



DES's Kirti M Doongursee College of Arts, Science and Commerce (Autonomous)

Steps for CAP round admission to AICTE approved BMS Programme

Online portal through student login (Complete all these steps before reporting to institute)

1. Print CET Acknowledgement
2. Print Institute Allotment
3. Self-Verification
4. Seat Acceptance
5. Pay Seat Acceptance Rs 1000 online
6. Confirm Seat Acceptance & Print Seat Acceptance
7. Freeze Allotted Institute

At Institute

8. Verify all original documents along with 4 sets of photocopies (5th set -student copy)
9. Fill institute subject selection form
10. Fill institute undertaking
11. Institute will complete CET portal process
12. Institute will issue payment receipt of Rs 1000
13. Institute will issue Admission Confirmation letter

On a later date

14. Report to institute on given date and time for
 - a. Institute form filling
 - b. University form filling
 - c. Institute fee payment