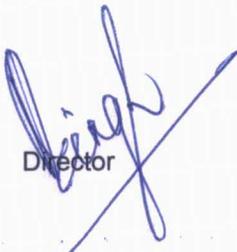


Important instructions:

1. The admissions will be done as per the guidelines of Govt. of Maharashtra - State Common Entrance Test Cell published in Information Brochure for Academic Year 2025-26 (For details refer www.mahacet.org)
2. The schedule given above is provisional & may change due to unavoidable circumstances. The revised schedule will be notified separately.
3. For the convenience of candidates and parents, the ACAP/SPOT round will be conducted at Smt. Hiraben Nanavati Institute of Management & Research For Women, Pune.
4. Kindly note that the seat allotment process will be conducted concurrently in Girls Common Room (Ground Floor)
5. All the candidates belonging to the respective merit lists and seats MUST report as per the schedule given above in Table 2.
6. It is mandatory to register for all the aspiring candidates who wish to participate in this ACAP/SPOT round. The registration shall be done at the institute in person in offline mode
7. The candidates who have applied directly to State CET CAP portal for ACAP/SPOT seats should also register at the institute's admission portal as per the guidelines given by State CET Cell from time to time vide different notifications.
8. Link for application portal for Institute Level ACAP/SPOT Admissions: www.hnimr.org
9. Candidates MUST show intent by submitting application form/ registration on the institute's portal strictly as per the notification published on Institute's website from time to time.
10. The candidate shall produce the documentary evidence strictly in support of their claims made in the applications. If a candidate fails to substantiate the claims made at the time of submitting necessary original documents within the scheduled period mentioned above, the candidate forfeits the claim of allotted seat.
11. Document verification for admission is mandatory to be done "In person" by the Candidate at the Institute as per the schedule of ACAP/SPOT round(s) at the time of the round.
12. Interested candidate must be present in-person for ACAP/SPOT round. However, If the candidate is unable to attend in-person due to unavoidable circumstances, he/she may authorize his/her parent/ guardian to represent him/her for the counselling round. The authorized representative (parent/ guardian) must carry
 - i) Original & a photocopy of Identity proof of candidate and parent/guardian,
 - ii) Original authorization letter duly signed by the Candidate
 - iii) All applicable documentsThe seat choice made by the authorized representative will be final and binding on the candidate. No claim shall be entertained later in this regard.
14. Candidate will lose claim to participate in this round, upon failure to produce any of the applicable original documents at the time of document verification. In case a candidate has taken admission elsewhere, he/ she must produce
15. A candidate's merit number will be announced a maximum of three times during the allotment process. If candidate is not present when called, the next candidate in the merit list will be considered for seat allotment, and the absent candidate may forfeit his/her opportunity for merit-based seat allotment.

16. Candidates shall confirm the admission by paying the requisite amount of fees as per the fee structure displayed place on institute website for **ACAP/SPOT** seats and by submitting required documents in original at the time of reporting to the Institute.
17. The fee structure displayed on institute website for **ACAP/SPOT** seats is to be paid every year and candidate must agree to pay the said fees as per the allotted branch for all the four years of the course / program.
18. The total number of available seats for this round will be the vacant seats displayed by State CET Cell and the cancellations, if any. Details of the same will be displayed on Institute's website before the commencement of the round.
19. As per State CET Cell rules, seat type TFWS & EWS, if remains vacant after the end of CAP rounds, shall not be filled during the **ACAP/SPOT** round/s.
20. Vacant seats will be filled in by the Candidate from the same Category for which it was earmarked during the CAP rounds. Further, if the seats remain vacant then the seats will be filled based on Inter-Se-Merit of the applicants as per State CET Cell Information brochure.
21. While filling up these seats, the preference shall be given to Maharashtra State Candidature Candidate over All India Candidature Candidate on the basis of Inter-Se-Merit as per State CET Cell Information brochure
22. Seat allotment shall be carried out strictly on the basis of the vacancy status at that point of time. Once a seat is allotted to a candidate, the same shall be removed from the list of available vacancies. The seat matrix may be updated during an ongoing stage/round in the event of cancellations or battements, if any. Candidates are required to remain physically present in the Girls common Room and wait for their tum as per inter-se-merit. In the event that a candidate or his/her authorized representative is not available when called, the next candidate in the merit list shall be considered for allotment, and the absent candidate shall forfeit his/her opportunity for merit-based seat allotment.
23. Vacancies, **if any**, after this **ACAP/SPOT** Round will be uploaded on Institute's website. These vacancies may be filled by conducting additional round(s). Detailed schedule will be displayed on Institute's website from time to time.
24. The decision of the Director shall be final and binding.


Director



DIRECTOR
MKSSS Smt. Hiraben Nanavati Institute
of Management & Research for Women
Karvenagar, Pune-52. Ph.: 25445977