

Admissions to LL.M. Second Year (Post Graduate in Law)

2018-19

Instructions for Admission Process

1. The admission process for **LL.M Second Year Students year** 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 **3rd August 2018 at 5 pm**
4. Online link for admission process will close on **8th August 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.

9. The completed admission form is to be printed on ledger paper.
10. Fee Structure is to be printed on Ledger Paper.

11.The amount of fees you pay is as follows:

LL.M Second Year Fee Structure 2018-2019

12.Category	Amount (Rs)
Within Maharashtra State (including physically handicapped category)	63,150/-
Reserved Category - SC/ NT/ VJNT	33500/-
Reserved Category – ST	Nil
Outside Maharashtra State (including physically handicapped category)	90,850/-

13. Take two copies of Application Form and Fee Structure.

14.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.

15. In case, the student is employed, original Copy of the Employer's No-Objection Certificate is to be furnished along with Admission Form.
16. 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.
17. The student will get the copy of prospectus along with the roll number at College Office.
18. 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.

19. Late Admissions :

Admission with late fee	Link will open between 9th August 2018 to 11 th August 2018	Late fee – Rs. 100/- per day
Admission with Super Late Fee	Link will open between 13 th August 2018 to 14 th August 2018 till 12 noon	Super late Fee – Rs. 200 /- per day

20. The admission process will close on 14th August 2018 at 12 noon.