DIRECTORATE OF TECHNICAL EDUCATION
MAHARASHTRA STATE
MUMBAI

Candidate Option Form Filling Manual

For

Direct Second Year of Post SSC Diploma in Engineering/Technology (Non-Working Professional)

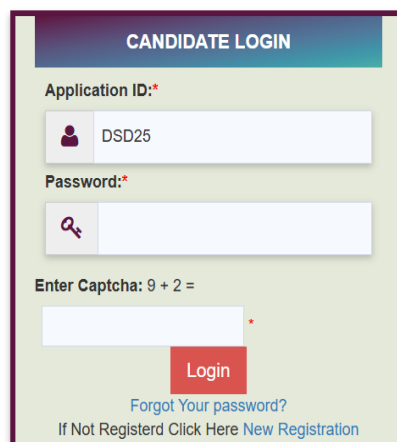For

Academic Year 2025-26

Contents

Login

1. Go to the login button and click on the link Registered Candidate Login.
2. Enter your Application ID.
3. Enter password.
4. Press the login button as follows.

Important Instructions for Login :

> Enter Application ID & Password and Click on Login Button.
> Do not share your username and password.
> This computer system is for authorized users only. All activity is logged and regulary checked by systems personal. Individuals using this system without authority or in excess of their authority are subject to having all their services revoked. Any illegal services run by user or attempts to take down this server or its services will be reported to local law enforcement, and said user will be punished to the full extent of the law.
> Log Out your session properly after completing activity.

DO

✔ Change your password regularly.

✔ Pick a password you will remember so you DON'T have to write it down.

✔ Make it more than 10 characters and include capitals, numbers and symbols.

✔ Use a completely unique password.

✔ Avoid checking 'Keep me logged in' or 'Remember me' options on websites.

CANDIDATE LOGIN

Application ID:*

👤 DSD25

Password:*

🔑

Enter Captcha: 9 + 2 =

_____ *

Login

Forgot Your password?

If Not Registerd Click Here New Registration

DON'T

✘ Share your password with anyone.

✘ Include all or part of your username, first name, last name.

✘ Store them locally or on the Internet.

✘ Use letter or number patterns: 1234, abcd, etc.

✘ Use the same passwords everywhere.

Activate Windows
Go to Settings to activate Windows.

Eligibility for Candidates to Fill Option Form

1. All the Candidates having name in the **Final Merit List** are eligible to fill the option form. The candidate should himself/herself fill the Online Option Form.

Left Links of Option Form

1. As shown in the image below, Candidate has to fill the option form each step by step and the links get activated step by step.
2. First read all the instructions before starting filling the option form.
3. Select Course.
4. Select Choice Codes
5. Set Preferences
6. Confirm Option Form
7. Finally after option form is confirmed, print/pdf of option form will be available.

Home Page & IMP Instructions

⬚ The Candidate has to **submit and confirm the Online Option Form for CAP through Candidate login by himself/herself**. It is not required to report to FC for confirmation.

⬚ A list of eligible Course(s) will be displayed. You can click on the checkbox given in front of courses to choose the courses which you want to apply. You can select any number of courses from the list. Once courses are finalized, Candidate can select the institute types he/she wants to apply for, select the districts and click on **Save & Proceed** button.

⬚ A list of all the Institutes under that Selected Course(s) will be displayed. Click on checkbox given in front of the Choice Code. You can select up to **300** Choice Codes. After you finish selecting choice codes, click on **Save & Proceed** button.

⬚ All the options selected by Candidate will be shown. To set preferences, Candidates need to select particular Choice Code and move it up or down as per his/her choice by clicking on up and down arrow.

⬚ You are allowed to set preferences to a maximum of options from the selected list for **CAP Round** .

⬚ Then all the options in order of preferences given by you are shown. Candidate can modify preferences, add choices, delete choices **before confirmation** of the online Option/Preference Form.

⬚ If you are sure about the preferences set for Institutes and Courses, then click on **'Confirm'** button. To confirm your Option Form for CAP Round - II, you have to enter your password used for login.

⬚ Candidate should keep the printout of **Receipt-Cum-Acknowledgement** of Option/Preference Form for future reference.

⬚ **The Option Form just submitted, but not confirmed by the Candidate himself/herself will not be processed for allotment.**

⬚ **The Candidate will not be able to change the Options once it is confirmed.**

⬚ Candidate should keep their registered mobile number with them later on. They will receive the OTP on the registered mobile number.

⬚ **Candidates who have been allotted seat other than first preference and followed the instructions given in clause 9(1)(i), whilst filling fresh option form, he/she need not fill the preference already allotted to the candidate in the previous round. Once upward preference is allotted to such candidate, his earlier seat allotment shall stand automatically cancelled. In the event of no such upward preference is allotted, his previous allotment stands retained.**

Select Course

- **You can apply only for the following Diploma Courses as per eligibility.**
- **You can click on check box given in front of the diploma courses to choose the courses which you want to apply for. You can select any number of courses from the list.**
- **Candidate can search Choice Code's as per below mention criteria.**
- **Candidate can select any Choice Code from particular district by selecting district in the given district list.**
- **After selecting the courses, Click on 'Save & Procceed' Button.**
- **The Online Option/Preference form once confirmed will not be changed under any circumstances.**

	Code	Diploma Course		Code	Diploma Course
Courses as per eligibility					
☐	691	Administration Services	☐	691	Agricultural Engineering
☐	712	Apparel Manufacturing and Design	☐	034	Architecture Assistantship
☐	935	Artificial Intelligence (AI)	☐	983	Artificial Intelligence (AI) and Machine Learning
☐	936	Automation and Robotics	☐	802	Automobile Engineering
☐	607	Chemical Engineering	☐	987	Civil and Environmental Engineering
☐	207	Civil and Rural Engineering	☐	191	Civil Engineering
☐	743	Cloud Computing and Big Data	☐	245	Computer Engineering
☐	247	Computer Engineering and IOT	☐	800	Computer Science
☐	342	Computer Science and Engineering	☐	938	Computer Science and Information Technology
☐	281	Computer Technology	☐	206	Construction Technology
☐	933	Data Sciences	☐	345	Digital Electronics
☐	372	Dress Designing and Garment Manufacturing	☐	931	Electrical and Electronics Engineering
☐	285	Electrical Engineering	☐	370	Electronics and Communication Engineering
☐	742	Electronics and Computer Engineering	☐	072	Electronics and Telecommunication Engg
☐	376	Electronics Engineering	☐	990	Electronics Production & Maintenance
☐	376	Fashion and Clothing Technology	☐	600	Food Technology
☐	380	Industrial Electronics	☐	246	Information Technology
☐	464	Instrumentation and Control Engineering	☐	488	Instrumentation Engineering
☐	833	Knitting Technology	☐	482	Leather Goods and Footwear Technology
☐	491	Leather Technology	☐	612	Mechanical Engineering
☐	987	Mechatronics	☐	467	Medical Electronics
☐	683	Medical Laboratory Technology	☐	692	Metallurgical Engineering
☐	702	Mining and Mine Surveying	☐	701	Mining Engineering
☐	888	Ophthalmic Technology	☐	680	Packaging Technology
☐	627	Petro Chemical Engineering	☐	621	Plastic and Polymer Engineering
☐	609	Plastics Engineering	☐	741	Polymer Technology
☐	343	Printing Technology	☐	808	Production Engineering
☐	894	Rubber Technology	☐	986	Textile Chemistry
☐	934	Textile Engineering	☐	384	Textile Manufactures
☐	398	Textile Technology	☐	730	Travel and Tourism

Select Institutes Type , Universities and Districts

You have to select institute type , **autonomy status, minority status** and District

Select Institute Types	☐ Government	☐ Government-Aided	☐ Un-Aided	☐ University Department

Select the autonomy status of the institutes you are looking	☐ Autonomous	☐ Non-Autonomous

Select the minority status of the institutes you are looking	☐ Minority	☐ Non Minority

Select the districts from which institutes you are looking (To select all the districts from particular region select the region name)   ☐ Select All

☐ Amravati Region	☐ Chhatrapati Sambhajinagar Region	☐ Mumbai Region	☐ Nagpur Region	☐ Nashik Region	☐ Pune Region
☐ Akola	☐ Beed	☐ Mumbai City	☐ Bhandara	☐ Ahilyanagar	☐ Kolhapur
☐ Amravati	☐ Chhatrapati Sambhajinagar	☐ Mumbai Suburban	☐ Chandrapur	☐ Dhule	☐ Pune
☐ Buldhana	☐ Dharashiv	☐ Palghar	☐ Gadchiroli	☐ Jalgaon	☐ Sangli
☐ Washim	☐ Hingoli	☐ Raigad	☐ Gondia	☐ Nandurbar	☐ Satara
☐ Yavatmal	☐ Jalna	☐ Ratnagiri	☐ Nagpur	☐ Nashik	☐ Solapur
	☐ Latur	☐ Sindhudurg	☐ Wardha		
	☐ Nanded	☐ Thane			
	☐ Parbhani				

Activate Windows
Go to Settings to activate Windows

Save and Proceed   Back

Select Choice Code

1. You can select a minimum of 1 or Maximum 300 Choice Codes.
2. To select the choice code, click on the check box in front of choice code.
3. Once you have carefully selected all the choice codes, press **save and proceed** button.
4. The candidate has to confirm the admission, if he/she gets allotment of **First option.** Such Candidates **will not be able to participate in further rounds of CAP** i.e. Round-II, III,IV irrespective of whether such candidate confirms the admission or not.

Selected filters list :	to reset the selected filters click on the button	Reset Filters
Selected Institute types :	Government Government-Aided	
Institute autonomy status :	Autonomous	
Institute minority status :	Minority	
Selected districts :	Buldhana Akola Washim Amravati Yavatmal Nanded Hingoli Parbhani Jalna Chhatrapati Sambhajinagar Thane Mumbai Suburban Mumbai City Raigad Beed Latur Dharashiv Ratnagiri Sindhudurg Palghar	
Selected Courses :	Administration Services Agricultural Engineering Apperel Manufacturing and Design Architecture Assistantship Artificial Intelligence (AI) Artificial Intelligence (AI) and Machine Learning Automation and Robotics Automobile Engineering Chemical Engineering Civil and Environmental Engineering Civil and Rural Engineering Civil Engineering Cloud Computing and Big Data Computer Engineering	

Sr.No.		Choice Code	Course Name	Institute Status	Institute Name	Institute District
1	☐	302119110	Civil Engineering	Government-Aided	K. J. Somaiya Polytechnic, Mumbai	Mumbai Suburban
2	☐	302519110	Civil Engineering	Government-Aided	Svkm's Shri Bhagubhai Mafatlal Polytechnic & College of Engineering	Mumbai City
3	☐	302550710	Chemical Engineering	Government-Aided	Svkm's Shri Bhagubhai Mafatlal Polytechnic & College of Engineering	Mumbai City

Save and Proceed   Back

Activate Windows
Go to Settings to activate Windows.

Set Preference

1. The selected institutes on previous pages are shown here for setting the preference.
2. This preference comes by default as per the Choice Code sorting.
3. You have to set the preference of all the options by using the arrow beside.
4. Select the preference and use the up down arrow to move the preference up and down respectively.

Instructions :
> A list of all the institutes under that selected Choice Code's are shown below.
> Left column shows preferences.
> Click on institute and use up arrow button to move preference upside.
> Click on institute and use down arrow button to move preference downside.
> Use CTRL key and select Choice Code's, for multiple Choice Code's move upside and downside.
> **You can select minimum 1 or maximum 300 of Choice Code from the selected Course.**
> * **Pref. No. indicates Preference Number.**

<< Select Courses   << Add Choice Code

Pref No.	Selected Options in Order
1	302119110 - Civil Engineering - K. J. Somaiya Polytechnic, Mumbai
2	302519110 - Civil Engineering - Svkm's Shri Bhagubhai Mafatlal Polytechnic & College of Engineering
3	302550710 - Chemical Engineering - Svkm's Shri Bhagubhai Mafatlal Polytechnic & College of Engineering

Save and Proceed   Back

List of Options & Confirmation

1. The selected institutes with their preferences set on previous pages are shown here.
2. Check all the options along with preference number on this page very thoroughly.
3. If you want to add / delete any choice code use "Add Choice Code" button.
4. If you want to set preferences again use the "Set Preference" button.
5. After you are done, with all checks, confirm the option form by entering the password you used for login and press the confirm button.

Instructions :

> Carefully check the Preferences given by you to Institutes and Courses displayed below.
> If you again wish to change the preferences click on the 'Set Preference'.
> If you are sure about the preferences set for Institutes and Courses then click on 'Confirm' button.
> To Confirm Your Option Form for CAP Round I, Please Enter Your Password Below
> **The option form once confirmed can not be edited.**
> After confirmation you will not be able to edit your option form. Before confirmation verify your choice Code's and preferences carefully and change, if not satisfied.
> HD => Home District, OHD => Other than Home District, SL => State Level

`<< Select Courses`   `<< Insert Choice Code`   `<< Set Preference`

Version : 1

Pref No	Choice Code	Course	Course Type	Institute Name	Institute District	Medium of instruction and evaluation	HD/OHD/SL
1	217199110	Agricultural Engineering	Un-Aided	Gramodyogik Shikshan Mandal's Marathwada Institute Of Technology, Rotegaon, Vaijapur, Dist. Aurangabad.	Chhatrapati Sambhajinagar	Marathi - English (द्विभाषिक)	OHD
2	126898510	Artificial Intelligence (AI)	Un-Aided	Siddhivinayak Technical Campus, School of Engineering & Research Technology, Shirasgon, Nile	Buldhana	Marathi - English (द्विभाषिक)	OHD
3	126898511T	Artificial Intelligence (AI) (TFWS)	Un-Aided	Siddhivinayak Technical Campus, School of Engineering & Research Technology, Shirasgon, Nile	Buldhana	Marathi - English (द्विभाषिक)	OHD
4	228098510	Artificial Intelligence (AI)	Un-Aided	Vetaleshwar Shikshan Sansthas Rajiv Gandhi Institute of Polytechnic, Latur	Latur	Marathi - English (द्विभाषिक)	OHD
5	228098511T	Artificial Intelligence (AI) (TFWS)	Un-Aided	Vetaleshwar Shikshan Sansthas Rajiv Gandhi Institute of Polytechnic, Latur	Latur	Marathi - English (द्विभाषिक)	OHD
6	263498510	Artificial Intelligence (AI)	Un-Aided	Eaglewood Polytechnic Institute, A.P Phulepimpalgaon	Beed	Marathi - English (द्विभाषिक)	OHD

> Before confirmation verify your Choice Code's and preferences carefully and change, if not satisfied.
> Check all Option/Preferences Carefully Before Confirm your Option form.
> Candidate should keep their registered mobile number phones with them, they will receive the OTP on the registered mobile number. i.e.56XXXXXX66

Enter Password	

`Confirm`

Print of Option Form

OPTION FORM FOR CAP ROUND - I

DSD25121386 - SAPKAL KRISHNA SANJAY's
Option Form for CAP Round - I has been confirmed on 13-07-2025 04:46:42 PM with Version 1.

Print Option Form For CAP Round - I

Print Option Form For CAP Round - I with Course Name and Institutes

Filled and Confirmed Option Form for CAP I sample copy for Reference

GOVERNMENT OF MAHARASHTRA
Directorate of Technical Education ,Maharashtra State, Mumbai.
3, Mahapalika Marg, Post Box 1967,Mumbai - 400 001
Receipt-cum-Acknowledgement of Option/Preference Form For CAP Round I For Direct Second Year of Post SSC Diploma in Engineering/Technology for AY 2025 - 2026
(Non-Working Professional Candidates)

Mode of Application :**HSC**	Application ID : **DSD25121386** Version : **1**

Full Name	**SAPKAL KRISHNA SANJAY**
Type of Candidature	**Maharashtra State Candidate - Type A**

Gender	**Male**	Category	**OBC**
PWD Type	**N.A.**	Defence Type	**N.A.**
Religious Minority Type	**N.A.**	Linguistic Minority Type	**N.A.**
Mother Tongue	**Marathi**	Religion	**Hindu**
Applied For EWS	**No**		
Orphan :	**N.A.**		
HSC Course	**H.S.C.**		

Merit Status

State Level General Merit No	**16568**	HSC Percentage	**54.00 %**

Option/Preferences given by the Candidate

Pref No.	Choice Code	Course Name	Course Status	Institute Name	Institute District
1	124729310	Electrical Engineering	Un-Aided	Shri Dadasaheb Gavai Charitable Trust's Vikramshila Polytechnic,Darapur, Tal. Daryapur, Dist. Amravati	Amravati
2	124761210	Mechanical Engineering	Un-Aided	Shri Dadasaheb Gavai Charitable Trust's Vikramshila Polytechnic,Darapur, Tal. Daryapur, Dist. Amravati	Amravati

Declaration

I have read all the rules of admission and on understanding these Rules, I have filled and Confirmed the Online Option/Preference Form of for the admission to Direct Second Year of Post SSC Diploma in Engineering/Technology for the Academic Year 2025-26.The information given by me in this Option/Preference form is true to the best of my knowledge & belief. I am fully aware that I will be responsible for any further consequences arises due to my mistake. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Date : **19-07-2025**	Signature of the Candidate **(SAPKAL KRISHNA SANJAY)**

Confirmed on	: **13-07-2025 04:46:42 PM**
Last modified on	: **13-07-2025 04:46:18 PM**
Printed on	: **19-07-2025 03:58:36 PM**
Confirmed By	: **DSD25121386**
Last modified by	: **DSD25121386**
Printed By	: **DSD25121386**
IP Address	: **47.11.1.95, 47.11.1.95**

Director,
Directorate of Technical Education , Maharashtra State, Mumbai.