

Uttar Pradesh Technical Admission Counselling (UPTAC) Counselling Procedure (2025-26)

**For Admission to
1st Year of**

B. Tech/ M. Tech (Integrated)/B. Arch/ BBA/ BMS/ BCA/
B. Des/ B. Pharm/ Pharm D /BHMCT/ BFAD/ BFA/ MBA
(Integrated)/ MCA (Integrated)/MCA/MBA

&

2nd Year of

B. Tech/ B. Pharm/ MCA/ MBA

Website

<https://uptac.admissions.nic.in>

Help Desk

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Contact Address:

Registrar

Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh

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This Counselling is being conducted for admission to all the Technical Institutions/Colleges affiliated to the AKTU, Lucknow. Admissions in some of the courses to the other Universities of U.P. may also be done through this counselling.

Counselling Procedure of Uttar Pradesh Technical Admission Counselling UPTAC 2025

Candidates eligible for counselling as per the UPTAC Information Brochure -2025, can appear in Counselling. The Counselling Procedure will consist of mainly the following Steps:

1. Online Registration for Counselling & Uploading of Documents for Counselling. (This process will be done only in First Round and Special Rounds of the counselling).
2. Online Payment of Counselling Registration Fee Rs 1000/-.
3. Online verification of uploaded documents of candidates completed Step 1 and 2 above by the Central Document Verification Team. This activity will be done only in First Round and Special Rounds of the counselling for registered candidates.
4. Confirmation of verification through SMS/e-mail.
5. Filling of choices by the verified and fresh Candidates.
6. Declaration of seat allotment results.
7. Seat Acceptance (Freeze /Float R1, Freeze/Float R2 & R3, Auto Freeze R4) via Payment of Acceptance Fee.
8. Reporting at allotted Institute on the given date (after R4 for all candidates).
9. Seat withdrawal is permitted in Round 2, 3, and 4.
10. Download of Provisional Allotment Letter (as the seat is confirmed now, it should be called Provisional Admission Letter).
11. Internal Sliding (willingness and sliding in R5).
12. Registration for Special Rounds for vacant seats.
13. Allotment of Seats for Special Rounds.
14. Physical Reporting for Special Rounds.

The Counselling is proposed in four main rounds (R1, R2, R3, R4), one internal sliding round (R5), and special rounds (R6 onwards, as per the availability of vacant seats). The details of each Round of Counselling shall be as follows:

Regular Rounds of Counselling

Round 1

Eligible candidates willing to participate in the counselling will have to register online on <https://uptac.admissions.nic.in> by paying a Fee of Rs 1000 (non-refundable). Upon registration, the Candidate will have to upload necessary documents which will be verified online by the Central Document Verification Team. On the completion of verification of the documents, a SMS/e-mail will be sent to the candidate, upon receipt of such SMS/e-mail the candidate can fill Choices of Institutions & Branches as per his/her eligibility. Candidates are advised to fill choices of institutes/branches in which they prefer to join.

Once the Choice filling activity is over as per specified schedule updated separately on the website <https://uptac.admissions.nic.in>, an Automated Seat Allotment Process will be executed based on merit and seat will be allotted to the candidate as per the Choices/Preferences Submitted by the Candidate. Subsequently, the same Seat allotment result will be published online (candidates can view their allotment using their login credentials). Once the Seat is allocated to the candidate, candidate has to pay a Seat Acceptance Fee of Rs.

20000 (General and OBC)/Rs. 12000 (SC & ST). After payment of Acceptance fee, the candidate will have an option to Freeze or Float the Allotted Seat, Seat Acceptance information will be generated. This will also display Willingness for the next round.

Round wise allotment details and willingness details will be shown to candidates in their login area.

In case of Freezing the allotted seat, the candidate will not be considered for seat upgradation in further rounds of counselling but the category of same allotted seat may upgrade/change in further rounds of seat allotment.

The student who does not accept the Seat i.e. does not pay seat acceptance fee will be treated as exit from Counselling and will not be allowed to participate in any subsequent round of counselling. Notably, for accepting the allotted seat, candidates (both Freeze or Float) have to submit the seat acceptance fee else their allotted seat will be cancelled and candidate will not be allowed to participate in the next/further rounds.

Round 2

- **Who is not eligible?**

- Candidates who have been allotted a seat (Freeze/Float), but did not pay acceptance fee in the 1st round.
- Candidates found ineligible after the online document verification.

- **Who is eligible?**

There are Four Groups of eligible candidates:

- **Group-I (Fresh candidates):** Those who have registered and also paid registration fee but have not submitted any choices in the earlier round.
- **Group-II (Freeze candidates):** These candidates would not be allowed to submit fresh choices or modify choices. Their earlier allotted seat would be retained; however, their allotted category may be upgraded as per rules.
- **Group-III (Float candidates):** These candidates would be allowed to modify choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation. In case no alteration is done the Choices of Round 1 will be treated as final for Round 2.
- **Group-IV (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. These candidates will be allowed to modify their choices if they have submitted choices earlier and no seat was allotted. In case no alteration is done the Choices of Round 1 will be treated as final for Round 2.

Seat Allotment for Round-2

The choices that will be submitted by the above group of eligible candidates will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 2nd Round

- Allotment of seats to all registered candidates without any seat conversion.
- Conversion of sub-category seats into respective parent-category seats i.e.

OP(GL)/OP(FF)/OP(PH)/OP(AF) →	OP
SC(GL)/SC(FF)/SC(PH)/SC(AF) →	SC
ST(GL)/ST(FF)/ST(PH)/ST(AF) →	ST
BC(GL)/BC(FF)/BC(PH)/BC(AF) →	BC
EWS(GL)/EWS(FF)/EWS(PH)/EWS(AF) →	EWS

And then re-allotment

- After doing the all types of conversions (as above said), if there are any vacant seats available in sub-categories then conversion rule will be followed again and this process will be followed until the seats in sub-categories become '0'.
- There is no conversion of SC, ST, BC and EWS seats in this round.

After the seat allotment of Round 2

- A candidate with freeze seat of the 1st round may be upgraded on the same seat for Category Upgradation.
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate.
- A candidate with no allotted seat in 1st round might get a seat in this round.

Once Seat is allotted to the fresh candidates (**Group-I & Group-IV**) candidate has to pay a Seat Acceptance Fee of Rs 20000 (General and OBC)/Rs 12000 (SC & ST). After payment of Acceptance fee, they will have an option to Freeze or Float the Allotted Seat, Seat Confirmation information will be generated. This will also display Willingness for the next round.

Once Seat is allotted to the Already Float candidates (**Group-III**) they will have an option to Freeze/Float the Allotted Seat.

Candidates who have successfully paid the seat acceptance fee will be provided an option to withdraw from the counselling process. Upon choosing to withdraw, candidates will be required to provide their banking information for refund processing. Seat acceptance fees will be refunded after deduction of Rs. 1,000/- from the seat acceptance fee. Once the withdrawal process is completed, a Seat Acceptance/Withdrawal confirmation will be generated. **Please note that candidates who withdraw will not be permitted to participate in any subsequent rounds of main counselling.**

The Candidate (Group III) who does not provide any option of Freeze/Float will automatically be considered as Float for Round III.

Round 3

- **Who is not eligible?**

- Those candidates who did not pay acceptance fee in the 1st or 2nd round.
- Those candidates who have withdrawn in earlier round.

- **Who is eligible?**

There are Four Groups of eligible candidates:

- **Group-I (Fresh candidates):** Those who have registered and also paid registration fee but not submitted any choices in the earlier round.
- **Group-II (Freeze candidates):** These candidates would not be allowed to modify choices. Their earlier allotted seat would be retained; however, their allotted category may be upgraded as per rules.
- **Group-III (Float candidates):** These candidates would be allowed to modify choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation. In case no alteration is done the Choices of earlier Round will be treated as final for Round 3.
- **Group-IV (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. These candidates will be allowed to modify choices if they have submitted choices earlier and no seat is allotted.

In case no alteration is done the Choices of earlier Round will be treated as final for Round -3.

Seat Allotment for Round-3

The choices that will be submitted by the above group of candidates will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 3rd Round

- Allotment of seats to all registered candidates without any seat conversion of vertical reservation.
- Conversion of ST seats into SC and then re-allotment.
- After doing all types of conversions (as above said), if there are any vacant seats available in ST then conversion rule will be followed again and this process will be followed until the seats in ST become '0'.
- Then conversion of SC and BC seats into Open category seats i.e.
 $SC \rightarrow OP$
 $BC \rightarrow OP$
 $EWS \rightarrow P$
 and then re-allotment
- After doing all types of conversions (as above said), If there are any vacant seats available in ST, SC, BC, EWS then conversion rule will be followed again and this process will be followed until the seats in SC, BC & EWS become '0'.
- Finally, all vacant seats will be available only in the Open category.
- There is no conversion of TFW seats in this round.

After the seat allotment of round-3

- A candidate with freeze seat of the 1st round or 2nd round may be upgraded on the same seat for Category Upgradation
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate
- A candidate with no allotted seat in earlier rounds might get a seat in this round

Once Seat is allotted to the fresh candidates (**Group-I & Group-IV**) candidate has to pay a Seat Acceptance Fee of Rs 20000 (General and OBC)/Rs 12000 (SC & ST). After payment of Acceptance fee, they will have an option to Freeze or Float the Allotted Seat, Seat Confirmation information will be generated. This will also display Willingness for the next round.

Once Seat is allotted to the Already Float candidate (**Group-III**), the candidate will have an option to Freeze/Float the Allotted Seat.

Candidates who have successfully paid the seat acceptance fee will be provided an option to withdraw from the counselling process. Upon choosing to withdraw, candidates will be required to provide their banking information for refund processing. Seat acceptance fees will be refunded after deduction of Rs. 1,000/- from the seat acceptance fee. Once the withdrawal process is completed, a Seat Acceptance/Withdrawal confirmation will be generated. **Please note that candidates who withdraw will not be permitted to participate in any subsequent rounds of main counselling.**

The Candidate (Group III) who does not provide any option of Freeze/Float will automatically be considered as Float for Round IV.

Round 4

- **Who is not eligible?**

- Those candidates who did not pay confirmation fee in the 1st or 2nd or 3rd round.
- Those candidates who have withdrawn in earlier rounds.

- **Who is eligible?**

There are two Groups of eligible candidates:

- **Group-I (Float candidates):** These candidates would not be allowed to modify/submit choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation.

- **Group-II (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. Those candidates who did not get any seat in the earlier round will be considered for seat allotment in their existing choices.

Seat Allotment for Round-4

The choices available will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 4th Round

- All vacant seats from Round 3 will be available only in the Open category.

After the seat allotment of round-4

- A candidate with freeze seat of the 1st or 2nd or 3rd round may be upgraded on the same seat for Category Upgradation.
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate.
- A candidate with no allotted seat in earlier rounds might get a seat in this round
- Once Seat is allotted to the fresh candidates (**Group-II**) the candidate's seat will auto Freeze, candidate will have to pay a Confirmation Fee of Rs 20000 (General and OBC) /Rs 12000(SC & ST). Seat Confirmation information will be generated after confirmation of seat.
- Once Seat is allotted to the Already Float Candidates (**Group-I**), the New Allotted Branch will be auto frozen, Seat Confirmation information will be generated.

The Seat Acceptance & Confirmation Fee of Rs 20000/- (General/OBC-NCL) Rs 12000 (SC/ST) will be transferred/adjusted to/with the allotted Institute.

A candidate who has successfully paid the seat acceptance fee will be provided an option to withdraw from the counselling process, if the candidate has not physically reported in the allotted institute. Upon choosing to withdraw, candidates will be required to provide their banking information for refund processing. Seat acceptance fees will be refunded after deduction of Rs. 1,000/- from the seat acceptance fee. Once the withdrawal process is completed, a Seat Acceptance/Withdrawal confirmation will be generated.

Physical Reporting

All Candidates who have been allotted seats and have paid Seat Confirmation Fee will be mandatorily required to Physically Report at the Allotted Institution on the specified date as mentioned in the Counselling schedule with their complete documents in original and fees of the institute. Notably the fees of the allotted institute and its mode of payment will be confirmed/ provided by the respective institute.

After physical reporting in the institute the candidate will be provided with an option to opt for *internal-sliding* (within the institute, based on choices filled earlier).

Internal Sliding

Round 5 (Internal Sliding)

All Candidates who have opted for Internal Sliding will be processed for Internal Sliding within the allotted institution and allotments will be made, in case a candidate is offered an upgraded seat he/she cannot withdraw the same. Candidates are required to carefully opt for Internal Sliding.

Special Round Counselling

Round 6

- **Who is not eligible?**

- All Candidates with a Freeze Seat after Round 5, i.e. - all candidates who have been allotted a seat and paid seat confirmation fees but not withdrawn in Round 2, 3, and 4.

- **Who is eligible?**

- All Candidates except Candidates who are mentioned as not eligible.

Registration for Special Round

Eligible candidates for special round can register for this round with an Application Fee of Rs 1000/-, Candidates will be required to Upload Documents which will be verified centrally, upon verification an SMS/e-mail will be sent to the candidates after which the candidate can Fill the Choices for this Special Round. The candidate will be required to deposit a Special Round Participation Fee of Rs 20000/- to participate in this round. This fee will be refunded only to those candidates who are not allotted any seat. Any Candidate who is offered a seat in this round cannot claim a refund under any circumstances.

Seat Allotment

All Seats remained/reported vacant after Physical Reporting will be available only in Open Category and allotment will be made to candidates.

Mandatory Physical Reporting at the Allotted Institutions

Additional Special Rounds can be organized if required.

There will be no DOMICILE Requirement for OPEN Category Seats in special rounds.