

### IMPORTANT INSTRUCTIONS FOR ONLINE APPLICATION

**Candidates are required to go through the Information Bulletin carefully before applying for the examination**

Once an application is received, it will be construed that the candidate agrees to all terms & conditions, rules & regulations stipulated in the Information Bulletin and notices published by the Board for the said purpose.

**Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected.**

1.	Application for the examination must be done online only. No printed application form is available.
2.	Ensure filling genuine application form available on line at <a href="http://www.wbjeeb.nic.in">www.wbjeeb.nic.in</a>
3.	<b>It is essential to have a mobile number and a unique email ID.</b> All future communications will be sent to the registered mobile number and email ID. WBJEEB will not be responsible for non-receipt of any communication by the candidates if the mobile number and/or the email ID are wrong/non-existing/non-functional/changed.
4.	Once the registration details i.e. <b>name, father's name, mother's name, gender and date of birth</b> are entered and submitted, this information <b>cannot be changed/modified/edited under normal circumstances.</b> Also, the information must match exactly with the school admit cards, mark sheets, certificates, photo identity cards, caste/category certificates etc. which a candidate has to produce at the time of entering the examination hall, during admission and registration with the University.
5.	Do not attempt to make any duplicate application.
6.	Do not share your application number; password, security question/answer with anyone.
7.	Upload <b>scanned</b> copy of photograph and signature as per the instructions provided in the Information Bulletin.
8.	If any information <b>other than</b> name, father's name, mother's name, gender and date of birth given in the application needs to be corrected then the rectification can only be made within the given 'online correction period' notified in the Information Bulletin. The Board will not allow any correction thereafter.
9.	If any candidate receives any SMS/email regarding discrepancy in photograph/signature uploaded by him/her, he/she must take corrective action immediately <b>within one day.</b>
10.	Application fees is <b>₹500 (Rupees five hundred only) plus the Bank's Service Charges</b> , as applicable, payable by Net Banking/ Debit Card/ Credit Card. Once the on-line payment is complete, the system automatically generates the Confirmation Page to be downloaded. If the confirmation page is not generated, it's an indication that the payment is not complete. In such case, the candidate is advised to

	<p>make payment once again.</p> <p><b>Do not wait for the last day to make fee payment in order to avoid payment failure by Bank or EPG.</b></p>
<b>11.</b>	Keep copies of <b>confirmation page, admit card</b> in safe custody.
<b>12.</b>	Candidates are requested to go through the Board's website ( <a href="http://www.wbjeeb.nic.in/wbjeeb.in">www.wbjeeb.nic.in/wbjeeb.in</a> ) regularly in order to update themselves for the latest information.
<b>13.</b>	For any information on required Academic Qualification in respect to admission into different University/Institution and in respect to other specific criteria issued by the Government from time to time, the candidates are requested to regularly go through the websites of the respective University/Institution and the Board's website.
<b>14.</b>	Board will not be held responsible by any way, if any candidate fails to aware himself/herself regularly on any updating.
<b>15.</b>	<p>For any query regarding the examination, contact:</p> <p style="text-align: center;"><b>The Controller of Examinations</b>  <b>West Bengal Joint Entrance Examinations Board</b>  <b>AQ-13/1, Sector -V, Salt Lake City, Kolkata-700091</b></p> <p style="text-align: center;"><b>Examination Helpdesk: -1800-1023-781, 1800-3450-050</b>  <b>Email: Link &lt;Contact Us&gt; in <a href="http://www.wbjeeb.in">www.wbjeeb.in</a></b></p>