

## FREQUENTLY ASKED QUESTIONS (FAQ) AND THEIR SHORT ANSWERS REGARDING COUNSELLING-2020

1.	<ul style="list-style-type: none"> <li>• How many rounds of counselling will be there?</li> </ul> <p>At least 3 rounds for WBJEE-2020 candidates and at least 1 round for JEE(Main) candidates as well as seats in Architecture.</p>
2.	<ul style="list-style-type: none"> <li>• Is registration compulsory?</li> </ul> <p>Yes. Otherwise you lose all chances of admission.</p>
3.	<ul style="list-style-type: none"> <li>• Can I participate later if I fail to join in the first round?</li> </ul> <p>Yes, you can join at the beginning of any round.</p>
4.	<ul style="list-style-type: none"> <li>• How much is the registration fee?</li> </ul> <p>For WBJEE-2020 candidates, it is free and for JEE (M) candidates, it is Rs.500/-</p>
5.	<ul style="list-style-type: none"> <li>• What document are needed?</li> </ul> <p>(i) All rank holders – 10<sup>th</sup> admit card/birth certificate for verification of date of birth.</p> <p>(ii) All rank holders – 10<sup>th</sup> Mark sheet.</p> <p>(iii) All rank holders –12<sup>th</sup> Mark sheet.</p> <p>(iv) WB domiciled candidates - Domicile certificate.</p> <p>(v) SC/ST/OBC-A/OBC-B rank holders – Respective category certificate.</p> <p>(vi) PwD rank holders – PwD certificate.</p> <p>(vii) TFW rank holders – Income certificate.</p>
6.	<ul style="list-style-type: none"> <li>• Where do I go to show the documents?</li> </ul> <p>You don't go anywhere to show documents. You upload them during registration.</p>
7.	<ul style="list-style-type: none"> <li>• How do I upload documents?</li> </ul> <p>Scan the originals (not xerox copy) by a colour scanner in at 150 DPI and save in your PC in PDF format. Thereafter you upload them</p>
8.	<ul style="list-style-type: none"> <li>• What is CSC</li> </ul> <p>They are Common Service Centres in your locality. You can do registration there free of cost.</p>
9.	<ul style="list-style-type: none"> <li>• Is it essential to do registration through Common Service Centres?</li> </ul> <p>No. Candidates can do it on their own also.</p>

10.	<ul style="list-style-type: none"> <li>I have SC/ST/OBC-A/OBC-C certificate. Do I need domicile certificate also?</li> </ul> <p>You can upload your SC/ST/OBC-A/OBC-B certificate in place of domicile certificate. The Board will take judicious decision in this regard.</p>
11.	<ul style="list-style-type: none"> <li>I am finding it difficult to get a domicile certificate</li> </ul> <p>The Board can not suggest any solution to this. The fact that domicile certificate is necessary for admission in Govt. Colleges, Aliah University and 90% general seats in Jadavpur University is mentioned in the Information Bulletin.</p>
12.	<ul style="list-style-type: none"> <li>Is domicile certificate necessary if I chose only private colleges?</li> </ul> <p>Yes, it is necessary.</p>
13.	<ul style="list-style-type: none"> <li>I have given wrong name/date of birth during the application for examination. What should I do?</li> </ul> <p>The Board can not provide any solution to this. See point 4 in page 3 of Information Bulletin</p>
14.	<ul style="list-style-type: none"> <li>I have not yet received original hard copy mark sheet of class 12<sup>th</sup>. Can I upload mark sheet obtained from online sources?</li> </ul> <p>Such online mark sheets obtained from DIGILOCKER etc. must be authenticated by the Head of your institution with his/her rubber stamp and contact details.</p>
15.	<ul style="list-style-type: none"> <li>I have two marksheets for class 12<sup>th</sup>. What do I do?</li> </ul> <p>Upload the final mark sheet if it shows scores in all subjects. Or else upload both mark sheets merging them in a single PDF file.</p>
16.	<ul style="list-style-type: none"> <li>How many choices should I select?</li> </ul> <p>As many as you want. Select maximum number of choices and at least 20.</p>
17.	<ul style="list-style-type: none"> <li>How do I arrange choices?</li> </ul> <p>According to your preference. Best choice will be at the top.</p> <p>TFW seats are shown as separate choice for every institute and every branch. If you are ready to accept either TFW or Non-TFW seat, you must select both. If you select only Non-TFW seat, you will not be allotted any TFW seat even if available. Similarly, if you select only TFW seat, you will not be allotted any non-TFW seat even if available.</p>
18.	<ul style="list-style-type: none"> <li>What is choice locking?</li> </ul> <p>You must lock your choices within the given period. Otherwise you will not be allotted any seat.</p>
19.	<ul style="list-style-type: none"> <li>How shall I know whether I have got a seat?</li> </ul> <p>Login with your password on the day of allotment; you will find all details. Allotment days are given in the web site</p>

20.	<ul style="list-style-type: none"> <li>• What do I do if I do not get a seat?</li> </ul> <p>Just wait. You may get a seat in next round.</p>
21.	<ul style="list-style-type: none"> <li>• What do I do if I get an allotment?</li> </ul> <p>You have two options, namely</p> <ol style="list-style-type: none"> <li>a) Accept the seat, pay seat acceptance fee and freeze your seat.</li> <li>b) Accept the seat, pay seat acceptance fee and opt for UPGRADATION</li> </ol>
22.	<ul style="list-style-type: none"> <li>• How much is the seat acceptance fee?</li> </ul> <p>₹5000 for allotment in Govt. Institutes/ Govt. aided universities, ₹5000 for allotment in TFW category and ₹40000 for allotment in Private Institutes</p>
23.	<ul style="list-style-type: none"> <li>• Is there any scope of withdrawal?</li> </ul> <p>Yes, you can withdraw any time during counselling.</p>
24.	<ul style="list-style-type: none"> <li>• When shall get my money back if I withdraw?</li> </ul> <p>Within 2 months of closure of the entire counselling.</p>
25.	<ul style="list-style-type: none"> <li>• My admit card/confirmation page is/are lost. What should I do?</li> </ul> <p>These documents are needed. You can apply for duplicate. See section 9.0 of Information Bulletin</p>
26.	<ul style="list-style-type: none"> <li>• How shall I know how many seats are available in which college?</li> </ul> <p>See Seat Matrix in the website.</p>
27.	<ul style="list-style-type: none"> <li>• I have passed 10<sup>th</sup> from NIOS and 12<sup>th</sup> form CBSE/HS etc. IS it valid for admission?</li> </ul> <p>See the list of recognized Boards given in the website.</p>
28.	<ul style="list-style-type: none"> <li>• What type of proforma to be used for domicile certificate?</li> </ul> <p>See section 3.4.1 and 3.4.2 in the Information Bulletin.</p>
29.	<ul style="list-style-type: none"> <li>• I have income certificate in a format other than the prescribed. Will it be accepted?</li> </ul> <p>NO. It has to be in the proforma given.</p>
30.	<ul style="list-style-type: none"> <li>• I possess OBC certificate dated July 2019. Is this accepted?</li> </ul> <p>Candidates having OBC certificates dated before 31.12.2009 should have them revalidated from the issuing authority, with either category OBC-A or OBC-B is to be clearly mentioned.</p>
31.	<ul style="list-style-type: none"> <li>• Where do I contact if I have any problem?</li> </ul> <p>Contact toll free numbers 1800-1023-781, 1800-3450-050</p>