22.07.2024

FYJC (XI) COMMERCE 2024-25

ADMISSION PROCEDURE – CAP ROUND - III

1. Check if college is allotted in the student login (College code – MU0579CGE)
2. To confirm your admission click on **'Proceed for admission'**
3. Upload the required documents on the Govt. Portal
4. Students should visit the SIES Commerce website : siesce.edu.in & College Notice Board.
5. Students will receive SMS from SIES College of Commerce and Economics after allotment of seat.
6. In case a student doesn't receive the payment link of Rs.100/- for college admission form (after allotment) till 8.00 pm on 22.07.2024 may come to college on 23.07.2024.
7. Eligible students will come to the college with printout of form & all required documents for verification.
8. Documents required at the time of Admission :
   a. Duly filled admission form with online payment of Rs.100/-
   b. 1 photograph required with red background
   c. Photocopy of payment of Rs.100/-
   d. Printout of Government Portal online form part 1 & 2
   e. Original and photocopy of X marksheet and leaving certificate (ICSE, CBSE, IGCSE and Other Board – Migration, Transfer Certificate and Passing Certificate)
   f. Aadhar card photocopy & original for verification
   g. Verification of forms will be done from 22.07.2024 to 24.07.2024 between 12.00 noon to 3.00 p.m. in room no. 6 (3rd Floor)
9. Once the verification is done and the student is found eligible for admission then : -
   ➢ Payment mode : Verified student should bring **Demant Draft** to be drawn in favour of '**SIES College of Commerce and Economics**' amount to be paid **Rs.2330/-**.
10. Information needed on the reverse side of the DD
    1. Name
    2. Phone Number
    3. FYJC Commerce 2024 - 25
    4. Mention Round (eg – CAP Round – I, II, III etc)
    5. Original Demant Draft and 2 xerox copy.
11. Information Technology (IT) cut off will be declared on 25.07.2024 at 5.00 pm.

PRINCIPAL