User Manual

First Year Under Graduate Technical Courses in Engineering and Technology (4 Years) & Master of Engineering and Technology (Integrated 5 Years) Admissions A.Y. 2023-24

Self-Verification/ARC , Seat Acceptance and Institute Reporting

Technical Helpline Number
(09:00 AM to 07:00 PM)
Call on
+91-9175108612, 18002103111
Candidate Login
Enter Application ID and Password

Registered Candidates Sign In

Application ID: D0230270
Password: 

Sign In

Candidate Login Instructions:
1. The Candidate who is already registered should enter Application ID and Password.
2. In case candidate forgets his/her Application ID / Password, he/she can retrieve it by using “I can’t access my account?”
3. Candidate is advised not to disclose or share their password with anybody. CAF Cell will not be responsible for violation or misuse of the password of a candidate.
4. Only registered users are allowed to proceed further.
5. Your IP address and other information will be captured for security reasons.
6. The SC, ST, V/DBC, OBC, EWS, EPI, JRF/NET, GATE/NET, PhD/PL, B+ and EWS Candidates who submitted receipt of Cast Certificate Validity Certificate, Non-Creamy Layer Certificate, SAP Certificate during registration, physical document verification and confirmation period should upload and verify original Certificate (all the above certificates are to be verified as per the rules of CBSE). All these candidates also have to upload the original certificate hard copy and send it to exam@cbse.nic.in via email.
7. All candidates having allotment status as “Incomplete” for their allotted seat will be intimated by the Examinations Office only through the email address of the candidate.

Allotment details

Current Allotment Details
Institute Allotted: D020 - Government College of Engineering, Karaing
Course Allotted: 20557278 - Electronics and Telecommunication Engineering
Preference No. Allotted: 6

<table>
<thead>
<tr>
<th>Step ID</th>
<th>Seat Acceptance Status</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Self Verification Status [Candidate should ensure the details related to Qualifying marks, category, gender, reservation status, reservation made by himself/herself in the application form are correct and the relevant documents uploaded to substantiate the same are authentic and correct.]</td>
<td>Incomplete</td>
</tr>
<tr>
<td>Step 2</td>
<td>Choose Seat Acceptance Option [Invoice/Enrollment (Not Invoice)]</td>
<td>Incomplete</td>
</tr>
<tr>
<td>Step 3</td>
<td>Pay Seat Acceptance Fee - Rs. 1010/-</td>
<td>Incomplete</td>
</tr>
<tr>
<td>Step 4</td>
<td>Confirm Seat Acceptance Letter</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>

Important Instructions to Candidates after Seat Allotment:
1. After the Seat Allotment, Candidate needs to Complete the Self Verification and Self Acceptance process through online mode from date 10/07/2023 to 21/07/2023 up to 5:00 PM and reporting to allotted Institute to confirm the allotment from date 10/07/2023 to 21/07/2023 up to 5:00 PM.
2. Candidate should ensure through login that all the claims made in the application form are correct and the relevant documents uploaded to substantiate the same are authentic and correct.
3. The SC, ST, V/DBC, OBC, EWS, EPI, JRF/NET, GATE/NET, PhD/PL, B+ and EWS Candidates who submitted receipt of Cast Certificate Validity Certificate, Non-Creamy Layer Certificate, SAP Certificate during registration, physical document verification and confirmation period should upload and verify original Certificate (all the above certificates are to be verified as per the rules of CBSE). All these candidates also have to upload the original certificate hard copy and send it to exam@cbse.nic.in via email.
4. At the time of reporting to the allotted institute, the candidate should produce all the original documents in support of the claims made in the application. In the event the candidate fails to produce the documents in support of the claims, Institute will recheck the “self verification” and “self acceptance” status and in case the information is found to be incorrect, the allotment will be canceled.
5. Candidate should produce the original copy of verification to institute.
6. Seat Acceptance fees of Rs.750/- (Rupees Seven Hundred and Fifty) shall be paid by the candidate online through candidate login while doing self seat acceptance. It is treated as non-refundable processing fees.

Click on Step 1 ➔ Incomplete button
Check your personal details and allotment details carefully, click on Proceed to Seat Acceptance button.
Check your information and select Correct option if information displayed on screen is correct.
Select Incorrect if information displayed on screen is wrong.
And enter correct details.

Grievance will be generated if you select any value as incorrect for further verification.
Seat Acceptance Status

AUTO Freeze

Congratulations!!! You have got the First Preference. So Your Offered Seat is Auto Freezeed.

As per the Allotted preference above option will be displayed.

Read all displayed information carefully and give your seat acceptance as per your choice.
AUTO FREEZE

If a candidate is allotted the seat as per his first preference, such allotment shall be auto frozen and the candidate shall accept the allotment so made. Such candidate shall not be eligible for participation in the subsequent CAP rounds. Such candidates shall then report to ARC for verification of documents and payment of seat acceptance fee as per the method prescribed by the Competent Authority. Thereafter such candidates shall report to the allotted institute and seek admission on the allotted seat. If such candidate does not report to ARC for confirmation of seat acceptance as per the method prescribed by the Competent Authority, their claim on the allotted seat shall stand forfeited automatically and the seat shall become available for fresh allotment. For such candidate, the allotment so made shall be the final allotment;

OTHER THAN THE FIRST PREFERENCE

Candidate who have been allotted seat other than the first preference given by the candidate and if the candidate is satisfied with such allotment and do not wish to participate in further CAP rounds, such candidate can freeze the offered seat through candidate’s login. Once the candidate freezes the allotted seat, such candidate shall then report to ARC for verification of documents and payment of seat acceptance fee as per the method prescribed by the Competent Authority. Thereafter such candidates shall report to the allotted institute and seek admission on the allotted seat. For such candidate, the allotment so made shall be the final allotment. If such candidate does not report to ARC for confirmation of seat acceptance as per the method prescribed by the Competent Authority, their claim on the allotted seat shall stand forfeited automatically and the seat shall become available for fresh allotment. Such candidate shall then be not eligible for participation in the subsequent CAP rounds;

OTHER THAN THE FIRST PREFERENCE - FREEZE

Candidate who have been allotted seat other than first preference and accepted the seat by reporting to ARC for confirmation of seat acceptance as per the method prescribed by the Competent Authority shall be eligible for participation in the subsequent rounds for betterment;

OTHER THAN THE FIRST PREFERENCE – Not Done SEAT ACCEPTANCE

Candidate who have been allotted seat other than first preference and not accepted the seat by not reporting to ARC for confirmation of seat acceptance shall be eligible for participation in the subsequent rounds;
Enter your login password and Verify OTP to Pay the Seat Acceptance Fee.

1. The Seat Acceptance Fee is Rs. 1,000/- for All Candidates.
2. The candidate can pay the seat acceptance fee by Online Mode.
3. The Candidate has to pay the Seat Acceptance Fees Rs 1000 rupees(Non-Refundable) during First Seat Acceptance only.
4. Fail to complete online seat Acceptance during the given time period will be considered as - 'the Candidate has Rejected the Offered Seat'.
5. You will not be able to change your Seat acceptance status after Payment.
After Payment Candidate needs to Print the Seat Acceptance Letter And Visit to Allotted Institute for Admission.