

Tips for filling in the MAH-LL.B.-5 Yrs. CET -2019 On Line Form.

The On-Line CET Application form contains of Five parts; they are as under: ----

1) Basic Information 2) Photo and Signature 3) Education Details (SSC and HSC) 4) Preview of the Filled in Application form) 5) Payment.

- **Part I is Basic Information of the Candidate.**

Candidate has to fill in the name as it has appeared on the SSC/HSC Marks Memo/Certificate).

Part I includes the following Points: - i) First Name: Candidate should fill in his/her First Name. (Candidate has to confirm his first name in step two, if the earlier typed name matches with the confirm first name it is accepted by the System. If it does not the error is shown.

ii) Middle Name: - Candidate has to fill in father's name. Candidate has to confirm the Middle Name.

iii) Last Name: - Candidate has to fill his/her last name/Surname/Family name. (Candidate has to fill in the name as it has appeared on the SSC/HSC Marks Memo/Certificate).

- iv) Candidate has to fill in Mobile No. and confirm Mobile No. **(This number should be active throughout the CET and CAP process for all intimidations if any will be received on this Mobile Number only)**
- v) Alternative Mobile or Land Line No. is to be filled by the candidate. Candidate should have access to this alternative number in case of emergency,
- vi) **E-mail ID.** Candidate has to fill in his/her own email id. **(If the candidate has no e-mail id then the candidate is advised to create his/her own E-mail ID and then fill in the on line form. Candidates are further advised to safeguard the password of their e-mail id.)**
- **Part II: Photo and Signature:**
 - i) Candidate has to pre scan the photograph of the self of size 20KB to 50 KB and upload it in jpg format: - **Scanned Photograph of the Candidate.**
 - ii) Candidate has to pre scan the signature of the self of size 10KB to 20 KB and upload it in jpg format: - **Scanned signature of the candidate.**
(Signature should not be in capital letter)

• **Part III: Basic Details of the Candidate: -**

| Sr. No. | Questions | Options |
|---------|--|---|
| 1 | 1) First Name:- 2) Middle Name:- 3) Last name:- | i) First Name: ii) Middle Name:- iii) Last Name:- (Candidate has to fill in the name as it has appeared on the SSC/HSC Marks Memo/Certificate). |
| 2 | Social Category | Candidate has to select his/her social category (Candidates belonging to State of Maharashtra belonging to SC/ST/VJ-DT/NT-A, NT1-B, NT2-C, NT-3D, OBC, SBC & SEBS should have Caste Certificate from Maharashtra State). |
| 3 | Have you completed your SSC from the state of Maharashtra board having its office in the state of Maharashtra? | Select "Yes" or "No" as per Your details. [Candidate who have completed SSC from Maharashtra State Board & CBSE/ISCE/IGCSE/IB Boards, having its Regional Offices and Schools in Maharashtra along with SSC passed candidate from the State of Maharashtra] Should Select "YES" |
| 4 | Have you completed your HSC from the state of Maharashtra board or other board having its office in the state of Maharashtra? OR Are you Appearing for HSC from the board which is in Maharashtra? | Select "Yes" or "No" as per Your details. [Candidate who have completed HSC/Appearing HSC from Maharashtra State Board & CBSE/ISCE/IGCSE/IB Boards, having its Regional Offices and Schools/colleges in Maharashtra along with HSC passed/HSC Appearing candidate from the State of Maharashtra] Should Select "YES" |
| 5 | Are you domicile of Maharashtra? | Select "Yes" or "No" as per Your details. |
| 6 | Are you born in Maharashtra? | Select "Yes" or "No" as per Your details. |
| 7 | Is your Father or Mother is domiciled in the State of Maharashtra? | Select "Yes" or "No" as per Your details. |
| 8 | Is your Father or Mother is an employee of the Government of India or Government of India Undertaking who is posted | Select "Yes" or "No" as per Your details. |

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| | and reported to duty in the Maharashtra State before the last date for submitting the Application Form for CET? | |
| 9 | Is your Father or Mother of the is an employee of the Government of Maharashtra or Government of Maharashtra Undertaking? | Select "Yes" or "No" as per Your details. |
| 10 | Have you passed your SSC and or HSC Examination or Equivalent Examination from a recognized institution from a disputed Maharashtra-Karnataka Border Area and whose Mother tongue is Marathi? | Select "Yes" or "No" as per Your details. |
| 11 | Do you belongs to Maharashtra State candidature/Out Side Maharashtra State candidature/Jammu & Kashmir Migrant Candidature? | Answer to this question should be "YES" for all Candidature Types. |
| 12 | If Yes Please select the Type: | Select Your Candidature Type As Per Drop down Menu. |
| 13 | Are you a person with benchmark disability of 40% and above? | Select "YES" or "NO" as per you details. |
| 14 | Type of Disability | Select "YES" or "NO" as per your details. |
| 14 | Sub Type of Disability | Select "YES" or "NO" as per your details. |
| 15 | Do you need compensatory time at the time of examination? | Select "YES" or "NO" as per your details. |
| 16 | Are you Suffering from Serebral palsy & your writing speed is affected? | Select "YES" or "NO" as per your details. |
| 17 | If Yes, Do you need compensatory time at the time of examination? | Select "YES" or "NO" as per your details. |
| 18 | Whether your dominant (Writing) hand is affected. | Select "YES" or "NO" as per your details. |
| 19 | If Yes, Do you need compensatory time at the time of examination? | Select "YES" or "NO" as per your details. |
| 20 | Do you intend to use the services of a scribe? | Select "YES" or "NO" as per your details. |
| 21 | Religion to which you belong. | Select your "Religion" from drop down menu. |
| 22 | Do you belong to Religious Minority Community Belonging to Maharashtra State? | Will be active "Yes" Or "No" only for Maharashtra State Candidature Type |
| 23 | Do you belong to Linguistic Minority Community Belonging to Maharashtra State? | Will be active "Yes" Or "No" only for Maharashtra State Candidature Type |
| 24 | Do you have Valid Non-Creamy Layer Certificate Valid up to 31 st March 2020? | VJ-DT/NT-A, NT1-B, NT2-C, NT-3D, OBC, SBC & SEBS must have Non-Creamy Layer certificate valid up to 31st March 2020. Select Options given. |
| 25 | Do you have Caste certificate from State of Maharashtra? | Answer should be "YES" for all Category Candidates from the state of Maharashtra. |
| 26 | Do you have Valid caste Validity Certificate from the State of Maharashtra? | Select the Options given. |
| 27 | Do you Possess Tribe Validity Certificate? | Select the Options given. |
| 28 | Have you Passed the (Prescribed Basic Qualification i.e) X Std/Secondary Schooling Certificate Examination (SSC), in | Answer Should be "No" for all Candidates. |

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| | a single sitting Examination, without completing I to IX Std. of Schooling in Regular Mode? | If Selected "YES" candidate will not be eligible for CET. |
| 29 | Have you have passed 10 th Std/ Secondary Schooling Certificate (SSC) Examination in Regular Mode/ Distance Mode/ Open Schooling/Open Mode/ By filling Form No. 17/ State Board/ NIOS? | Answer should be "YES" for all Candidates. |
| 30 | Have you passed 12 th Std (HSC) or equivalent examination through Regular Mode/ Distance Mode/ Open Schooling/ Open Mode/ By filling Form No. 17/ NIOS without having basic qualification of I to IX Std? | Answer Should be "No" for all Candidates. If Selected "YES" candidate will not be eligible for CET. |
| 31 | Have you completed/ Appeared your HSC/ Equivalent examination from Open/ Distance schooling Programme / Private candidate with 17 No. form/ Regular Mode? | Answer should be "YES" for all Candidates. |
| 32 | Citizen of (Country) | Should be "Indian" |
| 32 | Select Preferences of the Examination Centres | Select the Centre preference from the drop down Menu. |

Educational Qualification (As on 01-07-2019):-

- Candidates are advised to keep their Marks Memo and certificates handy before filling in the Educational Qualifications data.

| Exam. Passed | Degree/ Subject/ Stream/ discipline | Appearing/ Passed | Date of Passing | Aggregate Marks/ Score by | Marks/ Grade obtained | Maximum Marks/ Grade Points | % of Marks | Class/ Grade. |
|--|---|---|--|---|--|--|------------|---------------|
| SSC/ Equivalent | Select Set value & Enter SSC | Passed | As displayed on the front/back side of the Marks Memo/Certificate | Select Option 1)Aggregate Marks/ 2)CGPA | Fill in marks obtained/ grade obtained | Maximum marks/ maximum Grade point | Auto | Select Class |
| 12 th / HSC/ Pre Degree Certificate/ Equivalent | Select Stream of HSC &. If Diploma Engineering Passed, then Select "Other" Option and enter Diploma Engg. | If Appearing for HSC, then Select Option "Appearing" & if HSC Passed, then Select option "Passed" | As displayed on the front/back side of the Marks Memo/Certificate only for passed candidates | Select Option 1)Aggregate Marks/ 2)CGPA only for passed candidates. | Fill in marks obtained/ grade obtained for passed candidates | Maximum marks/ maximum Grade point for passed candidates | Auto | Select Class |