

**Admission to Post SSC Diploma/Direct Second Year Diploma & Post HSC Diploma Courses through CAP
for the academic year 2023-24**

Standard Operating Procedure (SOP) for Candidate & FC

Reference: परिपत्रक: क्रमांक:१०/तंशिसं/पदविका प्रवेश/प्रमाणपत्रे सूट/२०२३/५५५, दिनांक ७ जुलै २०२३

वर नमूद केलेल्या परिपत्रकानुसार विविध पदविका अभ्यासक्रमांमध्ये प्रवेश घेण्यासाठी SC, ST, VJ/DT- NT(A), NT(B), NT(C), NT(D), OBC, SBC, EWS and TFWS या प्रवर्गातील उमेदवारांना अर्ज करतांना सादर कराव्या लागणाऱ्या आवश्यक प्रमाणपत्रांच्या सादरीकरणासाठी साठी सूट देण्यात आलेली असून सदर प्रमाणपत्रांसाठी उमेदवाराने संबंधित प्राधिकरणाकडे केलेल्या अर्जाची पावती सादर/अपलोड करणे आवश्यक आहे.

अश्या उमेदवारांसाठी अर्ज सादर करण्याची SOP खालीलप्रमाणे :

A) दि. ११ जुलै ते १५ जुलै या दरम्यान अर्ज करणारे नवीन उमेदवार:

1. Candidate shall Register for respective diploma course
2. Candidate shall select the status of the required documents as below
 - a. Available
 - b. Applied but not received
3. Only those Candidates with Document Status as “Applied” - such candidates can upload the valid **receipt** of the required document issued by the respective authority & **Undertaking** through their login.
4. The applications of such candidates shall be scrutinized through the e-scrutiny or physical scrutiny method as per selected method by the Candidates through FC.

B) दि. १० जुलै च्या पूर्वी अर्ज सादर करून त्यांच्या अर्जाची निश्चिती झालेले SC, ST, VJ/DT- NT(A), NT(B), NT(C), NT(D), OBC, SBC, EWS and TFWS या प्रवर्गातील उमेदवार ज्यांचे अर्ज Document उपलब्ध नसल्यामुळे **General Category/Non TFWS/Non EWS मध्ये **Convert** झालेले आहेत :**

1. Such Candidates shall click on the link provided in their Login through which they will be able to upload the receipts of the documents & undertaking to claim Category, EWS & TFWS respectively.
2. Such list of candidates who have uploaded valid receipts & Affidavit will be available in the respective FC Login from which the candidates has confirmed his/her application earlier.
3. Respective FC shall Verify receipts & undertaking provided and confirm the application.
4. Respective FC shall print revised acknowledgement of the same and to be issued to the candidate.
