



SANJIVANI
UNIVERSITY

ADMISSION POLICY
2025-26

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1. INTRODUCTION

The Admission Policy of Sanjivani University serves as a comprehensive framework to ensure a transparent, fair, and merit-based admission process across all academic programs. This policy outlines the procedures, eligibility criteria, and guidelines for student enrollment into various undergraduate, postgraduate, and doctoral courses offered by the university. It aims to provide equal opportunity to all aspiring candidates while upholding academic standards and regulatory compliance as prescribed by statutory bodies such as UGC, AICTE, PCI, DTE, and the Government of Maharashtra.

2. ABOUT SANJIVANI UNIVERSITY

Sanjivani University, established by the Sanjivani Rural Education Society under the Maharashtra State Private Universities Act no XX of 2024, located in Kopergaon, near the holy town of Shirdi. With a legacy of over four decades in delivering quality education, Sanjivani has grown into a trusted name across Maharashtra and beyond. The university offers a wide range of undergraduate, postgraduate and doctoral programs, through its diverse School of Engineering and Technology, School of Commerce and Management, School of Pharmaceutical Science and School of Sciences. With a clear focus on academic excellence, industry integration, and global exposure, the university is equipped with smart classrooms, advanced laboratories, high-speed connectivity, incubation centers, and vibrant hostel and sports facilities. Backed by a highly qualified faculty, modern pedagogy, and value-based education, Sanjivani University is committed to nurturing future-ready professionals with strong ethical foundations. The institution actively promotes research, innovation, entrepreneurship, and skill development, while also encouraging social responsibility through community outreach and rural immersion initiatives.

3. VISION and MISSION

VISION:

- To emerge as a globally recognized university for excellence in Education, Research, Innovation and Entrepreneurship in order to produce effective leaders for serving the society.

MISSION:

- Providing state of the art infrastructure, industry centric curriculum and education focusing on ethics and critical thinking
- Promoting an innovative and research-oriented environment for fostering effective problem solving and entrepreneurial development

- Collaborating with National and International Industries and Higher Education Institutions for academics and research
- Creating a conducive environment for a vibrant, happy and responsible society by contributing to Institutional Social Responsibility (ISR) initiatives

4. FAIR AND LAWFUL ADMISSION PROCESS

Sanjivani University upholds a fair and lawful approach to admissions, ensuring that every step of the process complies with the legal standards laid down by the State Government and other competent authorities. The admission process is merit-based, impartial, and transparent, providing equal opportunity to all applicants regardless of background. Strict adherence to eligibility criteria, reservation norms, and applicable entrance examination results is maintained at every stage. The university commits to a process that is consistently reliable, ethically sound, and aligned with the principles of justice, thereby fostering trust and integrity in its academic ecosystem.

5. ELIGIBILITY

SN	Name of Programme	Eligibility
01	Bachelor of Technology (B. Tech)	<ul style="list-style-type: none"> • 10+2 with Physics & Math + one subject from Chemistry/Biology/Biotech/CS/IT/etc. • Minimum 45% (Open), 40% (Reserved/EWS/PWD Maharashtra) in above subjects • Must have non-zero score in MHT-CET 2025 (PCM Group) or Sanjivani University Entrance Test 2025 or PERA or JEE
02	Bachelor of Technology (B. Tech) (Direct Second Year)	<ul style="list-style-type: none"> • Passed 3-year or 2-year Diploma in Engineering/Technology with minimum 45% marks (Open), 40% (Reserved/EWS/PWD – Maharashtra) • Diploma must be from an AICTE/State/Central Govt. approved institute in any branch <p>OR</p> <ul style="list-style-type: none"> • Passed B.Sc. Degree from a UGC/AIU recognized university Minimum 45% marks (Open), 40% (Reserved/EWS/PWD – Maharashtra) • Must have studied Mathematics at 10+2 level
03	Master of Technology	<ul style="list-style-type: none"> • Passed Bachelor's Degree in Engineering / Technology from AICTE/State/Central Govt. approved institute

	(M. Tech)	<ul style="list-style-type: none"> • Minimum 50% marks (Open), 45% (Reserved/EWS/PWD – Maharashtra) • Must have non-Zero Score in GATE or Sanjivani University Entrance Examination
04	Bachelor of Technology (Integrated- 6 Years) (B. Tech- Integrated)	<ul style="list-style-type: none"> • Passed 10th Std. with Science and Mathematics from a State Board/CBSE/ICSE etc • Minimum 45% marks (Open), 40% (Reserved category – Maharashtra only) • Must have non-Zero score in Sanjivani University Entrance Examination
05	Bachelor of Computer Applications (BCA)	<ul style="list-style-type: none"> • Passed 10+2 from ICSE/CBSE/State Board or equivalent • Science or Commerce stream with preferably Mathematics as a subject • Must have non-Zero Score in Sanjivani University Entrance Examination
06	Master of Computer Applications (MCA)	<ul style="list-style-type: none"> • Passed any Bachelor's Degree (e.g., B.Sc./B.Com./BA/BCA/B.Tech/B. Voc, etc.) • Minimum 50% marks (Open) and 45% (Reserved/EWS/PWD – Maharashtra) • Non-zero score in MAH-MCA CET or Sanjivani University Entrance Examination is mandatory
07	Master of Business Administration (MBA)	<ul style="list-style-type: none"> • Passed 3-year Bachelor's Degree from a UGC/AIU recognized university in any discipline • Minimum 50% marks (Open), 45% (Reserved/EWS/PWD – Maharashtra) • Must have non-zero score in MAH-MBA/MMS CET or Sanjivani University Entrance Examination or equivalent exam (e.g., CAT/CMAT/GMAT)
08	Bachelor of Business Administration (BBA)	<ul style="list-style-type: none"> • Passed 10+2 from any stream (ICSE/CBSE/State Board or equivalent) • Must have non zero score in MAH – BBA CET or Sanjivani University Entrance Examination
09	Bachelor of Commerce (B.COM)	<ul style="list-style-type: none"> • Passed 10+2 or equivalent examination from ICSE/CBSE/State Board

10	Bachelor of Pharmacy (B. PHARM)	<ul style="list-style-type: none"> • 10+2 with Physics & Chemistry + one subject from Mathematics/Biology/Biotech/CS/IT/etc. • Minimum 45% (Open), 40% (Reserved/EWS/PWD Maharashtra) in above subjects • Must have non-zero score in MHT-CET 2025 (PCB Group) or Sanjivani University Entrance Test 2025 or NEET
11	Bachelor of Science (B. Sc)	<ul style="list-style-type: none"> • Passed 10+2 Science from ICSE/CBSE/State Board or equivalent
12	Master of Science (M. Sc)	<ul style="list-style-type: none"> • Passed B.Sc. Degree in the relevant subject from a UGC-recognized university • Minimum 50% marks (Open category), 45% (Reserved/EWS/PWD – Maharashtra only)

6. COURSES LIST WITH INTAKE/DURATION AND FEE STRUCTURE

SN	School Name	Name of Programme	Duration (Years)	Intake	Fees Structure (Per Year in INR)
01	School of Engineering and Technology	B. Tech. in Computer Science & Engineering (AIML)	04	120	196000/-
		B. Tech. in Computer Science & Engineering (AIDS)	04	120	196000/-
		B. Tech. in Computer Science & Engineering (Cyber Security)	04	120	196000/-
		B. Tech. in Computer Science & Engineering	04	120	196000/-
		Direct Second Year- B. Tech. in Computer Science & Engineering (AIML)	03	120	196000/-
		Direct Second Year- B. Tech. in Computer Science & Engineering (AIDS)	03	120	196000/-
		Direct Second Year- B. Tech. in Computer Science & Engineering (Cyber Security)	03	120	196000/-
		Direct Second Year- B. Tech. in Computer Science & Engineering	03	120	196000/-
		Integrated B. Tech. in Computer Science & Engineering	06	120	130000/-
		Bachelor of Computer	03	80	160000/-

		Applications (BCA)			
		Master of Computer Applications (MCA)	02	80	160000/-
		M. Tech in Computer Science and Engineering	02	24	196000/-
02	School of Commerce and Management	Master of Business Administration (MBA)	02	120	196000/-
		Bachelor of Business Administration (BBA)	03	240	84500/-
		Bachelor of Commerce (B.COM)	03	60	57500/-
03	School of Pharmaceutical Sciences	Bachelor of Pharmacy (B. PHARM)	04	60	180000/-
04	School of Sciences	B. Sc in Microbiology	03	80	90000/-
		B. Sc in Chemistry	03	80	90000/-
		B. Sc in Food Science and Nutrition	03	80	90000/-
		M. Sc in Microbiology	02	30	110000/-
		M. Sc in Chemistry	02	30	110000/-
		M. Sc in Food Science and Nutrition	02	30	110000/-

While deciding the eligibility of the Candidates following procedure shall be adopted:

The percentage of marks shall be calculated by rounding off to nearest integer. i.e. if the percentage of marks comes out to be 49.50% to 49.99% then it shall be rounded to 50% and if the percentage of marks comes out to be 49.01% to 49.49% then it shall be rounded to 45% for deciding the eligibility.

7. ADMISSION PROCESS

7.1 Notification

Admission notifications, along with important dates and schedules, will be published on the official Sanjivani University website: <https://sanjivani.edu.in>. Candidates are advised to regularly check the portal for updates.

7.2 Application Process

Interested candidates must fill out the online application form available on the university's admission portal: <https://sanjivani.edu.in>. A non-refundable application fee of ₹1,000 must be paid via Net Banking, UPI, or Debit/Credit card.

7.3 Eligibility Scrutiny

The university will scrutinize each applicant's basic eligibility based on the data and documents submitted in the online form.

7.4 Entrance Examination (if applicable)

For programs where an entrance exam is mandatory, candidates must appear for one of the following:

- All India National Level Entrance Test (e.g., JEE, NEET, CAT, etc.)
- Maharashtra CET
- Sanjivani University CET
- PERA CET

Admission will be granted strictly on the basis of scores/percentiles obtained in these examinations.

7.5 Merit-Based Allocation

After eligibility verification and entrance evaluation, the university will prepare a Merit List based on performance. Students will be allocated courses strictly as per their merit and seat availability.

7.6 Publication of Merit List

The merit list and related admission schedules will be published on the official university website.

7.7 Admission Confirmation

Candidates must confirm their admission by:

- Submitting original documents for verification
- Paying the program fee within the stipulated timeline

7.8 Issuance of PRN

Upon successful document verification and fee payment, candidates will be issued a Permanent Registration Number (PRN), completing the admission process.

7.9 Cancellation Clause

If a candidate fails to submit required documents or pay the fees within the prescribed timeline, the admission will stand automatically cancelled. In such cases, no refund will be applicable as per the university's refund policy.

8. DOCUMENT REQUIRED

All candidates must carry original documents along with one set of self-attested photocopies at the time of document verification.

The list of required documents is as follows:

Mandatory for All Candidates:

- 10th (SSC) Marksheet & Passing Certificate
- 12th (HSC) Marksheet & Passing Certificate (or Diploma Certificate if applicable)
- Entrance Exam Scorecard (e.g., JEE, NEET, MHT-CET, CAT, etc.)
- Aadhar Card (Candidate's)
- Transfer Certificate / Leaving Certificate
- Migration Certificate (for candidates from boards/universities other than Maharashtra State Board or SPPU)
- Recent Passport Size Photographs (4 copies)

Program-Specific Documents (if applicable):

- Bachelor's Degree Marksheet and Certificate (for PG applicants)
- Master's Degree Marksheet and Certificate (for Ph.D. applicants)
- Diploma Certificate & Marksheets (for Direct Second Year admissions)

Reservation Category Candidates (if applicable):

- Caste Certificate
- Caste Validity Certificate
- Non-Creamy Layer Certificate (for OBC, VJNT, SBC, SEBC etc.)
- EWS Certificate (if applicable)
- Domicile Certificate (for Maharashtra quota)

Special Categories (if applicable):

- Gap Certificate (if there is a study gap of more than 1 year)
- Disability Certificate (for Persons with Disability – PwD)
- Defense/Ex-Servicemen Certificate (if applicable)

Note:

- ✓ All documents must be produced in original for verification.
- ✓ The University reserves the right to cancel the admission if any document is found invalid or if submission deadlines are missed.
- ✓ Document submission deadlines and formats will be communicated via the official admission portal.

9. RESERVATION OF SEATS

The reservation of seats for admission at Sanjivani University shall be implemented in strict accordance with the reservation policy of the Government of Maharashtra. Seats shall be reserved for candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Denotified Tribes (DT), Vimukta Jatis (VJ), Nomadic Tribes (NT), Other Backward Classes (OBC), and Special Backward Category (SBC), as well as for candidates with disabilities (PwD), as per the prescribed government norms. Out of the total approved intake capacity for each program, a minimum of 40% of seats will be reserved for students having domicile in the State of Maharashtra. All claims under reserved categories must be supported with valid documents such as Caste Certificate, Caste Validity Certificate, Non-Creamy Layer Certificate (where applicable), and Domicile Certificate. Sanjivani University reserves the right to implement these reservations in line with updates or directives issued by the competent authorities.

10. PAYMENT OF FEES

- Every student seeking admission to various programs offered at Sanjivani University must pay the prescribed academic fees and caution money at the time of admission, either in full or in two equal installments of 50% each.
- Students opting for the installment facility must pay:
 - ✓ 50% of the total fees at the time of admission (First Installment)
 - ✓ The remaining 50% as per the payment schedule notified by the University (Second Installment)
- Failure to pay the fees as per the declared schedule will attract a penalty of ₹100 per day, which will continue until the dues are cleared in full.
- All fee payments must be made online only through the official Sanjivani University portal using accepted digital payment methods such as Net Banking, UPI, Debit/Credit Cards.
- Cheques will not be accepted under any circumstances.
- The fee payment link and installment schedule will be shared along with the admission notification and made available on the student's admission portal.
- The Registrar of Sanjivani University reserves the right to waive or modify any of the above rules under exceptional circumstances, subject to approval from the appropriate university authority.

11. UNIVERSITY TRANSFER

Sanjivani University welcomes applications from students seeking transfer admissions into the second year of undergraduate programs across various streams. This provides an opportunity for students currently enrolled in other universities to join Sanjivani University, subject to the conditions mentioned below:

11.1 Availability of Vacant Seats

Admission through university transfer will be considered strictly based on the availability of vacant seats in the desired program. No admission shall be granted beyond the approved intake capacity.

11.2 Application Process

Interested candidates must fill out the University Transfer Application Form, available on the official admission portal of Sanjivani University. The application fee is non-refundable, regardless of admission outcome.

11.3 Merit-Based Selection

If the number of applications exceeds the number of available seats in a program, admissions will be offered based on merit, determined by the applicant's academic performance in the first year.

11.4 Academic Equivalence

Admission offers will be made only after evaluating the equivalence of subjects and syllabus studied by the applicant in the first year with those prescribed in Sanjivani University's first-year curriculum. The decision of the Equivalence Committee of Sanjivani University will be final and binding.

11.5 Mandatory Documents

Applications without the following documents will not be processed:

- ✓ First Year Marksheet/Result from the previous university/institute.
- ✓ Attested copy of the syllabus of the first year from the previous university/institute.

Legal Jurisdiction

All disputes arising out of or related to the admission process, university transfer, or any interpretation of this policy shall fall under the exclusive legal jurisdiction of the courts located in Kopergaon Taluka, District Ahilyanagar, Maharashtra.

12. ADMISSION CANCELLATION AND REFUND POLICY

Sanjivani University adheres to a transparent and student-friendly policy for admission cancellation and fee refund, in accordance with the guidelines issued by the University Grants Commission (UGC) and relevant statutory authorities.

1. Procedure for Admission Cancellation

A student seeking to cancel their admission must submit a written request (physically or through the admission portal) along with a copy of the admission receipt and valid ID proof.

- ✓ The application must be submitted to the Registrar's Office or through the designated online channel.
- ✓ Cancellation will be considered effective from the date the formal request is received by the university.

2. Refund Policy Structure

The refund of fees shall be applicable only for students who have paid the full or part admission fees and submitted a valid cancellation request:

Time of Cancellation	Refund Amount
Before commencement of academic session	100% refund of fees (after deducting ₹1,000)
Within 15 days after the commencement of academic session	90% refund of total fees
Between 16 to 30 days after commencement	50% refund of total fees
After 30 days from commencement of academic session	No refund applicable

Note: In all cases, the Caution Money (if applicable) will be refunded fully after clearance of dues, even if the tuition fee is non-refundable.

3. Additional Conditions

- If admission is cancelled due to non-submission of mandatory documents or non-payment of fees within the given deadline, no refund will be provided.
- Refunds, if applicable, will be processed within 30 working days from the date of approval of cancellation.
- Students availing fee concession or scholarship from any source will receive a refund only of the amount paid by them directly.

4. Registrar's Discretion

The Registrar of Sanjivani University reserves the right to review and decide on special cases, including partial refunds or waiver of penalties, based on genuine reasons and supporting evidence.

13. SCHOLARSHIPS AND FEES CONCESSION

SN	Name of Scholarship	% of Fees award	% of Intake
01	Genuji Kolhe Tuition fee waiver scheme for Meritorious students	100% tuition fess waiver	2.5% of Admitted Students
02	Shankarraoji Kolhe, Meritorious Scholarship for Economically weaker Students	50% tuition fees Waiver	10% of Admitted Students
03	Laxmibai Kolhe Meritorious Scholarship	20% Tuition Fess Waiver	5% of Admitted Students

Rules and Regulations Governing the University Scholarships Schemes: -

The following rules and regulations shall govern the award, continuation, and administration of scholarships conferred by the Sanjivani University for meritorious students:

1. Merit-Based Selection:

The award of all scholarships shall be purely merit-based, subject to academic performance and compliance with other prescribed conditions.

2. Provisional List:

A provisional list of eligible candidates shall be published for informational purposes only. Inclusion in this list does not constitute a guarantee or confirmation of scholarship award.

3. Final Award List:

The final list of recipients shall be published only upon verification of requisite documents and satisfaction of all prescribed eligibility criteria.

4. Minimum CGPA Requirement for Continuation:

Scholarship holders shall be required to maintain the following minimum Cumulative Grade Point Average (CGPA) for continued eligibility in subsequent academic years. Failure to do so shall result in automatic and irreversible termination of the scholarship from that academic year onward.

Sr. No.	Name of Scholarship	Minimum CGPA to be Maintain
1.	Genuji Kolhe Tuition fee waiver scheme for Meritorious students	8.5 and above
2.	Shankarraoji Kolhe, Meritorious Scholarship for Economically weaker Students	8.0 and above
3.	Laxmibai Kolhe Meritorious Scholarship	7.5 and above

5. Code of Conduct:

Scholarship recipients shall strictly adhere to the Code of Conduct and academic integrity policies of the University. Any act of indiscipline, misconduct, or violation shall render the recipient liable for immediate cancellation of the scholarship, without further consideration.

6. Immutability of Scheme:

The scholarship scheme awarded at the time of admission shall remain unchanged throughout the duration of the programme. No modifications or transitions between schemes shall be permitted under any circumstances.

7. Restriction on Additional Awardees:

No new students shall be inducted or added into the scholarship scheme from the second year onwards.

8. Minimum Attendance Requirement:

A minimum of 75% attendance in each academic term is mandatory for the continuation of the scholarship. Failure to comply shall result in cancellation.

9. Renewal of Scholarship:

Subject to continued eligibility, compliance with the above rules, and satisfactory academic performance, the scholarship may be renewed annually.

10. Grievance Redressal:

Any queries or grievances regarding the scholarship must be submitted in writing to registrar@sanjivani.edu.in within **seven (07) days** from the date of publication of the scholarship list. No complaints received after this period shall be entertained.

11. Approval and Sanctioning Authority:

All scholarships shall be subject to scrutiny and final approval by the University Admission Committee and the Competent Authority of Sanjivani University.

12. Finality of Decisions:

The decisions of the Admission Committee concerning the award, continuation, or cancellation of scholarships shall be final, conclusive, and binding on all applicants and recipients.

13. Right to Amend:

Sanjivani University reserves the right to modify, amend, suspend, or withdraw any provision herein, without prior notice, as deemed necessary in the context of changing regulations, policies, or institutional requirements.

Fee Concession Policy to Wards of Sanjivani University / SRES Staff Members

In recognition of the committed service rendered by its employees, Sanjivani University, under the aegis of Sanjivani Rural Education Society (SRES), extends a fee concession policy to the wards and spouses of eligible full-time staff and faculty members. The terms and conditions governing the grant and continuation of such concession are as follows:

I. Eligibility Criteria

1. The tuition fee concession shall be applicable exclusively to:
 - o Wards (sons/daughters) or
 - o Spouses
of full-time staff or faculty members serving under Sanjivani Rural Education Society or any of its constituent colleges/institutes, including Sanjivani University.
2. The employee must have completed a minimum of three (03) continuous years of full-time service as of the date of admission of the beneficiary.

II. Concession Details

1. A concession amounting to 50% of the tuition fee shall be granted for the entire duration of the admitted academic program, subject to fulfilment of all prescribed conditions.
2. The fee concession shall not cover other components such as examination fees, development fees, hostel charges, transport, or any other institutional levies, unless otherwise specified.

III. Minimum Academic Requirement

To be eligible for the fee concession, the student must have secured a minimum of 60% aggregate marks in the qualifying examination required for admission to the respective program.

IV. Withdrawal and Forfeiture Clause

1. The fee concession shall stand revoked with immediate effect in the event of any of the following:
 - o Resignation of the concerned staff member
 - o Termination or compulsory retirement of the staff member
 - o Discontinuation of service for any reason whatsoever during the academic year.
2. Upon such revocation, the student shall become liable to pay the full tuition fee for the respective academic year in which the discontinuity occurred.

V. Additional Conditions

1. In order to avail the fee concession under this policy, the concerned faculty or staff member shall be required to execute a formal undertaking/bond affirming that he/she will continue to serve the organization for a minimum period of three (03) years after the completion of the academic program by the ward/spouse.
2. In the event of voluntary resignation, termination, or cessation of service by the employee before the completion of the mandatory service period post-course completion, the entire fee concession availed under this policy shall become immediately recoverable from the employee. The amount shall be treated as a financial liability and may be deducted from salary dues, terminal benefits, or by legal recovery if necessary.
3. The University reserves the right to initiate legal or administrative action for recovery of such dues in the event of non-compliance with the conditions of the bond/undertaking.
4. This concession is non-transferable and shall apply only to one beneficiary per employee at a time.
5. In case of re-admission, course extension, or year drop, the scholarship will be discontinued.
6. The concession is subject to the final approval of the University Admission Committee and competent authorities of Sanjivani University.
7. Sanjivani University reserves the right to amend, withdraw, or modify any clause of this policy at any time without prior notice, in accordance with institutional priorities and regulatory changes.

14. ADMISSION COMMITTEE

Constitution of the Admission Committee

There shall be an Admission Committee constituted by Sanjivani University for regulating and overseeing the admission process for all academic programs offered by the university.

Functions and Responsibilities

- The Admission Committee shall function with a commitment to transparency, merit, and compliance with academic policies. Its key responsibilities include:
- Scrutinize application forms submitted by candidates, ensuring they meet the eligibility criteria and admission norms prescribed by the Academic Council from time to time.
- Conduct entrance tests and/or interviews, as applicable for various programs, or as provided under program-specific admission guidelines.

- Shortlist candidates from each category (General, Reserved, OMS, etc.) based on merit, for participation in the next stage of the admission process.
- Prepare the merit list based on the candidate's performance in the entrance test and/or selection process.
- Finalize and approve the list of selected candidates for admission into the respective programs.
- The Admission Committee may co-opt members from various departments or centers representing different academic areas as per requirement, to ensure balanced and fair evaluation.
- The decisions made by the Admission Committee shall be final and binding on all admission-related matters concerning the applicants.

15. ADMISSION POLICY DISCLAIMER

- This is the official admission policy of Sanjivani University and provides general guidelines regarding the university's admission procedures, fee concessions, and scholarship provisions.
- All admissions and scholarships granted by the university are subject to the final approval of the Admission Committees and the competent authority of Sanjivani University.
- The decisions taken by the respective committees shall be final and binding on all applicants. Sanjivani University reserves the right to modify, amend, or withdraw any provision in this policy without prior notice, as deemed appropriate in view of changing regulations or institutional requirements.
- Any disputes or concerns related to the admission process or scholarship decisions shall be addressed exclusively through the University's Student Grievance Redressal Mechanism as per prevailing norms.

Prof. Manoj R Gaikwad
Director- Admissions

Prof. Amol A. Dhakane
Registrar

Dr A. G. Thakur
Vice Chancellor