



Pimpri Chinchwad Education Trust's  
**Pimpri Chinchwad College of Engineering, Nigdi, Pune**

(An Autonomous Institute Affiliated to Savitribai Phule Pune University)

Website : [www.pccoepune.com](http://www.pccoepune.com), Phone No. 020 27600050

(College Code- 6175)

Date: 09/09/2025

**Schedule of Admission Process for First Year MCA  
Institute Level Seats for Academic Year 2025-26**

Sr. No.	Activity	Date
1	Display of available seats under institute level quota on institute website & publish advertisement in the News Paper.	28/07/2025
2	Online Submission of Application form (Google Form) for Institute level Seats available on institute website	28/07/2025 to 31/08/2025
3	Display of Provisional merit List	09/09/2025
4	Last date of application regarding grievances in Provisional Merit List	09/09/2025 up to 11.59 pm
5	Display of Final merit List	10/09/2025
6	Institute level admission Process (*Refer Institute Level Admission Activity Schedule below)	11/09/2025 to 12/09/2025
7	Cut-off date for all type of admission for A.Y. 2025-26	12/09/2025 up to 6.00pm

**\*Institute Level CAP Admission Activity Schedule**

**Candidate (MHT-CET) Round**

Sr.No	Date	Reporting time	Institute final merit list merit No.	Round
1	11/09/2025	10.00 am. To 12.00 noon	01 to 50	Slot - 1
2	11/09/2025	12.30 pm. To 03.00 pm	51 to 100	Slot - 2
3	12/09/2025	10.00 am. To 12.00 noon	101 to 200	Slot - 3
4	12/09/2025	12.30 pm. To 03.00 pm	201 to 447	Slot - 4



### Instructions:

1. **Schedule for activities**, i.e. display of merit list & reporting schedule to the institute for confirmation of admission will be displayed on institute website [www.pccoepune.com](http://www.pccoepune.com) from time to time.
2. The schedule displayed above is provisional and may change under unavoidable circumstance. The revised schedule, if any, will be notified on institute website [www.pccoepune.com](http://www.pccoepune.com).
3. Students are advised to regularly check the **institute website** [www.pccoepune.com](http://www.pccoepune.com) for updates.

### Instructions for reporting to institute:

1. **Students must report** to the institute within the stipulated time as per the admission schedule mentioned above.
2. **Delay, absence, or non-reporting** will lead to cancellation of the seat claim and the candidate will not be considered thereafter.
3. The presence of the **student is compulsory** during the admission process. Only one parent, carrying a valid Aadhaar card, will be permitted inside the college premises.
4. Students must enter strictly as per their **allotted time slot** (refer the Activity scheduled) through **Gate No. 1**. A valid ID proof must be shown at the entry and a **merit number token** must be collected.
5. After entering the college premises, students must report to the waiting room at **Building No. 5** (MCA Department), **LAB B**, 1<sup>st</sup> Floor, for attendance of the Institute Level Admission Process admission process.
6. Well-disciplined behavior and proper cooperation from students and parents are expected for the smooth conduct of the admission process.
7. As all processes are under **CCTV surveillance**, students & parents are requested to follow the instructions and guidelines given by the admission team from time to time. Any **misbehavior** will lead to cancellation of the seat and may leads to disciplinary action as per rules.

### Instructions for admission process:

1. It is **compulsory** for all candidates to complete **online registration** and **document verification** from the designated Scrutiny Center by the **CET Cell**.
2. Candidates must **carry the Receipt –cum-Acknowledgement** at the time of admission process.
3. Students are required to bring the following documents (in original with 2 sets of photocopies):
  - CET Score Card
  - CET Cell Registration Acknowledgement Receipt
  - SSC (10<sup>th</sup>) Marksheet

- HSC (12<sup>th</sup>) Marksheet
- Graduation Marksheet
- Transfer Certificate / Leaving Certificate
- Migration Certificate (Other University)
- Nationality and Domicile Certificate
- Caste Certificate & Caste Validity (if applicable)
- Non-Creamy Layer Certificate (if applicable)
- Aadhaar Card (photocopy)
- Passport size photographs (2 copies)

**Or**

In case of already **admitted in other institute**, need to carry **attested Xerox set** of above documents along with original **Admission Confirmation letter**.

4. Admission will be confirmed only after **document verification, payment of fees and Admission cancellation request** through students login (in case of already admitted in other institute).
5. Incomplete applications, incorrect entry of marks, or failure to produce the required documents will result in cancellation of admission.

#### **Fee Payment Options & Instructions :**

1. Fees can be paid **online** (through Net Banking / Debit Card / UPI) via the college admission portal and **offline** payment through by Demand Draft in favor of "**Pimpri Chinchwad college of Engineering MCA**" payable at "**Pune**" at the time of admission.
2. Parents/ Students are advised to **increase their online banking transaction** limit in advance to ensure smooth and successful payment of admission fees.
3. In case of **cancellation of admission** (up to 10th September 2025), the **refund of fees** will be processed as per the rules laid down by the **State CET Cell**.
4. Candidates should check the **institute's official website** or **notice board** for exact fee details and payment modes.
5. **Partial payment of fees / cash payment** will **not** be accepted at the time of admission.

Sd/-  
Dr. Govind N. Kulkarni  
Director

Display on college website

