SCHEDULE/GENERAL INSTRUCTIONS FOR INSTITUTE LEVEL COUNSELING FOR ADMISSIONS TO B.TECH. COURSES (for All Categories including Supernumerary Seats)

SCHEDULE & GENERAL INSTRUCTIONS

1. Eligibility Criteria: Minimum 45% marks in PCM (Physics, Chemistry, Mathematics) in 10+2 examination. Candidates are advised to check their eligibility and other conditions as mentioned in the HSTES admission Brochure for B.E/B.TECH 2023-24 before reporting for admission.

2. Manual /Institute Level counseling shall be on the basis of merit of JEE mains CRL rank of the applied candidates.

3. 1st manual counseling shall be done for **AIC, HOGC, SC, BC, PH** categories and for all Supernumerary Seats **(EWS/KM/TFW/HGST)**. Admission will be made on the basis of HSTES guidelines.

4. Candidate has to present themselves in person before the admission committee for the allotment of seat.

5. Before reporting, candidate must ensure that he/she has all the relevant documents as per his/her category claimed for the admission.

6. If candidate has not passed his/her 10+2 exam from a school Located in Haryana, then he/she must have a domicile/residence certificate of Haryana, issued by the competent authority.

7. All originals documents will be required at the time of Manual /Institute Level counseling for verification.

8. Eligibility of the candidate for the admission is subjected to verification and submission of required documents at the time of admission.

9. If a candidate reports late for the document verification during counseling, he/she will be eligible only for the available seats at his/her turn after verification of documents.

Advisory: **All the Candidates are advised to follow the guidelines issued by the Govt. regarding G-20 Summit to avoid any delay or inconvenience.**

REGARDING FEE for (AIC/HOGC/SC/BC/PH Categories) and Supernumerary Seats under EWS/KM/ HGST Categories

❖ Candidates has to deposit the fee amount **Rs.61,774/- (for Computer Engg., Computer Engg. with Data Science, Information Technology, Electronics & Communication Engg., Mechanical Engg. Electrical Engg., Electronics Engg. in IoT), Rs. 60,774/- (for Electronics & Computer Engg., Civil Engg., Environmental Engg. Robotics & Artificial Intelligence) and Rs. 57,137/- (for Indian Language-Hindi Computer Engg. & Indian Language-Hindi Mech. Engg.)**.

REGARDING FEE for (Supernumerary Seats under TFW Categories)

❖ Candidates has to deposit the fee amount **Rs.24,645/- (for Computer Engg., Computer Engg. with Data Science, Information Technology, Electronics & Communication Engg., Mechanical Engg. Electrical Engg., Electronics Engg. in IoT), Rs.23,645/- (for Electronics & Computer Engg., Civil Engg., Environmental Engg. Robotics & Artificial Intelligence, Indian Language-Hindi Computer Engg. & Indian Language-Hindi Mech.) Engg.**

10. **MODE OF ADMISSION FEE PAYMENT**: Fee can be deposited in the form of Demand Draft (drawn in favour of "**Registrar J.C.Bose UST,YMCA Faridabad**") on the spot on offering the seat for admission. Payment can also be made by Debit/Credit card with applied charges. **Cash Payment will not be accepted in any case.**

11. Admission shall be confirmed only after payment of admission fee.

12. **Already admitted candidates in J. C. Bose University (via 1st or 2nd online counseling by HSTES) has to bring printout of admission slip downloaded from HSTES website on mandatory basis.**

➢ **The vacant seat positions are purely tentative and may vary at the time of actual counseling or due to admission cancellation requests by the admitted candidates.**

➢ **For details please refer University Information Brochure-2023-24 and HSTES Prospectus 2023-24 available on the University Website.**

➢ **Important:-**

   Candidates are requested to keep visiting the University's website (www.jcboseust.ac.in) for category wise status of vacant seats and report accordingly for admission in the university.

➢ **Venue of reporting for Counseling:-**

   All Candidates have to report in Shakuntalam Hall of the University.

➢ **Schedule for reporting :-**

Counseling for B.Tech Courses	Merit No.	Reporting Date & Time
All PH Candidates	01 & Onwards	07.09.2023 (09:00AM)
All ESM/ FF Candidates	01 & Onwards	07.09.2023 (09:00AM)
AIC/HOGC/SC/BC Candidates	01 to 100	07.09.2023 (09:30AM)
	101 to 200	07.09.2023 (12:00 Noon)
	201 to 300	07.09.2023 (3:00 PM)
	301 to 450	08.09.2023 (09:00AM)
	451 to 600	08.09.2023 (12:00 Noon)
	601 to 800	08.09.2023 (3:00 PM)
	801 to 950	09.09.2023 (09:00AM)
	951 to 1100	09.09.2023 (12:00 Noon)
	1101 & Onwards	09.09.2023 (3:00 PM)
For Supernumerary Seats under EWS/KM/TFW/HGST Categories		
All HGST Candidates	01 & Onwards	07.09.2023 (09:00AM)
All KM Candidates	01 & Onwards	07.09.2023 (10:30AM)
All TFW Candidates	01 & Onwards	07.09.2023 (02:00AM)
All EWS Candidates	01 to 100	08.09.2023 (09:00AM)
	101 to 200	08.09.2023 (12:00 Noon)
	201 & Onwards	08.09.2023 (2:00 PM)

NOTE for Supernumerary Seats:

   i.) EWS candidate must ensure that he/she has "EWS Income and Asset certificate" issued by the competent authority from Haryana state, mentioning that income is up to 6 Lacs.

   ii.) TFW Candidate must ensure that his/her parental/Guardians' annual income from all sources is less than 8.00 Lacs and he/she has "Annual Family Income certificate" of the parents, issued by the competent authority from Haryana state.

   iii.) KM Candidate must ensure that he/she has Kashmiri Migrant (KM) Certificate issued by the competent authority or Relief commissioner.

   iv.) HGST Candidate must ensure that he/she has HGST certificate issued by Principal of Govt. School of Haryana of which the candidate is topper (**having minimum 2nd division**).

LIST OF DOCUMENTS REQUIRED
AT THE TIME OF REPORTING
(All Documents must be self attested by the Candidate)

Sr. No.	NAME OF DOCUMENTS for B.Tech/ B.Tech (LEET)
1.	Seat allotment letter issued by HSTES
2.	Copy of JEE mains/OLET/GATE/NET-JRF rank card (if applicable).
3.	Counseling Registration Fee Receipt paid to HSTES
4.	Admission form alongwith Temporary Identity card form filled by the student.
5.	04 colour passport size photographs (not older than 6 months).
6.	Copy of 10th mark sheet
7.	Copy of 12th mark sheet
8.	Copy of Diploma mark sheet (Grand total/Final semester result)
9.	Copy of Aadhar card
10.	Parivar Pehchan Patra
11.	Copy of Caste Certificate (if applicable)
12.	Income Certificate issued by Tehsildar & Income Proof verified from Parivar Pehchan Patra (PPP), (if applicable)
13.	Copy of Domicile Certificate
14.	Copy of EWS/KM/TFW/HGST/SGC/ PH/ ESM/ FF certificate, (if applicable) • **EWS Income and Assets Certificate must be issued by the Competent Authority,** • **Kashmiri Migrant (KM) Certificate issued by the competent authority or Relief commissioner.** • **PH certificate must be issued from Chief Medical Officer of the concerned District** • **ESM certificate as per annexure IX (as applicable) /Freedom Fighter certificate as per Annexure VII of HSTES Prospectus 2023-24 for B.Tech./ B.Tech LEET)**
15.	**Migration certificate/(Online/DigiLocker issued Migration Certificate along with requisite affidavit)** from the last attending Board/University
16.	Character Certificate
17.	Gap year Affidavit (if applicable)
18.	Medical fitness Certificate issued from Gazetted Medical Officer
19.	Admission Fee slip deposited at JC Bose Ust. YMCA FBD. (if applicable)

NOTE:

i. Candidates are advised not to submit their original marksheets during admissions and get return the same after documents verification.

ii. Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only.

iii. If any board/University issues Migration Certificate only in online mode then students passed out from such board/university has to submit Affidavit along with Online issued Migration Certificate.

iv. For more information related to commencement of classes of other activities, please visit the University Website: www.jcboseust.ac.in regularly.

v. Application / request for Cancellation of admission duly signed by Student & Parents must be submitted in the University Academic Branch only alongwith relevant documents mentioned therein (As per Annexure XVII of Information Brochure 2023-24).

----:Note: Kindly bring two set of documents:----