

# West Bengal Joint Entrance Examinations Board

AQ-13/1, Salt Lake, Kolkata – 700 091

Website: [www.wbjeeb.in](http://www.wbjeeb.in)

No. WBE/CN-35/21

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## NOTIFICATION

The State Government vide **West Bengal Act XIV of 2014** enacted **The West Bengal Joint Entrance Examinations Board Act, 2014** (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 into the undergraduate (UG) courses in Engineering, Technology, Pharmacy and Architecture in State-aided Universities/University Departments/Self-financing Universities/Government/ Self-financing Colleges/ Institutions in the State, it is essential for the candidates to appear in the State Common Entrance Examination i.e., West Bengal Joint Entrance Examination (WBJEE) or the national level Common Entrance Examination (JEE-Main) and secure a rank in the year 2021.

And whereas,

for the academic session 2021-22, the Board after conducting the Common Entrance Examination would arrange the web-based online counselling (e-counselling).

The guidelines for e-counselling and admission process for academic sessions 2021-22 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 the terms and conditions mentioned and addendum/corrigendum/notice/timetable published time to time in this regard.

### **There will be two (2) separate unconnected phases of counselling,**

1. Phase-1: For WBJEE-2021 rank holders, for admission into all seats except for those in B. Arch. course and except for those reserved for JEE(Main) candidates.
2. Phase-2: For both WBJEE and JEE(Main) rank holders for admission into B. Arch course and for JEE(Main) rank holders for the seats reserved for JEE(Main) candidates.

The following rules and guidelines are for the Phase-1. A separate notification will be published for Phase-2.

<b>Rules and guidelines</b>	
1.0	<p>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> <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 and published in Board's web site <a href="http://www.wbjeeb.nic.in">www.wbjeeb.nic.in</a>.</p> <p>c) Any candidate meeting the eligibility criteria and securing a rank (GMR/PMR) in the common entrance test (WBJEE-2021) held for the purpose can register.</p> <p>d) There will be three rounds of counselling namely, Allotment, Upgradation and Mop-Up.</p> <p>e) Registration is allowed only at the beginning of <b>1<sup>st</sup> round</b>. Registration is <b>mandatory</b> for counselling and admission. <b>A non-registered candidate will NOT be allotted any seat at any round under any circumstances.</b></p> <p>f) <b>Registration fee for counselling is ₹300 only.</b></p> <p>g) The Board will not convert any vacant seat in any reserved categories i.e., SC, ST, OBC-A and 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 will not be converted to general/unreserved category.</p>
2.0	<p><b>Registration:</b></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 roll number and rank for WBJEE-2021 and also provide following academic information,</p> <ol style="list-style-type: none"> <li>i. Full marks and obtained marks in class-X English.</li> <li>ii. Overall full marks and obtained marks in aggregate in class-XII as per the mark sheet.</li> <li>iii. Full marks and obtained marks in class-XII English, Physics, Chemistry, Mathematics, and other relevant subjects. If a subject is not applicable for any candidate, he/she may select "NA".</li> </ol> <p>c) 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 himself/herself. Hence if no seat is allotted due to wrong input given by the candidate, <b>WBJEEB will not be responsible for the same.</b></p> <p>d) No request for change in any category/sub-category will be entertained after the last date of registration.</p>
3.0	<p><b>Choice filling:</b></p> <p>a) During registration, once academic scores are given, the candidate can view</p>

	<p>all choices of institutes and courses available to him/her according 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 <b>in order of his/her priority</b>.</p> <p>c) If a candidate does not give any choice, obviously he/she will not be given any allotment.</p> <p>d) The choices are shown in alphabetic order to make search easy. Candidate can also search type of institute wise, branch wise etc.</p> <p>e) TFW seats are shown as separate choice for every institute and every branch, wherever applicable. For example, if a candidate is ready to accept either TFW or Non-TFW seat in some institute in some branch then he/she must select both. If he/she selects only non-TFW seat, he /she will not be allotted any TFW seat even if available. Similarly, if he/she selects only TFW seat, he /she will not be allotted any non-TFW seat even if available.</p> <p>f) <b>Candidates must be very judicious and cautious while selecting the choices. Candidates are advised to select maximum possible number of institutes/ branches. This ensures that he/she always gets an allotment. The candidate can always opt for UPGRADATION after accepting the current allotment. CANDIDATES ARE ADVISED THAT THEY MUST SELECT AT LEAST 20 CHOICES.</b></p>
4.0	<p><b>Choice locking:</b></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, <b>his/her last saved choices will be considered final and will be locked.</b></p>
5.0	<p><b>Round-1: Allotment.</b></p> <p>a) Allotment of 1<sup>st</sup> round will be declared on a pre-scheduled date.</p> <p>b) Allotment is given based on information provided by the candidate. <b>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.</b></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 <b>seat acceptance fee of ₹5000/-</b> (Rupees five thousand only), download the allotment letter failing which he/she will <b>not</b> be considered for seat allotment in any future round.</p> <p>e) Thereafter the candidate must report to the allotted institute with the allotment letter and all other documents for verification, failing which he/she will <b>not</b> be considered for seat allotment in any future round.</p> <p>f) If a candidate wishes, he/she can withdraw from the e-counselling provided he/she has not completed PI reporting.</p>

5.1

**Document verification:**

- a) Candidates will 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.
- b) **While visiting the institutes, candidates must follow necessary COVID norms.**
- c) Candidates must carry following documents **in original and one self-attested copy of each.**

1.	All candidates	Class 10 <sup>th</sup> admit card/birth certificate for verification of date of birth.
2.	All candidates	Class 10 <sup>th</sup> mark sheet.
3.	All candidates	Class 12 <sup>th</sup> mark sheet.
4.	WB domiciled candidates	Domicile certificate as per section 3.4, 3.4.1 and 3.4.2 of Information Bulletin.
5.	SC/ST/OBC-A/OBC-B candidates	Respective category certificate as per sections 5.2 and 5.3 of Information Bulletin.
6.	PwD candidates	PwD certificate as per section 5.4 of Information Bulletin.
7.	TFW candidates	Income certificate as per section 6.2 of Information Bulletin.

- d) As a result of document verification,
- (i) If a candidate is found not eligible for any course, his/her allotment will be cancelled, and he/she will **not** be considered for seat allotment in any future round.
- (ii) If a candidate is allotted a reserved category seat but he/she is unable to produce proper category certificate, his/her current allotment will be cancelled, and he/she will be automatically reconsidered in the next round (if any) as a general candidate.
- e) After successful document verification the candidate will give his/her upgradation choice.
- (i) 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 will opt for upgradation = No and complete all admission formalities (PI reporting) of the respective institute and collect signed Physical Reporting Receipt. Of course, such candidates can participate in the Mop-Up round, if any. On the other hand, if the candidate does not complete admission formalities (PI reporting), he/she will **not** be considered for seat allotment in any future round.
- (ii) If the candidate has been allotted a seat of his/her second or later choices he/she also can freeze his/her seat if he/she wishes and

	<p>complete admission procedures and obtain the Physical Reporting Receipt. Of course, such candidates can participate in the Mop-Up round, if any.</p> <p>(iii) If the candidate has been allotted a seat of his/her second or later choices he/she can opt for upgradation = Yes if he/she wishes. Such candidates will be considered for upgradation in 2<sup>nd</sup> round.</p> <p>(iv) If the candidate does not complete none of the above three options, he/she will be considered not interested in admission and will not be considered for any allotment in future.</p>
6.0	<p><b>Round-2: Upgradation.</b></p> <p>a) Following groups of candidates who have already successfully registered in Round-1 will be considered in Round-2 namely,</p> <ul style="list-style-type: none"> <li>(i) Those who did not get any allotment in Round-1,</li> <li>(ii) Those who paid seat acceptance fee, completed document verification, and opted for upgradation in Round-1.</li> <li>(iii) Those whose allotment in Round-1 was cancelled due to non-acceptance of category certificate.</li> </ul> <p>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.</p> <p>c) It is essential to note that if the allotment is upgraded, the earlier allotment <b>is cancelled</b>, and the seat is allotted to other deserving candidates. As such, the candidate cannot <b>reverse</b> the upgradation, i.e., he/she cannot claim his/her earlier allotment back.</p> <p>d) There can be following three outcomes of round-2 allotment.</p> <ul style="list-style-type: none"> <li>(i) <u>Allotment is upgraded to candidate's 1<sup>st</sup> choice</u>: The candidate must report to the newly allotted institute and complete all admission formalities (PI reporting) and collect signed Physical Reporting Receipt. Of course, such candidates can participate in the Mop-Up round, if any. On the other hand, if the candidate does not complete admission formalities, he/she will <b>not</b> be considered for seat allotment in any future round.</li> <li>(ii) <u>Allotment is upgraded but not to the 1<sup>st</sup> choice OR allotment not upgraded at all</u>: Such candidates may decide to join the institute of last allotment and complete all admission formalities (PI reporting) and collect signed Physical Reporting Receipt. Of course, such candidates can participate in the Mop-Up round, if any. On the other hand, they may decide <b>not</b> to join the institute of last allotment. In such case also, the candidates can participate in the Mop-Up round, if any.</li> <li>(iii) <u>Candidate did not get any allotment in Round-1 and got fresh allotment in Round-2</u>: The candidate must pay seat acceptance fee and download the allotment letter, failing which, he/she will <b>not</b> be considered for seat allotment in any future round. Thereafter the candidate will report to the institute for physical verification of documents. The outcome of</li> </ul>

	<p>document verification can as follow.</p> <ol style="list-style-type: none"> <li>1) If the candidate's documents are accepted, he/she may or may not complete the admission. In either case, he/she will be eligible for Mop-Up round, if any.</li> <li>2) If the candidate is found not eligible for any course, he/she will <b>not</b> be considered for seat allotment in any future round.</li> <li>3) If the candidate is allotted a reserved category seat but he/she is unable to produce proper category certificate, his/her allotment will be cancelled. He/she may only participate in the Mop-Up round, if any, as a general candidate</li> <li>4) If the candidate does not report for document verification, he/she may only participate in the Mop-Up round, if any.</li> </ol> <p>e) If a candidate wishes, he/she can withdraw from the e-counselling provided he/she has not completed PI reporting.</p>
7.0	<p><b>Mop-up Round.</b></p> <ol style="list-style-type: none"> <li>a) Participation in Mop-Up round is optional.</li> <li>b) A candidate must consciously register for the mop-up round and pay a fee of <b>₹200 (Rupees three hundred only)</b> and confirm his/her willingness to participate in the mop-up round. Once a candidate confirms his/her participation in Mop-Up round, the decision <b>cannot</b> be reversed.</li> <li>c) The participants in the Mop-Up round will be able to revise their choices of institutes/branches if they wish.</li> <li>d) The candidate must <b>cautiously note</b> that if he/she is allotted a new seat in the Mop-Up round, his/her earlier allotment/ admission is automatically cancelled. <b>The candidate can never claim his/her earlier seat back.</b> On the other hand, if the candidate does not get any allotment in Mop-Up round, <b>his/her present seat will remain valid if he/she had completed all necessary admission process and had obtained Physical Reporting Receipt.</b> That is why when such candidates select their choices in Mop-Up round, the institute/course where he/she has already completed admission does not appear in the list of choices.</li> <li>e) Following groups of candidates are eligible to participate in the Mop-Up round. <ol style="list-style-type: none"> <li>(i) Those who completed admission in Round-1.</li> <li>(ii) Those who completed admission in Round-2.</li> <li>(iii) Those who did not complete admission in Round-2.</li> <li>(iv) Those whose category has been changed due to document verification in Round-2.</li> <li>(v) Those who paid seat acceptance fee but failed to report for document verification in Round-2.</li> <li>(vi) Those who did not get any allotment in Round-1 or 2.</li> </ol> </li> </ol>

	f) There will be <b>only one</b> Mop-Up round and it will be the <b>last and final</b> round of counselling conducted by WBJEEB.
7.1	<p><b>Mop-Up round process:</b> There can be following outcomes of the allotment of Mop-Up round for the above five groups.</p> <p>a) <u>Those who completed admission in Round-1 or in Round-2:</u></p> <p>(i) If they do not get any new allotment, they must continue with the institute where they have taken admission.</p> <p>(ii) If they get a new allotment, they must complete admission procedure (PI reporting) of the new institute and collect Physical Reporting Receipt.</p> <p>b) <u>Those who did not complete admission in Round-2 and Those whose category has been changed due to document verification in Round-2:</u> If they get an allotment in Mop-Up round, they must complete admission procedure (PI reporting) of the allotted institute and collect Physical Reporting Receipt.</p> <p>c) <u>Those who paid seat acceptance fee but failed to report for document verification in Round-2:</u> If they get an allotment in Mop-Up round, they must report to the institute for document verification and if documents are accepted, complete the admission process, and collect Physical Reporting Receipt.</p> <p>d) <u>Those who did not get any allotment in Round-1 or 2 but got an allotment in Mop-Up Round:</u> The candidate must pay seat acceptance fee and download the allotment letter. Thereafter the candidate will report to the institute for physical verification of documents. If the documents are accepted, he/she must complete the admission process, and collect Physical Reporting Receipt.</p> <p>e) If a candidate wishes, he/she can withdraw from the e-counselling provided he/she has not completed PI reporting.</p>
8.0	<p><b>General Rules: Valid throughout the counselling.</b></p> <p>a) <b>The seat acceptance fee paid by candidates who complete the admission process will be remitted to the respective institute</b> after closure of e-counselling. In case the candidate does not want to 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>b) <b>Help Desk:</b> Candidates can contact the Help Desk (1800 1023 781, 1800 3450 050) for help/clarification/grievance if required.</p> <p>c) <b>Automatic seat category up gradation:</b> candidates may have automatic seat category up gradation in same institute and in same course if such vacancies arise.</p> <p>d) <b>Refund:</b></p> <p>i. If a candidate withdraws during the seat acceptance periods in round-1 or round-2 after paying the provisional admission fees, the amount will</p>

	<p>be refunded to him/her through on-line banking within a period of 60 days to 90 days after closure of all rounds of counselling. The candidate will not have to take any action for the same.</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 <b>Refund Rules</b> given in the notice section at the web site.</p>
9.0	<b>Eligibility:</b>
9.1	<p><b>For the 4-year Degree Level Engineering and Technology Courses in all institutes and for 4-year Degree-level Pharmacy Course in Jadavpur University:</b></p> <p>Candidates qualified in the WBJEE-2021 with General Merit Rank (GMR) can participate for e-counselling. The merit-listed candidates of the JEE Main-2021 with All India Merit Rank (AIR) are also eligible for e-counselling and entitled to participate against 10% of the sanctioned seats of the Self-financing Degree-level Engineering &amp; Technology Institutions of the State (as per the Seat-Matrix provided by the Director of Technical Education, Government of West Bengal).</p>
9.2	<p><b>For the 4-year Degree-level Pharmacy Course (except Jadavpur University)</b></p> <p>Candidates qualified in the WBJEE-2021 with Pharmacy Merit Rank (PMR) can participate for e-counselling. The merit-listed candidates of the (JEE Main-2021) with All India Merit Rank (AIR) are also eligible for e-counselling and entitled to participate against 10% of the sanctioned seats (as per the Seat-Matrix provided by the Director of Technical Education, Govt. of West Bengal).</p>
9.3	For all the above courses, candidates must also fulfil the eligibility criteria as is mentioned <b>under clause 3.0</b> of the WBJEE-Information Bulletin 2021.
10.0	<b>Seat Matrix:</b> Information on availability of seats in various institutions in various branches in various categories as per the <b>Seat-Matrix</b> provided by the Director of Technical Education, Govt. of West Bengal is given in the counselling portals ( <a href="http://www.wbjeeb.nic.in">www.wbjeeb.nic.in</a> ) and WBJEEB website ( <a href="http://www.wbjeeb.in">www.wbjeeb.in</a> )
10.1	<p><b>TFW Seats:</b> As per the TFW Scheme of AICTE, up to a maximum of 5% of the approved seats which are supernumerary in nature shall be available for admission through the WBJEE-2021 based on TFW Rank for various institutions. Number of such seats available is reflected in the seat matrix.</p> <p>However, availability of such reserved category seats shall be restricted to students domiciled in West Bengal only.</p> <p>Candidates claiming such seats must submit relevant Certificate issued from the competent Authorities as given in clause 6.2 of the Information Bulletin for WBJEE-2021.</p>
10.2	<b>PwD (Persons with Disabilities) Seats:</b> Reservation of seats for PwD candidates is available as per the relevant norms. The number of such seats are shown in the Seat Matrix and detail reservation criteria are given in the



	<p>Information Bulletin for WBJEE-2021 under <b>clause 5.1.3.</b></p> <p>However, availability of such reserved category seats shall be restricted to students domiciled in West Bengal only.</p> <p>Candidates claiming such seats must submit relevant Certificate issued from the competent Authorities as given in clause 5.1.3 of the Information Bulletin for WBJEE-2021.</p>
10.3	<p><b>Reservation of Seats for SC/ST/OBC-A/OBC-B category of students</b></p> <p>Depending on the category of participating institutions, reservation of seats for such category of students shall be available following the guidelines given in clause 5.1 of the Information Bulletin for WBJEE-2021.</p> <p>However, availability of such reserved category seats shall be restricted to students domiciled in West Bengal only.</p> <p>Candidates claiming such seats must submit relevant Certificate issued from the competent Authorities as given in clause 5.1.1 and 5.1.2 of the Information Bulletin for WBJEE-2021.</p> <p><b>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.</b></p>
10.4	<p><b>Availability of seats for students under Defence Quota:</b> Altogether, 13 (thirteen) seats in Government Engineering &amp; Technology Colleges and University are available on supernumerary basis under this quota. Details of such seats, along with the procedure of counselling will be notified separately in the website of WBJEEB (wbjeeb.in).</p> <p>Allotment of seats under this category shall be made on off-line basis by the WBJEEB based on inter-se merit of applicants.</p> <p><b>This allotment is outside the purview of the e-Counselling.</b></p>
11.0	<p><b>Domicile requirement:</b></p> <p>a) Candidate must be a domicile of West Bengal for admission to</p> <ol style="list-style-type: none"> <li>i. Any seat in any Government aided Engineering / Technology / Pharmacy Colleges.</li> <li>ii. 90% for general category seats in Jadavpur University.</li> <li>iii. Any seat in Aliah University</li> <li>iv. Any seat including general category seats in B. Tech. (Dairy Technology) in West Bengal University of Animal &amp; Fishery Sciences</li> <li>v. Any reserved category seat (SC, ST, OBC-A, OBC-B, PwD, TFW) in any course in any institute.</li> </ol> <p>Criteria to be treated as domicile of West Bengal and applicable proforma of certificate is given in the Information Bulletin for WBJEE-2021 under clause 3.4.1</p> <p>Competent authority to issue domicile certificate is given in the Information Bulletin for WBJEE-2021 under clause 3.4.2</p>

12.0	<b>Legal Jurisdiction:</b> All matters pertaining to conduct of WBJEE – 2021 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 WBJEE – 2021.
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Sd/-

(Prof. M. Saha)  
Chairman

West Bengal Joint Entrance Examinations Board