

# Manual for Form Registration for LLB 5 years

1. Candidate has to fill application form on <http://llb5.mhpravesh.in/> for applying LLB 5 year course.

LLB 5 year या अभ्यासक्रमाच्या प्रवेश प्रक्रियेचा अर्ज भरण्यासाठी <http://llb5.mhpravesh.in/> या संकेतस्थळावर अर्ज भरावा लागेल.

## 2. Registration

### **IMPORTANT**

Ongoing Events

Click **HERE** for Entire Schedule

Activity	Schedule
On Line Centralized Admission Form Filling By Candidates (Part I)	14/06/2017 to 27/06/2017
NRI,OCI,PIO Register, Fill on Line form and Submit On Line Forms and Pay Fees On Line , Take Print out .	28/06/2017 to 13/07/2017
Display of Provisional Alphabetical List	29/06/2017 11.00 am onwards
Submission of Grievances	29/06/2017 to 30/06/2017
Final Merit List: Candidature Type wise	05/07/2017 3.00 pm onwards
Declaration of Approved College List	12/07/2017 3.00 pm onwards
Online Option Form Filling By Candidates (Part II)	13/07/2017 to 24/07/2017

**New Registration**

**Already Registered**

For new registration, Candidate has to click on 'New Registration' button.

To complete your previously filled incomplete form OR to check form status, Click on 'Already Registered' button and enter your login details.

नवीन नोंदणी करण्यासाठी 'New Registration' या बटणावर क्लिक करा.

अपूर्ण अर्ज पूर्ण करण्यासाठी किंवा Application Status पाहण्यासाठी 'Already Registered' या बटणावर क्लिक करा व लॉगिन करा.

### 3. Primary Eligibility Scrutiny

Primary Eligibility Scrutiny	
तुम्ही एल.एल.बी.(५ वर्ष) प्रवेश परीक्षा दिली आहे का?/Have you appeared for LLB (5 years) CET?	<input checked="" type="radio"/> Yes <input type="radio"/> No
तुम्ही महाराष्ट्र राज्याचे रहिवासी आहात का? / Are you Domicile of Maharashtra?	<input checked="" type="radio"/> Yes <input type="radio"/> No
तुम्ही एस.सी./एस.टी. वर्गात मोडता का? / Do you belong to SC/ST category?	<input type="radio"/> Yes <input checked="" type="radio"/> No
तुम्ही HSC (10 + 2) मान्यताप्राप्त संस्थेतून उत्तीर्ण आहात का/ तुम्ही समतुल्य परीक्षा भारतातील/ भारताबाहेरील मान्यताप्राप्त बोर्ड/ विद्यापीठातून / केंद्रीय किंवा राज्य सरकारने स्थापन/ मान्यता दिलेल्या माध्यमिक बोर्डातून उत्तीर्ण आहात का? / Have you passed HSC (10+2) from recognized institution OR Have you passed equivalent examination from a recognized Board/university of India or outside or from Secondary Board or equivalent, constituted or recognized by the Union or by a State Government?	<input checked="" type="radio"/> Yes <input type="radio"/> No
तुम्ही HSC(10 + 2) मुलभूत पात्रतेशिवाय ( दहावी नियमित पद्धतीने) मुक्त विद्यापीठातून उत्तीर्ण आहात का?/Have you obtained HSC(10+2) through open Universities system directly without having any basic qualification (i.e.10th Std. in regular mode)	<input type="radio"/> Yes <input checked="" type="radio"/> No
तुम्ही HSC (10 + 2) / समतुल्य परीक्षा किमान ४५% गुणांनी उत्तीर्ण आहात का (४४.५० % ते ४५% हे गुण 45% मानले जातील) / Have you Passed HSC (10+2) or equivalent examination with minimum 45% marks (44.50% and above will be treated as 45%) ?	<input checked="" type="radio"/> Yes <input type="radio"/> No

The information provided above is true, if found False then I will be considered as ineligible for the LLB 5 years admission process.

**Proceed To Registration**

System will ask you educational qualification related questions and decide your primary eligibility. This step is just to get idea about eligibility.

सदर कोर्स साठी आपली प्राथमिक पात्रता ठरविण्यासाठी शैक्षणिक माहितीविषयी काही प्रश्न आपणास विचारले जातील.

### 4. CET Details

LLB 5 Yrs 2017 Details	
<b>Note :</b> The Eligible Candidates aspiring for admission on the basis of NRI / OCI / PIO / Foreign Student Quota should apply by paying required fees, through CAP under NRI / OCI / PIO / Foreign Student Seats or to be eligible for admission under Institutional Quota Seats.	
LLB 5 Yrs 2017 CET Registration No/Roll No	<input type="text"/> *
<b>Check CET Details</b>	
<b>Note :</b> OMS and J & K candidates reserved category is converted to open category.	

Please enter your CET registration number / Roll no

CET registration number / Roll no नमूद करा

### LLB 5 Yrs 2017 Details

**Note :** The Eligible Candidates aspiring for admission on the basis of NRI / OCI / PIO / Foreign Student Quota should apply by paying required fees, through CAP under NRI / OCI / PIO / Foreign Student Seats or to be eligible for admission under Institutional Quota Seats.

LLB 5 Yrs 2017 CET Registration No/Roll No  \*

**Check CET Details**

### LLB 5 Yrs 2017 Details


CET Registration No		<input type="text"/>
CET Roll No	<input type="text"/>	Candidate Name <input type="text"/>
Category	<b>OBC</b>	Total CET Marks <b>42</b>

**Save & Proceed >>>**

System will show your name, category and CET marks received from CET CELL. Kindly check the details and if correct click on 'Save & Proceed'. If it is not correct, kindly contact with CET CELL.

CET CELL कडून मिळालेल्या माहितीमधून आपले नाव, category व CET मध्ये मिळविलेले गुण स्क्रीनवर दाखविले जातील. दाखविलेली माहिती बरोबर असल्यास 'Save & Proceed' बटनवर क्लिक करा. माहिती चुकीची असल्यास CET CELL शी संपर्क साधावा.

## 5. Registration Details

Registration Details			
<b>Personal Details</b>			
Candidate's Name	<input type="text"/>	* (As appeared on HSC Marksheet)	
Father's Name	<input type="text"/>	Mother's Name	<input type="text"/>
Gender	Male ▼ *	DOB (DD/MM/YYYY)	01/01/1900 *
Religion	-- Select Religion -- ▼ *	Region	-- Select Region -- ▼ *
Mother Tongue	-- Select Mother Ton ▼ *	Annual Family Income	-- Select Annual Far ▼ *
<b>Communication Details</b>			
Address Line 1	<input type="text"/>		
Address Line 2	<input type="text"/>		
Address Line 3	<input type="text"/>		
State	-- Select State -- ▼ *	District	-- Select District -- ▼ *
Taluka	-- Select Taluka -- ▼ *	Village	-- Select Village -- ▼ *
PIN Code	<input type="text"/>	Telephone No	<input type="text"/> - <input type="text"/>
Mobile No	<input type="text"/>	E-Mail ID	<input type="text"/>
<b>Choose Security Question Details</b>			
Security Question	-- Select Security Question -- ▼ *		
Security Answer	<input type="text"/>		
Confirm Security Answer	<input type="text"/>		
<b>Choose Password</b>			
The Password must be as per the following Password policy :			
<ul style="list-style-type: none"><li>• Password must be 8 to 13 character long.</li><li>• Password must have at least one Upper case alphabet.</li><li>• Password must have at least one Lower case alphabet.</li><li>• Password must have at least one numeric value.</li><li>• Password must have at least one special characters eg.!@#\$%^&amp;*-</li></ul>			
Choose Your Password	<input type="text"/>		
Confirm Password	<input type="text"/>		
Enter Security Pin Given Below (case sensitive)	<input type="text"/>		
Security Pin	4 MR 7 2 		
<b>Save &amp; Proceed &gt;&gt;&gt;</b>			

For Registration, enter your personal details, communication details, Security question details and password. Kindly read the instructions shown before generating password.

रजिस्ट्रेशन करण्यासाठी व्यक्तिगत माहिती, संपर्कासाठी लागणारी माहिती, पासवर्ड सुरक्षिततेसाठीचे प्रश्न व पासवर्ड ही माहिती दिलेल्या रकान्यांमध्ये भरा. पासवर्ड निवडण्याआधी नमूद केलेल्या सर्व सूचना वाचा.

## Instructions

Registered Successfully for Admission to LLB 5 Yrs for the Academic Year 2017-18

**Application ID : L517**

### Important Instruction :

1. Please note down system generated Application ID and chosen Password for all future logins.
2. Candidate is advised not to disclose or share their password with anybody. DHE will not be responsible for violation or misuse of the password of a candidate.
3. Candidate can change his/her passwords after login, if desired.
4. Candidate should remember to log out at the end of their session so that the particulars of the candidate cannot be tampered or modified by unauthorized persons.
5. **How to reset your Password :** The following options are available to reset Password
  - o Using Security Question & its Answer you chosen during Form filling.
  - o Using a verification code sent via text message (SMS) to your Registered Mobile No.
  - o Using a reset link sent via Email to your Registered Email address.
6. Application ID has been sent to your Registered Mobile Number and E-Mail ID.

**Proceed to Complete Application Form >>>**

System will generate Application ID. Click on 'Proceed to Complete Application Form' button.

स्क्रीनवर Application ID दाखविला जाईल. 'Proceed to Complete Application Form' बटनवर क्लिक करा.

## 6. Login

### Registered Candidates Sign In

#### मार्गदर्शक सूचना :

1. विद्यार्थ्यांने अर्जामध्ये विचारलेली माहिती व कॉलेजचा प्राधान्यक्रम काळजीपूर्वक भरावा व अर्ज Approve करावा. Approve केल्यानंतर विद्यार्थ्यांला कोणतीही माहिती बदलता येणार नाही.

Application ID :

Password :

Wrong Application ID or Password. Please try again.

 Login

[I can't access my account ?](#)

Enter the Application ID and password generated by you to login.

लॉगिन करण्यासाठी Application ID आणि password नमूद करा.

**Welcome for Admission to First Year of Under Graduate Courses in LLB (5 Years) Admissions for the Academic Year 2017-18**

**Application Form Status**

Step ID	Step Details	Status
Step 1	Fill Registration Details	<b>Complete</b>
Step 2	Fill Candidature Type Details	<b>Incomplete</b>
Step 3	Fill Home University & Category Details	<b>Incomplete</b>
Step 4	Fill Special Reservation Details	<b>Incomplete</b>
Step 5	Fill Qualification Details	<b>Incomplete</b>
Step 6	Upload Scanned Images	<b>Incomplete</b>
Step 7	Pay Application Fee	<b>Incomplete</b>
Step 8	Confirm Application Form	<b>Incomplete</b>

**Instructions to Fill Application Form**

1. Candidate shall read the Information and Notification given carefully.
2. Candidate will have to fill up the Application Form Completely.
3. Candidate has to verify the correctness of the information filled. In case of any correction, the candidate can do it online before confirmation.
4. Candidate will not be able to change the information after the confirmation of Application Form.
5. Candidate should confirm the Application Form Online as per schedule. Do not send by post. (Only for Maharashtra and OMS Candidates)
6. Candidate is required to carry ALL Original Certificates at the Facilitation Centre for verification and confirmation of Application Form and get the Receipt-cum-Acknowledgement duly signed by Facilitation Centre. (Only for NRI / PIO / OCI / Foreign Candidates).
7. Before personally submitting printed Application Form (Only for NRI / PIO / OCI / Foreign Candidates), Please ensure that
  - a. You have taken one copy of printout of Application Form.
  - b. You have signed the Application Form above the word 'Signature of Applicant'. You should also write Place and Date on the Form.
  - c. You have arranged ALL Original Certificates listed on Application Form. You must carry ALL Original Certificates with you before proceeding to Facilitation Centre.
  - d. Please verify your data printed on Application Form. You can correct it till it is not confirmed at Facilitation Centre.
8. After you submit the Application Form in Facilitation Centre (Only for NRI / PIO / OCI / Foreign Candidates), Facilitation Centre Officer will
  - a. Scrutinize all required documents, Confirm your Application Form online.
  - b. Print two copies of Receipt-cum-Acknowledgement of Application Form.
  - c. Sign and put a seal on the Receipt and return one copy to you.
9. Preserve this Receipt as you are required to present it at later stages of Admission.

**Proceed to Complete Application Form >>>**

System will show the steps of Application form filling. Read all instructions regarding application form and click on 'Proceed' button.

अर्ज भरण्यापूर्वी सर्व सूचना वाचा आणि मग 'Proceed' बटनवर क्लिक करा.

## 7. Candidature Type

Claim Your Type of Candidature	
<b>Note :</b> 1. Read all the types carefully and claim your Type of Candidature by clicking on the radio button and then click on 'Save & Proceed' Button.	
Eligibility Requirement	Select Candidature Type
Candidate Passing SSC <b>AND</b> HSC Examination from a Recognized institution in Maharashtra State <b>AND</b> Candidate who is Domicile of Maharashtra / Born in Maharashtra.	<input checked="" type="radio"/> <b>Maharashtra - Type A</b>
Does Not Satisfy as Type-A <b>And</b> Candidate / Father or Mother of the candidate is Domiciled in the State of Maharashtra.	<input type="radio"/> <b>Maharashtra - Type B</b>
Does Not Satisfy as Type-A and Type-B <b>And</b> Father/Mother of the candidate is an employee of the Government of India or Government of India Undertaking who is posted and reported to duty in Maharashtra State before the last date for submitting the Application Form for Centralized Admission.	<input type="radio"/> <b>Maharashtra - Type C</b>
Does Not Satisfy as Type-A, Type-B and Type-C <b>And</b> Father / Mother of the candidate is an employee of the Government of Maharashtra / Government of Maharashtra Undertaking.	<input type="radio"/> <b>Maharashtra - Type D</b>
Candidate Passing SSC <b>AND</b> HSC from a recognised institution located in a disputed Maharashtra Karnataka Border Area and whose Mother Tongue should be Marathi.	<input type="radio"/> <b>Maharashtra - Type E</b>
Outside Maharashtra State (OMS) Candidate having Indian Nationality.	<input type="radio"/> <b>OMS</b>

**Save & Proceed >>>**

There are total 6 Candidature types. Read eligibility of each candidature type and then select appropriate candidature type.

प्रत्येक Candidature type ची पात्रता नीट वाचून योग्य तो Candidature type निवडा.

## 8. Category Details

Home University & Category Details	
<b>Home University Details</b>	
Your Type of Candidature : <b>Maharashtra - Type A</b>	
Select District from which Candidate has Passed SSC	Ahmednagar ▼ *
Select District from which Candidate has Passed HSC	Nagpur ▼ *
Select Taluka from which Candidate has Passed HSC	Nagpur ▼ *
Your Home University	<b>Rastrasant Tukdoji Maharaj Nagpur University</b>
<b>Category Details</b>	
Applied Category for CET	<b>OBC</b>
Select Category to which you belong	OBC ▼ *
Select Caste to which you belong	Badhai (174) ▼ *
Do you have valid Caste Certificate from the State of Maharashtra?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Select Caste / Tribe Validity Certificate Status of the State of Maharashtra	Not Applied ▼ *
Do you have valid Non-Creamy Layer Certificate from the State of Maharashtra?	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Instructions :</b>	
You are required to submit the Domicile Certificate / Birth Certificate / School Leaving Certificate of Candidate stating that the Birth Place is in Maharashtra at the time of admission.	
You are required to submit the Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the Caste is recognised as backward class in the State of Maharashtra at the time of admission.	
You are required to submit the Proforma - H at the time of admission.	
You are required to submit Non-Creamy Layer Certificate issued by Sub Divisional officer or Deputy Collector of the district in addition to the caste certificate valid upto 31/03/2018 at the time of admission.	
<b>Save &amp; Proceed &gt;&gt;&gt;</b>	

Fill the SSC & HSC district. Then fill the category details.

SSC व HSC पास झालेला जिल्हा निवडा. त्यानंतर category details भरा.



## 9. Special Reservation Details

Special Reservation Details	
Person with Disability	Not Applicable ▼
Is Parent a Defence Personnel	Not Applicable ▼
Do You Belong to Religious/Linguistic Minority ?	Yes ▼ *
Your Minority Status	<input checked="" type="checkbox"/> Linguistic Minority <input checked="" type="checkbox"/> Religious Minority *
Your Mother Tongue	<b>Marathi</b>
Linguistic Minority Type	Linguistic Minority - Hindi ▼ *
Your Religion	<b>Hindu</b>
Religious Minority Type	Religious Minority - Buddhist ▼ *
<p>You are required to submit Domicile Certificate of the Candidate showing his / her Domicile State is Maharashtra at the time of admission.</p> <p>You are required to submit Declaration of the Candidate for the respective Linguistic / Religious Minority Community in Proforma - O <b>OR</b> School Leaving Certificate having information pertaining to Religion / Mother tongue at the time of admission.</p>	
<b>Save &amp; Proceed &gt;&gt;&gt;</b>	

Select appropriate special reservation details like disability, minority.

अपंगत्व, अल्पसंख्यांक याबद्दलची माहिती भरा.

## 10. Qualification Details

Select Your Board Type : \*  PUC / PDC (11th Std before 1975)  
 HSC / SSC (10+2 Equivalent Pattern)

Qualification Details			
SSC / Equivalent Details			
SSC Board	Maharashtra State Board of Secondary and Higher Secondary Education, Pr ▼ *		
SSC Passing Year	2008 ▼ *	SSC Seat No	121 *
Subject	Marks Obtained	Marks OutOf	Percentage
English	50 *	100 *	50
Aggregate	500 *	1000 *	50
HSC / Equivalent Details			
<b>Eligibility :</b> The candidates passing SSC and HSC Examination from a recognized institution or the candidates passing equivalent examination (such as 11+1, A level in Senior Secondary School Leaving Certificate Course) from a recognized Board/university of India or outside or from Secondary Board or equivalent, constituted or recognized by the Union or by a State Government, with at least 45% marks in aggregate or equivalent in case of Open candidates All India candidates, NRI, Foreign Students including OCI or PIO (44.50% and above to be considered as 45%) and 40% marks in aggregate in case of SC and ST applicants. (39.50% and above to be considered as 40%)			
HSC Board	Maharashtra State Board of Secondary and Higher Secondary Education, Pr ▼ *		
HSC Passing Year	2010 ▼ *	HSC Seat No	12125 *
HSC Passing Status	<input checked="" type="radio"/> Passed <input type="radio"/> Failed / Compartment		
Subject	Marks Obtained	Marks OutOf	Percentage
First Language	60 *	100 *	60
Aggregate	700 *	1200 *	58.33
<b>Save &amp; Proceed &gt;&gt;&gt;</b>			

Enter SSC and HSC marks details.

SSC व HSC परीक्षेमध्ये मिळालेले गुण नमूद करा.

## 11. Photo & Sign Upload

Upload Scanned Images	
<b>Note :</b>	
1. The scanned images of Photograph and Signature should be in jpg/jpeg/png format.	
2. Size of the Photograph Image must be greater than 4 KB and less than 100 KB.	
3. Size of the Signature Image must be greater than 1 KB and less than 30 KB.	
4. Image Dimension of Photograph should be 3.5 CM (width) * 4.5 CM (Height) only.	
5. Image Dimension of Signature should be 3.5 CM (width) * 1.5 CM (Height) only.	
6. Ensure that the scanned images of Photograph and Signature is of good quality.	
7. Using ' <b>BROWSE</b> ' button to set your scanned images path and click ' <b>PREVIEW</b> ' button to verify your images before uploading.	
Photograph	<input type="button" value="Choose File"/> P0112100021.jpg
Signature	<input type="button" value="Choose File"/> S0112100021.jpg
<b>PREVIEW</b>	

Upload recent photo and sign.

आपला फोटो व सही अपलोड करा

## 12. Payment

Pay Application Fee	
Application Fee to be Paid (₹)	NIL/-
<b>Save &amp; Proceed &gt;&gt;&gt;</b>	

If there is no change in the category mentioned in CET registration form, no need to pay the fees. System will show NIL in fee to be paid field. If you change the category, then you will have to pay the fee difference.

CET registration च्या अर्जामध्ये नमूद केलेल्या Category मध्ये बदल केला नसेल तर फी भरण्याची गरज नाही. स्क्रीन वर fee to be paid या field समोर NIL दाखवले जाईल. जर आपण Category बदलली तर फी ची उर्वरित रक्कम आपणास भरावी लागेल.

## 13. Form Approval

**Check all the details entered in application form and then click on Approve button. Kindly note that, after approving the application form, you cannot change any details in form. After approving your form your application form process is completed. You can fill Option form after declaration of Provisional Merit list.**

आपण भरलेला अर्ज नीट तपासून पहा व नंतर Approve बटनवर क्लिक करा. एकदा Approve केल्यानंतर अर्जामध्ये कोणताही बदल करता येणार नाही याची कृपया नोंद घ्या. अर्ज Approve केल्यानंतर अर्ज भरण्याची प्रक्रिया पूर्ण होते. Provisional Merit list जाहीर झाल्यानंतर आपण Option form भरू शकाल.

धन्यवाद

