

Hope Foundation's
**FINOLEX ACADEMY OF MANAGEMENT & TECHNOLOGY,
RATNAGIRI**

**IMPORTANT INSTRUCTIONS TO CANDIDATES ATTENDING
AGAINST CAP VACANCY ADMISSION ROUND**

(FE, DSE and MCA)

ADMISSION 2026-27

Admission against CAP Vacancies after CAP IV

**Please refer to Rule No 13 of Information Brochure 2026-27 of State
CET Cell, Govt. of Maharashtra.**

- ❖ The application of the candidate shall reach the authorities on or before scheduled date and time. The application received after the designated date and time will not be considered for admission.
- ❖ On the day of admission, upon arrival (**well in advance -at least one hour before schedule as per schedule displayed on website: www.famt.ac.in and Notice Board**), Candidate shall report to the **reporting desk kept at the foyer of Admin block** in the Institute. Candidates must sign the attendance register with the date & time.
- ❖ Standard Operating Procedure (SOP) for admission is enclosed herewith.
- ❖ Candidates will be considered as reported only after signing the attendance register.
- ❖ Candidates shall present all applicable documents in original to the committee for verification. Only upon successful verification of all relevant documents, candidate will be considered eligible for the admission procedure. In case the candidate has already taken admission at any other institute, he/she shall submit the relevant photocopies of documents pertaining to his / her admission along with proof admission in other college and certificate from the Principal of the college. Such candidates are required to submit the original documents within 4 working days from the date of admission.
- ❖ Candidates must have all original certificates and marksheets (as per the guidelines of the CET Cell) along with 2 photocopies (self-attested) of each certificate.
- ❖ After successful verification of all relevant documents, the candidate shall wait **at the reporting desk kept in the foyer of Admin block** for further instructions.
- ❖ Candidates will be **called according to merit number (Maximum three times with an interval of 2 minutes calling will be made)**. Candidate shall respond immediately in his/her own interest and should report to the admission committee. The reporting desk will guide the candidates for this movement.



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- ❖ If any candidate fails to report after calling out his/her name, the next candidate in the merit will be called and such nonreporting candidate will be considered only at the end of admission round, if any seat is available.
- ❖ After confirmation of admission from the admission committee, Candidate shall report to the Registrar to initiate the procedure for admission.
- ❖ Candidates must have all original certificates and marksheets (as per the guidelines of the CET Cell) along with 2 photocopies (self-attested) of each certificate. In case a candidate fails to produce original mark sheets and other relevant certificates /applicable fee, admission may be denied to such students. No complaint in this regard will be entertained. Further, if the student has taken admission in another college, copy of the fee receipt and admission confirmation letter will be required with two sets of photocopies of required documents.
- ❖ **Fees will be accepted through online mode ONLY (UPI/Debit Card/Credit Card).**
- ❖ **Cash OR cheques will not be accepted.**
- ❖ All rules and regulations as prescribed by Competent Authority from time to time will be applicable for these admissions and admission process.
- ❖ Candidates reporting for admission are bound by these rules.
- ❖ The final confirmation of admission will be subject to all the rules and guidelines as prescribed by State CET Cell, ARA & other competent authorities of Govt. of Maharashtra.
- ❖ The students are advised to go through Brochure for ACAP seats available on website www.famt.ac.in/ under respective admission tabs for FE, DSE and MCA.
- ❖ For any help, candidates are advised to report to Help Desk in the Main Foyer of Administration Building.



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PRINCIPAL