

Understanding Centralized Admission Process (CAP) For Junior Colleges In Maharashtra

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Abstract: With advances in technology our life has changed now. Internet and computers are affecting our lives in more ways than one can expect. Now days, as there is growth in student enrollment (for higher education) there is a great demand for use of technology in the education sector especially with respect to the admission process.

The research paper aims at understanding of the online admission process (OAP) more popularly known as centralized admission process (CAP) for first year of junior colleges (FYJC) i.e. Standard 11th in Maharashtra.

The main principle behind such CAP is to facilitate admission procedure for students and their parents. This is done in coordination with junior college authorities who supervise and monitor the entire process. The CAP is used for ensuring fair allocation and uniform allotment of colleges to students. Typically CAP has student details and their preferences for admission to various colleges. Based on certain pre-defined criterion, CAP assigns the best possible college based on student details, marks obtained, preferences provided by the student and earlier year's cutoffs of the college.

Keywords: Online admission process, standard 11th online admission process, centralized admission process, Higher Education, OAP, CAP, Maharashtra.

I. INTRODUCTION

Admission of students into any junior college (after standard X) is most important activity in every educational system which is as old as education itself. Student admissions are a vital part of any junior college's day to day operations because students keep the junior college running. Colleges cannot stay alive without students. As more and more students are enrolling in different streams at different colleges and pursuing diverse programmes, the admission process itself has become complicated and vast in magnitude. It is becoming difficult to handle such a large volume of admissions using traditional offline admission system.

Today technology has found an answer to this offline admission process. It is now well known that everybody's life today are dependent on ICT (information, communication, technology) and everybody uses it into nearly every aspect, it is playing important role in Education field also. As one is moving towards digital age, students receive information

about the admissions in college from internet. Colleges have now started to implement and use Web technology for admissions. Use of Online Admission System is one of them.

OBJECTIVE

The research paper aims at understanding of the centralized admission process (CAP) for first year of junior colleges (FYJC) i.e. Standard 11th.

II. HISTORY - CAP

The Government of Maharashtra has decided to introduce the scheme of online admission to the FYJC (Std. XI), keeping in mind the interest of the students, their parents and the society. The Offline Centralized Admission Process in Maharashtra State in Pune, for admission to the FYJC (Std. XI) has been in existence for some years now. But the Online

process was first started in the year 2015-16. This process was aimed at a transparent and fair process of admission. It also aimed at getting the correct numbers regarding admissions and ensuring that each and every child got admission.

The online process will enable the concerned students and their parents to fill and submit the forms from their respective schools, thus saving their time, energy and money. The parents need not run from one college to another for filling forms as everything is done in a centralized way. College registrations for the CAP are also done well in advance.

One of the major highlights of the online process is that it has complete transparency during the entire process. In order to improve the admission process and to make it more and more 'student centric' revised government resolutions have been issued from time to time.

III. ABOUT CAP

Centralized Admission Process is defined as a service available and performed using the Internet where computer and other devices are connected with network to perform Admissions. CAP will be useful to transform existing complex admission system into applicant/student-friendly, simpler, efficient, accurate, prompt and transparent system at affordable cost with high quality, greater speed and wider accessibility in a mass-personalized manner.

Features of the Online Admission process are:

- Total online admission process.
- Comprehensive admission process.
- Applicants save money, time and outing.
- Totally transparent, relevant with modern technology.

IV. PHASES OF CAP

Following are the broad Phases of the admission process are:

- ✓ Providing Admission Information to students.
- ✓ Communication with students.
- ✓ Form Filling –part 1 and 2
- ✓ Allocation Rounds
- ✓ Admission Confirmation by students.



Exhibit 1: Broad Phases of CAP

Corresponding to above mentioned phases Technology use is:

- ✓ Providing Admission Information to students through website or a common admission portal.
- ✓ Communication with students is carried out using;
 - Static Communication and

- Dynamic Communication

- ✓ Admission Confirmation by students by personally visiting the college.

These phases will call for following activities:

ACTIVITIES OF CAP

Following are the broad Phases of the admission process are:

- ✓ Providing Admission Information to students.
- ✓ Part 1 form filling at school level and its approval (before result).
- ✓ Part 2 form filling at school level for choice of college preference. (After Part 1 is approved by the school authorities).
- ✓ Setting up guidance centres for grievances.
- ✓ Final admission at college level.



Exhibit 2: Activities of CAP

Various activities of online admission process are as listed below in the form of flowchart:

- ✓ Initiation of the process (Start).
- ✓ Students are provided with admission information booklets with specific username and password. The information booklet contains information about colleges, seats available, cut off marks of previous years and so on. An admission information booklet comes with student ID.
- ✓ The user has to login
- ✓ Login can be done in three different ways:
 - Student
 - Staff
 - Unauthorized person
 If login done by an unauthorized person then the process will be terminated.
- ✓ When a student logs into their account then they may submit their details, check their documents.
- ✓ If there are any issues regarding their documents then the students reports the staff.
- ✓ Whenever the staff member logs in he views a notification from the students regarding their documents and accordingly updates the student's profile.
- ✓ If the documents are correct then the students can start with the filling of form1. Student can enter their details and also able to edit / change the same.
- ✓ After filling of the form1 by the student, the staff receives a notification for verification of the details filled in form1.
- ✓ Whenever the staff logs in, and views the notification for verification of the form1 he makes a decision regarding the acceptance or rejection of the form1.
- ✓ If the form1 is rejected, the student has to fill the form 1 again which is notified to the student by a notification.

- ✓ The completed filled in form1 is verified and then approved by the school authorities.
- ✓ After this approval of part 1 then the student has to proceed with filling of form2 which is also notified to the student by a notification.
- ✓ Now the student fills form 2. It is about marks obtained, preference of study streams, preference of colleges, and so on.
- ✓ After this the staff logs in and views the notification from the student regarding form2.
- ✓ According to the cut-off of the colleges, the staff allots the student colleges filled in form2.
- ✓ This happens in the case when the form2 is accepted or else if the cut-off of all the colleges filled in form2 is higher than the score then it results in the form2 to be rejected.
- ✓ Either the form2 is accepted or rejected the student is notified accordingly.
- ✓ On acceptance of the form2, college is allotted to the student based on the preferences provided in the said form.
- ✓ If there are any complaints or grievances they will be appropriately handled and resolved.
- ✓ The process ends with final admission of the student to the desired college.

Exhibit 4: Specimen Admission Form – Part I

In Part II of application form, student (if necessary) can round-wise change stream and preferences (options). In this process, student has to give minimum one and maximum ten preferences only which makes the process simple and student centric.

Exhibit 5: Specimen Admission Form – Part II [7]



Exhibit 3: Screenshot of a Centralized Admission Portal

Students have to fill Part I of application form only once for applying to anyone stream out of Arts, Science, Commerce and MCV. They can apply for only one stream. However in the later rounds they may edit the stream option as well as college preference option.

The large number of students passing out SSC exam has also encouraged the use and implementation of CAP system. There are about 285 colleges in Pune and their intake capacity is about 96,320.

Branch	Arts			Commerce			Science	MCVC			Total
	Marathi	English	Total	Marathi	English	Total		Marathi	English	Total	
Branches	70	61	131	97	166	263	225	27	17	44	663
Intake Capacity	8,060	5,940	14,000	13,100	25,560	38,660	39,090	3,040	1,530	4,570	96,320

Exhibit 6: Branch and Medium wise Number of Colleges and Intake Capacity in 2018-19 in Pune using CAP

Thus for FYJC in the 285 colleges, there are about 96,320 seats available. For these available seats, it was found that there are about 75,939 applications submitted. Thus over 75,000 students registered for standard 11th using CAP. Science stream has received 32,759 applications. Commerce stream has received 35,956 applications. Arts stream has received 7,033 applications, in the year 2018-19.

Branch	Arts (Marathi)	Arts (English)	Commerce (Marathi)	Commerce (English)	Science (English)	MCVC (Marathi)	MCVC (English)	Total
Male Students	2,381	611	6,054	12,835	18,832	69	81	40,863
Female Students	2,315	1,726	5,587	11,480	13,927	9	32	35,076
Students Total	4,696	2,337	11,641	24,315	32,759	78	113	75,939
Branch Total	7,033		35,956		32,759	191		75,939

Exhibit 7: Branch and Medium wise Number of Students enrolled in 2018-19 in Pune using CAP

Apart from Pune, the CAP is also used in other regions in Maharashtra state. These includes Mumbai metropolitan region, Nashik, Nagpur, Aurangabad and Amravati. Depending on the number of students and their response the number of rounds of CAP varies. Typically there are four to five rounds to complete the entire admission process. This is mainly because not all the students take their admission in the first round. In Pune, about 39,897 students were allotted colleges in the first round.

First Round for Standard XI	
Region	Total Number of Students allotted colleges
Mumbai Metropolitan Region	1,20,566
Pune	39,897
Nashik	11,219
Nagpur	19,250
Aurangabad	9,688
Amravati	5,171

Exhibit 8: Total Number of Student allotted Colleges (in 2018-19)

V. ADVANTAGES OF CAP

In what might be named a progressive move, the University Grants Commission (UGC), issued a mandate to every Indian college to direct online confirmations from the accompanying scholastic year. This implies all colleges in the nation should fundamentally lead online confirmations for all courses from the accompanying scholarly session. While there are various points of interest to this directive, it may not

generally work out to the advantage of the scholarly foundation or the candidates.

Some of the advantages of online admission process are as follows:

- ✓ Convenience to all – One of the main features of CAP is that candidates at their convenience do their application submission. All that is required is access to a computer and internet access. This is a great advantage to candidates in rural areas and candidates with disabilities.
- ✓ Co-ordinations – No coordination is required to maintain stock of paper applications, stationery and so on. The online application process offers college candidates standardized platform for filling their applications. It also gives on time indications about the required fields that are mandatory. The acknowledgement is almost immediate and the system user-friendly.
- ✓ Benefits to junior Colleges – Junior colleges were befitted due to this online admission process. Instant access to student information and databases, efficient filtering mechanism for sorting of the students and processing of large information is possible through the online application process. It also reduces other costs such as application form processing and addition manpower required for the same. It also ensures that all institutes get the students.
- ✓ Increased Accuracy and Efficiency – Those who have seen college authorities handling thousands of paper applications every day at office are aware of that high stress and monotonous nature of work. This may result in manual mistakes. Every mistake may cost students their academic career and their future education prospects. The online admission prevents the same. It is reliable, proficient and disposes chances of such mistakes.
- ✓ No Geographic Limitations – Another salient feature of online admission process is no geographical limitations. Online system framework makes it feasible for applicants from anywhere to be a part of CAP and apply for the college of his choice.

VI. DISADVANTAGES OF CAP

Some of the disadvantages of online admission process are as follows:

- ✓ Internet Availability and Computer Literacy – In India, however Internet availability is limited to only urban areas and hence the Internet access and speed available may be considered as significant obstacles to the college students. In most of rural areas electricity may not be available and may face power outages.
- ✓ Low Computer Literacy – Another real concern is the low rate of computer education in India. As per survey results, only 7% Indians are computer literate. The online admission process may cause problems and confusion amongst a considerable number of candidates.
- ✓ Security Concerns – security of the system is the important concern today. The fear of data leakage is also a threat. Another vital concern is the privacy of student information and related security risks associated with online application handling.

- ✓ Validity – In most manual admission process, the eligibility of applicants is demonstrated by check of originals at the time of acceptance of application forms. This ensures that only genuine candidates are included in the process. Online applications make it simpler for fraudsters to manipulate the application procedure and qualification prerequisites.
- ✓ Infrastructure Support – Establishing a solid and secure online admission system needs considerable support in terms of available infrastructure. It may be possible that some of the colleges might not have adequate support.

VII. DIFFICULTIES FACED DURING CAP

Some of the difficulties faced by students and parents while going through CAP are as listed below:

- ✓ Not having the particulars - The information brochure may have the particulars about the junior colleges and their branches. This may create problems for both the parents and students when they have to give preferences of junior colleges during filling up of their application forms. While giving preferences, students are unable to find a sufficient number of colleges on the list.
- ✓ Not aware about the process: Not all parents and students were aware of the online admission process. Parents and students have to take help from their class teachers or those who have knowledge about the procedure.
- ✓ Inadequate infrastructure: Due to inadequate infrastructure there may not be continuous connectivity. This may hamper the online admission process. Even in cities like Mumbai, network congestion may result in delaying the online admission process that may cause inconvenience to the students.
- ✓ Inadequate Server Connectivity: As stated earlier, there may be inadequate connectivity to the server due to power shortages or power cuts in the city. This may have effect on the online admission process.

VIII. CONCLUSIONS

Centralized Admission Process (CAP) is web enabled software. It was observed over the years that existing admission process is quite time consuming and inefficient. By reducing the various drawbacks one may create a web based application for managing the admission of the student. This is an online system which initiates with visiting common admission portal. After this the student has to login and fill in the register form which will be subsequently verified. Thus the admission process will be completed by allotting the colleges to the students. It is cost effective, practical, user friendly and offering highest security for authentication purpose.

Student's records can be accessed within few seconds. The system primarily focuses on building an efficient and user friendly communication system for the junior colleges.

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