

Second Round of seat allotment - Instructions to Candidates

As per the seat matrix issued by the Government, Seat Allotment will be made by following the Roster System based on the Merit / Rank of the candidate and based on priority of options entered by the candidates.

Now, after the first round of seat allotment, the seats remained unfilled, cancelled, Choice 3 and Choice 4 seats were offered for the second round seat allotment. Based on the merit and priority of options and following the reservation policy these seats have been allotted in the second round.

After verifying the seat allotment results, the candidates can take the decisions as detailed below:

Choice-1) The candidates have to confirm themselves about their seat allotment in the first round. If the candidate is satisfied with the allotted seat, then exercise Choice-1 on the KEA web-portal.

Choice 2) If the candidate feels that the seat allotted to him / her is acceptable but wishes to participate in the second extended round for a better seat, then exercise Choice-2 on the KEA web-portal.

Choice 3) If the candidate is not satisfied with the allotted seat but wishes to participate in the next round for better options, then exercise Choice-3 on the KEA web-portal.

Choice 4) If the candidate is not satisfied with the allotted seat OR also not interested to participate in any rounds as the candidate has got seat elsewhere, then exercise Choice-4 on the KEA web-portal.

The candidates who exercise Choice-1 Should follow the guidelines detailed below:

- a. The candidate has to confirm that he / she is satisfied with the allotted seat in the second round.
- b. If satisfied, exercise Choice-1 on the KEA Web-portal.
- c. Then candidate has to download / print the Challan from the KEA website which is in Triplicate.
- d. In the Challan, the details of the candidate will be pre-printed, such as Name, CET No, College / Course Allotted details, Fee to be paid, Bank Account Number. Candidate has to confirm the printed details and affix the signature on the Challan.

- e. After downloading the Challan, candidate has to pay the prescribed fee in any nearest branch of the Bank which will be notified by KEA.
- f. After receipt of the payment, bank will return the candidate's copy to the candidate by retaining the KEA and Bank copy.
- g. After one hour of making the payment, candidate will be able to download the Admission Order.
- h. Download the Admission Order and print the same and affix the signature on the Admission Order.
- i. Report to the college along with the Original Documents on or before the last date mentioned in the admission order.

The candidates who have exercised Choice 1 and downloaded the Admission Order and but have joined other college or courses later on, and wish to surrender the KEA seat, they can do so in any Helpline Centre, and they will be entitled to get a refund of fee amount after deducting Rs.5000/- as process fee till the last day for entry of options in the second extended round. Candidates may please note that, such of those who have got the Admission Order from KEA and do not join the allotted college or leave the college after joining - such actions are tantamount to seat blocking and will result in loss of subsidized Government Quota seats to the Private Management. (There are other equally eligible meritorious candidates in the merit queue.) Such candidates should surrender their allotted seat to KEA only in any Helpline Centre and such seat will be offered to other equally eligible meritorious candidates in the Second Extended Round.

The candidates who exercise Choice-2 should follow the guidelines detailed below:

- The candidate who exercise Choice-2, have to compulsorily pay the prescribed fees for the confirmed / allotted seat in the second round. But Neither they can download the Admission Order NOR join the allotted college but will wait for the Second Extended Round.
- Candidates who exercise Choice-2 are participating in the Second extended round by holding the seat allotted to them in the second round. If better options are allotted to them, the earlier seat will automatically stand cancelled. OR if any of the Options are not allotted, then the seat allotted to them in the second round will remain with the candidate.

- The seat allotted to the candidate in the second round will be considered as last option in the second extended round. If any of the better Options are not allotted, then the seat allotted to them in the second round will remain with the candidate.

Mode of Payment:

(Candidates can make use of Net banking facility through KEA Portal to make the payment.) OR

- Candidate has to download / print the Challan from the KEA website which is in Triplicate.
- In the Challan, the details of the candidate will be pre-printed, such as Name, CET No, College / Course Allotted details, Fee to be paid, Bank Account Number. Candidate has to confirm the printed details and affix the signature on the Challan.
- After downloading the Challan, candidate has to pay the prescribed fee in any nearest branch of the Bank which will be notified by KEA.
- After receipt of the payment, bank will return the candidate copy to the candidate by retaining the KEA and Bank copy.
- Keep the Candidate's copy and wait for the second extended round, candidates will neither download the admission nor will report to the allotted college, but wait for the second extended round.
- The fee paid in the second round will be adjusted for the Second Extended Round upon selection of a seat, the balance amount if any will be refunded.

Special Note:

1. Seats will be cancelled in respect of candidates who exercises Choice 2 and fails to make the payment within the stipulated date and time.
2. Choice 2 candidates, after making the payment decides to surrender the seats, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round. For such candidates, an amount of Rs.5,000/- will be deducted from the payment made, and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for second extended round, full amount paid as fees will be forfeited as per rules.

The candidates who exercise Choice-3 should follow the guidelines detailed below:

- The candidates who exercise Choice-3 need not pay the fees for the allotted seat in the second round.
- The candidates who exercise Choice-3 are NOT satisfied with the allotted seat.
- The candidates who exercise Choice-3 are participating in the second round by rejecting the seat allotted to them in the first round.

The candidates who exercise Choice-4

Candidate is Not satisfied with KEA allotted seat OR he / she has got seat elsewhere, so he / she is quitting and he / she should not to be considered for allotment of seats in any of the further rounds. Such candidates have no hold on the allotted seat.

Special Instructions to Candidates

1. Candidates who have exercised Choice 1 in first round or second round for the seat allotted, after making the payment decides to surrender the seat, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round, for such candidates an amount of Rs.5,000/- will be deducted from the payment made and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for the second extended round, full amount paid as fees will be forfeited as per rules.
2. Candidates who have exercised Choice 2 in second round for the seat allotted, after making the payment decides to surrender the seats, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round, for such candidates an amount of Rs.5,000/- will be deducted from the payment made and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for second extended round, full amount paid as fees will be forfeited as per rules.

Please Note:

The candidates who have obtained a seat from KEA and have later on joined other college or courses and wish to surrender the KEA seat, they can do so in any Helpline Centre and they will be entitled to get a refund of fee amount after deducting Rs.5,000/- as process fee till the last day for entry of options in the second extended round. Candidates may please note that such of those who have got the Admission Order from KEA and do not join the allotted college or leave the college after joining - such actions are tantamount to seat blocking and will result in loss of subsidized Government Quota seats to the Private Management. (There are other equally eligible meritorious candidates in the merit queue.) Such candidates should surrender their allotted seat to KEA only in any Helpline Centre, and such seat will be offered to other equally eligible meritorious candidates in the Second Extended Round.