

Guidelines for Online Open Counselling/Merit List (2020-21)

1. All those applicants/students who have registered online on admission portal can participate in the online open counselling towards UG admission.
2. Before participation in the online open counselling, the applicants must properly check the vacant seats in the colleges/courses/subject combinations by clicking on the 'View Vacant Seats'. The applicants must choose the colleges/courses/subject combinations very wisely in order to have maximum chance of admission.
3. There are three categories of applicants who will be considered during online open counselling/merit list:-
 - a) All the applicants who have done fresh registration (16th October onwards) on online admission portal will be allowed to participate in online open counselling/merit list. If their name appears in the open merit list, they will be able to make the payment & confirm the seat.
 - b) Those applicants who were not selected in first and second merit lists along with the applicants against which some objections were raised during online documents verification will be automatically allowed to participate in the online open counselling/merit list. Such applicants will get the option to directly edit their colleges/courses/subject combinations from the student's login. If their name appears in open merit list, they will be able to make the payment & confirm the seat.
 - c) Those applicants whose name appeared in first and second merit list can also participate in the online Open Counselling irrespective of the fact whether they have taken the admission by depositing the fee or not.
 - This option of 'Open Counselling' is available in the student's login.
 - Such applicants will have to explicitly avail/click the 'Open Counselling' option from their login. Subsequently, the applicants will get the option to edit their college/courses/subject combinations.
 - After participation in the open counselling, if their name appears in open merit list, they will be able to make the fee payment & confirm the seat.
 - It is further clarified that those students who have deposited fees earlier (during 1st or 2nd merit) will be able to make the fresh payment & confirm the seat from open merit list if and only if they get their admission cancelled from the previous college/course. Only after the cancellation of admission from the previous college/course, the payment option w.r.t open merit list will be activated against the applicant's name and ultimately, after payment only, his/her seat will be confirmed. The refund by previous college will be made to the student as per norms.

Note:-

- 1) ***In case, an applicant wants to edit complete details mentioned in the Registration Form, he/she is allowed to use OTP based 'One time Unlock for Modification' option only once from the student's login.***
- 2) ***The student will have to submit a request letter for the cancellation of admission to the College concerned.***