

All institutes which are conducting undergraduate and post graduate technical professional courses are hereby informed to check the correctness of already filled data or update their institute information related with courses approved for AY 2019-20 by AICTE/PCI/CoA (as applicable) through their Institute Login immediately.

All Institutes shall exercise the check/update activity with utmost care as the same data shall be processed for the allotment. The institute shall be responsible for incorrect allotment if the data checked/updated by the institutes is found not in conformity with the approvals given by the appropriate authorities.

The Institutes shall be able to update the following information for AY 2019-20 as given below:

1. Previous year Intake: (will be shown)
2. Intake as per the approval letter from AICTE,
3. Intake as per the approval letter from PCI/COA: (applicable for Pharmacy, Architecture courses)
4. Intake as per the GR,
5. Intake as per University affiliation,
6. Permanent Affiliation Intake as per University / Board
7. Intake as per the Hon. Court directives (if applicable)
8. Status for Accreditation, NRI, PIO
9. Course Affiliated to University
10. Participate in CAP: (Yes/No)
11. Court Remark (if any)
12. Upload Approval/Affiliation files/GR/Court order
13. Update Seat Surrender (if any)
14. Institute profile

Note: Intake 2019-20 Final Admission: (will be calculated automatically based on the above inputs)

#### **Instructions for Institutes (only for Undergraduate & Post Graduate Professional Courses)**

- Go to website <http://technical.mahacet.org/>
- Login with Institute code and password. (which you are using for logging in DTE Portal)
- view, check & update the data by **29 June 2019 upto 5 p.m.**
- Take Print and submit to respective RO for approval. (RO can edit/add course)
- RO shall verify the data & approve and shall issue acknowledgement.

**Instructions for Regional Offices:**

- Go to website <http://technical.mahacet.org/>
- Login with RO user ID and password. (which you are using for logging in DTE Portal)
- Verify, Edit, approve the details filled by the Institute by **2 July 2019** up to 5 p.m.
- Issue Print acknowledgement to the Institute.

Note: RO shall be able to add new course, course name change