Welcome to

Somaiya Vidyavihar

K J SOMAIYA JUNIOR COLLEGE OF ARTS AND COMMERCE F.Y.J.C **REGULAR ROUND** ONLINE ADMISSION 2020-21



For passing 10TH Std with flying colours and welcome to the new exciting phase of life. And welcome to K J Somaiya college of Arts and Commerce ...

Congratulations

K J SOMAIYA JUNIOR COLLEGE OF ARTS AND COMMERCE (KJSAC) offers THREE streams **for XI Std**

- ARTS
- COMMERCE
- COMMERCE UNAIDED(Self finance)

Since you have received an email from KJSAC regarding the allotment of our college, you are requested to fill the Pre Admission form and follow the procedure.

REGULAR ROUND – Online Admission procedure

Pre admission form

Step 2:

Verification

mail

Step 1:

Students will fill the Online Pre Admission form by registering on the Somaiya portal <u>https://admissions.somaiya.edu</u>

 Student will get a Verification mail in your email that you provide while registering.
 If you don't see the mail in INBOX you can check in SPAM.

Step 3: Login and entering of data Login and enter all the details of pre admission form(Programme, institute etc) and details like personal information, parents details, Address, Marks etc) and upload the required documents.

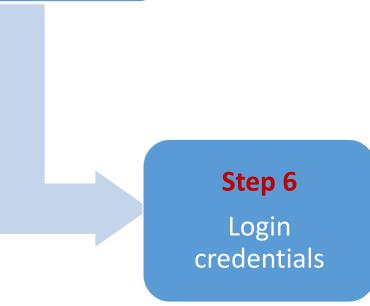
Note: If you have already registered with admissions.somaiya.edu then you can skip step 1 and 2

Step 4:

Online payment of fee 50/- • Complete the process of Pre Admission by paying online processing fees of Rs. 50/- through online payment gateway (like Debit card, Credit card, Net banking, google pay etc)

Step 5: OFFER LETTER

 After successful completion of document verification by college authorities offer letter mentioning the subject code and payment details will be sent to the registered email address and a short SMS in this regard will be sent on the student's registered mobile number.



- Login credentials(Username and password) for Somaiya 'MyAccount' will be sent to student's registered email address.
- Refer to SVV net ID queries for more details on college website kjsac.somaiya.edu

Step 7 : Payment of fees

- Students can take provisional admission as per the subject preference and pay the programme fees(ONLINE) through MyAccount for successful completion of provisional admission procedure.
- Admission for IT subject will be based on merit list and the procedure will be done after all the general round admission. Check the notice board on college website and Myaccount portal.

Step 8: Digital receipt Digital fee receipt and all updates will be available in the 'MyAccount' portal.



• Upload the student data into Govt portal.(Done by the respective college authorities)

Various screenshots for students reference Registration and Login page on admission.somaiya.edu

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Level of Study , Discipline, programme, institution and category page

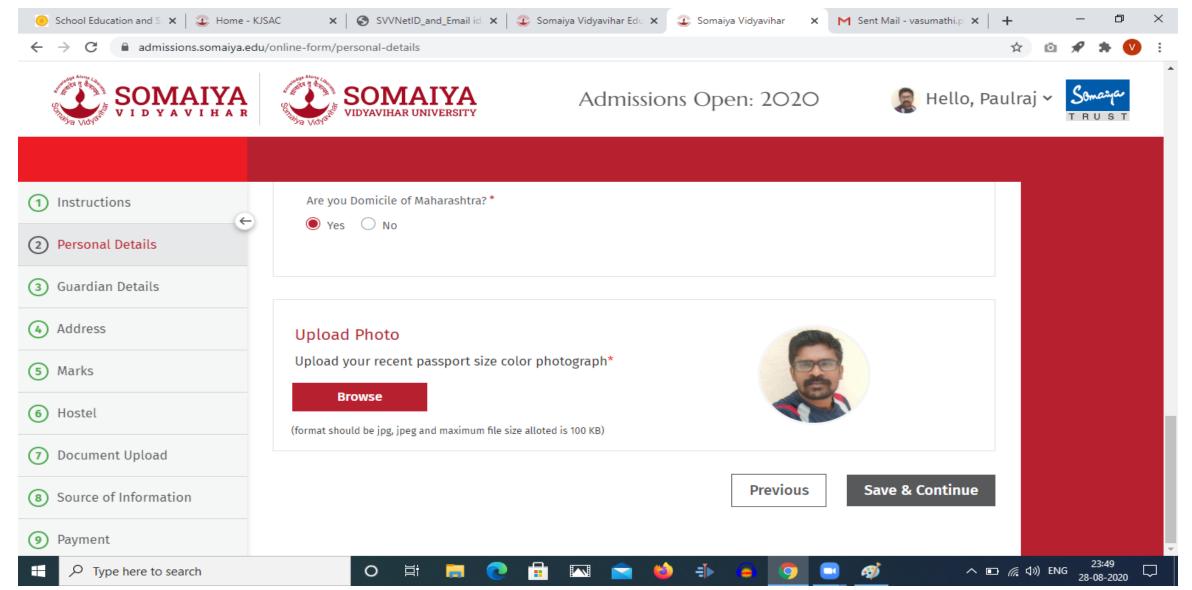
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① Instructions	K J Somaiya College of Arts and Comn	nerce Category : Open & All Other Category	Reserved	
2 Personal Details	 Field(s) marked with * are mandator 	rv		
3 Guardian Details	• Please upload your latest Photogra	ph and the visibility of your face should be atleast 80%		
4 Address	 Applicants do not have to complete 	ed to the next Step. the application form in a single session. Applicants can	login multiple times	
5 Marks	to complete the application form.			
6 Hostel	Basic Details			
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Subject preference page

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3 Guardian Details		Subject Profile in the preference ?	
(4) Address	Available Subjects	Preference	
5 Marks	MC1	1 DC2	
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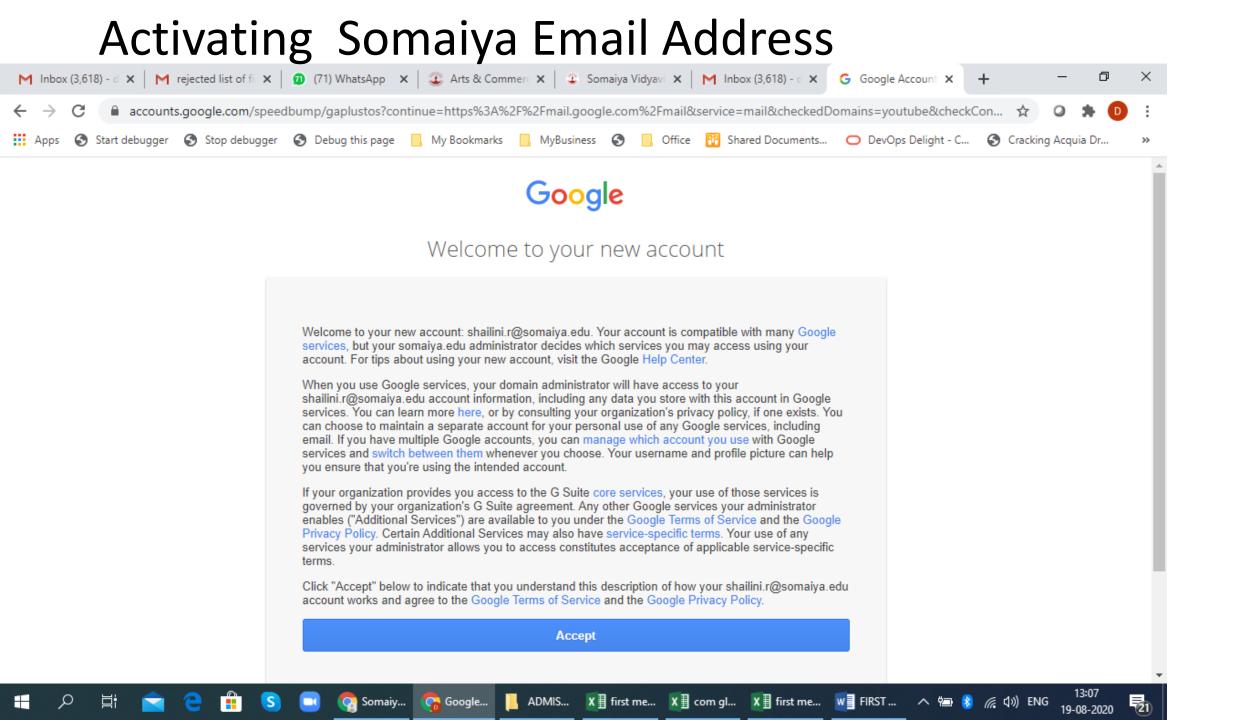
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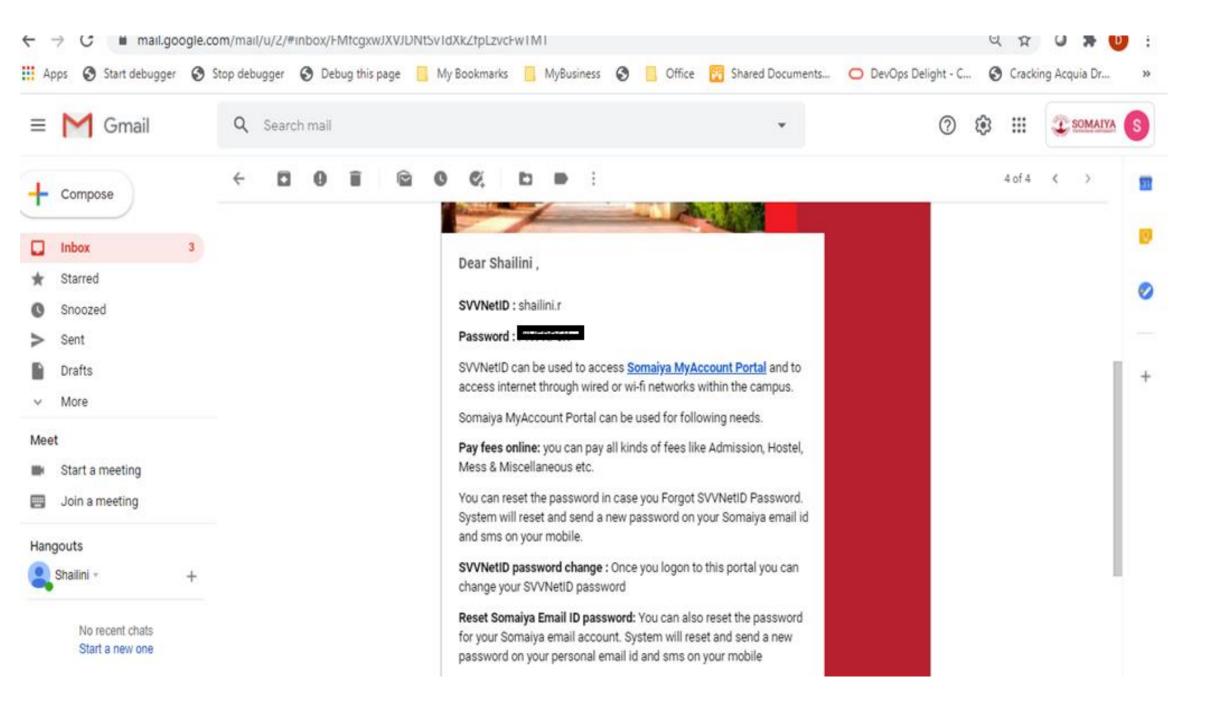
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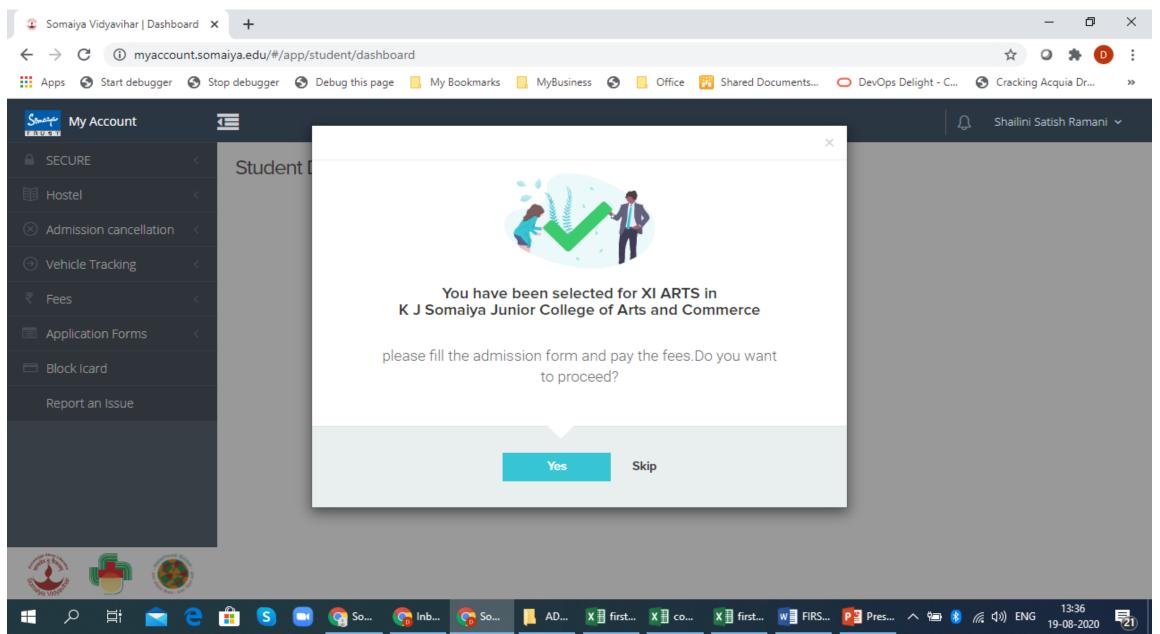
Payment page

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4 Address	υ	 Online Processing fee (Rs.50/-) is neither refundable nor transferable. Online admission procedure will be completed only after successful payment of Rs.50/-
5 Marks	Note	 After the transaction is done, if the payment is deducted and approved by the bank, but the acknowledgement is not generated then do not pay again.<u>Click here</u> to raise an issue. Select issue type as
6 Subject Preferences		'Payment related issues' and attach screenshot of payment acknowledgement received from the bank.
Hostel		
8 Document Upload		





MyAccount portal



MyAccount portal-Online payment of fee

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Steps to be followed in case of Rejection of documents :

- 1)Login into the preadmission form.
- 2)Go to the 8th Vertical tab "DOCUMENT UPLOAD".
- 3)Delete the previous document that was rejected. By clicking in the Dustbin icon 4)Now click on "Upload a file" and upload the correct document and click on "Save and Continue".

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6 Subject Preferences	are mandatory)	Online Registration Form I And Form II*	Upload a file 31027263_966857.jpg 🕑 🖻
7 Hostel			

- It is compulsory to download the UNDERTAKING LETTER FORMAT that is available on 8th Vertical tab "Document Upload" and fill the details duly signed by both Student as well as Parent and upload it.
- For girl student who want to avail "Girls free ship" should download Girls Concession Form ---fill the details and upload.

1 Instructions	Not	 Accepted formats .jpg .jpeg .png .pdf 		
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3 Guardian Details		 Photo copies for all your documents should be self-attested with date and then scan and upload. The words and numbers on the scanned document should be clear and readable. 		
4 Address		<u>Click here to download the UNDERTAKING LETTER Format</u> Click here to download the Girl's Concession Form		
5 Marks				
6 Subject Preferences	Photo c	opies of documents should be self-attested with date and then scan and		

Important instructions while filling the Pre Admission form for hassle free submission of data.

1)Don't click the REPEATER checkbox if you have appeared 10th Std in the academic year 2019-20.

2)While uploading marksheet, students name should be visible along with marks.

3)Be very careful while entering the marks.

4)Subject code Preference should be properly selected.

5)Online application no(MU.....) should be properly entered.



Hope we are successful in guiding you.