

**MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)  
RULES FOR ADMISSIONS TO THE FIRST YEAR OF  
TWO YEAR DEGREE COURSE  
IN  
MASTERS OF ARCHITECTURE (M. ARCH) FOR YEAR 2009-2010**

**MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)**

Rizvi College of Architecture  
Rizvi Educational Complex  
Sherly Rajan Road, Off Carter Road,  
(Bandra (W))  
Mumbai – 400 050  
Tel. 022-26050624 / 26044196  
Fax. 022-26002744  
website:<http://www.maharch.org/2008>

**MASA-Competent Authority**  
C/o Rizvi College of Architecture  
Rizvi Educational Complex,  
Carter Road Bandra (W)  
Mumbai-400050  
Tel : 022-26050624,26044196  
Fax :022-26002744

## Architecture Education

Your environment is the space outside yourself and you move in it. No one is free of the environment one inhabits. Your surroundings bind you to the world and your existence is shaped by it. An Architect has the unique privilege of making environments for others to inhabit. An architect shapes the environment with sensitivity to those who will ultimately use it and live in it. Being an architect is the ultimate responsibility and the ultimate challenge, for in a sense this 'grand design shapes not only space but also perhaps the destinies of users of those spaces.

Studying Architecture can open your mind to this vast subject of space and design. The architectural course is a broad base look at almost every man-made object and idea, thus in a sense covers all that we know as culture. A student studies the building sciences, its technology, the art, aesthetics, the humanities and society, and learns from all these to put into practice the actual making of buildings. To be an architect, you not only need a fine hand, but a keen mind sensitive to the needs of others for whom you will be designing.

Design can span smallest spoon to the largest city and the study of architecture will give you a sense of all its scales. No doubt, the concentration will be on designing buildings, but the five year course gives you a holistic insight into all forms of design and allows you to explore these in depth. In the course of five years, you will also gain insights and abilities in Interior Design, Landscape Design and Urban Design. Apart from this, you will gain an appreciation of varied subjects from Design to Building Construction, from Structure to History, from Sociology to Building Surveying and Valuation. The course will take you out of the college into the world at large, where you will visit sites and understand the actualities of the buildings, go on tours all around the country to visit our vast heritage of architecture. By graduation, you will have gained management, leadership and communication skills-a critical understanding of life.

After your under graduation (B.Arch) the opportunities are endless. Setting up practice is the most common route for most of the architects. Some prefer to study further by joining specialized Post Graduations (M. Arch.) as Management or Research. Studying architecture prepares you for a number of disciplines by giving the necessary skills and sensitivity. Architects have become top professionals in varied fields such as graphics, product, interior, landscape or urban design, planning, conservation, construction management, computer application, education, film making and arts. In each case, knowledge and understanding of the built environment allows for a unique insight that leads to excellence. Just as we can never escape our environment, the shapers of the environment, namely architects, can never escape their destinies as the shapers of the society.

# MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)

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**MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)  
RULES FOR ADMISSIONS TO THE FIRST YEAR OF  
TWO YEAR DEGREE COURSE IN  
MASTERS OF ARCHITECTURE (M.ARCH)**

**2009-2010**

**Ref:**

**1.0 General:**

The rules and information given herein are applicable for admissions through Centralized Allotment Process (CAP) M.Arch for unaided colleges of Architecture to Two year degree course in Masters of Architecture in the State of Maharashtra which are

- Approved by Council of Architecture, New Delhi.
- Recognized by the Government of Maharashtra.
- Affiliated to any one of the nine Non Agricultural / Non Technological Universities in the maharashtra state.  
Affiliated to Yashwant roa Chavan Maharashtra Open University.

**These rules also incorporate the guidelines (Annexure -I) for framing the rules of admissions to be carried out by the Unaided institutes for Management seats and for the seats remaining vacant after Centralized Allotment Round.**

**1.1 Abbreviations used in the brochure:**

1.2

ARC	Application form Receipt Center
CAP	Centralized Allotment Process
COA	Council of Architecture
DTE	Director of Technical Education, Maharashtra State
Gol	Government of India
Govt.	Government
OMS	Outside Maharashtra State
PIO	Persons of Indian Origin / F.N. (Foreign National)

**1.2 Definitions:**

- 'State Government' means the Government of Maharashtra.
- 'Competent Authority' means the authority appointed by the MASA to invite applications for and implement the admission procedure as prescribed in this brochure.
- 'Representative of the Competent Authority' means an officer appointed to assist Competent Authority for smooth conduct of Admission Process as per the directives of the Competent Authority
- 'Admission Centre' means an institution or college authorised to carry out admissions for an aided institutions and related admission activities of all the colleges within jurisdiction of the concerned University area.
- 'College' or 'Institution' means Architecture College duly approved by the COA and Government of Maharashtra to impart Education in Architecture at degree level.
- 'Un - Aided Architecture College' means Architecture College run by private management on self-financing basis.

- 'Sanctioned Intake' means the course wise number of seats sanctioned by the Government Resolution with reference to the COA approval.
- Management Seats are the number of seats within sanctioned intake in unaided colleges which are not included in CAP and to be filled up at respective Institutional level.
- "Inter se merit" means the order of merit as defined by MASA merit list for each category as the case may be.
- "Candidate" means an applicant who desires to seek admission to Masters of Degree Courses in Architecture (M.Arch) in Maharashtra State by submitting the prescribed application form for the year 2009-10
- Masters of Architecture Admission' means the Admission to degree course in Masters of Architecture.
- Persons of Indian Origin (PIO): Persons who are citizens of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or that person or either of his / her parents or any of his / her grand parents was a citizen of India by virtue of the provisions of the Constitution of India or Sec 2 (b) of Citizenship Act, 1955 (Act No. 57 of 1955).
- Foreign Nationals: Citizens of all countries other than India, who are not of Indian origin as defined under PIO.
- Foreign Student: Foreign Student on this context shall be defined as the student who possesses a foreign passport.

### **1.3 Role of Competent Authority in the process of Admissions degree courses in Masters of Architecture (M.Arch):**

- The Competent Authority duly appointed by the MASA, shall be the authority to invite applications, process them, declare schedule of admission process, to direct the students as per their allotment through CAP to all unaided institutions.
- Competent authority shall be the sole authority to effect admission through CAP for Unaided Architecture Institutes..
- The Competent Authority shall also deal with the representations received from the candidates pertaining to allotment and admissions in Unaided institutions. All the decisions taken in relation to Masters in Architecture degree admission by the Competent Authority shall be final and binding on all concerned.

#### **1.3.1 Steering Committee appointed by MASA FOR M.ARCH:**

The Representatives of MASA for each University area are as indicated in the table below. This committee will act as an advisory body to the Competent Authority and act as Grievance Redressal Authority and Appellate Authority at State level.

## MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)

Sr. No.	University of area	Representative of MASA
1	Dr.Babasaheb Ambedkar Marathwada University & Swarni Ramanand Teerth Marathwada University	The Principal M.G.M.'s Jawaharlal Nehru College of Architecture, Mahatma Gandhi Mission's Jawaharlal Nehru Engineering College, N-6, CIDCO, Aurangabad – 431 003
2	Mumbai University	The Principal Rizvi College of Architecture Rizvi Educational Complex, Off Carter Road, Bandra (W), Mumbai – 400 050
3	Pune University & North Maharashtra University Jalgaon	The Principal Sinhgad College of Architecture S.No.44/1, Vadgaon (BK), off Sinhgad Road, Pune – 411 041
4	Shivaji University Kolhapur & Solapur University	The Principal Shri Prince Shivaji Maratha Boarding House's College of Architecture, Kolhapur 1061-A ward, Shivaji Peth, New College Campus, Kolhapur, M.S. India, – 416 012
5	Nagpur University & Amaravati University	The Principal Priyadarshani College of Engineering and Architecture, Hingna Road, Nagpur – 440 019

### 1.4 Seats available for admission through MASA Centralized Allotment Process (MASA-CAP) FOR M.ARCH:

These seats are the seats for which admission is carried out by the competent authority through CAP. The details of such seats are as shown in the following table.

Sr. No.	Architecture College in Maharashtra State	Seats available with competent authority for CAP (No. of Seats in % of sanctioned intake capacity)
1	All Unaided College except those institutes which are having minority status.	80%
2	All Unaided College which are having minority status.	50%

**1.5 Seats available with other authorities:**

The seats as mentioned below are not covered under the CAP and the respective institutions are the authority for admissions to these seats. The candidates seeking admission under these seats shall submit separate applications to the concerned admission authority/ authorities. –

Sr. No.	Institute	Admission Authority	Seats for which admission is made by the concerned admission authority	
			Seats within the sanctioned intake	Seats over and above sanctioned intake capacity See Note **
1	All Un-aided Non Minority Architecture College	The Principal of the concerned college/ University Departments	20%	15% Seats of the sanctioned intake capacity. See Note **
2	All Un-Aided Architecture Colleges in Maharashtra State which are granted Minority Status	The Principal of the Un-aided Architecture College having Minority Status	50%	

**\*\* Note :** As per the orders of Hon'ble Supreme Court of India, these seats can be created and filled by the institutes **only after the institute is certified by the COA to the effect** that the institute has infrastructure facilities for making the admissions against the over and above the sanctioned intake seats for Foreign Nationals, Foreign Students, PIOs and children of Indian Workers in the Gulf Countries. In the event of non-availability of Foreign Nationals, Foreign Students, PIOs and children of Indian Workers in the Gulf Countries, **these seats can not be filled from any other candidates.**

**1.6 Sanctioned intake for the Course in various Institutes for the year 2009 - 2010:**

- Intake sanctioned by **Council of Architecture** for the course in various institutes for the year 2009-10 is mentioned in the institute information part of this brochure. AND displayed on the website <http://www.maharch.org/2009>.
- **The final Institute Information displayed on MASA web site will be treated as authentic for admissions for the year 2009-10. Candidates are instructed to refer MASA web site for the revised and final Institute Information before filling the Option form.**

**1.7 Allocation of the seats**

**1.7.1 Allocation and Reservation of the seats**

**a) Maharashtra State Seats:**

All the seats available within the intake sanctioned by the Council of Architecture will be available for Maharashtra State Candidates as per 1.4.1

**Note:**

1. Statutory reservations for candidates belonging to backward class categories as per the relevant rules and resolutions of the Government of Maharashtra will be applicable for admissions against the seats available in a) above.

**2. Seats for Outside Maharashtra State (OMS) Candidates**

Outside Maharashtra State candidates (Refer rule no. 2.8 for determining the status of the candidate as Outside Maharashtra candidate) are eligible for getting admission for the seats remaining vacant after the allotment round in Un-aided institutes provided they fulfill the eligibility criteria. They should submit an application form directly to the respective college / institution after completion of round 2 in MASA-CAP.

**2.0 Eligibility Criteria:**

**2.1 Educational Qualification:** In order to secure admission through MASA-CAP (M.ARCH) to Postgraduate Degree course in Architecture, the candidate should fulfill the following eligibility criteria;

- i) Passed with minimum 50% marks in open category & 45% in case of reserved category in B.Arch.examination from any Recognized University and approved by COA.
- ii) Passed with minimum 50% marks in open category & 45% in case of reserved category Diploma course- “ Dip. In Architecture” from any Technical Board of State Govts. And approved by COA
- iii) Passed with minimum 50% marks in open category & 45% in case of reserved category IIA-Exam- Approved by COA

**2.3 Eligibility Criteria to be considered for admission to Maharashtra State seats through MASA-CAP:-**

A candidate is considered eligible for admission to the seats of Maharashtra State quota coming under the purview of MASA subject to fulfillment of any one of the eligibility criteria as listed in the following table and those mentioned under 2.1

Sr. No.	Type of candidature for <u>Maharashtra State</u> candidates	Eligibility requirement and University area under which the candidate is eligible for University Area 70% quota
1	<b>Type - A</b> (Maharashtra State candidate)	Candidate Passing B. Arch or Equivalent qualifying examination from a recognized institution in Maharashtra state. Type - A candidate is eligible for Home University 70% seats in the University area under the jurisdiction of which the place of passing the qualifying examination falls.
2	<b>Type - B</b> (Maharashtra Domiciled candidates)	Candidate Passing B.Arch or Equivalent qualifying examination from a recognized institution outside Maharashtra state. <b>And</b> Father / Mother of the candidate is domiciled in the state of Maharashtra. Type - B candidate is eligible for Home University 70% seats in the University area under the jurisdiction of which the place of the authority issuing Domicile Certificates falls with State of Maharashtra
3	<b>Type - C</b> (Sons and daughters of central Govt. / Govt. of India Undertaking employee)	Candidate Passing B.Arch or Equivalent qualifying examination from a recognized institution outside Maharashtra state with min 50% marks <b>And</b> Father / Mother of the candidate is a central Govt. / Govt. of India Undertaking employee who is posted in Maharashtra and reported for duty before the last date for submitting of application form. <i>Type - C candidates are eligible for Home University 70% seats in the University area under the jurisdiction of which the place of posting of the father / mother of the candidate who is a central Govt. / Govt. of India Undertaking employee falls in the state</i>

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		<i>of Maharashtra</i>
<b>4</b>	<b>Type -D</b> (Sons and daughters of Maharashtra State Govt./ Maharashtra State Govt undertaking employee)	<p>Candidate Passing B.Arch or Equivalent qualifying examination from a recognized institution outside Maharashtra state <b>And</b> Father / Mother of the candidate is a Maharashtra State Govt. /Maharashtra State Govt undertaking employee who is transferred from other state to Maharashtra and reported for duty in Maharashtra before the last date for submitting application form.</p> <p><b>Or</b></p> <p>Returned from deputation to other state back to Maharashtra and reported for duty in Maharashtra before the last date for submitting application form.</p> <p><i>The Type - D candidates are eligible for Home University 70% seats in the University area under the jurisdiction of which the place of posting of the father / mother of the candidate who is a Maharashtra State Govt. / Maharashtra State Govt undertaking employee falls in the state of Maharashtra.</i></p>
<b>5</b>	<b>Type - E</b> (Maharashtra State Candidate)(Sons and daughters of Maharashtra State Govt./ Maharashtra State Govt undertaking / Central Govt. /Central Govt. undertaking employee who is transferred to a place in another University area and <b>the candidate intends to shift to the University area</b> where the Father/ Mother are posted).	<p>Candidate Passing B.Arch or Equivalent from a recognized institution in Maharashtra State with min of 50% marks</p> <p><b>And</b></p> <p>Father / Mother of the candidate is a State Govt. / State Govt. Undertaking/ Central Govt. /Central Govt. undertaking employee who is transferred to a place in another University area from the place of passing of qualifying examination of their children in Maharashtra and reported for duty before the last date for submitting of application form. Type - E candidate is eligible for Home University 70% seats in the University area under the jurisdiction of which the place of posting of the parents of the candidate who is a State Govt. / Maharashtra State Govt. Undertaking / Central Govt. /Central Govt. undertaking employee falls in the state of Maharashtra.</p> <p><b>Note :</b> The candidates opting as Type E candidates will lose the opportunity as Type A candidates. If any candidate applies both as Type A and Type E candidate, then his claim as Type E candidate will be considered for preparation of Home University Area Merit list.</p>

**Note:**

- Claiming facility under Type A, B, C, D is optional. However, it is binding on the candidate to produce all the documentary proof for the claim made while submitting the application form.
- Candidate can claim only one type of candidature (A/B/C/D) while submitting the application form
- Refer Proforma A for Type-C, Proforma B for Type- D candidates.

### 2.4 Eligibility Criteria to be considered for Outside Maharashtra State (OMS) candidates:

Candidates not falling into any of the categories (ABCDE) but fulfilling criteria mentioned under 2.1 shall be considered Outside Maharashtra

### 3.0 Reservation:

The various reservations provided for the seats of Maharashtra State quota available for MASA-CAP are as detailed in rule 3.1.0 to 3.4. The seats which are not coming under the purview of MASA also do not have any further internal reservations.

**3.1 Reservation for Backward Class Category candidates:**

The percentage of seats reserved for Backward Class category candidates from Maharashtra State in the Govt./ Govt. aided /University Departments/ University managed and unaided institutions are as per the details shown in the table below. **The percentages of reservation are the percentages of the seats available for Maharashtra candidates coming under the purview of the competent authority. If a candidate fails to claim reservation for backward class at the time of confirming application form and subsequently claims reservation at the time of admission by producing necessary documents, such claim shall not be considered.**

<b>Sr. No.</b>	<b>Category of reservation</b>	<b>Percentage of reservation</b>
1	Scheduled Castes and Schedule caste converts to Buddhism (SC )	<b>13.0</b>
2	Schedule Tribes ( S.T.)	<b>7.0</b>
3	Vimukta Jati ( V.J.) and De notified Tribes ( D.T.)	<b>3.0</b>
4	Nomadic Tribes ( N.T.-I)	<b>2.5</b>
5	Nomadic Tribes ( N.T.-2)	<b>3.5</b>
6	Nomadic Tribes ( N.T.-3)	<b>2.0</b>
7	Other Backward classes ( OBC.)	<b>19.0</b>
	<b>Total</b>	<b>50.0</b>

**Note:**

1. The candidates belonging to Special Backward Class (SBC) will be offered reservation up to 2 % of the seats available for Maharashtra State Quota which are coming under the purview of the Competent Authority subject to condition that seats remain vacant in the reserved category at the end of Stage-I.
2. All the candidates claiming the reservation of backward classes should produce "Caste certificate" in the name of the candidate issued by the Executive Magistrate/Metropolitan Magistrate in Maharashtra State clearly mentioning the category of the candidate and also the remark that the caste is considered as backward class in the state of Maharashtra at the time of confirmation of application form. Failing which the candidate will not be able to claim for that category of caste.
3. The candidates belonging to NT2, NT3, OBC,SBC categories should produce "Non-creamy layer certificate" issued after 1<sup>st</sup> April 2007 by Sub Divisional Officer/ Deputy Collector of the district in addition to the caste certificate. In case these candidates are unable to produce the Non-creamy layer certificate at the time of confirmation of Application form, then such candidates will be treated as OPEN category candidates.

**3.1.1 Documents for supporting the reservation claim for Backward Class candidates:**

The documents required for supporting the backward class reservation claim made by the candidates are as per the details in the table shown below.

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Sr. No	Category of Reservation	Document required for supporting the backward class reservation claim	Authority issuing the document
1	S.C. / V.J. / D.T.	1. Caste Certificate stating that the caste is recognised under reserved category in Maharashtra State.	Executive Magistrate in Maharashtra State
		2. Caste Validity Certificate	Divisional Caste Certificate Scrutiny Committee of the respective Divisional Social Welfare Office.
2.	S.T.	1. Caste Certificate stating that the caste is recognised under reserved category in maharashtra State.	Executive Magistrate in Maharashtra State
		2. Caste Validity Certificate	Director / Deputy Director, Scrutiny Committee of respective Region
3.	N.T.- 1	1. Caste Certificate stating that the caste is recognised under reserved category in Maharashtra State.	Executive Magistrate in Maharashtra State
		2. Caste Validity Certificate	Caste Certificate Scrutiny Committee, Director of Social Welfare, Maharashtra State, Pune
4.	N.T.-2 / N.T.-3 / O.B.C. /S.B.C.	1. Caste Certificate stating that the caste is recognised under reserved category in maharashtra State.	Executive Magistrate in Maharashtra State
		2. Caste Validity Certificate	Caste Certificate Scrutiny Committee, Director of Social Welfare, Maharashtra State, Pune
		3. Non creamy layer Certificate Valid for the current year (i.e. Issued after 1 <sup>st</sup> April 2009).	Sub divisional Officer / Deputy collector / Collector of the district

If a candidate fails to claim reservation for backward class at the time of confirmation of application form and subsequently claims reservation at the time of admission by producing necessary documents, such claim shall not be considered.

- Documents required for various types of candidates at the time of confirmation of CAP admission forms:  
List of documents required for substantiating claim for type of candidature, eligibility and reservation are mentioned in **Annexure- III and candidates are required to submit these documents at the time of confirmation of CAP admission forms.**
- **Concession regarding Caste validity certificate for backward class category candidates:**  
Application received from backward class category candidates without the attested copy of **caste validity certificate** shall be considered for admission process subject to the condition that the candidate submits the application form with the attested copy of caste certificate. Such candidates will be offered admission on the condition that they submit the Caste validity **certificate within 12 weeks from the date of admission**, failing which the candidate's admission will be cancelled by the Institute where he/she has taken admission, without any refund of fees.

➤ **Attestation:**

Candidates shall note the following points while confirming the Application forms.

- Candidates shall attach **attested copies** of all the required certificates as mentioned in the rules and enumerate the same in the given format as applicable. Candidates shall not attach a copy of any other certificate which is not asked for under these rules such as certificates for participation in sports, cultural activities etc.
- The copies of certificates or documents attached to the application form should be attested by the Principal of the college from which the candidate has passed qualifying examination or Gazetted Officer or Special Executive Magistrate or Head Master of a Secondary School or teaching staff of Government college/Polytechnic not below the rank of a lecturer. Original certificates should not be attached with the application form.
- **Translation:**  
if the candidate produces any certificate, which is not in Marathi or Hindi or English language, Authenticated Marathi or Hindi or English version of the same, duly attested by a Gazetted Officer shall also be produced.

#### 4.0 Assignment of merit number

##### 4.1 Merit Number:

Each Maharashtra candidate who has confirmed the Online Application form on or before the last date prescribed for the same for admission through MASA-CAP will be assigned a Maharashtra State Merit Number based on the following criteria.

Merit of the candidate for admission to First Year of M.Arch through MASA- CAP will be decided on his/her Bachelor of Architecture or equivalent Qualification with Min. 50% marks.

**Note:**

**Assignment of merit number does not indicate or ensure admission to any seat.**

##### 4.2 Relative merit in case of tie

In the case of candidates securing equal number of marks (up to 2 decimals only); their relative merit will be fixed on the basis of the following in the order of preference given below:

- (a) A candidate securing higher marks in the B.ARCH
- (b) A candidate passing the qualifying examination with higher **percentage of aggregate marks.**

##### 4.3 Change of Marks due to verification:

- If the marks in the qualifying examination get modified due to verification and the same is duly certified by concerned University the or its equivalent, the same shall be reported to the ARC in charge immediately.
- The effect of the change will be taken into consideration only for the subsequent rounds of admission.

#### 5.0 Procedure for Centralized Allotment Process (MASA-CAP): (Dates as per annexure V)

The MASA Centralized Allotment Process has following stages

## Stage I - Sale of Information brochure.

- Information brochure along with specimen application form will be available at all the ARCs mentioned in Annexure-IV for the aspiring candidates . The same will also be available on the MASA website - <http://www.maharch.org/march> 2009 for browsing, downloading and printing.
- Fees for submission of application form is **Rs. 1000/-** for all candidates in the form of Cash or Cheque of any Nationalized/Scheduled/ Private sector commercial bank drawn in favour of **ARC College**. This fee is non refundable and non transferable under any circumstances.

## Stage II – On-line submission of Application Form for Maharashtra State Candidates:

- The Candidate should read the brochure carefully and fill the Specimen Application Form which is provided with the brochure just for the reference only.
- Aspiring candidates are required to submit their application forms filled up online through any of the ARCs on the web site [www.maharch.org/march /2007](http://www.maharch.org/march/2007) within the scheduled time.
- All the candidates who wish to register the Application form online should report to any convenient ARC, along with DD/PO, two latest passport size photographs and attested copies of the required documents.
- Candidates are required to enter his/her details as per the sample Application Form.
- The online software application hosted on the web site will validate the information filled in by the candidate and assign his/her unique Application ID. Using this Application ID, candidate will be able to logon to the online admission system to check status of processing of his/her application form, check position in the merit list, allotment of seat, submission of option form etc.
- **The candidate may take the printout of his/her application form for further reference.** It will display the list of the documents required by the candidate to substantiate the claims made on the application form. The candidates must note the Application ID on the sample application form which will be required at the time of confirmation at the ARC and for any future reference to the information filled in by the candidate on the web site.

## Confirmation of Submission of Application Form

- The ARC officer shall verify the information of the candidate through his/her Application ID and collect the required documents.
- The ARC officer shall confirm candidate's application through web, attest his/her photographs and issue him/her the Acknowledge-cum-Receipt letter which will have the particulars of the candidate's profile, Application , important instructions, details of the application fee submitted in the form of DD/Pay Order. For Outside Maharashtra State Candidates
- The OMS candidate can apply separately for the seats coming under the Institute Authorities (Minority/against MASA CAP vacancies) to be filled by the respective institute at the institute level.

## Stage-III: Display of MASA-CAP-M.ARCH -2009 Provisional Merit list

- Provisional Merit List will be displayed as per the schedule.

**Stage-IV:** For discrepancy in the provisional merit list, if any, get the corrections by lodging the grievance at ARCs, where the candidate has confirmed the application within the period specified in the schedule. Candidates may change their preference / option of college / institution. No grievances regarding the verification of marks, change in category, change of candidature type shall be entertained after this stage.

**Stage-V:** Final merit list will be displayed on the [www.maharch.org/M.arch/2009](http://www.maharch.org/M.arch/2009) and at ARCs as per the Schedule.

**Stage-VI:** Reporting to ARCs for change in preference of schools / colleges / institutions

**Stage-VII:** Display of School / colleges / institution wise allotment list on Masa website

([www.maharch.org/M.arch/2009](http://www.maharch.org/M.arch/2009)) for round 1

**Stage-VIII: Reporting to the institute and confirmation of the admission:**

- The allotment through MASA - CAP shall be displayed on [www.maharch.org/M.arch/2009](http://www.maharch.org/M.arch/2009) and also at ARCs and also at the allotted institutes on the scheduled dates.
- No allotment letter will be issued to candidates.
- The candidate will report at the institute where the seat is allotted along with the original documents and confirm the admission as per the schedule notified.

**Stage-IX: Display of vacancies after Round 1:**

**Stage X: Display of school/ college / institute wise allotment list on MASA website for Round 2:**

**Stage XI: Reporting by candidates to the respective school / institution / college:**

**Stage XII: Cut off date for admitting candidates as per allotment list in the respective school / colleges / institution**

**(End of Round 1)**

**Stage XII: Vacant seats if any after round 1 to be filled by the respective school / college / institution**

**Stage XIV: Tentative commencement of the academic session 2009-10 for the First Yr M Arch: 21<sup>st</sup> September 2009.**

**5.1 Documents required at the time of confirmation of Application form:**

Attested photocopies of the following certificates are required to be submitted at the time of confirmation of submission of Application form.

**For all candidates -**

- Statement of B.Arch examination.
- Statement of marks for the Qualifying Examination.

**Additional documents for candidates applying for reserved category seats -**

- Caste certificate
- Caste Validity certificate
- Non-Creamy Layer certificate in case of OBC/NT2/NT3/SBC. category candidates issued after 1st April 2008.

**Additional documents for candidates not falling under „Type A**

- Domicile certificate (if applicable), clearly indicating the place of permanent residence of the father/mother/candidate.
- Certificates in Proforma A, B, C, D, (if applicable).

The candidates reporting for admission should have these certificates in original at the time of reporting as per the allotment given through MASA-CAP at the respective institutes:

**Note:** 1. The candidates have to refer to the detailed schedule for the admission activities of the institute for which the seat is allotted.

## **6.0 Admission Rounds:**

### **6.1 Admission Rounds for MASA- CAP:**

Two centralized allotment rounds (CAP Rounds) of allotment will be carried out by Competent Authority MASA. These rounds will be conducted by direct allotment method. Seats remaining vacant after MASA-CAP rounds will be filled at the Institute level.

#### **6.1.1 Logic for Allotment**

In case of candidates belonging to SC / St / VJ / DT / NT-1 / NT - 2 / NT - 3 /OBC/SBC who have secured a seat, the amount of cancellation fees as specified in the Sr. No. 1 of the above table is to be levied on the candidates as cancellation charges on cancellation of admission before handing over the original certificates.

#### **Candidates**

- All the candidates (open/reserved) of all the categories shall be considered for allotment as per their inter se merit.
- Backward class category candidates shall be considered for allotment in open category seat by virtue of their merit or in their respective category of reservation if open category seats are not available at their merit.
- SBC category candidates shall be considered for allotment in open category by virtue of their merit, or, in their original category of reservation, if open category seats are not available at their merit.

#### **Stage -II: For Special Backward Class category candidates**

- On completion of Stage-II, if any of the backward class categories mentioned above, does not get the required number of candidates for the percentages laid down, the seats so remaining vacant shall be considered for allotment to all the candidates (male and female) of Special Backward Class (SBC) category, as per their inter se merit, limited to the extent of two per cent seats of Maharashtra State seats which are coming under the purview of Competent Authority for the course.

#### **Stage -III : For respective groups of Backward Class category candidates**

All the Backward class category candidates will be considered for allotment in this stage in the groups as mentioned below.

**Group 1:** i) Scheduled Castes and Scheduled Castes converted to Buddhism (SC)  
ii) Scheduled Tribes including those living outside the specified areas (ST)

**Group 2:** i) Vimukta Jati (VJ)  
ii) Nomadic Tribes (NT-1)

**Group 3:** i) Nomadic Tribes 2 (NT-2)  
ii) Nomadic Tribes 3 (NT-3)  
iii) Other backward Class (OBC)

iv) Special Backward Class (SBC)

- On completion of Stage -III, the seats remaining vacant in the respective group of categories as mentioned above, shall be considered for allotment as per the inter se merit of the candidates.

### Stage-IV: For all Backward Class category candidates

- The seats reserved for backward class category candidates remaining vacant after completion of Stage -IV, shall be considered for allotment to the candidates of all the reserved categories together, on the basis of their inter se merit.

### Stage -V : For all candidates without any reservation

- The seats remaining vacant after completion of Stage -VII, shall be considered for allotment to all the Candidates (open/reserved/male/female) on the basis of their inter se merit.

### 6.2 Round 1: Direct Allotment MASA-CAP Round:

This round will be carried out for all the seats coming under the purview of the competent authority as mentioned in the rule 1.8.1. Allotment of seats available is carried out as per the logic explained in the rule 6.1.1

- Seats will be allotted to candidates as per their inter se merit, as per the options given in the option form and the number of seats available at that point of time in the stage.
- During the allotment of any stage, the candidate may get upward shift in the allotment with reference to the options given by the candidate in the option form according to availability of seats at that point of time.
- All reserved category candidates (including SBC candidates in their original category) shall be considered for allotment (whether they are allotted any seat in earlier stage or not) in all stages.
- Due to upward shifts, the seats falling vacant shall be considered for allotment in further iterations of the same stage as per the provisions of that stage of allotment and as per inter se merit.
- Allotment against the first available option in the order of options mentioned in the online option form is retained as final allotment.
- The total allotment list will be made available on the MASA website <http://www.maharch.org/M.arch/2009> and respective institutes. The allotment list will show only the final allotment.
- No personal communication / allotment letter in this regard will be issued to the candidate.
- The logic for all the stages will be implemented using computer software for the direct allotment. The candidates securing allotment shall confirm the admission by reporting to the institute mentioned in the allotment along with the original certificates needed for admission on or before the last date specified in the schedule. The admission will be confirmed at the respective institute only after scrutiny of the documents and payment of the requisite fees as prescribed by the respective institute (as certified by the Shikshan Shulka Samiti appointed by the govt. of Maharashtra.)

### 6.3 Reporting after allotment in MASA-CAP Round:

- After the display of allotment list in MASA-CAP Round, candidate should report to the respective Institutes where they have been allotted a seat as per the notified schedule of the admission process.
- Candidates shall report to the concerned institute with all original certificates needed to substantiate the claims made in the application regarding eligibility and reservation as specified in **Annexure-II**.
- If a candidate fails to substantiate the claims made at the time of submitting the application form by submitting the necessary original documents within the reporting time for Round-1 allotment, the candidate forfeits the claim on the allotted seat.

- If a candidate is unable to produce original certificates at the time of his/her admission on account of admission already secured to some other institution, he or she shall produce a certificate from the head of the institution where he/she has already taken admission indicating that he/she has been admitted to a institution on a particular date and hence original certificates have been retained in that institution. The candidate shall produce the attested copies of the certificates duly attested by the Head of the concerned institution. Such candidates shall be required to pay the fees immediately at the time of admission and such candidates shall be permitted to submit the required original certificates within 4 working days after the date of payment of fees.
- If candidate fails to pay the prescribed fees within the reporting time for CAP Round allotment, the candidate forfeits the claim on the allotted seat immediately. If a candidate is offered admission, his or her original School / College Leaving Certificate (after qualifying examination) will be retained by the concerned Institute. This original certificate will not be returned to any candidate once admitted to a course at the institute unless the candidate cancels his/her admission. All other certificates will be verified by the Institute at the time of admission & returned to the candidate.
- If candidate is allotted the institute he has indicated as his first choice and does not report to the institute he is allotted within the prescribed time limit. His candidature will get forfeited and he will not be considered for admission to any college in subsequent rounds.

### **6.4 Round 2 – CAP round against vacancies at the end of Round 1:**

Against vacancies due to non-reporting of candidates, this round will be conducted based on the already registered choices. This round is open for all candidates who have obtained inter se merit in MASA-CAP 2007 for Architecture course for the academic year 2007-08. Candidates will be offered institute of higher choice if the seat gets available.

### **6.5 Round -3: Institute level Admission Round by counseling for seats remaining vacant after MASA-CAP Round:-**

Only those Maharashtra state candidates who have obtained inter se merit in MASA-CAP 2009 for Architecture course for the academic year 2009-2010, in addition to eligibility criteria as regards to qualifications as specified in 2.1 will be considered eligible. This admission round is conducted by counseling in two stages at the respective institute for the seats remaining vacant due to –

- Non allotment
- Non reporting of allotted candidates
- Cancellation of admission by allotted and reported candidates before the start of this admission round shall be filled in the following manner
  - a) List of vacancies will be displayed on the notice board of each institute and will also be displayed on MASA website ([www.maharch.org/M.arch/2009](http://www.maharch.org/M.arch/2009))
  - b) Institute may publish the advertisement and invite applications from eligible candidates.
  - c) Institute will display the merit list of candidate on its notice board for at least three working days.
  - d) Admissions will be carried out through a counseling round held not earlier than 7th day of displaying the merit list.

### **6.6 Round 4: Seats remaining vacant in Unaided institutions after MASA-CAP allotment round:**

The management of the un-aided institutions have to process the admissions for the vacancies after the counseling round as per the guide lines given in annexure-I. These seats shall also be offered to OMS candidates in addition to Maharashtra state candidates.

**7.0 Fees:**

The fee structure for unaided Architecture colleges after approval by the Shikshan Shulka Samitee is available on website <http://www.dte.org.in/ar2009>.

**7.1.1 University fees:**

The candidates shall be required to pay the fees as prescribed by the concerned University from time to time.

**7.2 Cancellation of admission:**

- a) The candidate should have secured admission by paying necessary tuition fee and should have submitted original certificates before he/she applies for cancellation. In case candidate fails to submit any of the original documents within the permissible time limit, (i.e. 4 working days after the date of admission) the admission shall be treated as cancelled. Entire fees paid shall be refunded to such candidates after deducting administrative charges of Rs. 1000.00.
- b) The candidate desirous of canceling admission shall apply for cancellation in the pro forma - L only.
- c) Last date of admission will be the date as permissible by the respective Universities / COA.

**7.3 Refund of fees:**

**7.4.1 Part refund of tuition, development and other fees :**

The candidate who has been provisionally admitted may cancel admission by submitting an application in duplicate, in the prescribed pro forma - L and may request for refund of fees. The refund of fees as applicable shall be made in due course. It is made clear that such application for cancellation will be considered if and only if the admission is taken provisionally by paying the prescribed tuition fee and by submitting the original documents as mentioned in Annexure - II. Refund of tuition fees shall be made after deduction of the cancellation charges as shown below.

Sr. No.	Category	Period and amount of cancellation charges		
		Upto 10 days from the last date of reporting for allotment as per schedule.(excluding the date of allotment)	From 11th day upto 20 days from the last date of reporting for allotment as per the schedule, (excluding the date of allotment)	After 20 days from the last date of reporting for allotment as per schedule.(excludng the date of allotment)
1	All the candidates	20 % of the tuition, Development and other fees	50 % of the tuition, Development and other fees	100% of the tuition, Development and other fees

**Notes:**

- 1. In case the student is allotted a higher choice in round 2 and cancels his earlier admission for that reason, entire fees will be refunded with no deduction.
- 2. For the admissions, which are secured through the seats remaining vacant (due to non reporting, non allotment and cancellation of CAP seats), refund rules of the respective institutes will be applicable for cancellation of such admissions. Institutes are required to specify their rules of refund on the notice board of the institute as well as on the institute's web site before the start of the round.

3. In case of candidates belonging to SC / St / VJ / DT / NT-1 / NT - 2 / NT - 3 /OBC/SBC who have secured a seat, the amount of cancellation fees as specified in the Sr. No. 1 of the above table is to be levied on the candidates as cancellation charges on cancellation of admission before handing over the original certificates

**8.0 Undertaking:**

All candidates who have applied for admission shall be deemed to have submitted the following undertaking: I have read all the Rules of Admission and after understanding these rules thoroughly, I have filled in the application form for admission for the current year.

The information given by me in my application is true to the best of my knowledge and belief. I understand that if any of the statements made by me in the application form or any information supplied by me in connection with my admission is later on at any time, found to be false or incorrect, my admission will be cancelled, fees forfeited and I may be expelled from the college by the Principal.

- a) I have not been debarred from appearing at any examination held by any Government constituted or Statutory examination authority in India.
- b) fully understand that the allotment of a course will be made to me depending on my *inter se* merit, order of options given by me and availability of a seat at that point of time in the stage.
- c) understand that no document after the last date of submission will be entertained for the purpose of claims or concessions etc. in connection with my admission unless otherwise mentioned in the rules.
- d) I am fully aware that the Competent Authority or its representative will not make any correspondence with me regarding admission. I am also aware that it is entirely my responsibility to see the notices on the notice boards of concerned Institute and relevant websites for the allotment.
- e) I am aware that any rule imposed by the University such as 'imposing limits on the number of attempts permissible to pass any examination' shall be binding on me.
- f) I hereby agree to confirm to any Rules, Acts and Laws enforced by Government and I hereby undertake that, I will do nothing either inside or outside the college which may result in disciplinary action against me under these rules, acts and laws referred to.
- g) fully understand that the Principal of the college where I would be admitted, has a right to expel me from the college for any infringement of the rules of conduct and discipline prescribed by the college or University or Government and the undertaking given above.
- h) Condition of minimum attendance: I am fully aware that, I will not be allowed to appear for the examination if I do not attend minimum 75 per cent classes of theory, practicals, drawing etc. I am also aware that I will not be allowed to appear for the examination, if I fail to submit satisfactorily all the assignments, jobs, journals, drawings, reports as specified by the University within stipulated time limit.**

**Annexure I**

**Pro forma – A**

(For Type -C & E Candidates)

**(For sons and daughters of Govt. of India/ Govt. of India undertaking employees)**

**CERTIFICATE**

This is to certify that Shri/ Smt.....is an employee  
in the capacity of .....in .....  
(Designation) (Name of the  
Organisation/Establishment/Department) ..... This  
Organisation/Establishment / Department is under .....  
Department of Govt. of, India / Govt. of India undertaking.  
Shri/ Smt..... is transferred to .....  
in Maharashtra State vide transfer order No..... Dated.....  
He / She has joined duty in Maharashtra on..... and is currently working in the same post.  
This certificate is issued for the purpose of his / her son / daughter ..... 's  
admission to  
First Year of Two Year Degree course in Masters in Architecture for the academic year 2009- 2010.

Date:

(Signature)

Place :

Name & Designation of  
the Head of the office Seal  
Of the Office

Note : This pro forma is to be accompanied by attested copy of:

- 1) Transfer order
- 2) Joining report

**Pro forma – B**

(For Type D and E Candidates)

(For sons and daughters of Maharashtra State Govt. / Maharashtra State Govt. undertaking employees)

**CERTIFICATE**

This is to certify that Shri / Smt..... is an employee in the capacity of  
.....in .....

(Designation) (Name of the Organisation / Establishment / Department)

This Organisation / Establishment / Department is under.....  
Department of Maharashtra State Govt. / Maharashtra State Govt. undertaking.

Shri/ Smt..... is transferred to .....  
in Maharashtra State vide transfer order No..... Dated.....

He / She has joined duty in Maharashtra on ..... and is currently working in the same post.

This certificate is issued for the purpose of his / her son / daughter ..... 's admission to  
First Year of Two Year Degree course in Architecture for the academic year 2009-2010.

Date: (Signature)

Place: Name & Designation

Note: This pro forma is to be accompanied by attested copy of:  
of the Head of the office

1) Transfer order and joining Report

Seal of the Office

**Proforma-C**

**(Undertaking to be given by candidates who are unable to produce original certificates at the time of his / her admission as admission is already taken elsewhere)**

**UNDERTAKING**

I .....have secured admission to.....  
Course in ..... College,/ institute for first year degree through the centralised allotment process/Institute at..... on .....(Name of Admission Centre) ..... (Date of Adm.) I have not produced the following original documents at the time of my admission as I have already secured admission for .....I..... At.....  
B.Arch or Equivalent Exam Mark sheet. Institute leaving Certificate after passing the qualifying examination. I have produced the attested copies of the above documents with the certification from the head of the institution where my original documents are retained on account of my admission to that institution.

I here by undertake to submit the original documents as mentioned above on or before .....at the admission center where I have secured admission through centralized admission process on ..... I am aware of the fact that failure on my part to submit the original documents results in cancellation of my admission without any refund of tuition fee as per the provisions of the admission rule.

Date:

(Name of the candidate with signature)

Place:

Pro forma – D

Specimen Application form for cancellation of admission

(To be submitted in duplicate)

To

The Principal

(Name of the Institute)

Sir,

Full name of candidate: :-.....

Name of College: .....

Course: .....Date of admission .....

University Merit Number: ..... State Merit Number .....

Amount of fee paid: Rs:.....

Fee Receipt Number and Date: .....(Attach Xerox copy) .....

I request you to kindly return my original documents and refund the fees paid as per the rules.

.....

Signature of candidate

**For Office use only:**

Full address of the candidate:

Amount Paid Rs.


Amount Deducted Rs.

Amount Refund Rs.

Chq. No. & Date

Bank Particulars

Signature of Accounts Officer

Received the following original documents from the Admission Authority, along with the

Cheque towards refund of tuition fees:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Signature of the candidate

Annexure –II

**Guidelines for the Admission Process to be carried out by Unaided Institutes of MASA**

**1.0 Admissions to Round-I and Round-II allottees for the institute through CAP by competent Authority of MASA**

Admission authority in the institute shall follow the procedure mentioned under rule for Reporting of candidates.

**2.0 Admission to seats remaining vacant after admitting Round-I and Round-II allottees at Institute level Eligible candidates:**

All Maharashtra candidates who are eligible for the admission as per the eligibility mentioned in Rule no.

**2.1. ON PAGE NO.7**

1. Outside Maharashtra State candidates as per the eligibility mentioned in Rule no. 2.1

**Seats available:** The vacant seats within sanctioned intake.

**3.0 Guidelines for the admission process at Institute level:**

- The principals of the respective Un aided Architecture Colleges shall invite applications for the seats available by giving appropriate publicity through their website. Institutes are required to mention the name of their website in their prospectus/brochure. Vacancies are also to be displayed on the notice board of the Institute. Detailed schedule of the admission process is also to be displayed.
- Aspiring candidates fulfilling the eligibility criteria shall apply directly to the Principal of the respective colleges for admissions. These admissions will be made in a transparent manner and strictly as per the merit of the candidates who have applied to the institute.
- The vacancies in backward class category seats within sanctioned intake shall be filled with reference to *inter se* merit of the respective backward class category candidates.
- Category wise Merit list of the candidates is to be displayed on the notice board of the institute.
- These seats are to be offered as per the order of preference mentioned above and Rules mentioned in Govt. resolution No. TEM-2004/ (552/04)/TE-I, dated 16th, February 2004.
- **The admission taken under this rule is independent of the admission taken through Centralised Allotment Process conducted by the Competent Authority.** Therefore the refund rules of the respective institute will be applicable for the cancellation of admission of such vacant CAP seats. Institutes are required to specify their rules of refund on their Notice board as well as on their institute web site before the start of round.

**4.0 Guidelines for the admission process to be carried out for the management seats:**

- The principals of the respective Un-aided Architecture Colleges shall invite applications for the seats available by giving information on the institutes website.
- Information brochure /prospectus of the institute should be published well before the commencement of the process of admission for the management seats. All the information in the brochure along with the rules of admission for the management seats should be displayed on the Institute's web site.
- Aspiring candidates fulfilling the eligibility criteria shall apply directly to the Principal of the respective colleges for admissions.
- **Round of admission for management seats and for the seats remaining vacant after CAP should be carried out separately and it should be clearly displayed on the Notice board of the institute.**
- These admissions will be made in a transparent manner and strictly as per the merit of the candidates who have applied to the institute.
- Rules regarding part refund of fees for the cancellation of admission secured against the management seats should be clearly mentioned in the prospectus / brochure of the institute.

**5.0 General Notes:**

- The allotment list will be available to the institute through their Institute Login. The Institute should update the information of the reported candidates, allotted under CAP on the same day on which the candidate is reporting.
- The principal of the institute also has to update the list of admitted candidates on MASA web site through their institute login clearly indicating the stage of their admission like CAP, Maharashtra Candidate against vacancy, OMS candidate against vacancy, Management quota, etc. within 10 days from the cut off date.
- Five copies of the list are to be printed and to be submitted to the concerned Pravesh Niyantaran Samiti, duly signed by the Principal / Head of the institute after the approval of COA.
- The office of the Pravesh Niyantaran Samiti verifies the supporting documents for final approval.
- It is binding on all the Universities to grant enrollment only for the students on approved list.

**Important Note:** All Architecture Degree Colleges are required to complete their admission process on or before the last date as specified in the schedule.

**Annexure – III**

**Documents to be submitted at ARCs at the time of confirmation of application form**

Sr. No	Type of Candidate	True copies of documents to be attached along with application form.
1.	All Candidates	B.Arch or Equivalent mark sheet.
2.	Type-B Candidates	Domicile certificate of father / mother indicating that they are domiciled in the state of Maharashtra(In addition to the documents mentioned in Sr. No.1)
3.	Type-C Candidates	Certificate from the employer in the pro forma – A stating that father / mother of the candidate who is a central government / Govt. of India undertaking employee is presently posted in Maharashtra. (In addition to the documents mentioned in Sr. No. 1)
4.	Type – D Candidates and Type – E Candidates	Certificate from the employer in the pro forma- B stating that father / mother of the candidate who is a central government / Govt. of India Undertaking employee is presently posted in Maharashtra. (In addition to the documents mentioned in Sr. No. 1)
5.	Backward class candidates belonging to S.C. / S.T. / V.J. / D.T./N.T.11 categories.	Caste certificate Caste validity certificate (In addition to the documents mentioned in Sr. No.1)
6.	Backward class candidates belonging to N.T.-2 / N.T.-3 / O.B.C. S.B.C. categories	Caste certificate Caste validity certificate. Non creamy layer certificate issued after 1st April 2007. (In addition to the documents mentioned in Sr. No.1)
7.	Ex servicemen (D1)	Defence Service Certificate Pro forma-C. Domicile certificate of father/mother who is an Ex service Person domiciled in the state of Maharashtra. (In addition to the documents mentioned in Sr. No. 1)
8.	Active Domicile Defence Candidates. (D2)	Defence Service Certificate Proforms – C Domicile certificate of father/mother who is an active defence service ,person domiciled in the state of Maharashtra (In addition to the documents mentioned in Sr. No.1)
9.	. Active Non Domicile Defence Candidates. (D3)	Defence Service Certificate Pro forma – C. Certificate from the employer in the pro forma – D stating that father/mother of the candidate who is an active defence service person ,presently posted in Maharashtra ,Or Certificate from the employer in the pro forma-E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previus place of posting in Maharashtra.(In addition to the documents mentined in Sr. No.1)
10.	Physically Handicapped Candidates	Certificate in the pro forma – F. (In addition to the documents mentioned in Sr. No.1)
11.	Jammu and Kashmir Migrant candidates	Certificate of posting in case of defence and Govt.servants in proforma-J Certificate for stay in refugee camp for those staying in refugee camp in proforma-K Certificate stating that the candidate belongs to displaced Family in proforma – L. ( In addition to the documents mentioned in Sr. No. 1)
12.	Foreign nationals / Foreign Students	Foreign nationals and Foreign Studetns Eligibility certificate from concerned University; Certificate / Poof of Foreign national or Foreign student student status as per Definition in Rule No. 1.2
13.	Persons of Indian origin	Persons of Indian Origin Eligibility certificate from concerned University Certificate / Proof of Foreign national or Foreign student status as per Definition in Rule No. 1.2

**.\* The documents are to be produced at the time of confirmation of Option Form.**

ANNEXURE – IV  
LIST OF APPLICATION RECEIPT CENTERS (ARCs)

Sr. No	Name & Address of the Application form Receipt centers for Architecture 2006	Course Name Choice	Code
1.	Shri Shivaji Maratha Boarding House's College of Architecture, KOLHAPUR	M.ARCH	MH -09 MA
2.	Kamla Raheja Vidyanidhi Institute for Architecture & Environmental Studies, MUMBAI	M.ARCH	MH-15 MA MH-15 MB
3.	Rizvi College of Architecture Bandra (W), MUMBAI	M. ARCH	MH-18 MA
4.	Lady Amritbai Daga College for Women , NAGPUR	M. ARCH. (Architecture Education)	MH-20 MA
5.	Maharshi Karve Stree Shikshan Samstha's Dr.Bhanuben Nanavati College of Architecture for	M. ARCH.	MH-21 MA MH-21 MB
6.	Priyadarshmi Institute of Architecture and Design Studies, NAGPUR	M. ARCH	MH-26 MA MH-26 MB
7.	Sinhgad College of Architecture , PUNE	M. ARCH.	MH-33 MA MH-33 MB
8.	Dr.Baliram Hiray College of Architecture, Bandra (E), Mumbai 51	M.Arch	MH-28 MA

**Note: - All ARCs will remain open on all working days for sale of Information Brochure and Confirmation of Online Application Form between 9.00 AM & 500 PM.**

**MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)**

**ANNEXURE – V**

**Maharashtra Association of Schools of Architecture (MASA)**

<b>MASA-CAP-M.ARCH for academic year 2009- 2010</b>		<b>IMPORTANT DATES TO REMEMBER</b>	
<b>SCHEDULE OF ACTIVITIES</b>		<b>Dates</b>	
<b>Sr.No.</b>	<b>Activity</b>	<b>From</b>	<b>To</b>
<b>NEWS PAPER ANNOUNCEMENT for MASA-CAP-M.ARCH-2009-10</b>		<b>01.09.2009</b>	
1	Availability of Forms & Information brochure on MASA website for candidates desiring admission to first year M. Arch. course (recognized by the Council of Architecture) in the schools/colleges/institutes of Maharashtra participating in MASA-CAP-M.ARCH process.	<b>03.09.09</b>	<b>08.09.09</b>
2	On-line submission of admission forms with options for MASA-CAP- 2009-10 through ARC's on payment of Rs.1000.00 by Crossed Demand Draft drawn in favour of "MASA" payable at Mumbai. Respective ARC's shall verify the B.Arch, qualifying examination marks and other documents (in case of reserved category) of all candidates before uploading application and issue a receipt with Application ID number which will be generated by the computer.	<b>03.09.09</b>	<b>08.09.09 4.00 p.m.</b>
3	Display of provisional merit list* on MASA website	<b>11.09.09</b>	
4	Submission of grievances about merit list, if any, at respective ARC's by candidates	<b>11.09.09 4.00 p.m.</b>	
5	Display of Final Merit list on MASA website (Round-1) with institute wise allotment list	<b>12.09.09</b>	
6	Reporting by the candidates to respective schools /colleges / institutes	<b>14.09.09</b>	<b>16.09.09 3.00 p.m.</b>
7	Reporting by all the ARCs regarding vacancies after Round-1 through the online confirmation.	<b>16.09.09 After 4.00 p.m.</b>	
8	Display of vacancies after round-I, Display of Schools/colleges / institutes wise allotment list on MASA website & Vacant seats if any, after Round-I may filled by the respective schools /colleges / institutes in the (Round-II) (College Level Open Round)	<b>18.09.09</b>	
9	Reporting by the candidates to respective schools /colleges / institutes	<b>18.09.09 to 19.09.09</b>	
10	Tentative commencement of the academic session 2009-08 for the First Year M. Arch.	<b>21.09.09</b>	
11	Cut off date for admitting candidates as per allotment list in the respective schools/colleges/institutes ( End of Round – I & II)	<b>26.09.09</b>	
<b>Note: *Merit list will be subject to the reservation policy of government as applicable</b>			

**Annexure VI**  
**APPLICATION FORM & RECEIPT MASA-CAP**  
for First Year of Master of Architecture Courses 2009-10

**Instructions to the Candidates:**

- Please read and understand the complete form carefully before filling the same.
- Affix one passport photo on the form
- Please write in BLOCK CAPITAL letters in given boxes.
- Please (tick) the boxes whichever are applicable.
- Candidate will submit all the listed documents stated overleaf in a set to the ARC for verification & uploading
- Application Form without any one or more enclosures duly attested (as listed overleaf) will be treated as Incomplete and will not be uploaded by any ARC and refunds will not be applicable.
- The MASA-CAP Application should be submitted to any of the ARCs in Maharashtra on or before the date stated in the MASA-CAP schedule

**APPLICATION ID:**  +  (To be generated by Computer)

**Received MASA-CAP registration Fee Rs.1000.00 by Cash/Cheque.**

DD/bearing no: \_\_\_\_\_ dated: \_\_\_\_\_

Drawn on bank: \_\_\_\_\_ branch \_\_\_\_\_

**Name of the Candidate**

**Surname Name Middle Name (as appeared on XII or equivalent board examination)**

Date of Birth: (DD-MM-YYYY) \_\_\_\_\_ Male  Female

Nationality :( If other than Indian) \_\_\_\_\_

Category (Tick one as applicable) Religion: \_\_\_\_\_

OPEN  SC  ST  VJ&DT  NT1  NT2  NT3  OBC  SBC

**AFFIX  
PASSPORT  
SIZE  
PHOTOGRAPH  
HERE**

Examination	Year of passing	Aggregate Marks	Out of
B.ARCH examination marks			
Marks of equivalent examination			

**Qualifications**

**Choice of School / College / Institution – (Enter the correct code)**

(4 digit institute code given by MASA + one alphabet for course choice)

(Minimum one choice is to be filled in to participate in MASA-CAP by the candidate. For the correct Course / School /

College / Institution Code refer MASA website / consult ARC officer)

Choice 1:  Choice 2:  Choice3:

**Contact information:**

Address: \_\_\_\_\_ Telephone \_\_\_\_\_

\_\_\_\_\_ Mobile: \_\_\_\_\_

\_\_\_\_\_ PIN \_\_\_\_\_ Other: \_\_\_\_\_

E-mail ID (if any): \_\_\_\_\_

**List of attested Xerox copies of documents to be enclosed with the form:**

- Xerox copy of B.Arch or Equivalent Examination's or 5 years full time govt. diploma's statement of marks / Mark sheet
- Xerox copy of Cast Certificate in case of the reserved category candidate
- Xerox copy of Cast Validity Certificate from the Competent Authority
- Xerox copy of Non-Creamy layer certificate (FOR Sr. 6- Annexure III)

**DECLARATION BY THE CANDIDATE**

I hereby declare that the information entered in this form is correct to the best of my knowledge and the attested copies of the documents enclosed with this form are correct. If any information is found incorrect or the document found false, my application will be treated null and void and I shall not be eligible to participate in MASA-CAP rounds.

I have received the original documents back after verification from the ARC

Name & Signature of the Candidate

Date: \_\_\_\_\_  
(DD-MM-YYYY)

I have seen and verified the above Xeroxed documents against the original documents presented by the Candidate and returned the originals to the candidate

ARC OFFICER

STAMP & SEAL OF THE ARC WITH DATE:

**\*This original form and one print out of uploaded form with one set of documents are to be retained by ARC till the admission process for the year 2007-08 is completed and merit list approved by the Council of Architecture & Pravesh Niyantaran Samiti of Govt. of Maharashtra.**

**(Annexure VII)**

**List of Colleges covered under MASA – CAP 2009-10 with sanctioned intake by COA for 2009-2010**

**Institute Information**

**1. Shri Shivaji Maratha Boarding House's College of Architecture, KOLHAPUR**

University Area	Shivaji University Kolhapur
Institute Code	MH - 09
Status Un -	Aided
Year of Establishment	2006
Address	1061-A, Shivaji Peth KOLHAPUR- (Maharashtra)
Pin code	416 012
Phone / Fax Ph:	0231-2620431, 2620914, Fax: 0231-2625740
Email	klpjiscoarch@sanchamet.in, <a href="mailto:info@pscak.org">info@pscak.org</a>
Website	<a href="http://www.pscak.org">www.pscak.org</a>
Railway Station	Kolhapur (4 K.M.)
Bus Stand	Kolhapur (5 K.M.)
Hostel Intake for First Year	Boys : 20 Girls : 20

Course Name Affiliating	University	Intake	Starting Year	Choice Code
Master of Architecture	Shivaji University	20	2006	MH – 09-(MA)

**2. Kamla Raheja Vidyanidhi Institute for Architecture & Environmental Studies, MUMBAI**

University Area	University Area University of Mumbai
Institute Code	Institute Code MH - 15
Status Un -	Status Un - Aided
Year of Establishment	Year of Establishment 1992
Address	Address Vidyanidhi Marg Juhu Scheme, MI IMRAI
Pin code	Pin code 400 049
Phone / Fax Ph:	Phone / Fax Ph: 022-26208539, 26700918, Fax: 022- 26208547
Email	Email <a href="mailto:krvia@vsnl.com">krvia@vsnl.com</a>
Website	Website <a href="http://www.krvia.ac.in">www.krvia.ac.in</a>



## MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)

Phone / Fax Ph: : 0712-2510208, 2512338, 2246623 (Prin.) Fax: 07 12-  
Email ladarch ngp@sanchamet.in,  
Website www.ladarch.com  
Railway Station Nagpur (7 K.M.)  
Bus Stand Bus Stand Nagpur (7 K.M.)  
Hostel Intake for First Year Boys : Nil Girls : 30

Course Name	University Affiliating	Intake	Starting Year	Choice Code
Master of Architecture	Nagpur University	20	2007	MH – 20 (MA)

### 5. Maharshi Karve Stree Shikshan Samstha's Dr.Bhanuben Nanavati College of Architecture for Women , PUNE

University Area Pune University  
Institute Code MH - 21  
Status Un - Aided  
Year of Establishment 2005  
Address Maharshi Karve Stree Shikshan Samstha's  
Dr.Bhanuben Architecture forWomen Karve Nagar,  
PUNE (Maharashtra)  
Pin code 41 1 052  
Phone / Fax Ph: 020-25466966, 25464062, Fax: 020-25424437  
Email bnca@vsnl.com,  
Website www.bnca.ac.in  
Railway Station Pune Station (10 K.M.)  
Bus Stand Sweragate (6 K.M.)  
Hostel Intake for First Year Boys : Nil Girls : Nil

Course Name	University Affiliating	Intake	Starting Year	Choice Code
Master of Architecture	Pune University	20 20	2005	MH – 21 (MA) MH – 21 (MB)

### 6. Priyadarshmi Institute of Architecture and Design Studies, NAGPUR

University Area Sant Tukdoji Maharaj Nagpur University  
Institute Code MH - 26  
Status Un – Aided Linguistic Minority – Hindi

## MAHARASHTRA ASSOCIATION OF SCHOOLS OF ARCHITECTURE (MASA)

Year of Establishment	1994
Address	Address Priyadarshmi Institute of Architecture and Design Studies, Electronic Zone. 440 019
Pin code	
Phone / Fax Ph:	(O)07 1 04-23638 1 ,237307, 23768 1 223617,237404,
Email	principal@priyadarshini.org, avpurohit@sify.com
Website	www. priyadarshini.org
Railway Station	Nagpur (15 K.M)
Bus Stand	Nagpur (15 K.M)
Hostel Intake for First Year	Boys : 20 Girls : 20

Course Name	University Affiliating	Intake	Starting Year	Choice Code
Master of Architecture	Nagpur University	20	2004	MH – 26 (MA)
		20	2006	MH – 26 (MB)

### 7. Sinhgad College of Architecture , PUNE – 411 041

University Area	University of Pune
Institute Code	MH – 33
Status	Un – Aided
Year of Establishment	2000
Address	S.No.44/1, Vadgaon (Budrak) Off.Sinhgad Road, PUNE
Pin code	41 1 041
Phone / Fax Ph:	Ph: 020-24353527, 24354721, 24356592 Fax: 2435472
Email	<a href="mailto:scoa@sinhgad.edu">scoa@sinhgad.edu</a> , <a href="mailto:principal.scoa@sinhgad.edu">principal.scoa@sinhgad.edu</a> ,
Website	<a href="http://www.sinhgad.edu">www.sinhgad.edu</a>
Railway Station	Pune Station 15 K.M., Shivaji nagar Station 12 K.M.
Bus Stand	Swargate 10 K.M., Shivajinagar 12 K.M.
Hostel Intake for First Year	Boys : 20 Girls : 20

Course Name	University	Intake	Starting Year	Choice Code
Master of Architecture	Pune	20	2005	MH –33-(MA)
		20	2005	MH –33-(MB)

**8. Dr.Baliram Hiray College of Architecture, Bandra (E), Mumbai 51**

University Area	University of Mumbai
Institute Code	MH - 28
Status	Un - Aided
Year of Establishment	
Address	LBHSS Trust's College of Architecture S.NO.341 Next to
Pin code	41 1 041
Phone / Fax Ph:	020-26570986, 26573181 Fax: 022-26570892
Email	hirayarch@yahoo.co.in
Website	www.lbhssst.org.in
Railway Station	Bandra (E) 0.1 K.M.
Bus Stand	Kherwadi Police Station (0.1) K.M.)
Hostel Intake for First Year	Boys : 42 Girls : Nil

Course Affiliating	Name	University	Intake	Starting Year	Choice Code
Master of Architecture		Mumbai University	20	2008	MH – 28 (MA)

**Colleges with their course codes and course offered by them**

Sr. No.	College Code	Course code	Name of the Course	University
1	MH-09	MA	MA M.Arch (Construction Management)	Shivaji University
2	MH-15	MA MB	M.Arch (Urban Design) M.Arch (Urban Conservation )	Mumbai University
3	MH-18	MA	M.Arch (Urban Design)	Mumbai University
4	MH-20	MA	M.Arch (Environmental Architecture) M.Arch (Landscape Arch.)	Pune University
5	MH-21	MA MB	M.Arch (Environmental Architecture) M.Arch (Landscape Arch.)	Pune University
6	MH-26	MA MB	M.Arch (Industrial Design) M.Arch (Urban Development)	Nagpur University
7	MH-28	MA	M.Arch (Urban Design )	Mumbai University
8	MH-33	MA MB	M.Arch (Computer Education) M.Arch (Architectural Conservation)	Pune University

## ARC MANUAL

### F.Y.M.ARCH ADMISSIONS THROUGH MASA-CAP M.ARCH-2009-10

#### Terms & Definitions

ARC	Application Receiving Center-private un-aided member schools/colleges/institutes of MASA in Maharashtra conducting five year full time B.Arch Degree Course approved by the COA
COA	Council of Architecture
NIASA	National Institute of Advance Studies in Architecture
GOI	Government of India
GOVT	Government of Maharashtra
SSS	Shikshan Shulka Samiti
PNS	Pravesh Niyantaran Samiti
DTE	Director of Technical Education
DTE-RO	Director of Technical Education Regional Office, Maharashtra
MASA	Maharashtra Association of Schools of Architecture means association of private unaided architecture schools/colleges/institutes in Maharashtra by membership
MASA CAP	Centralised Allotment Process conducted by MASA (Competent Authority of MASA)

#### MASA CAP REGISTRATION FORM

Form to be filled up by the candidate desiring admission to F.Y.M.Arch for the academic 2009-2010 in any of the private un-aided member schools/college/institutions of MASA in Maharashtra.

#### MASA –CAP FEES

Rs.1000/- payable to ARC in Cash or Cheque. .ARC is requested to kindly note that once application is uploaded by ARC the fees are not refundable under any circumstance.

#### MASA-CAP-M.ARCH-ADMISSION-BROCHURE

The document expressing the information and the procedure, with list of member schools/ colleges/institutes of MASA and MASA-CAP-M.ARCH REGISTRATION-FORM.

#### Procedure for MASA-CAP online applications for admission to F. Y. M. Arch. in any of the private un-aided architecture schools/colleges/institutions in Maharashtra

ARC is requested to display the information displayed in box under INSTRUCTIONS TO THE CANDIDATES & the list of college codes with intake capacity on the notice board. This information is also available on MASA website [www.maharch.org/m.arch/2008](http://www.maharch.org/m.arch/2008)

**INSTRUCTIONS TO CANDIDATES:**

Candidates desiring admissions through MASA-CAP to private un-aided member school / college / institute in Maharashtra need to follow the following procedure.

Candidates may download MASA-CAP ADMISSION BROCHURE & MASA-CAP-REGISTRATION FORM from MASA web site. (MASA server address)

Candidate may obtain MASA-CAP ADMISSION BROCHURE & MASA-CAP-REGISTRATION-FORM (Free of cost) from ARC on request.

Candidate shall fill up the form in all respects and enclose one set of the attested true copies of the following documents in order.

- One photograph affixed on the MASA-CAP-REGISTRATION-FORM
- Xerox copy of B.Arch or Equivalent Examination's or 5 years full time Government Diploma's Statement of Marks / Mark sheet
- Xerox copy of Cast certificate in the case of reserved category candidates.
- Xerox copy of Cast validity certificate by competent authority (As applicable)
- Xerox copy of Non Creamy Layer certificate by competent authority (As applicable)
- Receipt of Payments Rs. 1000 (non refundable) drawn in favour of **Maharashtra** Association of Schools of Architecture (MASA)
- Candidate will require to sign the declaration as appears on the form as hereunder -

**DECLARATION BY THE CANDIDATE**

I hereby declare that the information entered in this form is correct to the best of my knowledge and the attested copies of the documents enclosed with this form are correct. If any information is found incorrect or the document found false, my application will be treated null and void and I shall not be eligible to participate in MASA-CAP rounds or forfeit any seat allotted to me based on such document/s.

**Note:** Candidates should see the list of schools / colleges / institutes and their intakes sanctioned by the COA on the web site of MASA and refer to the individual web sites of the colleges for other details.

**INSTRUCTIONS TO ARCS:**

ARC will supply email ID to communicate MASA-CAP Authority  
Each ARC requires to download from MASA website the **MASA-CAP—M.ARCH ADMISSIONBROCHURE**

that includes

[1] INSTRUCTIONS TO ARC

[2] INSTRUCTIONS TO THE CANDIDATES

[3] List of private un-aided member schools / colleges / institutes in Maharashtra with the respective codes

[4] MASA-CAP-REGISTRATION-FORM

ARC will appoint officer or a team at ARC to receive

[1] the application with photograph affixed on the form duly filled

[2] One set of attested xerox copies of the documents listed in order in the

**INSTRUCTIONS TO THE CANDIDATES.**

ARC will display on their notice board the schedule issued by **MASA-CAP**, MASA-CAPREGISTRATION-FORM and the list of the private un-aided member schools / colleges / institutes in Maharashtra with the respective codes assigned by **MASA-CAP Authority** for the convenience of the candidates seeking admissions to F. Y. M. Arch course.

ARC will keep a printed copy of the **MASA-CAP-M.ARCH-ADMISSION-BROCHURE** available for their ready reference during counseling sessions.

ARC officer will collect Rs.1000/- in Cash or Cheque and keep the record of the same.

ARC officer will verify the information filled in **MASA-CAP-REGISTRATION-FORM** by the candidate and verify the copies of the documents against their original documents. On verification of the documents all the original documents will be returned to the candidates.

ARC officer will upload the candidate's information online as filled in by the candidate in **MASA-CAPM.ARCH REGISTRATION-FORM** for processing the **MASA-CAP-M.ARCH**.

ARC officer shall print the uploaded forms in duplicate signed by him/her & ARC officer and return one printout to the candidate. Original form with photograph and other printout of the uploaded form will be retained by ARC for their records and future reference till the admissions are completed and the admission lists are approved by the Council of Architecture & Pravesh Niyrantran Samiti.

ARC will collect the MASA-CAP-APPLICATION FEE of Rs.1000/- per uploaded form On the next day after last day of uploading forms, ARC will prepare the statement of fees collected and send all the fees with the statement prepared to the following address.

**The President  
Maharashtra Association of Schools of Architecture  
Rizvi College of Architecture  
Off Carter Road, Bandra West  
Mumbai 40050**

**Signed  
MASA-CAP Competent Authority  
C/o Rizvi College of Architecture**