



STD 11th ARTS & SCIENCE (Aided & Unaided) Procedure for College Form filling after Allotment & after receiving the Admission letter **For Academic year 2026-2027**

Welcome to all Students who are seeking admission in our prestigious Modern Education Society's Nowrosjee Wadia College, Pune for XI Arts (Aided) and XI Science (Aided & Un-aided) Class. Admission to std XI to our college is **strictly through the Centralized Online Admission Process** conducted by the Deputy Director of Education, Pune (Dy.D.E. Pune). Website for Centralized Online Admission Procedure: <https://mahafycadmissions.in/>

1. Student is **Allotted** Nowrosjee Wadia College for XI Arts/ Science (Aided or Unaided) stream through Centralized Online Admission Process.
****VIMP: STREAM CODE FOR NOWROSJEE WADIA COLLEGE, PUNE-1:**
 - i) Arts (Aided) Marathi Medium: PN8219AGM
 - ii) Arts (Aided) English Medium: PN8219AGE
 - iii) Science (Aided) English Medium: PN8219SGE
 - iv) Science (Un-Aided) English Medium: PN8219SNE
2. Student first **Confirms** the allotted admission online by clicking >"Proceed to admission" on website for centralized admission given above.
3. Student should upload all documents as mentioned in his/ her Login on the above website and visit the college : SEMINAR HALL, POST-GRADUATE BUILDING OF NOWROSJEE WADIA COLLEGE OF Arts & Science with all your Original Documents and Xerox copies for confirmation of their 11th Admission and collecting their Admission Letter from the Seminar Hall.

Process 1: Allotment and Confirmation of Admission through Centralized Online Admission Process

Students who are **Allotted** Nowrosjee Wadia College through Centralized Online Admission Process to Arts/Science stream and wish to confirm their admission should note the following:

1. Student should click "**Proceed For Admission**" through his/her login on the Centralized Online Admission Portal and Upload all (pending) their documents in their Login.
2. Student must Confirm his/her 11th Std admission by visiting the college, submitting their Documents (Kindly ref below attached list of Document PDF) and **collecting their Admission Letter in due time as per their Round schedule**.
3. Student after obtaining **Admission Letter** will check the procedure of college admission, how to apply for Bifocal subjects (Electronics & Computer Science) & IT subject with selection of std 11th subjects , payment of College fees to complete the admission process

Process 2 : Filling up of College Admission Form After receiving the Admission Letter

Students who have **Obtained Admission Letter** have to fill up online college admission form to complete the admission formalities:

Process 1& 2 should include the below steps:

1. Check your Allotment Letter and confirm if you have been allotted Nowrosjee Wadia College for your 11th Admission in Your Login on: <https://mahafycadmissions.in/> with your application form Number
2. **Print the Allotment letter** if possible or download on your mobile and keep it ready to show it in the seminar hall.
3. To Give your Consent Click on ==>"**Proceed to admission**"& if you want to take admission in our college.
4. Check "**Upload Documents**"Tab & upload all required documents as mentioned. (**Original school leaving certificate has to be there for submission & confirmation of admission**)

5. If you do not have Non-creamy layer certificate (Applicable for OBC, VJNT, NT-B, NT-C, NT-D, SBC, SEBC), fill up the Undertaking Declaration form from the Seminar Hall and upload it in "Upload Documents" section in the form.
6. If the Father's caste certificate was given before, now you should upload the student caste certificate or you have to give an undertaking as to when you will be submitting your caste certificate. This Undertaking also has to be uploaded in your login on : <https://mahafyjcadmissions.in/>
7. Kindly take 5 Xerox copies of all documents & upload photos of all original documents on your email id and Whatsapp. If you don't have parent's or student's email id create one as it is required for filling up your college admission form which should also be in use for further communications from the college. You should also upload students' passport size photo (No selfies) & student's signature on your emails id and WhatsApp with white background only.
8. Once you have finished the above process, you can walk in the Seminar Hall in the Post Graduate Building with all Original documents (**Original School Leaving Certificate is required: Compulsory**)
9. In the Seminar Hall, you have to first **check your name in the College Allotment List** and show your allotment letter to the concerned teacher. The teacher will issue you a slip with all your details.
10. **Verification of the documents:** Here they will Verify all your original documents. Original school leaving certificate with Xerox of Marksheet, Caste certificate (not applicable for open category), NCL Undertaking (if applicable), Aadhar card, Migration certificate (applicable for other boards except SSC)
11. **"Confirmation of Printing of Admission letter":** Your will go to the Printing Admission Letter counters as per your Admission Allotment, Arts or Science (Aided or Un-aided) and submit your documents with the **Original School Leaving Certificate**. Teacher will verify all your uploaded documents one by one on the 11th online government website and give a print of Admission letter. **Now your Admission is CONFIRM in this College.**
KINDLY NOTE THAT ONCE YOU HAVE SUBMITTED YOUR ORIGINAL SCHOOL LEAVING CERTIFICATE IN COLLEGE IN THE SEMINAR HALL AND RECEIVED YOUR ADMISSION LETTER, YOUR ADMISSION IS CONFIRMED. ALL OTHER PROCESS LIKE COLLEGE FOR FILLING, SELECTION OF SUBJECTS & PAYING OF FEES ARE INTERNAL PROCESSES WHICH WILL CONTINUE DEPENDING ON SUBJECTS SELECTION.
12. **Subjects available Bifocal (ELECTRONICS & COMPUTER Sc) and IT form filling process:** This counter is the last counter in the Seminar Hall. Here the Teachers will explain your different subject combinations available in Science and Art section. Bifocal Subjects (Electronics and Computer science) **information sheet is also available which the student & parents have to fill up and submit with the required documents if they wish to apply for these subjects.** The student who wants to make his / her career other than medical can opt for Bifocal subject which is of 200 marks. **Student Should fill the information sheet submit it Mrs.VaishaliMeshram Ma'am in the Seminar Hall itself along with the Admission letter Xerox copy (Pink Colour for Aided & Blue Colour for Unaided students) , copy of Marksheet, copy of Caste Certificate if applicable. Students will be handed over a slip regarding their subjects for college form filling. For further queries regarding Bifocal (Electronics& Computer Sc) & IT , Students can meet or contact Mr. K.P.N. Bagwan Sir.**
13. **Bifocal (Electronics& Computer Science)& IT Subjects admissions are done on Merit only. This is a very Important process for students who have filled up the Information Sheet of Bifocal & IT and all those who want to apply for Bifocal Subjects (Electronics and Computer science).** Kindly take a picture of the fully filled information sheet with student & parents signatures, convert it into PDF format send it on mail id: nwadiabifocal.it@gmail.com with your preferences (choices) of Bifocal subjects. The same process you have to do if you are applying for IT subject also. You will receive further information from the above mail id after every round. For any queries, please contact on **9823588888** within office hours. If your phone call not received, kindly send SMS (No WHATSAPP) regarding your query, you will receive a call back during the day. The ADMISSIONS FOR BIFOCAL & IT ARE PURELY ON MERIT AS PER THE RULES AND INSTRUCTIONS GIVEN BY SCHOOL EDUCATION & TECHNICAL EDUCATION GOVT OF MAHARASHTRA. There are limited seats and seat matrix is kept available after receiving it on govt website.
14. ***** This Admission Letter received from the college with college stamp & sign has to be uploaded in the college admission website while filling of the College Admission Form .**
15. **College Form Filling Process:** The students after collecting the subject slip will go to the IT lab on the first floor in the Golden Jubilee building next to the seminar hall building as per the date and time mentioned Only. Here the Teachers will fill up their admission forms for you, after showing the Admission letter received from the Seminar Hall and once again uploading all documents required to fill up the College Admission form. Kindly check all your details and subjects selected in your admission form before the teacher submits and removes the printout. You will receive the print outs on Green Ledger paper from the IT lab of your filled and complete admission form.
The steps for online admission procedure for filling up College Admission Form in the IT lab with the concern Teacher are as follows:
 - a) Students will have to select "LOGIN" and then "STUDENT REGISTER" on the main page of the above website and register first by using their permanent Mobile number and email id.

- b) After registration is complete, you will receive a "Student registration ID" and the "Password" you have created. You have to keep this for your future login for this website to fill and update your college form and even pay your college fees online.
- c) Students have to login in "Students login" on the website main page available to fill the admission form. Once you login with your Student's Reg ID and password, it will direct you to instructions and then proceed after reading them carefully to the "Dashboard" where you will find an option "Admission" on it. Please select "Fill Form" option and proceed filling your form.
- d) **While filling the first page, Students should carefully select their :**
 - i) **Section** : Jr. Grant for Aided and Jr. No Grant for Un-aided (as per Admission letter)
 - ii) **Class**: which specifies your course selected:
XI Science Aided for Aided /Grant
XI Science (N.G) for Unaided /Non Grant
XI.SC.Bifocal I&II for Electronics -Computer Science
XI .SC. Information Technology for IT
 - iii) Here you have to Pay charges online for Brochure code and save the code received & proceed to fill the form.
 - iv) Once Brochure Code is verified by the website, student continues to fill up the form by selecting: **Division type**: Grant For Aided and No Grant for Un-aided (**as per Admission letter**)
- e) **Students seeking admission from both Aided and Unaided Science section for Bifocal (Electronics-Computer Sc) and IT subject have to fill TWO forms one pure Science and other for Bifocal or IT Subject. For this, students have to fill both the forms under the same Student's REG ID .**
- f) **ALL THE STUDENTS FROM BOTH AIDED & UNAIDED SCIENCE SECTION SEEKING ADMISSION FOR ELECTRONICS-COMPUTER SCIENCE & IT SUBJECT WILL FILL THEIR 2ND FORM IN NO GRANT SECTION ONLY. (Total 2 forms)**
- g) **Students are expected to fill the admission form completely and upload necessary documents:**
 - 1) **ONLINE ADMISSION LETTER** duly stamped, signed & issued by the College Admission Committee ONLY in the Seminar Hall of Nowrosjee Wadia College, Pune-1
 - 2) Scanned copy of Original 10th Mark sheet,
 - 3) Scanned copy of Original School Leaving Certificate/ Transfer Certificate /Self Declaration form if T.C/L.C not recd.
 - 4) Scanned copy of Student's Caste Certificate only (if applicable),
 - 5) Scanned copy of Non Creamy layer Certificate (if applicable) compulsory, except for
 - 6) OPEN, SC & ST category.
 - 7) Scanned copy of Special Category- Sports, Ex Serviceman, Differently able Certificate (If Applicable).
 - 8) Scanned Copy of **Student's UPDATED AADHAAR CARD.**
 - 9) Scanned Copy of Student's Latest Passport Size Photograph,
 - 10) Scanned Copy of Student's Signature.
 - 11) Scanned Copy of Student's /Parent's passbook First Page with all Details as required for Govt Scholarship If eligible.
 - 12) **KINDLY CARRY AT LEAST 5 XEROX COPIES EACH OF ALL ABOVE DOCUMENTS and a copy of downloaded e-aadhaar of the student.**
- h) **Students from other Boards (except SSC State board) should also upload their scanned copy of Migration certificate if they have received to Start their Eligibility process. Also there is a separate physical Eligibility form to be taken from the Junior College Office after showing your original Migration certificate to the concern person over there.**
- i) All students should also upload their scanned copy of Aadhaar card, scanned latest photograph of the student and scanned signature of the student as mentioned in your admission form.
- j) **All students should fill up an "Undertaking Form" of the college duly signed by the Parents and Student specifying their responsibility & confirming their admission for StdXIth&XIIth of our Junior College for the academic years 2026-27& 2027-28 by submitting all original documents like School Leaving Certificate etc. whichever are necessary and applicable with respect to Eligibility.**
- k) Photocopy or scanned documents should be in the specified KB size as prescribed in online admission form.
- l) College committee will approve your online College Admission Form. After approving student will get intimation through SMS on his/her Mobile Number or on Email. There will be 3 Approval SMS/Email for Document verification, Subject Verification and lastly Fees approval where you will receive the Fees amount to be paid and the due date for Fees Payment.
- m) Students have to pay the fees on or before the due date as informed as per admission rounds. Fees are to be paid only through the online fee Payment Gateway available on the admission form.

- n) Students should submit the College Admission Forms printed on A4 size Green Paper along with the Original Admission Letter received from the Admission Committee & Fees Paid Receipt downloaded and printed on A4 size white paper in the Seminar Hall as per the schedule to be declared on the junior college notice board and informed via registered email later.
- o) All Students who have been allotted Aided Science seat for 11th Std should only fill Grant Section Admission Form and Students who have been allotted Unaided Science seat should only fill Non-Grant Section Admission Form.
- p) For Arts students, they have to only choose from English medium and Marathi medium as both the divisions are Aided (Grantable).
- q) You will receive your Roll no. & Division at the time of physical submission of College Admission form.
- r) **KINDLY NOTE: THOSE STUDENTS WHO ARE SEEKING ADMISSION FOR VOCATIONAL COURSES / BIFOCAL SUBJECTS (ELECTRONICS –COMPUTER SCIENCE) & INFORMATION TECHNOLOGY (IT) SHOULD NOTE THAT THE ADMISSIONS TO THESE SUBJECTS IS PURELY ON MERIT AS THERE ARE LIMITED SEATS AND SHOULD FILL UP AN INFORMATION SHEET FOR THE SAME AND ALSO GO THROUGH OPPORTUNITIES AVAILABLE AFTER SELECTING THESE SUBJECTS AS DISPLAYED ON THE NOTICE BOARD. THESE ADMISSIONS WILL BE DONE AFTER THE COLLECTION OF THE INFORMATION SHEETS & PREFERENCES AND THE PROCESS WILL BE INFORMED IN THE DUE COURSE.**
- s) **The Scholar's Batch Programme was started by our Hon. Trustee Prof. Sachin Sanap Sir for students of Std 11TH & 12TH of our college and aims at providing in-house coaching for Competitive Examinations such as MHT-CET, NEET , JEE, KVPY etc. Details of this Scholar's Batch, Fees, Information sheet & Timings will be available at the time of Admission Rounds in the Seminar Hall. Admission for Scholar's Batch will be on Merit Basis as there are limited seats.**

*****KINDLY NOTE THAT THE ADMISSION TO THIS JUNIOR COLLEGE IS FOR 2 YEARS (11th& 12TH) :academic years 2026-27 & 2027-28. By confirming your admission for std 11th you are also confirming you admission for next two years in this college. L.C will be issued only after completion of std12th . Fees will be separate for 11th and 12th Stds.**

In case of any queries, please contact the below Junior College Admission Coordinators during office hours on the following details :

1) Mr.K.P.N.Bagwan Mobile no: 9823588888 : For Arts, Science (Aided & Unaided), BIFOCAL & IT

2) Mr. S.V. Khade Mobile no: 9890511824 :For Arts & Science Aided



Mrs. V.S. Bhosale
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