



NAAC "A++" Grade with CGPA 3.52

SHIVAJI UNIVERSITY, KOLHAPUR

MBA UNIT

**DEPARTMENT OF COMMERCE AND
MANAGEMENT**

BBA/MBA INTEGRATED

ADMISSION INFORMATION

ACADEMIC YEAR 2026–27

1. LIST OF REQUIRED DOCUMENTS

Category	Required Documents
Open / General	1. Seat Acceptance Letter 2. SSC Certificate or Marksheet 3. HSC Certificate or Marksheet 4. Leaving Certificate 5. Migration Certificate 6. Nationality & Domicile Certificate 7. Gap Certificate (if applicable) 8. Income Certificate (if applicable) 9. Physical Scrutiny/E-Scrutiny Document 10. CET Score Card
SC/ST	1. Seat Acceptance Letter 2. SSC Certificate or Marksheet 3. HSC Certificate or Marksheet 4. Leaving Certificate 5. Migration Certificate 6. Nationality & Domicile Certificate 7. Caste Certificate 8. Caste Validity 9. Gap Certificate (if applicable) 10. Physical Scrutiny/E-Scrutiny Document 11. CET Score Card
OBC/VJNT-A,B,C,D/ SBC	1. Seat Acceptance Letter 2. SSC Certificate or Marksheet 3. HSC Certificate or Marksheet 4. Leaving Certificate 5. Migration Certificate 6. Nationality & Domicile Certificate 7. Caste Certificate 8. Caste Validity 9. Non-Creamy Layer Certificate 10. Gap Certificate (if applicable) 11. Physical Scrutiny/E-Scrutiny Document 12. CET Score Card
EWS/SEBC	1. Seat Acceptance Letter 2. SSC Certificate or Marksheet 3. HSC Certificate or Marksheet 4. Leaving Certificate 5. Migration Certificate 6. Nationality & Domicile Certificate 7. EWS Certificate (Proforma-V) / SEBC Caste Certificate & Caste Validity 8. Gap Certificate (if applicable) 9. Physical Scrutiny/E-Scrutiny Document 10. CET Score Card

2. FEE STRUCTURE

Sr. No.	Particulars	B.B.A./M.B.A. Integrated		
		PAYING PART-I	SC/ST/NT/ SBC	OBC
1.	Admission Fee	20	20	20
2.	Registration Fee	100	100	100
3.	Tution Fee***	30200	0	15100
4.	Library Fee	500	500	500
5.	Library Deposit	500	500	500
6.	Laboratory Fee	0	0	0
7.	Laboratory Deposit	0	0	0
8.	Tutorial Fee	0	0	0
9.	Placment Fee	0	0	0
10.	Computerised Library Membership Card Fee	30	30	30
11.	Internet Fee	300	300	300
12.	E-Service Fee	50	50	50
13.	Medical Fee	150	150	150
14.	Fund for National Disaster Fee	10	10	10
15.	Gymkhana Fee	150	150	150
16.	Ashwamedha Fee	36	36	36
17.	Identity Card	50	50	50
18.	Accidental & Medical Aid	20	20	20
19.	Vikas Nidhi	150	150	150
20.	Student Aid Fund	25	25	25
21.	Yuvak Mohotsav	100	100	100
22.	Youth Hostel Nidhi	50	50	50
23.	Kalyan Nidhi	100	100	100
24.	Self Finance Unit-NSS	10	10	10
25.	Alumni Association Fee	50	50	50
26.	Eligibility Fee**	300	300	300
27.	Magazine Fee	100	100	100
28.	Cultural Fee	100	100	100
29.	Prorata Fee	50	50	50
30.	Jubilee Fund	25	25	25
31.	Avishakar	20	20	20
	TOTAL	33,196/-	2996/-	18,096/-

****AS PER ELIGIBILITY CIRCULAR DATED 15/05/2024 For Professional Course Eligibility Fee for Maharashtra Candidate - Rs. 300/-, Other State Candidate Fee 500/-, International Candidate Eligibility Fee Rs. 1000/-)**

*****These fees are subject to approval of Fee Fixation Committee and may change.**

3. SCHOLARSHIP / FREESHIP BENEFITS

Eligible students admitted to the **BBA/MBA Integrated through the prescribed Centralized Admission Process (CAP)** may avail themselves of applicable scholarship, freeship and fee-benefit schemes, subject to the conditions prescribed by the Government.

A. Scholarship Benefits for Reserved Category Students

Eligible students belonging to reserved categories may be entitled to scholarship or fee-related benefits under the applicable Government schemes.

Students should ensure that they possess valid and updated certificates required for claiming the benefit.

B. Free Education Benefit for Eligible Girl Students

Eligible girl students admitted to the BBA/MBA Integrated through the Centralized Admission Process (CAP) may be entitled to the applicable Girls' Free Education / fee benefit scheme, subject to the eligibility conditions and Government rules applicable.

Students may visit the official MahaDBT portal for scholarship, freeship and fee-benefit scheme information and applications: <https://mahadb2.maharashtra.gov.in/>

4. UNIVERSITY STUDENT REGISTRATION AND ONLINE FEE PAYMENT

BBA/MBA Integrated students are required to complete University Student Registration and Online Fee Payment through the official University portal:

<https://sukapps.unishivaji.ac.in/pgentrance/#/login>

Click on the link below, watch the instructional video carefully, and follow the steps shown in the video to complete University Student Registration and Online Fee Payment:

<https://www.youtube.com/watch?v=4-JevnRu1bs>

5. ADMISSION ROOM AND CONTACT INFORMATION

Admission Room No.: Seminar Hall, MBA Unit, Department of Commerce and Management, Shivaji University, Kolhapur

Admission Officer: Dr. Smt. J. S. Lokhande

Contact Number: 9765928730

Alternative Contact: 0231-2609364

Email: mba@unishivaji.ac.in

Working Hours: 10.30 am to 6.00 pm

6. CET ACTIVITIES AND SCHEDULED DATES FOR BBA/MBA INTEGRATED ADMISSION

CAP Process	Important Dates	
CAP ROUND- I		
Online Submission & Confirmation of Option Form of CAP Round-I	05-08-2026	07-08-2026
Display of Provisional Allotment of CAP Round-I	09-08-2026	
Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round I.	10-08-2026	12-08-2026 Up to 05:00 PM
CAP ROUND- II		
Display of Provisional Vacant Seats for CAP Round II	13-08-2026	
Online Submission & Confirmation of Option Form of CAP Round-II	14-08-2026	16-08-2026
Display of Provisional Allotment of CAP Round-II	18-08-2026	
Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round II.	19-08-2026	21 -08-2026 Up to 05:00 PM
CAP ROUND- III		
Display of Provisional Vacant Seats for CAP Round III	22-08-2026	
Online Submission & Confirmation of Option Form of CAP Round-III	23-08-2026	25-08-2026
Display of Provisional Allotment of CAP Round-III	27-08-2026	

Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round III.	28-08-2026	30-08-2026 Up to 05:00 PM
CAP ROUND- IV		
Display of Provisional Vacant Seats for CAP Round IV	31-08-2026	
Online Submission & Confirmation of Option Form of CAP Round-IV	01-09-2026	03-09-2026
Display of Provisional Allotment of CAP Round-IV	05-09-2026	
Reporting to the Allotted Institute and Confirmation of Admission by submitting required documents and payment of fee after CAP Round IV	06-09-2026	08-09-2026 Up to 05:00 PM
INSTITUTE LEVEL OPTION FORM		
Online submission of Option Form for Institute Level admissions	09-08-2026	08-09-2026
Transfer of institute wise candidate list to the respective institute	09-09-2026	
Institute Quota and Vacant seats after CAP, if any - The respective institute will complete the admission activity in the following manner	09-09-2026	15-09-2026
Last date for cancellation of seat with full fees refund (As per Rule 15 of Information Brochure AY 2026 27)	13-09-2026	
For Institutes: Last date of uploading the data (details of admitted candidates)	15-09-2026 Up to 05:00 PM	

7. GUIDELINES FOR AGAINST CAP / INSTITUTE LEVEL ADMISSION

Students seeking admission to vacant seats remaining after completion of CAP Rounds are advised to follow these guidelines:

- **Application:** Eligible candidates must apply to the concerned Institution within the admission schedule notified by the Institution.
- **Eligibility:** Candidates must fulfill the eligibility criteria prescribed by the Government and Competent Authority for the respective course.
- **Document Verification:** Candidates must complete verification of all required documents before being considered for admission.
- **Inter-Se-Merit:** Admissions against CAP vacant seats will be made strictly on the basis of the Inter-Se-Merit prepared from eligible applicants. Admission will not be given merely on a first-come-first-served basis.

- **Category-wise Seats:** If a CAP seat remains vacant or becomes vacant after CAP Rounds, it will first be offered to an eligible candidate from the same category for which the seat was earmarked during CAP. If the seat still remains vacant, it will be filled according to the applicable Inter-Se-Merit.
- **Preference:** While filling vacant CAP seats, Maharashtra State Candidature Candidates will be given preference over All India Candidature Candidates, on the basis of Inter-Se-Merit.
- **Merit List:** The Institution will display/publish the Inter-Se-Merit list and details of vacant seats on its notice board and official website.
- **Reporting:** Candidates selected for admission must report to the Institution within the prescribed date and complete all admission formalities, including payment of fees.
- All admissions and cancellations will be updated through the prescribed online system.
- Students should regularly check the **official website of the Institution** for the admission schedule, vacant seats, merit list and reporting instructions.

Admission against CAP vacant seats shall be strictly as per the applicable rules of the Competent Authority and subject to eligibility, merit and availability of seats.

For more details regarding the Against CAP / Institute-Level Admissions, please refer to **Rule 13** of the CET Cell Information Brochure:

https://bba2026.mahacet.org.in/bba_26/assets/pdf/cet-brochure-english.pdf

THANK YOU!!!