Admissions to LL.B. - 5 year Law course and LL.B -3 year Law Course

2018-19

Instructions for Admission Process

1. The admission process for **3rd, 4th and 5th Year of LL.B. - 5 year law course and 3rd year of LL.B -3 year law Course** is Online.
2. The admission secured by following online process is provisional, subject to production of original self-attested & one photocopy of the Mark-list issued by SPPU.
3. Online link for admission process will open on **20th June 2018 at 2 pm**
4. Online link for admission process will close on **5th July 2018 till 11.59 pm**
5. Students are required to fill on line admission form during the above mentioned period when the link is open.
6. **Instructions to fill the Online Admission Form**
   Steps to fill the Online Admission Form-
   - Click on "Admission" Tab.
   - Enter PR Number (PRN) to access online Admission Form. This number is printed on your last year mark-list.
   - Fill all the details appropriately.
   - Upload the Photograph if not uploaded last year.
   - Please verify the details you have filled.
   - Online admission Form cannot be submitted unless all the fields are filled.
   - No change can be made after the form is submitted.
   - Click on Submit.
7. After Submitting your form, you will get the "Success Page".
8. Complete the following two Steps:-
   1. Download Your Application Form –Print on Ledger paper
   2. Proceed to "Pay your Fees"

Instructions for payment of Fees

- Payment of fees has to be made online.
  - Steps to be followed for making payment online-

  Step I: Payment window opens – with payment modes-

(i) State Bank of India Internet Banking

(ii)   Other Bank's Internet Banking

(iii)   SBI Branch Option. - Please enter Mobile No and Date of Birth and Confirm. After Confirmation You will find the link in blue

Debit Card option is not available.

Please do not use debit Card Option, even if it is showing in the Payment modes.

Select any one mode and fill in the required details according to the nature of transaction.

   Step II: After completion of step I, You will get success page, SBI website will be redirected to ILS Law College website with Download Fee Structure Option.

The completed admission form is to be printed on ledger paper.

9.   Fee Structure is to be printed on Ledger Paper.

10. **Take two copies of Application Form and Fee Structure.**

11. The following documents are to be attached to the printed form.
    a) Last year's Identity Card.
    b) Photo copy of Caste Certificate in case of student belonging to Reserve Category. (Self Attested)
    c) Photo copy of Medical certificate in case of physically handicapped student. (Self Attested)
    d) Attach self-attested photocopy of mark-list of last examination issued by SPPU.
       Downloaded Mark sheet will not be accepted.

12. In case, the student is employed, original Copy of the Employer's No-Objection Certificate is to be furnished along with Admission Form.
13. The admission form and Fee Structure along with the documents attached are to be submitted in the college office between 10 am to 1 pm to get the roll number.
14. The student will get the copy of prospectus along with the roll number at College Office.
15. The admission process is completed and the admission is confirmed **only and only when the roll number is collected by the student** or any person on his behalf after submission of all the documents in the college office. Students who attend lectures without confirming admission are not entitled to any attendance.
16. **Late Admissions :**

Admission with late fee	Link will open between 6th July 2018 to 10th July 2018	Late fee – Rs. 100/- per day
Admission with Super Late Fee	Link will open between 11th July 2018 to 14th July 2018 till 12 noon	Super late Fee – Rs. 200 /- per day

17. **The admission process will close on 14th July 2018 at 12 noon.**
18. **Lectures will begin on 9th July, 2018. Attendance will be calculated from 9th July 2018.**

19. Hostel Admissions :

(A) **Boy's Hostel**: Interested students are required to register their names with Mr. Santosh Jaybhay, Rector from 25th June 2018 till 5th July 2018 till 12 noon.

Hostel Fees are for Double Occupancy: INR 50,000/- and for Single Occupancy: INR 65,000/-

Hostel may be made available from 6th July 2018.

List of students who are allotted hostel rooms will be displayed on 5th July 2018.

(B) **Ladies Hostel**:

For New Hostel Fees are INR 2, 25,000/-.
For Old Hostel Fees are INR 1, 73,000/-.

Those who have reserved their seats by payment of INR 25,000/- should meet Ms. Shaila Daware in her Office (Behind hall No. 2) between 9 am to 4 pm. Those who wish to apply afresh for seeking admission to Hostel are required to submit their application to Mr. Yogesh Sonawane in College Office between 9 am to 4 pm on or before 10th July 2018.