



COMEDK UGET 2017-FOR ENGINEERING COURSE

*ONLINE Centralized Single Window Counseling Or Seat
Selection Process of COMEDK UGET-2017*

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1. INTRODUCTION

- i. On 14th May 2017, an Entrance Test for candidates seeking admission to Under Graduate Engineering courses in Private Unaided Colleges of Karnataka has been conducted online and the Rank of candidates who are eligible to participate in the counseling process announced on 27th May 2017.
- ii. COMEDK's responsibility, as has been announced earlier also, is only to ensure fair and transparent evaluation of merit followed by single window counseling in the light of the decisions of the Hon'ble Supreme Court in TMA Pai Foundation Vs. State of Karnataka (2002) 8 SCC 481 (11 Judges), Islamic Academy of Education Vs. State of Karnataka (2003) 6 SCC 697 (5 Judges), P.A. Inamdar and Others Vs State of Maharashtra (2005) 6SCC 537 (7 Judges). It has got nothing to do with the determination of tuition fees, other fees, seat sharing formula etc.
- iii. COMEDK wishes all the best for those candidates who have thus become eligible to participate in the counseling process; and to enable a fair selection of seats, based on merit, certain rules have to be laid down and this process document provides a fair idea as to how and what the candidates have to follow as procedure for selection of seats, mandatory certificates/documents to be produced, the fees to be deposited, the mal- practices and the measures required to be observed for avoiding the same, consequences of such malpractices, surrender policy, reporting to colleges etc.
- iv. The participating candidates are required to go through this seat selection/counseling process document detailed hereunder carefully and adhere to the rules strictly.

2. COUNSELING ANNOUNCEMENT

- i. Based on the authorization issued by the Karnataka Unaided Private Engineering Colleges Association (KUPECA), the COMEDK is holding a centralized Online Counseling for admissions to Under-Graduate Engineering courses in respect of member institutions for the academic year 2017-2018 so as to ensure merit based admission.
- ii. All candidates are advised to read the COMEDK COUNSELLING PROCESS DOCUMENT carefully and understand the process clearly before keying in options.
- iii. Every candidate and parent is expected to read through and understand their roles and responsibilities fully. COMEDK will not be responsible for any consequences arriving due to parents / candidates not reading the COUNSELLING PROCESS DOCUMENT and instructions carefully and not fulfilling their role and responsibility as indicated in the process document and following the schedule issued through Website Notifications.
- iv. **Hyderabad-Karnataka Quota Reservation** :As per the Government order in No. DPAR06 PLX 2012, dated 06/11/2013, 70% of the seats are reserved in favor of "Local Persons" in the Institutions located in Hyderabad Karnataka area and 8% of the seats are reserved for "Local Persons" of the Hyderabad Karnataka Region in the Institutions located outside the said region; The Hyderabad-Karnataka region comprises of (i) Gulbarga, (ii) Yadgir, (iii) Bidar, (iv) Koppal, (v) Raichur and (vi) Bellary districts.
- v. Having announced the Rank on 27.05.2017 on website (www.comedk.org), the candidates are required to please note that facilities have been made by COMEDK to enable the eligible candidates to Login and print their respective Rank Cards. This should be brought without fail at the time of document verification along with the other mandatory documents.
- vi. Since the entire admission process needs to be completed as per the schedule notified by the Honble' Supreme court and having in mind that COMEDK would follow the process of State Government ,this schedule has been drawn and notified .Candidates are advised to make prior arrangements to complete the necessary formalities including bank transactions to complete the admission process.

3. COUNSELING SCHEDULE:

COMEDK UGET 2017-First ROUND COUNSELLING	
DATE	ACTIVITY
From 12th June 2017, 12 Noon to 20 th June 2017, 11:00 AM	Registration for counselling and payment of fee for participation in counselling
From 12th June 2017 to 20 th June 2017, 11:00 AM	Option Entry by eligible candidates
21st June 2017, 7:00 PM	Mock allotment Results
From 21st June 8:00 PM to 23rd June , 12 Noon	Option changing/freezing
25th June 2017	Publication of Real allotment-Round 1
25th June 2017 to 29th June 2017,11:30 AM	Confirmation of choice on allotment and fee payment online
27th June 2017, 11:00 AM to 30th June 2017,11:30 AM	Document verification and Allotment letter printing(First come first serve basis)
6th July 2017 to 10th July 2017	Dates for surrender/cancellation
COMEDK UGET 2017-Second ROUND COUNSELLING (will be updated in COMEDK website shortly)	

*Candidates are advised to check the official website of COMEDK for any changes in Schedule.

Any changes to counseling schedule or process will be notified separately on COMEDK website (www.comedk.org).The seat selection process involves two rounds of counseling. Candidates are requested to log in to their applicant login available on COMEDK website (www.comedk.org) to check the counseling status and visit the website for all updates frequently.

NOTE: There are no Agents appointed by COMEDK and the website (www.comedk.org) is the only official website of COMEDK and if any candidate or their parent or their guardian approaches any other website or any individual/organization for any COMEDK activities, he/she is doing so at his/her own risk and COMEDK is in no way responsible for resultant consequences. COMEDK will not be responsible for any other agency claiming to be a consortium of professional institutions and using similar sounding names and logos.

4. PROCESS FOR COUNSELING

COMEDK UGET 2017 counselling will be held through e-counselling between June and July, 2017. Since the counselling session will be held online, the applicants will have to register themselves which will enable them to make the option entry of their choices, based on which the seats will be allotted in online mode. COMEDK Counselling 2017 may be held in 2 rounds. The procedure of COMEDK UGET 2017 ONLINE counselling is given below:

Step 1: REGISTRATION AND PAYMENT OF FEE FOR COUNSELLING

- The link for the counselling registration will be made available in applicant login ID. The applicant login ID is the Application number of the candidate.
- Eligible Candidates interested in participating in COMEDK UGET counselling process have to register themselves along with payment of tuition fee (part payment) within the timeline as provided in the counseling schedule. Option Entry facility will be available only to candidates who have registered and completed part fee payment of Rs 5000/- within the prescribed time.

PROCESS NUMBER	STEP	HOW TO PROCEED
STEP 1A		Login to Applicant Login ID using application Number and Password.
STEP 1B		Click on "Counselling Process Tab"
STEP 1C		Verify details and pay part of Tuition fee of Rs 5000 to participate in counselling. You will be directed to Citrus payment portal for initiating payment. * Extra charges for convenience fee may be applicable *Check fee Policy in this brochure before proceeding to next step.
STEP 1D		Complete the payment process and Check that the payment is successful. * In case of unsuccessful payment- reinitiate payment again by going to STEP 1A
STEP 1E		Once the screen shows a successful payment message, please re-login and click on counselling process Tab for counselling process status.

Step 2 – OPTION ENTRY & LOCKING

The applicants will have to fill in their choices of colleges and courses for admission within the prescribed time. Correct selection has to be done as the list appearing in “selected preference” table and “saved” by the candidates will be taken into factor while allotting seats. Candidates have to enter all the options/preferences that they are interested in at the time of Option entry before Round 1 as per schedule. The applicants are requested to take a print out of their selected and saved choices after confirming them.

OPTION ENTRY and CHOICE LOCKING RULES

During option entry period of 1st Round	<ul style="list-style-type: none"> • Candidate can modify their college/courses selected any number of times. • Only saved preferences will be considered • There is no limit on maximum number of preferences that can be entered
During lock in period for each round	<ul style="list-style-type: none"> • Candidates cannot make any changes to preferences selected in option entry form
During option entry period of 2nd round	<ul style="list-style-type: none"> • Only saved preferences will be considered • Only candidates who completed option entry during 1st Round of counselling will be considered. • For all candidates who were allotted a seat , whether accepted or not will have option to delete/ reorder the preferences ,which are above the preference number order that has been allotted. For example : In case the candidate was allotted his “preference Number “ 3 “ in Round 1 , he can reorder /delete preference number 1 and 2 . <ul style="list-style-type: none"> ➤ Facility to add preferences during second round will not be available for such candidates. ➤ If any candidate clicks on “remove” and deletes an existing preference, the same cannot be added back to the preference list again. • For all candidates who were not allotted a seat in round 1 , due to no options filled in option entry form /due to non-availability of seat based on his rank as per the choices entered by them,- facility to add /reorder/remove preferences will be available ,in case they opt for “Participate in 2nd Round”

STEPS TO MAKE OPTION ENTRY

PROCESS NUMBER	STEP	HOW TO PROCEED
STEP 2A		After successful fee receipt of Rs 5000 /- candidate can view “Option Entry tab “ in Applicant Login ID
STEP 2B		Click on “Option Entry Tab”
STEP 2C		Select whether you would like to add preference based on college list/course list. For e.g. if you want to see all courses in a particular college select “college” and select the college name from the dropdown list. You will be able to see all the courses of that college on the right hand side list of “courses” Or If you want to see all colleges providing a particular course, select “course” and select the course name from the drop down list .You will be able to see all the colleges offering that course on the right hand side list of “colleges”. Click on “Reset” to change the view from college to course list or vice versa in the drop down.
STEP 2D		Click on “Add Preference”
STEP 2E		Check whether the college name and course name you selected is appearing on the “selected preferences” table below.
STEP 2F		If the college name and course name is correct enter the preference number for the respective course and college. Preference number 1 will be considered as your first option while allotting a seat. Preference number 2 will be considered as your next option while allotting a seat and so on and so forth
STEP 2G		Click on “Save “ button at bottom of page to save your preference.Only “saved” preferences will be considered for allotment.
STEP 2H		Select college and course name that you would like to add in your selected preference list and repeat STEP 2D to 2G , till you have completed your option entry for all the colleges and courses that you would like to be considered for allotment of seat.
STEP 2I		Click on Preview button to view your “selected “ options If all the details entered are correct ,click on” save “and “print” button and verify all details in the print out once again.
REMOVAL OF OPTIONS		If you would like to remove a single college and course that you have selected in the “selected preference “ table. Click on “remove” button appearing on right hand side of that preference. If you would like to remove all preferences entered by you .Click on “Remove All” option at bottom of page.
CHANGE PREFERENCE ORDER NUMBER		You can change /reorder or edit the preference number , if needed. Preference number 1 will be considered as your first option while allotting a seat. Preference number 2 will be considered as your next option while allotting a seat and so on and so forth
PREVIEW BUTTON		Candidates can click on Preview button to view their selected option.
PRINT BUTTON		Once the preferences are saved and you have completed your option entry , please take a print out of your selected preferences and verify the same again.

Note for Option Entry:

The candidates are advised to enter all the options based on which they are intending to select the seats. The candidates have to enter the preference numbers for all the colleges and courses as the seat matrix may change in the subsequent rounds i.e. by way of surrendering seats, newly sanctioned seats etc.

Preferences recorded (as saved by the candidates) in the server on the last day and time of the notified schedule in each round will be frozen and only the frozen options will be considered for allotment of seats. NOTE: Candidates and their parents/ guardians are advised not to start entering the preferences directly on the online option form on the internet without preparatory work on choice of options, as it leads to committing mistakes / wrong entries / wrong order of preferences. In order to avoid last minute rush candidates are advised not wait till the last day and COMEDK will not be responsible for any network related problems.

PREPARATORY WORK AT HOME BEFORE OPTION ENTRY

Candidates are advised to do enough preparatory work at home before starting the option entry process. Some of the guiding factors can be;

- Your choice of stream, college and preference order
- Cut off Ranks of earlier year.
- Whether you come under any category?
- Research on Choice of college-its faculty, results of the previous years, infrastructure, placements, and availability of good hostel facility-please also visit the AICTE ,College Website for details on colleges etc
- Read through this Process document ,notifications and instruction on www.comedk.org carefully for the criteria followed by the computer on allotment of seats.
- Discuss with your parents and family members before finalizing your options .
- Please note that any minor error in entering the college or course in option entry form can result in loss of seat that you may be interested in /deserve .Hence candidates are advised to recheck the saved preferences after completing option entry.

Step 3 – MOCK ALLOTMENT

- After the entry of options are completed as mentioned in schedule, based on the real data, mock allotment will be carried out and the allotment status will be made available in the COMEDK applicant login of individual candidates for information. Here, the candidate after ascertaining college and course allotted, if he / she wants to change / modify his / her options can do so within the stipulated date and time. Then based on the modified entry of options the real allotment will be carried out. The candidates are advised to save the changes periodically.
- The mock results /allotments are indicative results and candidates can change, add, delete or reorder options — course-wise and college-wise — until last date of option entry for Round 1, after which the real allotment of seats will be made and the candidate's choices will be frozen. Please note that the Final/Real allotment results may change during the real allotment irrespective of whether the candidate has made changes after the mock allotment or not, as the seat allotment will be affected by changes made by other candidates.

HOW TO CHECK MOCK ALLOTMENT

PROCESS NUMBER	STEP	HOW TO PROCEED
STEP 3A		Click on “Counselling Process Tab” in Applicant Login
STEP 3B		Scroll Down to view Mock Results. Check College, course and Preference Order Number allotted
STEP 3C		In case you wish to modify your selected preferences, please click on “Close” button on top of the page and click on “Option Entry” Tab
STEP 3D		Modify (i.e. add/remove/reorder)your preferences, if needed ,and click on” save “ button.
STEP 3E		Take print of saved options for your references

Please note that any minor error in entering the college or course in option entry form can result in loss of seat that you may be interested in. Hence, candidates are advised to recheck the saved preferences after completing option entry.

Step 4 –ALLOTMENT OF SEATS

Allotment will be done online based on the ranking of the applicant in the entrance examination and his/her preference of seats and the availability of seats. The seats made available by the concerned authorities for each course and college will be adopted for allotment of seats. Indicative availability of seats will be hosted on the COMEDK website for the information of the candidates and parents before the beginning of the first round and changes if any will be done from time to time. The seat allotted applicants will be able to download their verification entry card ONLY after payment of fee in online mode which they have to produce at the time of document verification. All of the selected applicants will have to report during their allotted time for document and biometric verification at **Bangalore**. Candidates will receive their Original Confirmed Allotment letters only after completing their process successfully.

HOW THE SYSTEM WILL ALLOT SEATS

After the last date and time fixed for entering the options is over and as per the seats made available by the concerned Authorities, action will be taken to allot the seats in the order of merit based on the preference of the options entered by the candidates. The seats will be allotted by the system in a non-interactive online mode.

The seat allotment rules for the Round 1 are available below;

CANDIDATE DESCRIPTION	ROUND 1 ALLOTMENT RULES
General Merit candidates	General Merit category candidates will be considered only in the General Merit quota. The rank list will be invariably followed for allotment of seats.
HKR/Tulu minority/Karnataka Christian Minority	<p>All HKR /Tulu minority/Karnataka Christian Minority category candidates will be first considered for allotment in General Merit as per their merit and rank and as per the preference of college and course given by them. After the General Merit seats are exhausted ,the candidate belonging to the respective categories will be allotted the seats in their respective category as per their rank and as per the college and course preference given by them.</p> <p>In case of a candidate belonging to minority categories, the below order will be followed based on rank and college and course preference entered;</p> <ol style="list-style-type: none"> 1.General Merit 2.HKR 3.Christian-Karnataka 4.Tulu <p>i.e. For each preference that is entered by the candidate, the system will check for availability of GM seats ,then HKR seats, then Christian –Karnataka Seat and then Tulu Seat based on the preference entered by the candidate .If the seats in any of the categories are not available for that particular preference entered by the candidate, then the system will look at seats in the next preference entered by the candidate in the same order.</p> <p>*The details entered by the candidate at the time of filling online COMEDK UGET 2017 Application form will only be taken into consideration. No request for change will be accepted.</p> <p>*Candidate who has been allotted and accepts a minority/HKR seat has to mandatorily produce all the applicable documents for the said minority/HKR category; Else the seat allotted will be cancelled and candidate will have no claim on the seat.</p> <p>Note: A candidate who selects “Accept and Upgrade” option for a Minority seat allotted i.e. HKR/Christian-Karnataka/Tulu in Round 1 , will only be considered for minority seats in Round 2.</p>
Non-Karnataka Christian Minority	Seats in Non-Karnataka Christian Category are not available during Round 1

The seat allotment rules for the Round 2 are available below;

PHASES	Round 2 ALLOTMENT RULES
PHASE 1 (allotment of HKR, Tulu and Karnataka-Christian Category seats)	<ul style="list-style-type: none"> During Phase 1 , the seat will be allotted for HKR Region, Christian Karnataka Candidates and Tulu Minority candidates for the respective category seats available as per seat matrix. The below order will be followed based on rank and college and course preference entered; <ol style="list-style-type: none"> 1.HKR 2.Christian-Karnataka 3.Tulu For all candidates who selected “Reject and Upgrade” in Round 1 and belongs to any minority, the seats would be allotted in their respective category (as per availability) as per their rank and as per the college and course preference given by them. The candidates will have option to “Accept”/”Reject” the allotted seat. For all HKR/Tulu/CHR-Karnataka candidates who have not accepted a seat in minority round, the allotment will be done during the de-categorized round (Phase 3 OF Round 2)for General merit seats. A candidate who selects “Accept and Upgrade” for a Minority seat i.e. HKR/Christian-Karnataka/Tulu in Round 1 , will only be considered for upgrade in the same minority category seats in Round 2.
PHASE 2 (allotment of Non-Karnataka – Christian seats if any)	<ul style="list-style-type: none"> During Phase 2 , all vacant seats (if any) in Karnataka-Christian category will be allotted to Non-Karnataka –Christians based on rank and the preference of college and course entered by Non-Karnataka Christian Category candidates.
PHASE 3 (Allotment of General merit seats)	<ul style="list-style-type: none"> All remaining Vacant seats in Christian Minority category, Tulu Minority and HKR category will be converted to General Merit. Candidates who will be considered in the General Merit quota are: <ul style="list-style-type: none"> ➤ All GM candidates who selected “accept and upgrade” and Reject and Upgrade in Round 1 ➤ All Minority candidates who have not accepted any minority seat in previous rounds ➤ “No allotment cases “ in Round 1 who have selected “participate in Round 2” The rank list will be invariably followed for allotment of seats.

HOW TO CHECK ALLOTTED SEATS FOR EACH ROUND

PROCESS STEP NUMBER	HOW TO PROCEED
STEP 4A	Click on “Counselling Process “ Tab in applicant login page
STEP 4B	Click on Scroll down to 1 st Round Details/2 nd Round Details section as applicable for Allotment details.
STEP 4C	Check the College name, Course name ,Preference Order number ,and seat category that have been allotted. Please note that a candidate opting for “Accept and Upgrade” for a seat allotted in minority category (i.e. HKR/Tulu/Christian seats) in Round 1 will be considered only for the respective category seats in Round 2 .

Step 5 –POST SEAT ALLOTMENT-CHOICES BEFORE A CANDIDATE

Seat Allotment will be made by following the rules mentioned in the seat allotment section in this document based on the Merit / Rank of the candidate and based on preference order entered by the candidates.

After verifying the seat allotment results, the candidates can take the decisions as per the details below;

Candidate Decision(*in Round 1)	Round 1 Seat Allotment	Round 2 Seat Allotment	Fee Payment And Document Verification And Reporting To College
ACCEPT	Seat allotted in round 1 is considered	Will NOT be considered for 2 nd round	<ul style="list-style-type: none"> Has to pay Rs 50000 Online to confirm the seat allotted before last date of fee payment for Round 1 Document verification after Round 1 and before Round 2 as per schedule . Report to college as per date mentioned in Original Allotment Letter after Round 1
ACCEPT AND UPGRADE	Seat allotted in round 1 is considered	Will be considered for 2 nd round for preference order numbers higher than the one allotted during Round 1. If higher preferences are not available, then the candidate retains the seat allotted to him/her in Round 1. Seat withdrawal facility is NOT available post Round 2	<ul style="list-style-type: none"> Has to pay Rs 50000 to confirm the seat allotted before last date of fee payment for Round 1. Document verification after Round 2 as per schedule which will be available after Round 2. Report to college as per date mentioned in Original Allotment Letter after Round 2
REJECT AND UPGRADE	Seat allotted in round 1 is NOT considered	Will be considered for 2 nd round for preference order numbers higher than that allotted during round 1. Candidate can “accept” or “reject” the seat allotted in Round 2.	<ul style="list-style-type: none"> In case of “accepting” the seat allotted in Round 2, then; Has to pay Rs 50000 to confirm the seat allotted in Round 2 before last date of fee payment for Round 2. Document verification after Round 2 as per schedule which will be available after Round 2
REJECT AND WITHDRAW	Seat allotted in round 1 is NOT considered	Will NOT be considered for 2 nd round	<ul style="list-style-type: none"> No fee to be paid at time of rejecting the seat allotted and no document to be verified.

EXPLANATION OF CHOICES /DECISIONS AVAILABLE TO CANDIDATE DURING ROUND 1

CANDIDATE DECISION	EXPLANATION OF CHOICES /DECISIONS
ACCEPT	<p>I am Satisfied with the allotted seat and am willing to report to the allotted college, therefore I should not be considered for further allotment of seats in Round 2 for any college / course. I will pay the prescribed fees online within the dates prescribed.</p> <p>I will attend the document verification session and collect my Original Allotment letter as per schedule and report to college within the dates prescribed in my original allotment letter.</p> <p>Implication: Not eligible to participate in Round 2.</p> <p>Important: Before opting this choice, candidate is advised to make sure that he / she cannot come back to Option Entry Process in COMEDK 2017 and willing to report to the college with Original Allotment letter.</p>
ACCEPT AND UPGRADE	<p>I am Satisfied with the allotted seat but wish to participate in the next round. If higher options are allotted then earlier allotted seat gets cancelled automatically OR if higher options seats are not allotted then earlier allotted seat shall remain in candidates favour.</p> <p>Implication: Eligible to participate in the round 2, keeping the seat allotted on hold. However, if a seat in the higher options gets allotted the candidate loses his old seat. There is no choice between the earlier allotted and newly allotted seats.</p> <p>Important: Additions in options entry will be not be permitted.</p>
REJECT AND UPGRADE	<p>I am not satisfied with allotted seat but wish to participate in the next round with all the already entered options higher than the allotted option by surrendering the allotted seat and also re-ordering of already entered options higher than the allotted option. Implication: Eligible to participate in the round 2 by rejecting the allotted seat. You will have no claim on seat allotted in Round 1.</p> <p>NOTE: Chances of getting the Higher order options is subject to availability of seats as the other candidates next to your rank might have entered those options and seats would be allotted to them based on merit.</p>
REJECT AND WITHDRAW	<p>I am Not satisfied with COMEDK allotted seat and I have got seat elsewhere, so I am quitting and not to be considered for allotment of seats in any of the further rounds.</p> <p>Implication: Not eligible to participate in the subsequent round .The seat allotted earlier will get cancelled.</p>

NOTE: FOR SEAT ALLOTTED CANDIDATES

If a candidate fails to exercise any of the above 4 choices within the stipulated date and time then the seat allotted to such candidate stands cancelled automatically without any further notice in this regard and such a candidate will not be allowed to participate in further rounds.

NOTE: FOR ANY SEAT NOT ALLOTTED CANDIDATES

Candidates need to exercise any choice out of “Participate in 2nd Round” or “Reject” .In case the candidate selects “participate in 2nd Round “ and clicks on proceed then he/she can add/modify the preferences in option entry form during Round 2, option entry dates .Incase , the candidate selects “Reject “ and proceeds he will not be considered for further rounds.

NOTE: If a candidate fails to exercise any of the above 2 choices within the stipulated date and time then the seat allotted to such candidate stands cancelled automatically without any further notice in this regard and such candidates will not be allowed to participate in further rounds.

HOW TO EXERCISE DECISION ON SEAT ALLOTTED

ROUND 1: HOW TO EXERCISE DECISION ON SEAT ALLOTTED

PROCESS STEP NUMBER	HOW TO PROCEED	
STEP 5-1A	After checking and verifying the seat allotted details in “Counselling process Tab” ,scroll down to view your choices available .i.e. Accept/accept and Upgrade/Reject/Reject and Upgrade	
STEP 5-1B	Select the option as applicable to you and click on “Proceed” button	
STEP 5-1C	Accept/accept and Upgrade candidates	In case you select “Accept” or Accept and Upgrade” and proceed you will be directed to Citrus payment gateway for payment of part of tuition fee . Please make payment and confirm the payment status by rechecking with your banker and the payment status in “counselling process “ tab.
	Reject and Upgrade	In case you select “Reject and Upgrade “ and proceed , then please check schedule for option entry for Round 2 in www.comedk.org , in case you wish to modify your preferences. You will have no claim on seat allotted in Round 1.
	Reject and withdraw	In case you select “Reject” and proceed you will not be considered for further rounds and will have no claim on seat allotted
STEP 5-1D	Accept/accept and Upgrade candidates	Download payment receipt for Rs 50000 from “Documents required for verification “ tab. In case of unsuccessful payment, please proceed to Step 5-1B above and proceed.
NOTE: In case a candidate fails to take any action on the allotment made to him, he or she will not be considered for further rounds		

ROUND 2 - HOW TO EXERCISE DECISION ON SEAT ALLOTTED

PROCESS STEP NUMBER	HOW TO PROCEED	
STEP 5-2A	After checking and verifying the seat allotted details in “Counselling process Tab” ,scroll down to view your choices available .i.e. Accept/Reject	
STEP 5-2B	Select the option as applicable to you and click on “Proceed” button	
STEP 5-2C	Candidates who selected “Accept and Upgrade” in Round 1	<ul style="list-style-type: none"> If there is no change in the allotment in ROUND 2 as compared to Round 1 allotment click on “Accept” and Proceed to “documents required for verification “ tab If you have been allotted a college /course that is higher in preference order ,then verify the details and then click on “accept” and proceed to “documents required for verification “ tab .
	Candidates who selected “Reject and Upgrade” in Round 1	<ul style="list-style-type: none"> In case you select “accept” , and proceed in Round 2 you will be directed to Citrus payment gateway for payment of part of tuition fee . Please make payment and confirm the payment status by rechecking with your banker and the payment status in “counselling process “ tab. In case of unsuccessful payment, please proceed to Step 5-2B above and proceed In case you select “Reject” and proceed ,you will have no claim on the seat allotted.
STEP 5-2D	Accept candidates’ of Round 2 / Accept and Upgrade candidates of Round 1.	Download payment receipt for Rs 50000 from “Documents required for verification “ tab.

TYPES OF SEATS MADE AVAILABLE FOR SECOND ROUND

1. Un-allotted seats of First Round. 2. Newly Added seats, if any. 3. Cancelled / Surrendered Seats. 4. Choice “Reject” and Choice “Reject and upgrade” Seats.. 5. Consequential Vacancies.

NOTE: Consequential vacancies that arise after their turn cannot be claimed.

Step 6–DOCUMENT VERIFICATION AND ISSUE OF ORIGINAL ALLOTMENT LETTER

The document verification process AND issue of original allotment letter after Round 1 will only be applicable to candidates who selected “Accept” in Round 1.

For all other candidates who have selected “Accept and Upgrade” in Round 1 / selected “Accept” in Round 2 , the document verification and subsequent processes will be after Round 2

STEPS FOR DOCUMENT VERIFICATION AND ISSUE OF ORIGINAL ALLOTMENT LETTER

PROCESS STEP NUMBER	HOW TO PROCEED
STEP 6A	Download “Verification entry card “ from “documents required for verification “ tab in Applicant login and verify all details.
STEP 6B	<p>Round 1: Attend Document verification on any of the dates for document verification between time notified on www.comedk.org. The document verification will be done on first come first serve basis on all the days of document verification for Round 1.</p> <p>Round 2: The detailed time slots for each verification entry card serial number/Ranks will be made available in www.comedk.org post last date of fee payment of Rs 50000/- for Round 2</p>
STEP 6C	Check Documents required for verification and keep them ready before attending the verification
STEP 6D	Attend the document verification session as per the schedule on www.comedk.org
STEP 6E	Collect Original Allotment letter from the venue of document verification post document verification and subsequent verification process.
STEP 6F	Report to college as per reporting date on original allotment letter.

VENUE OF DOCUMENT VERIFICATION

Address:NMKRV College for Women, Mangala Mantapa,3rd Block Jayanagar,Bangalore,Karnataka
Location:Bangalore

DOCUMENTS REQUIRED FOR VERIFICATION

The following **ORIGINAL DOCUMENTS AND TWO** separate sets **OF SELF-ATTESTED PHOTOCOPIES** of the documents have to be arranged **IN THE SEQUENTIAL ORDER SHOWN BELOW AND THE SAME** shall be **PRODUCED IN THE VERIFICATION COUNTER FOR** verification of documents.

ORDER NO.	DOCUMENTS REQUIRED	APPLICABLE TO	NUMBER OF SETS REQUIRED
1	COMEDK Online Application Form	Applicable to all	Original printout +1 set photocopy+1 set photocopy in same order as mentioned in this table
2	COMEDK Rank Card	Applicable to all	Original printout+1 set photocopy+1 set photocopy in same order as mentioned in this table
3	COMEDK TAT with signature of Invigilator.	Applicable to all engineering candidates.	Original printout+1 set photocopy+1 set photocopy in same order as mentioned in this table
4	COMEDK Verification Entry Card	Applicable to all	Original printout+1 set photocopy+1 set photocopy in same order as mentioned in this table
5	Fee Payment Receipt of Rs 55000/-	Applicable to all	Original printout+1 set photocopy+1 set photocopy in same order as mentioned in this table
6	Candidate Original ID proof	Applicable to all	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
7	Parents /Guardian's Original ID proof	Applicable to all	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
8	Date of Birth Proof of Candidate(SSLC Certificate/Government document)	Applicable to all	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
9	PUC/ 12th Std or equivalent Marks Card	Applicable to all	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table

ORDER NO.	DOCUMENTS REQUIRED	APPLICABLE TO	NUMBER OF SETS REQUIRED
10	(##)SC/ST/OBC Certificate from Tahsildar/above	Applicable to SC/ST/OBC of Karnataka who have scored above 40 % and below 45 % in 12 th std/equivalent examination as mentioned in COMEDK UGET 2017 Brochure.	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
11	Tulu Minority Certificate –Issued by Principal of school/school record showing “mother tongue”	For candidates who have accepted the a seat in Tulu Minority Category	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
12	Religious minority certificate-Christian- Issued by Principal of school/school record showing “Religion”	For candidates who have accepted a seat in Christian Minority Category.	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
13	HKR Eligibility certificate	For candidates who have accepted the a seat in HKR Minority Category	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
14	Karnataka domicile certificate-Issued by Revenue authority not below the rank of Tahsildar	For candidates who have taken a seat in Tulu/HKR/Karnataka -Christian category. Also applicable for candidates who belong to SC/ST/OBC of Karnataka who have scored below lower eligibility norms in 12 th /PUC as per brochure.	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
15	Parents study proof in Karnataka for 7 years	Karnataka candidates who have taken a seat in Linguistic/Religious Minority category , if the candidate has not studied for 7 years in Karnataka but has studied 11 th and 12 th in Karnataka	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table
16	Candidates study proof in Karnataka for 7 years including 10 th or 12 th in Karnataka	Karnataka candidates who have taken a seat in Linguistic/Religious Minority category, if the candidate has studied for 7 years in Karnataka and has studied 10 th /12 th in Karnataka	Original +1 set photocopy+1 set photocopy in same order as mentioned in this table

NOTE: The certificate claiming Category/Minority/Hyderabad Karnataka Region should have been procured in the name of the candidate only.

***Documents applicable for Architecture candidates will be notified separately**

RULES FOR ATTENDING PHYSICAL DOCUMENT VERIFICATION SESSION.

- i. Entry to document verification venue is only for candidates who have all the mandatory required documents as applicable for them.
- ii. As biometric, photo and signature verification process will be followed, the candidate's physical presence is compulsory and hence no proxy registration is possible under any circumstances.
- iii. Only genuine and bonafide candidates possessing ALL the original documents as mentioned above are allowed for counseling/document verification and subsequent processes. Any mismatch at any stage will automatically result in disqualification of the candidate and he/she will not be permitted to participate in any further process and admission to UG course WILL BE CANCELLED. Further, impostors are liable for criminal prosecution.
- iv. Only one person (parent or guardian) can accompany the candidate for the entire counseling process along with any one of the photo ID proof in original a) Passport, b) Driving License, c) Voter ID, d) PAN Card, e) Aadhar Card
- v. A copy of the photo ID proof of the person accompanying the candidate shall be furnished at the verification counter.
- vi. Use of Cell Phones / Laptops / I-pads or any other electronic gadgets is strictly prohibited inside the Venue where the document verification takes place.
- vii. Request such as the originals have been lost and a police complaint filed or F.I.R lodged and hence duplicate marks card or other certificates be accepted will not be entertained under any circumstances.
- viii. If any of the documents/records are not original, Candidate/s shall produce duplicate documents/ records issued by the same competent authority which issued the original along with a certificate by the said competent authority explaining the circumstances under which such duplicate documents/records came to be issued and the decision of the COMEDK expert committee in this regard shall be final.
- ix. The declaration made by candidates in their Application Form with regard to SC/ST/OBC of Karnataka (for lower eligibility marks) and Tulu/Christian minority communities and those belonging to Hyderabad-Karnataka (HK) Region will be final and changes in the category / minority status on any ground are not permitted under any circumstances.

RULES OF REPORTING AND COLLECTION OF ORIGINAL ALLOTMENT LETTER

- i. After successful verification of documents and other subsequent process, the Original allotment letter will be handed over to candidate at the document verification venue.
- ii. Allotment letter has built in security features and cannot be duplicated.
- iii. No duplicate Allotment letter will be issued for any reason.
- iv. If it is found that the allotment letter issued to the candidate is tampered, the COMEDK reserves the right to cancel such allotment and the candidate will forfeit the entire fee paid.
- v. If the original Allotment Letter is lost, the candidate will lose the selected seat as well. Hence the candidates are cautioned to be more careful. Excuses such as a police complaint is filed in this behalf, FIR lodged etc. will not be entertained.

5. CANDIDATES INTERESTED IN BOTH ENGINEERING AND ARCHITECTURE

a) A candidate who selects an Engineering seat in the first round may also be allotted a seat the first Round of Architecture. In the event of selecting and accepting an Architecture seat during the first round, the earlier selected Engineering seat automatically gets surrendered and added to the Second round of engineering seat matrix. Such a candidate will not be eligible to attend any further round of engineering counseling.

b) A candidate who has not selected a seat in Engineering in the first round can attend the first round counseling of Architecture and select a seat. Further such a candidate is eligible to attend the second round of engineering counseling. In the event of selecting a seat in the second round of Engineering counseling, the earlier selected Architecture seat automatically gets surrendered and added to the Second round of Architecture seat matrix. However, such a candidate will not be eligible to attend any further round counseling of Architecture.

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6. ANNUAL TUITION FEE PAYMENT AND FEE POLICY

The upper limit of annual tuition fee as agreed between the State Government and the Association of Colleges is Rs.1,70,000/- or Rs.1,21,000/- whichever is opted by the respective institutions.

Please note that: This fee amount may change subject to any revision in tuition fee by statutory authorities and is only indicative.

HOW TO PAY TUITION FEE

DESCRIPTION OF FEE	AMOUNT	PAYMENT MODE
Part of tuition fee at time of registration for counselling in Round 1	Rs 5000(Rupees Five thousand Only)+ *Convenience charges as applicable	Online –By credit card/debit card/ Net banking(Please check *Convenience charges before payment)
Part of tuition fee at time of accepting the seat. i.e. Accept/Accept and Upgrade candidate in Round 1 Accept candidates in Round 2	Rs 50000/(Rupees Fifty thousand Only) + *Convenience charges as applicable	Online –By credit card/debit card/ Net banking(Please check *Convenience charges before payment)
Remaining tuition fee as applicable	To be paid at college level at time of admission as informed by them	To be paid at college level at time of admission as informed by them

*CONVIENIENCE CHARGES on TRANSACTION.

TYPE OF TRANSACTION	CONVIENIENCE CHARGES	HOW TO CHECK THE CONVIENIENCE FEE
Payment using Credit card/Debit Cards	Convenience fee will be between 0.75%-1% of transaction amount (depending on the card)+ service tax as applicable	Once you are directed to Citrus Payment gateway and enter your card details, you will be able to see “convenience charges are applicable “below the “PAY” button. Click on the “convenience charges are applicable” to view your convenience charges
Payment using Net banking	Convenience fee will be between Rs 15 and Rs 20 (may vary from bank to bank)+ applicable service tax	Once you are directed to Citrus Payment gateway and enter your card details, you will be able to see “convenience charges are applicable “below the “PAY” button. Click on the “convenience charges are applicable” to view your convenience charges

- (#)Candidates and their parents/guardians should ensure that sufficient funds are maintained in their bank accounts keeping in view the Bank holidays. Subsequent requests for extension of time for the same will not be entertained.
- Cash or cheque or any other payment mode will not be accepted under any circumstances.
- Candidates have to check status of transaction with their banker and by checking the counselling process tab in applicant login.
- The fee receipt of Rs 55000/- will be available in “document required at time verification” tab in applicant login.

FEE REFUND AND FEE FORFEITURE

The part of tuition fee of Rs 5000 paid at time of counselling will be refunded only if the candidate selects “Reject” in Round 1 or in cases of “No seat allotted” in Round 1 or Round 2. The convenience charge collected by payment gateway is non-refundable under any circumstances.

DESCRIPTION OF FEE COLLECTED BY COMEDK	AMOUNT	FEE REFUND PROCESS
Part of tuition fee at time of registration for counselling in Round 1	Rs 5000/-(Rupees Five thousand Only)	Fee will be refunded if candidate has opted for “Reject and withdraw” in Round 1/ in cases of “No seat allotted” in Round 1 or Round 2. Fee will not be refunded for any other cases
Part of tuition fee at time of accepting the seat. i.e. Accept/Accept and Upgrade candidate in Round 1	Rs 50000/(Rupees Fifty thousand Only)	Fee will be refunded if candidate surrenders the seat during surrender period as mentioned in schedule post round 1. Fee will not be refunded if candidate surrenders the seat AFTER surrender period as mentioned in schedule post round 1.
Part of tuition fee at time of accepting the seat i.e. Accept candidates in Round 2	Rs 50000/(Rupees Fifty thousand Only)	Fee will not be refunded under any circumstance

*Refund, if applicable, will be done only to the same account/card that was used at the time of making the ONLINE fee payment initially. Refund cannot be initiated to any other account.

Candidates and Parents/Guardians Please Note:

In accordance with the Hon’ble Supreme Court judgment dtd. 13.12.2012 in Civil Appeal No. 9048 of 2012 in Parshavanath Charitable Trust & Ors. Vs. AICTE & Ors the Seat selection process for the Engineering stream would come to a close on 30th July.2017. It is reported in the media that various High Courts in the Country have stayed the declaration of the NEET-2017 results as on the date of COMEDK’s notification.

Therefore it is expected that the admission process to the medical and dental stream based on NEET is likely to be delayed. Also as per Apex Courts direction in IA No. 7 & 8 in W.P. (c) No. 76 of 2015, the last date for admission to MBBS/BDS course is 31st August 2017 by which time admissions to Engineering & Architecture courses/colleges would have come to an end. It is hereby informed that the candidates who have joined Engineering/Architecture courses through COMEDK will have to obtain the original documents from the concerned colleges in case they wish to attend and seek admission to Medical / Dental stream. In such circumstances, getting back the originals will be the responsibility of the candidates concerned and COMEDK has no role to play in this . COMEDK becomes ‘functus officio’ after 30th July 2017 in so far as engineering counseling is concerned. All candidates and their parents/guardians should note this position which is in accordance with Hon’ble Supreme Court judgment Parshavanath Charitable Trust & Ors. Vs. AICTE & Ors as mentioned above and the judgment of Division Bench of Hon’ble High Court of Karnataka dtd. 18.03.2014 in W.P. No. 13792/2009 in the matter of Miss Smruthy BS Vs. D.A. Pandu Memorial R.V. Dental College & Hospital.

Since COMEDK has to complete its Engineering counselling process by 30th July 2017, as mandated by the Apex Court, we are proceeding in the matter. **COMEDK once again reiterates that after the allotment of seats which the candidate accepts , any further desire of such candidate to participate in Medical/Dental will be based on their approach to the respective institution.**

7. SURRENDER POLICY/SEAT CANCELLATION

Any candidate, who has accepted a seat during Round 1, can surrender their seat within the time period mentioned in Counselling SCHEDULE for Seat Surrender.

There is no facility to surrender the seat after the Round 2 and fees paid is non-refundable in case any candidate cancels the seat after the surrender period as mentioned in counselling schedule. Please check fee refund policy in the fee refund section of this document.

WHEN CAN CANDIDATE SURRENDER SEAT

DESCRIPTION	SURRENDER PERIOD
Accept and Upgrade seats in Round 1	As per schedule for surrender before Round 2 ONLY
Accept candidates in Round 2	No surrender accepted under any circumstances

STEPS TO SURRENDER SEAT DURING SURRENDER PERIOD

Only candidates interested in surrendering their seats have to follow the below steps. Please note that seat once surrendered cannot be retained by the candidate.

PROCESS STEP NUMBER	HOW TO PROCEED
STEP 7A	Click on “Surrender Form” tab after logging in using applicant login
STEP 7B	Verify the details in form and proceed only after understanding the implications of your actions.
STEP 7C	In case you would like to surrender/cancel your seat, click on “Yes” for surrender and Proceed. Implications: You will have no claim on seat surrendered’
STEP 7D	<ul style="list-style-type: none"> In case you wish to participate in Round 2, click on “Reject and Upgrade”. Refund will be processed after Round 2 allotment only In case you do not wish to participate in Round 2, click on “Reject and withdraw”
STEP 7E	Click on “submit” to surrender your seat.

PROCESS TO CLAIM REFUND AFTER SURRENDER ONLINE

- In case the candidate has completed document verification in Round 1, then Original Allotment and Verification Card has to be send via registered post ONLY to COMEDK Office at Malleswaram at the below address:

**COMEDK,132, Second Floor, 11th Main, 17th Cross,
Malleswaram, Bengaluru, Karnataka 560055**

- Refund of candidates who selected “Reject and Upgrade” in Surrender form will be processed, only in case they do not accept any seat in Round 2 and after receipt of Original Allotment and Verification Card, if any, at COMEDK Office.
- Refund of candidates who selected “Reject and Withdraw” in Surrender form will be processed only after receipt of Original Allotment and Verification Card, if any, at COMEDK Office.
- Refund will be done only to the same account/card that was used at the time of making the ONLINE fee payment initially. Refund cannot be initiated to any other account.

8. GROUND FOR REJECTION

On verification-

- i) if the documents are found to be not in order or if there is a likelihood of falsification or the expert committee is not convinced about the genuineness of the documents submitted at the verification counter;
- ii) if there is a mismatch of photo, biometric, signature of the candidate, photo ID produced or if there is any reasonable doubt that there is mala-fide intent of impersonation, such of the candidate/s will be debarred and criminal proceedings may be initiated. The decision of the expert committee shall be final in this regard.
- iii) Candidate who does not remit the prescribed amount online within the prescribed time as mentioned in the counselling schedule.

9. GENERAL RULES;

The candidate and their parents/guardians must have clear idea about the institution, course, location of the institution, facilities available in the institution etc. before they start their option entry

The letter of Allotment issued by the COMEDK is to enable the candidate to report and complete the process of admission in the concerned college, with reference to the prescriptions of AICTE/COA and the concerned University in Karnataka. Hence at the college level, all the original documents are again verified before acceptance.

COMEDK's responsibility is only to ensure fair and transparent evaluation of merit followed by single window counseling. Issues and grievances, if any, subsequent to the selection of seats is the responsibility of the concerned college to which the candidate is allotted and the regulatory agencies.

COMEDK having thus become '*functus officio*' does not take any responsibility with regard to admission, refund of fees etc. when once it forwards the list of selected candidates based on entrance test followed by single window centralized counseling and as such the candidates and others cannot subsequently set up any grievance against COMEDK.

After the second round of Counseling, the list of selected candidates would be sent to all the regulating agencies of the Government and the Colleges concerned.

After the second round of counseling depending upon the seats available for any reason there may be one more round in the form of Second extended / Third round of Counseling at the discretion of COMEDK.

10. CONSEQUENCES OF MALPRACTICES

COMED-K recognizes that the examination related malpractice is a social evil that can damage society to the extent of possibly leading to a failed State. We believe that there is a chain effect of such malpractices on the educational system and the society as a whole. It is only the candidates who have studied very hard for the entrance test, and no one else and certainly not the touts and agents, who would face the adverse consequences leading to their professional life becoming totally miserable. The parents and the candidates are therefore advised to be extremely careful.

COMEDK does not have any agents, liaison, admission offices, representatives or any other office/s other than the office mentioned in the website. The parents/ candidates are requested not to depend upon or deal with any person or organization/s claiming to be associated with the COMEDK activities or claiming to help with admissions. COMEDK will not be responsible for the same. www.comedk.org is the only official website of the Consortium. COMEDK is not responsible for information available on other websites or elsewhere. COMEDK will not be responsible if any other agency claims to be a consortium of professional institutions and uses similar sounding names and logos.

COMED-K considers the following as some of the illustrations (not necessarily exhaustive) of malpractices:

- Impersonation;
- Creating disturbance at the Document verification Venue;
- Giving or receiving unauthorized help;
- Frustrating a deserving candidate from getting a seat of his / her choice based on merit, contracting, trading, misusing, producing of duplicate, color Xeroxed, fake documents etc.
- Candidates found entertaining the Touts and agents.

11. PREVENTIVE MEASURES ADOPTED

- i. Rigid Document verification Centre Management
- ii. Insistence on Photo ID (in original) of the candidate and the Parent / Guardian and production of VERIFICATION ENTRY CARD, TAT and Rank Card together with a copy of the online application form.
- iii. Biometric data & Photo collection with digital recording at counseling centre.
- iv. Debarring such candidates from participating in the counseling process besides handing over to law enforcing authorities.
- v. Publishing photo and other details of candidates resorting to malpractices on COMED- K and all Colleges' website and requesting all Examination Authorities in the country to ban such candidates from appearing in future entrance tests.

12. CERTIFICATES THAT MAY BE REQUIRED AT THE COLLEGE LEVEL AT THE TIME OF ADMISSION

- i. ALLOTMENT LETTER issued by COMEDK allocating a UG seat.
- ii. ALL ORIGINAL DOCUMENTS verified at the time of counselling.
- iii. TRANSFER CERTIFICATE issued by the Institution last studied.
- iv. MIGRATION CERTIFICATE (As applicable).

13. LEGAL JURISDICTION AND MISCELLANEOUS

Any dispute that may arise in respect of the seat selection process and admission is subject to the jurisdiction of the Hon'ble High Court of Karnataka. Also, Language of communication, oral or written, must be only in English or Kannada.

14. ASSISTANCE TO CANDIDATES

In case of queries, candidates are advised to go through the counselling process document and instructions/notifications on the official website of COMEDK before seeking assistance through phone/email.

Toll Free Number 18001036182	Monday to Friday – 10:00 AM to 01:00 PM and 1:30 PM to 05:00 PM Saturdays – From 10:00 AM to 01:00 PM Not operational on Sundays and Public Holidays
Email: helpdesk@erafoundationindia.org	Mails will be answered within 3 working days.
Website:	www.comedk.org

COMEDK suggest all the candidates to visit the COMEDK website regularly for all updates.

NOTE:

- 1) COMEDK reserves the rights to make appropriate changes/modifications to the above counselling selection process and the same would be notified on its website.
- 2) All information provided regarding college facilities, are as per the information provided by the respective colleges, COMEDK is not responsible for the same.

15. WHERE TO FIND DETAILS OF COUNSELLING AFTER LOGGING IN USING APPLICANT LOGIN-IMAGES OF SCREEN

- i. Login Using Application Number and password

COMEDK UGET 2017 / UNI-GAUGE E 2017

ERA FOUNDATION

LOGIN

User Login

*User Id

*Password

Login Forgot Password

Version 12.03.00

- ii. Before making payment for counselling registration

COMEDK UGET 2017 / UNI-GAUGE E 2017

ERA FOUNDATION

Application Form Counselling Process

Personal Details

APPLICATION SEQ NO : 31

- iii. After completing successful payment-Option Entry Tab will be visible

COMEDK UGET 2017 / UNI-GAUGE E 2017

ERA FOUNDATION

Application Form Counselling Process Option Entry Form

Personal Details

APPLICATION SEQ NO : 31

iii. Selecting Options in Option Entry Form

Note: Kindly use Internet Explorer(version 10+), Mozilla Firefox (version 48-53) or Google Chrome(version 50-58) to fill in the Option Entry Form. Use Mouse to move between fields for entry of data instead of using Tab Key. Fields marked with * are mandatory.

1 Preference Details

Preference Selection

Application Number: 31 Candidate Name: Priyanka

*Do you want to choose preferences by College or Course? College Course

*Course: Aeronautical Engineering *College: ---Select---

Selected Preferences				
*Preference Number	College Code	College Name	Course Code	Course Name

iv. For Viewing saved preferences in “selected preference table”-Click on save

Selected Preferences						
*Preference Number	College Code	College Name	Course Code	Course Name	Round	Remove Preference
1	E003	A.C.S. COLLEGE OF ENGINEERING	AER	Aeronautical Engineering	Mock	Remove
2	E012	ATRIA INSTITUTE OF TECHNOLOGY	ME	Mechanical Engineering	Mock	Remove

v. Checking Your Mock Allotment

Counselling Process

Counselling Details

Mock results available now. You can modify your preferences in option entry form for 1st round if needed, till last date of option entry form.

Basic Details

Counselling Round : Mock
 Name : Priyanka
 TAT Number : 1002
 Application Number : 31
 Rank : 10002
 Preference Selected : Yes

Payment Details

Part of tuition fee paid at the time of option entry : Rs.5000/- (Part of Tuition Fee)

Mock Round Details

Allotted College : ATRIA INSTITUTE OF TECHNOLOGY(E012)
 Allotted Course : Mechanical Engineering(ME)
 Preference number allotted : 1
 Seat Category : GM
 College Tuition Fee : Rs.1,21,000/-

Note : Please note that this tuition fee is subjects to any further change append by statutory agency

Note : Please note that the mock results /allotments are indicative results and candidates can change, add, delete or reorder options course wise/ college wise until last date as per schedule, after which the real allotment of seats will be made and the candidate's choices will be frozen. Please note that your Final allotment results may change during the real allotment, irrespective of whether you have made changes after the mock allotment or not, as the seat allotment will be affected by changes made by other candidates. Please check the counselling process

vi. Checking Your First Round –Real Allotment and Deciding on Options.

Counselling Process

Part of tuition fee paid at the time of option entry : Rs.5000/- (Part of Tuition Fee)

Mock Round Details

Allotted College : ATRIA INSTITUTE OF TECHNOLOGY(E012)
 Allotted Course : Mechanical Engineering(ME)
 Preference number allotted : 1
 Seat Category : GM
 College Tuition Fee : Rs.1,21,000/-

Note : Please note that this tuition fee is subjects to any further change append by statutory agency

First Round Details

Allotted College : DAYANANDA SAGAR COLLEGE OF ENGINEERING (E040)
 Allotted Course : Aeronautical Engineering (AER)
 Preference number allotted : 2
 Seat Category : GM
 College Tuition Fee : Rs.1,70,000/-

Note : Please note that this tuition fee is subjects to any further change append by statutory agency

Select your option

Accept
 Accept & Upgrade
 Reject & Upgrade
 Reject & Withdraw

[Click here](#) to read the terms and conditions of counselling process.
 I have Read and Understood all the terms and conditions mentioned in the counselling process document and I agree to abide by the same.

Proceed

vii. Your Documents required for Verification Tab-For payment receipt and Verification entry Card

Print Form | Edit | Logout

 

Application Form | Objection | Counselling Process | Option Entry Form | Document required f...

Personal Details

APPLICATION SEQ NO : 31

- viii. Downloading Your Verification entry card and payment receipt-before attending Document verification session

Download Reports

Document required f...

Document required for Verification

Please Click [here](#) to download Verification Entry Card .

Please Click [here](#) to download Fee Receipt .

Note : Kindly produce all Mandatory original documents at the time of document verification process as mentioned in counselling process document along with the printout of **Document Verification Card**.

- ix. Option entry-re-ordering preferences/removing preferences during Round 2 Option Entry

Selected Preferences						
*Preference Number	College Code	College Name	Course Code	Course Name	Round	Remove Preference
1	E140	St. Joseph Engineering College, Mangalore	CSE	Computer Science & Engineering	2	Remove
2	E005	ALPHA COLLEGE OF ENGINEERING	ME	Mechanical Engineering	2	Remove
3	E118	SDM Institute of technology, Ugire	CSE	Computer Science & Engineering	2	Remove
4	E140	St. Joseph Engineering College, Mangalore	ECE	Electronics & Communication Engineering	2	Remove

- x. Checking Second Round Allotment results and Deciding on Options (sample screen for Reject and Upgrade candidates of Round 1)-Options availability depends on “Round 1” decisions taken by the candidate.

Seat Category : GM

Second Round Details

Allotted College : ALPHA COLLEGE OF ENGINEERING (E005)

Allotted Course : Electronics & Communication Engineering (ECE)

Preference number allotted : 2

Seat Category : GM

College Tuition Fee : Rs. 1,21,000/-

Note : Please note that this tuition fee is subject to any subsequent change made by statutory authorities.

Select your option

Accept

Reject & Withdraw

[Click here](#) to read the terms and conditions of counselling process.

I have Read and Understood all the terms and conditions mentioned in the counselling process document and I agree to abide by the same.

Proceed

Version 13.00.00

16. VERSION CONTROL

V1.0: (released on 12-06-2017) This is the first version, of the Counselling Process document

V1.1: (released on 12-06-2017) In this version,
Clause (#) added in Annual Tuition fee payment and fee policy section.

V1.2 :(released on 16-06-2017) In this version,
Clause (##) relating to SC/ST/OBC Certificate from Tahsildar/above has been modified from “applicable to SC/ST/OBC of Karnataka who have scored below lower eligibility norms as mentioned COMEDK UGET 2017 Brochure “ to “Applicable to SC/ST/OBC of Karnataka who have scored above 40 % and below 45 % in 12th std/equivalent examination as mentioned in COMEDK UGET 2017 Brochure.”

*in Round 1 –added in page 12

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