

Government of West Bengal
Department of Higher Education
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No: 239/Edn(T)/4E – 10/12

Dated, 05th June, 2012.

Order

Whereas, the process of counseling for admission into the **1st Year of degree level Engineering & Technology including Pharmacy Colleges of the State** until last academic year i.e. 2011-12 was conducted manually by the Central Selection Committee (CSC) under the aegis of the West Bengal Joint Entrance Examinations Board (WBJEEB);

And whereas, it has been witnessed over the years that the manual mode of counseling has often led to great inconvenience for the candidate appearing at the centralized counseling venue;

And whereas, the Central Selection Committee (CSC) was merged with the West Bengal Joint Entrance Examinations Board (WBJEEB) during its restructuring in 2011;

And whereas, it has been long envisaged by the State Government in the Department of Higher Education that the said counseling process should be made convenient to all the stake-holders with system improvements whereby scope of up-gradation could be given to the candidates as per choice and rank vis-à-vis availability of seats;

Now therefore, the State Government in this Department of Higher Education has decided to usher in web-based online Counseling on and from the ensuing academic year of 2012-13 and inform all concerned that the Governor has been pleased to issue the following guidelines for admission of students into the 1st year of degree level Engineering & Technology, including Pharmacy Colleges of the State through *Online web-based e-Counseling Mode having several system-improvements over the Manual Counseling*, to be conducted by *the West Bengal Joint Entrance Examinations Board (WBJEEB)* under the purview of this Department using a *software developed, implemented and maintained by the National Informatics Centre (NIC), Department of Electronics & Information Technology under Ministry of Communications & Information Technology, Government of India*;

THE GUIDELINES

1. **Joint Entrance Examination for Engineering 2012 and Basic Criteria :**

a. **General principle of vacancy determination and filling:**

- (i) **Universities / Govt. Engineering & Technology Colleges:** 100% seats shall be filled up from the Engineering Merit List of the Joint Entrance Examination – 2012 (JEM - 2012) conducted by the West Bengal Joint Entrance Examinations Board (WBJEEB);
- (ii) **Private Self-financing Colleges:** Out of total AICTE approved and WBUT affiliated seats; 80% of the total seats shall be filled up from the West Bengal Joint Entrance Examination (JEM) and 10% from All India Engineering Entrance Examination (AIEEE) respectively. Remaining 10% seats shall be filled up under Management Quota of concerned Institutions, if they desire so. Otherwise, 90% of the total seats shall be filled up from JEM~2012;

- (iii) **For all Colleges/Institutes and Universities:** 5% seats, supernumerary in nature shall be filled up through the TFW Scheme of AICTE, only from merit listed students of JEM~2012.
- b. **Domicile criteria:** There shall be no domicile requirement for Universities / Self-financing Engineering & Technology Colleges/Institutes, but for allotment in Government Engineering & Technology Colleges, candidates domiciled in the State of W.B. shall only be considered. **For selection and allotment of students under the reserved category viz. Scheduled Caste, Scheduled Tribe and Physically Challenged /Differently Abled (PH), for Minority Institutions and for Tuition Fee Waiver Scheme (TFW); only candidates domiciled in the State of W.B. shall be considered;**
- c. **Eligibility criteria:**
- (i) **Age Restriction:** Candidate must be 17 (**seventeen**) years of age or above as on **31.12.2012**. There is no upper age limit except for the **Marine Engineering Courses** for which the upper age limit is **25** years as on **31.07.2012**;
- (ii) **For all the Courses except B.Arch., Marine Engineering and B. Pharmacy:** General candidates must pass H.S. (10+2) or its equivalent examination, with a minimum of 45% marks in Physics, Chemistry and Mathematics taken together (40% for SC/ST/PH candidates) (*as per AICTE norms*) and with at least 30% marks in English (for all category of candidates) with individual pass marks in Physics, Chemistry, Mathematics, English and Vernacular (or any fifth subject);
- (iii) **For Marine Engineering Course:** The minimum percentage of marks is 60% in Physics, Chemistry and Mathematics taken together in (10+2) level with at least 50% marks in English either in 10th or in 12th Standard and with individual pass mark in Physics, Chemistry, Mathematics, English and Vernacular (or any other fifth subject) for all category of candidates;
- (iv) **For B. Pharm Course:**
- (a). For Institutions other than Jadavpur University: General candidates must pass H.S. (10+2) or its equivalent examination with a minimum of 45% marks (40% for SC/ST/PH candidates) in Physics, Chemistry and Mathematics/Biology, English and Vernacular (or any other fifth subject) for all category of candidates;
- (b). For Jadavpur University: General candidates must pass H.S. (10+2) or its equivalent examination with a minimum of 45% marks in Physics, Chemistry and Mathematics taken together (40% for SC/ST candidates) and with at least 30% marks in English and having individual pass marks in Physics, Chemistry, Mathematics, English and Vernacular (or any other fifth subject) for all category of candidates;
- (v) **For B.Arch. Course:** A candidate, besides satisfying the eligibility criteria as stated in (ii) above (**for AIEEE~2012 merit listed candidates, their rank should be in the AIEEE~2012 B. Arch list**), have to qualify in the NATA (National Aptitude Test in Architecture) conducted by the Council of Architecture, New Delhi.

2. Publication of merit list for JEM and cut-off marks for AIEEE:

- (i) The West Bengal Joint Entrance Examinations Board (WBJEEB) has already published a General Merit List of all appearing candidates *who have validly written* their papers in JEM – 2012 (Explanation: *Those candidates who did not attempt a single question in any of the papers, wrongly entered details of the Question Booklet and/or other requisite details leading to non-evaluation of their paper; were considered to be invalid*);
- (ii) The Board published the corresponding Merit Rank for SC, ST and Physically Challenged (PH) candidates along side their respective General Merit Rank (GMR) in the JEM~2012 Merit List;
- (iii) All such candidates who have thus been merit listed in the JEM~2012 and/or in the AIEEE~2012 (All India Rank) shall be considered for counseling and allotment for admission into respective category of seats in the E&T institutes of the State through “e-Counseling 2012.”

3. Preparation of Seat Matrix: Director of Technical Education (DTE), West Bengal, on behalf of the State Government in the Higher Education Department, shall prepare the Seat Matrix for 2012-13 in the following manner:

- (i) Existing institutions / new institutions receiving extension of approval from AICTE, provided the approval appears in the website of AICTE along with affiliation received from the West Bengal University of Technology (WBUT) (*in case of the University Departments of Jadavpur University, Bengal Engineering and Science University etc. the respective University*) **within 6th of June, 2012**; shall be taken into consideration for inclusion in the e-Counseling process for the academic year 2012~13 as per existing AICTE guidelines. Therefore West Bengal University of Technology (WBUT) will provide information about affiliation of all the Institutions under its aegis to the DTE, West Bengal with intimation to the Chairman, West Bengal Joint Entrance Examinations Board (WBJEEB) **by 6th June, 2012, irrespective of the approval extension status of the AICTE**;

NOTE: *Notwithstanding anything contained in the foregoing para. 3(i) whatsoever, in the event of unavailability of either Extension of Approval (EOA) and/or Affiliation by the respective Affiliating University, all such institutes in respect of whom decision regarding either of their EOA and/or Affiliation remains pending, the SEAT MATRIX will consider their last year's intake capacity and continue with the e-Counseling Process considering that the respective AICTE and/or Affiliating University may eventually approve their prayer(s). Therefore on the date of 1st round of allocation of seats through e-Counseling Process, i.e. 1st July, 2012; only those institutes which will have received Extension of Approval (EOA) from AICTE and/or Affiliation from respective affiliating University by 30th June, 2012 shall only be considered for allocation of seats. Hence, the choices of candidates who will have opted for such institutes having received EOA and/or Affiliation by then, shall only be considered through this e-Counseling Process.*

- (ii) All Self-financing Engineering & Technology Colleges who do not want to implement Management Quota (as laid down in para-5) shall have to intimate DTE by **04th of June, 2012** so that the same can be reflected in the **Seat Matrix**, *lest it will be considered that the said institute is implementing its Management Quota. Likewise the institute will be bound to implement West Bengal Freeship Scheme;*
- (iii) All Self-financing Engineering & Technology Colleges who want to admit reserved category students like Scheduled Caste (SC), Scheduled Tribe (ST), Physically Challenged (PH) and who have been allowed/declared as Minority Institutions shall have to intimate DTE by **04th June, 2012** with specified number of seats under different category so that the same can be reflected in the **Seat Matrix**;
- (iv) The complete Seat Matrix, with SC/ST/PH reservation details and any other category of seats like Minority, MQ, etc. for all eligible Engineering, Technology, Pharmacy, B.Arch. Colleges / University / University Departments must reach the WBJEEB by **07th June, 2012** from the Director of Technical Education, West Bengal;
- (v) The *Online e-Counseling* process shall commence only after receiving the complete **Seat Matrix** from the DTE, WB which is scheduled on and from **11th June, 2012**;
- (vi) **Furthermore, the abovementioned schedules must be strictly adhered to in view of the requirements of the Online e-Counseling.**

4. Reserved Category Seats:

- (i) **SC / ST / PH (PC) Category:** Reservation of seats for SC/ST/PH candidates shall be made as per State Govt. Norms for all the Govt. Engineering & Technology Colleges as well as for Self-financing Engineering & Technology Colleges who have received some grants from the Government, in any manner whatsoever;
- (ii) **Minority Category:** Admission of students in **Minority Engineering Institution(s)** in West Bengal shall be governed by the following manner:
 - a) Successful candidates domiciled within the State of West Bengal shall only be allowed to be considered under this category and hence would be required to provide necessary Domicile Certificate during Counseling;
 - b) 10% of sanctioned intake of students of the institution may be admitted by it under management quota following this Department's Memo. vide no. 450-Edn(T) dated 24.06.2008;
 - c) Out of the remaining seats, 50% of the seats will be earmarked for the students belonging to minority community domiciled in the State of West Bengal. Admission to such minority quota will be done on the basis of inter-se-merit amongst candidates with AIEEE ranking for 10% of total Quota and rest from candidates with WBJEE ranking on the basis of inter-se merit amongst themselves, taking left-over from AIEEE into account prior to such allocation through *online counseling mode* conducted by the WBJEEB;
 - d) If some seats remain vacant within the Minority Quota after process undertaken under 4 (ii) (c), and if the concerned institute(s) so desire(s), it/they have the option to approach WBJEEB to fill up the remaining seats under the Minority Quota from general category candidates adding with the existing General category candidates of JEM~2012 and AIEEE~2012. Such

Minority Institutes will exercise their stated option for conversion of such unfilled Minority Quota seats to General Category by informing the WBJEEB latest by **05th June, 2012**;

- e) The admission to remaining 50% of the seats along with the converted seats from process undertaken against (c); will be done on the basis of inter-merit of general students simultaneously and as per norms through online counseling mode;
 - f) In case, the said Minority Institution(s) write(s) a request letter to the DTE, West Bengal by **05th June, 2012** that any and/or all such institution(s) would like not to be considered as Minority Institution(s) for Counseling – 2012 process in proper letter-head and with proper signature of the authority concerned; and would rather be treated *at-par* with other self-financing colleges with regards to the allotment of seats during Counseling~2012; the DTE, WB would accede to the said request(s) and take further action for preparation of the **Seat Matrix** accordingly, provided the said communication(s) is/are in order.
- (iii) **TFW Category:** As per existing government order in vogue regarding awarding Tuition Fee Waiver to eligible students under Tuition Fee Waiver Scheme implemented by the All India Council of Technical Education (AICTE), Government of India; **a provision of 5% (five percentage) of supernumerary seats over and above the total intake has been made in each of the institutes under the aegis of this Department including the University Departments concerned.** This supernumerary quota of seats is referred to as **TFW seats** and will feature in all documents and in the forthcoming e-Counseling process as such. The seats under this TFW category, will only be extended to such students who had applied for availing the said benefit in the application for JEM~2012 **as per para. 11.2** of its Information Brochure published by the WBJEEB for JEM~2012. The seats remaining vacant after counseling process under this category shall not be considered for either conversion or filling up in any other manner whatsoever for its supernumerary nature. The provisions have duly been enumerated as per the Govt. Order vide No. 79-Edn (T), Dated, 23.02.2011. *JEM~2012 candidates, registering for E&T seats and domiciled within the State of West Bengal shall only be allowed to be considered under this category as per their filled-up certificates in their forms.*
- (iv) **Defence Quota Seats:** Defence Quota Seats, which are supernumerary in nature, as indicated under para 13.3.2 of the Information Brochure of the West Bengal Joint Entrance Examinations Board published for JEM~2012. The WBJEEB would allocate students under this category **outside the purview of the Online e-Counseling~2012** following set procedure mentioned therein.

5. Counseling Programme for allotment of candidates:

For the academic session of 2012~13, the entire Counseling process shall be done through “Online e-Counseling mode” to be conducted by the WBJEEB, in the following manner:

- (i) **Explanation of the process of “Online e-Counseling”:** *The entire counseling process shall be conducted **Online**, i.e. a candidate having rank (GMR) in the merit list of JEM – 2012 and/or rank (AIR) in the merit list of AIEEE – 2012 (in separate B. Arch list for candidates willing to admit in B. Arch course); will be required to register and get oneself allotted a seat in any of the participating*

Engineering & Technological institutes in the State of West Bengal, as per availability and maintaining inter – se merit thereof, through the website of the WBJEEB and using “e-Counseling” software developed, implemented and maintained by the National Informatics Centre (NIC), Department of Electronics & Information Technology under Ministry of Communications & Information Technology, Government of India.

Mutatis mutandis anything whatsoever stated in these guidelines regarding Online e-Counseling; the existing provisions of the Government of India and/or Government of West Bengal with regards to reservation of seats, eligibility criterion, domicile criterion and other pre – requisites, shall remain unchanged.

(ii) **Steps of “Online Counseling”:** *Online Counseling shall consist of Registration Process, Choice – filling & Choice – locking Process and three (3) rounds. Therein;*

(a). *The Registration Process shall require each and every eligible candidate (as per foregoing provisions) to register through filling – up of Specific form in the website of the WBJEEB (i.e. <http://wbjeeb.nic.in/>) within the Specified time period i.e. w.e.f. 11th June, 2012 to 29th June, 2012, inclusive of both days. The said candidate shall be required to deposit requisite FEE amounting Rs. 500/- (Rupees five hundred only) in any of the CBS branches of the UBI in the account of the WBJEEB mentioning the JEM~2012 and/or AIEEE~2012 rank; details of which shall be made available in the website of the WBJEEB and in the public advertisements to be brought out by the WBJEEB for this Online e-Counseling process. The candidate while completing the web based registration process shall be required to fill up the Bank Receipt Number and later shall be required to show the physical receipt during Admission Process at the Reporting Centre and/or when asked for. The District level Nodal Officer under the aegis of the concerned District Magistrate would supervise, monitor and liaise with the Board as well as would co-ordinate with the respective Person in Charge of the Reporting Centre and with BDO, SDO and District level administrative officials for smooth conduct of the entire e-Counseling process.*

→All eligible candidates are required to register ONLINE through Internet from places convenient to them. In addition, since this procedure is being introduced for the first time, *Help Centres at Block, Sub Division and District levels are being set up with the assistance of the District authorities which may be used by the candidates for availing critical support required during registration and choice-filling process.*

The candidates shall not be allowed to change any of the existing data recorded and archived in the WBJEEB database (i.e. details related to date of birth, religion, category, TFW etc. as they have already been shown their data during result publication now may approach the Board for necessary correction(s), if any). Besides the candidates shall be asked whether they have qualified NATA examination, if they want to become eligible for admission in B. Arch course along with academic and requisite details for completion of Registration Process;

(b). *The Choice – filling Process shall require all such validly registered candidates to fill up their choices i.e. their preferred institute vis-à-vis stream of study (viz. abc engineering & technology institute and xyz*

engineering stream therein) with specification of their category to be given additional advantage (*viz.* SC or ST or PC or Minority or TFW etc.). In case of any further change required, the candidate may approach the Board directly;

Even if any candidate registers having both JEM~2012 and AIEEE~2012 ranks; one can only provide/fill a single set of choices. Based on the respective rank vis-à-vis choices and availability of seats in respective category; a single allotment would occur without violating merit and preference of choice given by the same.

It is imperative on the part of the candidate to save and exit the choices filled by one so that one's preference is locked and does not get time-barred due to lack of doing so. In order to prevent any such instance, the Chairman of the WBJEEB shall remain authorised to centrally sign into the database after the window-period of such registration and choice-filling i.e. after 5 pm on 29th June, 2012 by using a digitally signed, authenticated and one-time-pass-key and lock all such preferences last entered and modified by all such candidates, in greater interest of candidates;

- (c). **The first round shall then try and allocate seats to all such validly registered and choice-given candidates against available vacancies, as per **Seat Matrix** received from the DTE, West Bengal and as per one's choice/preference given thereof maintaining *inter – se* merit amongst themselves.** The allocation process shall take into effect the reservation criterion of all categories (i.e. for SC, ST, PC, TFW, Minority, etc.) and for both AIEEE and WBJEEB, the allocation in the first round shall be done simultaneously out of their respective *quantum of seats*. Counseling and allotment of students for the Tuition Fee Waiver (TFW) Scheme of AICTE shall be conducted simultaneously. This is applicable only for all Merit Listed candidates under JEM~2012.
- (d). **As soon as the first round of iteration of the software gives rise to allocation of seat vis-à-vis candidate; the list generated thereby shall be published online, displayed on the WBJEEB's website as mentioned hereinbefore and posted on the respective webpage of the candidate, to be accessed by the candidate through one's secured user-id & password. If the candidate could provide one's mobile number and/or e-mail address, details of allocation would be sent to the same electronically;**
- (e). **The candidate so allocated shall be required to report to any of the remotely located Reporting Centres (RC) across the State within the specified time period w.e.f. 2nd July, 2012 to 08th July, 2012. In case, any of the candidates so eligible yet remains unable to attend any of such RCs within the aforementioned window-period after first-round for whatsoever reason it may be; the respective allocation of seat shall stand cancelled and the candidature of the said candidate shall not be considered in subsequent rounds of Online e-Counseling thereafter.** The details of such RCs so identified in consultation with this Department and the list is annexed with this document, shall be published by the WBJEEB in due course and the **Allocation Certificate** so generated after first round of allocation by the software through web-based application shall bear such list of RCs which shall be allowed to be downloaded and printed seamlessly;

- (f). On attending the RC, a candidate shall be required to submit one's downloaded and printed **Merit Rank details for JEM and/or AIEEE~2012 & Allocation Certificate from WBJEEB website along with Admit Card & Receipt of Online Counseling Registration Fee**. Thereafter the original testimonials of the allotted candidate shall be verified physically. If every document conforms to the submission of the candidate given during Registration and/or earlier; allocation to the said student shall be deemed to be proper. Subsequently, the candidate shall be required to deposit one-time admission and associated fees amounting Rs. 4000/- for candidates allotted under TFW, Rs. 5000/- for six (6) Government Engineering Colleges and nine (9) Universities (Engineering & Technology Departments therein) and Rs. 40000/- for all other self – financed Engineering & Technology Institutes, through a crossed Bank Demand Draft drawn in favour of WBJEEB, details of which shall be publicized as enumerated hereinbefore for similar instances.
- (g). *If any candidate wants to avail or not avail the opportunity of up-gradation of his already allotted seat; one shall have to fill a declaration form during reporting at the RC. It goes without saying that the candidate's choice of availing or not availing of Up-gradation facility is a discretionary option in the hands of the candidate and the WBJEEB shall have no role to play in this regard. Neither the Board could allow a candidate to exercise this option nor could it deny. But once exercised, the candidate can revert from YES Up-gradation to NO Up-gradation during the subsequent 2nd and 3rd round of allotment being satisfied with the level of Up-gradation acquired by one but will be restricted from exercising change from NO Up-gradation to YES Up-gradation;*
- (h). In case, a candidate fails to turn up at the RC, fails to show relevant original documents during physical verification at the RC, fails to substantiate one's claim vis-à-vis one's earlier submissions in any manner whatsoever; *the WBJEEB shall issue an Allotment Cancellation Certificate to the said candidate at the said RC through the Board's authorised representative*. Once such certificate is issued, the said candidate shall not be considered during subsequent rounds of Online e-Counseling.
- (A). For candidates belonging to SC, ST, PH, Minority Category or availing benefits of TFW, additional benefits would be scrapped if relevant testimonials are not submitted and these candidates would be considered for the next round of allocation of seats after cancellation of earlier allotments.
- ***** In this respect it should be clarified that the candidates falling under 5(ii)(h)(A) above, might be allotted a seat lower than a higher ranked candidate as one had availed the earlier allotment with a benefit to which one had no supporting documents and the allotment process under e-Counseling is based on the submissions made by the candidate online subject to verification to be made after allotment. Hence, the onus of such merit-violation would be on such candidates and the WBJEEB would in no way be held responsible for such;
- (i). After a candidate's successful verification at the RC and deposition of requisite fees therein; *a Provisional Allotment Certificate shall be issued to the respective candidate with copy to the DTE, WB; Vice Chancellor and*

Registrar of the concerned University; Principal of the allotted College and Secretary of the Association for Professional Academic Institutes (APAI);

- (j). A candidate on being allotted a seat by the RC after depositing required fees and being extended the Provisional Allotment Letter showing details of allotted college/institute along with provision of Up-gradation exercised or not etc. may like to cancel one's allotment of seat. If the said seat so chosen to be cancelled is available for iteration during subsequent rounds of allocation amongst remaining validly registered candidates, the entire fee would be refunded by the WBJEEB lest penal deductions would be made by the Board up to an extent of 50% if cancelled after 3rd round of allocation and 100% if cancelled after the final vacancy is generated after 25th July, 2012 when the e-Counseling process is over;
- (k). The vacancy generated out of candidates who don't turn up at the RC or chose to cancel the allocation made to one or otherwise found ineligible as per foregoing clauses would be considered VACANCY generated out of 1st round of counseling after the last date of Reporting i.e. on 08th of July, 2012;
- (l). Once the vacancy status arising out of non-reporting at the RC, Cancellation at the RC, and/or any such reason, as clarified in the foregoing provisions, as the case may be; *the cumulative vacancy arrived at thereof shall once again be verified with the existing database. Thereafter the software shall be iterated for the second time and allotment of seats vis-à-vis candidates shall be made during this Second Round of Seat Allotment.*
- (m). The report in the form of list so generated thereof; shall be used for similar actions alike (e) to (k) with dates of reporting at the RC after 2nd Round will be 12th July to 14th July, 2012 leading on to the eve of *Third Round*;
- (n). *Now the residue of vacancy available in the AIEEE quota shall be merged with General quota of residue of vacancy under JEM quota, residue vacancy available in the PC quota under JEM shall be merged with General quota of JEM, firstly residue of vacancy in ST quota under JEM shall be merged with that of SC quota of JEM and thereafter the residue of vacancy of augmented SC quota shall be merged with the General quota under JEM, similarly, up-gradation shall continue until such iteration of the software during this Third Round of Counseling;* whereby no candidate of inter-se lower merit is placed in higher preference than that of higher merit, if the latter has exercised the option of Up-gradation *save and except in cases as enumerated under 5(ii)(h)(A) above.* Moreover, the Up-graded candidates shall be intimated at the end of *each round of allotment as per usual process mentioned hereinbefore.* Therefore, such candidate shall have the option to stop up-gradation process in between as a change of intent as depicted under 5(ii)(g) above;
- (o). The Online e-Counseling Process shall thereafter go onto the Third Round of iteration of the e-Counseling software. *Thereafter, similar admission procedure shall follow during operation of Reporting Centres w.e.f. 23rd to 25th of July, 2012.* Freshly allotted candidates shall attend the Reporting Centres *except for those candidates who have already exercised the facility of Up-gradation. Those candidates whose option for Up-gradation shall fetch an allotment of higher preference exercised by them; shall have to report to the final allotted institute and their Final Allocation Letter shall have these*

details enumerated specifically so that they are allowed to join classes in the Up-graded institute. It is imperative to mention that the candidate so Up-graded shall not have the right to refuse such offer of Up-gradation because that will lead to creation of vacancy in such institutes which might not have been offered to other candidates due to such exercise of Up-gradation option;

(p). Thereafter the candidates so allotted with the final allotment showing in their respective webpage and informed electronically shall report to the said finally allotted institutes/colleges/departments of universities as the case may be, between 26th and 31st of July, 2012.

*****Prior approval from the concerned authorities for conversion of such seats from PC to General, ST to SC and SC to General etc. category must be taken in this regard. A letter should also be issued to the BCW Department by the CSC (E&T) with a copy of these Guidelines, requesting them to send competent authorities at the Board Office before 3rd round of counseling i.e. specifically on 17th and 18th of July, 2012 enabling such conversion as and when required.**

- (iv) The e-Counseling software will also include functions to be undertaken by all the **Participating Institutes (PI) in the counseling process** i.e. all the E&T institutes getting seat-allocation through this counseling process. After the candidates report to their respective finally allotted institute during **26th and 31st July, 2012;** the respective PI would log on to this web-based application online and upload the reporting details. Therefore after 31st July, 2012, the Board shall be having the details of vacancy as it stands after the entire e-Counseling process is over;
- (v) Thereafter the WBJEEB shall communicate the complete counseling and allotment Status to the State Govt. in the Higher Education Department; the Director of Technical Education, Govt. of West Bengal; the Registrar, West Bengal University of Technology and other Universities, Institutes concerned electronically as well as manually **forthwith**.
- (vi) Procedures, as already have been laid down against para 4 (ii) for allotment of seats to Minority Institutions, shall be followed during Online e-Counseling – 2012 and allotment of students under Minority Category.

The WBJEEB shall set necessary programme to complete the JELET Counseling for admission to 2nd Year Engineering & Technology Courses through the Lateral Entry Scheme so that vacant seats of JEM-2012 after normal counseling could be awarded to the willing and successful candidates from JELET merit-list. This process shall be done manually and through Central Counseling mode, alike last year.

- (vii) **Decentralised Counseling:** Vacancy so remained/created, if any, as per list generated by the Board after the entire e-Counseling process is over, **refer para 5(v) above;** shall be considered for filling up by concerned Institutions based on the ranks of JEM~2012, AIEEE~2012 and thereafter result of candidates in the qualifying Examination (i.e. '10+2') as per the eligibility criteria specified in **para. 1.(c)**, and following the guidelines as stated below:
 - a. Notice by each of such institutions having left-out vacancies in various streams declaring the list of vacancies as per list generated and communicated by the Board, **refer para 5(v) above,** has to be posted on their respective NOTICE BOARD and WEBSITE. A copy of the notice should reach the office of the DTE, West Bengal

within a day of such posting. The notice will be for inviting application from intending students within next five to seven days.

- b. Individual Institutions *shall post the list of such applicants with their JEM or AIEEE rank or percentage of marks secured in “10+2”, as applicable; on their websites and Notice Boards, every morning after daily updation.*
 - c. Thereafter the concerned institution shall scrutinize all such applications and shall finalize suitable candidates based on inter-se-merit *i.e. prepare merit list considering inter-se-merit of successful students firstly amongst JEM~2012 listed candidates, secondly amongst published AIEEE~2012 listed candidates and lastly amongst “10+2” passed candidates. All these candidates shall have to adhere to the cut-off marks in qualifying examination (10+2) i.e., at least 45% (40% for Reserved Category candidates) marks in aggregate with Physics, Chemistry & Mathematics for Engineering and Physics, Chemistry & Mathematics (or Biology) for Pharmacy; being compulsory subjects with pass mark in each of those individual subjects (as per AICTE Norms) and pass marks (30%) in English, for admission into individual Institution within next seven days under intimation to this Department through the Director of Technical Education, West Bengal, WBUT or the concerned University as the case may be.*
 - d. Thereafter respective institution shall complete the admission process within such time stipulated by the concerned University so that the admitted students could be registered before last date specified for such purpose and submit a Final Report as per the Format alike last year, on admission status to this Department through the Director of Technical Education, West Bengal as well to the concerned University.
- *The entire decentralized counseling process as well as the Counseling Schedule shall be well publicized for generating awareness of all intending students as well as for all other concerned.*

6. Management Quota:

- a. Private Self-Financing Colleges shall be allowed to fill up-to a maximum of 10% of seats within the merit ranks from **JEM~2012** and **AIEEE~2012 merit listed candidates**. Furthermore, *the seats under the Management Quota which would remain vacant maintaining this procedure and after the usual counseling process is over shall also be allowed to be filled up from the JELET – 2012 qualified candidates, Engineering-Diploma holders, B.Sc. Passed and/or eligible 10+2 passed candidates with requisite minimum qualifications stipulated by the AICTE and enumerated under para.1.(iv) hereinbefore.* The said admission must be completed within stipulated time-limit so that the candidates are registered with the West Bengal University of Technology (WBUT) before the last day of registration.

b. *Those Self-financing Institutions who will avail themselves of admission facility under Management Quota; shall be required to adhere to Government Order pertaining to awarding of Free-ship (10% Full and 10% Half) to deserving students, who are domicile of the State of West Bengal, as per notification vide no. No. 272 - Edn(T)/10M-06/2010 dated. 1st July. 2011 wherein West Bengal Free-ship Scheme had been enumerated in detail. Those students willing to avail free-ship under the aforesaid Scheme need to apply afresh at the Reporting Centre supported with Annual Family Income Certificate in original, in the same format as given in page 61, para 19 of the Information Brochure of the WBJEEB published for JEM~2012. The candidates already allotted out of TFW Scheme Quota shall not be considered under Free-ship Scheme. The DTE, WB shall supervise and monitor implementation of the said West Bengal Free-ship scheme. Besides, the West Bengal University of Technology (WBUT), being the Registering Authority of such students through their respective college would obtain the Institution-wise FINAL SEAT ALLOCATION REPORT from the Board generated out of the online e-Counseling process about the details of institutes availing such Management Quota and mandated to provide free-ship to those selected students. Therefore it shall ensure that the said colleges & institutions report to the DTE, WB about their compliance of providing the aforementioned free-ship, get a certificate from the DTE, WB about their compliance and report to the University prior to registration. Hence the WBUT shall ensure strictly that those institutes availing this Management Quota comply with the provisions of the said free-ship scheme. On the other hand, the DTE, WB shall also submit an institution – wise detailed report stating the number of beneficiaries being awarded Full and Half Free-ship under this West Bengal Free-ship scheme, to this Department immediately after the last date of registration for 2012-13 A. Y.*

Note: *This State Government scheme namely; West Bengal Free-ship Scheme is separate from TFW scheme enumerated in para 4 (iii) and shall be implemented simultaneously.*

7. **Filling up of seats for B. Pharm.:** Pharmacy seats in self-financing Pharmacy Colleges shall be filled-up with the merit listed candidates of JEM / AIEEE within the specified merit rank, with either of the combination of subjects Physics, Chemistry, Mathematics (PCM) or of Physics, Chemistry, Biology (PCB) in “10+2” Examination.
8. **Admission in B. Arch. Course:** For admission to 5 years B. Arch. Course, the clearance of National Aptitude Test for Architecture (NATA) shall have to be obtained; as per the guidelines published by the Council of Architecture. Therefore candidates merit listed either in AIEEE (B. Arch)~2012 or in JEM~2012 (Common Entrance Test) and having qualified in the NATA shall be considered for allotment in such course.
9. **Domicile Certificate format, criteria and issuing authorities for all stages of counseling will be same as mentioned in the Application Form and Brochure of WBJEE Board for JEM~2012.**

Sd/- S. C. Tewary.
Principal Secretary.

Copy forwarded for information and necessary action to:

1. The Chairman, West Bengal Joint Entrance Examinations Board, with request to upload the guidelines of the State Government in the website of the Board and for wide circulation with required additional information from his side to be augmented with these guidelines, wherever necessary, for information of all concerned;
2. Vice-Chancellor, Jadavpur University / Bengal Engineering & Science University / Burdwan University;
3. Vice-Chancellor, West Bengal University of Technology- with request to communicate to all the affiliated institutions and to ensure implementation of the aforesaid West Bengal Free-ship Scheme and Tuition Fee Waiver Scheme. He is also requested to inform all concerned about the last date of registration under intimation to this Department;
4. Director of Technical Education, West Bengal with request to ensure compliance of the provisions of these guidelines under this order;
5. Officer on Special Duty, Fee Structure Committee for information of the Hon'ble Chairman and other members of the Fee Structure Committee;
6. P.S. to MIC, Higher Education Department;
7. P.A. to Principal Secretary, Higher Education Department;
8. Secretary, Association of Professional Academic Institutions, West Bengal;
9. Guard File.

Joint Secretary

Counseling Schedule

Sl.No.	Activities	Duration
1.	Online Registration & downloading of e-challan	11 th to 28 th June, 2012
2.	Choice Filling	11 th to 29 th June, 2012 5:00 PM
3.	Choice Locking	25 th to 29 th June, 2012 5:00 PM
4.	1 st Round of seat allotment Result	2 nd July, 2012
5.	Remote admission at Reporting Centres after 1 st round of seat allotment	2 nd to 8 th July, 2012 (10 AM to 5 PM)
6.	Withdrawal at Reporting Centres	2 nd to 8 th July, 2012 (10 AM to 5 PM)
7.	Vacancy due to non-reporting & Withdrawal	9 th July, 2012
8.	2 nd Round of seat allotment Result	11 th July, 2012
9.	Remote admission at Reporting Centre (Fresh allottee only) after 2 nd round of seat allotment	12 th to 14 th July, 2012 (10 AM to 5 PM)
10.	Withdrawal at Reporting Centres	12 th to 14 th July, 2012 (10 AM to 5 PM)
11.	Vacancy due to non-reporting & withdrawal	16 th July, 2012
12.	Approval by the competent authority for conversion of seats on the basis of MIS reports	17 th - 18 th July, 2012
13.	3 rd Round of seat allotment Result	22 nd July, 2012
14.	Remote admission at Reporting Centre (Fresh allottee only) after 3 rd round of seat allotment	23 rd to 25 th July, 2012 (10 AM to 5 PM)
15.	Physical reporting at final allotted institutes by all candidates who have allotted a seat in any rounds	26 th to 31 st July, 2012
16.	e-Admission Process Closed	31 st July, 2012

The List of Reporting Centres:

Sl. No.	Reporting Centre Name
1.	BENGAL ENGINEERING & SCIENCE UNIVERSITY, SHIBPUR, HOWRAH
2.	JADAVPUR UNIVERSITY, KOLKATA
3.	BURDWAN UNIVERSITY, BURDWAN
4.	COOCHBEHAR GOVERNMENT POLYTECHNIC
5.	UTTAR BANGA VISWAVIDYALAYA, SILIGURI, DARJEELING
6.	WEST BENGAL UNIVERSITY OF TECHNOLOGY, SALT LAKE KOLKATA
7.	PRESIDENCY UNIVERSITY, KOLKATA
8.	GOUR BANGA VISWAVIDYALAYA, MALDA
9.	VIDYASAGAR UNIVERSITY, MEDINIPUR
10.	GOVT. COLLEGE OF ENGINEERING & CERAMIC TECHNOLOGY, KOLKATA
11.	GOVT. COLLEGE OF ENGINEERING & TEXTILE TECHNOLOGY, SERAMPORE, HOOGHLI
12.	GOVT. COLLEGE OF ENGG. & TEXTILE TECHNOLOGY, BERHAMPUR, MURSHIDABAD
13.	GOVERNMENT COLLEGE OF ENGINEERING AND LEATHER TECHNOLOGY, KOLKATA
14.	JALPAIGURI GOVERNMENT ENGINEERING COLLEGE, JALPAIGURI
15.	KALYANI GOVERNMENT ENGINEERING COLLEGE, NADIA
16.	BISHNUPUR KGEI GOVT. POLYTECHNIC, BISHNUPUR, BANKURA
17.	PURULIA GOVT. POLYTECHNIC, PURULIA
18.	RAIGUNJ GOVT. POLYTECHNIC, NORTH DINAJPUR
19.	CONTAI GOVT. POLYTECHNIC, PURBA MEDINIPUR
20.	DARJEELING GOVT. POLYTECHNIC, KURSEONG
21.	SURI SRSV GOVT. POLYTECHNIC, BIRBHUM
22.	ASANSOL GOVT. POLYTECHNIC, BURDWAN
23.	HALDIA GOVT. POLYTECHNIC, PURBA MEDINIPUR
24.	JADAVPUR UNIVERSITY, KOLKATA, SALT LAKE CAMPUS
25.	MALDA GOVT. POLYTECHNIC, MALDA
26.	TRIPURA WOMEN'S POLYTECHNIC, AGARTALA