



ILS Law College, Pune

Admissions to LL.M. – Second Year

(A) Instructions for Admission Process:

1. The admission process for **2nd Year of L.L.M** is now **online**.
2. Online link for admission process will open on **16th July 2016 at 12.00 pm**
3. Online link for admission process will close on **22nd July 2016 at 11.59 pm**.
4. Students must fill online admission form during the above mentioned period.
5. For Provisional Admission Fee, Please contact in College Office.

(B) Instructions to fill the Online Admission Form:

1. Enter PR Number (PRN) and Full Name as specified in the University Result Ledger to access online Admission Form.

Steps to fill the Online Admission Form-

- Select the Course
 - Fill all the details appropriately
 - Upload the Photograph as per size specified in Form (100-200 kb).
 - 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.
 - After Submitting your form, you will get the “Success Page”
2. **Complete the three Steps:-**
 - **Download Fee Structure – Print 2 Copies**
 - **Download Your Application Form –Take its print on Ledger paper**
 - **Proceed to “Pay your Fees”**

(C) Instructions for Payment of Fees:

Payment of fees may be made by any one of the modes available.

Payment of Fees

- Payment of fees may be made online. For online payment of fee follow the link
<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=645153>
- Steps to be followed for making payment online-

Step I: Select the State “Maharashtra”, Educational Institution “ILS Law College, Pune”. Then Click on Submit.

Step II: Select Categories Name - “II LLM”, New Window will open. Enter PR Number. Select Fee Status. Then Click on submit. Fill all the details CORRECTLY.

Step III: Click on Submit. Verification window Opens –verify your details

Note – After verification, details cannot be modified.

Click on confirm.

Step IV : Payment window opens – with payment modes- (i) State Bank of India Internet Banking (ii) Other Bank’s Internet Banking (iii) Debit/Credit Cards (iv) Cash Deposit. Select any one mode and fill in the required details according to the nature of transaction.

For Cash Deposit in any of the branch of State Bank of India. Please take a print of Pre-Acknowledgement Form. Submit the Pre-Acknowledgement Form in Bank and deposit the cash. Submit Photocopy of bank receipt along with Admission Form.

Step V: After completion of step IV Payment receipt will be generated. Take two copies of the payment receipt.

(D) Instructions for Submission of Forms:

1. The completed admission form is to be printed on ledger paper. (2 Copies).
2. Fee Structure and the bank Payment Receipt is to be printed on A4 size Paper. (2 copies).
3. Take two copies of Application Form, Fee Structure and payment receipt.
4. **The following documents are to be submitted with the printed form.**

- a) Last year's Identity Card. (2015-16)
 - 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) In case, the student is employed, original Copy of the Employer's No-Objection Certificate is to be furnished along with Admission Form.
5. The admission form, Fee Structure and the Payment receipt along with the documents attached are to be submitted in the College Office between 10 am-1 pm to get the Roll Number.
 6. The student will get the copy of prospectus along with the Roll Number at College Office between 10 am-1 pm from 16th July 2016 to 22nd July 2016. Please submit all the documents as per the list.
 7. The admission process is complete 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
 8. **The admission process will close on 30th July 2016.**

9. Late Admissions :

Admission with late fee	Form and payment Link will open between 26 th July to 28 th July	Late fee – Rs. 100/-
Admission with Super Late Fee	Form and Payment Link will open between 29 th July to 30 th July	Super late Fee – Rs. 200 /- per day