

Non Autonomous Government Institutes.

(c) Tuition Fee Waiver Scheme (TFWS) Seats:

(I) Scheme

- (i) These seats shall be filled in by the Competent Authority.
- (ii) The scheme shall be mandatory for all Technical Institutions offering undergraduate programs that are approved by the All India Council for Technical Education.
- (iii) Seats up to maximum 5 percent of sanctioned intake per course shall be available. These seats shall be supernumerary in nature and will be available to such courses in an Institute where a minimum of 30% of sanctioned seats in the respective courses are filled up **in respective CAP Round. For calculation of 30%, the Institutional Quota seats retained by institute for the course shall be considered as completely filled.**
- (iv) The Waiver is limited to the tuition fee as approved by the Fee Regulation Authority for unaided Institutions and by the Government for the Government and Government Aided Institutions. All other fees except tuition fees shall be paid by the beneficiary.
- (v) The Candidates admitted under this scheme shall not be allowed to change Institution/course at any stage under any circumstances.
- (vi) These seats shall be available for admission to First Year of MBA/MMS and MCA courses.

(II) Eligibility

- (i) Only Maharashtra State Candidature candidates are eligible for these seats
- (ii) Eligible Maharashtra State Candidates having their parent's annual income less than Rs. 8 Lakh (Rupees Eight Lakh only) from all sources shall only be eligible for these seats. The candidate shall submit Income certificate issued by Appropriate Authority.

(III) Admissions Procedure

These seats are allotted by the Competent Authority as per inter-se merit. For this purpose, the Competent Authority shall invite applications, prepare a separate merit list for this category by following the same criteria as for Maharashtra State Candidature Candidates. In the event of non-availability of students in this category the same shall not be given to any other category of applicants.

7.6 Reservations:

All the reservations given below shall be applicable to **candidates belonging to Maharashtra State only** subject to the fulfilment of the eligibility criteria specified by respective authorities from time to time.

(a) Reservation for Backward Class Category Candidates:

The percentage of seats reserved for candidates of backward class categories belonging to Maharashtra State is as given below. The percentage of reservation is the percentages of the seats available for Maharashtra candidates, coming under the CAP. Backward class candidates shall claim the category to which they belong to at the time of submission of application form for CAP.

Sr. No.	Category of Reservation	Percentage of seats Reserved
01	Scheduled Castes and Schedule Caste converts to Buddhism (SC)	13.0 %
02	Schedule Tribes (ST)	7.0%
03	Vimukta Jati (VJ)/De Notified Tribes(DT) (NT-A)	3.0%
04	Nomadic Tribes 1 (NT-B)	2.5%
05	Nomadic Tribes 2 (NT-C)	3.5%
06	Nomadic Tribes 3 (NT-D)	2.0%
07	Other Backward Classes (OBC)	19.0%
	Total	50.0%

(b) Reservation for Persons with Disability Candidate:

Five percent (5%) seats of total seats coming under CAP shall be reserved for Candidates having any of the following minimum 40% benchmark disability.

Locomotor disability	Intellectual disability
Leprosy cured person	Specific learning disabilities
Cerebral palsy	Autism spectrum disorder
Dwarfism	Mental illness
Muscular dystrophy	Multiple sclerosis
Acid attack victims	Parkinson's disease
Blindness	Haemophilia
Low-vision	Thalassemia
Deaf	Sickle cell disease
Hard of hearing	Multiple Disabilities
Speech and language disability	

A single merit list of all eligible candidates shall be prepared. The allotment of seats reserved for the Candidates with Disability shall be done on the basis of an inter-se merit. These seats are available for Maharashtra domiciled candidates in HU / SL seats.

The candidates claiming reservation under this category shall submit the certificates from the authority competent for issuing such certificate. The certificate (Pro-forma) should clearly state that the extent of disability is not less than 40% (Forty percent) and the disability is permanent in nature.

Note:-

Candidates with Disability should note that on admission to post graduate degree course they will not be given any exemptions or additional facility in the academic activities other than those which may be provided by the respective Universities.

(c) Reservation for EWS Candidate:

As per the provisions in Government Resolution No. राआधो -४०१९/प्र.क्र.३१/१६-अ, dated 12th February, 2019, 10% seats shall be reserved for Economically Weaker Section (EWS) candidates. These seats shall be filled by the Competent Authority through CAP as per the policies of the Government declared from time to time. These 10% seats shall be over & above the sanctioned intake for the respective course.

(d) Reservations for Orphan Candidates - One percent (1%) seats of CAP Seats (excluding Minority institutions, All India Seats, if any) shall be reserved for Orphan Candidates. These seats shall be filled by the Competent Authority through CAP as per Government Resolution, Women and Child Welfare Department, No. AMJ-2011/C.R. 212 / Desk 3 dated 2nd April 2018 and the policies of the Government declared from time to time.

9.0 Norms for PGCM/ PGDM Courses

- 9.1** Post Graduate Certificate in Management (PGCM) Course shall be of duration more than 1 year and not exceeding 2 years.
- 9.2** The duration of the Post Graduate Diploma in Management (PGDM) Course shall not be less than 21 months.
- 9.3** Executive PGDM Programme shall be of duration of 15/ 18 Months.
- 9.4** The Academic calendar for admission of students shall be followed as prescribed by AICTE. The admission shall be started from 1st March (subject to the grant of EoA for the current Academic Year by the Council) and end by 30th June every year.
- 9.5** Admission to PGDM Courses shall be made only from the candidates qualified from any one of the six All India tests, i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT or the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.
- The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:
- Score in the Common Admission test - 35 to 60%
 - Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25%
 - Group discussion/ interview - 20 to 45%
 - Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity - 5 to 20%
- 9.6** PGDM Institutions shall publish the information regarding the name of the Common Admission test, from which the candidates are selected for admission, the percentage of scores of the above components on its website, admission Brochure and well before the admission process initiated and inform the Applicants through specific communications.
- 9.7** The Institution shall inform AICTE and clearly display on the Institution Web site the eligibility criteria, selection procedure and the merit list of the candidates who have applied for the Programme. The selection of the students shall be strictly on the basis of merit only.
- 9.8** Institutions shall upload PGCM/ PGDCM students' enrolment data in the prescribed format on AICTE Web-Portal within one month from the last date for admission every year. If it is not uploaded, the Council shall not grant approval to the Institution in the next Academic Year.
- 9.9** The Institutions shall mandatorily mention the enrolment number allotted to each student by AICTE in their Diploma Certificate and mark sheets as per the format available in AICTE Portal.
- 9.10** Institutions may devise their own Curriculum for PGCM/ PGDM Courses, however it shall be in conformity with the Model Curriculum developed by AICTE and incorporate significant part of academic components in their Curriculum. To introduce any new Course, the nomenclature and Syllabus of the same shall be submitted to the Policy and Academic Planning Bureau, AICTE for approval of the concerned Board.



- 9.11** Board of Governors (BoG)/ Board of Management (BoM) is to be constituted as per Appendix 18 of the Approval Process Handbook for Standalone PGDM Institutions. The minutes of the meetings of the Board of Governors (BoG)/ Board of Management (BoM) shall be uploaded periodically in the website of the Institutions.
- 9.12** PGDM Institutions shall refund the Fee collected, after deducting an amount of ₹1000/- (One Thousand only) as processing Fee and return the Certificates to the students withdrawing the admission before the last date of admission, irrespective of the reasons for withdrawal of admission. The last date for withdrawal of admission for the purpose of refund of Fee shall be 30th June of every year.
- 9.13** PGDM Institutions shall publish the Fee being charged in its website and admission Brochure well before the admission process is initiated and inform the Applicants through specific communications.
- 9.14** PGDM Institutions shall follow norms and standards and conditions prescribed by the Council from time to time.
- 9.15** All PGDM Institutions should upload both the transcripts and Certificates on National Academic Depository (NAD).
- 9.16** The rules with respect to matters relating to examinations and arbitration shall be decided by the All India Board of Management, AICTE.
- 9.17** Institutions shall appoint OMBUDSMAN as per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019.
- 9.18** The academic session shall normally be from 1st July of the Current Calendar Year to 30th June of the next Calendar Year.
- 9.19** The Standalone Institutions are falling under THREE categories, as Category I, II and III based on the All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Regulations, 2019.

Category I/ II Institutions shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. An Affidavit² to this effect shall be submitted annually to AICTE. Student enrolment details shall be uploaded in the Web-Portal within one month from the last date for admission every year.

If any complaints are received about the violation of the norms, AICTE shall inspect the Institution, the action as specified in the Approval Process Handbook shall be initiated.

