



M.B.A. First Year Admission 2026-27

➤ **Instruction for Reporting to the Institute and Confirmation of Admission**

1. Candidate must report strictly between **10:00 AM and 5:00 PM** on the scheduled days.

CAP Round	Activity	Reporting Dates*
Round I	Report to Institute & Confirm Admission	August 3 – August 5, 2026
Round II	Report to Institute & Confirm Admission	August 13 – August 17, 2026
Round III	Report to Institute & Confirm Admission	August 25 – August 27, 2026
Round IV	Final Reporting (No Betterment possible)	September 4 – September 7, 2026

Reporting Dates* Subjected to any change by CET Cell

2. Pre-Reporting Checklist

Before leaving for the Institute, ensure you have completed the following online steps:

- **Accept Seat Online:** Log in to the <https://fe2026.mahacet.org/StaticPages/HomePage> CET Cell portal complete the "Self-Verification" & "Seat Acceptance" status.
- **Pay Acceptance Fee:** Pay the seat acceptance fee (approx. ₹1,000) online and print the receipt.
- **Print Allotment Letter:** Download and print your official Provisional Allotment Letter for the respective CAP round.

3. Required Documents (Carry in Order)

You must carry **all original documents** plus **3 sets of self-attested photocopies**. The institute will retain your original documents for the duration of the course.

- **Essential Documents: (For all category Students)**
 - Acknowledgement-Cum-Receipt of Application Confirmation.
 - Provisional Allotment Letter.
 - Seat Acceptance Letter.
 - MAH-MBA-CET-2026 Scorecard / CAT/ATMA Score Card
 - SSC (10th) & HSC (12th) Marksheets.
 - Graduation Marksheet
 - CGPA to Percentage Conversion Certificate
 - Leaving Certificate / Transfer Certificate.
 - Age, Nationality Domicile Certificate / Birth Certificate (Proof of Nationality/Age).
- **Category-Specific (if applicable):**
 - Caste Certificate
 - Caste Validity Certificate (CVC).
 - Non-Creamy Layer Certificate (Valid up to 31st March 2027).
 - EWS Eligibility Certificate (for EWS candidates only).
 - Income Certificate (**Only if TFWS seat is allotted** and Eligible for EBC)
 - Defence Certificate along with father Domicile (Only for Defence Category Students)
- **Other:**
 - APAAR ID
 - Migration Certificate (If Home university is Other than SGBAU)
 - Gap Certificate (if there is a gap in education).

4. Institute Reporting Protocol

1. **Physical Verification:** Submit your original documents to the scrutiny officer at the institute. They will verify them against your online application.
2. **Pay Institute Fees:** Pay the full college admission fee. Institutes accept Online Payment /Demand Draft (DD) "In favour of Principal College of Engineering & Technology, Amravati" Payable at Amravati, Maharashtra State.
3. **Collect Admission Receipt:** After payment and document submission, the institute will update your admission status on the CET portal.
4. **Final Step: Collect the "Receipt-cum-Acknowledgement of Confirmation of Admission"** generated from the CET Cell system. **Do not leave without this printout;** it is your only official proof of admission.

Important Notes:

- **Original Documents Retention:** The institute will keep your original marksheets and certificates. ***Keep scanned copies and extra photocopies with you for your personal use before submitting them.***
- **Cancellation:** If you later cancel your admission, the institute will return your originals and refund fees as per the cancellation rules (usually with a small deduction if done before the date of cancellation as mentioned by CET Cell).
- **Decorum:** ***The process may take several hours. Institutes explicitly advise candidates to maintain decorum and patience during the scrutiny process.***

Betterment Option: If you are satisfied with your current seat but wish to try for a higher preference in the next round, choose "**Not Freeze**" in your online login and pay the seat acceptance fee. **Do not report to the institute physically.**