THE KET'S V.G.VAZE COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)
MULUND EAST MUMBAI-400081

ONLINE IN-HOUSE ADMISSIONS
FROM
SY TO TY-BA/TYBSc/TYBCOM
Academic Year –2021-22

1. College website: http://www.vazecollege.net/

2. Click on **'ONLINE ADMISSION'** to the extreme right of home page.
   OR
   Click on **Admission** Tab below College name and logo on home page and then Click on **'Admission Degree College'** tab.

3. Then click the tab **'Click here for Admission Form'.**

4. Select Radio Button **Degree,** then select respective class and click on **'Proceed'.**

5. Enter **old Login Credentials** which were used for FY Admission last year.

   You will also receive a text message on registered mobile, giving details of your last year Login ID and Password. If message is not received AND you do not remember last year's login details, then visit college office for login credentials**.**

   You may also contact Mrs. Vaishali Patil following number
   Mobile Number- 8591582449
   Timing- 10.30 am to 1.00 pm and 2.00 pm to 5.30 pm only. (Lunch Break-1.00 pm to 2.00 pm)

6. After Login, verify your data. Few fields are editable. In case, there are any changes, you may edit to update revised details. In case, there are any changes in non-editable filed, contact college office for the same.

7. Submit to lock the form and logout. Kindly read all instructions before submitting.

8. Login again so that **'Fee Detail's** tab will be available.

9. Click on Fee Details tab, read instructions for Cash Payment and online Payment.

10. Transfer fee amount as instructed. In case of online transfer, take a screen shoot the same / take a photo of pay in slip in case of cash payment, make a PDF and upload it. Mention details of fee payment in the form as well and submit. After submitting, **"Print Receipt"** tab will be immediately activated. Download receipt.

11. After verification of fee paid by you, auto generated mail will be sent to your registered e-mail ID. This process may take few days.

12. **Students who cannot pay online can visit Bank Of Maharashtra and make the payment by cash, the receipt copy photo should be uploaded.**

13. **Those students who have not got Marksheets can upload the Screen Shot of the results properly cropped image in PDF.**

14. **Those students who find that the Subject Code prefilled in the Admission Form is wrong (other than what is mentioned in the list uploaded on College Website) should send immediately email. In the email Subject mention : " TYBCOM/ TYBA - Incorrect Subject Code allotted ".**
    Student should give following details in the email:
    1) **Name of the Student**
    2) **Control ID**
    3) **TYBCOM/ TYBA**
    4) **Subject prefilled in Admission Form**
    5) **Correct Subject Code as per list uploaded on College Website.**
       For Degree Regular email to be sent to : degreeadmission2021@gmail.com

15. **For any questions you may also send email on -** degreeadmission2021@gmail.com
   with following details- Name of Student, Control I'd, Mobile Number of Student, Details of query

16. **For Any Technical queries contact -Mr. Bhaskar Choudhary-7021997945**

   ONLINE ADMISSION PROCESS MAY ALSO BE COMPLETED BY USING ANDROID MOBILE APP OF COLLEGE viz. 'KELKAR VAZECOLLEGE, Mulund'.

Date:-20.6.2021

Principal