

Fees to be charged, Reservation policy, Admission policy, The policy of refund of the fees and Document retention policy

Fees to be charged, Reservation policy, Admission policy, the policy of refund of the fees and Document retention policy are uploaded in University Website:

1. Details of Fee to be charged & Time schedule for payment of Fee for the entire Programme
2. Reservation policy:
3. Admission policy /Procedure
4. Document retention policy
5. The policy of refund of the fees

1. Details of Fee to be charged:

Sr No	Program	First Year*
1	Master of Business Administration (MBA)	Rs.45,110.

Note:

- 1) * Change in fees structure will be applicable from time to time
- 2) Please refer SRTMUN campus /sub campus school prospectus for the current academic year showing fees details.
- 3) Tuition and Laboratory fees for Student outside Maharashtra will be 2 times than the amount shown in the prospectus.
- 4) Tuition and Laboratory fees for Foreign Candidate SAARC nation will be 3 times than the amount shown in the prospectus.
- 5) Tuition and Laboratory fees for Foreign Candidate NON SAARC will be 5 times than the amount shown in the prospectus

Time schedule for payment of Fee for the entire Programme*:

Sr No.	Program	First Installment	Second Installment	Third Installment	Fourth Installment
		15 th August	15 th October	15 th November	15 th December
1	Master of Business Administration (MBA)	Rs.11,277	Rs.11,277	Rs.11,278	Rs.11,278

* Subject to last date of admission in the month of August. Total Four installments granted to the students to pay the total fees as per written request letter from the student.

* Eligible Scholarship students are allowed to pay only required fee as per the provisions of Government of Maharashtra from time to time

2. Reservation policy:

Reservation policy as decided by the Government from time to time is implemented in the school.

https://cetcell.mahacet.org/wp-content/uploads/2023/12/Information_Brochure_UG_PG_2025_26_Final_02_07_2025.pdf

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3. Admission Policy/Procedure for MBA program:

- Admission process to the First year and Direct Second Year of Full Time Professional, Post

Graduate Degree in MBA program, is carried out by The Competent Authority, the Commissioner of State Common Entrance Test Cell, Maharashtra State, shall be the authority for Centralised Admission Process and shall direct the candidates as per their allotment through CAP to all institutions. Centralized Admission Process (CAP) rounds, conducted online by CET Cell among the candidates who have qualified Maharashtra State Common Entrance Test (MAH-MBA-MMS-CET-2026) and registered for online CAP rounds.

- Mention the admission test being followed, name and address of the Test Agency and its URL (website) :

<https://cetcell.mahacet.org/wp-content/uploads/2023/12/MAH-MBA-MMS-CET-2026-Information-Brochure.pdf>

Information Brochure for Admission to Under Graduate and Post Graduate Technical Courses (2025-26) :

In exercise of the powers conferred by section 23, sub-sections (1) and (2) of section 3 read with clause (r) of section 2 of the Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015 (Mah. XXVIII of 2015), the Government of Maharashtra has published the rules on 24.03.2025 and its amendments on 19.06.2025 and also published the Eligibility Conditions and Requirements for Admissions on 14.02.2025 and its amendments on 04.06.2025 to regulate the admissions to the First and Direct Second Year of Full Time Professional Under Graduate, Post Graduate, Integrated or Dual Degree Technical Courses in Engineering and Technology, Pharmacy, Architecture, Hotel Management and Catering Technology, Planning, Design, Management, Computer Applications including courses for Working Professionals and courses through collaborative / twinning mode. These rules are also applicable for admissions in Government and Government Aided professional educational institutions vide Government Resolution of Higher & Technical Education Department No. TEM-2016/CR (473/16)/ TE-4 Dated 25th April 2017 and its amendments issued from time to time. This brochure gives information regarding the eligibility and rules of admission to First and Direct Second year of various technical professional Under Graduate, Post Graduate, Integrated or Dual Degree courses in the State of Maharashtra. This also provides information about invitation of applications for admission, preparation of merit list, distribution of seats, details of reservation, various rounds and stages of Centralised Admission Process (CAP), admissions in Institutional Quota seats and vacant seats after CAP, supernumerary seats, refund of fees, etc.

For detail please refer the Information Broucher of CET cell , Govt of Maharashtra.

https://cetcell.mahacet.org/wp-content/uploads/2023/12/Information_Brochure_UG_PG_2025_26_Final_02_07_2025.pdf

Admission Policy/Procedure for BBA program:

- Admission process For First Year Of Four Year Full Time Under Graduate Degree Course in Bachelor of Business Administration (BBA), is carried out by The Competent Authority, the Commissioner of State Common Entrance Test Cell, Maharashtra State, shall be the authority for Centralised Admission Process and shall direct the candidates as per their allotment through CAP to all institutions. Centralized Admission Process (CAP) rounds, conducted online by CET Cell among the candidates who have qualified Maharashtra State Common Entrance Test (MAH-BBA/BMS/BBM-CET 2026) and registered for online CAP rounds.

Information Brochure MAH-BHMCT/BCA/BBA/BMS/BBM-CET 2026

Government of Maharashtra has established a State Common Entrance Test Cell (CET CELL) under Admission Regulating Authority (ARA) as per the provision in Section 10 of Maharashtra Unaided Private Professional Educational Institutions (Regulation of Admissions and Fees) Act, 2015, (Herein after called the Act). The Competent Authority shall conduct the Entrance Test For First Year Of Four Year Full Time Under Graduate Degree Course in Bachelor of Hotel Management & Catering Technology (BHMCT)/ Three Or Four Year Full Time Under Graduate Degree Course in Bachelor of Computer Application (BCA)/Bachelor of Business Administration (BBA)/ Bachelor of Management Studies (BMS)/Bachelor of Business Management (BBM)/ MBA Integrated / MCA Integrated/ Five Years Integrated Degree in M.HMCT Integrated for Academic Year 2026-27.

Competent Authority:-

“Commissioner, State CET Cell' is the Competent Authority to conduct the MAH-B. BHMCT/BCA/BBA/ BMS/BBM CET 2026 as per the Provisions of 2(e) and Section 10(2) of the Act.

For detail pl refer MAH-BHMCT/BCA/BBA/BMS/BBM-CET 2026 prospectus:

<https://cetcell.mahacet.org/wp-content/uploads/2023/12/Information-brochure-for-MAH-BHMCT-BCA-BBA-BMS-BBM-CET-2026.pdf>

The admission test being followed is:	Post Graduate Degree Management (MBA/MMS) (2-year duration). (A) First Year Admission.- 1) Maharashtra State Candidature Candidate The candidate,- I. should be a citizen of India; II. Should have passed minimum three year Bachelor's Degree awarded by any of the Universities recognized by University Grants Commission or Association of Indian Universities in any discipline with at least fifty per cent. marks in aggregate or equivalent (at least forty five per cent. in case of candidates of Reserved categories, Economically weaker section and Persons With Disability Candidates belonging to Maharashtra State only) or its equivalent; III. should have obtained non zero score in MAHMBA/MMS-CET 2020 conducted by the Competent Authority. (2) All India Candidature Candidates, Union Territory of Jammu and Kashmir and Union Territory of Ladakh Migrant Candidature Candidates.- The candidate,- I. should be a citizen of India; II. should have passed minimum three year Bachelor's Degree awarded by the University recognised by University Grants Commission or Association of Indian Universities in any discipline with at least fifty per cent. marks in aggregate or equivalent (at least forty five per cent. in case of candidates of Reserved categories, Economically Weaker Section and Persons With Disability Candidates belonging to the Maharashtra State only) or its equivalent; III. should have obtained non zero positive score in any one of the following examinations, namely:- CET conducted by the Competent Authority or Common Admission Test(CAT) conducted by Indian Institute of Management or Common Management Aptitude Test (CMAT) Conducted by National Testing Agency or Xavier Aptitude Test (XAT) conducted by Xavier School of Management Jamshedpur or Entrance Test for Management Admissions (ATMA) conducted by the Association of Indian Management Schools or Management Aptitude Test (MAT) Conducted by All India Management (ii) should have passed B. E. or B. Tech or BBA or BMS (4 Years); Association or Graduate Management Aptitude Test(GMAT) Conducted by Graduate Management Admission Council, United States of America. (3) Non Resident Indian (NRI) or Overseas Citizen of India (OCI) or Person of Indian Origin (PIO), Children of Indian workers in the Gulf countries, Foreign National Candidature Candidates.- (i) The candidate should have passed minimum three year Bachelor's Degree awarded by the University recognized by University Grants Commission or Association of Indian Universities in any discipline with at least fifty per cent. marks in
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	aggregate or its equivalent; (ii) Any other eligibility criteria and requirement declared from time to time by the appropriate authority as defined under the Act. (B) Second Year (Lateral Entry) Admission. - Maharashtra State Candidature Candidates and All India Candidature Candidates.- The candidate,- I. should be a citizen of India; II. should have passed B. E. or B. Tech or BBA or BMS (4 Years); III. Any other eligibility criteria and requirement declared from time to time by the appropriate authority as defined under the Act. chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://mba2026.mahacet.org.in/mba_26/assets/pdf/cet-brochure-english.pdf (PAGE NUMBER-53-54) (C) Eligibility for Appearing MAH- BHMCT/BCA/BBA/ BMS/BBM CET 2026 For Appearing MAH-B.BCA/BBA/BMS/BBM -CET 2026 :- • Candidate should be a citizen of India. • For BCA/BBA/BMS/BBM courses-Candidate should have passed 10 + 2 examination with eligibility as per the Admission Policy of the Affiliating University.(Eligibility criteria is as per previous year's CAP Information Brochure) OR • Candidates appearing for 10 + 2 or its equivalent examination are also eligible to appear for this CET examination. Note: • Aggregate marks means the grand total of marks obtained by the candidate in subjects on which the class declaration is made in the particular Board from which the candidate is passing the qualifying examination. • In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks would be based on the procedure certified by the Board from where they passing the qualifying examination. • The percentage of marks shall be calculated by rounding off to two places after decimal.
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- Name and - address of the - Test Agency and - its - URL (website)	STATE COMMON ENTRANCE TEST CELL 8 th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai 400 001. Helpdesk Email ID: cethelpdesk-2026@maharashtracet.org Toll free number - 18002090191 Helpline Numbers - 07969134401, 07969134402 (10.00 A.M. To 06.00 P.M.) Official Website :- www.mahacet.org https://cetcell.mahacet.org/wp-content/uploads/2023/12/MAH-MBA-MMS-CET-2026-Information-Brochure.pdf https://cetcell.mahacet.org/wp-content/uploads/2023/12/Information-brochure-for-MAH-BHMCT-BCA-BBA-BMS-BBM-CET-2026.pdf https://cetcell.mahacet.org/wp-content/uploads/2023/12/Information_Brochure_UG_PG_2025_26_Final_02_07_2025.pdf
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RULES FOR ADMISSION:

- Admission schedule declared by the CET cell, Govt of Maharashtra is to be strictly followed at school.
- On the date of admission, the selected students must submit all required original documents.
- The prescribed full fees/installments, if demanded and deposits have to be paid by the selected students on the day of admission.
- Privilege in payment of fees only to reserved category students has to be duly exercised after verification of documents and previously obtained GOI number/certificate. But prescribed deposits have to be paid by the reserved category student.
- At the time of spot / Institute level admission for vacant seats after CAP, if seats are vacant from reservation categories, based on merit, such category students will be admitted first, and then remaining seats will be filled up as per open merit.
- All admitted students are required to submit an undertaking with regard to : anti-ragging, regular class attendance, participation in all internal evaluation processes, anti-ragging & other disciplinary measures
- All admitted students' parents are required to submit an undertaking with regard to anti-ragging.
- Admission of a student will be granted to only one programme at a time, even if he/she is eligible for more than one programme.

4. Document retention policy: All the original documents are collected at the time of admission and retain as per norms as prescribed by the government & university from time to time.

5. The policy of refund of the fees:

The refund of the fees is carried out as per the policy of refund of the fees as decided and prescribed in the admission prospectus of the said academic year by The Competent Authority, CET Cell Government of Maharashtra in Information Brochure MAH-MBA/MMS-CET 2026 for MBA & in Information Brochure MAH-BHMCT/BCA/BBA/BMS/BBM-CET 2026 for BBA program ; And the rules for cancellation of admission and refund of fees/deposit as decided by the SRTM University as follows:

1. If a student fails to submit the required documents at the time and date of admission, his/her selection for admission will be treated as cancelled.
2. Admission of the student is treated as cancelled who does not comply with the conditions listed in admission rule no. 6.4, and who does not fulfill the essential requirements for completing the term and program.

“6.4 ATTENDANCE & RULES OF DISCIPLINE: Students admitted to Campus Schools will have to be regular in their classes. If their attendance is below 75% in the classroom, they will not be allowed to appear for the university examinations. Every student of Campus School will have to follow all the rules of discipline and the code of conduct together with amendments effected from time to time framed by the university.”

3. There will be no refund of any fees to a student whose admission to a program is treated as cancelled as per the rules mentioned above. Only the deposit amount will be refunded.
4. After completing admission, a student who does not comply with eligibility requirements and/or fails to fill out university semester examination forms cannot claim continuity of his/her admission to that program that year or the year after. He/she has to go for the fresh admission procedure as per the rules next year. If he/she gets admission next year, then prescribed fees of that year have to be paid afresh.
5. A student who took admission with fees concession (as per Govt or University provisions) but his/her admission is cancelled due to any reason has to pay the full fees before apply for TC.
6. In case of cancellation of admission by the student, 10% deduction will be made, and the balance amount will be refunded up to spot admission only. Under any circumstances, refund of fees will not be made after spot admission.
