



K. K. Wagh Institute of Engineering Education & Research, Nashik

(An Autonomous Institute affiliated to Savitribai Phule Pune University)



First Year B.Tech Centralized Admission Process (A.Y.: 2025-26)

Category Wise Required Documents

Sr. No	Name of Document	Open	TFWS/EBC	SC/ST	VJ-NT/ OBC/ SBC/SEBC	EWS
1.	Seat Acceptance Letter	✓	✓	✓	✓	✓
2.	FC Acknowledgement	✓	✓	✓	✓	✓
3.	Nationality Certificate / LC / Pass port	✓	✓	✓	✓	✓
4.	Domicile / Birth Certificate	✓	✓	✓	✓	✓
5.	Caste Certificate	NA	NA	✓	✓	✓
6.	Cast Validity	NA	NA	✓	✓	NA
7.	Non-Creamy Layer	NA	NA	NA	✓	✓
8.	Income Certificate	NA	✓	NA	✓	✓
9.	SSC Marksheet	✓	✓	✓	✓	✓
10.	HSC / Diploma Marksheet	✓	✓	✓	✓	✓
11.	JEE-Main Score Card (If Applicable)	✓	✓	✓	✓	✓
12.	MHT-CET Score Card	✓	✓	✓	✓	✓
13.	HSC Leaving Certificate	✓	✓	✓	✓	✓
14.	Gap Certificate(If Applicable)	✓	✓	✓	✓	✓

Important Notes:

- For CBSE / Kendriya Vidyalaya students, a conversion certificate along with the original mark sheet is needed.
- Gap Certificate, if applicable
- Migration Certificate, if applicable
- For minority candidates: Proforma-O OR Affidavit on 100 Rs. Stamp Paper
- Gazetted copy if there is a change in name
- SEBC caste validity receipt, if applicable
- If an income certificate of mother is produced, a death certificate of father is needed.

Steps for CAP Admission Confirmation

Step-1	Desk-1	Verification of Seat Acceptance Letter
Step-2	Desk-2	Form Filling (Green Colour Form)
Step-3	Desk-3	Scrutiny (Original Documents Submission)
Step-4	Desk-4	ERP Entry (Mandatory Data Entry)
Step-5	Desk-5	Admission Fees Payment
Step-6	Desk-6	Confirmation of Admission (FC Xerox Set Submission)
Step-7	Desk-1	Division wise WhatsApp group QR code Scanning (Students and Parents)