



**SHRI VILE PARLE KELAVANI MANDAL'S
JITENDRA CHAUHAN COLLEGE OF LAW
AFFILIATED TO UNIVERSITY OF MUMBAI
AND
RECOGNIZED BY BAR COUNCIL OF INDIA**



Date: 21st October, 2022

NOTICE

FIRST YEAR LL.B. [3 YEAR COURSE] 2022-23

ADMISSION TIMING : 12:00 am to 4:00 pm

Token will be issued from 12:00 am to 2:00 pm only

(Lunch Break 1:00 pm to 1:30 pm)

Log on to the respective websites, fill the forms, download and take printouts.

1) **JCCL ADMISSION FORM LINK** - (Printout on **110 gsm** white paper will only be accepted)

https://sdcwdapp.svkm.ac.in/sap/bc/webdynpro/sap/zsvkm_jccl_frm_cap_appl?sap-client=300#

(Put your CET Applicant Number – L322.....)

2) **PRE-ONLINE ADMISSION ENROLMENT FORM LINK for University of Mumbai** -

<http://www.mum.digitaluniversity.ac>

3) **Acknowledgement of Online Anti-Ragging Undertaking** from www.antiragging.in **OR** www.amanmovement.org - Take a printout of screenshot as shown under confirming the students Anti-Ragging Reference No. as illustrated under :

This Page confirms that you have successfully submitted the form. Click Home button This will return the homepage of Anti-Ragging web portal (<https://antiragging.in>)



| | |
|--------------------|---------|
| Your Reference No. | 2843112 |
| Your Name | |
| Your Email Id | |
| Your Mobile No. | |

Please note your details correctly. These details will used further for duplicate Undertaking/Affidavits

4) Signature Image - Applicant has to sign on white paper with Black Pen. Signature image Size file should be between 10KB to 20KB. The Image file should be in **JPG or JPEG** format.

5) Personal Details – The candidates are required to update their credentials such as email id, phone number etc. along with recent photograph.

6) Photograph Specification:

- Height 25 mm and Width 20 mm (file size not to exceed 150 kb).
- A very clear colour image.
- Recent photograph to reflect current appearance.
- Taken in front of a plain white or off-white background.
- Taken in full-face view directly facing the camera (No side view will be accepted).
- With a neutral facial expression and both eyes open.
- Taken in formal wear (avoid T-shirts etc.)
- Photo taken in a closed environment (not in open area).
- Do not wear a hat or anything that covers head, unless worn daily for religious purpose. Please note that the same photograph (as visible on the screen) will be printed on your grade/marks card.

7) Provisional Admission Letter (during the admission process) :

The receipt of confirmation of Provisional Admission Letter, signed & stamped by the College Office should be scanned and submitted in PDF format (**below 500 kb**) to the college.

8) Provisional Allotment letter (during the admission process):

The Provisional Allotment Letter duly signed by the Admitted student and further signed & stamped by College office should be scanned & submitted in PDF format (**below 500 kb**) to the college.

9) List of the Originals / Documents to be scanned, saved as a folder & submitted at the time of Admission in soft copy.

a) Candidates are requested to scan the following documents and save in their Pen Drive or Desktop or Laptop, in PDF format, Size up to 500KB & keep ready for uploading while filling the online Application form.

b) The Scanned documents should be readable, if not readable then such documents will not be considered as valid and the responsibility of the same shall completely rests with the candidate.

List of Documents -

| | |
|----|---|
| 1 | CET Provisional Allotment Letter (Last page duly signed by Student & Admission Committee). |
| 2 | CAP Application Form |
| 3 | CET Score Card |
| 4 | CET Admission Confirmation Letter (Second page duly signed by student & Admission Committee). |
| 5 | CET Hall Ticket |
| 6 | Domicile Certificate / Birth Certificate / School Leaving Certificate mentioning Place of Birth |
| 7 | SSC (Std. X) Mark sheet and SSC (Std. X) Passing Certificate |
| 8 | HSC (Std. XII) Mark sheet and HSC (Std. XII) Passing Certificate |
| 9 | All year Degree Mark sheet and Passing Certificate along with Conversion Certificate |
| 10 | Degree Convocation Certificate |
| 11 | All year Post Graduation Mark sheet and Passing Certificate along with Conversion Certificate |
| 12 | Post-Graduation Convocation Certificate |
| 13 | Identify Card form |
| 14 | Scan copy of recent Photograph & Signature |

The following original documents (for verification) along with 3 sets of photocopies are required to be submitted in a legal size folder at the time of admission. Photocopies should be SELF ATTESTED by the Candidate and will be verified by the Admission Authority (College) during Admission process.

| <u>MAHARASHTRA STATE TYPE - A CANDIDATE</u> | |
|--|---|
| <u>OPEN CATEGORY</u> | |
| Sr. No. | List of Documents |
| 1. | Online JCCL Admission Form (Online Printout) [Refer to point no.1 on page 1 of this notice] |
| 2. | Identity Card Form (Online Printout) |
| 3. | Attendance Undertaking (Online Printout) |
| 4. | Provisional Allotment Letter (Online Printout) |
| 5. | CAP Application Form & Candidate Registration Form for LLB 3 Years 2022-23 (Online Printout) |
| 6. | MAH-LL.B.-3 Years - CET Score Card - 2022 (Online Printout) |
| 7. | Hall Ticket of LL.B - 3 Year MAH-CET-2022 Exam |
| 8. | Domicile Certificate / Birth Certificate / School Leaving Certificate mentioning Place of Birth (Any One) |
| 9. | SSC (Std. X) Marksheet (Required conversion certificate of other than SSC Board students) and SSC (Std. X) Passing Certificate |
| 10. | Std. XI Marksheet or Bonafide Certificate stating that the candidate has passed Std. XI from the college for those who passed XI prior to 1975. |
| 11. | HSC (Std. XII) Marksheet or Equivalent (Required conversion certificate of other than HSC Board students) and HSC (Std. XII) Passing Certificate or Equivalent |
| 12. | First Year, Second Year, Third Year and Fourth Year (as applicable) Degree Graduation Marksheets & (Annexure DM - Semester / Yearly Pattern & Conversion Certificate from your earlier College) OR Equivalent |
| 13. | Passing Certificate of Graduation / Degree Certificate (Any One) |
| 14. | Marksheet Post-Graduation Degree - If applicable (Annexure PGM – Semester / Yearly Pattern) |
| 15. | Passing Certificate of Post-Graduation (If applicable) |
| 16. | Marriage Certificate or Copy of Government Gazette (if name change) or otherwise. |
| 17. | Proof of residence address like Aadhar Card / Passport / Telephone Bill (Landline) / Electricity Bill (Any One) |
| 18. | One latest passport size photograph as per point 6 on page no.2 of this notice. |
| 19. | Anti-Ragging Form [Online Printout] (Refer point no.3 on page 1) |
| 20. | Pre-Online Admission Enrolment Form [Online Printout] (Refer point no.2 on page 1) |
| 21. | Online payment receipt copy of Rs. 1000/- for confirmation of seat [Refer to Law 3 Years CAP Brochure page no. 50, point (j)]. |

In case the candidates are awarded Grades / CGPA instead of marks, the conversion of Grade / CGPA of Percentage of marks would be based on the formula / procedure certified by the Board / University / Institution who has awarded the same. It is obligatory on the part of the candidate to bring the conversion certificate from the Board / University / Institution (**Refer to Law 3 Years CAP Brochure – Pg. No. 26 (Point No. 3).**)

The following original documents (for verification) along with 3 sets of photocopies are required to be submitted in a legal size folder at the time of admission. Photocopies should be SELF ATTESTED by the Candidate and will be verified by the Admission Authority (College) during Admission process.

| <u>GUJARATI LINGUISTIC MINORITY CATEGORY (Only Maharashtra State)</u> | |
|--|---|
| Sr. No. | List of Documents |
| 1. | Online JCCL Admission Form (Online Printout) [Refer to point no.1 on page 1 of this notice] |
| 2. | Identity Card Form (Online Printout) |
| 3. | Attendance Undertaking (Online Printout) |
| 4. | Provisional Allotment Letter (Online Printout) |
| 5. | CAP Application Form & Candidate Registration Form for LLB 3 Years 2022-23 (Online Printout) |
| 6. | MAH-LL.B.-3 Yrs. - CET Score Card - 2022 (Online Printout) |
| 7. | Hall Ticket of LL.B - 3 year MAH-CET -2022 Exam |
| 8. | Domicile Certificate of the students belonging to the State of Maharashtra or Birth Certificate Mentioning Place of Birth within Maharashtra or School Leaving Certificate mentioning Place of Birth which is in Maharashtra State (Any One) |
| 9. | SSC (Std. X) Marksheet (Required conversion certificate of other than SSC Board students) and SSC (Std. X) Passing Certificate |
| 10. | Std. XI Marksheet or Bonafide Certificate stating that the candidate has passed Std. XI from the college for those who passed XI prior to 1975. |
| 11. | HSC (Std. XII) Marksheet or Equivalent (Required conversion certificate of other than HSC Board students) and HSC (Std. XII) Passing Certificate or Equivalent |
| 12. | First Year, Second Year, Third Year and Fourth Year (as applicable) Degree Graduation Marksheets & (Annexure DM - Semester / Yearly Pattern & Conversion Certificate from your earlier College) or Equivalent |
| 13. | Passing Certificate of Graduation / Degree Certificate (Any One) |
| 14. | Marksheet Post-Graduation Degree - If applicable (Annexure PGM – Semester / Yearly Pattern) |
| 15. | Passing Certificate of Post-Graduation (If applicable) |
| 16. | Declaration of the candidate for the respective Linguistic Minority Community in Proforma ‘O’ and Leaving Certificate having Information pertaining to Religion / Mother tongue. |
| 17. | Declaration from the Community (registered), on the letter head stating “ Gujarati Speaking Linguistic Minority ” |
| 18. | Marriage Certificate or Copy of Government Gazette (if name change) or otherwise. |
| 19. | Proof of residence address like Aadhar Card / Passport / Telephone Bill (Landline) / Electricity Bill (Any One) |
| 20. | One latest passport size photograph as per point 6 on page 2 of this notice. |
| 21. | Anti-Ragging Form [Online Printout] (Refer point no.3 on page 1) |
| 22. | Pre-Online Admission Enrolment Form [Online Printout] (Refer point no.2 on page 1) |
| 23. | Online payment receipt copy of Rs. 1000/- for confirmation of seat [Refer to Law 3 Years CAP Brochure page no. 50, point (j)]. |

In case the candidates are awarded Grades / CGPA instead of marks, the conversion of Grade / CGPA of Percentage of marks would be based on the formula / procedure certified by the Board / University / Institution who has awarded the same. It is obligatory on the part of the candidate to bring the conversion certificate from the Board / University / Institution (**Refer to Law 3 Years CAP Brochure – Pg. No. 26 (Point No. 3).**)

The following original documents (for verification) along with 4 sets of photocopies are required to be submitted in a legal size folder at the time of admission. Photocopies should be SELF ATTESTED by the Candidate and will be verified by the Admission Authority (College) during Admission process.

| <u>ALL INDIA STUDENTS CATEGORY / OTHER THAN MAHARASHTRA</u> | |
|--|--|
| Sr. No. | List of Documents |
| 1. | Online JCCL Admission Form (Online Printout) [Refer to point no.1 on page 1 of this notice] |
| 2. | Identity Card Form (Online Printout) |
| 3. | Attendance Undertaking (Online Printout) |
| 4. | Provisional Allotment Letter (Online Printout) |
| 5. | CAP Application Form & Candidate Registration Form for LLB 3 Years 2022-23 (Online Printout) |
| 6. | MAH-LL.B.-3 Yrs. - CET Score Card - 2022 (Online Printout) |
| 7. | Hall Ticket of LL.B - 3 year MAH-CET – 2022 Exam. |
| 8. | Domicile Certificate / Birth Certificate / School Leaving Certificate mentioning Place of Birth (Any One) |
| 9. | SSC (Std. X) Marksheet (Required conversion certificate of other than SSC Board students) and SSC (Std. X) Passing Certificate |
| 10. | Std. XI Marksheet or Bonafide Certificate stating that the candidate has passed Std. XI from the college for those who passed XI prior to 1975. |
| 11. | HSC (Std. XII) Marksheet or Equivalent (Required conversion certificate of other than HSC Board students) and HSC (Std. XII) Passing Certificate or Equivalent |
| 12. | First Year, Second Year, Third Year and Fourth Year (as applicable) Degree Graduation Marksheets & (Annexure DM - Semester / Yearly Pattern & Conversion Certificate from your earlier College) or Equivalent. |
| 13. | Marksheet Post-Graduation Degree - If applicable (Annexure PGM – Semester / Yearly Pattern) |
| 14. | Passing Certificate of Post-Graduation (If applicable) |
| 15. | Marriage Certificate or Copy of Government Gazette (if name change) or otherwise. |
| 16. | Proof of residence address like Aadhar Card / Passport / Telephone Bill (Landline) / Electricity Bill (Any One) |
| 17. | One latest passport size photograph as per point 6 on page 2 of this notice. |
| 18. | Anti-Ragging Form [Online Printout] (Refer point no.3 on page 1) |
| 19. | Pre-Online Admission Enrolment Form [Online Printout] (Refer point no.2 on page 1) |
| 20. | Online payment receipt copy of Rs. 1000/- for confirmation of seat [Refer to Law 3 Years CAP Brochure page no. 50, point (j)]. |

In case the candidates are awarded Grades / CGPA instead of marks, the conversion of Grade / CGPA of Percentage of marks would be based on the formula / procedure certified by the Board / University / Institution who has awarded the same. It is obligatory on the part of the candidate to bring the conversion certificate from the Board / University / Institution (**Refer to Law 3 Years CAP Brochure – Pg. No. 26 (Point No. 3).**)

PAYMENT OF FEES AND RULES FOR REFUND OF FEES

Fees applicable to First Year LL.B (3 Years Course) for the Academic Year 2022-23.
(N.B.: The following fee structure is subject to revision)

| No. | Particulars | Amount |
|-------------------|-----------------------------------|---------------|
| 1 | Tuition Fees | 1500 |
| 2 | Library Fees | 450 |
| 3 | Gymkhana Fees | 400 |
| 4 | Other Fees | 250 |
| 5 | Extra-Curricular Activities | 250 |
| 6 | Magazine Fees | 100 |
| 7 | Identity & Library Card Fees | 60 |
| 8 | Students Welfare Fund | 50 |
| 9 | Moot Court Fees | 500 |
| 10 | Development Fees | 500 |
| 11 | Stationery & Examination Fees | 600 |
| 12 | Mark Sheet | 50 |
| 13 | Court Visits | 500 |
| 14 | Caution Money | 250 |
| 15 | Library Deposit | 300 |
| 16 | Group Insurance | 50 |
| 17 | Disaster Relief & E. Connectivity | 50 |
| 18 | Sports & Cultural Activities | 30 |
| 19 | N. S. S. | 10 |
| 20 | E Service Charges | 50 |
| 21 | Utility Fees | 300 |
| 22 | Vice Chancellors Fund | 20 |
| 23 | Document Verification Fees | 600 |
| 24 | Bar Council Registration Fees | 100 |
| 25 | University Enrolment & Form fees | 220 |
| 26 | Examination Fees | 2104 |
| 27 | Practical Training Journal fees | 200 |
| 28 | Admission and Processing Charges | 100 |
| TOTAL FEES | | 9594 |

After the final registration of admission process, students will receive a system-generated mail on their registered email id, which will trigger to the student with payment amount, due date and payment link. After which the student should pay the fees immediately & take a screenshot for their record.

Students will receive Fee Receipt via registered E-mail id, within 15 working days.

Eligibility Fees:

Students who have completed Graduation from University Other than University of Mumbai are required to pay additional amount in cash for eligibility process of University of Mumbai.

- 1) University in the State of Maharashtra Rs.200/-
- 2) University out of State of Maharashtra Rs.300/-
- 3) For Foreign Nationals Rs.730/-

REFUND RULES OF FEES:

As per page no. 53, point no. 15 (a) of the Information Brochure by Directorate of Higher Education, Maharashtra State, the Refund of Tuition, Development and Other fees, after cancellation of admission secured through CAP rounds is as under:

1. Request received before cut-off date of Admission and if a seat is filled before the cut-off date of Admission **Entire fee minus Rs. 1000/- towards processing charges will be paid by the college within one month from date of application.**
2. Request received before cut-off date but 'a seat' could not be filled before cut-off date **No Refund (Except Security Deposit and Caution Money Deposit).**
3. Request received after cut-off date for cancellation of Admission - No Refund.


Dr. Priya J. Shah
(I/c Principal)