

JAI HIND COLLEGE

Basantsing Institute of Science & J. T. Lalwani College of Commerce and
Sheila Gopal Raheja College of Management.

Empowered Autonomous

20/05/2025

Common Entrance Exam (JHC-CEE) for admission to FY Degree (UG) Self Financing Program for 2025-2026

KINDLY NOTE

All students appearing for Jai Hind College Common **entrance exam for Admission** for 2025-2026 in any of the following programs are required to enroll on the University portal before submitting the college admission form.

Sr. No	Name of the Degree Program	Brief Nomenclature
1.	Bachelor of Banking & Insurance	BBI
2	Bachelor of Mass Media	BMM
3.	Bachelor of Accounting and Finance	BAF
4.	Bachelor of Financial Market	BFM
5.	Bachelor in Digital Strategy	BDS
6.	Bachelor in Actuarial Science & Quantitative Finance	BAQF

1) Click on the link below to register for Pre-admission online registration with the University <https://muugadmission.samarth.edu.in/> and obtain application / registration form number and fill in the University **Registration Form**.

2) After that fill up the Jai Hind Admission Form for the chosen programs.

3) **LAST DATE FOR FORM FILLING - 23rd May 2025 UPTO 5.00 P.M** students should login to fill up the Jai Hind College Admission form, students (<https://www.radicalforms.com/registration?ins=OA==>)

Mock test schedule

Prior to the entrance exam a mock test will be conducted for the students to get familiar with the system. Details of Mock test as follows: **PLEASE NOTE MOCK TEST**

MANDATORY FOR ALL STUDENTS. (For the convenience of the Student Mock Test would be taken over 2 days as per the below schedule:

Date	Time
22nd May, 2025	10 am to 4pm
23rd May, 2025	10 am to 4pm

Entrance Exam Date 26th May 2025

NOTE:

- The login details for the exam will be sent via email (Registered email and mobile number) with proper instructions. This login id will be sent before the mock test and will be used for both Mock test & Main entrance exam.
- Candidates must Login 30 mins before the entrance exam start time to ensure a smooth process.
- **Taking the Mock Test is mandatory.**

RULES AND REGULATIONS FOR COMMON ONLINE ENTRANCE

EXAM FOR ADMISSIONS 2025 IN SELF FINANCE PROGRAMS

- a. The candidate will take the entrance exam from a separate place/room where there is no other person in vicinity during the entire duration of the exam.
- b. The place should be noise-free with no movement of people in the surroundings.
- c. All items except simple calculators (non-programmable/ non-scientific) should be removed from the desk. Students are allowed to use battery operated portable calculators. The calculators can be of any type with upto 6 functions, 12 digits and up to two memories. **Scientific and programmable calculators are not allowed.**
- d. Candidates must **not talk** to anyone during the entrance exam period or talk/read to themselves loudly.
- e. Candidates must **not** use head phones, earbuds, or any other type of listening equipment except the speaker of the laptop.
- f. All the computer settings need to be done much before the entrance exam time and to be tested properly. For any failure of the computer system, during the entrance exam period, JaiHind College will not be responsible and the candidate will lose his/her attempt no re-examination **will be conducted.**
- g. Candidates must not switch off the webcam or mic or cover the webcam during the entrance exam. Changing of the camera angles to obstruct views can lead to stopping of the test by the online invigilator or AI enabled system. Candidates must face the computer screen and must not look away from the laptop/desktop.
- h. Candidates must not communicate with any other person by any means. Candidates must not seek any assistance or refer to study material/mobile/for answering the questions.

- i. During the online examination the IP address of the candidate will be tracked to monitor individual participation. This measure is in place to prevent multiple individuals from sitting together and taking the exam simultaneously. It is imperative that each candidate accesses the examination independently, from their own designated location. Candidates adhere strictly to this guideline to avoid any potential issues during the examination.

Action against candidates found guilty of misconduct/ use of unfair means

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination or in a subsequent **admission procedure**, if a candidate is(or has been) found guilty of—

- (i) Using unfair means or
- (ii) Impersonating or procuring impersonation by any person or
- (iii) Disclosing, publishing, reproducing transmitting, storing or facilitating transmission and storage of contents of the test (s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or resorting to any irregular or improper means in connection with his/ her candidature or
- (iv) Obtaining support for his/ her candidature by unfair means, or
- (v) Carrying mobile phones or similar electronic devices of communication in the examination hall, such a candidate may, in addition to rendering himself/ herself is liable to criminal prosecution, be liable to be disqualified from the examination for which he/ she is a candidate

General Instructions

1. The possibility of occurrence of some problem in the administration of the examination can not be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problems, which may include movement of candidates, delay in tests. Conduct of a re-exam is at the absolute discretion of the test conducting body i.e. Jai Hind College. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.
2. Decision of Jai Hind College in all matters relating to conduct of Jai Hind College Entrance exam will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by the College on this behalf.
3. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the admission process will lead to disqualification of the candidate from the entire admission process.
4. Candidates will take the entrance exam under virtual/online invigilation mode. This is also called the Remote Proctored Exam.
5. Candidates must Login **30 minutes before** the entrance exam start time to ensure a smooth process.
6. Exams will go live on 26th of May, 2025 as per slots assigned to respective students based on application number.
7. Candidate has to use his/her user id and Password sent on his/her email for logging into the entrance examination system. Candidates have to click on the link sent on the candidates registered email id.

8. Once he/she logs into the system he/she will be shown the exam available for him/her. The exam will be available only during the defined time slot.

9. Candidate needs to sit for the exam in a position so that his/her face is clearly visible in the camera of the laptop / PC. Place should have proper lighting and no one else should enter the same place in the entire duration of the exam.

10. **No WASHROOM** or other breaks will be allowed during the entire duration of the exam. Candidates are advised to keep water with them if they want.

11. During the entire duration of the exam, the candidate's activities will be monitored and **recorded**.

12. If the candidate indulges in unfair practices/suspicious acts like talking to someone else, trying to share screen, leaving their place etc. the AI Enabled system or online invigilator will intervene and cancel/stop the entrance test immediately.

13. No re-examination will be conducted under any circumstance. The decision of **Jai Hind College** will be final and binding on the student.

14. **In case of an issue, help line numbers & email id for technical queries only for MOCK TEST & ENTRANCE EXAM are**

a) 9967405634

b) 8451898337

c) 7304412543

d) 8097085784

e) 8451891337

Office Technical Support Email: support@offee.in

Jai Hind College Support Id: jhc.entrance@jaihindcollege.edu.in

Steps for Online Exam Process:

Step 1: Click on the exam link provided to you in your registered email.

Step 2: Allow camera permission on the Offee exam portal. Please note that a functioning camera is required to proceed with the exam.

Step 3: Manually enter the login credentials sent to your registered email. Avoid copying and pasting the credentials.

Step 4: Take a clear selfie and click on the login button.

Step 5: Upon logging in, you will be directed to the exam page. The main paper will be visible only at the scheduled time, make sure you login and be ready and not be late for the exam

Step 6: At the scheduled exam time, refresh the page to access your exam. Click on "Begin Test to start the exam. Kindly be punctual and avoid any delays.

Step 7: After completing the exam, upon submission, a popup message will confirm that your exam has been submitted successfully.

Step 8: You can view the submitted paper in the history section.

Kindly follow these steps carefully to ensure a smooth examination experience. Refer the online exam module pdf


Principal

Jai Hind College

