



**State Common Entrance Test Cell,
Government of Maharashtra**



**Online Registration For
MAH-MBA/MMS CET-2023**

User Manual (English)

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User – ✓ Checklist.

Below is the list of documents that candidates should keep ready while using MAH-MBA/MMS CET-2023 - Online Registration portal.

A) Mobile Number:

– Valid mobile number is required for the registration of the user in the system.

B) Email ID:

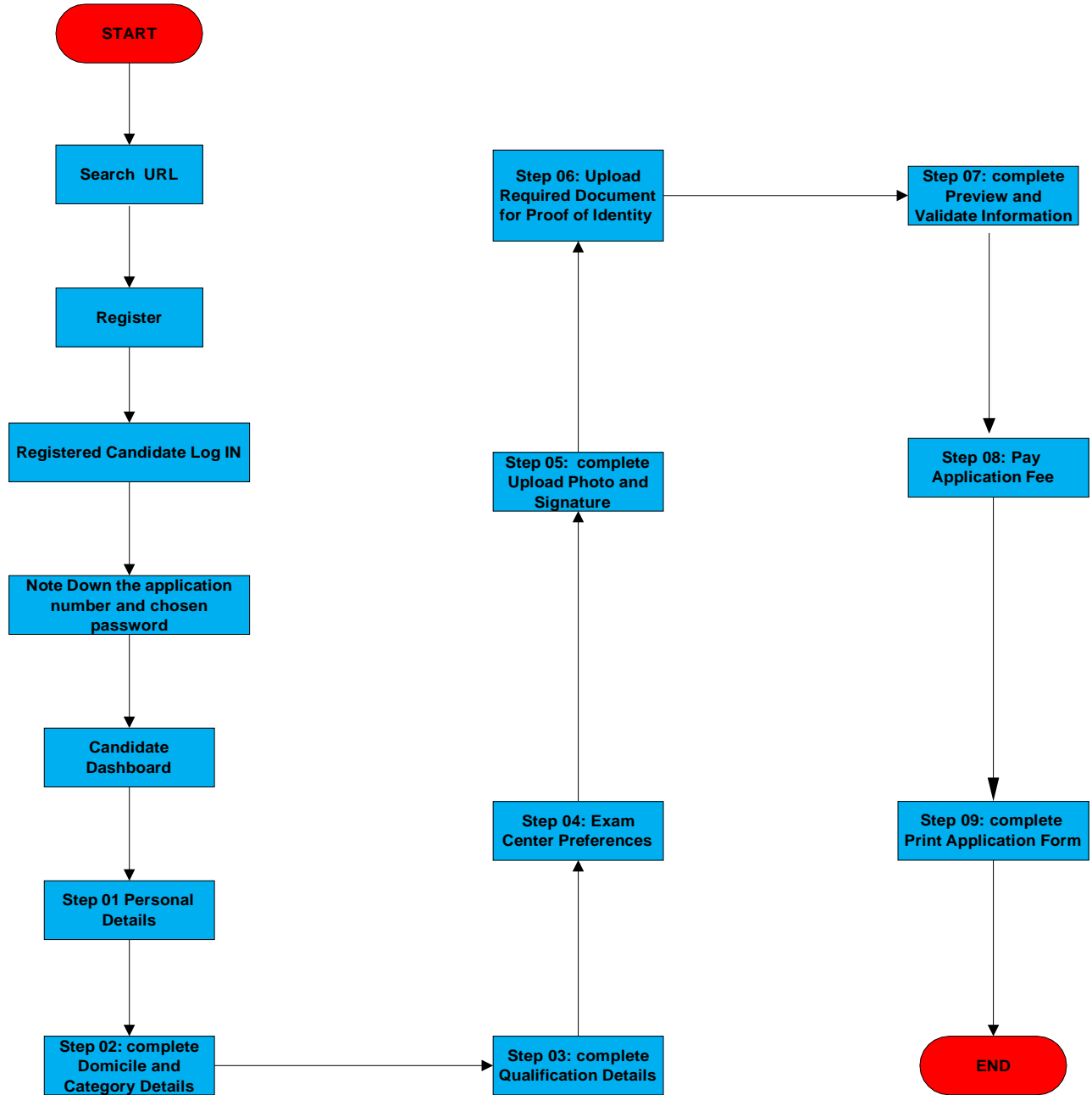
– Valid Email ID is required for the registration of the user in the system.

C) Documents: (Photograph & Signature)

– Scanned copy of the photograph in JPEG/JPG format Max size 50kb.
(Dimensions: breadth 3.5 CMS * height 4.5 CMS)

– Scanned copy of signature in JPEG/JPG format Max size 50kb.
(Dimensions: breadth 3.5 CMS * height 1.5 CMS)

Application Process Flow



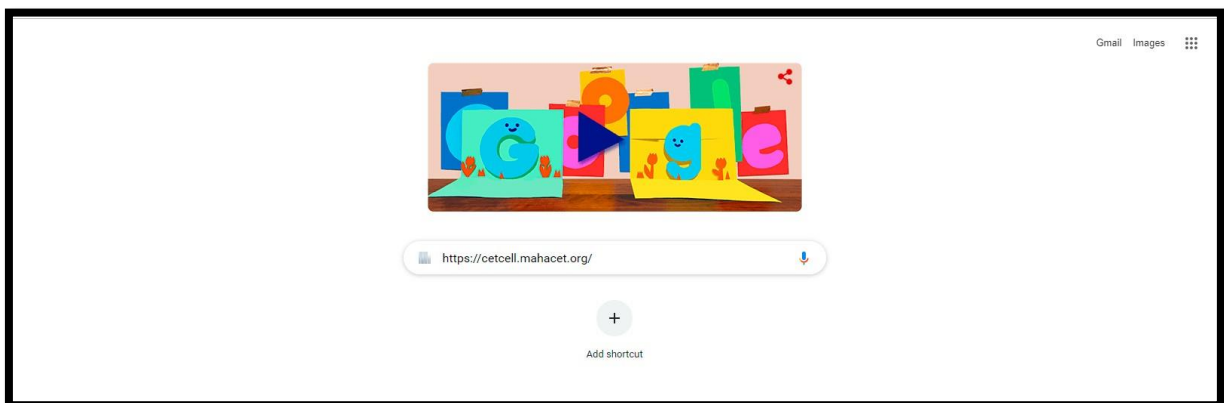
Step I: New Registration (1st time user)

A) Open Internet Browser (Google Chrome / Mozilla Firefox / Internet Explorer version 9 or higher)

B) Go to the address bar and type the URL:

https://cetcell.mahacet.org/CET_landing_page_2023/

and press Enter to open Online Registration For MAH-MBA/MMS CET-2023.



Then the candidate should click on MAH-MBA / MMS CET-2023 as shown below,

Now candidates can register themselves by clicking on the "New Registration" button on the home page as highlighted below.

Please read the pre-requisite for the MAH-MBA/MMS CET-2023 exam, then the candidate needs to click on the "I Accept and Proceed" highlighted button as shown below,

Pre-Requirement for MAH-MBA/MMS-CET-2023 / एमआरएम-एमएमसी/एमएमएस सीईटी 2023 परीक्षेसाठी पूर्वनिर्धारित अट

[Download Information Brochure for MAH-MBA/MMS-CET-2023](#)

- Eligibility for Appearing Online MAH-MBA/MMS-CET-2023 :- Passed minimum Three-year Duration Bachelor's Degree awarded by any of the Universities recognised by University Grants Commission or Association of Indian Universities in any discipline with at least 50% marks in aggregate or equivalent (at least 45% in case of candidates of backward class categories and Persons with Disability belonging to Maharashtra State only) or its equivalent OR Appeared for the final year examination of any Bachelor's degree to be awarded by the Universities recognised by University Grants Commission or Association of Indian Universities in any discipline.
- Maharashtra State Candidate MUST clearly mention the Category, in case of reservation (Such as- SC/ST/OBC/VJ/OT-NT(A)/NT(B)/NT(C)/NT(D)/SBC/EWS/PWD/etc.). Candidates must possess valid documents like Caste Certificate, Caste Validity Certificate and Non Creamy Layer Certificate as is applicable (valid up to 31st March 2024).
- Fees- For General Category Candidates from Maharashtra State, Outside Maharashtra State (OMS) Candidates Rs. 1000/-
- For Candidates of Backward class categories [SC/ST/OBC/VJ/OT-NT(A)/NT(B)/NT(C)/NT(D)/SBC/EWS/PWD Candidates from Maharashtra State etc.] : Rs. 800/-
- All PWD candidates belonging to Maharashtra State will be charged Rs. 800/-
- Please read the User Manual and Information Brochure before filling the registration form and application form. Candidate should verify the application before finally submitting and making payment.
- The CBT (Computer Based Test) online registration form and application form. Candidate should verify the application before finally submitting and making payment.
- Candidates should use their active E-mail ID and Mobile Number for the registration of MAH-MBA/MMS-CET-2023. Candidates should keep their E-mail ID and Mobile Number active till the process of CET and Centralised Admission is over.
- The submitted and fees paid applications will not be edited. Hence candidates are advised to verify the filled in details before making payment.
- Please do not share your Application No, Password and OTP with anybody.
- Please Use Good Quality Photograph, Signature and Document for Proof of Identity Images for Uploading.
- Candidates are advised to Visit official www.mahacet.org website for latest Notifications.
- Candidate can use Only one Mobile No and E-mail ID for One Application Form.**

I have downloaded the Information Brochure of MAH-MBA/MMS-CET-2023, read and understood all the instructions there in as well as those mentioned above, and fill up the online application form for the MAH-MBA/MMS-CET-2023 accordingly.

[I Accept and Proceed >>>](#)

- ❖ After opening the online registration form, the candidates should first Enter their Full Name (As Printed on SSC/HSC Mark sheet) minimum Two (2) Words are mandatory, Enter Father's Name (FIRST NAME ONLY), Mother's Name (FIRST NAME ONLY), select Gender and confirm the Selected Gender (Both has to be same), Select Marital Status and Date of Birth, Religion, Region, Mother Tongue, Annual Family Income (Optional), and Nationality, etc. All the information needs to be filled correctly. As Shown Below,

Registration Details	
Personal Details	
Candidate's Full Name उनेदवाराचे पूर्ण नाव	LAKSHMI ANAND DESHMUKH <small>* Name as per 12th / Graduation (Appearing Exam Form or Passed Marksheet) बारावी / पदवी नुसार नाव (परीक्षा फॉर्म अथवा उत्तीर्ण गुणपत्रक मध्ये नमूद केल्याप्रमाणे)</small>
Father's Name(First Name Only) वडिलांचे नाव	ANAND *
Mother's Name(First Name Only) आईचे नाव	ARCHANA *
Gender लिंग	Female *
Confirm Your Gender लिंग पुष्टी करा	Female *
Marital Status वैवाहिक स्थिती	UnMarried *
Date Of Birth (DD/MM/YYYY) जन्म तारीख (दिनांक/महिना/वर्ष)	07/11/2000 *
Religion धर्म	Hindu *
Region to which you belong? उनेदवार कोणत्या भागाचा रहिवासी आहे?	Rural *
Mother Tongue मातृभाषा	Marathi *
Annual Family Income वार्षिक कौटुंबिक उत्पन्न (Optional)	5,50,001 - 6,00,000 *
Nationality राष्ट्रीयत्व	Indian *
Permanent Address	
Address Line 1	

- ❖ Permanent Address: the candidate has to enter the home address, State, District, Taluka, Village, and Pin Code.

Permanent Address			
Address Line 1 पत्ता ओळ 1	<input type="text" value="Harishchandra Patil Wada"/>	Note : Maximum allowed length for each row is 50 characters.	
Address Line 2 पत्ता ओळ 2	<input type="text" value="Ganpati Mandir"/>		
Address Line 3 पत्ता ओळ 3	<input type="text"/>		
State राज्य	<input type="text" value="Maharashtra"/>	District जिल्हा	<input type="text" value="Mumbai City"/>
Taluka तालुका	<input type="text" value="Mumbai"/>	Village गाव	<input type="text" value="Mumbai"/>
PIN Code पिन कोड	<input type="text" value="444601"/>		

❖ Address for correspondence: the candidate has to enter the address for correspondence, State, District, Taluka, Village, and Pin Code.

Address for Correspondence [Same as Permanent Address <input type="checkbox"/>			
Address Line 1 पत्ता ओळ 1	<input type="text" value="Harishchandra Patil Wada"/>	Note : Maximum allowed length for each row is 50 characters.	
Address Line 2 पत्ता ओळ 2	<input type="text" value="Near Ganesh Temple"/>		
Address Line 3 पत्ता ओळ 3	<input type="text"/>		
State राज्य	<input type="text" value="Maharashtra"/>	District जिल्हा	<input type="text" value="Mumbai City"/>
Taluka तालुका	<input type="text" value="Mumbai"/>	Village गाव	<input type="text" value="Mumbai"/>
PIN Code पिन कोड	<input type="text" value="444601"/>	Telephone No दूरध्वनी क्रमांक	<input type="text"/> - <input type="text"/>
Mobile No अभ्रमणध्वनी क्रमांक	<input type="text" value="9822053474"/>	E-Mail ID ई - मेल आयडी	<input type="text" value="chabutaisurandase@gmail.com"/>
Save & Proceed >>>			

If the Permanent and correspondence address of the candidate is same then, the candidate can copy the above entered personal address by clicking on the check box as shown below (personal address will be copied as entered above)

Address for Correspondence [Same as Permanent Address

Address Line 1 पत्ता ओळ 1	<input type="text" value="Harishchandra Patil Wada"/>	Note : Maximum allowed length for each row is 50 characters.	
Address Line 2 पत्ता ओळ 2	<input type="text" value="Near Ganesh Temple"/>		
Address Line 3 पत्ता ओळ 3	<input type="text"/>		
State राज्य	<input type="text" value="Maharashtra"/>	District जिल्हा	<input type="text" value="Mumbai City"/>
Taluka तालुका	<input type="text" value="Mumbai"/>	Village गाव	<input type="text" value="Mumbai"/>
PIN Code पिन कोड	<input type="text" value="444601"/>	Telephone No दूरध्वनी क्रमांक	<input type="text"/> - <input type="text"/>
Mobile No अभ्रणध्वनी क्रमांक	<input type="text" value="9822053474"/>	E-Mail ID ई - मेल आयडी	<input type="text" value="chabutaisurandase@gmail.com"/>

[Save & Proceed >>>](#)

The candidates are required to fill in the correct information, as the candidates will receive contact/correspondence/instructions based on the entered information.

Note:

One Time Password (OTP) will be sent to the mobile number given below for activation of your login.

Kindly make sure that mobile number is correct. This mobile number will be used for all future communications.

Candidate can use one Mobile No and E-mail ID for One Application Form

- ❖ The candidate has to enter the mobile and Email. (Candidate can use Only one Mobile No and E-mail ID for One Application Form.)
- ❖ The candidates have to enter the password twice (Same) as per the instructions given on the screen to create the Application Number.

**One Time Password (OTP) will be sent to the mobile number given below for activation of your login.
Kindly make sure that mobile number is correct. This mobile number will be used for all future communications.
Candidate can use one Mobile No for One Application Form.**

Mobile No अभ्यर्थित की क्रमांक	<input type="text" value="9822053474"/>	E-Mail ID ई-मेल आरडीडी	<input type="text" value="tejkumardeshmukh@gmail.com"/>
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Choose Password

The Password must be as per the following Password policy :

- Password must be 8 to 13 character long.
- Password must have at least one Upper case alphabet.
- Password must have at least one Lower case alphabet.
- Password must have at least one numeric value.
- Password must have at least one special characters eg.!@#\$\$%^&*~
- You can not Copy(Ctrl + C) & Paste(Ctrl + V) and Right Click Passwords into a Password Field

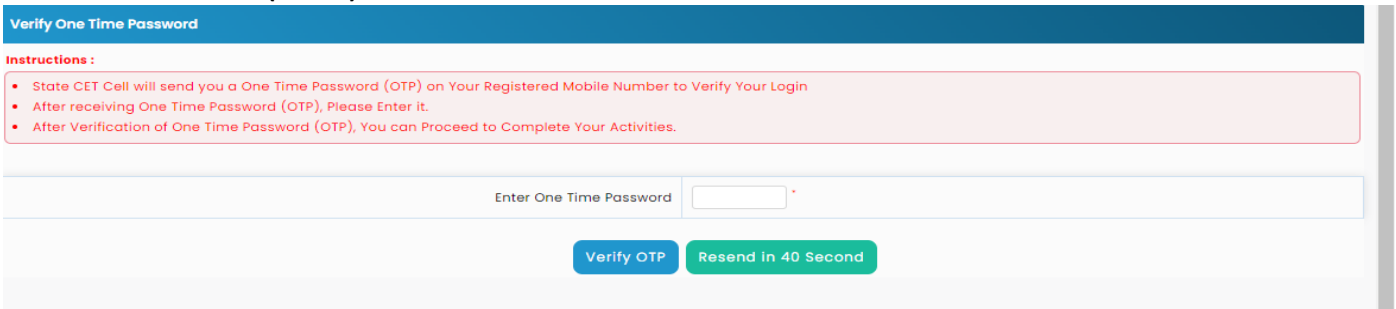
Choose Your Password संकेतशब्द लिखें	<input type="password" value="....."/>
Confirm Password संकेतशब्द दोबारा पुष्टी करें	<input type="password" value="....."/>
Enter Security Pin Given Below (case sensitive)	<input type="text" value="5V457"/>
Security Pin	5 V 4 5 7

[Save & Proceed >>>](#)

❖ Then click on **“Save and Proceed”** button as highlighted in above

❖ **OTP Verification:**

State CET Cell will send you a One Time Password (OTP) on Your Registered Mobile Number to Verify Your Login. After receiving One Time Password (OTP),



Please Enter it. and click **“Verify OTP”**. After Verification of One Time Password (OTP), You can Proceed to Complete Your Activities. If candidate does not receive OTP on your entered mobile number, click on **“Resend OTP”** button and try again after the waiting time ends by clicking on **“Resend”** button. **Application Number:** After verification of OTP, the Candidates will be given an **“Application Number”** Generated by a computer system.

Click on **'Proceed to complete application form'** button as shown below.

Instructions

Registered Successfully for MAH-MBA/MMS-CET Academic Year 2023-24

Application No. : 235010047

Important Instruction :

1. Please note down system generated Application No. and chosen Password for all future logins.
2. Candidate is advised not to disclose or share their password with anybody. CET Cell 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. Candidate can reset Password using a verification code sent via text message (SMS) to Candidate's Registered Mobile No.
6. Application No. has been sent to Candidate's Registered Mobile Number.

[Proceed to Complete Application Form >>>](#)

Note:

1. Please note down system generated Application No. and chosen Password for all future logins.
2. Candidate is advised not to disclose or share their password with anybody. CET Cell 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. Candidate can reset Password using a verification code sent via text message (SMS) to Candidate's Registered Mobile No.
6. Application No. has been sent to Candidate's Registered Mobile Number

Step 02: Forgot Application number:

If Applicant has already registered and if he/she has forgotten his/her Application Number then it can be retrieved using I Can't Access My account on log in screen

Steps 01: -click on “I Can’t Access My account” on log in screen as shown below,

Registered Candidates Sign In

Application No. : 235010047

Password : [REDACTED]

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

Instructions :

1. The Candidate who is already registered should enter Application No. and Password.
2. Candidate should note down the Application no and the Password in the diary and keep it in the safe custody.
3. In case candidate forgets his / her Application No. / Password, he / she can retrieve it by using "I can't access my account?".
4. Candidate is advised NOT TO disclose or share their password with anybody. CET Cell will not be responsible for violation or misuse of the password of a candidate by anybody.
5. Only Authorised and Bonafide users are legally allowed to proceed further.
6. Your IP Address and other information will be captured for security reasons by the system.
7. You are deemed to have read and accepted the instructions when you proceed further.

Step 2: Select I forgot my Application No and click on “Continue”.

Having trouble signing in ?

Please Select

I forgot my Password.

I forgot my Application No.

CONTINUE

Step 3: Enter the following Information

Enter Candidate's Name (Full name as per SSC/HSC Marksheet)

Enter Father's Name (First Name Only)

Enter Mother's Name (First Name Only)

Enter DOB (DD/MM/YYYY) (Candidates Date of Birth)

Forgot Application No. ?

Enter the following Information

Candidate's Name	<input type="text"/>
Father's Name	<input type="text"/>
Mother's Name	<input type="text"/>
DOB (DD/MM/YYYY)	<input type="text"/>

SUBMIT

After entering all the details click on “Submit” button

Step 4: Kindly note down your Application No. that is required for future reference. And click on “Click here to login” button.

Home

Admin Login

Registered Candidate Login

Important Links

View Score Card New

Message

Your Application No. : 235010047

Kindly note down your Application No. that is required for future reference.

Click Here to Login

Step 03: Forgot Password

If the candidate has already registered and he/she has forgotten his/her application password then it can be retrieved using the “**I Can’t Access My Account**” on the login screen

Steps 01: -click on “I Can’t Access My account” on log in screen

Home

Admin Login

Registered Candidate Login

Important Links

View Score Card New

Registered Candidates Sign In

Application No. : 235010047

Password : [REDACTED]

Sign In

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

Instructions :

1. The Candidate who is already registered should enter Application No. and Password.
2. Candidate should note down the Application no and the Password in the diary and keep it in the safe custody.
3. In case candidate forgets his / her Application No. / Password, he / she can retrieve it by using "I can't access my account?".
4. Candidate is advised NOT TO disclose or share their password with anybody. CET Cell will not be responsible for violation or misuse of the password of a candidate by anybody.
5. Only Authorised and Bonafide users are legally allowed to proceed further.
6. Your IP Address and other information will be captured for security reasons by the system.
7. You are deemed to have read and accepted the instructions when you proceed further.

Step 2: Select I forgot my Password and click on “Continue”

Home

Admin Login

Registered Candidate Login

Important Links

View Score Card New

Having trouble signing in ?

Please Select

I forgot my Password.

I forgot my Application No.

CONTINUE

Step 3: Enter the following Information & click on “Submit”

Enter Application No.

Enter DOB (DD/MM/YYYY) (Candidates Birth Date)

Home	Reset password using verification code sent via text message (SMS)
Admin Login	Enter the following Information
Registered Candidate Login	
Important Links	Application No. <input type="text" value="235010047"/>
View Score Card <small>New</small>	DOB (DD/MM/YYYY) <input type="text" value="12/07/2000"/>
	<input type="button" value=" <<< Back"/> <input type="button" value=" SUBMIT"/>

Step 6: Candidate will receive OTP on registered Mobile number (Mobile Number will be displayed on Screen.

Home	Reset password using verification code sent via text message (SMS)
Admin Login	CET Cell will sent One Time Password (OTP) via SMS to following Mobile Number.
Registered Candidate Login	
Important Links	Registered Mobile Number : 982****474
View Score Card <small>New</small>	
	<input type="button" value=" CONTINUE"/>

Step 7: click on “Continue” to enter and verify the OTP

Home	Reset password using One Time Password (OTP) sent via SMS
Admin Login	CET Cell just sent a One Time Password (OTP) via SMS to your Registered Mobile Number.
Registered Candidate Login	
Important Links	Enter One Time Password (OTP) <input type="text" value="123444"/>
View Score Card <small>New</small>	
	<input type="button" value=" CONTINUE"/>
	<small>Note : Didn't get the text message? Sometimes it can take up to 15 minutes. If it's been longer than that, try using a different way to get into your account.</small>

Step 8: Once OTP Verified then, candidate needs to enter password and Re-enter password in Confirm password to confirm. To Set the New password kindly click on “RESET PASSWORD” button.

(Enter new Password. Password must be at least 8 characters long and must contain at least one capital alphabet, one small alphabet, one number & one special character.)

Home

Admin Login

Registered Candidate Login

Important Links

View Score Card New

Reset Your Password

The Password must be as per the following Password policy :

- Password must be 8 to 13 character long.
- Password must have at least one Upper case alphabet.
- Password must have at least one Lower case alphabet.
- Password must have at least one numeric value.
- Password must have at least one special characters eg.!@#%&*~
- You can not Copy(Ctrl + C) & Paste(Ctrl + V) and Right Click Passwords into a Password Field

Ensure that your NEW PASSWORD cannot be identical to any of the previous 3 passwords

New Password

Confirm New Password

RESET PASSWORD

Step 04: Registered Candidates Sign in

After registering online, enter the application number generated by system and the chosen password while registering on the login screen and click on the “**Sign In**” button as shown below.

Home	Registered Candidates Sign In	
Admin Login	Application No. : <input type="text" value="235010047"/>	Instructions : 1. The Candidate who is already registered should enter Application No. and Password. 2. Candidate should note down the Application no and the Password in the diary and keep it in the safe custody. 3. In case candidate forgets his / her Application No. / Password, he / she can retrieve it by using "I can't access my account?". 4. Candidate is advised NOT TO disclose or share their password with anybody. CET Cell will not be responsible for violation or misuse of the password of a candidate by anybody. 5. Only Authorized and Bonafide users are legally allowed to proceed further. 6. Your IP Address and other information will be captured for security reasons by the system. 7. You are deemed to have read and accepted the instructions when you proceed further.
Registered Candidate Login	Password : <input type="password" value="*****"/>	
Important Links	<input type="button" value="Sign In"/>	
View Score Card <small>New</small>	I can't access my account ?	

Note:

1. The Candidate who is already registered should enter Application No. and Password.
2. Candidate should note down the Application no and the Password in the diary and keep it in the safe custody.
3. In case candidate forgets his / her Application No. / Password, he / she can retrieve it by using "I can't access my account?".
4. Candidate is advised NOT TO disclose or share their password with anybody. CET Cell will not be responsible for violation or misuse of the password of a candidate by anybody.
5. Only Authorized and Bonafide users are legally allowed to proceed further.
6. Your IP Address and other information will be captured for security reasons by the system.
7. You are deemed to have read and accepted the instructions when you proceed further.

❖ A total of 09 stages of application are shown on the candidate's login dashboard and out of them, the first stage that is Registration/Personal

Details have been completed and the remaining stages (From Step 2 to Step9) are required for the candidates to complete. Also, a message about the current status of the application is displayed on the main page. To continue click on “Incomplete” button as Shown below (Start from Step

Step ID	Step Details	Status
Step 1	Registration/Personal Details	Complete
Step 2	Domicile and Category Details	Complete
Step 3	Qualification Details	Incomplete
Step 4	Set Examination Center Preferences	Incomplete
Step 5	Upload Photo and Signature	Incomplete
Step 6	Upload Required Document for Proof of Identity	Incomplete
Step 7	Preview and Validate Information	Incomplete
Step 8	Pay Application Fee	Incomplete
Step 9	Print Application Form	Incomplete

- ❖ If the candidate what’s to make some changes in Registration/Personal Details then he/she needs to click on Step 01 “completed” as shown below
To complete the Step 2 the candidate, need to click on “Incomplete” tab,

Step 05: Domicile and Category Details

If the candidate or one of his parents is domiciled in the State of Maharashtra and possesses a domicile certificate of Maharashtra then the candidate has to select “Yes”. Otherwise, select “No”

Home	Domicile and Category Details	
Registration/Personal Details	Domicile Details	
Domicile and Category Details	Do you belong to State of Maharashtra? आपण महाराष्ट्र राज्याचे रहिवासी आहात का?	No -- Select -- Yes No
Qualification Details	Category Details	
Sat Examination Center		

Category Details

Here the candidate is required to select the Category. According to the category, further questions will be asked to the candidate.

Category Details		
Category of candidate आपला जात संवर्ग निवडा	Open	Open -- Select Category -- SC ST DT/VJ NT 1 (NT-B) NT 2 (NT-C) NT 3 (NT-D) OBC SBC -- Select --
Your Annual Family Income कोटिबंदिक वार्षिक उत्पन्न		
Do you want to Apply for EWS (Economically Weaker Section) Seats ? आपण ईडब्ल्यूएस (आर्थिकदृष्ट्या कमकुवत विभाग) जागांसाठी अर्ज करू इच्छिता?		
Enter Caste Name जातीचे नाव प्रविष्ट करा		
Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?		

If Candidate Selects Category as “Open” then Candidate is eligible for EWS that is Economically Weaker Section. If Candidate Select Category as “SC/ST/ DT/VJ/NT/1/2/3/OBC/SBC” then Candidate asked to provide the Status of Caste Certificate and Caste Validity if both documents are available at present time, then the candidate should select the option as “Available”

Category Details		
Category of candidate आपला जात संवर्ग निवडा	SC	
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	-- Select --	
Do you possess Caste Validity जात / जमात वैधता प्रमाणपत्राची स्थिती निवडा	-- Select --	

Otherwise, if the candidate is applied to get the certificate, then the Candidate should Select the status as “Applied but not Received” and fill in the details.

Category Details	
Category of candidate आपला जात संवर्ग निवडा	SC
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Available
Do you possess Caste Validity जात / जमात वैधता प्रमाणपत्राची स्थिती निवडा	Applied but Not Received
Caste / Tribe Validity Certificate Application Number जात / जमात वैधता प्रमाणपत्र अर्ज क्रमांक	
Caste / Tribe Validity Certificate Application Date जात / जमात वैधता प्रमाणपत्र अर्ज करण्याची तारीख	
Caste / Tribe Validity Certificate Issuing Authority Name जात / जमात वैधता प्रमाणपत्र निर्गमित केलेल्या प्राधिकारणाचे नाव	
Caste / Tribe Validity Certificate Issuing District जात / जमात वैधता प्रमाणपत्र निर्गमित केलेल्या जिल्ह्याचे नाव	-- Select District --
Name As Per Caste / Tribe Validity Certificate जात / जमात वैधता प्रमाणपत्रानुसार नाव	

if in case of the candidate has not applied or does not hold the required document then should select the status as “Not Applied

Category Details	
Category of candidate आपला जात संवर्ग निवडा	SC
Do you possess Caste Certificate आपल्याकडे जात प्रमाणपत्र आहे का?	Available
Do you possess Caste Validity जात / जमात वैधता प्रमाणपत्राची स्थिती निवडा	Not Applied

If the candidate selected Category as DT/VJ/NT/1/2/3/OBC/SBC” then the candidate will be asked to provide the status of Non-Creamy Layer Certificate valid up to 31 March 2024. If the candidate has an NCL certificate then the candidate should select the option as “Available” and if the candidate is applied to get the NCL document should select “Applied but not received”

If a candidate does not hold the certificate or not applied to get the NCL certificate in such case candidate should select NCL status as “Not Applied”

Do you have Non Creamy Layer Certificate valid up to 31 March 2024? उन्नत / प्रगत गटात मोडत असलेल्या प्रमाणपत्राची दिथिती निवडा	-- Select --
Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?	-- Select -- Available Applied but Not Received Not Applied

Disability Status

If the candidate has a Disability, then the candidate has to select the type of disability from the drop-down list (at least a 40%). Otherwise, select “No” and select type.

Are you Person With Disability ? आपण दिव्यांग व्यक्ती आहात का?	-- Select -- No Yes
---	---------------------------

Step 06: Qualification Details

In this stage of Online Registration For MAH-MBA/MMS CET-2023, the candidate is asked to fill in the graduation information.

If the candidate has completed his degree before the year 2023, then the candidates should select the graduation status as Passed as shown below and enter the graduation details

1. Select Graduation passing Year,
2. Select Course Duration
3. Select Graduation Branch /stream
4. Select the Graduation Marks Type and fill the graduation marks details

5. Click on “Save and Proceed” button for Next Stage of Online Registration For MAH-MBA/MMS CET-2023

Qualification	Marks Obtained	Marks Out Of	Percentage	Awarded Class
Graduation	555	700	79.29	First Class with Distinction

If the candidate is appearing for his degree in the year 2023, then the Candidates should select the graduation status as “Appearing “and enter the details following details

1. Select Course Duration
2. Select Graduation Branch /stream

Qualification	Marks Obtained	Marks Out Of	Percentage	Awarded Class
Graduation	555	700	79.29	First Class with Distinction

Step 07: Exam Center Preferences

Specify your Preferences for MAH-MBA/MMS CET-2023 Examination Center

- ❖ First candidate needs to select state for examination Center.
If candidates select state, then the First preference will be locked on the respective capital (Except Maharashtra) of the state as shown below, (For example: If candidate select Karnataka as state, then first exam center automatically locked on the respective capital of that state like Bengaluru capital of Karnataka state)

Exam Center Preferences	
Specify Preferences for MAH-MBA/MMS-CET-2023 Examination Center	
Select State for MAH-MBA/MMS-CET-2023 Examination Center	Maharashtra *
Select Exam Center at Preference Number 1	Amravati *
Select Exam Center at Preference Number 2	Bhandara *
Select Exam Center at Preference Number 3	Yavatmal *
Select Exam Center at Preference Number 4	Buldhana *

Save & Proceed >>>

- ❖ Candidate can select the examination center preference from number 2, and 3,4. Then, Click on “Save & Proceed” button.

Step 08: Upload Photo and Signature

To Upload Photograph please follow mentioned Step below,
Step 1: click on “select the upload type”

Step 02: select the upload type “Photograph”

Home

Registration/Personal Details

Domicile and Category Details

Qualification Details

Set Examination Center Preferences

Upload Photo and Signature

Upload Required Document

Upload Photograph & Signature

Note :

1. The Photograph and Signature Image should be in jpg/jpeg/png format.
2. Ensure that Photograph and Signature Image is of good quality.
3. Select the relevant type (Photograph OR Signature) you want to upload from the dropdown given below.
4. Use 'OPEN' button to select Photograph/Signature File and Click 'CROP' if needed and Click 'UPLOAD' button to upload the Photograph/Signature.

Select Upload Type : --Select --

--Select --

Photograph छायाचित्र

Signature स्वाक्षरी

Step 03: Click on “Open” Button. And navigate the candidate photo and select.

Select Upload Type : Photograph

Photograph छायाचित्र

Signature स्वाक्षरी


Open Camera Reload Crop Upload

Step 04: To resize the selected photo, click on “Crop” Option/tab as shown below and crop the photo. Then, to upload the photo candidate needs to upload the photo candidate needs to click on Upload button. As shown.



❖ Uploaded Photograph of candidate will be displayed on screen.

Select Upload Type : Photograph ▾



Photograph छायाचित्र 	
Signature स्वाक्षरी	

To Upload the Signature:

Similarly change the upload type and upload the signature

After uploading both Photograph and Signature Save need to click on Proceed button

Select Upload Type : Signature ▾

Photograph छायाचित्र 	
Signature स्वाक्षरी 	

Step 09: Upload Required Document for Proof of Identity

In this the candidate needs to Upload Required Document for Proof of Identity one of the documents from the given dropdown to upload. As shown below

Home

Registration/Personal Details

Domicile and Category Details

Qualification Details

Set Examination Center Preferences

Upload Photo and Signature

Upload Required Document for Proof of Identity

Preview and Validate Information

Pay Application Fee

Print Application Form

Upload Required Document for Proof of Identity

Instructions :

- Please Use Latest Version Of **Google Chrome** or **Mozilla Firefox** To Upload Documents.
- File Types Allowed : **pdf, jpg, jpeg, png**.
- Maximum File Size Allowed : **500 KB**.
- Upload any One Document from the list displayed below for the Proof of Identity.
- Carry the Copy of Uploaded Document at the time of Examination for the Proof of Identity.

Select Document which you are uploading

-- Select Document --

- Select Document --
- PAN Card
- Indian Passport
- Permanent Driving License
- Voter's Card**
- Bank Passbook with Photograph
- Aadhaar Card
- E-Aadhaar Card print with a photograph
- Recent Identity Card issued by a recognized School / College
- Photo identity proof issued by a Gazetted Officer on an official letterhead along with photograph
- Photo identity proof issued by a People's Representative on an official letterhead along with photograph

❖ Then click on upload tab to upload the select document type.

Home

Registration/Personal Details

Domicile and Category Details

Qualification Details

Set Examination Center Preferences

Upload Photo and Signature

Upload Required Document for Proof of Identity

Preview and Validate Information

Pay Application Fee

Upload Required Document for Proof of Identity

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- File Types Allowed : **pdf, jpg, jpeg, png**.
- Maximum File Size Allowed : **500 KB**.
- Upload any One Document from the list displayed below for the Proof of Identity.
- Carry the Copy of Uploaded Document at the time of Examination for the Proof of Identity.

Select Document which you are uploading

Aadhaar Card

Sr. No.	Document Name	Upload	View	Edit
1	Aadhaar Card			

Save & Proceed >>>

❖ Now click on Open tab to locate the file and select the file. As shown below

Home

Registration/Personal Details

Domicile and Category Details

Qualification Details

Set Examination Center Preferences

Upload Photo and Signature

Upload Required Document for Proof of Identity

Preview and Validate Information

Pay Application Fee

Print Application Form

Upload Document

Upload Document For : PAN Card

Open Camera Reload Crop Upload

- ❖ To resize the selected photo, click on “Crop” Option/tab as shown below and crop the photo. Then, to upload the photo candidate needs to click on Upload tab as shown.



- ❖ After uploading the documents, uploaded document will be displayed on screen. (The Candidate can edit or delete the document before final submission). As shown below

Home

Registration/Personal Details

Domicile and Category Details

Qualification Details

Set Examination Center Preferences

Upload Photo and Signature

Upload Required Document for Proof of Identity

Preview and Validate Information

Pay Application Fee



Print Application Form

Upload Required Document for Proof of Identity

Instructions :

- Please Use Latest Version Of **Google Chrome** or **Mozilla Firefox** To Upload Documents.
- File Types Allowed : **pdf, jpg, jpeg, png**
- Maximum File Size Allowed : **500 KB**
- Upload any One Document from the list displayed below for the Proof of Identity.
- Carry the Copy of Uploaded Document at the time of Examination for the Proof of Identity.

Select Document which you are uploading PAN Card

Sr. No.	Document Name	Upload	View	Edit
1	PAN Card			

Save & Proceed >>>

- ❖ After uploading the required documents candidate should click on “Save and Proceed” tab to preview and validate the information.


Step 10: Preview and Validate Information

In this the candidate needs to validate the entered information before proceeding towards final submissions.

- ❖ If the candidate wants to change the information, then he/she should click on Edit button as highlighted below,

Preview and Validate Application Form

Application No. : **235010048**

Personal Details 

Candidate's Full Name	LAKSHMI ANAND DESHMUKH		
Father's Name	ANAND	Mother's Name	ARCHANA
Marital Status	Married	Spouse's Name	vv
Gender	Female	Date of Birth	07/11/2000
Religion	Hindu	Region	Rural
Mother Tongue	Marathi	Annual Family Income	5,50,001 - 6,00,000
Nationality	Indian		

- ❖ After Validation, if all the details filled in by the candidate are correct and final then the candidate should click on check box and “Proceed for Payment” button as shown below, for payment.

Document Uploaded 

Sr. No.	Document Name
1.	PAN Card

Note :


- You are required to Upload 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 Centralised Admission Process(CAP 2023).
- You are required to Upload the Caste / Tribe Validity Certificate in the name of the Candidate, issued by the caste validity committee of Maharashtra State at the time of Centralised Admission Process(CAP 2023).

I have read all important instructions.

[Proceed for Payment >>>](#)

Step 11: Pay Application Fee

- ❖ Candidate needs to check the details filled in the Application Form carefully before proceeding towards the Payment. After successful Payment, the Candidate will unable to make any Changes in the Application Form Details.
- ❖ To proceed towards payment, click on “Yes” as shown below.

Self Confirmation 

Note :

- Please check the details filled in the Application Form carefully before making the Payment. After making Payment, you will not be able to make any Changes in the Application Form Details.

Are you sure to Proceed to Payment?

[Yes](#) [No](#)

- ❖ After Self confirmation, Details of Candidate on which Fees is Decided list will be displayed as well as details of payment as per the reservation (If applicable) The Candidate needs to click on select Tab to confirm the payment of selected group. To pay the fees, click on “Proceed to Payment” button. As highlighted below,

Application Fee Cart			
Details of Candidate on which Fees is Decided			
Is Maharashtra Candidate	Yes	Category	ST
Applied for EWS	No	Person with Disability	Not Applicable
Fees Details			
Total Application Fee Required to Pay(₹)		800/-	
Online Application Fee Paid (₹)		0/-	
Remaining Online Application Fee to be Paid (₹)		800/-	
Note : Following Payment has not been done. Select the Fee Type(s) for which you want to pay the fee.			
Select the Fee Type to Make Payment & Click On "Proceed To Payment >>>" Button.			
Select	Fee Type	Fee Amount(₹)	
<input type="checkbox"/>	Application Fee	800	
Total Fee(₹)		0.00	
Proceed To Payment >>>			

❖ To Pay the Application Fee the Candidates needs to Select “Razorpay” as shown below

Payment Mode Selection

Total Amount : ₹ 800.00 Fee Type Selected : 1

Online
 Razorpay

Terms & Condition

I agree Terms & Condition

[Proceed >>>](#)

❖ Then Instructions about Online Payment will be displayed on screen. Read the instructions carefully, then click on “I agree Terms & Condition”. Button As shown below

Step: 01

Do you want to proceed with current payment selection ? you will be redirected to Payment Gateway for payment.

Fee Type Selected : 1

Online
 Razorpay

Terms & Condition

I agree Terms & Condition

[Proceed >>>](#)

Step:02

Payment Mode Selection

Total Amount : ₹ 800.00 Fee Type Selected : 1

Online Razorpay

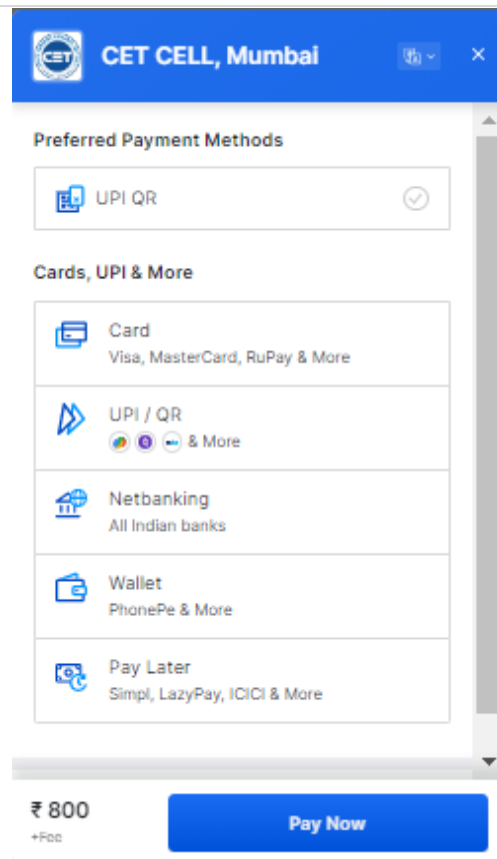
Terms & Condition
 I agree Terms & Condition

[Proceed >>>](#)

❖ On click of Proceed, it will ask to select Mode of Payment, Candidate can pay fees using options:

For Example

1. Card
2. UPI/QR
3. Net banking



- ❖ If candidate selects Online Payment mode, then system will redirect candidate to Payment Gateway to proceed the Online Payment Process. Candidate can Pay the fees using Debit Card, Credit Card, Online Banking.

Follow these steps

- On the Checkout, select Card as the payment method.
- Enter the card details.
- Enter future date as the expiry date.
- Enter CVV.

- Click Pay. A sample payment page is displayed.
- Enter the OTP
- Click on Verify/Submit OTP
- On Successful payment. System automatically will display application form. where candidate can check the details and take the printable copy of application form.

UPI/QR:

If the candidate selects payment option as UPI/QR code then,

Step 1: Scan the QR Code shown on screen Using (GooglePay,PhonePay, , Etc.) or enter the UPI ID

Step 2: Once the QR code is detected, it will then take you to the UPI interface where you will be required to enter your UPI security PIN and click on the **Submit** button.

Step 3: Your payment will get confirmed and the payable amount which is as per the selected group will get deducted from your linked bank account.

❖ Net banking:

If the candidate select **Net Banking** as payment method.

1. Accept the Services Agreement (which are the relevant terms) and Privacy Statement.
2. Review your Payment details, and then click **Pay Now**. You'll be redirected to the Net Banking website.
3. Choose from the list of available banks and select **Continue**.
4. Sign in to your Net Banking account using your bank credentials approve the Payment.
5. Your payment will get confirmed and the payable amount which is as per the selected group will get deducted from your linked bank account.

Step 12: Print Application Form

On successful payment of the application fee, a confirmation of the same will be displayed online. Candidates shall print the receipt for future references. After successful payment, Candidate shall take the print out of its online application form.

The screenshot shows the 'Print Application Form' page of the MAH-MBA/MMS CET-2023 application portal. At the top, there is a 'Print Application Form' button. Below it, a red-bordered box contains instructions for printing: 'Candidates need to click on the "Print" option from the menu and configure the following values: 1. Page Range: 1-20, 2. No. of Copies: 1, 3. No. of Pages: 1, 4. Print Range: 1-20, 5. Number of Pages: 1, 6. Number of Copies: 1, 7. No. of Copies: 1, 8. No. of Pages: 1, 9. No. of Copies: 1, 10. No. of Pages: 1'. Below this, there are instructions for printing the application form: '1. Candidates need to click on the "Print" option from the menu and configure the following values: 2. Page Range: 1-20, 3. No. of Copies: 1, 4. Print Range: 1-20, 5. Number of Pages: 1, 6. Number of Copies: 1, 7. No. of Copies: 1, 8. No. of Pages: 1, 9. No. of Copies: 1, 10. No. of Pages: 1'. The main content area displays the 'Online Registration Form MAH-MBA/MMS CET-2023' with the Government of Maharashtra logo and the text 'State Council of Educational Research and Training, Mumbai (2023)'. Below this, there is a table for 'Personal Details' and a 'Candidate's Information' section. The 'Candidate's Information' section includes fields for Candidate's Name (LAKSHMI ANAND D SHIRKAR), Gender (FEMALE), Nationality (INDIAN), Religion (HINDU), Marital Status (UNMARRIED), Second Name (L), Date of Birth (20/05/2000), Height (160cm), Weight (50kg), and Mother Tongue (MARATHI). A small photo of the candidate is visible on the right side of the form.

Keep a copy of MAH-MBA/MMS CET-2023 Application No., Log-In ID & Password.

Thank You