

SVKM's NMIMS University
Mukesh Patel School of Technology Management & Engineering

Diploma in Engineering / Technology program, 2025 Batch

Instruction Handout

1. Program: Diploma in Engineering / Technology program), (for Mumbai Campus only)

Streams:

- Mechanical Engineering (60 Seats)
- Computer Engineering (180 Seats)
- Information Technology (60 seats)
- Computer Science & Engineering (60 seats)

2. Eligibility criteria

“The Candidate must have passed the 10th Std. / SSC examination or its equivalent with at least 70% aggregate marks” with Maths, Science and English as a mandatory subject.

For First Year of Diploma Engineering / Technology admission process, the term 'aggregate marks' used here shall mean as follows:

- a. For Maharashtra State Board Candidates: The candidates who have passed SSC Examination, the aggregate marks shall be total marks of 5 subjects taken into consideration and mentioned on the Mark sheet.
- b. For ICSE Candidates:
 - I. Student seeking admission on the basis of Group 1 & Group 2 subjects only, the aggregate marks shall be the grand total of marks in any of the 5 subjects from Group 1 & Group 2 where he/she has scored maximum marks. OR
 - II. Student seeking admission on the basis of Group 1, Group 2 & Group 3, aggregate marks shall be the grand total of all subjects from all groups.
- c. For CBSE Candidates: The aggregate mark means the grand total of marks obtained by the candidate, including all subjects as declared in Mark sheet

Note:

- a) Only single marksheet with all compulsory subjects taken and passed in one attempt is mandatory, no compartmentalized marksheet will be considered.

- b) Those candidates who have passed, or, are appearing for 10th examination from a Board / University where Grade Point Average is given, such candidates must produce in writing from the Board / University concerned, the equivalent percentage for the GPA obtained.
- c) Candidate above 20 years of age are **NOT ELIGIBLE** to apply (applicable for all boards).
- d) Candidates passing 10th or equivalent examination from Open or Distance learning (ODL) school recognized only by National Institute of Open schooling (NIOS) can apply for the program subject to fulfilling the eligibility of the program.
- e) Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their 10th or equivalent examination from overseas Board / Universities. Applicable to candidates of distance learning/ correspondence course/ open school too who have completed their 10th from overseas Board / Universities. If AIU not submitted, then the candidate will be considered as **not eligible**.
- f) All admissions will be given on provisional basis, subject to the fulfillment of eligibility criteria mentioned in the point no. 2 and the decision of the institute will be final in this regard.
- g) Candidates appearing for their final 10th or equivalent examination can also apply provided they should fulfill / meet minimum cut off marks and should be eligible & produce all the necessary documents in original at the time of admission.
- h) It is the sole responsibility of the candidate to ascertain whether they possess necessary and requisite qualification for admission to courses at NMIMS.

3. Duration & Intake: 3 Years

Specialization	Intake
Mechanical Engineering	60
Computer Engineering	180
Information Technology	60
Computer Science & Engineering	60

4. Admission Process:

<u>Step 1 - Registration</u>	<u>Step 2 – Selection process</u>
<ol style="list-style-type: none"> 1. Initial Registration 2. Pay the application / registration fees 3. Complete the process 	<ol style="list-style-type: none"> 1. To check the Counselling call letter available at candidate dashboard. 2. To fill up admission form, available at dashboard. 3. To upload necessary documents, before the mentioned date (i.e. 31st July 2024) 4. To attend counselling round, as per the date and time given one the counselling call letter.

<ul style="list-style-type: none"> • Visit www.nmims.edu for online registration • For registration click on “Apply Now” and create an account. • Candidate will get the registration number on their registered email ID to fill and complete the application form. • Before filling the online form, please read all the instructions carefully mentioned in the instruction handout, important dates and Terms & Conditions given in the online application form. 	<ul style="list-style-type: none"> • Carry the hard copy of this counselling offer letter (COMPULSORY) • Carry 10th Std marksheet and certificate / predictive score card – original (COMPULSORY) • Carry Photo identity proof – original (COMPULSORY) • Please carry Demand Draft (COMPULSORY)
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4.1 Online Registration & Payment of Registration Fee:

- Online Registration Fee of Rs. 1,000/- plus GST if applicable (Please refer online registration for payment details)
- Registration Fee is **NON-REFUNDABLE / NON-TRANSFERABLE**.
- Candidates are requested to select the Preference/s while registration for information purpose only.
- The seat allocation is based on merit rank and seat availability for each specialization / stream.
- Internal / Stream Transfer will be not entertained strictly after the admission.

4.2 Selection Process:

- The merit list of the Eligible Candidates will be prepared on the basis of percentage of aggregate marks of all subjects obtained at 10th Std / SSC (including additional marks, if mentioned in mark sheet)
- Candidate can check their counselling call letter from their dashboard as per specified important dates.
- It is candidate’s responsibility to check their dashboard / NMIMS Website regularly.
- If the candidate has entered wrong marks in online registration form, then the candidate will be disqualified for further admission process. In any stage if it is found that, the 10th examination marks given by the candidate in application form is different from the marks actually obtained (as per marksheet) such candidate’s admission will be cancelled and fees will be forfeited.
- The decision of the institute will be final in this regard and no inquiries or correspondence in this regard will be entertained. 4

Note:

- Candidate will not be considered for merit list if they fail to update the 10th standard aggregate marks & Mandatory subjects marks in online registration form or if their result is not available during this period.

5 Program Fees

Fees for Diploma Engineering Batch-2024 (last year) was Rs. 2,50,000/-. The actual final fees will be communicated in the counselling call letter.

6 Important Instructions

- a) Please note the closure of admission / last date of admission as mentioned in the important dates of the respective programme.
- b) The admission process of this program will be through counselling.
- c) Candidates will be offered Programme specialization / stream based on the availability of seat, and candidates merit number.
- d) Please see the important dates and preserve it as a guide. All announcements from the University will be through its website www.nmims.edu and there will be no separate mail sent. **Kindly check website / dashboard regularly for any updates.**
- e) It is the sole responsibility of the candidate to check whether he/she is eligible for the program as per the eligibility criteria stated above.
- f) Canvassing in any form will disqualify the candidate.
- g) The SSC / X std. examination should have been conducted before the course commencement date.
- h) Candidates whose final mark sheet of the qualified examination is not available at the time of their provisional admission, is required to submit their final marksheet copy as soon as the result declared. In such case, if the candidate fails to meet the required eligibility criteria, then his admission will be cancelled and the fees will be refunded as per NMIMS refund rules (even after course commencement).
- i) If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him / her is incorrect, then the application for the admission to the Program, even if selected and fees paid, will stand cancelled and fees will be forfeited.
- j) **For cancellation / withdrawal of admission:** The Candidate has to upload the soft copy of admission cancellation form duly filled and signed (form available on fees receipt copy and cancelled cheque (personal account only) to <https://upload.nmims.edu/admission/cancellation/>
- k) NMIMS University has full right to disqualify a candidate at any stage of admission process if found ineligible.
- l) If there are multiple / duplicate registrations, then registration for the said program will not be considered & registration fee will be forfeited.
- m) All matters of dispute will be subject to the legal jurisdiction of Mumbai only.

7. Contact Information:

NMIMS Admission / Application / Technical related queries:

- (a) Toll Free No: 18001025138 – Monday to Saturday (Except public holidays)
- (b) For any support and assistance kindly login to dashboard & raise query in my query section