



Ref. Acad/10/07/2024-1632

Dated: 13.09.2024

**SCHEDULE & INSTRUCTIONS FOR
2nd INSTITUTE-LEVEL (PHYSICAL) COUNSELING FOR B.TECH-LEET
(for AIC Category -without any reservation &
Supernumerary Seats-EWS,TFW,KM)**

In compliance with Memo No.1570-1594/HSTES/UG dated 28.08.2024 from HSTES, Haryana, regarding the conduct of Institute-level counseling for B.Tech LEET programs for the 2024-25 session, the **2nd Institute-level (Physical) Counseling** against leftover/vacant seats for B.Tech LEET programs under the UTDs of J.C. Bose University of Science and Technology, YMCA, Faridabad, will be conducted for candidates who have applied through the University admission portal as per the following schedule:

Schedule for Reporting/ Counseling:

Program and Category	Merit Number	Reporting Date	Reporting Time
All KM/TFW/EWS & AIC Category Candidates	01 and onwards	14-Sept.-2024	9:30 AM

Venue for Reporting of Counseling: All candidates shall report at 2nd Floor, Shri Krishna Bhawan, (Cafeteria Building), near the University Main Gate of the University.

Eligibility Criteria: As per the HSTES Admission Prospectus 2024-25 for B.Tech LEET and the University Information Brochure 2024-25. For further details, please refer to the AICTE APH 2024-27.

Important Instructions:

1. Institute-Level (Physical) Counseling shall be conducted for vacant seats as per the seat matrix of vacant/unfilled seats already notified on the university website, based on fresh Inter-se-Merit /Rank of qualifying examination prepared by the University. The counseling will follow the information and instructions mentioned in the concerned B.E./B.Tech LEET Admission Brochure 2024 of HSTES.
2. The counseling will be conducted according to the merit list already displayed on the university website for the concerned program.
3. The vacant seat positions are purely tentative and may change at the time of actual counseling due to admission cancellation requests by admitted candidates. **Candidates are advised to regularly visit the University's website (www.jcboseust.ac.in) for category-wise updates on vacant seat status and to report accordingly for admission.**

4. 1st Institute-Level (Physical) Counseling shall be conducted for **AIC, HOGC, SC, BC, PH** categories, and all supernumerary seats (**EWS/KM/TFW/Surrendered/Abandoned/Orphan children**) based on HSTES guidelines.
5. Candidates must attend the counseling in person and be present before the committee at the time of seat allotment. **Physical attendance is mandatory**. If a candidate reports late for document verification during counseling, he/she will be considered only for the available seats at that time, following the verification of documents.
6. **The candidates are advised to check the Vacancy Position carefully before reporting for Counseling, which is available on the University Website.**
7. Before reporting, candidates must ensure they have all relevant documents as per the category claimed for admission. All documents should be arranged in order (two sets) and self-attested. Original documents will be required at the time of manual/Institute-level counseling for verification, but **the original certificates will not be retained**.
8. The eligibility of the candidate for admission in a particular category is subject to verification and submission of the required documents at the time of admission.
9. It is mandatory for the candidate to pay the requisite fee at the time of admission; otherwise, their admission will not be confirmed. **However no fee should be charged from Schedule Caste candidates who are eligible under the Post Matric Scholarship Scheme for SC students except security amount i.e. Rs.7000/- (Refundable)**. Following is the 3rd Semester Fee for **B. Tech. (LEET) Programs**:

Program	Fee for all Categories (other than TFW)	Fee for TFW Category
B.Tech-LEET in IT, ME, Elect Engg., ECE, CE, CE(DS), E&C, EE (IOT), Civil Engg, Env Engg	Rs. 60774/-	Rs.23645/-
B.Tech LEET (Indian Language) in CE (Hindi), ME (Hindi)	Rs. 57137/-	Rs.23645/-

10. Fees can be deposited in the form of a Demand Draft drawn in favor of '**Registrar, J.C. Bose UST, YMCA Faridabad**' at the time of seat allotment for admission. Payment can also be made via **Debit/Credit card**, subject to applicable charges. **Cash payments will not be accepted under any circumstances**.
11. **Candidates already admitted** to J.C. Bose University through the **1st or 2nd online counseling by HSTES and via 1st Institute Level Physical Counseling** must mandatorily produce a copy of the admission slip downloaded from the HSTES website and Admission Letter
12. For admissions under the Economically Weaker Section (EWS) category, candidates must mandatorily provide an EWS Income & Asset Certificate indicating an income below Rs. 6 lakh, issued by the Competent Authority of Haryana State only. Additionally, a Resident/Domicile Certificate of Haryana is required to avail of the benefits of the EWS category if the candidate completed their last qualifying exam in another state. The family income of the candidate will be matched and verified using their PPP ID. In the event that no eligible students are available in this category, the seat shall not be allotted to candidates from any other category

13. For admissions under the Tuition Fee Waiver (TFW) category, candidates must provide an Income Certificate issued by the Competent Authority of Haryana State, stating an income of less than Rs. 8 lakh from all sources, verified through their PPP ID. Additionally, a Resident/Domicile Certificate of Haryana is mandatory to avail of the benefits of the TFW category if the candidate completed their last qualifying exam in another state. Candidates admitted under this category shall not be allowed to change the institution or program under any circumstances. In the event that no eligible students are available in this category, the seat shall not be allotted to candidates from any other category.
14. In case any grievance arises during admission/counseling, the matter shall be addressed by the Dean Academic Affairs. If the issue is not resolved, it shall be forwarded, to the University's Admission Grievance Committee (as notified in Number 2024/Acad./1205 dated 02.07.2024) through the Academic Branch, with a written representation submitted through the proper channel.
15. The candidate applying under the Kashmiri Migrant (KM) category must ensure that they possess a Kashmiri Migrant (KM) Certificate issued by the competent authority or the Relief Commissioner.
16. For more details, please refer to the University Information Brochure 2024-25 and the HSTES Prospectus (for B.Tech LEET) 2024-25, available on the University website.
17. Before Admission seat allotment, candidate shall get his/her earlier admission in other institute, if any, cancelled from previously allotted institute. If candidate is facing any problem in getting the seat cancelled from previously allotted institute , he/she may contact HSTES for cancellation of previously allotted seat, (If required) on Toll Free Number 1800-137-3735 and email id onlineadmissionhelp@gmail.com

NOTE: Admission counseling process may extend upto late hours, so the candidates and their parents are advised to have suitable arrangement accordingly.

**Sd/-
Deputy Registrar (Acad.)**