



ILS Law College
Law College Road, Pune 411 004
Tel: 020-25656775, 020-25656780
email: ilslaw@ilslaw.in, web: www.ilslaw.edu
(accredited A level by NAAC (2019-2024))

Admissions 2023-24

First Year of the Three Year Law Course (LL.B.)

Institutional Round

The admission procedure is as follows -

General

1. The candidate, who is allotted ILS Law College, must **personally** attend the admission process. Please find below the schedule.
2. The candidate must bring **all original** documents for scrutiny for the purpose of admission. The College will not admit the candidate if he / she does not have all original documents at the time of admission.
3. Candidate should bring 3 copies of Allotment Letters issued by CET Cell.
4. Candidate should carry Aadhar Card & Pan Card. (Kindly note Aadhar Card is compulsory Pan card if it is available)
5. The College will not admit the candidate if :-
 - a. he / she does not personally attend the process, OR
 - b. he / she does not bring original documents for our scrutiny at the time of admission process, OR
 - c. his / her documents are not complete, OR
 - d. he / she does not pay fees, OR
 - e. he / she does not complete other formalities, OR
 - f. he / she is not eligible under the rules and provisions applicable to admissions.

Admission Process :

1. The candidate must get his name registered first.
2. After registration, candidate has to get the documents verified and proceed for online form filling in the College Library.
3. Once the Online Admission Form is filled, student must get his / her eligibility documents verified in CollegeOffice.
4. After verification of eligibility, student will get link for payment on his registered email address.
5. Except the Principal, no other person is authorized to grant or to promise or to make any representation regarding admissions.
6. All admissions are provisional and subject to further approval/conformation by the Savitribai Phule Pune University, CET Cell and the ARA.
7. Candidate has to prepare the conversion certificate with self-attestation alongwith the name & signature of the parents (if necessary).

IMPORTANT NOTE:

1. The candidate is **NOT** eligible for admission if he / she does not possess Provisional allotment letter.
2. Candidate must bring a soft copy of his / her recent photograph of size between 20 KB and 100 KB in .PNG or .JPEG format

Admission Schedule

25th September to 27th September 2023 (Excluding Sunday)

Admission Procedure from 09.00 am to 4.00 pm at Saraswati Building, ILS Law College, Pune.

Time	Details
09.00 to 1.00 pm	Registration at Hall No 19 at Saraswati Building
1.00 to 1.30 pm	Lunch break
10.00 to 4.00 pm	<ul style="list-style-type: none">• Verification of documents• Online filling up of Admission Forms and printing at ILS Law College• Submission of Admission Form, Payment of fee, Issue of roll number and Identity card

Documents

Candidates must bring with them and submit at the time of CAP Round 1, the ORIGINAL and two self-attested copies of the following documents.

Mandatory Documents-For all Candidates

S No	Type of Candidate	Attested true copies should be brought
1	All Candidates. [Maharashtra State Candidate, Outside Maharashtra State Candidates (All India Candidature) including Jammu & Kashmir Migrant Candidates]	1) SSC (Std. X) Mark sheet and Conversion Certificate for CBSC, ICSE, IGCSE and IB board candidates. 2) HSC (Std. XII) Mark Sheet / or equivalent i.e Engg. Diploma and Conversion Certificate for CBSC, ICSE, IGCSE and IB board candidates. 3) Degree Mark Sheets. [All the Candidates has to Add the marks of All Six Semester or Marks of All Three Years together and Calculate the Percentage of Degree Examination irrespective of the marks considered by the University/ Board to award Certificate/ Diploma/Degree/PG Degree.] (1) If marks of All Semester or Marks of All Three Year/Four years are mentioned on a single Mark sheet, such candidate can upload the Mark sheet / the relevant document in which all Three/Four Marks are displayed and Grand Total/ Final Grade is shown. along with conversion certificate in single PDF if the CGPA/GPA is indicated on the final Year Marks memo. (2) If Mark sheets of First year, Second Year & Third Year are separate, then such candidate will have to upload the Mark sheet of all three years along with the conversion certificate in single PDF. 4) Post Graduate Degree Mark Sheet. [All the Candidates has to Add the marks of All Four Semester or Marks of All Two Years together and Calculate the Percentage of Post Graduate Degree Examination irrespective of the marks considered by the University/ Board to award Certificate/ Diploma/Degree/PG Degree.] (1) If P.G. Marks Sheet of Two years are separate, such candidate will upload both the Mark sheet along with conversion certificate in single PDF. (2) If P.G. Mark sheet contain marks of Both the Year in Single Mark Sheet, such candidate can upload only single mark sheet along with conversion certificate in single PDF. 5) LL.B.-3 Year CET-2023 on line application form. 6) Hall Ticket of LL.B.-3 year CET-2023. (Hall Ticket is Not Mandatory, it is optional only)

		<p>7) MAH-LL.B.-3 Yrs.2023 CET Score card.</p> <p>8) Domicile Certificate</p> <p style="text-align: center;">Or</p> <p style="text-align: center;">Birth Certificate Mentioning place of Birth</p> <p style="text-align: center;">Or</p> <p style="text-align: center;">School Leaving Certificate mentioning Place of Birth.</p>
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In addition to the above documents, candidates are required to produce following ADDITIONAL DOCUMENTS depending upon the Category to which they belong

2	Maharashtra State Type-A Candidates	<p>Domicile Certificate of the candidate from the State of Maharashtra.</p> <p style="text-align: center;">Or</p> <p>Birth Certificate Mentioning the Place of Birth which is in Maharashtra.</p> <p style="text-align: center;">Or</p> <p>School Leaving certificate of the candidate Indicating place of Birth in the State of Maharashtra.</p> <p style="text-align: center;">Or</p> <p>Community, Nativity & Date of Birth Certificate.</p> <p>Candidate has to upload any one document from these four documents.</p>
3	Maharashtra State Type-B Candidates	Domicile Certificate of the Candidate / Domicile certificate of father or mother of candidate Candidates indicating that he/she is domiciled in the State of Maharashtra.
4	Maharashtra State Type-C Candidate	Certificate from the employer in Pro forma-A stating that father or mother of the candidate who is a Central Government/Government of India undertaking employee is presently posted in/outside Maharashtra.
5	Maharashtra State Type-D Candidate	<p>Certificate from the employer in Pro forma-B-1 stating that father or mother of the candidate is a Maharashtra State Government or Maharashtra State Government undertaking employee.</p> <p style="text-align: center;">OR</p> <p>Undertaking along with documentary evidences from the retired employees stating the Place of Settlement in Proforma-B2.</p>
6	Maharashtra State Type-E Candidates of Maharashtra Karnataka disputed border area.	<p>1) Certificate stating that candidate belongs to the disputed border area in Pro forma-G1.</p> <p style="text-align: center;">And</p> <p>2) Certificate stating that the mother tongue of the candidate is Marathi in Pro forma-G2</p>
7	Backward class candidates belonging to S.C./ S.T. from the State of Maharashtra only.	<p>1) Caste Certificate.</p> <p style="text-align: center;">And</p> <p>2) Caste/Tribe Validity Certificate.</p>
8	Backward class candidates belonging to VJ/DT/NT(A)/NT(B)/NT(C)/NT(D)/O.B.C/S.B. C from the State of Maharashtra only.	<p>1) Caste certificate.</p> <p style="text-align: center;">And</p> <p>2) Caste/Tribe Validity Certificate.</p> <p style="text-align: center;">And</p> <p>3) Non Creamy Layer Certificate valid upto 31st March 2024.</p>

8a	Economically Weaker Section Candidates (E.W.S.) from the State of Maharashtra only	1) Eligibility Certificate for Economically Weaker Section.
9	Ex-Servicemen (Def-1)	1) Defence service Certificate Pro forma-C . And 2) Domicile Certificate of Father/Mother who is ex-service personnel and domiciled in the State of Maharashtra.
10	Active Domicile Defence Candidates. (Def-2)	1) Defence service Certificate Pro forma-C . And 2) Domicile certificate of father/mother who is active defence service person is domiciled in the State of Maharashtra.
11	Active Non Domicile Defence candidates. (Def-3)	1) Defence service Certificate Pro forma-C And 2) Certificate from the employer in the Pro forma-D stating that Father/Mother of the Candidate who is an active defence service person and presently posted in Maharashtra. OR Certificate from the employer in the Proforma-E stating that Father/Mother of the Candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.
12	Person With Disability Candidates [PWD].:- Locomotors disability Leprosy cured person Cerebral Palsy Dwarfism Muscular dystrophy Acid attack victims Blindness Low-vision Deaf Hard of hearing Speech and language disability Intellectual disability Specific learning disabilities Autism spectrum disorder Mental illness Multiple sclerosis Parkinson's disease Hemophilia Thalassemia Sickle cell disease Multiple Disabilities	1) PWD Medical Certificate issued by Civil Surgeon of the District Hospital & or Approved Medical Board / or All India Institute established by Central Government Competent to certify the Disability. And 2) Domicile Certificate of the Candidate.

13	Jammu and Kashmir Migrant Candidates.	1) Certificate of posting in case of defence and Government servants in Proforma-J Or 2) Certificate of stay in refugee camp for those staying in camp in Proforma-K Or 3) Certificate stating that the candidate belongs to displaced family in Proforma-L
14	Foreign Nationals/ Foreign students	1) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU). 2) Eligibility certificate from concerned University in which candidates is seeking admission. 3) Certificate / Proof of foreign national or Foreign student status. 4) Passport of the candidate & Valid Student Visa of the Candidate. 5) Original recent Affidavit (of current Academic Year) of the Mother/Father of the students in prescribed format (Marked as Annexure - A)
15	Persons of Indian Origin/Overseas Citizen of India Candidates. PIO/OCI Candidates.	1) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board 2) Eligibility certificate from concerned University in which the candidate is seeking admission. 3) Certificate /Proof of Persons of Indian Origin status. 4) Sponsor/Students Valid Passport & PIO/OCI Card Sponsor/Students original affidavit (of current Academic Year) in prescribed format (Marked as Annexure – D). 5) Original recent Affidavit (of current Academic Year) of the Mother/Father of the students in prescribed format (Marked as Annexure- A) 6) Original Affidavit (of current Academic Year) of claimant disclosing his full identity i.e. full name, age, residence, Occupation, relationship with sponsor along family tree. Duly signed by the candidate/student or his/her parents in prescribed format (Marked as Annexure - B). 7) School Leaving Certificates/ Birth Certificates/ Mark sheets/ PAN cards / Passports/ Marriage Certificates etc. of concerned relative members shown on family tree/chart.
16	Workers in Gulf Countries/ CIWGC Candidates	1) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board. 2) Eligibility certificate from concerned University. 3) Certificate /Proof of Person having workers in Gulf Countries/ NRI Status. OR 4) Letter from Employer on Company Letter Head along with the necessary information (i.e. date of appointment and working period in the said firm, address, etc.), 5) Passport and Visa of parent working in foreign country. 6) Certificate of Embassy stating NRI Status of the Concerned. OR 7) Proof of residence showing minimum continuous 182 days of stay of claimant NRI in abroad for the Academic year of Admission, prior to the admission date. And/or 8) Proof of Residence Such as : Driving License/Telephone Bill / Electric Bill / Water supply bill / Rent receipt / Lease Agreement / Property Tax Copy/ IT Return Copy, etc. from last six months(With full

		<p>name & address of the Sponsor)</p> <p>9) Original Affidavit (of current Academic Year) of claimant/sponsor disclosing his full identity i.e. full name, age, residence, occupation, relationship with candidate, etc. duly signed by the sponsor (Marked as Annexure - A).</p> <p>11) Original Affidavit (of current Academic Year) of claimant disclosing his full identity i.e. full name, age, residence, Occupation, relationship with sponsor along family tree. Duly signed by the candidate/student or his/her parents in prescribed format (Marked as Annexure - B) School Leaving Certificates/ Birth Certificates/ Mark sheets/ PAN cards / Passports/ Marriage Certificates etc. of concerned relative members shown on family tree/chart.</p>
17	Non Resident Indian(NRI)	<p>1) Equivalence certificate from the Association of Indian Universities, New Delhi (AIU) if qualifying examination is from foreign Board</p> <p>2) Eligibility certificate from concerned University in which the candidate is seeking admission.</p> <p>3) Original Affidavit (of current Academic Year) of claimant/sponsor disclosing his full identity i.e. full name, age, residence, occupation, relationship with candidate, etc. duly signed by the sponsor (Marked as Annexure - A).</p> <p>4) Original Affidavit (of current Academic Year) of claimant disclosing his full identity i.e. full name, age, residence, Occupation, relationship with sponsor along family tree. Duly signed by the candidate/student or his/her parents in prescribed format (Marked as Annexure - B)</p> <p>5) School Leaving Certificates/ Birth Certificates/ Mark sheets/ PAN cards / Passports/ Marriage Certificates etc. of concerned relative members shown on family tree/chart. Sponsors valid Passport and VISA.</p> <p>6) Certificate of Embassy stating NRI Status of the Sponsor.</p> <p>OR</p> <p>7) Proof of residence showing minimum continuous 182 days of stay of claimant NRI in abroad for the Academic year of Admission, prior to the admission date.</p> <p>And /or</p> <p>8) Proof of Residence Such as :- Driving License/Telephone Bill / Electric Bill / Water supply bill / Rent receipt / Lease Agreement / Property Tax Copy / IT Return Copy, etc. from last six months(With full name & address of the Sponsor)</p>
18	Certificate for Orphan Candidates	<p>1) Orphan Certificate issued by Competent Authority.</p> <p>These candidates claiming reservation under this quota as per G.R.No OCC-2011/C.N.212/Desk-3 Woman and Child Development Department, Mantralaya Mumbai 400032 dated 2nd April 2018 will produce Orphan Certificate from Regional Deputy Commissioner, Woman and Child Development.</p>

All the Pro Forms are published in the Brochure which is available at

<https://llb3cap23.mahacet.org/Public/Notifications.aspx?NotificationCategoryID=7>

Instructions for Payment of Fees :

- Payment of fees has to be made online after filling of the College admission form.
- Candidates can pay their fees either by;

- (i) State Bank of India Internet Banking,
- (ii) Other Bank's Internet Banking
- (iii) Credit Cards
- (iv) UPI
- (v) State Bank of India – any branch

• **Debit Card option is not available.**

FEES

Category	I LL.B. Amount (Rs)
Within Maharashtra State -Open (including physically handicapped category)	41,375/-
Reserved Category - SC/ ST/ NT/ SBC/ OBC	37,540/-
Reserved Category – EWS	39,875/-
Outside Maharashtra State (including physically handicapped category)	43,375/-
PIO / SAARC / GULF	81,020/-
NRI	1,21,355/-

- Library deposit fee Rs. 1000/- compulsory for all categories as per Savitribai Phule Pune University circular.
1. The candidate shall pay any increase in fees, if increased during the academic year under any rules, orders or directions given by the State Government, Savitribai Phule Pune University, CET Cell, ARA or other authorities.
 2. If a candidate cancels the admission, the College will refund fees according to rules of the Savitribai Phule Pune University. In any case, there is no refund of fees if the he / she cancels admission any time after expiry of thirty days from the date of his / her admission.

Lectures

Commencement of Lectures will be notified in due course on the College website and college notice boards.

Hostels

For inquiry and registration of Ladies' Hostel – Ms Aparna Tatke, First Floor, Saraswati Building

For inquiry and registration of Gents' Hostel – Mr Mahendra Tupe, Outside College Office

KINDLY NOTE :

- **Please check the merit list and categorywise allotment of vacant seats after the General List in the order of merit is generated by the CET Cell.**
- **The candidates who appear in the Institutional Round Merit List published by the ILS Law College will be provided the Allotment Letter in the ILS Law College.**

- **The admission process will be closed at 4.00 pm. The process will continue on the next day.**

Dt /24-9-2023

Officiating Principal
ILS Law College, Pune.