

# Admission Policy



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## **Symbiosis Skills and Professional University**

*(Recognized by UGC & Established under Govt. of Maharashtra Act No. XXXVII of 2017) (Formerly known as Symbiosis Skills and Open University)*

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**Address:** Adjoining, Mumbai - Pune Expressway Kiwale, Pimpri-Chinchwad,  
Maharashtra 412101, **Phone:** 020 27187768  
**Website:** [www.sspu.ac.in](http://www.sspu.ac.in) **Email:** [admissions@sspu.ac.in](mailto:admissions@sspu.ac.in)

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## **Introduction**

To crystalize the ‘Make in India’ mission of Hon’ble Prime Minister and to provide opportunities for Skills Development along with vertical mobility leading to gainful employment to our youth, Symbiosis Skills and Professional University (SSPU) has been established in Kiwale, Pune under the able leadership of President and Founder Dr. S. B. Mujumdar and Pro-Chancellor Dr. Swati Mujumdar, Symbiosis Skills and Professional University.

Symbiosis has created a state-of-the-art infrastructure spread over 15 acres of land including Administrative Block, Engineering Block, Management Block, Architecture Block, Girls and Boys hostel, Skill Centre, specialized training labs, workshops and School of Interdisciplinary Sciences are the symbol of this University. The University has specialized skill training machinery imported from Germany to impart hands-on practical training to its students.

## **Preface**

Symbiosis Skills and Professional University (SSPU) is Maharashtra's first Skill Development University, established in 2017 with a vision to provide Skill-Based education in high growth sectors. Skill Development initiative at University has been immensely successful and today more than 3000 students are pursuing various degree programmes in the University.

The University offers Undergraduate, Postgraduate, Postgraduate Diploma and Certificate programmes in high-growth sectors of Mechatronics, Automobile, Construction, Computer Science & IT, Smart and Sustainable Energy, Architecture, Retail & E-Commerce, Ports & Terminal Management, Logistics & Supply Chain Management, Media, FinTech, Beauty and Wellness, Nutritional Science, Data Science, etc.

In this unique model of Skill Development, top industry leaders such as Daikin Air-conditioning India Pvt. Ltd., Volkswagen India Pvt. Ltd., FIAT Automobile Pvt. Ltd., Auto Cluster Development & Research Institute, Beauty & Wellness Sector Skill Council, Edukerron International, Premium Transmission Pvt. Ltd., Urban Nirvana Wellness LLP etc. are also setting up their bases on the University campus to Provide skill training to students.

## **Purpose**

The policy shall provide details of programmes offered, eligibility criteria, documents required for admission, merit listing, rules for refund of academic and other fees, reservation policies etc. The policy is framed for stakeholders like students, parents, industry partners, statutory bodies and teachers.

## **Fair and Lawful Admission Process**

The admission process at Symbiosis Skills and Professional University, Kiwale, Pune is transparent, courteous, consistently reliable and valid. Also, it is in accordance with the prevailing legal framework of the State Government and other regulatory bodies. The University aims to provide opportunities for lifelong personal and professional skills development through this fair admission policy. The University provides equal opportunity to candidates to realize their full potential and accordingly excel in their careers.

Admissions to all the programmes offered by Symbiosis Skills & Professional University shall be strictly on basis of merit and the rules and regulations laid down in this policy.

## 1. School wise list of the programmes, duration and Intake

Sr. No.	School Name	Programme Name	Duration	Intake Capacity ***
1	School of Mechatronics Engineering	B. Tech. (Mechatronics Engineering)	4 Years	120
		M. Tech. Mechatronics Engineering (IOT, AI & Robotics)	2 Years	18*
2	School of Automobile Engineering	B. Tech. (Automobile Engineering)	4 Years	60
3	School of Construction Engineering and Infrastructure Management	B. Tech. (Construction Engineering & Management)	4 Years	60
4	School of Computer Science and Information Technology	B. Tech in CS&IT (Cyber Security)	4 Years	180
5	School of Sustainability Studies	B.Tech. (Smart and Sustainable Energy)	4 Years	60
6	School of Architecture, Urban Development & Planning	Bachelor of Architecture (B. Arch.)	5 Years	80 +8EWS**
7	School of Ports, Terminal Management & Logistics	BBA (Ports & Terminal Management)	3 Years	60
		BBA (Logistics & Supply Chain Management)	3 Years	60
8	School of Retail Management	BBA (Retail & E-Commerce Management)	3 Years	90
9	School of Media Management	BBA (Digital Media & Marketing)	3 Years	60
10	School of Banking, Financial Services and Insurance Management	BBA (Fintech)	3 Years	60
11	School of Beauty & Wellness	B. Sc. (Beauty & Wellness)	3 Years	60
		B. Sc. (Nutritional Sciences & Dietetics)	3 Years	60
		M. Sc. (Nutritional Sciences & Dietetics)	2 Years	60
12	School of Data Science	B. Sc. (Data Science)	3 Years	120
		M. Sc. (Data Science)	2 Years	60

**Note:** \* Five seats are reserved for Industry sponsored category.

\*\* Subject to annual approval of Additional intake by COA + 8 Seats for EWS

\*\*\* Subject to approval, Fifteen percent (15%) supernumerary seats over and above the "Approved Intake" per programme may be sanctioned for admitting students from Foreign Nationals / Overseas Citizen of India / Children of Indian Workers in the Gulf Countries / NRI.

**2. School-wise name of the programmes and Intake Capacity for admission to Second Year through Lateral Entry**

<b>Sr. No.</b>	<b>School Name</b>	<b>Programme Name</b>	<b>Intake Capacity to Direct Second Year*</b>
1	School of Mechatronics Engineering	B. Tech. (Mechatronics Engineering)	12
2	School of Automobile Engineering	B. Tech. (Automobile Engineering)	6
3	School of Construction Engineering and Infrastructure Management	B. Tech (Construction Engineering & Management)	6
4	School of Computer Science & Information Technology	B. Tech. CS&IT (Cyber Security)	18
5	School of Data Science	M.Sc. Data Science	6
6	School of Beauty and Wellness	M. Sc. Nutritional Sciences and Dietetics	As per availability of Vacancy**

**Note:** \* *Unfilled vacancies of the First year of B. Tech Programmes in the last Academic Year can be filled through lateral entry*

\*\* *If seats remain vacant in the Second year of M. Sc (Nutritional Sciences & Dietetics), lateral entry admission to direct Second year will be given*

**3. Reservation of seats**

Reservation of seats for admission to any programme, for the students belonging to reserved category, shall be as per the prevailing reservation policy of the State Government.

\*In case, the reserved category seats remain vacant then such seats shall be converted to the open category as per the policy laid down by the State Government or regulatory bodies.

**Programme-wise Reservation of Seats**

Sr. No	Name of the School	Name of Programme	Duration (Yrs.)	Intake Capacity*	SC 13%	ST 7%	VJ-DT/NT-A 3%	NT-B 2.5%	NT-C 3.5%	NT-D 2%	OBC 19%	General 50%	OMS
1	School of Mechatronics Engineering	B. Tech. (Mechatronics Engineering)	4	120	6	4	1	1	2	1	9	24	72
		M. Tech. Mech. Engineering (IOT, AI & Robotics)	2	18	1	1	0	0	0	0	1	4	11
2	School of Automobile Engineering	B. Tech. (Automobile Engineering)	4	60	3	1	1	1	1	1	4	12	36
3	School of Construction Engineering and Management	B. Tech. (Constr. Engg. & Mgmt.)	4	60	3	1	1	1	1	1	4	12	36
4	School of Computer Science and Information Technology	B. Tech in CS&IT (Cyber Security)	4	180	9	3	3	3	3	3	12	36	108
5	School of Architecture, Urban Development & Planning	B. Arch.	5	80 + 8 (EWS)	4	2	1	1	1	1	6	16	48
6	School of Retail Management	BBA (Retail & E-Commerce Management)	3	90	5	2	1	1	2	1	6	18	54

Sr. No	Name of the School	Name of Programme	Duration (Yrs.)	Intake Capacity*	SC 13%	ST 7%	VJ-DT/NT-A 3%	NT-B 2.5%	NT-C 3.5%	NT-D 2%	OBC 19%	General 50%	OMS
7	School of Ports, Terminal Management & Logistics	BBA (Ports & Terminal Management)	3	60	3	1	1	1	1	1	4	12	36
		BBA (Logistics & Supply Chain Management)	3	60	3	1	1	1	1	1	4	12	36
8	School of Beauty & Wellness	B. Sc. (Beauty & Wellness)	3	60	3	1	1	1	1	1	4	12	36
		B. Sc. (Nutritional Sciences & Dietetics)	3	60	3	1	1	1	1	1	4	12	36
		M. Sc. (Nutritional Sciences & Dietetics)	2	60	3	1	1	1	1	1	4	12	36
9	School of Data Science	B. Sc. (Data Science)	3	120	6	4	1	1	2	1	9	24	72
		M. Sc. (Data Science)	2	60	3	1	1	1	1	1	4	12	36
10	School of Media Management	BBA (Digital Media & Marketing)	3	60	3	1	1	1	1	1	4	12	36
11	School of Banking, Financial Services and Insurance Management	BBA (Fintech)	3	60	3	1	1	1	1	1	4	12	36
12	School of Sustainability Studies	B.Tech. (Smart and Sustainable Energy)	4 Years	60	3	1	1	1	1	1	4	12	36

\*\* Subject to Approval of Council of Architecture.

**4. ELIGIBILITY CRITERIA FOR ADMISSION TO UNDERGRADUATE AND POST GRADUATE PROGRAMMES AS PER PREVAILING GUIDELINES.**

(List of qualifying Diploma Courses for **Lateral Entry** to second year are attached at Annexure I & List of Vocational subject is attached as Annexure II)

Sr. No.	Name of the Programme	Entry Qualification
1	B. Tech. (Mechatronics Engineering)	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Passed 10+2 examination with Physics and Mathematics and one of the subjects from the following: Chemistry or Computer Science or Electronics or Information Technology or Biology or Informatics Practices or Biotechnology or Technical Vocational subject or Agriculture or Engineering Graphics or Business Studies or Entrepreneurship and obtained at least 50% marks (at least 40% marks, in case of reserved category of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) in the above subjects taken together.</p> <p><b>OR</b></p> <p>Passed min. 3 years Diploma examination with at least 50% marks (40% marks in case of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted. (The Universities will offer suitable orientation courses for Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to prepare Level playing field and desired learning outcomes of the programme).</p> <p>2) Qualifying score in JEE OR MH-CET OR any other State level Engineering Entrance Exam OR National level Engineering Entrance Exam OR Common University Entrance Test (CUET) OR Symbiosis Engineering Entrance Test (SEET) conducted by SSPU OR Symbiosis International (Deemed) University's SET Score Card and Candidate also need to appear for counselling session</p> <p>3) Candidates will be selected based on their performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry or Biotechnology or Biology or Technical Vocational subject or Computer Science or Information Technology or Informatics Practices or Agriculture or Engineering Graphics or Business Studies or Electronics or Entrepreneurship and obtained at least 50% marks (at least 40% marks, in case of reserved category of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) in the above subjects taken together and must obtain an equivalence certificate from the Association of Indian Universities (AIU). The application format is available on AIU website link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a></p>
2	B. Tech. (Automobile Engineering)	
3	B. Tech. (Construction Engineering & Management)	



		<p>2) All foreign qualifications need to be verified by the AIU by the candidate before seeking provisional admission.</p> <p>3) To promote international understanding between Indian and Foreign candidates, SSPU has reserved seats for NRIs/International candidates in every division (Supernumerary Quota).</p> <p>4) Qualifying score in JEE or Symbiosis Engineering Entrance Test (SEET) conducted by SSPU</p> <p>5) Candidates will be selected based on their performance in the selection process as set by SSPU.</p>
4	<p><b>B. Tech. Computer Science &amp; IT (Cyber Security)</b></p>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>2) Passed 10+2 examination with Physics and Mathematics and one of the subjects from the following: Chemistry / Computer Science / Electronics / Information Technology / Biology / Informatics Practices / Biotechnology / Technical Vocational subject / Agriculture / Engineering Graphics / Business Studies / Entrepreneurship</p> <p>3) Student should have obtained at least 50% marks (40% marks in case of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) in the above subjects taken together</p> <p>4) Qualifying score in JEE OR MH-CET OR any other State level Engineering Entrance Exam OR National level Engineering Entrance Exam OR Common University Entrance Test (CUET) OR Symbiosis Engineering Entrance Test (SEET) conducted by SSPU OR Symbiosis International (Deemed) University's SET Score Card and Candidate also need to appear for counselling session</p> <p>5) Candidates will be selected based on their performance in the selection process as set by SSPU</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) The candidate should have passed 10+2 or its equivalent examination with Physics and Mathematics and one of the following subjects: Chemistry/ Computer Science / Electronics / Information Technology / Biology / Informatics Practices/ Biotechnology / Technical Vocational subject/ Agriculture/ Engineering Graphics/ Business Studies/ Entrepreneurship</p> <p>2) Student should have obtained at least 50% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together and must obtain an equivalence certificate from the Association of Indian Universities (AIU). The application format is available on AIU website link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a> All foreign qualifications need to be verified by the AIU by the candidate before seeking provisional admission. To promote international understanding between Indian and Foreign candidates, SSPU has reserved</p>

		<p>15% of seats for NRIs/ International candidates in every division (Supernumerary Quota).</p> <p>3) Qualifying score in JEE or Symbiosis Engineering Entrance Test (SEET) conducted by SSPU.</p> <p>4) Candidates will be selected based on their performance in the selection process as set by SSPU.</p>
5	<b>B.Tech. (Smart and Sustainable Energy)</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Passed 10+2 examination with Physics / Mathematics / Chemistry / Computer Science / Electronics / Information Technology / Biology / Informatics Practices / Biotechnology / Technical Vocational subject / Agriculture / Engineering Graphics / Business Studies / Entrepreneurship. (Any of the three) and Obtained at least 50% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.</p> <p><b>OR</b></p> <p>Passed min. 3 years Diploma examination with at least 50% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted. (The University will offer suitable orientation courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme).</p> <p>2) Qualifying score in JEE or Symbiosis Engineering Entrance Test (SEET) conducted by SSPU.</p> <p>3) Candidates will be selected based on their performance in the selection process as set by SSPU.</p> <p><b>Note: Relaxation for compulsory subjects is subject to the approval of the Competent Authority.</b></p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) 50% The candidate should have passed the XII (10+2) or its equivalent examination with Physics/ Mathematics / Chemistry / Computer Science / Electronics / Information Technology / Biology / Informatics Practices / Biotechnology / Technical Vocational subject / Agriculture / Engineering Graphics / Business Studies / Entrepreneurship (Any of the three), and obtained at least marks in the above subjects taken together and must obtain an equivalence certificate from the Association of Indian Universities (AIU) (the application format is available on AIU website link:<a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a>)</p> <p>2) All foreign qualifications need to be verified by the AIU by the candidate before seeking provisional admission. To promote international understanding between Indian and Foreign candidates, SSPU has reserved 15% of seats for NRIs/ International candidates in every division (Supernumerary Quota).</p>

		<p>3) Qualifying score in JEE or Symbiosis Engineering Entrance Test (SEET) conducted by SSPU.</p> <p>4) Candidates will be selected based on their performance in the selection process as set by SSPU</p> <p><b>Note: Relaxation for compulsory subjects is subject to the approval of the Competent Authority.</b></p>
6	<b>Lateral Entry for Second Year B. Tech. Programmes (All B. Tech Programmes)</b>	<p>Passed Minimum THREE years / TWO years (Lateral Entry) Diploma examination with at least 50% marks (40% marks in case of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) in ANY branch of Engineering and Technology.</p> <p style="text-align: center;"><b>OR</b></p> <p>Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 50% marks (40% marks in case of candidates belonging to reserved category as per guidelines of UGC / AICTE / Respective Council) and passed 10+2 examination with Mathematics as a subject.</p> <p style="text-align: center;"><b>OR</b></p> <p>Passed D. Voc. Stream in the same or allied sector. (The Universities will offer suitable orientation courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme) Refer to table 1.10 of Appendix – 1</p> <p><b>Note: Lateral Entry admission will be subject to a minimum of 70% course mapping and/or as per Annexure I.</b></p>
7	<b>M. Tech. Mechatronics Engineering- (IoT, AI &amp; Robotics)</b>	<p><b>Eligibility Criteria for Indian Nationals.</b></p> <ol style="list-style-type: none"> <li>1) A Candidates who have acquired BE / B. Tech or Equivalent degree in Instrumentation Engineering / Electrical / Electronics &amp; Telecommunication / Electronics / Medical Electronics Mechanical Engineering/ Automobile Engineering / Manufacturing Science / Aeronautical Engineering, by securing not less than 50% marks in aggregate are eligible.</li> <li>2) However, in the case of candidates belonging to SC / ST / Group I aggregate percentage of marks in the qualifying examination should not be less than 45%.</li> <li>3) Qualifying valid GATE / SSPU Entrance Examination Score / Equivalent Examination Score as per Govt. Guidelines.</li> <li>4) Candidates will be selected based on their performance in the selection process as set by SSPU</li> <li>5) Candidates in their final year of graduation can also apply for the course on a provisional basis.</li> </ol> <p><b>Eligibility Criteria for NRI / International Students</b></p> <ol style="list-style-type: none"> <li>1) Candidates who have acquired BE/ B. Tech or Equivalent degree in Instrumentation Engineering / Mechanical Engineering/ Automobile</li> </ol>

		<p>Engineering / Manufacturing Science / Aeronautical Engineering, by securing not less than 50% marks in aggregate are eligible.</p> <p>2) Must obtain an equivalent certificate from the Association of Indian Universities (AIU). All foreign qualifications need to be verified from Association of Indian Universities (AIU) by the candidate (the application format is available on AIU website link:<a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a> before seeking provisional admission to any programme of Symbiosis Skills and Professional University (SSPU).</p>
8	<b>B.Arch.</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <ol style="list-style-type: none"> <li>1) No candidate shall be admitted to an architecture course unless she/he has passed an examination at the end of the 10+2 scheme of examination with Physics, Chemistry &amp; Mathematics subjects or passed the 10+3 Diploma Examination with Mathematics as a compulsory subject with aggregate 50% marks (45% marks in case of candidates belonging to reserved category)</li> <li>2) The candidate needs to qualify for an aptitude test in architecture conducted either by NTA (i.e. JEE or “NATA” conducted by the Council of Architecture”)</li> <li>3) In addition to the above-mentioned Mandatory Eligibility criteria set by the Council of Architecture, the candidates seeking admission to the Programme will have to qualify the selection process with a portfolio conducted by SSPU.</li> </ol> <p><b>Eligibility Criteria for NRI / International Students</b></p> <ol style="list-style-type: none"> <li>1) No candidate shall be admitted to an architecture course unless she/ he has passed an examination at the end of the 10+2 scheme of examination with Physics, Chemistry &amp; Mathematics subjects or passed 10+3 Diploma Examination with Mathematics as compulsory subject from any Foreign Board must obtain an equivalent certificate from the Association of Indian Universities (AIU) (the application format is available on AIU website link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a>)</li> <li>2) Qualified through the recognized aptitude test in Architecture (NATA)</li> <li>3) In addition to the above-mentioned Mandatory Eligibility criteria set by the Council of Architecture, the candidates seeking admission to the Programme will have to qualify the selection process with a portfolio conducted by SSPU.</li> </ol>
9	<b>BBA (Retail &amp; E-Commerce Management)</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <ol style="list-style-type: none"> <li>1) Passed 10+2 examination or equivalent course in any discipline (Arts, Science, and Commerce) from any recognized Board / Council / University with a minimum of 50% marks for the General (Open) Category and 45% marks for the Reserved Category</li> </ol>
10	<b>BBA (Ports &amp; Terminal Management)</b>	<ol style="list-style-type: none"> <li>2) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</li> </ol>

11	<b>BBA (Logistics &amp; Supply Chain Management)</b>	<p>3) The final Merit list shall be prepared on the basis of performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) A candidate who has passed 10+2 examination or equivalent course in any discipline (Arts, Science, and Commerce) from any recognized Board/ Council/ University with minimum 50% marks for the General (open) Category and 45% marks for the Reserved Category and must obtain an equivalent certificate from the Association of Indian Universities (AIU)</p>
12	<b>BBA (Digital Media &amp; Marketing)</b>	<p>2) All foreign qualifications need to be verified by the Association of Indian Universities (AIU) by the candidate (The application format is available on link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a> before seeking provisional admission</p>
13	<b>BBA (Fintech)</b>	<p>3) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>4) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p>
14	<b>B. Sc. (Beauty and Wellness)</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Passed 10+2 examination or equivalent course in any discipline from any recognized Board/ Council/ University</p> <p><b>And</b></p> <p>2) Candidates will be selected based on their performance in the selection process as set by SSPU.</p> <p>3) The final Merit list shall be prepared on the basis of marks obtained by the candidate at 12<sup>th</sup> standard and selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) A candidate who has completed 10+2 examination or equivalent examination from any Foreign Board must obtain an equivalent certificate from the Association of Indian Universities (AIU) (the application format is available on AIU website link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a>)</p> <p>2) All foreign qualifications need to be verified by Association of Indian Universities (AIU) by the candidate before seeking provisional admission</p> <p>3) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>4) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p>
15	<b>B. Sc. (Nutritional Sciences &amp; Dietetics)</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Passed 10+2 Examination in Science Stream with minimum 50% Marks for open category and 45% marks for Reserve category from the state of Maharashtra</p>

		<p>2) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>3) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) A candidate who has completed 10+2 examination or equivalent in Science Stream and obtained minimum 50% from any Foreign Board must obtain an equivalent certificate from the Association of Indian Universities (AIU) (the application format is available on AIU website link: <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a>)</p> <p>2) All foreign qualifications need to be verified by the Association of Indian Universities (AIU) by the candidate before seeking provisional admission</p> <p>3) Candidate passed in Personal interview conducted by the University.</p> <p>4) Scholastic Assessment test (SAT) scores are accepted</p> <p>5) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>6) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p>
16	<p><b>M. Sc. (Nutritional Sciences &amp; Dietetics)</b></p>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Graduate with Home Science / Family and Community Science / Nutrition &amp; Dietetics / Food Science &amp; Nutrition / Food Technology / Food Service Management and Dietetics / Food Quality Control / Clinical Nutrition &amp; Dietetics Life sciences (Botany, Zoology, Biochemistry, Biotechnology, Microbiology and Chemistry) / Beauty and wellness / Pharmacy / MBBS – BDS – BAMS – BHMS doctors, Nursing, Naturopaths and any other Biological sciences from any recognized University / Institution of National Importance with a minimum of 50% marks or equivalent grade (45% marks or equivalent grade for reserve category students from Maharashtra).</p> <p>2) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>3) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) Graduate with Home Science / Family and Community Science / Nutrition &amp; Dietetics / Food Science &amp; Nutrition / Food Technology/ Food Service Management and Dietetics / Food Quality Control / Clinical Nutrition &amp; Dietetics Life sciences (Botany, Zoology, Biochemistry, Biotechnology, Microbiology and Chemistry) / Beauty and wellness / Pharmacy / MBBS – BDS – BAMS – BHMS doctors, Nursing, Naturopaths and any other</p>

		<p>Biological sciences from any recognized University / Institution of National Importance with a minimum of 50% marks or equivalent grade.</p> <p>2) Must obtain an equivalent certificate from the Association of Indian Universities (AIU). All foreign qualifications need to be verified from Association of Indian Universities (AIU) (The application format is available on AIU website link:  <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a> by the candidate before seeking provisional admission.</p> <p>3) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>4) The final Merit list shall be prepared on the basis of marks obtained by the candidate at 12<sup>th</sup> standard and selection process as set by SSPU.</p> <p><b>Exit Policy after one year</b></p> <p>1. A student can exit the M. Sc Nutritional Sciences and Dietetics programme with PG Diploma in Dietetics after one year.</p> <p><b>AND</b></p> <p>2. Students aspiring to enrol for PG Diploma in Dietetics from non-Life Sciences background, should apply for Bridge Course in Nutrition and Dietetics from Symbiosis Skills and Professional University for getting acquainted with basics of dietetics (The notification on bridge course will be published separately).</p>
17	<b>M. Sc. in Nutritional Sciences and Dietetics (Lateral Entry)</b>	Life Science graduates with PG Diploma in Dietetics / Nutrition / Sports Nutrition / Public Health Nutrition, can apply for second year.
18	<b>B. Sc. (Data Science)</b>	<p><b>Eligibility Criteria for Indian Nationals</b></p> <p>1) Passed 10+2 examination or equivalent course with Mathematics and / or Statistics as a compulsory subject with minimum 50% marks for general (open) category and 40% marks for students of reserved category.</p> <p>2) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>3) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for NRI / International Students</b></p> <p>1) A candidate who has completed 10+2 examination or equivalent with Mathematics and / or Statistics as a compulsory subject with minimum 50% from any Foreign Board must obtain an equivalent certificate from the Association of Indian Universities (AIU) (the application format is available on AIU website link:  <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a></p> <p>2) All foreign qualifications need to be verified from Association of Indian Universities (AIU) by the candidate before seeking provisional admission.</p>



		<p>3) In order to promote international understanding between Indian and Foreign students,</p> <p>4) Scholastic Assessment test (SAT) scores are accepted</p> <p>5) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>6) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p>
19	M. Sc. (Data Science)	<p><b>Eligibility Criteria for Indian Nationals:</b></p> <p>1) Candidates having 50% aggregate marks from any recognized University in India or abroad recognized by UGC / AIU in any of the following programme are eligible to apply:</p> <p>B.Sc. (Data Science) / B.Sc. (Comp. Sci.) / B.Sc. (IT) / BCA / or UG Degree in Engineering or Technology in CSE / IT / ECE / EEE / E&amp;I with Mathematics in 12th standard.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. (Statistics / Mathematics / Chemistry / Physics / Electronics), UG Degree in Engineering or Technology in Mechanical / ECE / EEE / E&amp;I with Mathematics in 12<sup>th</sup> standard</p> <p>2) Candidates will be selected based on their performance in the selection process as set by SSPU. Selected Students will be granted for provisional admission.</p> <p>3) The final Merit list shall be prepared on the basis of their performance in the selection process as set by SSPU.</p> <p><b>Eligibility Criteria for Foreign/NRI Students:</b></p> <p>1) Candidates having 50% aggregate marks from any recognized University in India or abroad recognized by UGC / AIU in any of the following programme are eligible to apply:</p> <p>B.Sc. (Data Science) / B.Sc. (Comp. Sci.) / B.Sc. (IT) / BCA / or UG Degree in Engineering or Technology in CSE / IT / ECE / EEE / E&amp;I with Mathematics in 12th standard.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. (Statistics / Mathematics / Chemistry / Physics / Electronics), UG Degree in Engineering or Technology in Mechanical / ECE / EEE / E&amp;I with Mathematics in 12<sup>th</sup> standard along with:</p> <p>a) Candidates will be selected based on their performance in the selection process as set by SSPU.</p> <p>b) A student can exit the M. Sc. Data Science programme with PG Diploma in Data Science after one year.</p> <p>2) Student must obtain an equivalent certificate from the Association of Indian Universities (AIU). All foreign qualifications need to be verified from Association of Indian Universities (AIU).</p>



		<p>3) The application format is available on AIU website link <a href="https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf">https://www.aiu.ac.in/documents/index/downloads/evaluation%20form.pdf</a> by the candidate before seeking provisional admission.</p> <p><b>Exit Policy after one year</b> A student can exit the M. Sc Data Science programme with PG Diploma in Data Science after one year.</p>
20	<b>M. Sc. (Data Science) Lateral Entry</b>	<p><b>Eligibility Criteria for Indian Nationals:</b> PG Diploma in Data Science / AI / Data Science &amp; AI from any recognized university / Institute.</p> <p><b>Eligibility Criteria for NRI / International Students</b> PG Diploma in Data Science / AI / Data Science &amp; AI from any recognized university/Institute. Student must obtain an equivalent certificate from the Association of Indian Universities (AIU). All foreign qualifications need to be verified by Association of Indian Universities (AIU).</p>

**While deciding the eligibility of the Candidates following procedure shall be adopted:**

1. The percentage of marks shall be calculated by rounding off to nearest integer. i.e. if the percentage of marks comes out to be 49.50% to 49.99% then it shall be rounded to 50% and if the percentage of marks comes out to be 49.01% to 49.49% then it shall be rounded to 45% for deciding the eligibility.
2. In case the maximum marks in an individual subject is other than 100, the marks will be converted out of 100 for individual subject without rounding. If sum of the converted marks of individual subjects without rounding off works out to be a figure with fraction then fraction up to two decimal places shall only be considered for calculation of percentage of marks considering maximum marks as 300 (for B. Tech) and If the percentage comes in fraction, then rounding off shall be done as above to decide the eligibility.

**5. DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION.**

1. Students seeking admission to various Programme offered under SSPU shall be admitted to a particular program after verification of eligibility documents given below
2. After checking eligibility criteria, if a candidate is found eligible, a provisional admission letter will be sent to the candidate
3. Candidate has to submit the eligibility documents within the prescribed time to the Registrar's office, failing which the admission shall stand canceled.

**5.1 List of Documents**

Sr. No.	Name of Documents
01	Online Admission Form
02	Admission Form with Undertakings and 4- Photo
03	Medical Certificate
04	Domicile Certificate / Birth Certificate (Mentioned Birth Place in Maharashtra) (Xerox Copy)
05	Aadhar Card (Xerox Copy)
06	Original Transfer Certificate
07	10 <sup>th</sup> Passing Mark sheet & Passing Certificate (Xerox Copy)
08	12 <sup>th</sup> Passing Mark sheet & Passing Certificate (Xerox Copy)

09	Graduation Mark sheet & Passing Certificate (Xerox Copy) for admission in Post-Graduation
10	Entrance test score card for Engineering Students/ PI score for other courses
11	Fee Receipt
12	Income certificate issued by Tahsildar for Economically Weaker Section (EWS) only for (B. Arch) Students.

## 5.2 List of Additional Documents for all Programme

Type "A": - Maharashtra Domicile & Maharashtra State Board

Or

Type "B": - Maharashtra Domicile & Other Than Maharashtra State Board

1. General Category Candidate: Additional Documents: Nil

2. OBC/ SC/ ST/ SBC/ NT Category Candidate: - Additional Documents

Sr. No.	Name of Documents
01	Caste Certificate
02	Caste Validity
03	Non-Creamy Layer (Except SC/ ST Candidate)

Type "C": - Other Than Maharashtra Domicile: Additional Documents: Nil

Type "D": - NRI/ Foreign/ SAARC Students: Additional Documents

Sr. No.	Name of Documents
01	Original Migration Certificate
02	AIU Certificate
03	NRI Certificate
04	Valid VISA & Passport
05	Police Verification

## 5.3 List of Documents for admission to 2<sup>nd</sup> and Subsequent Years:

A student will submit marksheets of all previous years with the admission form of 2<sup>nd</sup> and Subsequent Years

## 6. ADMISSION PROCESS FOR ALL UNDERGRADUATE / POSTGRADUATE ADMISSIONS

- Candidate will apply for admission on <https://applyonline.sspu.ac.in/>
- Candidate will fill up application form and pay requisite fee
- The basic eligibility of the candidate will be scrutinized by the University based on data filled by the candidate.
- Candidates will apply for selection process as set by SSPU as per Annexure III.
- Post scrutiny of eligibility criteria and selection process, University shall prepare a Merit list on the basis of their performance in the selection process as set by SSPU.
- and the same shall be published on University website.
- The admission to desired programme will be strictly as per the merit list prepared by the University after following selection criteria for preparing merit list
- All the candidate appearing in the merit list shall be issued a Provisional Admission Letter.
- The candidate whose name appears on the merit list will proceed with verification of documents and payment of fees.
- The students who complete the verification of documents and payment shall be issued PRN No.
- If eligibility documents and/or fees are not submitted within the prescribed timeline then the admission shall stand canceled & student shall not be eligible for any refund.

### 1. For Admission to 2<sup>nd</sup> and Subsequent Years:

- A student is required to acquire 50% credits (excluding credits of internship) for the

current year in theory, skills and practical's he will be eligible for admission to subsequent year, else the student will be given Year down (YD).

**AND**

b) **For 3<sup>rd</sup> year**

If he/she has passed his first year (i.e. Semester I and II) in all subjects (theory, skills and practical's)

c) **For 4<sup>th</sup> year**

If he/she has passed his Second year and all previous years (i.e. Semester III and IV) in all subjects (theory, skills and practical's)

d) **For 5<sup>th</sup> year**

If he/she has passed his Third year (i.e. Semester V and VI) and all previous years in all subjects (theory, skills and practical's)

## **7. MERIT LISTING**

The merit list of the students for the programme shall be prepared by the University as per the selection process and Tie-Break policy as mentioned below. After preparing merit list, University will inform the same to the candidates and will call for the rounds for confirming admissions in appropriate rounds.

The candidates qualifying in the selection criteria will be admitted provisionally subject to them qualifying the basic eligibility criteria which shall remain the basic admission criteria. Notification regarding the dates of the Merit Lists will be displayed on the Website from time to time.

### **7.1 Criteria for preparing merit list**

#### **7.1.1 B. Tech Programme**

The University shall prepare the Final merit list for B. Tech admission on the basis of the scores of the following entrance test

a. National level (JEE)

**OR**

b. MH-CET OR any other State level Engineering Entrance Exam OR National level Engineering Entrance Exam OR Common University Entrance Test (CUET) score will be accepted in Allotment Round against Vacant Seat.

**OR**

c. Symbiosis Engineering Entrance Test (SEET) conducted by SSPU (please refer to separate notification issued in this regard uploaded on University website). To book slot for Entrance Test contact Admission Team & Entrance Test Coordinator.

**OR**

d. Symbiosis International (Deemed University)'s SET Score Card

**AND**

Weightage for Selection Criteria

\* MH-CET OR any other State level Engineering Entrance Exam OR National level Engineering Entrance Exam OR Common University Entrance Test (CUET) score will be accepted in Allotment Round against Vacant Seat.

The weightage of marks shall be as under:

<b>Sr. No.</b>	<b>Name of the Programme</b>	<b>Weightage for Selection Process</b>
1	B. Tech. (Mechatronics Engineering)	100
2	B. Tech. (Automobile Engineering)	100
3	B. Tech. Computer Science & IT (Cyber Security)	100
4	B. Tech. (Construction Engineering & Management)	100
5	B. Tech. (Smart and Sustainable Energy)	100

### 7.1.2 M. Tech. Programme

The University shall prepare the Final merit list for M. Tech Admission on basis of the scores of GATE /Equivalent Examinations. The weightage of marks shall be as under:

<b>Sr. No.</b>	<b>Name of the Programme</b>	<b>Weightage for Selection Process</b>
1	M. Tech. Mechatronics Engineering - (IoT, AI & Robotics)	100

### 7.1.3 B.Arch.

The University shall declare the merit list for B.Arch. admission on basis of the scores of NATA, qualifying examination and the Personal Interview of the candidate. The date for seat allocation shall be communicated to the students through website and through email. The weightage of Marks shall be as under

<b>Sr. No.</b>	<b>Name of the Programme</b>	<b>Weightage for Entrance Test (NATA)</b>	<b>Weightage for 10+2 examinations Marks</b>	<b>Weightage for Selection Process and Portfolio</b>
1	B.Arch.	50	50	50

### 7.1.4 BBA, B. Sc. and M. Sc.

The University shall prepare the Final Merit list on the basis of marks obtained by the candidate in the last qualifying examination and selection process. The weightage of Marks shall be as under

<b>Sr. No.</b>	<b>Name of the Programme</b>	<b>Weightage for Selection Process</b>
1.	BBA (Digital Media & Marketing)	100
2.	BBA (Logistics & Supply Chain Management)	100
3.	BBA (Ports & Terminal Management)	100
4.	BBA (Retail & e- Commerce Management)	100
5.	BBA(Fintech)	100
6.	B. Sc. (Beauty & Wellness)	100
7.	B. Sc. (Nutritional Sciences & Dietetics)	100
8.	B. Sc. (Data Science)	100
9.	M. Sc. (Data Science)	100
10.	M. Sc. (Nutritional Sciences & Dietetics)	100

## 7.2 Tie- break Policy

**In case of tie, the relative merit of Candidates shall be resolved in the following order of**

**preference and the methodology as specified below:**

**7.2.1 B. Tech Programme**

**a. First year**

1. Higher marks or score in Mathematics at CET or equivalent examination
2. Higher marks or score in Physics at CET or equivalent examination
3. Higher marks or score in the third subject at CET or equivalent examination
4. Higher percentage of marks in Board or qualifying examination for Physics, Mathematics and the third subject taken together
5. Higher percentage of marks in the subject Mathematics at 10+2 or equivalent examination
6. Higher percentage of marks in the subject Physics at 10+2 or equivalent examination
7. Higher percentage of marks in Aggregate at 10+2 or equivalent examination.

**b. Lateral entry to second year**

The merit list of Diploma Candidates shall be prepared on the basis of percentage of Marks obtained by the Candidate in the Diploma examination.

Provided that, in case of tie, the relative merit of different candidates shall be resolved in the following order of preference and the methodology as specified below:

1. Higher percentage of marks in SSC;
2. Higher percentage of marks in Mathematics at SSC;
3. Higher percentage of marks in Science at SSC;
4. Higher percentage of marks in English at SSC.

**7.2.2 M. Tech. Programme**

Higher marks or score in Final year of Graduation.

**7.2.3 B. Arch. Programme**

1. Higher Score of NATA
2. Higher percentage of marks in aggregate at 10+2 examination.
3. Higher percentage of marks in Board or qualifying examination for Physics, Mathematics and Chemistry taken together;
4. Higher score in Personal Interview (PI)
5. Higher percentage of marks in the subject Mathematics at 10+2 examination.
6. Higher percentage of marks in the subject Physics at 10+2 examination.
7. Higher percentage of marks in the subject Chemistry at 10+2 examination.

**7.2.4 BBA, B.Sc. (Beauty and wellness) & B. Sc (Nutritional Sciences & Dietetics) programme**

Higher percentage of marks in English in 10+2 examination.

**7.2.5 B. Sc. (Data Science)**

Higher percentage of marks in Mathematics at 10+2 examination.

**7.2.6 M. Sc.**

Higher percentage of marks in personal interview.

**NOTE:**

- a. Spot admissions against vacant seats and cancellations will be done after round 3.
- b. Last date of Admission: For BBA, B. Tech, B. Sc, M. Sc. & M. Tech the notification will be published separately and uploaded on University website and for B.Arch. last date will be as per COA Notification.
- c. Last date for submission of eligibility or other necessary documents for confirmation of admission will be 15 days from the issuing letter/email of provisional admission to the student.
- d. Admission after the last date of admission will be treated as late admission and such students have to submit an undertaking attached at Annexure-IV.
- e. Refund policy is not applicable for late admitted students.

- f. The notification of refund policy will be published separately and uploaded on University website

## **9 PAYMENT OF FEES**

### **9.1 Payment of fees**

1. Every student seeking admission to various programmes offered under SSPU has to pay the fees at the time of admission either in full or in two installments only.
2. If a student wants to avail of the facility for payment of fees in two instalments, the first installment shall be paid at the time of admission and the second installment shall be paid as per the schedule of payment of fees notified by the University from time to time.
3. If a student fails to pay the fees as per the schedule declared by the University Rs. 50/- per day shall be charged as a penalty.
4. The Vice-Chancellor, shall have the power to waive any rule mentioned above.

### **9.2 Admission to the Second year and onwards students.**

1. Admission to the second year and onwards shall be given as per the ATKT rules.
2. All students studying in the Second year and onwards have to complete their admission to the senior class as per the notification issued in this regard.
3. If a student fails to complete the admission procedure to the senior class as the per dates mentioned in the notification issued in this regard, shall not be allowed to participate in any academic activities.

### **9.3 Mode of Payment**

1. The students have to pay the Academic fee and Caution money through the “SSPU” portal only. No Cheque/ NEFT will be accepted.
2. Link for the payment of fees will be provided with the notification.

## **10 ADMISSIONS COMMITTEE**

10.1 There shall be Admission Committee for regulating the admissions to all Programmes offered in the University.

10.2 The Committee shall:

- 10.2.1 Scrutinize the Application Forms for admission of the candidates in accordance with the conditions of admission prescribed by the Academic Council from time to time.
- 10.2.2 Conduct the Admission Test(s) and/or Interview or as otherwise provided.
- 10.2.3 10.2.3 Admissions Committee shall call a reasonable number of candidates from each Category, on the basis of merit, for admission to the Course/Programme concerned.
- 10.2.4 Prepare the merit list based on the marks obtained by the candidates in the Admission Test and Selection Process.
- 10.2.5 Prepare a list of the candidates selected for admission.
- 10.2.6 The members of the Committee other than ex-officio members shall hold office for a term of one academic year.
- 10.2.7 The Chairperson of the Admission Committee may co-opt not more than three members of the Department/Centre representing different areas of specialization under intimation to the Vice-Chancellor.
- 10.2.8 The quorum for the meeting of the Admission Committee will be 50% of a total number of members of the Committee.
- 10.2.9 The decision of the Admission committee shall be final & binding on the student(s).

## **11 REFUND**

Refund of fees shall be done as per the approved Refund policy available on website.

## **12 MISCELLANEOUS**

1. The students shall not be insisted to purchase the University prospectus at any time during

the programme of study, as purchasing the prospectus shall be the personal choice of the student. Student can access information from the University website if he/ she so desires. It shall be mandatory for University to update its website covering all details.

2. University shall charge fees in advance only for the year in which a student is to engage in academic activities. Collecting advance fees for the entire programme of study or for more than one year in which a student is enrolled is restricted.
3. If a student fails to complete his all academic and administrative responsibilities on time, he/she will not be allowed to participate in any academic activities.

**List of qualifying Diploma Courses for Admission through Lateral Entry directly to Second Year B. Tech. Programmes is given below**

<b>Computer, Electronics, Electrical, Engineering Group</b>	<b>Instrumentation &amp; Bio-Medical</b>
<b>Sub-Group: A</b>	
<ol style="list-style-type: none"> <li>1. Computer Engineering</li> <li>2. Computer Technology</li> <li>3. Information Technology</li> <li>4. 3D Animation and Graphics</li> <li>5. Computer Science and Engineering</li> </ol>	<ol style="list-style-type: none"> <li>1. Computer Science and Engineering</li> <li>2. Computer Engineering</li> <li>3. Information Technology</li> <li>4. Computer Technology</li> <li>5. Computer Science and Technology</li> </ol>
<b>Sub-Group: B</b>	
<ol style="list-style-type: none"> <li>1. Digital Electronics</li> <li>2. Electronics and Communication Engineering</li> <li>3. Electronics and Video Engineering</li> <li>4. Sound and Television Engineering</li> <li>5. Electronics and Telecommunication</li> <li>6. Industrial Electronics</li> <li>7. Electronics and Radio Engineering</li> <li>8. Electronics Engineering</li> <li>9. Electronics Production and Maintenance</li> <li>10. Electronics</li> <li>11. Electronics Engineering Industry Integrated</li> <li>12. Electronics and Communication Technology</li> </ol>	<ol style="list-style-type: none"> <li>1. Electronics Product Design Technology</li> <li>2. Electronics and Communication Engineering</li> <li>3. Electronics and Telecommunication Engineering</li> <li>4. Electronics Engineering</li> <li>5. Electronic and Communication Technology</li> <li>6. Electrical and Electronics [Power System]</li> <li>7. Electronics system Engineering</li> </ol>
<b>Mechanical Engineering Group</b>	
<b>Sub-Group: A</b>	
<ol style="list-style-type: none"> <li>1. Automobile Engineering</li> <li>2. Fabrication Technology</li> <li>3. Mechanical Engineering</li> <li>4. Fabrication Technology and Erection Engineering</li> <li>5. Mechatronics</li> <li>6. Robotics and Mechatronics</li> <li>7. Advanced Diploma in Tool and Die Making</li> <li>8. Mechatronics Engineering</li> </ol>	<ol style="list-style-type: none"> <li>1. Aeronautical Engineering</li> <li>2. Automobile Engineering</li> <li>3. Mechanical Engineering</li> <li>4. Mechanical Engineering [Sandwich]</li> <li>5. Aeronautical Engineering</li> <li>6. Mechanical &amp; Automation Engineering</li> <li>7. Mechatronics Engineering</li> <li>8. Mechatronics Engineering [Sandwich]</li> </ol>
<b>Sub-Group: B</b>	
<ol style="list-style-type: none"> <li>1. Machine Tool and Maintenance</li> <li>2. Plant Engineering</li> <li>3. Production Technology</li> <li>4. Production Engineering</li> <li>5. Advanced Diploma in Tool and Die Making</li> </ol>	<ol style="list-style-type: none"> <li>1. Industrial Engineering</li> <li>2. Production Engineering</li> <li>3. Production Engineering [Sandwich]</li> </ol>
<b>Sub-Group: C</b>	
<ol style="list-style-type: none"> <li>1. Packaging Technology</li> </ol>	



<b>Sub Group: D</b>	
1. Metallurgy 2. Metallurgy (Foundry Technology)	1. Metallurgical Engineering
<b>Mechatronics</b>	
1. Automobile Engineering 2. Fabrication Technology 3. Mechanical Engineering 4. Fabrication Technology and Erection Engineering 5. Machine Tool and Maintenance 6. Plant Engineering 7. Production Technology 8. Production Engineering 9. Advanced Diploma in Tool and Die Making 10. Digital Electronics 11. Electronics and Communication Engineering 12. Electronics and Video Engineering 13. Sound and Television Engineering 14. Electronics and Telecommunication 15. Industrial Electronics 16. Electronics and Radio Engineering 17. Electronics Engineering 18. Electronics Production and Maintenance 19. Electronics 20. Medical Electronics 21. Mechatronics	1. Mechatronics Engineering 2. Mechatronics Engineering [Sandwich]

**LIST OF TECHNICAL VOCATIONAL SUBJECTS FOR ADMISSION TO B. TECH.  
PROGRAMMES**

**Maharashtra State Board of Secondary & Higher Secondary Education**

<b>Sr. No.</b>	<b>Subject Name</b>	<b>Subject Code</b>
1	General Civil Engineering	(A4)
2	Electrical Maintenance	(A1)
3	Mechanical Maintenance	(A2)
4	Scooter and Motor Cycle Servicing	(A3)
5	Electronics	(C2)
6	Computer Science	(D9)
7	Information Technology, Writ petition No. 4872/2013 In the case. Granted by the order of the Mumbai Bench of the High Court, Aurangabad	(97)

**CBSE**

<b>Sr. No.</b>	<b>Name of the Course</b>	<b>Subject Name</b>	<b>Subject Code</b>
1	Automobile Technology	Auto Engineering	627
		Auto Shop Repair Practice	628
2	Electrical Technology	Electrical Machine	787
		Electrical Appliances	788
3	Electronics Technology	Operation & Maintenance of Communication Devices	789
		Consumer Electronics	790
4	Civil Engineering	Construction Technology	797
		Estimation in Civil Engineering	798
		Elementary Structure Mechanics	799
5	IT Applications	Data Management Applications	795
		Web Applications II	796
6	Geo -Spatial Technology	Geospatial Technology II	740
7	Foundry Technology	Foundry Technology -II	755
8	Diary Technology	Dairy Production	760
		Milk Marketing & Entrepreneurship	761
9	Air Conditioning & Refrigeration Technology	Air Conditioning & Refrigeration - III	632
		Air Conditioning & Refrigeration -IV	633

**ICSE**

<b>Sr. No.</b>	<b>Subject Name</b>	<b>Subject code</b>
1	Electricity & Electronics	66
2	Engineering Science	67
3	Computer Science	68
4	Geom.& Mechanical Drawing	69
5	Geom.& Building Drawing	70

## SELECTION PROCESS AND FORMAT OF SELECTION LIST

### Admission Process

1. Applicant will apply for the program by paying required application fees.
2. For Engineering applicants, any national level entrance exam score will be considered. Eligible students will also have to appear for selection process comprising of PI, SOP, Problem Solving & Presentation.
3. For Admission in BBA and B.Sc. Data Science program; admissions will be based on XII Board Exam Marks and Selection Process comprise of Problem Solving, personal interview & SOP Presentation.
4. All the students must refer -  
Annex.1. Assessment criteria  
Annex.2. Instructions to students  
Annex.3. Personal Profile  
Annex.4(A): Parameters for assessment (based on personal profile, SOP, Presentation, PI and problem statement)- **UG Program**
5. Merit list will be displayed within 5 days of the personal interview.
6. Applicant, whose name is appearing in merit list, need to take admission by paying required fees within 7 days of communication.

#### A. Assessment Criteria:

**For BBA, B.Sc. (Data Science), B.Tech., MTech. merit list will be displayed on the following criteria**

##### **Part A – 50%**

- **Statement of Purpose –Goal Clarity (10), Domain Suitability (20), Potential (5), Communication/Presentation Skills (15)**
- **Presentation of SOP – Weightage**

##### **Part B – 50%**

- **Performs Activity/Problem Solving/Simulation etc.**
- **Weightage – Problem Solving (30), Aptitude (15), Etiquettes (5)**

#### Allocation of Marks:

1. 50% marks will be awarded based on academic & entrance examination.  
{60% - 10+2 Marks (in best 3 relevant subjects as per AICTE norms) & 40% - Entrance}
2. 50% marks will be awarded based on Personal Interviews.

#### B. Instructions for students

1. Students will have to fill the “Annex. 3 – Personal Profile” before the personal interview, which will be sent to them along with the mail of personal interview. Students can either fill the annex. 3 in word format or in ppt format.
2. Dress appropriately: Dress in business casual attire. A professional and presentable appearance can create a positive first impression.
3. Arrive on time: Plan to arrive at least 10-15 minutes before the scheduled interview time. This will give you time to check in, gather your thoughts, and compose yourself.
4. Bring all necessary documents: Make sure to bring all the required documents, such as your application form, mark sheets, certificates, and identification documents. You should also carry a pen and a notepad to jot down any important information.

5. Prepare for the interview: Familiarize yourself with the college and its program offerings. Read up on current events and industry trends related to your field of study. Practice answering commonly asked interview questions.
6. Be confident and polite: When you meet your interviewer, greet them with a smile and a firm handshake. Be confident in your abilities and achievements. Speak clearly and politely, and maintain eye contact throughout the interview.
7. Answer questions honestly and thoughtfully: Answer questions to the best of your ability, but do not hesitate to ask for clarification if you are unsure. Think carefully before you answer, and give examples or personal anecdotes wherever possible.
8. Be enthusiastic: Show your passion for your field of study and your desire to learn and grow. Highlight your extracurricular activities, leadership roles, and any other accomplishments that demonstrate your potential.
9. For outside of Pune candidate, entrance and interviews can be held online.

### C. Personal Profile

Parameters	Questions
	<b>Section 1</b>
Goal Clarity	What is your long term and short-term career goals?
	How will this program at SSPU help you in achieving these career goals?
	Why do you think you are the right fit for this program?
	What are your expectations from this program and the university?
	<b>Section 2</b>
	What has been the growth in the _____ sector in last five years?
	What is the growth potential of the profession in next 5 years? Are there any specific govt scheme, projects or investment plans for this profession?
	What are job roles and salaries offered in this profession?
	List top 5 dream companies, you wish to work after graduation.
	<b>Section 3</b>
Potential	What are your hobbies?
Area of Interest	Tell us about your achievements in co-curricular and extra-curricular activities.

**D. Parameters for assessment (based on personal profile, SOP, Presentation, PI and problem statement)- UG Program**

Parameters	Marks (Weightages)
1. SOP	10 (20%)
2. Clarity of thoughts in solving problem statement	10 (20%)
3. Communication Skills & Presentation Techniques	10 (20%)
4. Etiquettes	05 (10%)
5. Domain Suitability	15 (30%)
<b>Total</b>	<b>50 (100%)</b>

*Note: Directors of the schools will provide web links of their respective domain for further reading to the applicants.*

**UNDERTAKING REGARDING ATTENDANCE AND REFUND OF FEES FOR LATE ADMISSION**

I, Mr. / Ms. \_\_\_\_\_ do hereby declare and undertake as follows:

1. I have joined \_\_\_\_\_ programme in Symbiosis Skills and Professional University, Kiwale, Pune on \_\_\_\_ / \_\_\_\_\_ / 20\_\_ (\_\_\_\_ Day) for the Academic Year \_\_\_\_\_.
2. I know that the cut-off date for Admission to the Programme was \_\_\_\_ / \_\_\_\_\_ / 20\_\_ (\_\_\_\_ Day).
3. I have read the Fees Refund Policy carefully and as per this I am not eligible for any Refund of fees. I am also aware that I have to be very regular to meet the attendance criteria.
4. I am made aware that for Continuous Assessment purpose, I need to have 100% attendance in Practical, Skills & Term Test.
5. If my attendance in Practical, Skills & Term Test is less than the aforesaid criteria, I will not be eligible for Term End Examinations and under such circumstance, I may be given a TNG (Term Not Granted)
6. I will abide by the Code of Conduct guidelines, Fees Refund Policy, Admission Policy, Examination Policy and the Rules & Regulations of the University.
7. I am fully aware that, I will not get any Refund amount of Academic Fees, if I cancel my Admission in between the Semester.

Date: \_\_\_\_ / \_\_\_\_\_ / 20\_\_

Place: \_\_\_\_\_

**Signature of the Student**

(Name of the student \_\_\_\_\_)

**Signature of the Parent**

(Name of the Parent \_\_\_\_\_)



## PROVISIONAL ADMISSION LETTER

Date: / /20\_\_

To

**Name of Candidate: -****Application No.: -****Name of Programme: -****Name of School: -**

Dear \_\_\_\_\_ (Name of Candidate)

**Congratulations from Symbiosis Skills and Professional University, Kiwale, Pune!**

We are pleased to offer you provisional admission to \_\_\_\_\_ (Name of Programme) at \_\_\_\_\_ (Name of School) under Symbiosis Skills and Professional University, Kiwale, Pune for the Batch \_\_\_\_\_.

This admission is provisional and will be confirmed only after the fulfilment of eligibility criteria and payment of fees. The details of the same are available on the University website ([www.sspu.ac.in](http://www.sspu.ac.in)).

For confirmation of your admission, you have to submit all eligibility documents applicable including undertakings. In case your result is not declared then you have to submit the mark sheet of eligibility examinations **within fifteen days** after declaration of the result.

The list of documents pending as on date is given below.

- 1.
- 2.
- 3.

The bank account details for NEFT/RTGS/IMPS for the payment of Academic Fees are given below:

Bank Name :  
 Account Name :  
 Branch & City :  
 Account No. :  
 IFSC Code :

You are required to pay the first instalment of fees Rs. \_\_\_\_\_/- within seven days from the receipt of this provisional admission letter.

Once you pay the prescribed fees as mentioned in the provisional Admission letter, you will be allocated a mentor for developmental activity before commencement of regular course.

The \_\_\_\_\_ (Name of Programme) programme is likely to commence from (Date)\_\_\_\_\_.

If you have any query you may contact the Admission Department at [admissions@sspu.ac.in](mailto:admissions@sspu.ac.in)

Wishing you the very best.

**Registrar**

CC to: 1. School Director / Head  
 2. CFO, SSPU

**Declaration and Undertaking**

1. I UNDERSTAND MY ADMISSION WILL BE PROVISIONAL AND SUBJECT TO FULFILLMENT OF ALL THE ELIGIBILITY CRITERIA, AS LAID DOWN IN THE ELIGIBILITY RULES OF THE SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY, KIWALE, PUNE (SSPU).
2. I have carefully read and understood the process of admission and the rules pertaining to refund of fees and shall in matter of interpretation accept the decision given by the University in every respect as final and binding. I am well aware of the Non-Refundable component of fees. If I cancel my admission I will give prior notice to SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY well in advance, in writing
3. I understand that the admission is being offered to me on the basis of information furnished by me. In case of any information or particulars found wrong/ false or any fact concealed, my admission shall stand automatically cancelled and I shall have no claim what-so-ever with respect to my admission at any point of time. I understand that, SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY may vary or reverse any other decision made on the basis of incorrect or incomplete information submitted by me.
4. I undertake to authorize authorities of SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY to cancel admission at any stage/ time, if revealed that admission has been secured by using fraudulent means.
5. I am aware that I have to submit all required documents for confirmation of eligibility on the date of reporting/ induction of the institute. I declare that I fulfil the Eligibility criteria set by SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY for the programme that I have applied for.
6. I agree to inform SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY immediately if there is any change in the information I have submitted.
7. I understand that statements of Marks and Passing certificate of qualifying examination, Migration Certificate, Caste/ Category Certificate (if applicable), AIU equivalence (if applicable) may be verified independently by the University. I understand that, SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY, Kiwale, Pune may obtain official records from any educational institutions I have previously attended or from any other body/ statutory authority. I understand that only upon verification of the same, my admission and eligibility will be confirmed.
8. I am aware of the rules, procedures and requirements of the eligibility process and agree to abide by the decision related to my eligibility. I shall fulfil the Eligibility criteria set by SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY for the programme that I have applied for.
9. I understand that in case the student strength for applied programme is insufficient and the said programme does not commence, the fees paid by me shall be completely refunded
10. I shall take note of all communication sent to me by all means of communication like post/ courier/ email etc. uploaded on the website of the SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY and affixed on the Notice Board of the SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY / and its Hostel [if applicable] and shall follow the same from time to time and shall act accordingly.
11. I understand SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY will not be responsible for delays of any kind due to reasons beyond its control.
12. I agree to pay the fees regularly as per the schedule informed to me.
13. In case I avail hostel accommodation; I declare that I have read the Hostel rules and undertake to abide by the same. If I fail to do so, the University has the right to take action as per rules and regulations and code of conduct of the University.
14. I understand that up to a maximum of 25% official/ unofficial leave of absence (on medical



grounds or any emergencies) from lectures is permissible with/ without prior sanction of the Director, respectively. I also understand that if my attendance is less than 75% theory and 100% skills and practical, I will be given a TNG (Term Not Granted) or CNG (Course Not Granted) as the case may be.

15. I understand for each subject 3-unit tests are compulsory.
16. I shall attend all the lectures and also know that I need minimum of 75% aggregate attendance of all semesters and 100% of the seminar, conference & guest lectures for being considered for summer/ final placement. I understand that any shortcoming in the prescribed attendance will debar me from participating in summer / final placement.
17. I have noted and accepted that all orientation programme / camps / seminars / meets / workshops / gym etc. are compulsory and it is obligatory on my part to attend the same as per the schedule given. I shall take note of all communication sent to me from the University and follow the same from time to time.
18. I undertake that I will not indulge in any action using technology and/ or social media causing disrepute of the institution/ students, hurting the sentiments of other students, abusive in nature, amounting to racial discrimination or moral turpitude or which is prohibited under any law in India and if found indulging in such acts, I will be liable for strict disciplinary action which may lead to termination of my admission.
19. I further undertake that I will not indulge in any act of indiscipline. If I am found to be involved in any act of indiscipline or misconduct, I shall face the consequences for the same, as decided by the University from time to time.
20. I will not involve myself directly or indirectly in any kind of RAGGING activities inside or outside SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY. I am fully aware that, I will be liable for action under relevant penal law/ ragging law in case I am found to be a part of any ragging activity
21. I have not taken admission for any other full time programme in SSPU or any other university.
22. I undertake that, during the course of my studentship at SSPU, I would not carry/ possess/ consume alcohol or any drug that is banned/ prohibited or directly or indirectly, aid/ abet consumption or possession or delivery of such alcohol or drug on campus. So also, I would not enter Symbiosis Campus under influence of alcohol or any prohibited substance.
23. I hereby submit to the disciplinary jurisdiction of SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY and I undertake that I shall observe and abide by the rules and regulations prescribed by SYMBIOSIS SKILLS AND PROFESSIONAL UNIVERSITY.
24. I ACCEPT THAT, ALL THE DISPUTES WILL BE SUBJECT TO EXCLUSIVE JURISDICTION OF PUNE, ONLY.

Application No. \_\_\_\_\_

Signature: \_\_\_\_\_

Contact No. \_\_\_\_\_

Name of the Candidate: \_\_\_\_\_

Programme Applied for. \_\_\_\_\_

## INDEMNIFICATION UNDERTAKING BY PARENT

I, \_\_\_\_\_, (father/Mother/guardian) of \_\_\_\_\_,  
(student name) of \_\_\_\_\_ (Programme Name)  
of Symbiosis Skills and Professional University do hereby declare and undertake as follows:

1. My son / daughter / ward is pursuing \_\_\_\_\_ at \_\_\_\_\_.
2. I understand and agree that University and / or schools and/or its Authorized Representatives have no control on activities, which my son / daughter / ward decide to engage him / herself voluntarily. He / She should not engage himself / herself in activities which may cause injury to him / her or property of the University.
3. In case, any injury is caused to person / property by my son / daughter / ward due to his / her involvement / engagement in any manner in any activity, which is not authorized by University and / or school or on which University and / or school does not have any direct / indirect control, which may or may not be during the course of performing authorized activities like participation in sports events, presentation, study excursion tour, presentation out bound programme, etc. then in such case entire responsibility rests upon my son / daughter / ward and I undertake that I shall not hold University and / or schools responsible for causation of such an injury.
4. I have been given to understand by my son / daughter / ward that Symbiosis Skills and Professional University also promotes sports, because it believes in the principle of "sound mind in sound body". The participation in regular sports features or tournament is not mandatory.
5. I am well aware that any sport event has some inherent risks involved in it. I am also aware while playing some sports, accidents may occur. However, since my son's / daughter's / ward's participation to regular sports features of the school / University or any specific tournament is completely voluntary, I shall not make any claim for any amount as compensation or otherwise due to any injury caused to person or property arising out of voluntary participation of my son / daughter / ward.
6. I also understand that in case any injury is caused to my son / daughter / ward, certain medical procedure needs to be performed by hospitals or other specialized health care centers, to address the medical problem. In certain cases, a consent is required to perform the required medical procedures. I also understand that any delay in producing the consent may prove to be fatal for my child and under any circumstances medical treatment should not be delayed for want of my consent.
7. I, therefore, in interest of my child authorize the Symbiosis Skills and Professional University and /or the school and/or any person designated by the University and/or school, to give consent for me and on my behalf to perform the medical procedures on my son/ daughter/ ward.
8. I shall stand by this authorization and shall not hold Symbiosis Skills and Professional University and /or the school and/or any person designated by the University / school responsible / liable for giving consent.
9. Symbiosis Skills and Professional University has insured my son / daughter / ward to meet the medical expenses to Rs. 50,000/- in case of non-accidental emergencies (as per the Mediclaim Insurance Policy) & Rs.1,00,000/- in case of Rail/Road Traffic accidents. But it may happen that in all cases the insurance policy may not be honored, hence the University/school may have to incur the expenses at the time of emergency. I undertake to pay the total amount within 15 days of demand by the University.
10. I, hereby authorize SSPU/ Schools/ Symbiosis Open Education Society to seek information relating to treatment / hospitalization of my ward during his / her studentship with SSPU.
11. I shall stand by this authorization and shall not hold Symbiosis Skills and Professional University and /or the school and/or any person designated by the University / school responsible / liable for giving consent.

Hence this Undertaking and Authorization.

**Date:** / / 20\_\_

**Place:**

**Signature of the Parent**

## INDEMNIFICATION UNDERTAKING BY STUDENT

I, \_\_\_\_\_, Age: \_\_\_\_\_, student of \_\_\_\_\_  
of Symbiosis Skills and Professional University, do hereby declare and undertake as follows:

1. I am pursuing \_\_\_\_\_ with \_\_\_\_\_.
2. I have read and understood the Disciplinary Rules, Code of Conduct, Academic Rules, Examination Rules, Dress Code, and Library Policy of the University given on the Symbiosis Skills and Professional University website.
3. As a student, I understand and agree that I have joined this University for academic pursuits and for holistic development of my personality. I agree that University and
4. /or school and/or its Authorized Representatives have no control on activities, which are not related to course curriculum and in which I decide to engage myself voluntarily. It also sometimes happens that during the course of performing authorized activities, students engage in activities on which there is no direct / indirect control of the authorities of the University / School.
5. I also understand that as a responsible student of the University, I should not engage myself in activities which may cause injury to me in person or property. In case, any injury is caused to me in person / property due to my involvement / engagement in any manner in any activity, which is not authorized by the University and / or school or on which University and / or school does not have any direct / indirect control, which may or may not be during the course of performing authorized activities like participation in sports events, presentation, study excursion tour, presentation, out bound programme, etc., then I am the person solely liable to bear its consequences. I undertake that I shall not hold the University / school liable in any manner whatsoever for the same.
6. Symbiosis Skills and Professional University also promotes sports, because it believes in the principle of "sound mind in sound body". The participation in regular sports features or tournament is completely voluntary.
7. I am well aware that any sports event has some inherent risks involved in it. I am also aware while playing some sports, accidents may occur. However, since my participation to regular sports features of the school / University or any specific tournament is completely voluntary, I shall not make any claim for any amount as compensation or otherwise due to any injury caused to person or property arising out of my voluntary participation.
8. Symbiosis Skills and Professional University has insured each student to meet medical expenses up-to Rs. 50,000/-in case of non-accidental emergencies (as per the Medclaim Insurance Policy) & Rs.1,00,000/- in case of Rail/Road Traffic accidents.
9. But it may happen that in some cases (exclusion clauses), the insurance policy may not be honored. Hence the University/school may have to incur certain expenses at the time of emergency. I and/or my parents undertake to pay the total amount within 15 days of demand by the University / school.
10. I am aware that Symbiosis Centre of Health Care (SCHC) has been established on the Campus where the students can avail First Aid Facility. I, therefore understand that SCHC is responsible only for primary medical assistance and any higher degree of medical care or any medical emergency may be addressed by referral to specialized centers.
11. I also understand that in case of a medical problem, certain medical procedures may need to be performed by hospitals to treat the medical conditions. In such cases, as decided by the doctor, a consent is required to perform the required medical procedures. Any delay in producing the consent may prove to be fatal and under any circumstance, the medical treatment should not be delayed for want of consent from my parents/guardian.
12. I, therefore, in my interest, authorize the Symbiosis Skills and Professional University and /or the school and/or any person designated by the University /school, to give consent for me and on my behalf to perform the medical procedures. I shall stand by this authorization and shall not hold Symbiosis Skills and Professional University and
13. /or the school and/or any person designated by the University / school responsible / liable for giving consent.
14. I, hereby authorize SSOI/ SCHC/ Symbiosis Open Education Society to seek information relating to my treatment / hospitalization during my studentship with SSPU.
15. I have signed this Undertaking and authorized Symbiosis Skills and Professional University and /or the school and/or any person designated by University /school to give consent for medical procedure on my free will and without any influence / pressure from any person.

Hence this Undertaking and Authorization.

**Date:**     /     /20

**Name of the Candidate:**

**Place:**

**Signature of the Candidate**

**CONFIRMATION OF ANTI-RAGGING AFFIDAVIT BY PARENT / GUARDIAN**

I, Mr. / Mrs. / Ms. \_\_\_\_\_ (full name of parent / guardian) father/mother / guardian of \_\_\_\_\_ (full name of student) have been admitted to \_\_\_\_\_ (name of school) have filled online Affidavit and have generated \_\_\_\_\_ reference number.

Declared this \_\_day of \_\_\_\_\_ month of \_\_\_\_\_ year.

**Name & Signature of Student**

\_\_\_\_\_

**Name & Signature of Parent / Guardian**

\_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone / Mobile No.:** \_\_\_\_\_

**Telephone / Mobile No.:** \_\_\_\_\_

**MEDICAL UNDERTAKING**

I, \_\_\_\_\_ Age: \_\_\_\_\_, Son / Daughter of \_\_\_\_\_  
\_\_\_\_\_, do hereby declare that:

1. I don't suffer from any disease, condition or health problem as on today, which needs medication on a regular basis.

**OR**

2. I, do hereby declare that I suffer from

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

On a regular basis, which are prescribed by Dr. \_\_\_\_\_

3. I have enclosed herewith the attested photocopy of last/recent prescription.

4. I further declare that I have not concealed any material information pertaining to my medical condition and medication thereof. In case of any deterioration in my health arising out of non-disclosure of my medical condition, I declare that I will be liable for the same and SSPU shall have no liability in this regard.

5. I further declare that, I have not been allergic to any substance, medicine or climatic condition as on today.

**OR**

I have been allergic to

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

6. I further declare that, I will inform to the campus Medical Officer of Symbiosis Centre of Health Care (SCHC), about all my medical conditions and any change in my medical condition and / or my health problems those would arise, after I join Symbiosis.

7. I hereby willingly offer my consent to Symbiosis to utilize my health data for analysis / research purpose.

I understand that the confidentiality will be duly maintained.

**Date:**     /     /20

**Place:**

**Name of the Candidate Signature**

## **CERTIFICATE OF MEDICAL FITNESS**

This is to certify that I have conducted a clinical examination of Mr./Ms. \_\_\_\_\_  
(Name of the student), who is desirous of admission of \_\_\_\_\_  
(Programme Name).

He / She has not given any personal history of any diseases incapacitating him/her to undergo the professional course. Also, on clinical examination, it has been found that he/she is medically fit to undergo the professional course.

Certified that he/she fulfils the following criteria:

1. Absence of any incapacitating and / or progressive systemic disease/disorder/condition
2. Absence of any disability of upper limbs
3. Absence of any major visual/auditory disability
4. Absence of psychosis/neurosis/mental retardation
5. Ability to maintain erect posture
6. Reasonable manual dexterity.

I certify him/her to be medically fit to pursue \_\_\_\_\_ (Programme Name)

Date:

Signature :  
Registration No:  
Seal:

### Undertaking for Submission of Documents

I undertake that, I have to show the original and all desired / relevant documents as and when required by the University. I understand that in case I fail to provide original documents in the stipulated time, my admission shall stand cancelled

Sr. No.	Name of the Documents	Remark
1	SSC / 10th Std. or equivalent Mark list	
2	HSC / 12th Std. of equivalent Mark list	
3	Certificate of passing the qualifying examination SSC / 10th Std. or Equivalent	
4	Certificate of passing the qualifying examination HSC / 12th Std. of Equivalent	
5	Diploma Passing Mark sheet/ Passing Certificate (for Lateral Entry Admission)	
6	Graduation Mark sheet & Passing Certificate (Xerox Copy) for admission in Post-Graduation	
7	Graduation Mark sheet & Passing Certificate (Xerox Copy) for admission in Post-Graduation	
8	Domicile Certificate (for Maharashtra Student)	
9	Original Transfer Certificate/Leaving Certificate	
10	Original Migration Certificate (Excluding Maharashtra Board)	
11	Caste Certificate issued by the competent authority	
12	Non-Creamy Layer Certificate	
13	Original Gap certificate	
14	Medical Certificate	
15	Certificate of change of name published in the Government Gazette	
16	Proof of address Aadhar Card/Election Voting Card/Passport/Driving License etc.	
17	Recent 4 pass port size colour photographs.	
18	Received two sets of attested copies of above documents	
19	Necessary Certificate for J&K / NRI Student	
20	Domicile of father in case of ward of Ex-Servicemen	
21	Affidavit in case of Duplicate LC	
22	COVID-19 Vaccination certificate (if any)	

Remark:

**Signature of the Candidate**

Date: \_\_\_\_\_

Name of the Candidate \_\_\_\_\_

Application Form No \_\_\_\_\_

Programme \_\_\_\_\_