Declaration letter in the prescribed format (Appendix ‘B’) confirming the authenticity of the uploaded original copies.</p>	
(18)	<p>As per Government Resolution Women and Child Development Department No. Amuja2011/Pra.kra.212/ka-3, dated 02/04/2018 the certificate of orphan child issued by Commissioner, Women and Child Development, Pune on their letter head.</p>	

APPENDIX 'A'

PROFORMA FOR CERTIFICATE OF BEING AN AGRICULTURIST

(To be signed by an Officer not below the rank of Naib Tahsildar)

This is to certify that Shri / Smt.
_____ (Name of land holder) is
father / mother, grandfather / grandmother (Paternal side) of Shri / Miss
_____ (Name of candidate) of _____
Village _____ Tahsil _____ District holds _____
hectare of land in the capacity as owner and the area of the land held by him/her does not
exceed the economic holding as defined in as per the provision in Section _____ of
_____ Act* of 19_____. Further certified that his/her main source of
income is derived from cultivation of land held by him/her.

Signature:

Place: _____

Name:

Date: _____

SEAL

Designation :

NOTE:

- (1) * Mentioned full name of concern Act here.
- (2) The sign and seal should be of authorized certifying officer.
- (3) 'Agriculturist' means a person who owns agricultural land, the area of which does not exceed the economic holding as defined in the Tenancy and Agricultural Land Act of the Revenue Region he/she belongs to.
- (4) In case candidate himself holds land, his name will appear as landholder.

APPENDIX 'B'

'Self-Declaration related to uploaded Original documents'



I Son / Daughter of aged
....., Occupation resident of with
Aadhar Card No. (If Available)..... hereby declare that the
originals of documents uploaded on website are factual. I fully understand the
consequences of giving false information. If the information is found to be false, I
shall be liable for prosecution and punishment under Indian Penal Code and / or any
other law applicable thereto.

Place :

Applicant's Signature

Date :

Applicant's Name :

APPENDIX 'C'

'Important Instructions to Candidates'

- (1) Before filling up the application form candidate shall check the '**Application Flow Chart**' of admission process available on **maha-agriadmission.in** website.
- (2) Understand properly the admission schedule given at Point No. 19 in the prospectus.
- (3) Candidate is required to fill up personal and academic information in the online application form which is available on websites **www.mcaer.org and maha-agriadmission.in**
- (4) After filling the application form on the website, the candidate should scan his / her signature, his / her passport-sized photograph and original copies of all the necessary documents and upload them on the website. If a document is scanned in the authorized centres of M/S. KTPL, Pune then a fee of Rs.5/- will be charged for it. A list of such authorized centres is available on the website.
- (5) The scanned and uploaded documents should be readable; upload the documents only after ensuring this. If the uploaded documents are not readable then they shall not be considered as valid and the responsibility of the same shall completely be with the candidate.
- (6) The application form fees for the candidates from the Open category and all the candidates from Out of Maharashtra State shall be Rs. 1000/- whereas for candidates from the reserved categories of Maharashtra shall be Rs. 500/-. The said fees shall be paid through Net banking, RTGS, NEFT, Debit Card or Credit Card. Once the application form is filled, the facility of paying such a fee is made available on the website. The said fees are non-refundable.
- (7) The candidate should scan and upload Passport size photograph on online application form.
- (8) Press the submit button after confirming the information in the application form is correct, the original documents are uploaded and admission fee is paid. The candidate should take note that, once the application form is submitted, no changes and corrections will be made in the application form.
- (9) (a) After publication of the 'Provisional Merit List', every candidate shall check online and confirm whether his/her Name, Category, Marks etc. are correct or otherwise.
(b) In case of any discrepancies, the candidate shall send the required certificates /scanned copy as proof within the prescribed time limit by using his/her 'Log in ID' & 'Password'.
- (10) (a) Every candidate shall peruse the 'Admission List' on the dates as per the time table of admission.

- (b) **The candidate whose name appears in the 'Allotment List' shall collect the 'Provisional Allotment Letter' through his/her log in.**
- (c) The candidate whose name appears in the Allotment List' shall collect the 'Provisional Allotment Letter' through his/her log in.
- (11) The candidate should attend the respective college with all necessary original documents and required fees **on or before the last date** mentioned on his/her Provisional Allotment Letter.
- (12) (a) The candidate desiring for admission has to produce all original documents along with required fees.
- (b) If any candidate desires to refuse his / her admission then he / she should refuse the admission by paying Rs. 200/- online through Debit Card / Credit Card / Net Banking on the website Log-in..
- (13) (a) If the candidate **desires to cancel his admission after registration he/she has to submit the request application addressed to the Associate Dean / Principal.**
- (b) In such case, the candidates are advised to collect the fees as per Point 4.14 given in Prospectus and all original documents from respective College/Institute.
- (14) If the candidate is hospitalized and can't move to attend the allotted college to take admission/refuse, personally during the scheduled time period. In such case the candidate shall get and also can refuse his/her admission in his/her absentia if the candidate authorizes the person to take the admission/refuse. The authorized person is advised to produce provisional allotment letter, medical certificate along with all the necessary documents, fees and authority letter while attending the college. Prescribed format of the Authority Letter is given in **Appendix 'H'**. This condition will be also applicable if candidate is admitted in hospital during the **Centre-wise online Admission Process Round**.
- (15) While filling up the online application form the candidate is advised to fill the correct information as per his/her original documents or otherwise his/her provisional allotment letter for admission shall be rejected.
- (16) The candidate desires to donate his/her body parts after his/her death has to fill up the body parts donation form given in **Appendix 'I'**.
- (17) Self-Declaration letter in the prescribed format (**Appendix 'D'**) confirming the authenticity of the uploaded original copies is compulsory.
-

APPENDIX 'D'

Form for filling up the information by the candidate desirous of seeking admission for Second Year Undergraduate Degree Program regarding the habit of cleanliness and facilities available at his/her home

1	Name
2	Permanent Residential Address
3	Family information	No. of family members. : No. of members utilizing the W/C (Toilet) - :
4	Availability of W/C (Toilet)	Yes <input type="checkbox"/> No <input type="checkbox"/> If the W/C (Toilet) is not available give the specific reason.
5	Habit of Hand wash	Before Food- Yes <input type="checkbox"/> No. <input type="checkbox"/> If yes- With Soap <input type="checkbox"/> With Water <input type="checkbox"/> Other <input type="checkbox"/> If Toilet- Yes <input type="checkbox"/> No <input type="checkbox"/> If yes- With Soap <input type="checkbox"/> With Water <input type="checkbox"/> Other <input type="checkbox"/>
6	Undertaking	I have read the appeal made by the Organization regarding importance of W/C (Toilet) and its day to day use. I will convince all my Family Members regarding importance of W/C (Toilet) manage to construct the W/C (Toilet and manage to construct the W/C (Toilet) within a period of three months (If not available) and I promise that all my family members will use W/C (Toilet) regularly.

Date

Signature

APPENDIX 'E'

'Important Instructions to Associate Dean '

- (1) The original documents regarding candidate's Category, Marks, Transfer Certificate / Leaving certificate / Transference Certificate etc. shall be checked thoroughly by ensuring last date of admission strictly. It is compulsory to return all original documents except leaving certificate to concern student after physical verification of documents by University. College has to compulsorily give Certificate regarding return of documents to the students. Only after submission of this certificate university will confirm the admissions.
- (2)
 - (a) If all the original documents are found to be correct, the name of the candidate shall be registered for admission.
 - (b) Communicate the name of the candidate whose admission is confirmed to KTPL through 'College log in'.
 - (c) **The fees shall not be collected from the eligible Candidates whose fees is to be refunded by the Government.**
- (3) Only the Associate Dean/Principal of the Constitutional / Government aided Colleges/Institute or his authorised officer is empowered to operate the process of refusal of admission.
- (4) If the candidate desires to cancel his admission after registration the procedure mentioned in the prospectus at point No. 4.14 shall be adopted and immediately upload the information regarding cancellation of admission through college 'log in' and by e-mail to the KTPL.
- (5) If the candidates fails to produce/submit required document(s) at the time of admission then the Associate Dean/Principal shall reject his/her admission and mention the ground for rejection of admission by using log-in ID and password.
- (6) The Associate Dean/Principal has to update the information regarding admission/rejection and cancellation of the candidate(s) upto a period of continuously five months from the commencement of first round of admission by using log-in ID and password.
- (7) If the candidate is hospitalized and cant move to attend the allotted college to take admission/refuse, personally during the scheduled time period. In such case if the authorised person produced allotment letter of that candidate, medical certificate along with all the necessary original documents, fees and authority letter at the time of admission/refusal. This condition will be also applicable if candidate is admitted in hospital during the **Centre-wise online Admission Process Round**.
- (8) The student desires to donate his/her body parts after his/her death and if body parts donation form is given in **Appendix 'I'**. College has to mention "Donor of Body Parts" on his/her ID Card.

APPENDIX 'F'

Name of Institute / College : _____

Undertaking from the students as per the provisions of anti-ragging
Verdict by the Hon'ble Supreme Court

I, Mr./Ms. _____ SR/Roll
No. _____ Course _____ Degree program _____
student of _____ (college name) on this day _____
month _____ year _____ do hereby state on solemn affirmation and
undertake that-

- (1) I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above reference (available at <http://www.hbti.ac.in>); and
- (2) That I understand the meaning of 'ragging' and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
- (3) I have not been found or charged for my involvement in any kind of ragging in past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future; and
- (4) I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Government of India and the Institute authorities for the purpose from time to time.**

Date:

Signature of Student

I hereby fully endorse the undertaking made by my child/ward.

Signature of Mother/Father and or Guardian

Witness:

APPENDIX 'G'

Procedure for 'Centre-wise online Admission Process Round'

The 'Centre-wise online Admission Process Round' will be implemented by following the below mentioned procedure on **28th and 29th May** at College of Fisheries, Shirgaon, Ratnagiri for the available vacant seats due to such candidate who have not reported / registered even after receipt of Provisional Allotment Letter.

The details regarding the category wise **last merit** and up to date category wise vacant positions available during the every earlier admission round will be displayed by **KTPL, Pune** on the website, www.mcaer.org and maha-agriadmission.in on **27th June, 2019**.

The name of candidate appeared in the **State/University merit list but not admitted during the current academic year for any degree course are eligible for the 'Centre-wise online Admission Process Round'**. The eligible candidate and Associate Dean of the College/Institute is advised to consider the following points for the '**Centre-wise online Admission Process Round**'.

- (1) The candidates are instructed to observe the **available vacant seats** displayed on the above websites and report personally to the respective College/Institute along with all necessary original documents and prescribed fees **between 9.00 hrs to 11.30 hrs during 28th and 29th June 2019**.
- (2) The Associate Dean/Principal of the respective College/Institute shall prepare the Merit List of reported eligible candidate's category wise **during 10.00 to 13.00 hrs and display the same on the Notice Board**.
- (3) After considering the above **merit list of eligible candidate**, operate the admission process for the **available vacant seats**. **The Associate Dean / Principal shall note that, the seats reserved for the reserved category shall be filled in from the reserved category candidates only**. If it is noticed that the candidate from the reserved category is not available then as per guidelines given in [Appendix 2](#) 'Admission Process' in the Government Resolution of Department of Agriculture, Animal Husbandry, Dairy Development and Fisheries Department No. मकृवि-२०१०/प्र.क्र.१५५/७अ, dated 20/10/2011 the available vacant seats should be filled in on Merit from the other eligible and reported candidates **on the day of the Centre-wise**

online Admission Process Round' i.e. 29.06.2019 only. However the Associate Dean/Principal must take care not to give any chance to register any grievance/complaint by the candidate from the reserved category under any circumstances that he/she did not get admission on the vacant seat reserved for that reserved category. The said GR is available at the website of MCAER.

- (4) After confirming the selection of the suitable candidate for admission, the admission shall be given to that candidate and the same shall be reported '**online**' by **operating the website of KTPL, Pune**. The KTPL, Pune is responsible for creating the facility in the **log-in** of the respective College/Institute.
- (5) The Associate Dean/Principal of the College/Institute is hereby informed to operate the **Centre-wise online Admission Process Round** during **28^h and 29th June 2019** up to **16.30 hrs everyday**
- (6) The Associate Dean/Principal must furnish the information of admitted candidate by email to the **Director General, Pune and KTPL, Pune** everyday before **17.00 hrs**.
- (7) The KTPL will make available the **Provisional Allotment Letter** to the admitted candidate during **Centre-wise online Admission Process Round, for the administrative purpose**.
- (8) The vacant seat(s) created due to cancellation of admission by the candidate or any other reason during **Centre-wise online Admission Process Round** should be displayed on the website at the same time and day. However it should be made available for admission and filled on the next day. (On the last day of **Centre-wise online Admission Process Round** the aforesaid point is not applicable)

APPENDIX 'H'

AUTHORITY LETTER

I the undersigned Mr./Ms... ..
Application Form No. for Undergraduate admission process for the
year 2019-20 am in receipt of provisional allotment letter for admission
round to be scheduled from to

I would like to bring to your kind information that I am hospitalized since
..... in the
..... (Name and address of
hospital) and unable to attend physically the said admission round in the
..... (Name of college and address).

Therefore authorizing Mr./Ms..
who is my to attend for the said allotment round who has
signed before me and having his identity proof too.

The necessary medical certificate and all other documents along-with fees I
have handed over to him.

Requested for permission and kind consideration.

Yours,

(Signature and Name of
authorised person)

(Signature and Name of the
Candidate)

To,

Associate Dean / Principal,

Appendix 'I'

'Body Parts Donation Form'

Name – Mr. /Ms.
..... Application No. hereby voluntarily
declared that I wish to donate my body parts after my death.

Place:

Signature : _____

Date :

Name _____

Form No. _____