

# MULUND COLLEGE OF COMMERCE (JUNIOR COLLEGE)

## Procedure for filling F.Y.J.C. (XI<sup>th</sup>) Online Admission Form: 2025

A student whose name appear in the merit list of Government online admission and wishes to take admission in Mulund College of Commerce should follow the procedure given below:

1. A Student has to enter Login ID & Password (**starting with MU....**) on the Government online admission website ( <https://mahafyjadmissions.in/login>)
2. Click on **“Proceed to Admission”** in the Government website and upload required documents. This is very **IMPORTANT** for the further admission procedure.
3. Visit Mulund College of Commerce website **“<https://mccmulund.ac.in/>”**
4. Once you visit the college website - **“Home page”** will appear
5. **Click Admission Portal , we will get new page**

Scholarship PTVA Vidyavachaspati Alumni Research Minutes Library Gallery Notices 8097345311 | 8097876255 | 9082101135 | 9082164576 mccmulund@gmail.com

PARLE TILAK VIDYALAYA ASSOCIATION'S  
**MULUND COLLEGE OF COMMERCE (AUTONOMOUS)**  
NAAC 'A' GRADE RE-ACCREDITED (III CYCLE) 2010 - 2020

Search Admission Portal

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CEREMONY (2023-24)  
Shri. Justice A. Y. Kulkarni (India)  
venue: College Turf

NEWS For Admission Jr. College Click here

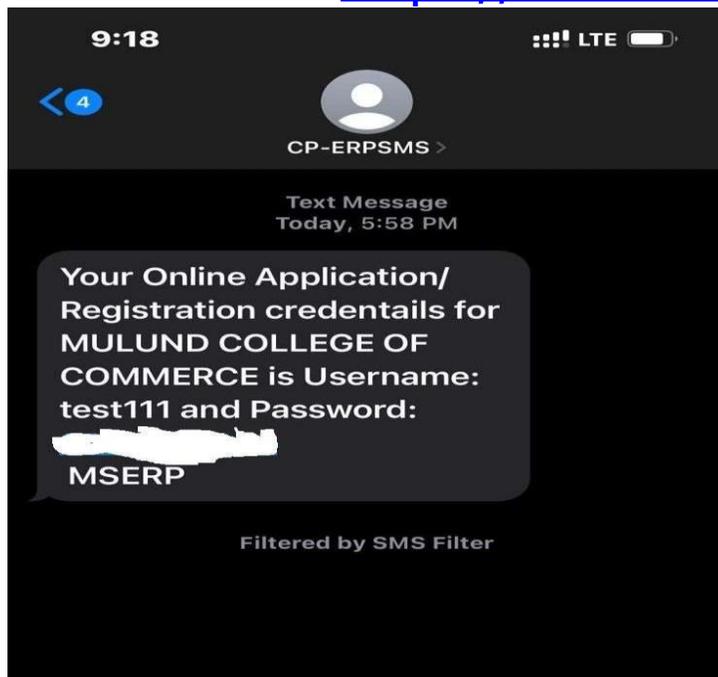
6. Click **“Go for Junior College Portal”** We will get new Page
7. Click **“Go to login”**

**The detailed instructions for filling up online form are as follows.**

# TEXT MESSAGE CONFIRMATION

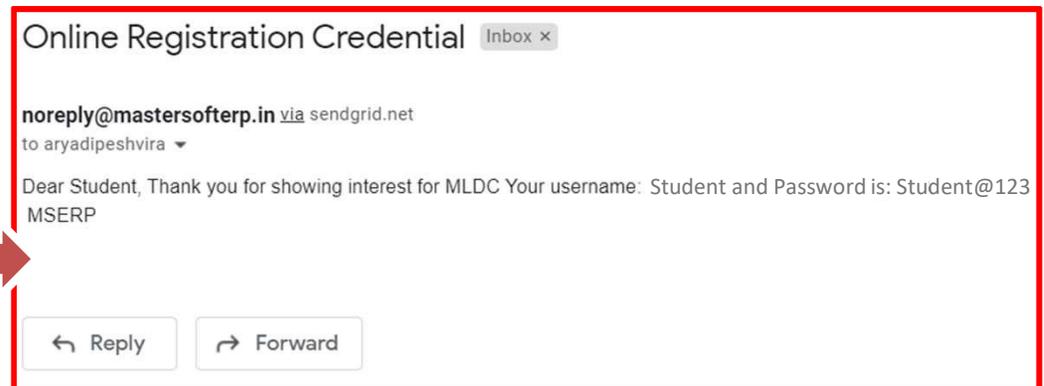
Step1: You will be receiving username and password on your registered **Mobile Number** or **Email-id Respectively**.

<https://enrollonline.co.in/Registration/Apply/MCCJR>



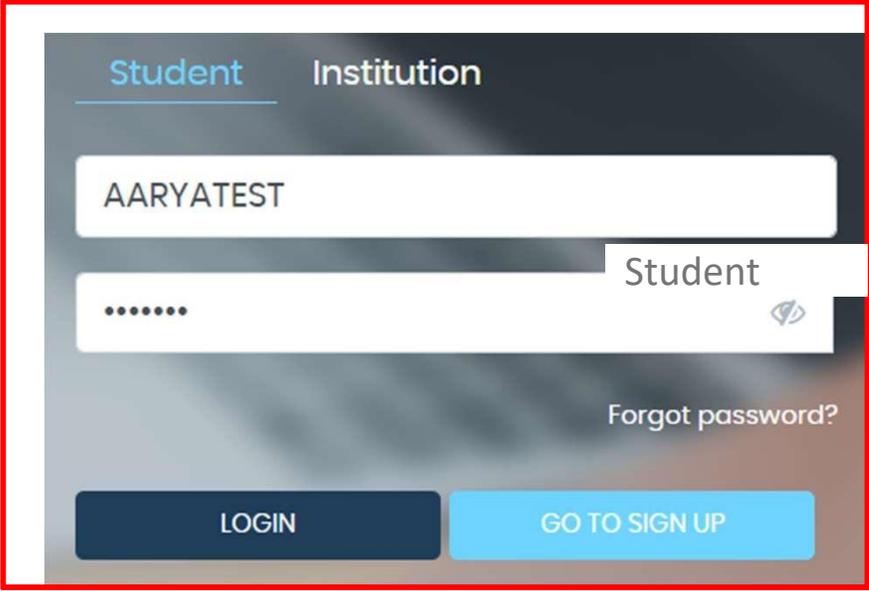
← MOBILE NUMBER

EMAIL ID →



# STUDENT LOGIN

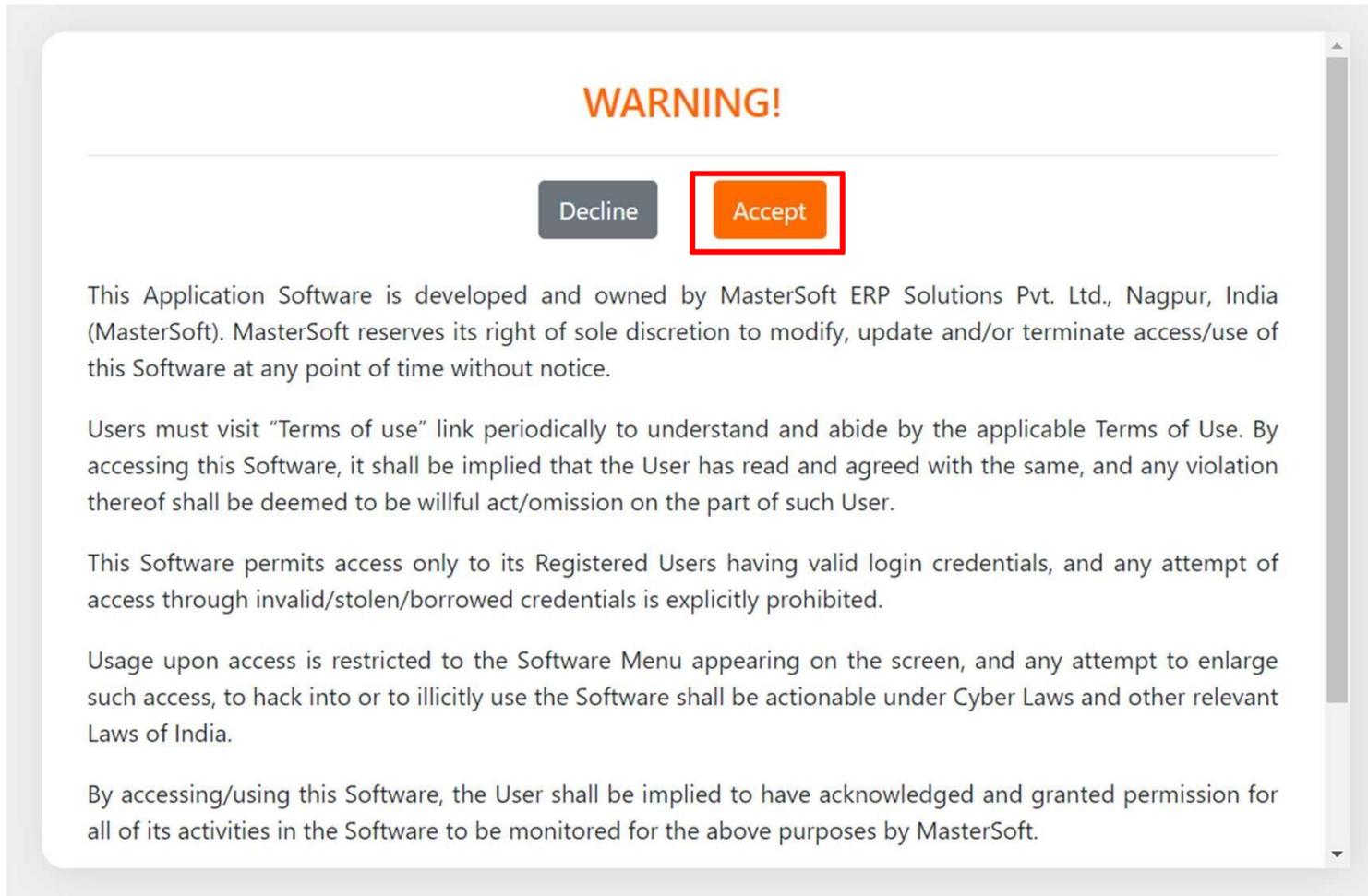
Step2: Click on "Go to Login" button present on the bottom of screen. Now enter the credentials which you have received and click on the login option to **Successfully Login to the System.**



The screenshot shows a login interface with two tabs: "Student" (selected) and "Institution". Below the tabs are two input fields: the first contains the text "AARYATEST" and the second contains masked characters ".....". To the right of the password field is a "Student" label and an eye icon. Below the password field is a "Forgot password?" link. At the bottom are two buttons: a dark blue "LOGIN" button and a light blue "GO TO SIGN UP" button.

# TERMS AND CONDITION PAGE

Step3: This is **Terms and Condition Page**. Here student have to simply click on **"Accept"** button to proceed further.



**WARNING!**

This Application Software is developed and owned by MasterSoft ERP Solutions Pvt. Ltd., Nagpur, India (MasterSoft). MasterSoft reserves its right of sole discretion to modify, update and/or terminate access/use of this Software at any point of time without notice.

Users must visit "Terms of use" link periodically to understand and abide by the applicable Terms of Use. By accessing this Software, it shall be implied that the User has read and agreed with the same, and any violation thereof shall be deemed to be willful act/omission on the part of such User.

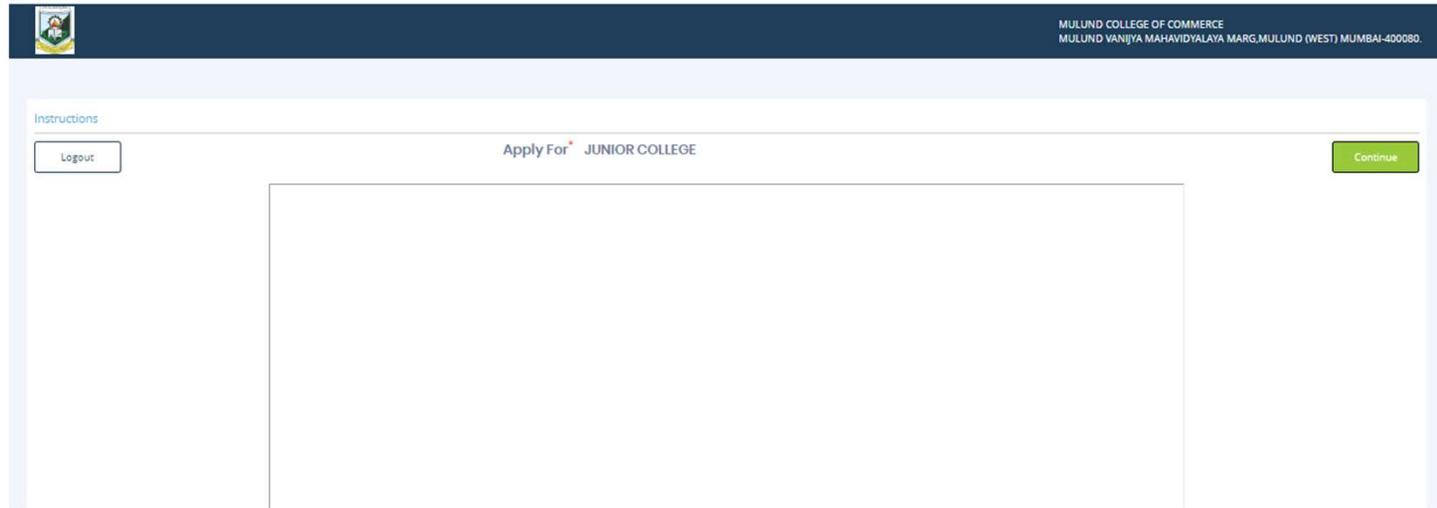
This Software permits access only to its Registered Users having valid login credentials, and any attempt of access through invalid/stolen/borrowed credentials is explicitly prohibited.

Usage upon access is restricted to the Software Menu appearing on the screen, and any attempt to enlarge such access, to hack into or to illicitly use the Software shall be actionable under Cyber Laws and other relevant Laws of India.

By accessing/using this Software, the User shall be implied to have acknowledged and granted permission for all of its activities in the Software to be monitored for the above purposes by MasterSoft.

# COURSE LEVEL SELECTION

Step4: Course Level Selection page will allow the **Students to Select the Course Level in which their Course Belong to.** (Select the Course Level from the Dropdown available at the centre of the screen named as **Apply For**). After selecting Course Level, click on **"Continue"** button to proceed further.



The screenshot shows a web application interface for course level selection. At the top, there is a dark blue header with the college logo on the left and the text "MULUND COLLEGE OF COMMERCE" and "MULUND VANIJYA MAHAVIDYALAYA MARG, MULUND (WEST) MUMBAI-400080." on the right. Below the header, there is a light blue sidebar on the left with a "Logout" button. The main content area has a title "Apply For\* JUNIOR COLLEGE" and a large empty rectangular box for selection. On the right side of the main content area, there is a green "Continue" button. A red arrow points to the "Continue" button.

# PERSONAL DETAILS

Step5: This is **Personal Details Page**, here student need to enter their Personal Details Such as first name, middle name, last name, email, gender etc. Once the student complete filling the personal details then they need to click on **"Save and Next Button"**. (Please note that all the red mark fields are mandatory).

1 Personal   2 Address   3 Education   4 Photo Signature   5 Course Selection

### Personal Details

Student Personal Section

|               |  |  |                  |
|---------------|--|--|------------------|
| Title *       | Last Name/Surname *                        | First Name *                                 | Middle Name *    |
| MR.           | TEST                                       | STUDENT                                      | DEMO             |
| Mobile No. *  | Phone/Alternate No./Whatsapp No. *         | Marital Status *                             | Blood Group *    |
| 1234567891    | 2345678910                                 | Married                                      | O+               |
| Gender *      | Date of Birth as per Leaving Certificate * | Occupation                                   | Mother Tongue *  |
| Male          | 18/03/2005                                 | STUDENT                                      | GUJARATI         |
| Birth Place * | Nationality *                              | Admission Category Type/ Linguistic Minority | Caste Category * |
| MUMBAI        | INDIAN                                     | Please Select                                | OPEN             |

Parent Information

|                 |                                 |                      |
|-----------------|---------------------------------|----------------------|
| Father's Name * | Guardian's/Parent's Contact No. | Family Annual Income |
| FATHER TEST     | 3456789101                      | 800000               |

Other Information

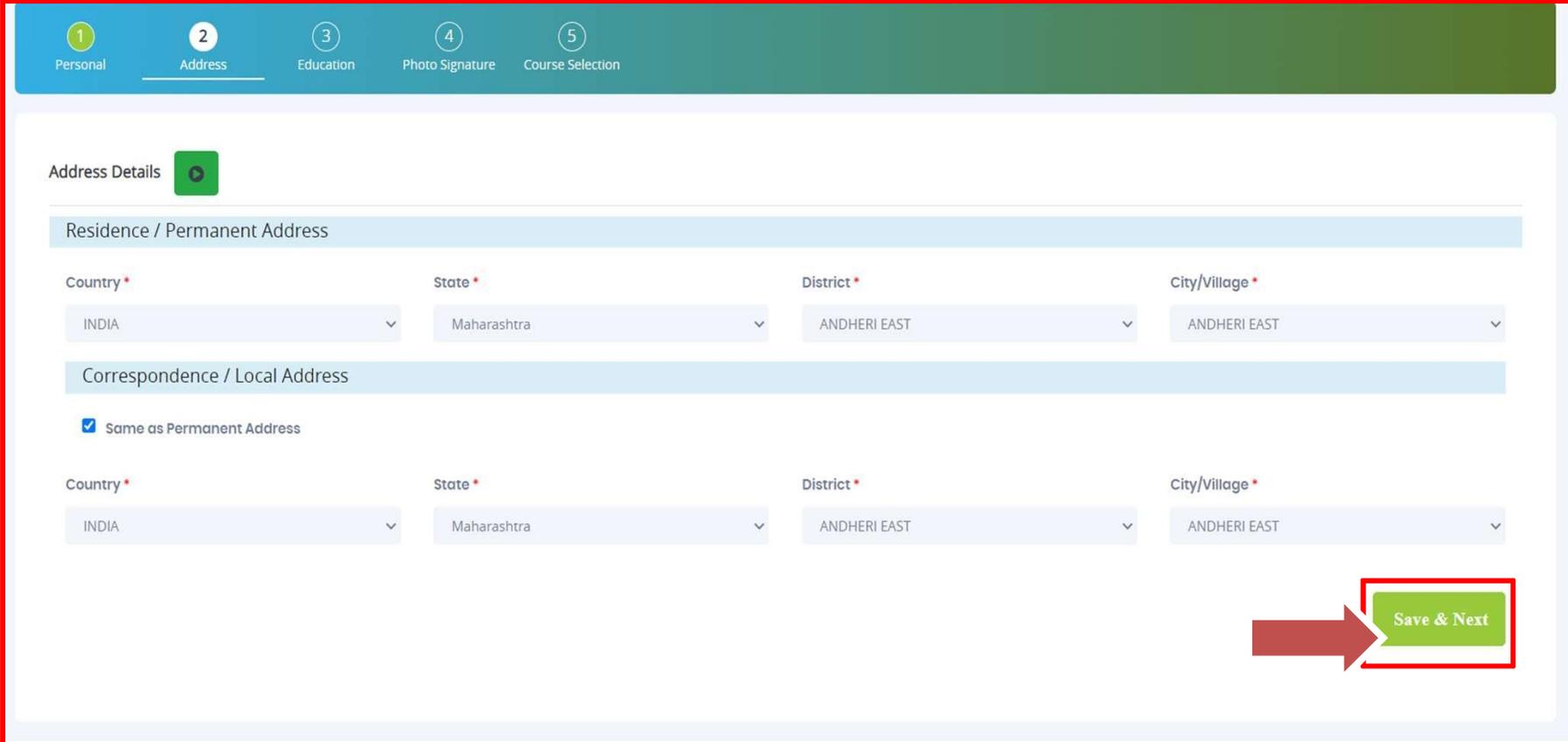
Aadhaar No. \*

123456789111

 **Save & Next**

# ADDRESS DETAILS

Step6: Next page is **Address Details Page**, here student need to fill their **Personal or Local address**. Once the student complete filling the personal details then they need to click on **"Save and Next Button"**. If both **Address** are **Same** then click on **"Same as Permanent Address"** option present on screen. Once student complete filling the address details form then click on **"Save and Next Button"**.



Address Details 

Residence / Permanent Address

Country\*  State\*  District\*  City/Village\*

Correspondence / Local Address

Same as Permanent Address

Country\*  State\*  District\*  City/Village\*

 **Save & Next**

# PHOTO & SIGNATURE DETAILS

Step7: Next page is **Photo and Signature Page**, here student need to **Upload Your Photo and Signature**. Click on the **Upload Photo and Upload Signature button** and select the valid file. Once you complete uploading photo and signature then click on **"Save and Next Button"**. (Note: photo size should be max 500kb and Signature size should be max 300kb).

Photo and Signature Details 

Student Photo\*

[Upload Photo](#)



Please Select Valid Image File(e.g. JPG PNG) (Max size 500 kb)

Student Signature\*

[Upload Sign](#)



Please Select Valid Image File(e.g. JPG PNG) (Max size 300 kb)

Parent Signature\*

[Upload Parent Sign](#)

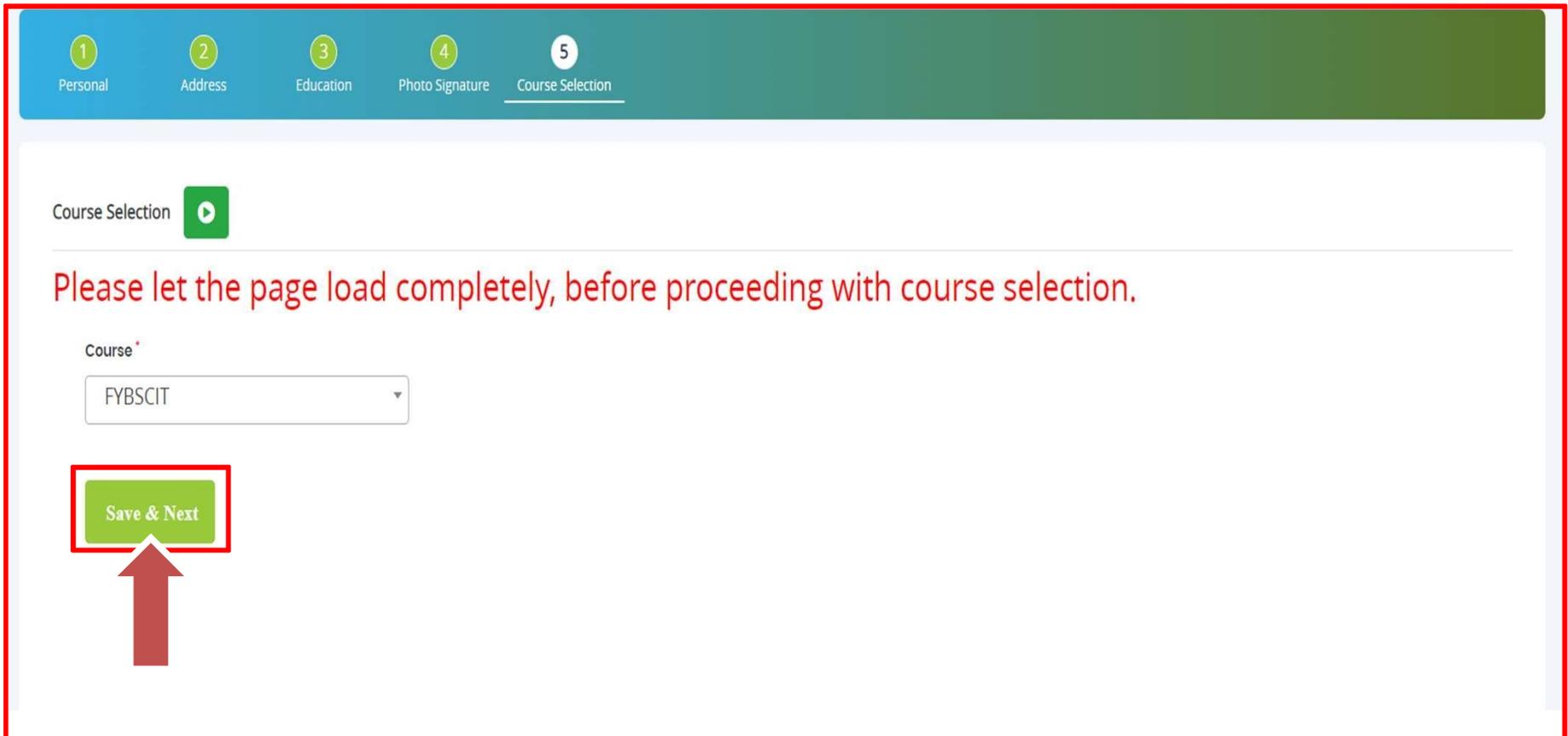


Please Select Valid Image File(e.g. JPG PNG) (Max size 300 kb)

[Save & Next](#) 

# COURSE SELECTION

Step8: Next page is Course Selection Page, here the student need to select the **Desired Course from the list of Course available** in the dropdown list.



The screenshot shows a navigation bar with five steps: 1 Personal, 2 Address, 3 Education, 4 Photo Signature, and 5 Course Selection. Below the navigation bar, there is a section titled "Course Selection" with a play button icon. A red message states: "Please let the page load completely, before proceeding with course selection." Below this message is a dropdown menu labeled "Course\*" with "FYBSCIT" selected. A green "Save & Next" button is highlighted with a red box, and a red arrow points to it from below.

# LAST QUALIFYING DETAILS

Step9: Next page is Last Qualifying Page, here student need to fill the Education Details of the Last School/College attended such as Last Exam Name , Enter Index No/ School Code, click on Get School Code,Enter MU number in Admission Registration No. field , Enter Obtained Marks , Total Marks and Percentage will be Automatically Calculated. Once student complete filling the details then they need to click on "Save and Next Button".

1 Personal 2 Address 3 Photo Signature 4 Course Selection 5 Last Qualifying 6 Documents 7 Subject 8 Payment 9 Confirm Registration

Last Qualifying Exam Details =>Application No:- 5 

|                             |   |                   |   |
|-----------------------------|---|-------------------|---|
| Last Exam Name*             | 10TH SSC  | Obtained Marks*   | 340   |
| Board/University*           | MUMBAI UNIVERSITY                                 | Total Marks*      | 500   |
| Index No / School Code      | 3306086 <span>Get School Name</span>              | Percentage        | 68 %  |
| School/College*             | 3306086 - GOSHALA MARG MUN ENG SEC SCL MULUND (W) | Year Of Passing*  | 2021  |
| Admission Registration No.* | 34567   | Gap In Education* | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Passing Certificate No.     | 963258  |                   |   |
| Last Exam Roll No.          | 2345  |                   |   |

# DOCUMENT DETAILS

Step10: Next page is **Document Details Page**, here student need to submit all the **Required Documents which are Mandatory**. Click on the **Upload Documents button** and select the **Desired Document** which students want to upload. Once students complete submitting all the documents then they need to click on **"Submit Button"**. (Note: Document max size should 200kb)

1 Personal   2 Address   3 Education   4 Photo Signature   5 Course Selection   6 Last Qualifying   **7 Documents**   8 Subject   9 Payment   10 Confirm Registration

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Upload Document =>Application No:- FYBSCIT/2022/23/1 

**Name of Document**   **Upload Document**

Please Select

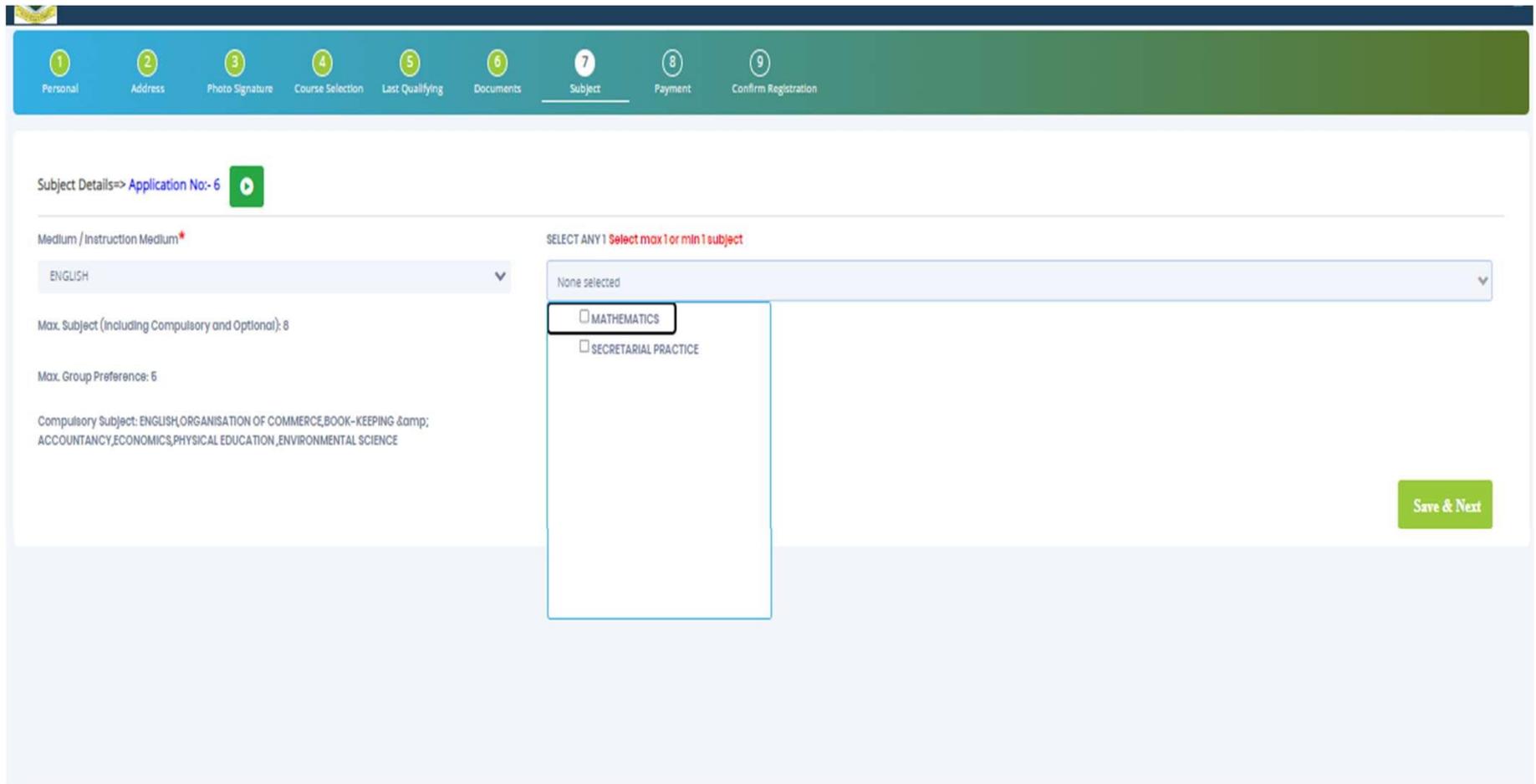
\* Please select valid image file(e.g. JPG,JPEG,GIF,PNG,PDF)  
\* Maximum size 200 kb

| Name of Document | Selected Document | Delete  |
|------------------|-------------------|---|
| AADHAR CARD      | form.pdf          |  |
| XII MARKSHEET    | Fee_Receipt.pdf   |  |



# SUBJECT DETAILS

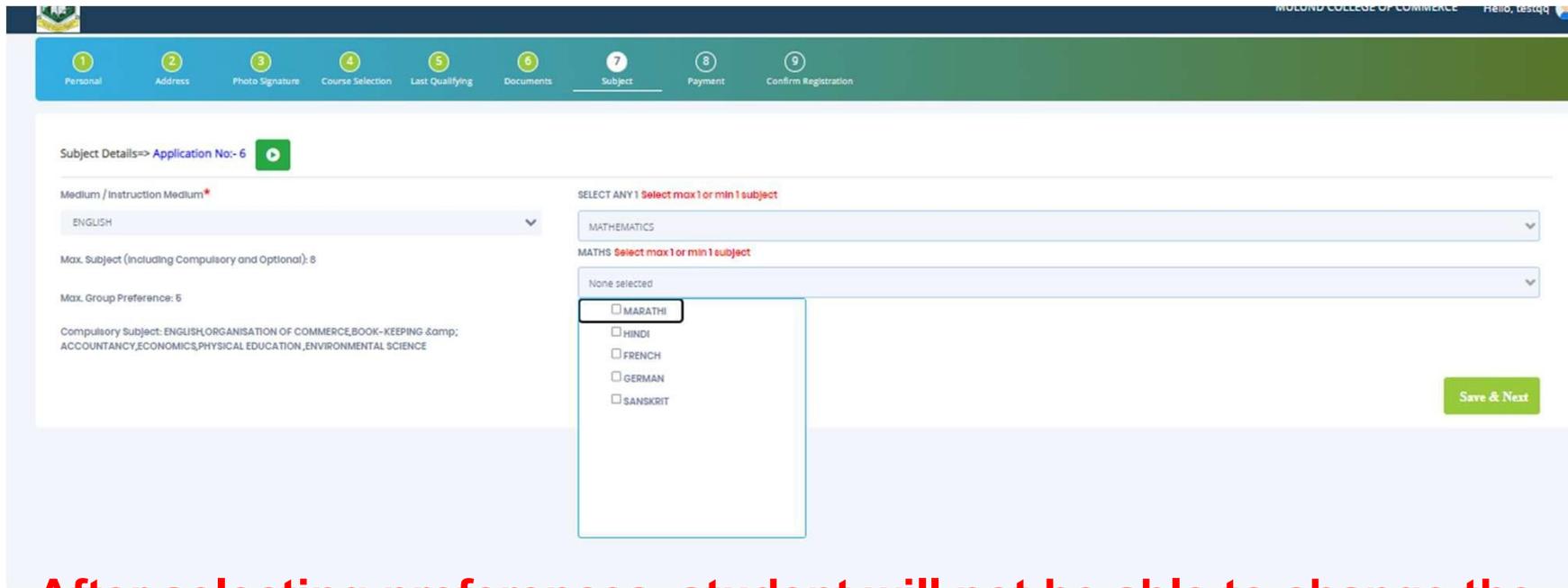
Step11: Next page is **Subject Selection Page**, here Please select the Medium as English  
**Select any 1, either Mathematics or Secretarial Practice**



The screenshot shows the 'Subject Details' page in the MasterSoft application. At the top, a navigation bar contains nine steps: 1 Personal, 2 Address, 3 Photo Signature, 4 Course Selection, 5 Last Qualifying, 6 Documents, 7 Subject (highlighted), 8 Payment, and 9 Confirm Registration. Below the navigation bar, the page title is 'Subject Details=> Application No:- 6'. The main form area includes a dropdown menu for 'Medium / Instruction Medium' with 'ENGLISH' selected. To the right, a section titled 'SELECT ANY 1 Select max 1 or min 1 subject' contains a dropdown menu with 'None selected' and a list of two options: 'MATHEMATICS' and 'SECRETARIAL PRACTICE', both with unselected checkboxes. The 'MATHEMATICS' option is highlighted with a blue border. Below the subject selection area, there is a 'Save & Next' button. Additional text on the page includes 'Max. Subject (Including Compulsory and Optional): 8', 'Max. Group Preference: 6', and a list of compulsory subjects: 'ENGLISH, ORGANISATION OF COMMERCE, BOOK-KEEPING & ACCOUNTANCY, ECONOMICS, PHYSICAL EDUCATION, ENVIRONMENTAL SCIENCE'.

# Language Selection

Select Second Language carefully, **First selected is your first preference**, Click on ADD Button and add 5 preferences for Mathematics and 2 preferences for SP Please click Save and Next after selecting Preferences

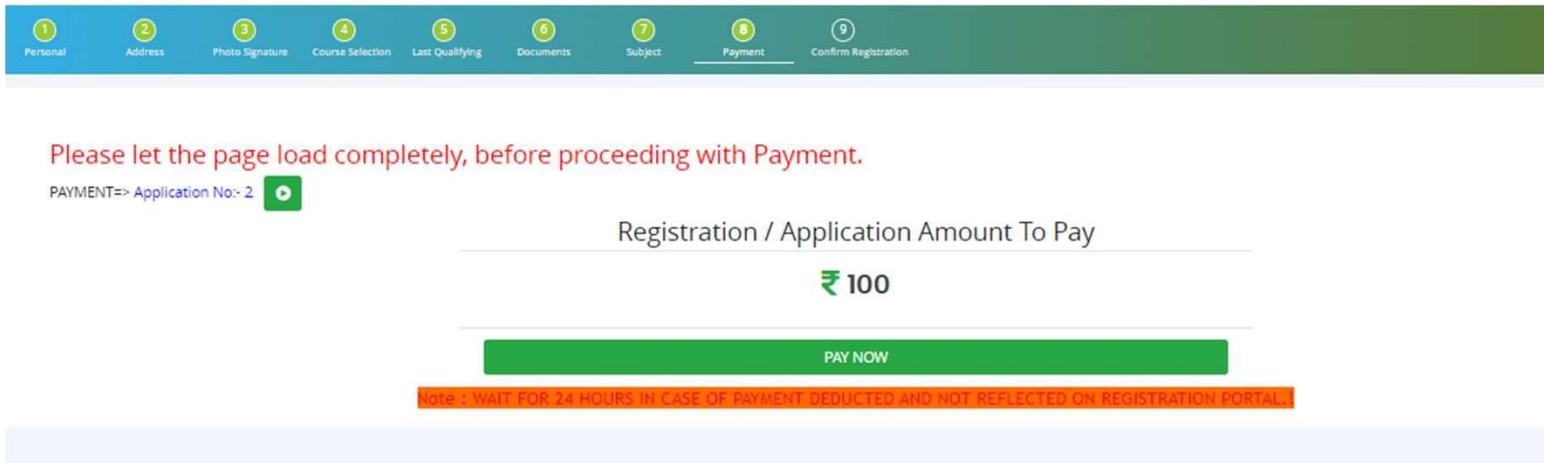


The screenshot shows the 'Subject' step of a registration process. A progress bar at the top indicates steps 1 through 9: Personal, Address, Photo Signature, Course Selection, Last Qualifying, Documents, Subject (current), Payment, and Confirm Registration. The 'Subject Details' section shows 'Application No- 6' and a play button. Under 'Medium / Instruction Medium', 'ENGLISH' is selected. Below this, it states 'Max. Subject (Including Compulsory and Optional): 8' and 'Max. Group Preference: 6'. A list of compulsory subjects is provided: ENGLISH, ORGANISATION OF COMMERCE, BOOK-KEEPING & ACCOUNTANCY, ECONOMICS, PHYSICAL EDUCATION, ENVIRONMENTAL SCIENCE. The 'SELECT ANY 1 subject' dropdown is set to 'MATHEMATICS'. Below it, the 'MATHS' dropdown is set to 'None selected'. A list of languages is shown with checkboxes: MARATHI (checked), HINDI, FRENCH, GERMAN, and SANSKRIT. A 'Save & Next' button is visible on the right.

**After selecting preferences, student will not be able to change the preferences, so please select carefully. Subject will be allotted on the basis of merit and availability of seats for a given subject**

# PAYMENT DETAILS

Step12: Next page is **Payment Page**, here the student will have to click on **Pay Now Button** and **Proceed for payment gateway**

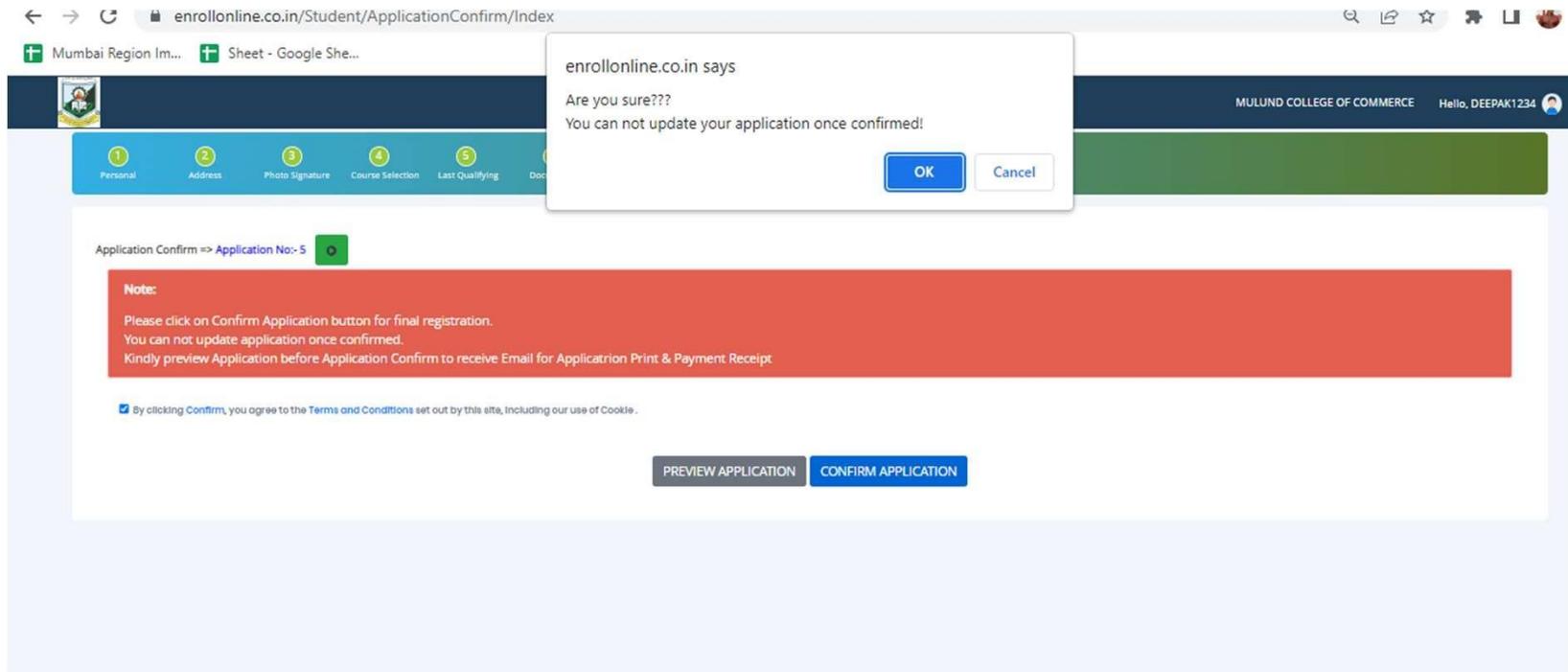


The screenshot shows a progress bar at the top with 9 steps: 1. Personal, 2. Address, 3. Photo Signature, 4. Course Selection, 5. Last Qualifying, 6. Documents, 7. Subject, 8. Payment (highlighted), and 9. Confirm Registration. Below the progress bar, a red message reads: "Please let the page load completely, before proceeding with Payment." Underneath, it says "PAYMENT=> Application No:- 2" followed by a green play button icon. The main content area displays "Registration / Application Amount To Pay" followed by "₹ 100". A green "PAY NOW" button is centered below the amount. At the bottom, a red-bordered box contains the text: "Note : WAIT FOR 24 HOURS IN CASE OF PAYMENT DEDUCTED AND NOT REFLECTED ON REGISTRATION PORTAL."

# Confirm Application

Step13: After Successful Payment, Student can preview and confirm the Application and Print the application form

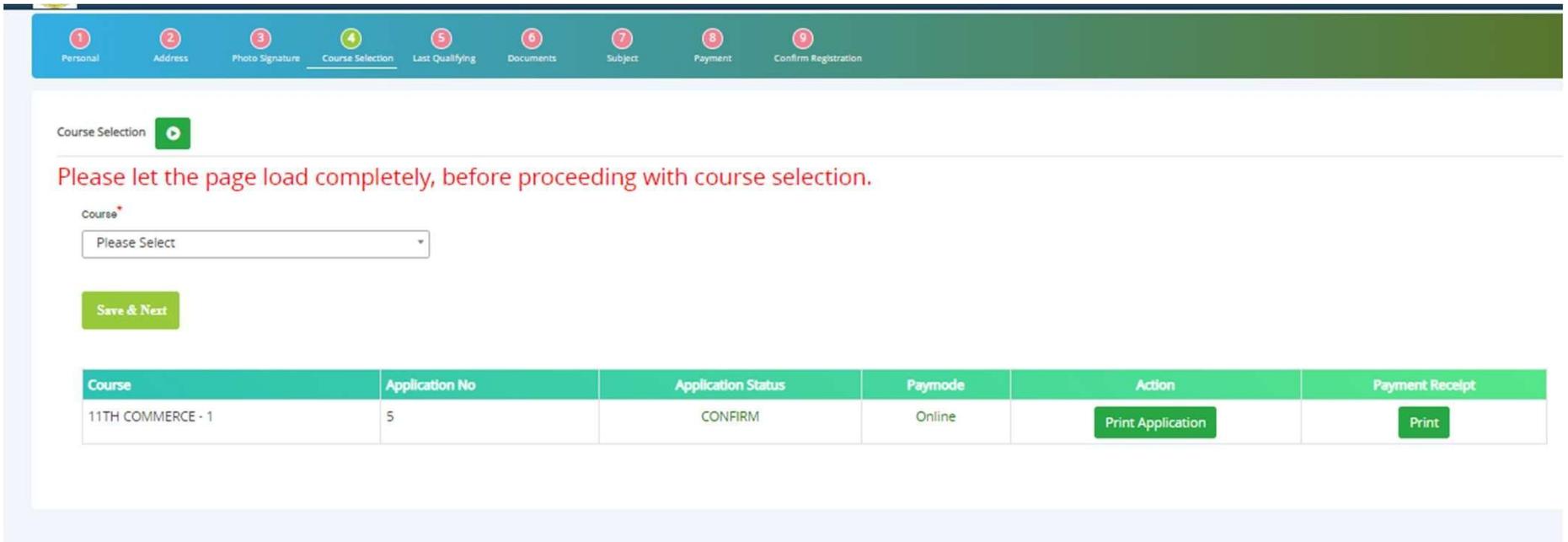
After Confirmation, student is not able to edit any details



The screenshot shows a web browser window at the URL `enrollonline.co.in/Student/ApplicationConfirm/Index`. The page header includes the Mumbai Region logo and navigation tabs for Personal, Address, Photo Signature, Course Selection, Last Qualifying, and Documents. The user is logged in as DEEPAK1234 at MULUND COLLEGE OF COMMERCE. A modal dialog box is displayed in the center, titled "enrollonline.co.in says", with the message: "Are you sure???", "You can not update your application once confirmed!", and "OK" and "Cancel" buttons. Below the dialog, the page shows "Application Confirm => Application No:- 5" with a green status indicator. A red note box contains the following text: "Note: Please click on Confirm Application button for final registration. You can not update application once confirmed. Kindly preview Application before Application Confirm to receive Email for Application Print & Payment Receipt." At the bottom, there is a checkbox for terms and conditions and two buttons: "PREVIEW APPLICATION" and "CONFIRM APPLICATION".

# Application Print

Step14: After Confirming Application, student can print Application form and Payment receipt



The screenshot shows a multi-step application process. The steps are: 1. Personal, 2. Address, 3. Photo Signature, 4. Course Selection (highlighted), 5. Last Qualifying, 6. Documents, 7. Subject, 8. Payment, and 9. Confirm Registration. Below the progress bar, the 'Course Selection' step is active, indicated by a green play button icon. A red message states: 'Please let the page load completely, before proceeding with course selection.' Below this message is a dropdown menu labeled 'Course' with the text 'Please Select'. A green 'Save & Next' button is positioned below the dropdown. At the bottom of the form, there is a table with columns for Course, Application No, Application Status, Paymode, Action, and Payment Receipt. The table contains one row with the following data: Course: 11TH COMMERCE - 1, Application No: 5, Application Status: CONFIRM, Paymode: Online, Action: Print Application, Payment Receipt: Print.

| Course            | Application No | Application Status | Paymode | Action                            | Payment Receipt       |
|-------------------|----------------|--------------------|---------|-----------------------------------|-----------------------|
| 11TH COMMERCE - 1 | 5              | CONFIRM            | Online  | <a href="#">Print Application</a> | <a href="#">Print</a> |

## Submission & Verification of Forms & Documents Student should submit Forms & Documents for Verification in allotted classroom

The order of documents is -

- (a) College Online Admission Form
- (b) Govt. Online Registration Form (Part I & II)
- (c) SSC or Equivalent Mark sheet
- (d) School Leaving certificate or T.C. (whichever is applicable)
- (e) Migration Certificate( Other than Maharashtra State Board)
- (f) Caste Certificate (if applicable).
- (g) Non Creamy Layer Certificate (OBC, SBC , VJ/NT,SEBC ) (if applicable).
- (h) EWS Eligibility Certificate for EWS(if applicable).
- (i) Service Certificate or District Sainik Board Certificates (Ex-Serviceman, Navy, Military etc.) (if applicable).
- (j) Disability Certificate of Civil Surgeon ( Divyang/Disabled ) (if applicable).
- (k) Collectors certificate ( Project affected/Earthquake affected) (if applicable).
- (l) Parents Transfer order and Joining report ( Employees Transferred to online area ) (if applicable).
- (m) Collectors Certificate ( Freedom Fighters ) (if applicable).
- (n) Certificate issued by district sports officer ( Player Students ) (if applicable).
- (o) Certificate issued by women and family welfare department ( Orphan ) (if applicable).
- (p) Aadhar Card

**Imp. Note:** If any document is not available at the time of the admission, student can download the undertaking as shown below. This can be handwritten or printed and signed by student and parent. Make the pdf of the same to upload.

Name of the Student Category :  
Online Application No :  
College Form No :  
Date :

To,  
The Principal,  
Mulund College of Commerce,  
S. N. Road, Mulund West Mumbai 400080

**Sub:-** Undertaking as regards admission in FYJC for 2025-26, due to non-availability of required document.

Respected Madam,

I the undersigned Shri./Smt \_\_\_\_\_ (Name of the Parent) parent of Miss/Master \_\_\_\_\_ (Name of the student) whose name has appeared in the I<sup>st</sup>/ II<sup>nd</sup>/ III<sup>rd</sup> merit list in your college, under \_\_\_\_\_ category. But we do not have \_\_\_\_\_ document for seeking admission as per the allotted category.

I hereby assure you that I will submit the above-mentioned document/s. within ONE months from the date of admission.

I am also aware that, if I fail to do so, admission of my ward will get automatically stand cancelled.

Thanking you.

Your faithfully

(Name and Signature of the Student)

(Name and Signature of the Parent )

Teacher will verify the documents .Student will get payment link through sms and pay fees by online mode using any bank debit / Credit orNet Banking.

**Fee details as per class and category:-**

| <b>COURSE</b>   | <b>Girls</b> | <b>Boys(Open Category)</b> | <b>Boys(Reserved Category)</b> |
|-----------------|--------------|----------------------------|--------------------------------|
| <b>F.Y.J.C.</b> | 1675         | 1975                       | 1675                           |

• **Additional fee will be charged for foreign languages (French/German) .**

- After payment is successful, student will get confirmation sms.

**ADMISSION SCHEDULE:**

|   |  |
|---|--|
| Online College Form Filling<br>&<br>Online Payment and Upload | 30/06/2025 (from 10.00 am)<br>TO<br><b>07/07/2025 (up to 1.00 p.m.).</b> |
|---|--|

**N.B.: 1) Anyone who does not follow the schedule given above will not have any right to claim admission.**

**2) All admissions will be granted strictly as per Govt. Merit.**