

Bansilal Ramnath Agarwal Charitable Trust's  
**Vishwakarma Institute of Technology, Pune (VITPune)**  
 (An Autonomous Institute Affiliated to Savitribai Phule Pune University)

Date: 06<sup>th</sup> Sept 2025

**Admission Notification for F.Y. B.Tech. 2025-26**

**Provisional Schedule for Admissions at Institute Level Round**

Admission round for the **Institute Level** seats will be conducted as per schedule given in table below

Sr. No.	Activity	Tentative Schedule	
		Start	End
1	Release of advertisement on Institute Website and Notice Board.	04/07/2025	
	Release of advertisement in Newspaper.	28/07/2025	
2	Display & publishing of information brochure, admission process and round schedule on Institute website & Notice Board	04/07/2025	
3	Submission of application form by eligible candidates	04/07/2025	09/09/2025 (Up to 08.00 pm)
4	Display of Vacant Seats	04/07/2025	
5	Display of Provisional Merit List	09/09/2025 (Up to 10.00 pm)	
6	Submission of Grievances (if any)	10/09/2025 (Up to 08.00 am)	
7	Display of Final Merit List	10/09/2025 (Up to 10.00 am)	
8	Commencement of the Round	10/09/2025 at 12:00 noon with MHT-CET candidates.	

**Tentative Reporting Schedule**

Day and Date	Reporting Time	Institute MH Merit Number (MHT-CET PCM)
10/09/2025 Wednesday	11.00 am	1 to 500
	11.30 am	501 to 1000
	12.00 pm	1001 to 1500
	12.30 pm	1501 onwards
		<b>Institute AI Merit Number (All India – JEE (Main)-PCM))</b>
	05:30 pm	1 to 500
	06:00 pm	501 to 1000
	06:30 pm	1001 to 1500
	07:00 pm	1501 onwards

### Important Instructions:

1. The admissions will be done as per the guidelines of Govt. of Maharashtra – State Common Entrance Test Cell published in the information brochure for AY 2025-26. (For details refer [www.mahacet.org](http://www.mahacet.org) ).
2. 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
3. The schedule given above is provisional & may change due to unavoidable circumstances. The revised schedule will be notified separately.
4. Parking facilities for four-wheeler vehicles are **not available** on campus
5. For the convenience of the candidates & parents, this **Institute Level** round will be conducted at VITPune, Kondhwa campus.
6. It is mandatory to register for all the aspiring candidates who wish to participate in this **Institute Level** round. The registration shall be done on the institute's admission portal with the below link or QR Code.
7. The candidates who have applied directly to State CET CAP portal for **Institute Level** seats should also register on the institute's admission portal with as per the guidelines given by State CET Cell from time to time vide different notifications.
8. Link for application portal for this **Institute Level** round: <https://tinyurl.com/4tvke8mx>

OR

Scan below QR code



9. Non-refundable and non-transferable application processing fee of ₹2,000/- (Rs. Two Thousand Only) is to be paid online through the link provided on the institute's website. The candidate should bring the hard copy of transaction details and the application form with all applicable documents, at the time of admission process, failing to which candidate shall not be considered for actual seat allotment.
10. The registration fee of ₹2000/- for **Institute Level** round is to be paid once & candidates can participate in multiple rounds, **if any**. However, 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.
11. 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.

12. Document verification for admission is mandatory to be done “**in person**” by the candidate at the Institute as per the schedule of **Institute Level** round(s) at the time of the round.
13. Interested candidate must be present in-person for the **Institute Level** 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 authorisation letter duly signed by the candidate
  - iii) All applicable documents

The 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:
  - i) Original fee receipt,
  - ii) Original document retention certificate and submit the set of photocopies of all documents duly attested by Principal/ Director of the Institute where the candidate has previously secured the admission.
  - iii) The candidate should submit undertaking stating that the original documents will be submitted by him/ her within four working days from the date of admission.
15. A candidate's merit number will be announced a maximum of three times during the allotment process. If the 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. If a candidate of higher merit reports late during the counseling process, he/she may be considered for allotment of the seats available at that time. Such a candidate shall be given preference for admission over the candidates with lower rank present at that moment.
17. Candidates shall confirm the admission by paying the requisite amount of fee as per the fee structure displayed on institute website for the **Institute Level** seats and by submitting required documents in original at the time of reporting to the Institute.
18. The fee structure displayed on Institute website for **Institute Level** seats is to be paid every year and candidates must agree to pay the said fee as per the allotted branch for all the four years of the course / program.
19. The total number of available seats for this **Institute Level** round are already uploaded on the institute's website and notice boards as per the schedule given above.
20. Seat allotment shall be carried out strictly based on 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. Candidates are required to remain physically present in the counseling hall and wait for their turn as per inter-se-merit. If 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

21. During this round, only 1 allotment will be made to the candidate. candidate can appear for betterment in subsequent round/s ONLY. Change of branch / seat will not be done during the ongoing round. Candidate once entered the Seminar Hall will have to pass through the entire admission process and shall not be allowed to re-enter in the Seminar Hall during the ongoing round.
22. Vacancies, **if any**, after this **Institute Level** Round will be uploaded on Institute's website. These vacancies may be filled by conducting additional round/s if any. Detailed schedules will be displayed on Institute's website from time to time.
23. The decision of the Chairman Admission committee shall be final and binding.



**Sd/-**  
**Director**  
**Vishwakarma Institute of Technology, Pune**