

# **SATHAYE COLLEGE, JUNIOR COLLEGE, MUMBAI-400 057.**

## **S.Y.J.C. Arts / Science / Commerce /+2 Voc. (HSVC)**

### **Filling online Pre-Admission form for Academic Year 2019-2020**

All students should note that they should fill up their admission form online. For this, they will have to log on to "[www.sathayecollege.edu.in](http://www.sathayecollege.edu.in)" on the day of declaration of result date after 5.00 p.m.

The college website mentioned above has a step by step easy to use procedure, which can be read by students before filling up the form. All students MUST bring all required documents\*(F.Y.J.C. Result + Photocopy, Address proof, Caste Certificate if applicable) at the time of admission. In order to fill up the above mentioned pre-admission form a student will need only, his/her UID No., which has been mentioned on his/her identity card / mark sheet of the F.Y.J.C. class

Once a student follows the procedure given on the website, student will be able to successfully take a printout of the pre-admission form(A4 size paper) & submit the same on the day of admission.

**Students are advised to use online payment system as far as possible otherwise students can pay their fees in cash in the college office on the day of admission.**

Thereafter, with the printout of pre-admission form and online-fee payment receipt (if paid online), students are expected to come to college for completion of admission procedure as per the schedule declared by college. The students who will pay the fees in cash in college office will bring only the printout of pre-admission form.

The detailed instructions for filling up this online form are as follows.

**Please Note: Only pre-admission form filling& payment of fees (optional) is online, rest of the procedure of admission is offline. (See the latest admission notice)**

#### **Step 1**

Students are supposed to go to "[www.sathayecollege.edu.in](http://www.sathayecollege.edu.in)" web site, then go to student's corner where a link titled "**Online Admission**" is available.

#### **Step 2**

Now, Online Login Form is displayed.

The students are supposed to Login by entering the UID No. mentioned on Identity Card or Marksheet, in the window shown on screen. The Password is the same as the UID No.

#### **Step 3**

On first login, the system will ask the user to change the password.

The password would be necessary for students for future additions in the Online Portal during their course in the College. Therefore, the students should remember it for future login.

#### **Step 4 – Admission Form Part I**

On the login, student will find his/her personal details and next class (i.e. XII) of admission are displayed on the screen. Check for its correctness and if any discrepancy is found, contact college office after completing the admission process. If your Aadhaar number is not listed then enter the Aadhaar number.

#### **Step 5 – Admission Form Part I Notification**

If any student is from any of the reserved caste category then he / she would be guided to a notification, which the student has to read carefully and click on it saying, "**I have understood and agreed**".

#### **Step 6 – Admission Form Part I**

Student will find his/her photo & signature. If he/she want to change the photo &or signature he/she can follow the further procedure. A student has to scan his/her latest photo (front side only) and his/her authentic signature. The photo size will be Maximum 15 KB and Signature maximum size will be is 20 KB. If it is more than mention KB, the form cannot proceed further.

**\* For the provisional Identity Card, student should bring stamp size photograph at the time of admission.**

**P.T.O.**

**Step 7 – Admission Form Part II**

If there is no change in address and mobile number, student can skip this stage. If there is any change, the student is supposed to enter his/her complete new address with city pin code after entering the Student Mobile Number & Guardian Mobile Number. For railway concession a student has to mention nearby station for railway concession (if necessary).

**Step 8 – Admission Form Part III**

Subjects offered by the student in F.Y.J.C. class will be carried forward to S.Y.J.C. class automatically. Student can not make any change here. In case of any discrepancy student should meet Junior College Supervisor on the day of admission.

**Step 9 – Admission Form Part IV**

Here student has to enter the marks obtained in F.Y.J.C. Class. In place of seat number write your Roll number of F.Y.J.C. class and month and year should be entered, in format such as ‘March-2019’ & also mention S.S.C. School and Examination details.

**Step 10 – Admission Form Part V**

Please fill in Parent’s / Guardian’s information carefully.

In case if Parent / Guardian has retired or is a house wife then, please mention residential address in the address column provided.

**After this step, print the Pre-Admission Form on A4 size paper, take Parent’s signature & Student’s signature at the place provided and submit the same in the college on the day of admission.**

**Please note that confirmation of admission and allotment of subjects is strictly as per the discretion of the college authority.**

**Those who want to pay fees in the online payment system, they can get a link on the top of the print preview of pre-admission form. Online payment procedure in serial order:-→They should first take a print out of pre-admission form and then they go to online payment link.→Students should pay the fees as per their exact category which is mentioned below. →After completion of online transaction, DU number which is received from SBI should be mentioned on college admission form which is available on the day of admission and →the print out of SBI online payment receipt should be brought on the day of admission or the SMS received from SBI should be shown on college fees counter. →Collect college fee receipt on the day of admission.**

**NOTE : In case of any query contact :**

**College Office on any working day : 022-26141149, 022-26130608, Ext.-207**

**Fee details as per class and category.**

Category	XII Arts	XII Com.	XII Sc.	XII +2 Voc. (HSVC)
<b>General (Boy students)</b>	Rs.908/-	Rs.908/-	Rs.1,078/-	Rs.1,650/-
<b>General (Girl Students)</b>	Rs.600/-	Rs.600/-	Rs.700/-	Rs.1,200/-
<b>SC / ST / VJ / NT / OBC / SBC / Ex-Serviceman / F.F. / SST (Boy &amp; Girl students)</b>	Rs.600/-	Rs.600/-	Rs.700/-	Rs.1,200/-

Those students who have taken French, German & Psychology subject in F.Y.J.C. class and want to continue with the same subject in S.Y.J.C. class should pay Rs.3,000/- additional fee per subject at the time of admission by cash or online.

Those who have taken Vocational subject that is Computer Science, Electronics, EM, MM, SMCS should pay the additional fees as mentioned below : Computer Science / Electronics unaided Rs.26,220/- and EM, MM, SMCS, Electronics – aided, Rs.1,220/- at the time of admission by online. Fees can also be paid by D.D. or Pay Order in the name of **“Sathave College, Junior College”**.