



## STEP 1

The college will display the merit list of the APPLIED STUDENTS based on the marks, intake capacity, availability of seats, etc.

Minority quota schedule, Merit list, and all the important instructions will be declared on our college website.

<https://kjsac.somaiya.edu.in/en/junior-notice/>

## STEP 2

Students whose names appear in the Merit list will be eligible to fill the SOMAIYA PRE ADMISSION FORM. SOMAIYA PRE ADMISSION FORM consists of various steps with a payment of 100/-.The various steps are as follows

SOMAIYA PRE ADMISSION FORM--- Registration process (One time process)

- In any browser type <https://admissions.somaiya.edu/>
- An Instruction message will pop up. Close the popup window.
- You will see two tabs LOGIN ,REGISTER

- For the first time students will select REGISTER & fill all required information.
- A verification link will be sent to the student's mail account mentioned during Registration. Login process
- Once the account is verified, students can LOGIN using Email ID and Password (that you have registered in above step) & fill up the Preadmission form.)

\*\*\*\*\*Somaiya Pre-admission Filling

Students can fill up the form with required details, enter marks, subject preferences & upload necessary documents. On every page/form, there will be a SAVE & PROCEED button.

\*\*\*\*\*Payment Of Fees

Once the above step is done, you will see the payment gateway to make an Online Payment of Rs. 100/- towards the Online Processing Fee. You can select any of the payment modes: debit, credit, net banking, UPI etc.

\*\*\*\*\*Printout of APPLICATION FORM and 100/- PRE-AMMISSION FORM FEES RECEIPT. (You can find the APPLICATION FORM & FEES RECEIPT in your login under the name FEES PAYMENT HISTORY)

For any queries related to form filling, subject preference, document upload, refer to the PDF on our website, <https://kjsac.somaiya.edu.in/en/junior-notices/>

**STEP 3**

The student will visit the college along with the following documents and complete the document verification and submission process.

- 1) ORIGINAL X MARKSHEET.
- 2) ORIGINAL SCHOOL LEAVING CERTIFICATE
- 3) XEROX Copy of ONLINE PART I AND II OF GOVT (<https://mahafyicadmissions.in>) form
- 4) Copy of COLLEGE APPLICATION FORM of PRE-ADMISSION FORM

- 5) Copy of 100/- PRE ADMISSION FORM FEES RECEIPT
- 6) GUJARATI MINORITY CERTIFICATE.
- 7) Copy of GIRLS FREESHIP FORM WITH RATION CARD XEROX  
(FIRST & LAST PAGE)
- 8) COPY of Aadhar card
- 9) Undertaking Letter (Available in our college Pre admission form)

Document Verification and approval will be done by our college's NON-TEACHING STAFF.

#### STEP 4

SUBJECT CODE will be given by the TEACHING STAFF.

- Students with all relevant documents will be given the subject code from the preferences they have given in the PRE-ADMISSION FORM.

- NOTE:-

Subject code will be based on FIRST COME FIRST SERVE (FCFS), availability of seats in the particular subject, and marks eligibility.

1) Maths -85 and above marks in Maths subject in X Std Marksheet. + FCFS

2) I.T- Commerce

As per the merit list and FCFS

3) I.T- Arts

As per the merit list and FCFS

4) Sanskrit -97 marks & above in X –Sanskrit subject + FCFS

And subject to the availability of seats

#### STEP 5

- Students who complete the above step will receive mail / SMS of our Offer Letter.
- Follow the steps written in the Offer Letter.

i.e

- ✓ In any browser type myaccount.somaiya.edu
- ✓ Enter the SVV NET ID & PASSWORD and click on LOGIN.  
\*\*\*You can also use SOMAIYA EMAIL ACCOUNT for login. ✓  
Click on COMPLETE NOW for Payment of course fees.

## STEP 6

Payment of Course Fees

- Make Online Payment towards Course Fees.
- Acknowledgement & Fee Receipt can be viewed in Payment History in the same SVV myaccount login.

## STEP 7

Updation of Admission

Students will provide the OTP for updating on SESD(Govt. portal) site by the college authorities. This step will confirm admission in our college.

Note:-Student will check in the Govt portal( <https://mahafyjadmissions.in>). for their admission status.