

West Bengal Joint Entrance Examinations Board

AQ-13/1, Salt Lake, Kolkata – 700 091

Website: www.wbjeeb.nic.in, www.wbjeeb.in

No. JECA/VC/562

Dated: 11.08.2022 (Rev:0)

This notice is published for advance information to candidates. Timetable will be published shortly after the receipt of final seat matrix from the Competent Authority.

NOTIFICATION for Centralized e-Counselling, JECA-2022

In 2014, the Government of West Bengal enacted the **West Bengal Act XIV of 2014** to form **The West Bengal Joint Entrance Examinations Board** (hereinafter called 'Board') and empowered it to conduct Common Entrance Examinations for selection of candidates for admission to undergraduate and postgraduate Professional, Vocational and General Degree Courses in the State of West Bengal and to conduct on-line counselling process or otherwise adopting a single-window approach.

And whereas,

for admission in MCA course in Government/Self-financing/Private institutions in West Bengal, it is essential for the candidates to appear in the State Common Entrance Examination i.e., JECA and secure a rank.

And whereas,

for admission in the academic session 2022-23, the Board after conducting the Common Entrance Examination JECA-2022 will conduct the centralized online counselling (e-counselling).

The guidelines for e-counselling and admission process for academic sessions 2022-23 are provided hereunder. Candidates registering for e-counselling must go through this Notification and notices published in this regard very carefully. Once registered, it will be construed that the candidate agrees to all terms and conditions mentioned here and in addenda/corrigenda/notices/timetables published time to time in this regard. The Board will not be responsible for any candidate's lack of understanding or misunderstanding about the relevant rules.

Rules and guidelines	
1.0	a) All aspects of the counselling (registration, choice filling, allotment, payment of seat acceptance fee, provisional admission etc.) will be in centralized online process only.

	<p>b) The counselling will be for admission in the institutes and courses as mentioned in the approved seat matrix received from the Competent Authority (DTE, Govt. of WB) and published in Board's web site.</p> <p>c) Any candidate meeting the eligibility criteria and securing a rank (GMR) in the common entrance Examination (JECA-2022) held for the purpose can register for counselling.</p> <p>d) There will be two rounds of counselling namely, Allotment and Upgradation.</p> <p>e) Registration is allowed only at the beginning of 1st round. Registration is mandatory for counselling and admission. A candidate not registered within the pre-declared period of registration will NOT be considered for allotment of any seat at any round under any circumstances.</p> <p>f) Registration fee for counselling is ₹500 only, which is not refundable under any circumstances.</p> <p>g) The Board will not convert/de-reserve any vacant seat in any reserved categories i.e., SC, ST, OBC-A, OBC-B and PwD to general/unreserved category in any round of this counselling.</p> <p>h) As per AICTE guidelines, vacant Seats under the TFW category shall not be converted to general/unreserved category.</p>
2.0	<p>Registration:</p> <p>a) Candidates need to provide necessary personal details, academic details, bank account details (for in case of any refund), address, etc.</p> <p>b) Candidate must provide his/her application number/roll number for JECA-2022 and also provide following academic information.</p> <ol style="list-style-type: none"> i. Passing status, full marks and obtained aggregate marks in qualifying UG course examination. (Honours candidates will consider Honours marks only). ii. Passing status, full marks and obtained marks in Mathematics in UG course. iii. Passing status, full marks and obtained aggregate marks in class 12. iv. Passing status, full marks and obtained marks in Mathematics in class 12. v. Passing status, full marks and obtained aggregate marks in class 10. vi. Passing status, full marks and obtained marks in Mathematics in class 10. <p>c) Candidates must be very cautious at the time of providing various information during registration. There is no provision to make any correction/editing after final submission of the registration by the candidate. Hence if no choice is available to the candidate OR no seat is allotted due to wrong input given by the candidate, WBJEEB will not be legally responsible for such wrong input given by a candidate and its after effect.</p>
3.0	<p>Choice filling:</p> <p>a) During registration, once academic scores are given and registration fee paid, the candidate can view all choices of institutes and courses available to</p>

	<p>him/her according to his/her eligibility criteria based on the inputs provided by him/her.</p> <p>b) After selecting institutes/courses, the candidate will arrange his/her choices in order of his/her priority.</p> <p>c) If a candidate does not give any choice, obviously he/she will not be given any allotment.</p> <p>d) Candidates must be very judicious and cautious while selecting the choices. Candidates are advised to select maximum/all possible institutes/ branches. This gives a higher chance of allotment in first round itself. The candidate can always opt for UPGRADATION after accepting the current allotment.</p>
4.0	<p>Choice locking:</p> <p>a) Candidate must lock his/her choices within the pre-announced date. Candidate can also take a printout of his/her locked choices.</p> <p>b) If a candidate fails/forgets to lock his/her choices within the pre-announced deadline, his/her last saved choices will be considered final and will be locked automatically after the scheduled date and time.</p>
5.0	<p>Round-1: Allotment.</p> <p>a) Allotment of 1st round will be declared on a pre-scheduled date.</p> <p>b) Allotment is given based on inputs provided by the candidate. If at any stage it is found on scrutiny by any concerned authority that the applicant is not eligible for the allotment, his/her allotment/admission shall be treated as cancelled.</p> <p>c) Candidates will login to check their allotment. The allotment status will show the institute and course in which he/she has been allotted a seat.</p> <p>d) The candidate must pay a seat acceptance fee of ₹5000/- (Rupees five thousand only), download the allotment letter. If the candidate fails to pay the seat acceptance fee, the current allotment will be cancelled, and he/she will not be considered for seat allotment in any future round.</p> <p>e) After downloading the allotment letter, the candidate must report to the allotted institute with the allotment letter and all other documents for verification. If the candidate fails to report for document verification, the current allotment will be cancelled, and he/she will not be considered for seat allotment in any future round.</p>
5.1	<p>Document verification:</p> <p>a) Allotment is given based on the inputs provided by the candidate. Document verification is the responsibility of the allotted Institute. WBJEEB will not be responsible for any mistake in document verification and hence wrong admission.</p> <p>b) Candidates will personally report to the institute (where he/she has been allotted a seat) within the days as notified, carrying printed copies of their allotment letters and all academic and other documents for physical verification of documents by the institute.</p>

- c) All documents must be valid as on the date of verification.
- d) Candidates should contact the Institute and visit their web site to know their timings and detail requirements for admission.
- e) **While visiting the institutes, candidates must follow necessary COVID norms.**
- f) Candidates must carry following documents **in original and one self-attested copy of each.**

1.	All candidates	Provisional Seat Allotment Letter.
2.	All candidates	Rank card
3.	All candidates	Class 10 th admit card/birth certificate for verification of date of birth.
4.	All candidates	Class 10 th mark sheet.
5.	All candidates	Class 12 th mark sheet.
6.	All candidates	Graduation level all semester mark sheets
7.	WB domiciled candidates	Domicile certificate as per section 6.1 and 6.2 of Information Bulletin.
8.	SC/ST/OBC-A/OBC-B candidates	Respective category certificate as per sections 7.0 and 8.0 of Information Bulletin. OBC-A/B certificates must be issued after 31.03.2022. It must clearly mention that the candidate belongs to Non-Creamy layer and sub-category of OBC-A or OBC-B.
9.	PwD candidates	PwD certificate as per section 5.4 of Information Bulletin.
10.	All candidates	Must carry mobile phone with the same SIM number registered during application to receive OTP at the final stage of admission confirmation.

- e) Document verification can have following outcomes.
 - i. Present allotment may be cancelled if it is found that the candidate is not eligible for the present allotment due to his/her actual academic scores, category certificates, etc. Such candidates will be automatically considered in next round with their revised academic scores/category etc.
 - ii. If the verification is successful, the candidate will give his/her upgradation choice as YES or NO.
 - 1. If the candidate has been allotted a seat of his/her first choice, he/she has no other option but to freeze his/her seat. Such candidates must opt for NO upgradation and complete all admission formalities (PI reporting) of the respective institute and collect signed Physical

	<p>Reporting Receipt. On the other hand, if the candidate does not complete admission formalities (PI reporting), he/she will be debarred from any seat allotment in any future round.</p> <ol style="list-style-type: none"> 2. If the candidate has been allotted a seat of his/her second or later choices, then also he/she can opt for NO upgradation if he/she wishes and complete admission procedures. But if the candidate opts for NO upgradation and then does not complete admission, he/she will be debarred from any seat allotment in any future round. 3. If the candidate has been allotted a seat of his/her second or later choices, then after successful document verification, he/she can also opt for YES upgradation and so not take admission in the 1st round. Such candidates will be considered for possible upgradation in 2nd round. 4. If after successful document verification, the candidate does neither opt for YES upgradation or NO upgradation, he/she will be considered not interested in admission and will be debarred from any seat allotment in any future round.
6.0	<p>Round-2: Upgradation.</p> <ol style="list-style-type: none"> a) Following groups of candidates who have already successfully registered in Round-1 will be considered in Round-2 namely, <ol style="list-style-type: none"> 1. Those who did not get any allotment in Round-1, 2. Those who paid seat acceptance fee, completed document verification, and opted for YES-upgradation in Round-1. 3. Those who paid seat acceptance fee, completed document verification but allotment in Round-1 was cancelled. b) The allotment will be declared on the prescheduled date. Round-2 being the last and final normal round, there is no scope of further upgradation. c) It is essential to note that if the seat is upgraded, the earlier allotment is cancelled, and the seat is allotted to other deserving candidates as per merit. As such, the candidate cannot reverse the upgradation, i.e., he/she cannot claim his/her earlier allotment back. On the other hand, if the seat is not upgraded, the earlier seat would remain reserved/retained. d) There can be following outcomes of round-2 allotment. <ol style="list-style-type: none"> 1. <u>Allotment is upgraded</u>: The candidate need not pay seat acceptance fee again, but he/she must download new allotment letter and report to the newly allotted institute and complete all admission formalities (PI reporting). 2. <u>Allotment is not upgraded</u>: Such candidates have only option to join the institute of earlier allotment and complete all admission formalities (PI reporting). 3. <u>Candidates' allotment in Round-1 was cancelled during document verification</u>:

	<ul style="list-style-type: none"> i. The candidate must report to the allotted institute with the allotment letter and all other documents for verification. Otherwise, the allotment will be cancelled. ii. Document verification by the allotted Institute can have following outcomes. <ul style="list-style-type: none"> A. Present allotment may be again cancelled if the candidate is found not eligible for it by his/her actual academic scores, category certificates, etc. B. If the verification is successful, he/she must complete admission in the institute. <p>4. <u>Candidate did not get any allotment in Round-1 and got fresh allotment in Round-2:</u></p> <ul style="list-style-type: none"> i. The candidate must pay a seat acceptance fee of ₹5000/- (Rupees five thousand only), download the allotment letter. ii. After payment of seat acceptance fee and downloading the allotment letter, the candidate must report to the allotted institute with the allotment letter and all other documents for verification. iii. Document verification can have following outcomes. <ul style="list-style-type: none"> A. Present allotment may be cancelled if the candidate is found not eligible for it by his/her actual academic scores, category certificates, etc. B. If the verification is successful, he/she must take admission in the allotted institute.
8.0	<p>General Rules:</p> <ul style="list-style-type: none"> a) In case of first-time allotment (may be in any round) it is mandatory to pay seat acceptance fee and report to the allotted institute for document verification before any further activity. b) Whenever and wherever a candidate produces documents like allotment letter, locked choice, upgradation choice letter, provisional admission letter, physical reporting receipt etc., he/she must produce the original document printed by the 'print' link. Screen shots or photographs of the screen etc. are not acceptable as any valid document. c) Help Desk: Candidates can contact the Help Desk (1800 1023 781, 1800 3450 050) for help/clarification/grievance if required. d) Automatic seat category up gradation: candidates may have automatic seat category up gradation in same institute and in same course if such vacancies arise. e) Refund and withdrawal: <ul style="list-style-type: none"> i. After closure of all rounds of e-counselling, the seat acceptance fee paid by candidates who completed the admission will be remitted to the last admitted institute which is to be adjusted with the tuition fees etc. for the candidate. In case the candidate does not want to join or continue in the institute, he/she will have to apply to that institute for

	<p>cancellation of admission and for any refund, since the prerogative of admission lies completely between the candidate and the Institute. WBJEEB does not have any responsibility / liability in this regard and will not entertain any communication in this connection</p> <p>ii. If any candidate does not complete the admission process even after paying the seat acceptance fee, part of the fee is returnable as per the existing rule but subject to approval of the Board, for which the candidates must follow the Refund Rules given in the notice section at the web site.</p>
9.0	Eligibility for admission: See section 3 of the Information Bulletin.
10.0	Reservation and domicile criteria: See the Information Bulletin.
11.0	Seat Matrix: Information on availability of seats in various institutions in various branches in various categories as per the Seat-Matrix provided by the Director of Technical Education, Govt. of West Bengal is given in the counselling portals www.wbjeeb.nic.in .
12.0	<p>Legal Jurisdiction:</p> <p>a) WBJEEB is obliged to share with any candidate any information about his/her own status in common entrance test and counselling, for which any candidate can contact WBJEEB individually and personally. But WBJEEB is unable to share any information about any other candidate.</p> <p>b) All matters pertaining to conduct of JECA–2022 e-counselling shall fall within the jurisdiction of Calcutta only. The Board will not be a party pertaining to any dispute arising in the process of admission to any course of study through JECA–2022.</p>

Sd/-
Chairman
West Bengal Joint Entrance Examinations Board