

Ref.: JES (ITMRN)/College Corr./2025-26/

Date: 23/07/2025

### **Admission Committee**

#### **Constitution of the Admission Committee for Institute Level seats and vacant seats (if any) for Undergraduate Engineering (First Year & Direct Second Year) after completion of CAP Rounds (2025-2026)**

In pursuance of the rules and regulations prescribed by the Government of Maharashtra / Directorate of Technical Education (DTE) / State CET Cell regarding conduct of admissions, an **Admission Committee** is hereby constituted at the institute level to deal with **First Year Undergraduate Engineering and Direct Second Year Engineering admissions**, for institute level seats including filling of vacant seats (if any) after completion of all Centralized Admission Process (CAP) rounds.

#### **1. Constitution of Committee:**

S.N.	Name	Designation	Mobile Number	E-mail
1.	Dr. M. V. Bhatkar	Chairperson	9819314614	principal@jitnashik.edu.in
2.	Mr. A. A. Patil	Admission In-charge	8788003673	aapatil@jitnashik.edu.in
3.	Dr. S. A. Thete	Member	7588277231	sathete@jitnashik.edu.in
4.	Mrs. G. P. Mohole	Member	9423556313	gpmohole@jitnashik.edu.in
5.	Mr. M. A. Patil	Member	7887663330	mapati@jitnashik.edu.in
6.	Mr. S. L. Desale	Member	9420829787	sldesale@jitnashik.edu.in
7.	Mr. Y. S. Patil	Member	9595014193	yspatil@jitnashik.edu.in
8.	Mr. B. V. Nagode	Member	9767931965	bvnagode@jitnashik.edu.in
9.	Mr J. V. Patil	Member	9022025101	jvpatil@jitnashik.edu.in

#### **2. Roles and Responsibilities**

- To conduct institute-level admission process strictly as per guidelines of the State CET Cell / DTE / AICTE.
- To publish admission notification for vacant seats on the institute website and notice boards.





- To invite applications, scrutinize documents, and verify the eligibility of applicants.
- To prepare and display provisional and final merit lists transparently.
- To allot seats strictly on a merit basis and as per government reservation rules.
- To ensure fee collection only as per the FRA-approved fee structure, without any capitation fee.
- To maintain complete records of the admission process for submission to competent authorities.
- To upload and report admission details to the CET Cell within prescribed timelines.
- To handle student grievances, if any, related to the admission process at the institute level.

### 3. Admission Process for Vacant Seats

1. **Issue of Notification** – Display on website and notice board.
2. **Submission of Applications** – In the prescribed format with the required documents.
3. **Preparation of Merit List** – Based on eligibility and inter-se merit.
4. **Counselling & Allotment** – Seat allotment as per merit and reservation norms.
5. **Verification & Fee Payment** – Document verification and admission confirmation on payment of prescribed fees.
6. **Reporting** – Forward details of admitted students to the State CET Cell within the given schedule.

All committee members are requested to fulfill their assigned responsibilities to ensure the smooth conduct of admissions.



(Dr.M.V.Bhatkar)  
Principal