



## सहसंचालक तंत्र शिक्षण, विभागीय कार्यालय,

शासकीय तंत्र निकेतन परिसर, गाडगे नगर, अमरावती ४४४ ६०३

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क्रमांक :- विकाअ/शिक्षण/प्रवेश/२०१७/१४९

दिनांक :-

21 JUN 2017

प्रति,

प्राचार्य,

सर्व सुविधा केंद्र,

पदविका अभ्यासक्रम चालविणा-या संस्था,

अमरावती विभाग, अमरावती

**विषय :-**शैक्षणिक वर्ष २०१७-१८ मधील औषधनिर्माणशास्त्र पदविका  
अभ्यासक्रमाचे माहितीपुस्तके व किट घेऊन जाण्याबाबत.

उपरोक्त विषयाबाबत आपणास कळविण्यात येते की, शैक्षणिक वर्ष २०१७-१८ मधील पदविका  
औषधनिर्माणशास्त्र पदविका अभ्यासक्रमाचे माहितीपुस्तके व किट या कार्यालयास उपलब्ध झालेले आहे.

तरी आपणास कळविण्यात येते की, सदर अभ्यासक्रमाचे माहितीपुस्तके व किट घेऊन जाण्याकरीता आपल्या  
संस्थेतील जबाबदार व्यक्तीस आवश्यक पत्रासह न चुकता या कार्यालयात दिनांक २२/०६/२०१७ रोजी प्रतिनियुक्त करावे.  
विलंबनाने येणा-या संस्थाना जर माहिती पुस्तके व किट कमी मिळाल्यास किंवा न मिळाल्यास स्वतः जबाबदार राहिल.  
याची नोंद घ्यावी.

सहपत्र - FC List

प्र.सहसंचालक तंत्रशिक्षण,  
अमरावती.

प्रतिलिपि :- (१) प्रोग्रामर, तंत्रशिक्षण विभागीय कार्यालय, अमरावती यांना संकेतस्थळावर टाकण्यासाठी.



## DIRECTORATE OF TECHNICAL EDUCATION, MAHARASHTRA STATE

3, MAHAPALIKA MARG, POST BOX NO. 1967, MUMBAI-400 001.

Phone : 022-2264 1150/51, 22620601, 22690602; Fax : 022-22692102

E-Mail : desk10@dtmaharashtra.gov.in

Web: www.dtmaharashtra.gov.in

**Urgent / Web  
Office Order**

No. 10/NGP/ADM/FC/2017-18/3522

Date: 17 JUN 2017

**Subject:** Facilitation Centers for sell of Information Brochure, Application Kits, Submission of Online application form, Verification of Documents, Confirmation of Application form for CAP for admission to the First Year of Post HSC Full Time Diploma in Pharmacy, Surface Coating Technology, Hotel Management & Catering Technology for the academic year 2017-2018.

Facilitation Centers (FC) are hereby identified for the activities to be carried out such as Submission of Online Application Form, Verification of Documents, Scanning and uploading of documents Confirmation of Application form, Filling of Option Form, Issue of receipt /acknowledgement etc. for CAP ( List of FC is attached herewith ) The Director/Principal of the Institute working as FC should appoint one Co-ordinator (from senior faculty members) and required supporting staff having computer knowledge for this activity.

The role of FC's is as follows.

**Activity-I: Sell of Application Kit**

- ❖ Sell of Application Kit
- ❖ Activation of Application Kit
- ❖ It is mandatory to FC to sell Application Kits (along with Information Brochure ) to the aspiring Candidates

**Activity-II: Submission of Online application form**

- ❖ Submission of Online application form
- ❖ It is not mandatory to the candidate to use facility of FC for submission of application form activity.

**Activity-III: Verification of Documents, Confirmation of Application form for CAP**

- ❖ Document verification as per the list of documents on the Application form
- ❖ Scanning & uploading of documents
- ❖ Printing and Issue of Receipt-cum-Acknowledgement
- ❖ It is mandatory to the candidate (in person) to report to FC for this activity.
- ❖ No charges should be collected from the candidate for this activity.

Note: F. C. shall provide the facility to the candidate at free of cost to fill online option form for CAP round I, II and III

The Commissioner, State CET Cell, Mumbai will pay Rs.100/- (Rs. One Hundred Only) per confirmation of receipt of application form after successful completion of the admission process of the respective courses. The distribution of the amounts collected under above activities between staff involved in admission activity & Institute is given in the following Table.

Sr. No	Designation of the personnel	Distribution
1.	Institute Development /IRG Fund & Miscellaneous Charges (Transportation of Kits, Stationary etc.)	50%
2.	Principal/Director/Chief Co-ordinator	5%
3.	FC Co-ordinator	5%
4.	Equal distribution amongst Data Verification Team/ Scrutiny Team/ Counselling Team (FC related activities) Guidance & Counselling Team	20%
5.	Equal distribution amongst Data Entry Operators (FC related activities) & Students facility team	12%



6.	Administrative Officer/ Registrar / Accountant	2%
7.	Office Staff involved in FC Activity (Clerk, Cashier etc.)	3%
8.	Class IV staff involved in FC activity	3%

If any FC is found involved in any form of unlawful activities like misguidance and non co-operation to the aspiring candidates, FC will be liable for severe action by the Competent Authority.

**FC shall contact to the respective Regional Offices for "how to activate their Institute as FC through the Institute Login" from the respective Regional Offices without fail.**

The Minimum infrastructure required at FC is as follows,

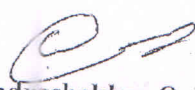
1. 10 Nos. i5/i7 PC or of higher configuration each for Confirmation and facilitation respectively and additional 15 PCs to be made available for candidates use.
2. Windows 8 or higher Operating System with up to date security & service patches
3. Microsoft Office 2003 or higher version on all machine, Adobe Acrobat Reader 10.0 or above.
4. All the 25 machines (PC) and printer should be connected through LAN with minimum 2 Mbps internet connectivity through ADSL/Wimax /Leased line or other devices.
5. Internet Explorer 8.0/ Mozilla Firefox 3.0, Google Chrome 2.0 or above.
6. 2 LaserJet Network Printers.
7. Minimum 4 Scanner(3 for A4 and 1 for A3 ) with 300 dpi resolution.
8. Adequate Electrical Power Backup facilities.(10 kva ,2 Hours backup)
9. Counseling Hall with PA system, LCD Projector & seating arrangement for minimum 60 candidates.
10. Waiting Room for Candidates/Parents.
11. Potable Water drinking facility.
12. Separate clean Washrooms for Gents/Ladies

All the Directors/Principals of the FCs are hereby informed to make the required infrastructure mentioned in order under reference ready and in working condition on or before the start of the receipt of the applications for First Year of Post HSC Full Time Diploma in Pharmacy, Surface Coating Technology, Hotel Management & Catering Technology admission.

Desk 3 (IT Cell) of this office shall work as Chief Coordinator for FC activities.

For any further clarification, the coordinator of FC should contact to this office on 022-22612139/22644859/30233465 during office hours.

Note:- All FC's shall be open from 10.30 am to 05.30 pm during the schedule including the Holidays and Sundays.

  
( Chandrashekhar Oak) I.A.S  
Director, Technical Education,  
Maharashtra State, Mumbai

Copy submitted to:

1. Hon'ble Commissioner, State Common Entrance Test Cell , Maharashtra State Mumbai.  
Copy for information and necessary action :-

1. Joint Director, Technical Education Regional Offices, Mumbai/ Pune/ Nashik /Aurangabad/ Amravati/Nagpur for necessary action to distribute the Application Kits, Information Brochure & Receipt Books to FC under your purview.
2. The Director/Principal of the Facilitation Center for information and necessary action
3. Director, MKCL Mumbai, for integrating the entire FC into online system and providing necessary support.
4. Desk Officer, Desk No.3 (IT Section), Head Office, Mumbai

**List of Facilitation Centres (FC) For First Year of Post HSC Full Time Diploma  
Courses in Pharmacy, HMCT & SCT for A.Y. 2017-18**

Sr. No.	Institute Code	Institute Name	Institute Address
1	1008	Government Polytechnic, Amravati	Gadge Nagar, Post-Shivaji Nagar, V. M. V. Road, Amravati
2	1014	Geetadevi Khandelwal Institute of Pharmacy, Akola	Godbole Ploat, Dabki Road, Akola
3	1155	Shikshan Prasarak Mandal's Institute of Pharmacy, Wani	L.T.M.V. Campus, Dist. Yavatmal
4	1156	Janata Shikshan Prasarak Mandal's Sudhakar Rao Naik Institute Of Pharmacy, Pusad	Nagpur Road, Yavatmal
5	1157	Shri Chhatrapati Shahumaharaj Shikshan Santha's Institute Of Pharmacy, Maregaon	Maregaon, Mardi Road, Yavatmal
6	1158	Paramhansa Ramkrishna Maunibaba Shikshan Santha's Anuradha College of Pharmacy, Chikhali	Anuradha Nagar, Sakegaon Road, Buldhana
7	1161	Matoshri Education Soc.'s College of Pharmacy, Mehakar, Tal. Mahekar, Dist. Buldhana	Taluka Mehakar, District Buldhana
8	1163	Mahila Utkarsha Pratishthan's Pharmacy College, Risod, Dist. Washim	Pundlik Nagar, Degaon Tq-Risod Dist-Washim
9	1164	Shree, Swami Samarth Institute of Pharmacy, at parsodi, Dhamangaon Rly, Dist. Amravati	AT. Parsodi, Dhamangaon Rly, Dist. Amravati
10	1165	Dwarka Bahuuddeshiya Gramin Vikas Foundation's Dwarka Institute Of Pharmacy, Buldhana	Botha Road, Malvihir, Buldana
11	1167	Shri Gurudatta Shikshan Prasarak Sanstha's Late Shri Ramraoji Gawande Institute Of Pharmacy, Akola	Shivashakti Pratishthan, Hingana Road, Kaulkhed, Akola
12	1171	Pataldhamal Wadhwani College of Pharmacy, Yavatmal	Dhamangaon Road, Girija Nagar, Yavatmal
13	1264	Vidarbha Institute of Pharmacy, Washim	Gut No. 114, Anjankhed, Borala Phata, Washim 444505
14	1280	Gawande College of Pharmacy, Sakhar Kheda	Lavala Road, Sakhar Kheda, Taluka Sindkhed Raja, Buldhana
15	2009	Government College of Pharmacy, Aurangabad	Hotel Vedant Road Opp. Govt. Polytechnic, Aurangabad
16	2022	Maulana Azad Education Society's Kamla Nehru Polytechnic (Pharmacy) Aurangabad	Rauza Baugh, P.B.No.65, Aurangabad, 431001
17	2023	Jai Bhavani Shikshan Prasarak Mandal's Institute Of Pharmacy, Gadhi Georai	Shivajinagar (Gadhi), Georai, Beed, 413127
18	2024	Maharashtra Shikshan Samiti's Maharashtra Polytechnic (D. Pharmacy) Institute, Nilanga, Latur	Nilanga Latur, 413521