

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

Diploma in Engineering / Technology program, 2026 Batch

Instruction Handout

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

Streams:

- **Mechanical Engineering**
- **Computer Engineering**
- **Information Technology**
- **Computer Science & Engineering**

2. Eligibility criteria

It is the sole responsibility of the candidate to check his / her eligibility before applying for any course.

If a candidate is found ineligible even after commencement of the program, he/she would be discontinued from the program, and fees will be paid in accordance with standard procedure.

“The Candidate must have passed the 10th Std. / SSC examination or its equivalent with at least 70% aggregate marks with Mathematics and Science as compulsory subjects”.

For the 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 the total marks of 5 subjects taken into consideration and mentioned on the Mark sheet.
- b. For ICSE Candidates:
 - I. Student seeking admission based on 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 based on 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 the Mark sheet

Note:

- a) Only a 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 the 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) Candidates 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 the 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 boards / Universities. Applicable to candidates of distance learning/ correspondence course/ open school too, who have completed their 10th from overseas boards / Universities. If the AIU / Equivalence certificate is not submitted, then the candidate will be considered as **not eligible**.
- f) The program will commence only if there are a minimum of 20 eligible candidates admitted after the admission process.
- g) All admissions will be given on a provisional basis, subject to the fulfillment of the eligibility criteria mentioned in point no. 2, and the decision of the institute will be final in this regard.
- h) 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 at the time of admission.
- i) It is the sole responsibility of the candidate to ascertain whether they possess the necessary and requisite qualifications for admission to courses at NMIMS.

3. Duration : 3 Years

4. Admission Process:

| Step 1 - Registration | Step 2 – Selection process |
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| <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 the candidate dashboard. 2. To fill up the admission form, available at the dashboard. 3. To upload necessary documents, before the mentioned date (i.e., 10th June 2025) 4. To attend the counselling round, as per the date and time given on the counselling call letter. |

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| <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 marksheets 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 based on the percentage of aggregate marks of all subjects obtained at 10th Std / SSC (including additional marks, if mentioned in the mark sheet)
- Candidate can check their counselling call letter from their dashboard as per the specified important dates.
- It is the candidate's responsibility to check their dashboard / NMIMS Website regularly.
- If the candidate has entered wrong marks in the online registration form, then the candidate will be disqualified for the further admission process. In any stage if it is found that the 10th examination marks given by the candidate in the application form is different from the marks actually obtained (as per the marksheets) such a 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.

Note:

- Candidate will not be considered for the merit list if they fail to update the 10th standard aggregate marks & Mandatory subjects marks in the online registration form or if their result is not available during this period (i.e., Sunday, 31st May 2026)**

Fee for Diploma Engineering Batch-2025 (last year) was Rs. 2,50,000/-. The fees for the academic year Batch- 2026-27 will be intimated in the admission offer 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 seats, and the candidate's merit number and eligibility.
- 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 the 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 are required to submit their final marksheet copy within 7 days after the result is declared. In such a case, if the candidate fails to meet the required eligibility criteria, their admission will be cancelled, and the fees will be refunded as per the prescribed refund rule (even after the 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 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 the admission cancellation form duly filled and signed (form available on the fees receipt copy and cancelled cheque (personal account only) to <https://upload.nmims.edu/admission/cancellation/>
- k) NMIMS University has the full right to disqualify a candidate at any stage of the 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) Kindly keep ABC ID (Academic Bank of Credits) details ready before filling the registration form (Please visit the website for creating ID <https://abcdcard.co.in/>)
- n) If at any stage of the program, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her in the application form is incorrect, his/her admission to the course, even if selected/ admitted, will stand cancelled and fees will be refunded as per refund rule clause. Candidates' admission will be canceled by the university if they do not voluntarily withdraw.
- o) The admission information handout's eligibility requirements will serve as the only document for program eligibility. The school's brochure or prospectus will only be used as a guide and not be used to refer to eligibility.

p) All matters of dispute will be subject to the legal jurisdiction of Mumbai only.

q) In case of any NMIMS Admission-related queries, contact:

Toll-Free No.: 18001025138 – Monday to Friday (except public holidays), Saturday (only 2nd and 4th Saturday)

Time: 09:00 - 18:00 hrs

For any support and assistance, kindly log in to the dashboard <https://apply.nmims.edu> & raise a query in my query section.