



**State Common Entrance Test Cell,
Government of Maharashtra**



Online Registration For MAH-MCA CET-2022

**Online Registration For
MAH-MCA CET-2022
User Manual (English)**

Index

Sr. No	Step Details	Page Number
1	User – ✓ Checklist.	03
2	Application Process Flow	04
3	Step I: New Registration (1 st -time user)	05
4	Step 02: Forgot Application number:	10
5	Step 03: Forgot Password	11
6	Step 04: Registered Candidates Sign in	13
7	Step 05: Domicile and Category Details	14
8	Step 06: Qualification Details	17
9	Step 07: Exam Center Preferences	18
10	Step 08: Upload Photo and Signature	18
11	Step 09: Upload Required Document for Proof of Identity	21
12	Step 10: Preview and Validate Information	24
13	Step 11: Pay Application Fee	25
14	Step 12: Print Application Form	28

User – ✓ Checklist.

Below is the list of documents that candidates should keep ready while using MAH-MCA CET-2022

A) Mobile Number:

- Valid mobile number is required for the registration of the user in the system.

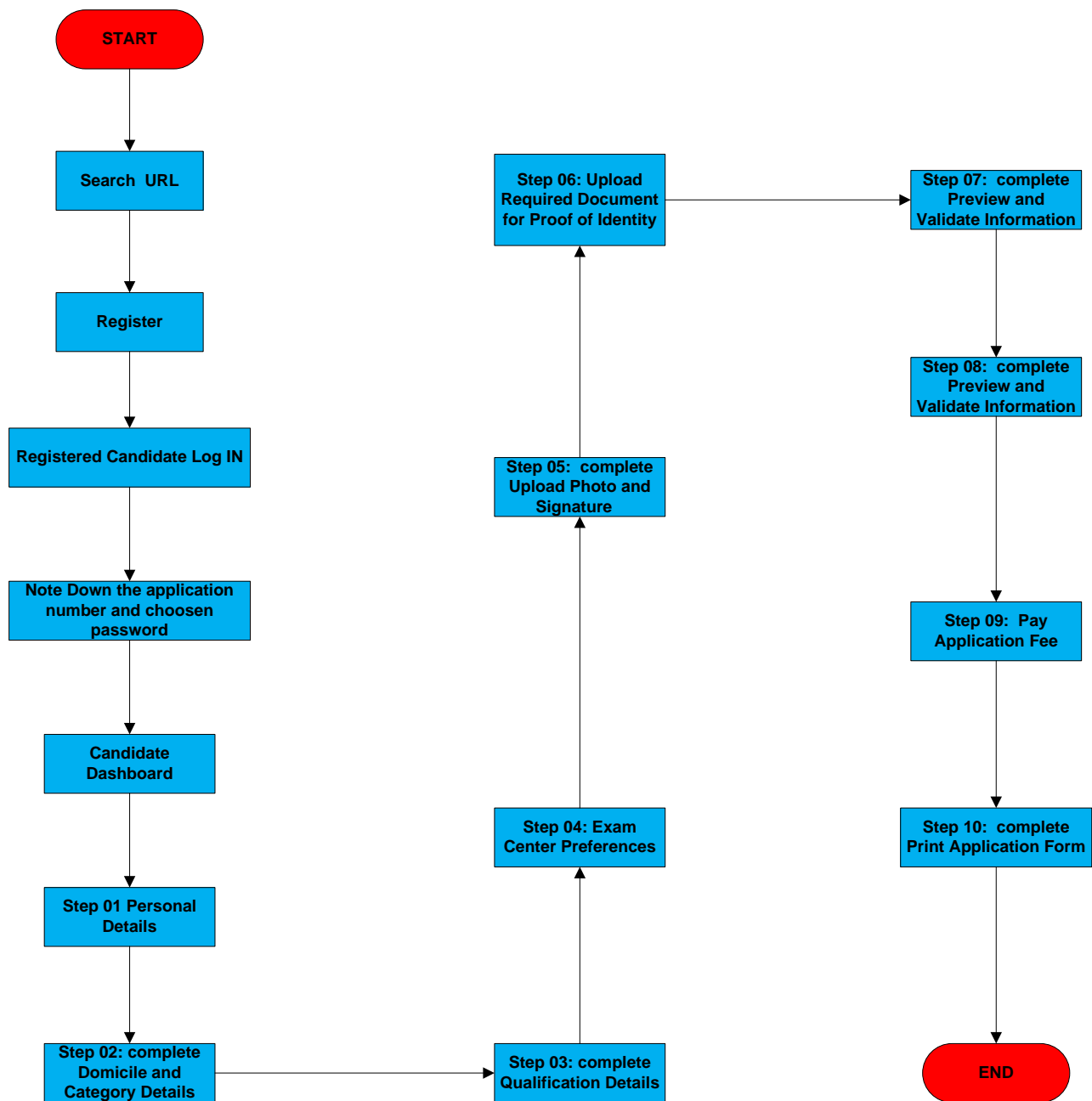
B) Email ID:

- Valid Email ID is required for the registration of the user in the system.

C) Documents: (Photograph & Signature)

- 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)

Application Process Flow



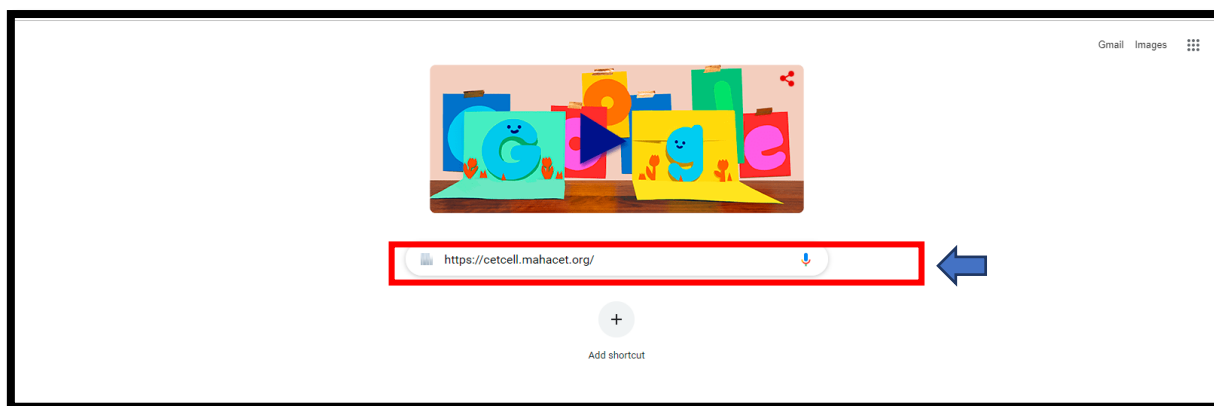
New Registration (1st-time user)

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

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

<https://cetcell.mahacet.org/>

and press Enter to open Online Registration For MAH-MCA CET-2022.



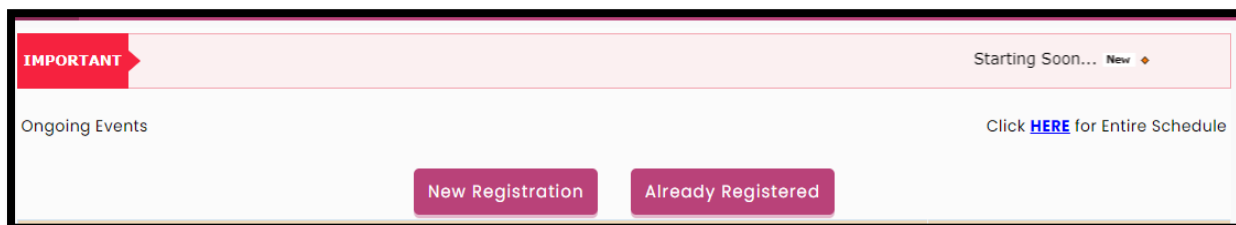
Then the candidate should click on MAH-MCA CET-2022 as shown below,

https://cetcell.mahacet.org/CET_landing_page_2022/

A screenshot of the CET Exam Portal For A.Y.2022-23 Notifications page. The page features the Government of Maharashtra logo and the text "State Common Entrance Test Cell, Maharashtra State" and "राज्य सामाईक प्रवेश परीक्षा कक्ष, महाराष्ट्र राज्य". The page is divided into three main sections: Technical Education, Higher Education, and a central Notifications section. The Technical Education section lists Post Graduate Courses (MAH-MBA/MMS-CET 2022, MAH-MCA-CET 2022, MAH-M.Arch-CET 2022, MAH-M.HMCT CET 2022) and Under Graduate Courses (MHT-CET 2022, MAH-B.HMCT/B.Planning-CET-2022). The Higher Education section lists Post Graduate Courses (MAH-B.Ed-M.Ed CET-2022, MAH-M.Ed CET-2022, MAH-M.P.Ed CET-2022) and Under Graduate Courses (MAH-B.A/B.Sc.-B Ed CET-2022, MAH-LLB (5 Years) CET-2022). The central Notifications section displays a table with the following content:

Status	Description	File
	Notice No. 1: Higher Education CET- 2022	

- ❖ 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-MCA CET-2022 exam,

Pre-Requisite for MAH-MCA-CET-2022 / एमएचएम-एमसीए सीईटी 2022 परीक्षेसाठी पुढीलप्रमाणे अट

► [Download Instruction Brochure MAH-MCA CET 2022 Information Brochure](#)

- Eligibility for Appearing Online MAH-MCA-CET 2022 :- The candidate should be an Indian National.
- Passed BCA or Bachelor Degree in Computer Science Engineering or equivalent Degree and obtained at least 50% marks in aggregate (at least 45% in case of candidates of Backward Class categories, economically weaker section and Persons with Disability category belonging to Maharashtra State); Or
- Passed B.Sc. or B.Com. or B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University) and obtained at least 50% marks in aggregate (at least 45% in case of candidates of Backward Class categories, economically weaker section and Persons with Disability category belonging to Maharashtra State).
- (Candidates appearing for final year of qualifying examination are also eligible to appear for CET).
- Maharashtra State Candidate MUST clearly mention the Category, in case of reservation (Such as- SC/ST/OBC/VJ/D1-NT(A)/NT(B)/NT(C)/NT(D)/SBC/PWD/etc). Candidate must possess valid documents like Caste Certificate, Caste Validity Certificate and Non Creamy Layer Certificate as is applicable (valid up to 31st March 2023).
- Fees:- For General Category Candidates from Maharashtra State, Outside Maharashtra State (OMS) Candidates Rs.1000/-
- For Candidates of Backward class categories [SC/ST/OBC/VJ/D1-NT(A)/NT(B)/NT(C)/NT(D)/SBC/EWS/PWD/Candidates from Maharashtra State etc] Rs.800/-
- All PWD candidates belonging to Maharashtra State will be charged Rs. 800/-
- Please read the User Manual and Information Brochure before filling the **CBT (Computer Based Test)** online registration form and application form. Candidate should verify the application before finally submitting and making payment.
- Candidates should use their active E-mail ID and Mobile Number for the registration of MAH-MCA-CET 2022. Candidate should keep their E-mail ID and Mobile Number active till the process of CET and Centralised Admission is over.
- The submitted and fees paid applications will not be edited. Hence candidates are advised to verify the filled in details before making payment.
- Please do not share your Application No, Password and OTP with anybody.
- Please Use Good Quality Photograph, Signature and Document for Proof of Identity Images for Uploading.
- Candidates are advised to Visit official www.mahacet.org website for latest Notifications.
- Candidate can use Only one Mobile No and E-mail ID for One Application Form.**

☐ I have downloaded the Information Brochure of MAH-MCA/MMS CET-2022, read and understood all the instructions there in as well as those mentioned above, and fill up the online application form for the MAH-MCA/MMS CET-2022 accordingly.

[I Accept and Proceed >>>](#)

First candidate needs to read the formation brochure to understand eligibility entrance exam related details

Then read all the information displayed on screen and click on check box. The And “I Accept and Proceed” Button.

- ❖ After opening the online registration form, the candidates should first Enter their Full Name (As Printed on SSC/HSC Marksheet) 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,

Registration Details	
Personal Details	
Candidate's Full Name उमेदवाराचे पूर्ण नाव	<input type="text" value="Name as per 12th / Graduation (Appearing Exam Form or Passed Marksheet) वाढावी / पदवी नुसार नाव (पदवी प्राप्त अथवा उत्तीर्ण गुणपत्रक मध्ये नमूद केलेल्याप्रमाणे)"/>
Father's Name(First Name Only) वडिलांचे नाव	<input type="text" value="Mother's Name(First Name Only)
माईचे नाव"/>
Gender लिंग	-- Select Gender --
Confirm Your Gender लिंग पुन्हा करा	-- Select Gender --
Marital Status वैवाहिक स्थिती	-- Select Marital Status --
Date Of Birth (DD/MM/YYYY) जन्म तारीख (दिनांक/महिना/वर्ष)	Religion धर्म
Region to which you belong? उमेदवार कोणत्या भागाचा रहिवासी आहे?	-- Select Region --
Annual Family Income वार्षिक कुटुंबीक उत्पन्न	-- Select Annual Family Income -- (Optional)
Mother Tongue मातृभाषा	-- Select Mother Tongue --
Nationality राष्ट्रियत्व	Indian

- ❖ Permanent Address: the candidate has to enter the home address, State, District, Taluka, Village, and Pin Code.

Permanent Address	
Address Line 1 पत्ता ओळ 1	<input type="text" value="Shree Nivas Villa"/>
Address Line 2 पत्ता ओळ 2	<input type="text" value="Shashtri Nagar,"/>
Address Line 3 पत्ता ओळ 3	<input type="text" value="Yerawada, Pune"/>
State राज्य	Maharashtra
District जिल्हा	Pune
Taluka तालुका	Pune City
Village गाव	Pune (CB)
PIN Code पिन कोड	411006

Note : Maximum allowed length for each row is 50 characters.

- ❖ If the Permanent and correspondence address of the candidate is the same then, the candidate can copy the above entered personal address by clicking on the check box as shown below (personal address will be copied as entered above)
- ❖ Address for correspondence: if correspondence address and permanent are not same then, enter the following details, State, District, Taluka, Village, and Pin Code.

Important Dates	Address for Correspondence [Same as Permanent Address <input type="checkbox"/>	
Contact Us	Address Line 1 परा ओळ 1 Ramvilas villa	Note : Maximum allowed length for each row is 50 characters.
	Address Line 2 परा ओळ 2 Shastri nagar, yerawada	
	Address Line 3 परा ओळ 3 Pune	
	State राज्य Maharashtra	District जिल्हा Pune
	Taluka तालुका Pune City	Village गाव Pune (Cb)
	PIN Code पिन कोड 411006	Telephone No दूरधनी क्रमांक

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

Note:

One Time Password (OTP) will be sent to the mobile number given below for activation of your login.

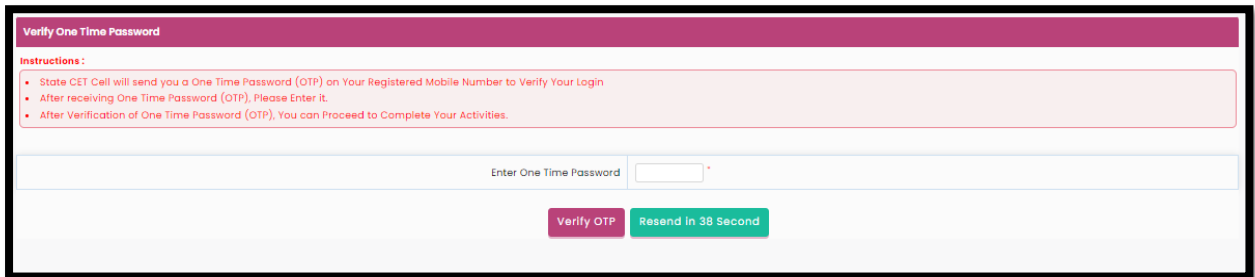
Kindly make sure that mobile number is correct. This mobile number will be used for all future communications.

Candidate can use one Mobile No and E-mail ID for One Application Form

- ❖ The candidate has to enter the mobile and Email. (Candidate can use Only one Mobile No and E-mail ID for One Application Form.)
- ❖ The candidates have to enter the password twice (Same) as per the instructions given on the screen to create the Application Number.
- ❖ Then click on the **“Save and Proceed”** button as highlighted in above

❖ OTP Verification:

State CET Cell will send you a One Time Password (OTP) on Your Registered Mobile Number to Verify Your Login. After receiving One Time Password (OTP), Please Enter it. and click “**Verify OTP**” as highlighted below.



After Verification of One Time Password (OTP), You can Proceed to Complete Your Activities. If the candidate does not receive OTP on your entered mobile number, click on the " **Resend OTP**" button and try again after the waiting time ends by clicking on the “Resend” button.

Application Number: After verification of OTP, the Candidates will be given an “**Application Number**” Generated by a computer system.

Click on the '**Proceed to complete application form**' button as shown below.



Step 02: Forgot Application number

If Applicant has already registered and if he/she has forgotten his/her Application Number then it can be retrieved using I Can't Access My account on log in screen

Steps 01: -click on “I Can't Access My account” on log in screen as shown below,

Registered Candidates Sign In

Application No. : 224000019

Password : *****

[I can't access my account ?](#)

Sign In

Instructions :

1. The Candidate who is already registered should enter Application No. and Password.
2. Candidate should note down the Application no and the Password in the diary and keep it in the safe.
3. In case candidate forgets his / her Application No. / Password, he / she can retrieve it by using 'I can't access my account ?'.
4. Candidate is advised NOT TO disclose or share their password with anybody. CET Cell will not be responsible for a candidate by anybody.
5. Only Authorised and Bonafide users are legally allowed to proceed further.
6. Your IP Address and other information will be captured for security reasons by the system.
7. You are deemed to have read and accepted the instructions when you proceed further.

Step 2: Select I forgot my Application No and click on “Continue”.

Having trouble signing in ?

Please Select

☐ I forgot my Password.

☐ I forgot my Application No.

CONTINUE

Step 4: Enter the following Information

Enter Candidate's Name (Full name as per SSC/HSC Marksheet)

Enter Father's Name (First Name Only)

Enter Mother's Name (First Name Only)

Enter DOB (DD/MM/YYYY) (Candidates Date of Birth)

Step 5: After entering all the details click on “Submit” button

Step 6: Kindly note down your Application No. that is required for future reference. And click on “Click here to login” button.

Step 03: Forgot Password

If the candidate has already registered and he/she has forgotten his/her application password then it can be retrieved using the “**I Can’t Access My Account**” on the login screen

Steps 01: -click on “I Can’t Access My account” on log in screen

Step 2: Select I forgot my Password and click on “Continue”

Having trouble signing in ?

Please Select

☐ I forgot my Password.

☐ I forgot my Application No.

CONTINUE

Step 3: Enter the following Information & click on “Submit”

Enter Application No.

Enter DOB (DD/MM/YYYY) (Candidates Birth Date)

Reset password using verification code sent via text message (SMS)

Enter the following information

Application No.

DOB (DD/MM/YYYY)

<<< Back SUBMIT

Step 6: Candidate will receive OTP on registered Mobile number (Mobile Number will be displayed on Screen. click on “Continue” to enter and verify the OTP

Reset password using verification code sent via text message (SMS)

CET Cell will sent One Time Password (OTP) via SMS to following Mobile Number.

Registered Mobile Number : 915****083

CONTINUE

Step 8: Once OTP Verified then, candidate needs to enter password and Re-enter password in Confirm password to confirm. To Set the New password kindly click on “RESET PASSWORD” button.

(Enter new Password. Password must be at least 8 characters long and must contain at least one capital alphabet, one small alphabet, one number & one special character.)

Step 04: Registered Candidates 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 to Step)

If the candidate what’s to make some changes in Registration/Personal Details then he/she needs to click on Step 01 “completed”

Step 05: Domicile and Category Details

To complete Step 2 the candidate has to click on the “**Incomplete**” tab,

❖ 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”

The screenshot shows the 'Domicile and Category Details' form. The 'Domicile Details' section is highlighted. A question is asked: 'Do you belong to State of Maharashtra?' with a dropdown menu open showing 'Yes' and 'No' options.

If the candidate selects “Yes” then, candidates have to select the category details as detailed below

Category of candidate: **Open, SC, ST, DT/VJ/ NT-1(NT-B), NT-2(NT-C), NT-3(NT-D), OBC, SBC**

The screenshot shows the 'Category Details' form. The 'Category of candidate' dropdown menu is open, showing options: Open, SC, ST, DT/VJ, NT 1 (NT-B), NT 2 (NT-C), NT 3 (NT-D), OBC, SBC.

If Candidate Selects Category as “Open” then Candidate is eligible for EWS that is Economically Weaker Section. Then Candidate is asked to provide the status of the document of EWS.

The screenshot shows the 'Category Details' form. The 'Category of candidate' is set to 'Open'. The 'Your Annual Family Income' is set to '1,50,001 - 2,00,000'. The 'Do you want to Apply for EWS (Economically Weaker Section) Seats?' dropdown menu is open, showing 'Yes' and 'No' options.

If Candidate Select Category as “SC/ST/ DT/VJ/NT/1/2/3/OBC/SBC” then Candidate asked to provide the Status of Caste Certificate and Caste Validity if both documents are available at present time, then the candidate should select the option as “Available”

Category Details	
Category of candidate आपला जात वर्ग निवडा	ST
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Available

Otherwise, if the candidate is applied to get the certificate, then the Candidate should Select the status as “Applied but not Received” and fill in the details.

Category Details	
Category of candidate आपला जात वर्ग निवडा	ST
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Applied but Not Received
Caste Certificate Receipt No	
Caste Certificate Application Date	

if in case of the candidate has not applied or does not hold the required document then should select the status as “Not Applied

Category Details	
Category of candidate आपला जात वर्ग निवडा	ST
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Not Applied

If the candidate selected Category as DT/VJ/NT/1/2/3/OBC/SBC” then the candidate will be asked to provide the status of Non-Creamy Layer Certificate valid up to 31 March 2023. If the candidate has an NCL certificate then the candidate should select the option as “Available” and if the candidate is Applied to get the NCL document should select “Applied but not Received” If a candidate does not hold the certificate or not applied to get the NCL certificate in such case candidate should select NCL status as “Not Applied”

Category Details	
Category of candidate आपला जात वर्ग निवडा	NT 1 (NT-B)
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Available
Do you possess Caste Validity जात / जमात वैधता प्रमाणपत्राची किती किंमत	Available
Do you have Non Creamy Layer Certificate valid up to 31 March 2023? उच्चत / प्रगत गटात जोडत असलेल्या प्रमाणपत्राची किती किंमत	-- Select --
Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?	<div> -- Select -- </div> <div> Available Applied but Not Received Not Applied </div>

- ❖ If the candidate has a Disability Certificate, then the candidate has to select “Yes” from the drop to apply for PWD reservation (at least a 40% Disability Certificate required).

Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?	<div> -- Select -- </div> <div> -- Select -- No Yes </div>
---	--

The candidate then needs to select the type of Disability Minimum 40% benchmark disability required.

Note: all the category has the same or different reservation or concession, candidates are requested please select your disability type carefully, and if the system allows you to select or change the status of Scribe or Extra Time then please select as per requirement.

Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?	Yes
Type of Disability दिव्यांग प्रकार निवडा	Cerebral Palsy * Minimum 40% benchmark disability required.
Do you Require Scribe ? आपल्याला मदतगीत ची गरज आहे का ?	Yes
Do you Require Extra Time ? आपल्याला अतिरिक्त वेळ हवा आहे का?	Yes

- If the candidate has Disability And requires the scribe, then he/she should select “Yes” from drop down list otherwise select “No”

- Also, if candidate required more time, then, he/she should select “Yes” from drop down list otherwise select “No”.
- Click on “Save and proceed”

Step 06: Qualification Details

In this stage of Online Registration For MAH-MCA CET-2022, the candidate is asked to fill in the graduation information.

1. If candidate Studied Mathematics as one of the subjects at (10+2) level or at Graduate level examination then select Yes otherwise No
2. Select Graduation Status
3. Select Course Duration
4. Select Graduation Branch
5. Select the Graduation Marks Type and fill in the graduation marks details
6. Click on the “Save and Proceed” button for the Next Stage of Online Registration

If the candidate is appearing for his degree in the year 2022, then the candidates should select the graduation status as “Appearing “and enter the details following details

1. Select Course Duration
2. Select Graduation Branch /stream

Note: Kindly contact on helpline number if your Graduation Course is not mentioned in the given list.

Step 07: Exam Center Preferences

Specify your Preferences for MAH-MCA CET-2022 Examination Center

- ❖ First candidate needs to select state for examination Center.
If candidates select state, then the First preference will be locked on the respective capital (Except Maharashtra) of the state as shown below, (For example: If candidate select Karnataka as state, then first exam center automatically locked on the respective capital of that state like Bengaluru capital of Karnataka state)

Exam Center Preferences	
Specify Preferences for MAH-MCA CET-2022 Examination Center	
Select State for MAH-MCA CET-2022 Examination Center	Karnataka
Select Exam Center at Preference Number 1	Bengaluru (Bangalore)
Select Exam Center at Preference Number 2	-- Select District --
Select Exam Center at Preference Number 3	-- Select District --
Select Exam Center at Preference Number 4	-- Select District --
Save & Proceed >>>	

- ❖ Candidates can select the examination center preference from numbers 2, and 3,4.

Then, Click on the “Save & Proceed” button.

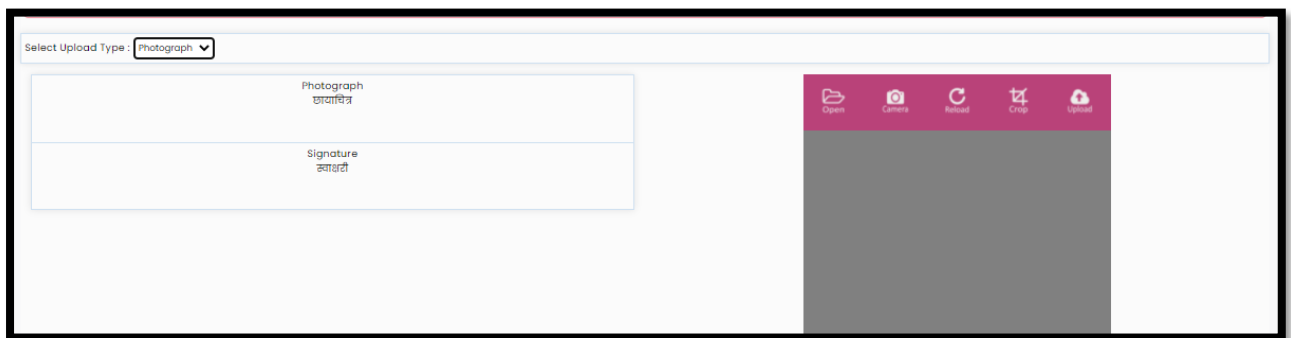
Step 08: Upload Photo and Signature

- ❖ The candidate should upload candidate's Photo and candidate's Signature
- ❖ To Upload Photograph please follow mentioned Step below,

Step 1: Click on “select the upload type”



Step 02: select the upload type “Photograph or signature”



Step 03: Click on “Open” Button. And navigate the candidate photo and select.

To resize the selected photo, click on “Crop” Option/tab as shown below and crop the photo. Then, to upload the photo candidate needs to upload the photo candidate needs to click on Upload button. As shown.

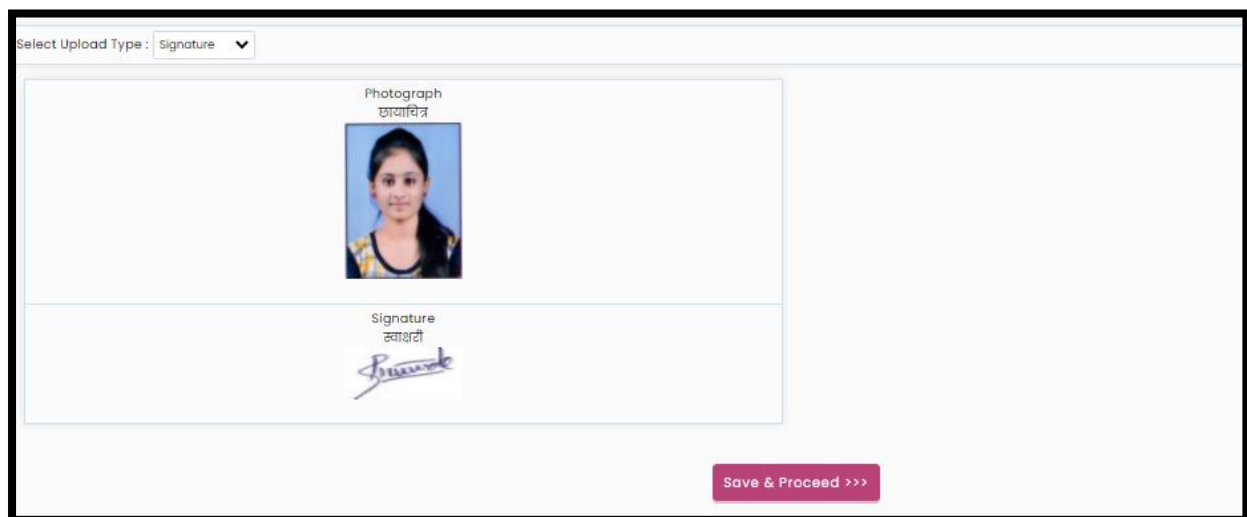


- ❖ Uploaded photographs of the candidates will be displayed on the screen.



The screenshot shows a web interface for uploading documents. At the top, there is a dropdown menu labeled "Select Upload Type:" with "Photograph" selected. Below this, there are two main sections. The first section is labeled "Photograph" and "छायाचित्र" (Chhayachitra) and contains a small portrait photo of a woman. The second section is labeled "Signature" and "स्वाक्षरी" (Swakshari) and is currently empty.

- ❖ Similarly, candidate required to upload the Signature as well.
- ❖ Click on “Save and Proceed” button to save selected Photograph and Signature. As shown below.



This screenshot shows the same upload interface as the previous one, but now both sections are filled. The "Photograph" section still shows the woman's photo. The "Signature" section, labeled "स्वाक्षरी", now contains a handwritten signature in blue ink. At the bottom right of the interface, there is a pink button labeled "Save & Proceed >>>".

Step 09: Upload Required Document for Proof of Identity

In this the candidate needs to Upload Required Document for Proof of Identity one of the documents from the given dropdown to upload. As shown below

Upload Required Document for Proof of Identity

Instructions :

- Please Use 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 the Proof of Identity.
- Carry the Copy of Uploaded Document at the time of Examination for the Proof of Identity.

Select Document which you are uploading

-- Select Document --

- PAN Card
- Indian Passport
- Permanent Driving License
- Voters Card
- Bank Passbook with Photograph
- Aadhaar Card
- E-Aadhaar Card print with a photograph
- Recent Identity Card issued by a recognized School / College
- Photo identity proof issued by a Gazetted Officer on official letterhead along with photograph
- Photo identity proof issued by a People's Representative on official letterhead along with photograph

❖ Then click on upload tab to upload the select document type.

Upload Required Document for Proof of Identity

Instructions :

- Please Use 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 the Proof of Identity.
- Carry the Copy of Uploaded Document at the time of Examination for the Proof of Identity.

Select Document which you are uploading

PAN Card

Sr. No.	Document Name	Upload	View	Edit
1	PAN Card			

Save & Proceed >>>

❖ Now click on Open tab to locate the file and select the file. As shown below

Home

- Registration/Personal Details
- Domicile and Category Details
- Qualification Details
- Set Examination Center Preferences
- Upload Photo and Signature
- Upload Required Document for Proof of Identity

Upload Document

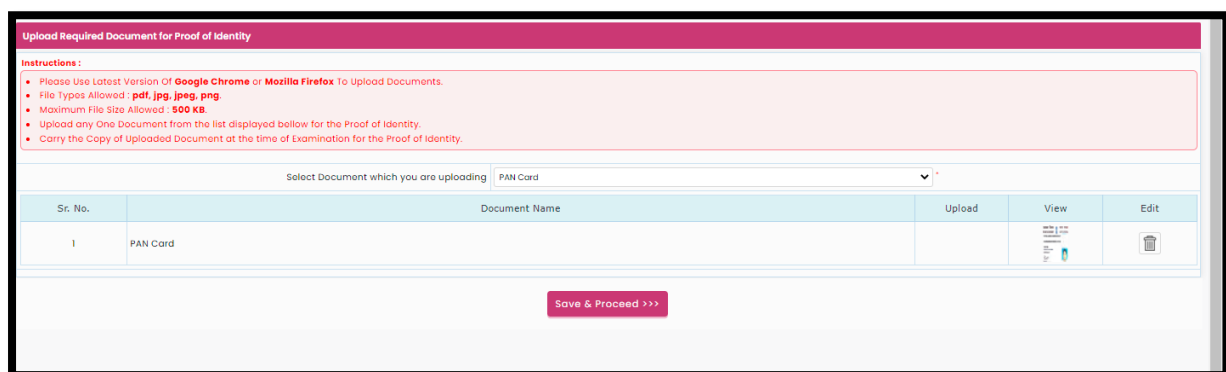
Upload Document For : PAN Card

Open Camera Refresh Crop Upload

- ❖ To resize the selected photo, click on “Crop” Option/tab as shown below and crop the photo. Then, to upload the photo candidate needs to click on Upload tab as shown.



- ❖ After uploading the documents, uploaded document will be displayed on screen. (The Candidate can edit or delete the document before final submission). As shown below



- ❖ After uploading the required documents candidate should click on “Save and Proceed” tab to preview and validate the information.

Step 10: Preview and Validate Information

In this the candidate needs to validate the entered information before proceeding towards final submissions.

- ❖ If the candidate wants to change the information, then he/she should click on Edit button as highlighted below,

Preview and Validate Application Form	
Application No. : 224000019	
Personal Details	
Candidate's Full Name	LAXMAN CHANDRASHEKHAR RATHOD
Father's Name	CHANDRASHEKHAR
Mother's Name	SANGEETA
Marital Status	UnMarried
Spouse's Name	-
Gender	Male
Date of Birth	15/10/1994
Religion	Hindu
Region	Rural
Mother Tongue	Marathi
Annual Family Income	1,50,001 - 2,00,000
Nationality	Indian

- ❖ After Validation, if all the details filled in by the candidate are correct and final then the candidate should click on the “Proceed for Payment” button as shown below, for payment.

Sr. No.	Document Name
1.	PAN Card

Note :

- You are required to Upload the Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the Caste is recognised as backward class in the State of Maharashtra at the time of Centralised Admission Process(CAP 2022).
- You are required to Upload the Caste / Tribe Validity Certificate in the name of the Candidate, issued by the caste validity committee of Maharashtra State at the time of Centralised Admission Process(CAP 2022).

☐ I have read all Important Instructions.

[Proceed for Payment >>>](#)

Step 11: Pay Application Fee

- ❖ Candidate needs to check the details filled in the Application Form carefully before proceeding towards the Payment. After successful Payment, the Candidate will unable to make any Changes in the Application Form Details.
- ❖ To proceed towards payment, click on “Yes” as shown below.

Self Confirmation

Note :

- Please check the details filled in the Application Form carefully before making the Payment. After making Payment, you will not be able to make any Changes in the Application Form Details.

Are you sure to Proceed to Payment?

Yes

No

- ❖ After Self confirmation, Details of Candidate on which Fees is Decided list will be displayed as well as details of payment as per the reservation (If applicable) The Candidate needs to click on select Tab to confirm the payment of selected group. To pay the fees, click on “Proceed to Payment” button. As highlighted below,

Application Fee Cart

Details of Candidate on which Fees is Decided

Is Maharashtra Candidate	Yes	Category	ST
Applied for EWS	No	Person with Disability	Not Applicable

Fees Details

Total Application Fee Required to Pay(₹)	800/-
Online Application Fee Paid (₹)	0/-
Remaining Online Application Fee to be Paid (₹)	800/-

Note : Following Payment has not been done. Select the Fee Type(s) for which you want to pay the fee.

Select the Fee Type to Make Payment & Click On "Proceed To Payment >>>" Button.

Select	Fee Type	Fee Amount(₹)
<input type="checkbox"/>	Application Fee	800
Total Fee(₹)		0.00

Proceed To Payment >>>

- ❖ To Pay the Application Fee the Candidates needs to Select “Razorpay” as shown below

Payment Mode Selection

Total Amount : ₹ 800.00

Fee Type Selected : 1

Online

Razorpay

Terms & Condition

☐ I agree Terms & Condition

Proceed >>>

- ❖ Then Instructions about Online Payment will be displayed on screen. Read the instructions carefully, then click on “I agree Terms & Condition”. Button As shown below

Step :01

The screenshot shows a web browser window with a notification from 'mhtcet21.synthesyslive.com' asking for confirmation to proceed with the current payment selection. The main page is titled 'Payment Mode Selection'. It displays the 'Total Amount : ₹ [redacted]' and a 'Fee Type Selected : 1' button. Under the 'Online' tab, 'Razorpay' is selected. Below this, there is a 'Terms & Condition' section with a checked checkbox for 'I agree Terms & Condition'. A green 'Proceed >>>' button is highlighted with a red box.

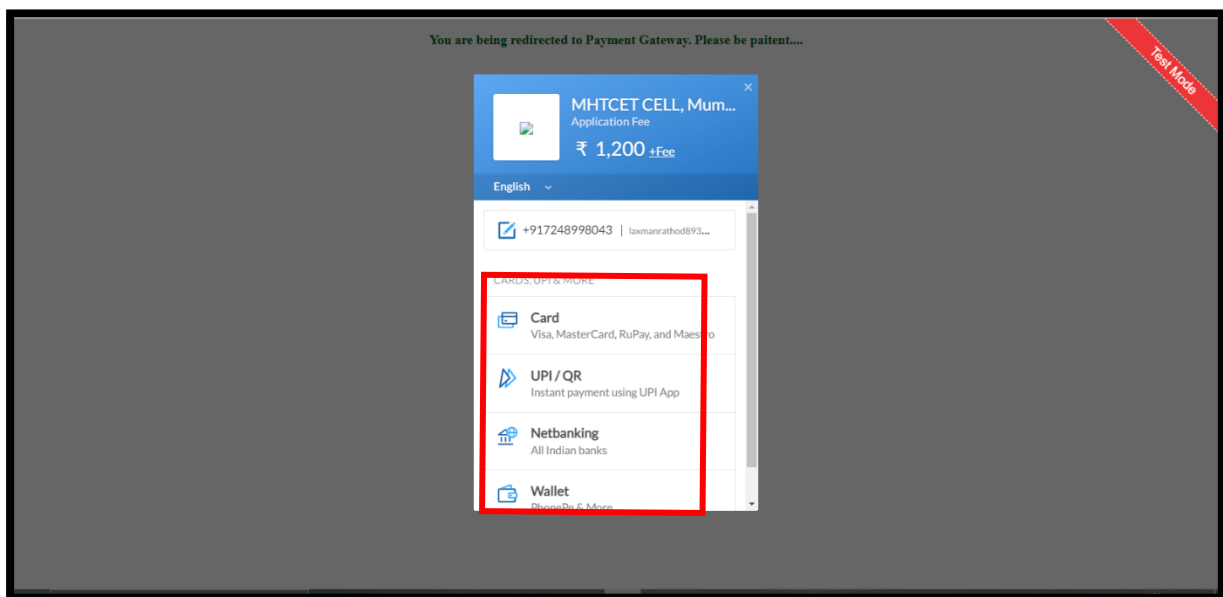
Step :02

The screenshot shows the same 'Payment Mode Selection' screen as in Step 01, but with the 'Total Amount' now displayed as '₹ 1200.00'. The 'Razorpay' option is still selected under the 'Online' tab. The 'Terms & Condition' section shows the 'I agree Terms & Condition' checkbox is checked. The green 'Proceed >>>' button is highlighted with a red box.

- ❖ On click of Proceed, it will ask to select Mode of Payment, Candidate can pay fees using options:

For Example

1. Card
2. UPI/QR
3. Net banking



- ❖ If candidate selects Online Payment mode, then system will redirect candidate to Payment Gateway to proceed the Online Payment Process. Candidate can Pay the fees using Debit Card, Credit Card, Online Banking.

Follow these steps

- On the Checkout, select Card as the payment method.
- Enter the card details.
- Enter future date as the expiry date.
- Enter CVV.
- Click Pay. A sample payment page is displayed.
- Enter the OTP

- Click on Verify/Submit OTP
- On Successful payment. System automatically will display application form. where candidate can check the details and take the printable copy of application form.

UPI/QR:

If the candidate selects payment option as UPI/QR code then,

Step 1: Scan the QR Code shown on screen Using (GooglePay,PhonePay, , Etc.) or enter the UPI ID

Step 2: Once the QR code is detected, it will then take you to the UPI interface where you will be required to enter your UPI security PIN and click on the **Submit** button.

Step 3: Your payment will get confirmed and the payable amount which is as per the selected group will get deducted from your linked bank account.

❖ Net banking:

If the candidate s Select **NetBanking** as payment method.

1. Accept the Services Agreement (which are the relevant terms) and Privacy Statement.
2. Review your Payment details, and then click **Pay Now**. You'll be redirected to the NetBanking website.
3. Choose from the list of available banks and select **Continue**.
4. Sign in to your NetBanking account using your bank credentials Approve the Payment.
5. Your payment will get confirmed and the payable amount which is as per the selected group will get deducted from your linked bank account.




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.

Print Application Form

Important Instructions for Printing:
1. Before printing access the **"Page Setup"** Option from file menu and configure the following values :
a. Left Margin = 0.25
b. Right Margin = 0.25
c. Top Margin = 0.25
d. Bottom Margin = 0.25
e. Header should be blank
f. Footer should be blank
2. Make sure that the printer is ready with **A4** size papers in it.
3. The online system will print **Application Form**.
4. Confirm whether you have received correct set of printout if not then please take the printouts again.

Online Registration For MAH-MCA CET 2022Application Form



GOVERNMENT OF MAHARASHTRA
STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE
8th Floor, New Excelstar Building, A.K.Nayak Marg, Fort, Mumbai-400001, (M.S.)

Application Form for MAH-MCA CET Registration for the Academic Year 2022-23

Application No : 224000019 Version No : 1

Personal Details

Keep a copy of MAH-MCA CET-2022 Application No., Log-In ID & Password.

Thank You