Online Registration For
MAH-B.DESIGN-CET-2023
(Four Year Integrated Course)

User Manual
(English)
## Index

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User – ✓ Checklist:

The candidates should keep ready while using MAH-B.Design-2023-CET. (Four Year Course- Online Registration portal.

A) Mobile Number: Valid mobile number is required for the registration.

B) Email ID: Valid Email ID is required for the registration.

C) Documents: Photograph, Signature and Identity Proof.

- Scanned copy of the photograph in JPEG/JPG format Max size 50kb. (Dimensions: breadth 3.5 CMS * height 4.5 CMS)
- Scanned copy of signature in JPEG/JPG format Max size 50kb.
- (Dimensions: breadth 3.5 CMS * height 1.5 CMS)

Step 01: New Registration (1st -time user):

A) Open Internet Browser (Google Chrome / Mozilla Firefox / Internet Explorer version 9 or higher)

B) Go to the address bar and type the URL:

C) https://cetcell.mahacet.org/CET_landing_page_2023/

D) Press Enter to open Online Registration For MAH-B.Design-CET-2023.(Four Year Integrated Course).

Then the candidate should click on MAH-B.Design-CET-2023 (Four Year Integrated Course) as shown below.
Now candidates can register themselves by clicking on the "New Registration" button on the home page as highlighted below.

❖ Please read the pre-requisite for the MAH-B.Design-CET-2023. (Four Year Integrated Course)-exam, then the candidate needs to click on check box and “I Accept and Proceed” highlighted button as shown below, after opening the online registration form.
the candidates should first Enter their Full Name (As Printed on SSC/HSC Mark sheet) minimum Two (2) words are mandatory, Enter Father's Name (FIRST NAME ONLY), Mother's Name (FIRST NAME ONLY), select Gender and confirm the Selected Gender (Both has to be same), Select Marital Status and Date of Birth, Religion, Region, Mother Tongue, Annual Family Income (Optional), and Nationality, etc. All the information needs to be filled correctly. As Shown Below,
Permanent Address:
The candidate has to enter the home address, State, District, Taluka, Village, and Pin Code.

Address for correspondence: (Same as above) the candidate must enter the address for correspondence, State, District, Taluka, Village, and Pin Code.
If the Permanent and correspondence address of the candidate is not the same then, need to click on the check box as “No” and fill in the details.

The candidates are required to fill in the correct information, as the candidates will receive contact/correspondence/instructions based on the entered information.

Mobile Number and Email Address:
One Time Password (OTP) will be sent to the mobile number given below for activation of your login.
Kindly make sure that your mobile number is correct. This mobile number will be used for all future communications.
Candidates can use one Mobile No. for One Application Form.

Step 02: Choose Password:
The Password must be as per the following Password policy:
Password must be 8 to 13 characters long.
Password must have at least one Upper case alphabet. Password must have at least one Lower case
alphabet. Password must have at least one numeric value. Password must have at least one special character eg. @#$%^&*.
You cannot Copy (Ctrl + C) & Paste (Ctrl + V) and Right Click Passwords into a Password Field.

Then click on the “Save and Proceed” button as highlighted in above.

Verify One Time Password:

Step 03: Generation of Application No.:

Post successful Verification of OTP Candidates will be assigned System Generated Application No. as shown.
Step 04: Registered Candidate Sign In:

After registering online, enter the application number generated by the system and the chosen password while registering on the login screen and click on the “Sign In” button as shown below.

A total of 09 stages of application are shown on the candidate's login dashboard and out of them, the first stage that is Registration/Personal Details has been completed and the remaining stages (From Step 2 to Step 9) are required for the candidates to complete. Also, a message about the current status of the application is displayed on the main page. To continue click on the “Incomplete” button as shown below (Start from Step 2).
Step 05: Domicile and Category Details:

Domicile Details: If the candidate or one of his parents is domiciled in the State of Maharashtra and possesses a domicile certificate of Maharashtra then the candidate has to select “Yes”. Otherwise, select “No”.

Category Details:

Here the candidate is required to select the Category. According to the category, further questions will be asked to the candidate.

If Candidate Selects Category as “Open” then Candidate is eligible for EWS that is the Economically Weaker Section.
Step 06: Qualification Details

Step 07: Exam Center Preferences:
Here candidates need to select the division first then the district to view the available exam center. Exam center is as per the capacity of respective exam center hence only available or vacant seat will be displayed.
Step08: Upload Photograph & Signature:

Upload Photo:

To upload the photo, select the upload type as “Photograph” then click on “open” to find the photo or you can use the inbuilt camera to take photo. And click on the Upload button to upload the photo.
Upload Signature:

To upload the signature change, select upload type to “Signature” and follow the same step.

Step09: Upload Required Document for Proof of Identity:

Please Use the Latest Version of Google Chrome or Mozilla Firefox To Upload Documents. File Types Allowed: pdf, jpg, jpeg, png.
Maximum File Size Allowed: 500 KB.
Upload any One Document from the list displayed below for Proof of Identity.
Carry the Copy of the Uploaded Document at the time of Examination for Proof of Identity.
Upload Required Document for Proof of Identity:

Step 10. Preview and Validate Information:

Step 11: Registration Fee Cart:

If all the information filled is correct then click on, “I have read all Important Instructions”. And click “proceed to Payment”.

Self-Confirmation:
Application Fee Cart:

Payment Mode Selection:
Step 12: Print Application Form:

On successful payment of the application fee, a confirmation of the same will be displayed online. Candidates shall print the receipt for future references. After successful payment, Candidate shall take the print out of its online application form.
THANK YOU