

West Bengal Joint Entrance Examinations Board

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Website: www.wbjeeb.in

No. WBE/CN-30/21

Dated: 13/01/2021

NOTIFICATION REGARDING COUNSELLING FOR JECA-2020 CANDIDATES

The State Government vide **West Bengal Act XIV of 2014** enacted **The West Bengal Joint Entrance Examinations Board Act, 2014** and empowered the Board 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 counselling on-line or otherwise adopting a single-window approach,

And whereas,

JECA-2020 examination could not be held due to ongoing unprecedented pandemic and it was decided that West Bengal Joint Entrance Examinations Board (WBJEEB) would conduct centralized online counselling for the successfully registered candidates of JECA-2020 based on their qualifying examination marks for admission into **Master of Computer Application** course in various institutions in West Bengal for the academic session 2020-2021.

The rules and guidelines for e-counselling and admission process are provided hereunder. Candidates registering for e-counselling must go through the Notification and notices published in this regard very carefully. Once registered, **it will be construed that the candidate agrees to all the terms and conditions mentioned.**

Rules and Guidelines	
1.0	<p>a) All aspects of the counselling (registration, choice filling, document uploading, document verification, allotment, provisional admission, payment of seat acceptance fees etc.) will be in centralized online process only.</p> <p>b) The counselling will be for admission in the institutes and courses as are mentioned in the seat matrix.</p> <p>c) All candidates who successfully applied for the JECA-2020 examination and paid application fees can register for counselling.</p> <p>d) There is no separate registration fee for counselling.</p> <p>e) There will be only two rounds of counselling.</p> <p>f) Vacant seats under any of the reserved categories i.e. SC, ST, OBC-A and OBC-B and PwD will not be converted to general/unreserved category in any round of counselling.</p>

2.0	<p>a) Registration is mandatory for counselling and admission. A non-registered candidate will NOT be allowed to participate in the counselling in any round under any circumstances.</p> <p>b) Registration and providing necessary information, document uploading, choice filling, choice locking etc. are allowed only once in 1st round.</p> <p>c) During registration, candidates' information will be fetched from the information already provided by the candidates during their application for the examination. Hence, the various information that candidates give during registration for counselling must match with the information available in their confirmation page.</p> <p>d) If any candidate omitted his/her father's name/mother's name during application for examination, he/she must write NA in such places during registration for counselling.</p> <p>e) Candidates need to give bank account details (to be used in case of any refund).</p> <p>f) Candidates will have to provide the following information.</p> <ul style="list-style-type: none"> (i) Qualifying course passed. (ii) Aggregate (overall/equivalent to CGPA) percentage scored in the qualifying course. (BSc/BCom/BA-Honour's candidates to consider scores in honour's subjects only). (iii) Passing status and score in Mathematics in Graduation level. (iv) Passing status and aggregate percentage in class 12. (v) Passing status and score in Mathematics in class 12. (vi) Passing status and aggregate percentage in class 10. (vii) Passing status and score in Mathematics in class 10. <p>g) Candidates will upload following scanned (150 DPI, colour) documents in PDF format. Registration will not be accepted unless required documents are uploaded.</p> <ul style="list-style-type: none"> (i) All candidates – 10th admit card/birth certificate for verification of date of birth. (ii) WB domiciled candidates - Domicile certificate (As mentioned in sections 6.0 to 6.2 of the Information Bulletin) OR self-declaration in the format given in annexure-1 herein. (iii) SC/ST/OBC-A/OBC-B candidates – Respective category certificate (As mentioned in sections 7.0 and 8.0 of the Information Bulletin). (iv) PwD candidates – PwD certificate (As mentioned in sections 9.0 of the Information Bulletin) <p>h) Besides the above, candidates will upload scanned (150 DPI, colour) copies of the following academic documents as PDF files.</p> <ul style="list-style-type: none"> (i) Final (overall) mark sheet of the qualifying course passed. (ii) Mark sheet of class 12.
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	<p>(iii) Mark sheet of class 10.</p> <p>i) If due to the ongoing pandemic situation, the candidate is unable to organize the formal domicile certificate, he/she can upload a self-declaration in the format given in Annexure-1.</p> <p>a) Candidates having SC/ST/OBC-A/OBC-B certificates issued by appropriate Authority of the Govt. of W.B. may upload their category certificate in place of domicile certificate. But in that case if the category certificate is rejected during verification, their domicile status is also converted to NON-West Bengal.</p> <p>b) Candidates must be cautious about all inputs provided by him/her. There is no provision in the system to make any correction except by the candidate only. Hence if the allotment/admission is cancelled due to wrong entry given by the candidate, WBJEEB will not be responsible for the same.</p>
3.0	<p>Document verification: The documents uploaded by candidates will be verified by Virtual Reporting Centres (VRCs)</p> <p>a) When all documents are accepted, the candidate will receive a SMS.</p> <p>b) If one or more document(s) is/are rejected, or illegible, the candidate will receive a SMS; he/she can log in and view the reason of rejection. Accordingly, the candidate must upload corrected document within the stipulated date and time.</p> <p>c) In case the candidate fails to upload corrected and acceptable documents within the given date, WBJEEB may decide to convert candidate's eligibility and/or category based on the last document uploaded.</p> <p>d) Candidate will be allotted a seat only according to the documents uploaded by him/her and accepted by VRC. For example, if a SC candidate is unable to upload SC certificate or his/her SC certificate is rejected during verification, he/she will not be allotted any SC seat. He will be considered as a general candidate.</p>
4.0	<p>Choice filling:</p> <p>a) During registration, once academic scores are given, the candidate can view all choices of institutes and courses available to him/her according to his/her eligibility criteria based on the inputs provided by him/her.</p> <p>b) The choices of institutions are shown in alphabetic order to make search easy.</p> <p>c) Candidate can also search type of institute wise, course wise etc.</p> <p>d) It is advised that the candidate should select maximum number of institutes/ courses to maximize the chance of allotment.</p> <p>e) After selecting institutes/courses, the candidate will arrange his/her choices in order of his/her priority.</p> <p>f) If a candidate does not give any choice, he/she will not be given any allotment.</p>

	g) If one or more documents are rejected during verification, some or all choices selected by the candidate may become invalid.
5.0	<p>Choice locking:</p> <p>a) Candidate must lock his/her choices within a 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.</p>
6.0	<p>Ranking:</p> <p>a) Merit ranks will be prepared based on overall percentage of marks obtained in the qualifying course.</p> <p>b) In case of tie in the overall percentage of marks it will be broken by the following rules,</p> <ol style="list-style-type: none"> i. Higher aggregate percentage in class 12. ii. Higher aggregate percentage in class 10. <p>a) If tie exists even after applying the above rules, the same will be broken by the date of birth (DOB); the older candidate will be given preference over the younger one.</p> <p>b) Individual candidates will be able to view and download his/her Rank Card. WBJEEB does not publish any ranks/score in listed form.</p> <p>c) The rank shall be in the name and style of 'GMR' (General Merit Rank)</p> <p>d) Separate reserved category merit position will also be indicated for respective category of students e.g. SC Rank, ST Rank, OBC-A Rank, OBC-B Rank, PwD Rank, as applicable.</p> <p>e) Sequencing in counselling/allotment of seat/admission will be done based on GMR only (not on category ranks). Category ranks are only for information about candidate's position within the respective category.</p> <p>f) Category ranks are generated based on the category information given by the candidates during online application. If during verification, any candidate's claim is found invalid, his/her category rank will be cancelled and the candidate will be considered in general category with his/her GMR. Category ranks of other candidates will not be revised.</p>
7.0	<p>Round-1: Provisional Allotment and Provisional Admission.</p> <p>a) Provisional allotment of 1st round will be declared after declaration of ranks, on a pre-scheduled date and all registered candidates will be informed by SMS.</p> <p>b) Allotment is given based on information and documents provided by the candidate. If at any stage it is found on scrutiny that the applicant is otherwise ineligible 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 has two options.</p> <p>(i) Accept and freeze the seat. Candidate sets his/her willingness for possible upgradation = NO.</p> <p>(ii) Accept with option for a possible up-gradation. Candidate sets his/her willingness for possible upgradation = YES.</p> <p>e) In both cases the candidate must pay seat acceptance fee (₹3,000 for allotment in Govt. and Govt. aided Institutes and ₹5,000 for allotment in Pvt. Institutes) and download the provisional allotment letter/admission letter, which is provisional and is subject to successful physical verification of documents by the concerned institute.</p> <p>f) If the candidate fails to pay the seat acceptance fee, it will be construed that he/she is not interested in the admission and will not be considered in any further allotment in any further round, if any.</p>
8.0	<p>Round-2:</p> <p>a) Following two groups of candidates who have already successfully registered in Round-1 will be considered in Round-2 namely,</p> <p>(i) Those who did not get any allotment in Round-1,</p> <p>(ii) Those who accepted the allotted seat in Round-1, paid seat acceptance fee and opted for upgradation.</p> <p>b) The allotment will be declared on the prescheduled date.</p> <p>c) The upgraded candidates must pay positive differential amount of provisional admission fee, if any. (On the other hand, if any amount is refundable, the same will be refunded on-line to the candidate's bank account in due course). The candidates can then download their revised provisional allotment letter/admission letter.</p> <p>(It is essential to note that if the allotment is upgraded, the earlier allotment is cancelled, and the seat is allotted to other deserving candidates. As such, the candidate cannot reverse the upgradation, i.e. he/she cannot claim his/her earlier allotment back.)</p> <p>d) Those who opted for upgradation but have not been upgraded need not take any further action with the counselling system; their earlier allotment still holds good.</p> <p>e) Those who did not get any allotment in Round-1 and got fresh allotment in Round-2, must pay seat acceptance fee (₹3,000 for allotment in Govt. and Govt. aided Institutes and ₹5,000 for allotment in Pvt. Institutes) and download the provisional allotment letter/admission letter, which is provisional and is subject to successful physical verification by the concerned institute.</p> <p>f) Round-2 being the last round, there is no scope of further upgradation. As such whatever is the allotment status in Round-2, it is final and frozen.</p>
9.0	<p>General Rules: Valid throughout the counselling.</p>

	<p>a) Physical reporting: After completing the provisional admission and downloading the Provisional Admission Letter, candidates will have to report to the institute within the given schedule for physical verification of documents and completing all admission formalities of the institute, failing which it will be construed that he/she is not interested in the admission, his/her allotment/admission will be cancelled.</p> <p>b) Withdrawal: The candidate can withdraw any time during the seat acceptance period(s) in round-1. Once withdrawn, he/she will not be considered for next rounds of counseling, if any. Withdrawal is not permitted in the last round i.e. in Round-2.</p> <p>c) Refund:</p> <p>(i) If a candidate withdraws after paying the seat acceptance fee, the amount will be refunded to him/her through on-line banking within 60 days of closure of all rounds of counselling. The candidate will not have to take any action for the same.</p> <p>(ii) The seat acceptance fee paid by him/her will be transferred to the respective Institute after closure of physical reporting. In case the candidate fails to finally join or continue in the institute, he/she will have to apply to that institute for any refund. WBJEEB will not have any responsibility / liability in this regard and will not entertain any communication in this connection.</p> <p>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.</p>
11.0	Eligibility: See Information Bulletin.
12.0	Seat Matrix: Information on seats offered through e-counselling in various institutions in various courses in various categories as provided by the DTE, Govt. of West Bengal is given on the website. Note that there may be other seats available in some institute/course which are not offered through e-counselling and hence are not shown in the seat matrix.
13.0	<p>Reservation of Seats for SC/ST/OBC-A/OBC-B/PwD category of students: See Information Bulletin.</p> <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>
14.0	Domicile requirement: See Information Bulletin.
15.0	Legal Jurisdiction: All matters pertaining to conduct of 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.

(Prof. M. Saha)
Chairman

West Bengal Joint Entrance Examinations Board

Annexure-1

SELF DECLARATION/UNDERTAKING IN LIEU OF DOMICILE CERTIFICATE

I, Mr./Ms. did apply for JECA-2020
(Appl. No.....). I solemnly affirm that I have been residing in West Bengal for last 10 years till 31.12.2019 / my parents are permanent resident of West Bengal
(strike out whichever is not applicable).

Our permanent residential address is,

.....
.....

Due to the COVID pandemic situation, I am not able to arrange the domicile certificate at this moment and hence in lieu of the domicile certificate, this self-declaration/UNDERTAKING may be accepted for the time being for the purpose of counselling for JECA-2020 only.

I undertake that I shall submit the formal domicile certificate at the time of physical reporting to the institute where my admission is finalized. Also, I agree that if I fail to submit the formal domicile certificate at the time of physical reporting, my admission will be cancelled. I shall not hold West Bengal Joint Entrance Examinations Board responsible if my admission is cancelled due to my failure of submitting the formal domicile certificate.

Signature of the candidate and date