Admission

GENERAL INSTRUCTIONS

- This prospectus contains the admission & examination form and brief information about the programs on offer in the department. With your enrollment, you will get the detailed syllabus from the Department.
- Qualifying in the Entrance Test is a must for the following courses:
- The candidate can collect the prospectus either from the Tilak Maharashtra Vidyapeeth or from the Academic or Administrative Offices of the Vidyapeeth by paying the prescribed fee.
- Do not approach any outside person for seeking admission to any program.
- It is essential that each student reads carefully all the Vidyapeeth Rules and confirms the fee structure before filling the admission form.

ADMISSION PROCEDURE

- Make sure you read the instructions carefully, complete all the sections in the admission & exam form & attach the supporting documents.
- Fill up the forms properly and in good handwriting.
- Incomplete forms will not be accepted. In case any problem occurs / is created due to incomplete information it will be the student's responsibility.
- Paste one photograph on the Admission Form and one on the Identity Card.
- Enclose the necessary documents as mentioned below -
  1. Original + attested true copy of School / College Leaving Certificate. (For a regular course)
  2. Attested true copy of the Mark sheet of the qualifying Exam - 10th / 12th / Graduation / Diploma / attested true copy of the mark sheet of the last examination passed.
  3. Photocopy of the result of TMV Entrance Exam.
  4. Original + a copy of your Transfer Certificates from graduation onwards.
  5. Attested True copy of recent address proof (recent telephone bill / electric bill etc.)
  6. Original copy of Migration Certificate for students coming from other Universities. (For a regular course)
  7. Caste Certificate where necessary.
  8. Marriage Certificate in case of married female students. (Only for B.Ed.)
- Students can take admission at the head quarters - Pune or at any Premises of the Vidyapeeth.
FOR N.R.I. OR FOREIGN STUDENTS

- Along with the documents mentioned in 'Admission Procedure' N.R.I. or Foreign Students must enclose the necessary documents as mentioned below:
  1. Attested copy of the Valid passport and visa.
  2. Attested copy of School/College Leaving Certificate.
  3. Attested copy of the Marksheet of the last examination passed.
  4. Form 'C' from Police Dept.
  5. Residential Permit
  6. Medical Certificate - (HIV Negative)

- The NRI or Foreign students must also submit the following Information:

<table>
<thead>
<tr>
<th>Passport No. &amp; Date</th>
<th>Validity</th>
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<tbody>
<tr>
<td>Issuing Authority</td>
<td></td>
</tr>
<tr>
<td>Student's Visa No.</td>
<td>Validity</td>
</tr>
<tr>
<td>Nationality</td>
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- Original copy of migration certificate wherever necessary.
- Do not attach the original copy of any document.
- The Admission Form with all the necessary documents attached to it must be first got checked by the Foreign Cell and then submitted to the Admission Section.

- Fee for Foreign Students - 3 times total fee.
- Fee for Out of Maharashtra Students - 3 times eligibility fee.
- Fee for Mumbai - 20% Extra.

MODE OF PAYMENT

- Fee should be paid by Demand Draft in favor of 'Registrar, Tilak Maharashtra Vidyapeeth, Pune' along with the application form.
- If payment is to be made at the Vidyapeeth’s other premises, namely, Sangli, Belapur, Sion etc. the DD should be payable at the respective place.
- Mention your name and address on the back of DD.
- Demand Draft only of a nationalized bank is accepted.
- The candidate will have to pay the entire fees at the time of taking admission.
Admission

- Do not send the fees by cheque, money order, IPO, in cash, or by any other mode of payment.
- The Vidyapeeth will not be responsible for any loss through such mode of payments.
- Do not pay extra fees other than the amount prescribed in the prospectus.

CONCESSION IN FEE

- Five percent concession in the Tuition Fee will be given to the students belonging to the i) Reserved Category ii) Economically Weaker Section (Family income less than Rs. 40,000 - per annum); for which candidates should submit a copy of the necessary certificate. (For Regular Students only.)

PROCEDURE FOR CANCELLATION OF ADMISSION

- Refund of fee for the cancellation of admission will be considered after submission of a written application within 15 days only from the date of admission. (Rs. 1000/- will be deducted) Later on no request of refund of fees will be considered.

DUPLICATE IDENTITITY CARD

Students who have lost their Identity Card may get a duplicate one by paying a fee of Rs. 50/- in cash with a photograph.

DISPUTES ON ADMISSION & OTHER VIDYAPEETH MATTERS

The place of jurisdiction for filing of a suit, if necessary, will be only at Pune.