NIMCET-2022
NIT MCA COMMON ENTRANCE TEST 2022

INFORMATION BROCHURE

For Centralized Counselling

Starting from 07 July, 2022

Participating NITs

NIT Jamshedpur

MNNIT Allahabad

MANIT Bhopal

NIT Tiruchirappalli

NIT Agartala
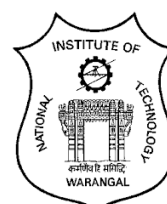
NIT Kurukshetra

NIT Raipur

NITK Surathkal

NIT Warangal

Coordinating Institute

National Institute of Technology Jamshedpur

P.O: NIT Jamshedpur, Jharkhand, India, PIN: 831014

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www.nimcet.in   www.nimcet.admissions.nic.in

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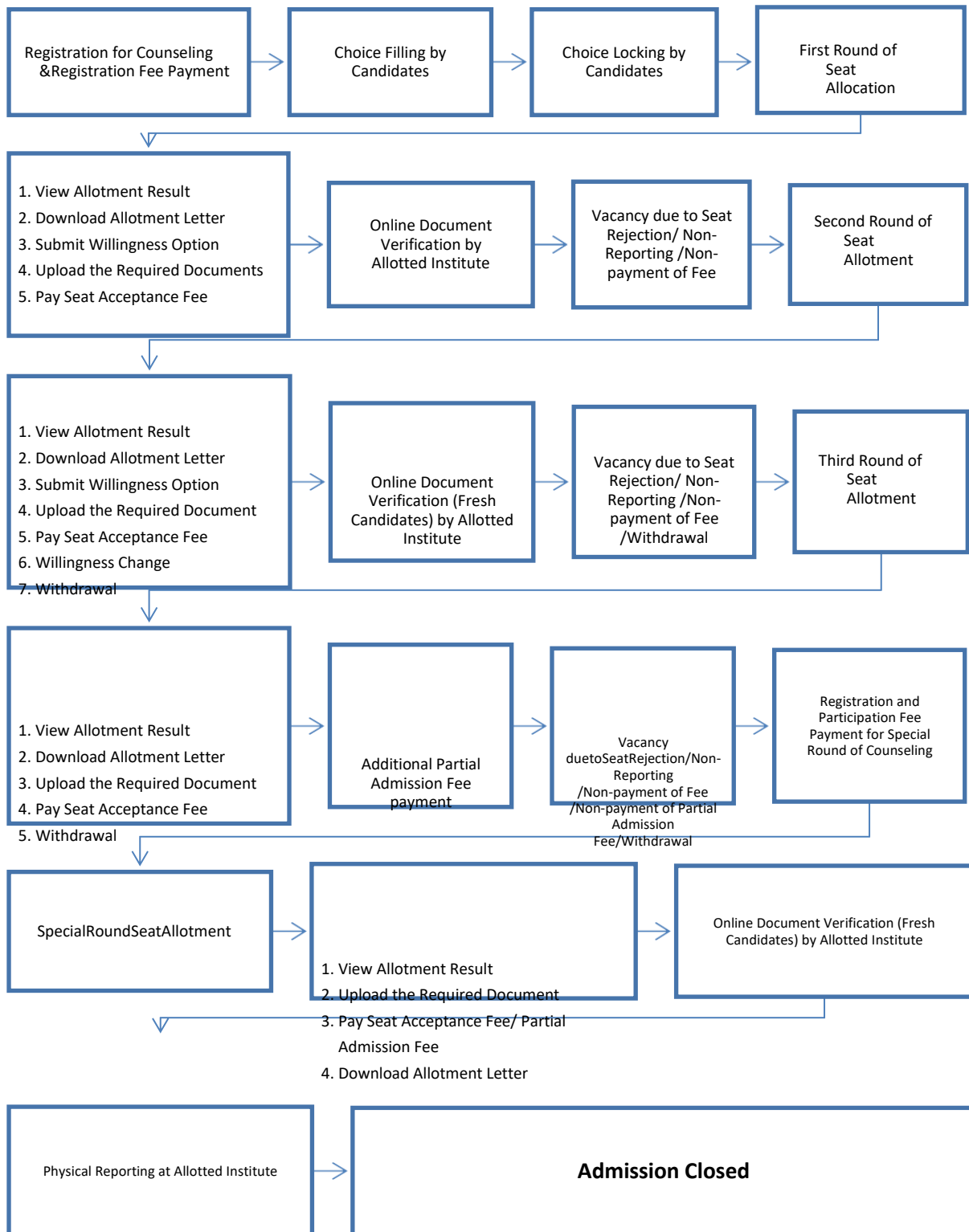
Participating Institutions:

1. National Institute of Technology, Jamshedpur
2. Motilal Nehru National Institute of Technology, Allahabad
3. Maulana Azad National Institute of Technology, Bhopal
4. National Institute of Technology, Tiruchirapalli (Trichy)
5. National Institute of Technology, Agartala
6. National Institute of Technology, Kurukshetra
7. National Institute of Technology, Raipur
8. National Institute of Technology, Karnataka, Surathkal
9. National Institute of Technology, Warangal

NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR — 1	MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD — 2
MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY BHOPAL — 3	NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPALLI (TRICHY) — 4
NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA — 5	NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA — 6
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR — 7	NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA SURATHKAL — 8
NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL — 9	

Online Counselling Process for NIMCET-2022

Process Overview

The following online support services are required to be accomplished in different Phases:

Registration for Counseling &Registration Fee Payment	→	Choice Filling by Candidates	→	Choice Locking by Candidates	→	First Round of Seat Allocation

1. View Allotment Result 2. Download Allotment Letter 3. Submit Willingness Option 4. Upload the Required Documents 5. Pay Seat Acceptance Fee	→	Online Document Verification by Allotted Institute	→	Vacancy due to Seat Rejection/ Non-Reporting /Non-payment of Fee	→	Second Round of Seat Allotment

1. View Allotment Result 2. Download Allotment Letter 3. Submit Willingness Option 4. Upload the Required Document 5. Pay Seat Acceptance Fee 6. Willingness Change 7. Withdrawal	→	Online Document Verification (Fresh Candidates) by Allotted Institute	→	Vacancy due to Seat Rejection/ Non-Reporting /Non-payment of Fee /Withdrawal	→	Third Round of Seat Allotment

1. View Allotment Result 2. Download Allotment Letter 3. Upload the Required Document 4. Pay Seat Acceptance Fee 5. Withdrawal	→	Additional Partial Admission Fee payment	→	Vacancy duetoSeatRejection/Non-Reporting /Non-payment of Fee /Non-payment of Partial Admission Fee/Withdrawal	→	Registration and Participation Fee Payment for Special Round of Counseling

SpecialRoundSeatAllotment	→	1. View Allotment Result 2. Upload the Required Document 3. Pay Seat Acceptance Fee/ Partial Admission Fee 4. Download Allotment Letter	→	Online Document Verification (Fresh Candidates) by Allotted Institute

Physical Reporting at Allotted Institute	→	**Admission Closed**

1 Online Registration Process

All candidates eligible for counselling must register afresh for counselling and admission process.

In this stage, all the NIMCET Qualified candidates as per eligibility criteria are required to register online from any place convenient to them. The candidate can register for counselling only once.

After submission of new candidate registration form, candidate will login to complete the remaining activities. Candidates' profile information (available in NIMCET exam Data) like DOB, Gender, Mother Name etc. information will be shown in read-only mode. To complete the registration process, candidate will provide information like contact detail, Qualification detail and upload scanned copy of all essential documents as per the predefined size and format. (**Please refer to user guide for online registration**)

Please Read the Whole Document Carefully Before Registering for Counselling:

1.1 Candidates Registration for counselling

Use www.nimcet.admissions.nic.in for counselling.

The candidate is required to enter NIMCET Application Number, Name, Father's Name and DOB and will be authenticated with the Data provided by the candidate at the time of application. After successful authentication,candidate needs to choose a password to complete the remaining steps for registration. After successful registration, candidate will use the NIMCET Application Number and chosen password for subsequent logins.

1.2 Sign-in

Candidate will use the NIMCET Application Number and chosen password during registration for subsequent logins. After successful login, candidate will be redirected to the home page to perform the remaining activities like registration, upload images and documents and choice filling etc.

1.3 Email and Mobile Number Verification

A separate link/button will be available on candidate's home page for verification of his/her email address and mobile no. Candidate can verify his/her email address by sending the OTP.

1.4 Registration Process Rules

- Registration is allowed only once in Round 1 for first three rounds of Counselling. Registration is mandatory for counselling and admission. A non-registered candidate will NOT be allotted any seat at any round under any circumstances.

1.5 Authentication for Registration

Following four parameters will be validated with the NIMCET rank data. Therefor candidate should remain careful about entering the same data as mentioned in the NIMCET-2022 exam application.

NIMCET 2022 Application Number
Candidate Name
Father's Name
Date of Birth

Only after successful authentication, candidate will be allowed to complete the registration process.

1.6 Updating of personal data during Registration Process

During Registration Process, candidate's few personal information will be shown in read only mode as mentioned in NIMCET Rank database and cannot be edited. And following information can be edited as per the following rules.

Parameter	Value as per NIMCET Data	Options for Change
Category	GEN	- GEN - GEN-EWS - OBC-NCL
	GEN-EWS	- GEN - GEN-EWS
	OBC-NCL	- GEN - OBC-NCL
	SC	SC
	ST	ST
PwD	No	- No - Yes
	Yes	- No - Yes

Candidates are required to furnish the additional information like qualification details,contact details in multiple steps.

All appearing candidates must upload undertaking (information brochure, Annexure 5) in place of proof of passing the qualifying degree.

1.7   Document Upload

Candidates are required to upload following documents for the online document verification.

SN	Document	Remarks
1	Class X Certificate/ Birth Certificate	Mandatory for every candidate
2	i) Graduation Mark sheet for Pass out students.	Mandatory for every candidate
	ii) Annexure V for appearing students.	Mandatory for every candidate
3	NIMCET Score/Rank Card	Mandatory for every candidate
4	Respective Category Certificate	Mandatory for SC/ST/OBC-NCL/GEN-EWS candidates
5	PwD certificate	Mandatory for PwD candidates

1.8   Photograph Upload

Candidates are required to upload the photograph during Registration Process.

1.9   Online Registration Fee Payment Rules

After the registration, candidate needs to pay the Registration Fee. Only after payment of registration fee, candidate will be allowed to fill the choices.

- **Registration Fee**: The candidate must pay a non-refundable registration fee of ₹1,000/-. Candidates who'llpay the registration fee, will be allowed to fill the choices.

1.9.1   Payment modes

Billdesk will provide EPG Services. Following modes of payment will be available-

- Debit Card
- Credit Card
- Net Banking

1.10 Choice Filling

After the registration and registration fee payment, candidates may submit their choices of Institutes in order of their preference. Only valid choices will be shown to the candidates and can fill in as many choices in the order of preference as they wish from the list of available choices. Various interfaces will be available to candidates to re-arrange/ delete earlier filled choices. Choices submitted in the 1st round of counselling will be processed till 3rd round. No fresh choices submission will be permitted in 2nd and 3rd round.

1.10.1 Choice Locking and Printing of Locked Choices

Locking of choice will be enabled as per schedule. Candidates MUST lock their choices only after they have finalized them but, in any case, before last date & time. **If candidate fail to explicitly lock his/her choices by last date & time, last saved choices will be automatically locked by system after the deadline.** After locking of the choices, candidates will not be allowed to modify their submitted choices. They may take the printout of the locked choices.

1.10.2 Choice Filling Rules

- All candidates who have successfully registered and fee paid are required to submit their choices of Institute in order of their preference.
- System will show only the valid choices based on the application form details submitted by the candidate.
- Candidates can fill in as many numbers of choices in the order of preference as they wish to from the list of available choices.
- Candidates are permitted, if they so desire, to change or re-order their choices, delete earlier choices and add new choices any number of times until they lock their final choices.

1.10.3 Choice Locking Rules

- **'Lock Choice'** button will be enabled as per counselling schedule.
- Candidates MUST lock their choices only after they have finalized them. This includes, re-entering the password, confirming the locking etc. Candidate should follow all the steps carefully to complete the locking procedure.
- After the choices are locked, candidates will not be able to change their choices. A printable version of the choices along with the terms and conditions agreed by the candidate at the time of registration is displayed once the choices are locked.
- If a candidate fails/forgets to lock his/her choices within the pre-announced deadline, his/her last saved choices will be considered final and will be locked by the system after deadline of locking schedule.

1.11 Seat Allotment

Seat will be allotted in the order of merit. Input and output data like eligible candidates, choices, seat matrix and seat allotment result will be shared with Organizing Institute for verification and approval. The result will be published on the portal.

In each round, seat allotment result will be published on the website. Candidate can login with user Id

and Password and see the result. If seat is allotted then seat allotment result will be displayed which includes candidate's basic details, allotment details and important instructions. After viewing the result, candidates are required to perform following activities.

- Uploading of required documents for verification. It is mandatory for fresh allotted candidates.
- Online Payment of Seat Acceptance Fee of Rs 10000/-. It is mandatory for fresh allotted candidates.
- If PI user raises the query during document verification in case of any doubt, candidate will respond the query with re-uploading for desired document. Responding the query within stipulated time is mandatory.
- Online Willingness submission. It is mandatory for fresh allotted candidates.

Candidate can perform following activities after completion of document verification by the allotted institute –

- Download the Online Document Verification Certificate.
- Online change willingness (if allotted seat is not cancelled): Change their willingness. Changing the willingness is optional.
- Online withdrawal (if allotted seat is not cancelled): withdrawal is optional.

1.12   Online Document Verification

Online document verification will be conducted by allotted institute. The document verification will be done by the PI user of the respective allotted institute only in the online mode. In case of a doubt regarding the documents, the PI user of the allotted Institute will raise a query to the candidate, against which, the candidate can respond through her/his login. This interaction between the PI user and the candidate can occur multiple times till the issue is not resolved. The candidate will be compulsorily required to submit his/her clarifications/documents in response to the queries raised bythe PI user of the Allotted Institute in the stipulated time period, failing which he/she will be treated as Not Reported, and hence her/his seat will be cancelled and will not be considered for seat allotment in subsequent rounds.

1.12.1 Document Verification Rules

- Online document verification will be carried out as per predefined schedule.
- Document will be verified by the allotted institute
- When candidate pays the Seat Acceptance Fee, PI Admin will assign this candidate to Document Verifying Official of own institute.
- All the designated PI users will verify the uploaded documents of all the candidates who have uploaded the documents and paid the seat acceptance.
- They can raise queries in the uploaded documents. A SMS and Email will be sent to the candidate's registered mobile no and email id to inform. After that candidate will login and remove the discrepancies in the document(s) by uploading respective new documents.
- If candidate does not respond to the query within specified time-schedule, the verifying official may update the data accordingly.

1.13 Updating Rule during document Verification

- PI User can update the candidate details as per the rules given below.

Parameter	Value as per NIMCET Data	Options for Change
Category	GEN	• GEN
	GEN-EWS	• GEN • GEN-EWS
	OBC-NCL	• GEN • OBC-NCL
	SC	• GEN • SC
	ST	• GEN • ST
PwD	No	• No
	Yes	• No • Yes
Qualification Details	• Can change as per the uploaded mark sheet.	
Minimum Qualification (Does the candidate satisfies the minimum eligibility criteria)	• NO • Yes *By opting "No", candidate will become ineligible for complete counselling.*	

Input provided by PI user during document verification as per candidate's document available, candidate data will be updated as above business rules. After document verification, those candidates, who will not full fill the eligibility criteria, will be considered ineligible for subsequent round of counselling.

Based on Input provided by PI user during document verification, if allotted seat is Confirmed then "**Provisional Admission Letter**" will be generated and if seat got cancelled then "**Seat Cancellation Letter**" will be generated in the Candidate's login.

Same process will be allowed in all rounds of document verification. Only fresh allotted candidates will be allowed for document verification.

1.14 Online Seat Withdrawal

A candidate, whose documents has been verified and want to cancel his/her allotted seat and seek the refund of fee, will have to login in the system and get the withdrawal during the specified period.

1.15 Online Willingness Change

A candidate, whose documents have been verified by the allotted institute and their seat has been confirmed, can change their willingness option as per the business rules during the specified period by login into the system.

1.15.1 Willingness Rules

Candidate will choose one of the following options-

- **Float**: Allotted and preferences better than allotted preference will be processed in next round.
- **Freeze**: Only allotted preference will be considered. Candidate's allotted category may be

upgraded but preference will be same.

1.15.2 Willingness change rule

- "Floating" to "Freezing" is allowed but vice-versa not allowed.

1.16 Online Seat Acceptance Fee Payment Rules

- **Seat Acceptance Fee**: The candidate must pay a seat acceptance fee of ₹10,000/- (Rupees ten thousand only), failing which he/she will not be considered for seat allotment in any further round except special round.

1.17 Vacancy due to Non-Reporting/Non-Payment of Seat Acceptance Fee/Withdrawn

Vacancies will be generated due to those candidates whom Fee payment was required, but theydidn't complete required activity.

1.18 2nd Round of Seat Allotment

All the eligible candidates will be considered for 2nd round of Seat Allotment in the order of merit. Input and output data like eligible candidates, choices, seat matrix and seat allotment result will be shared with Organizing Institute for verification and approval. After the approval, result can be published on the portal.

1.19 3rd Round of Seat Allotment

All the eligible candidates will be considered for 3rd round of Seat Allotment in the order of merit. After the approval, result will be published on the portal.

1.20 Additional Partial Admission Fee Payment

All provisionally admitted candidates (First to Third round) will pay additional Partial admission fees for admission confirmation, non-payment of required Partial admission fees shall lead to the cancellation of the seat. This fee needs to be paid at the end of 3rd round.

Category	Partial Admission Fee
GEN, GEN-EWS, OBC-NCL	₹ 30,000/-
SC, ST, PwD	₹ 20,000/-

No need to report to the allotted institute after the payment of partial fee payment.

1.20.1 Payment modes

Billdesk will provide EPG Services. Following modes will be available-

- Debit Card
- Credit Card
- Net Banking

1.21 Special Round of Counselling

After 3rd Round, a Special Round will be held. Candidate will participate for registration and complete all the formalities.

1.22 Seat Matrix Structure

Seat Matrix structure will be uniform in among all participating institutes.

NAME OF THE INSTITUTE	OP	OBC	SC	ST	EWS	PWD -OP	PWD-OBC	PWD-SC	PWD -ST	PWD -EWS	TOTAL
All India Quota											
NIT Agartala	12	08	04	03	02	01	00	00	00	00	30
MNNIT Allahabad	45	29	16	08	11	02	02	01	01	01	116
MANIT Bhopal	44	30	16	08	11	02	01	01	01	01	115
NIT Jamshedpur	44	30	16	08	11	02	01	01	01	01	115
NIT Kurukshetra	25	16	09	05	06	01	01	01	00	00	64
NIT Kurukshetra (Self-Financing)	12	08	05	02	03	01	01	00	00	00	32
NIT Raipur	43	27	15	08	11	02	01	01	01	01	110
NITK Surathkal	22	15	09	04	06	01	01	00	00	00	58
NIT Tiruchirappalli	45	29	16	08	11	02	02	01	01	00	115
NIT Warangal*	22	15	08	04	06	01	01	01	00	00	58
TOTAL	314	207	114	58	78	15	11	7	5	4	813

The duration of MCA program is **three** years.

* NIT Warangal offers a three-year duration MCA program but with an option for the students to exit at the end of successful two years and the title of such exit would be Post -Graduate Advanced Diploma in Computer Applications.

LIST OF ABBREVIATIONS USED IN THE ABOVE TABLE: -

ABBREVIATION	STANDS FOR	ABBREVIATION	STANDS FOR
OP	Open / General	OBC-PwD	Other Backward Classes – Persons with Disability
OP-PwD	Open – Persons with Disability/ Differently Abled	SC	Scheduled Caste
OP-EWS	Open- Economically Weaker Section	SC-PwD	Scheduled Caste- Persons with Disability/Differently Abled
EWS-PwD	Economically Weaker Section– Persons with Disability	ST	Scheduled Tribe
OBC	Other Backward Classes (non-creamy layer)	ST -PwD	Scheduled Tribe- Persons with Disability/Differently Abled

1.23 Seat Allotment

1.23.1 Seat Allotment Sequence

Sequence of allocation is as follows:

Category	PwD Status	Sequence of Allotment (seat types)
General	No	Open
General	Yes	Open→Open-PwD
Category (SC/ ST/ OBC-NCL/ GEN-EWS)	No	Open→Category
Category (SC/ ST/ OBC /GEN-EWS)	Yes	Open→Open-PwD→Category→Category-PwD

1.23.2 Seat Allotment – General Rules

Only valid choices will be processed.

The choices finally submitted and locked by the candidates or system locked, will be processed in order of Rank and candidate's preferences as per approved Seat Allotment Algorithm and seats are allotted in the order of merit as per AIR and on the basis of applicable reservation criteria.

Candidates who are allotted seats will have to pay the seat acceptance fee online, failing which their

allotted seat shall stand cancelled and candidate will not be considered in further rounds of seat allotment except Special round.

Seat allotment will be done in each Round. In the first round, all the seats will be allotted to the candidates. In the subsequent rounds, seats will be allotted against the available vacancies in the respective rounds.

Candidates who opted withdraw option, will not be considered in seat allotment for further rounds.

After the allotment, results will be available on the public portal in the following terms.

- Candidate wise result: Candidates can view their result by logging into the system
- Institute wise Allotment
- Opening and Closing Rank

1.23.3 1st Round of Seat Allotment rules

Eligible Candidates: Candidates, who will fill their choices and have at least one valid choice,will be eligible for the allocation.

Allotment Result: After Allotment of 1st Round, result will be available on the portal. Opening and closing rank will also be published on the public portal.

1.23.4 2nd and 3rd Round of Seat Allotment rules

No fresh registrations would be allowed in the 2nd and 3rd round of counselling. Only those candidates, who had registered in the 1st round, will be eligible in these rounds of counselling.

1.23.4.1 Eligibility for 2nd and 3rd round of Seat Allotment

There are four Groups of eligible candidates:

- **Group–I (Fresh candidates):** Registered candidates who are not allotted any seat in the previous round of seat allotment.
- **Group–II (Seat Cancelled Candidates):** Those candidates whose allotted seat got cancelled during document verification due to any reason.
- **Group–III (Seat Confirmed and Freeze Candidates):** Those candidates, who have submitted the willingness as Freeze and whose allotted seat got confirm during document verification. Their earlier allotted seat will be retained; however, their allotted category may be upgraded as per business rules.
- **Group–IV (Seat Confirmed and Float Candidates):** Those candidates, who have submitted the willingness as Float and whose allotted seat got confirm during document verification.

1.23.4.2 Non-Eligibility for 2nd and 3rd round of Seat Allotment

- Those who have not paid the Seat Acceptance Fee after seat allotment in any of the previous round.
- Those candidates whose allotted seat cancelled due to non-fulfilment of documents & other criteria of admission and become permanently ineligible for the entire rounds of counselling.
- Those candidates who have withdrawn from counselling.

1.23.5 Business Rules for Seat Allotment

- The choices that will be submitted by 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.
- **For Group-III Candidates:** Their earlier allotted seat will be retained; however, their allotted category may be upgraded as per business rules.
- **For Group-IV Candidates:** In this round, a new seat may be allotted out of the choice

preferences given above the previously allotted seat. In case, no new seat is allotted then their earlier allotted seat would be retained; however, their allotted category may be upgraded as per business rules.

1.23.6 Document Verification Rules

- Online document verification will be carried out as per predefined schedule.
- Document will be verified by the allotted institute
- When candidate pays the Seat Acceptance Fee, PI Admin will assign this candidate to Document Verifying Official of own institute.
- All the designated PI users will verify the uploaded documents of all the candidates who have uploaded the documents and paid the seat acceptance.
- They can raise queries in the uploaded documents. A SMS and Email will be sent to the candidate's registered mobile no and email id to inform. After that candidate will login and remove the discrepancies in the document(s) by uploading respective new documents.
- If candidate does not respond to the query within specified time-schedule, the verifying officialmay update the data accordingly.

1.23.6.1 Updating Rule during document Verification

- PI User can update the candidate details as per the rules given below.

Parameter	Value as per NIMCET Data	Options for Change
Category	GEN	• GEN
	GEN-EWS	• GEN • GEN-EWS
	OBC-NCL	• GEN • OBC-NCL
	SC	• GEN • SC
	ST	• GEN • ST
PwD	No	• No
	Yes	• No • Yes
Qualification Details	• Can change as per the uploaded mark sheet.	
Minimum Qualification (Doesthe candidate satisfies the minimum eligibility criteria)	• NO • Yes *By opting "No", candidate will become ineligible for complete counselling.*	

- Input provided by PI user during document verification as per candidate's document available, candidate data will be updated as above business rules. After document verification, those candidates, who will not full fill the eligibility criteria, will be considered ineligible for subsequent round of counselling.
- Based on Input provided by PI user during document verification, if allotted seat is Confirmed then "**Provisional Admission Letter**" will be generated and if seat got cancelled then "**Seat Cancellation Letter**" will be generated in the Candidate's login.
- Same process will be allowed in all rounds of document verification. Only fresh allotted

candidates will be allowed for document verification.

1.23.7 Withdrawal Rules

- A candidate, who has already accepted a seat in one of the Institute allotted, can withdraw the seat.
- Candidate has to login using his/her login credential and initiate online withdrawal request. They have to agree with online declaration that after withdrawal operation, his/her currently allotted seat will be cancelled, and candidate will not be participating in the subsequent rounds of counselling.
- If a candidate withdraws a seat, the candidate's allotted seat will be cancelled and offered to another candidate in a subsequent round of counselling. The candidate withdrawing shall be excluded from the first three rounds of counselling process, which means the candidate shall not be considered for subsequent rounds of seat allocation (if any).

2   Special Round of Counselling

2.1 Special Round of Counselling

- There will be only one Special round and it will be the last and final round of counselling.
- Participation in Special round is optional.
- A candidate must consciously register for the Special round and pay a fee of Rs 1000/- and confirm his/her willingness to participate in the Special round. Once a candidate confirms his/her participation in Special round, the decision cannot be reversed.
- The participants in the Special round will be able to revise their choices of institutes if they wish.
- It is noted that if a candidate is allotted a new seat in the Special round, his/her earlier allotment/ admission (if any) shall automatically stand cancelled. The candidate cannot claim his/her earlier allotted seat.
- If the candidate does not get any allotment in special round, his/her present seat will remain valid if he/she had completed all necessary admission process and paid the Additional Partial Admission Fee. That is why when such candidates select their choices in Special round, the institute where he/she has already completed admission does not appear in the list of choices.

2.1.1 Eligibility for Special Round

All the eligible candidates including absentees, withdrawal, cancelled, non-payment of the main counselling will be allowed to participate in Special Round of counselling.

2.1.2 Non-eligibility for Special Round

Those candidates who became ineligible during registration or document verifications process of main counselling.

2.2 Vacancy for Special Round

The vacancies would include those available in all Participating Institutions after Additional Partial Admission Fees. This is a tentative vacancy, and it may change due to shifting/upgradation of already selected candidates.

2.3 Registration Process Rules

Online Registration process is similar to the earlier registration. Candidates who desire to participate in the Special Round should log-in to portal and complete the registration process.

2.3.1 Participation Fee for Special Round

Payment of Special Round participation fee will be mandatory for all candidates except those candidates who have deposited the seat acceptance fee earlier. Special Round Participation Fee will be as follows.

Particulars	Participation Fee
Fresh Registration (Not Registered Earlier)	₹ 11,000 (Counselling fee ₹ 1,000/- & seat acceptance fees ₹ 10,000/-)
Registered for Earlier Rounds but Seat Not Allotted	₹ 10,000/-
Candidates Allotted Seat but Withdrawn during 1st -3rd rounds	NIL
Candidates already paid the Seat Acceptance Fee but seat NOT withdrawn during 1st -3rd rounds	NIL

2.4 Special Round Choice Filling & Locking

- Only those candidates, who have paid the participation fee, can fill the choices.
- All the choices will be shown to the candidate irrespective whether seat is available or not because during processing few virtual vacancies may arise.
- For all provisionally admitted candidates, who have paid the additional participation fee, if they desired to participate in the Special Round then during choice filling, the admitted institute where he/she has already completed admission does not appear in the list of available choices. After locking, the admitted choice will automatically be added in the last position of filled choices.
- 'Lock Choice' button will be enabled as per counselling schedule.
- If candidates fail to explicitly lock their choices by last date & time, their last saved choices will be automatically locked by system after this deadline.
- All the features supporting to choose filling will be same as main counselling choice filling process.

2.5 Seat Allotment

- Choices of all such candidates who have completed all the steps will be processed as per business rules.
- Last allotted choice of all those candidates who have paid the Additional Partial Admission Fee successfully and not participated in the Special Round of counselling will also be processed for category upgradation only.
- Conversion of Seat will be applicable in the Special Round of seat allotment as per conversion rules.

2.5.1 Seat Conversion Rule in Special Round

First Seat Allotment will be processed to all eligible candidates as per merit.

Then conversion of PwD seats into respective parent category i.e.

    Open(PwD) --> Open
    EWS(PwD) --> EWS
    OBC (PwD) --> OBC
    SC(PwD) --> SC
    ST(PwD) --> ST and re-allotment

Then conversion of EWS=>Open

After doing the all types of conversions (as above said), If there is any vacant seats available in Open(PwD), EWS(PwD), OBC(PwD), SC(PwD), ST(PwD), EWS and OBC categories then conversion rule will followed again. And this process will be followed until the seats in Open(PwD), EWS(PwD), OBC(PwD), SC(PwD), ST(PwD) and EWS categories become '0'. There is no conversion of SC & ST seats.

Finally, vacancy may exist only in Open, OBC, SC and ST category.

2.6 Document Verification Rules

For special round of counselling, document verification rules will be same as main rounds of counselling.

3. Business operational policies and rules

3.1 General Rules

- All aspects of the counselling (registration, choice filling, allotment, payment of seat acceptance fee, provisional admission etc.) will be in centralized online process only.
- The counselling will be for admission to the institutes and course as mentioned in the approved seat matrix received from the Competent Authority and published in the website **www.nimcet.admissions.nic.in.**
- Any candidate meeting the eligibility criteria and securing a rank in the NIMCET 2022, held for the purpose, can register.
- There will be three rounds of counselling followed by one Special Round of Counselling.
- Registration is allowed only at the beginning of 1st round. Registration is mandatory for counselling and admission. A non-registered candidate will NOT be allotted any seat at any round under any circumstances except Special Round.

3.2 Eligibility Rules

3.2.1. *Qualifying Exam*

- Candidate must qualify the NIMCET 2022 Examination and must have AIR.

3.2.2 *Academic Requirements*

Indian Nationals securing at least 60% marks in aggregate or 6.5 CGPA on a 10-point scale (55% marks or 6.0 CGPA on a 10-point scale in case of SC/ ST/PwD) in

(i) B.Sc. / B.Sc. (Hons) / BCA / BIT / B.Voc. (Computer Science/ Computer Applications / Software development)/ BBA (Computer Applications) of minimum three years full-time programme from a recognized University with Mathematics/ Statistics as one of the subjects.

OR

(ii) B.E./ B.Tech. From a recognized University/Institution are eligible to appear for NIMCET-2022.

3.2.3 Category List

- General
- General-EWS (GEN-EWS)
- OBC-NCL
- Scheduled Caste (SC)
- Scheduled Tribe (ST)

3.2.4 Sub-Category List

- PwD: Personal with Disability

3.2.5 Partitioning of candidates based on Category, Sub-Category and gender

- **Category:** any one out of (GEN, GEN-EWS, OBC-NCL, SC, ST).
- **Sub-Category Status:** PwD
- **Gender:** Male, Female or Transgender

3.3 Seat Quota

- All seats are All India Quota (AI) Seats.

3.3.1 Seat Categories

The total intakes, offered by participating institutions, are divided into 10 different following seat categories.

S.N.	Types of Seats	Eligible candidates
1.	Open seats	All candidates
2.	Open PwD seats	All PwD candidates
3.	GEN-EWS seats	All GEN-EWS candidates
4.	GEN-EWS PwD seats	All GEN-EWS PwD candidates
5.	OBC seats	All OBC-NCL candidates
6.	OBC PwD seats	All OBC-NCL PwD candidates
7.	SC seats	All SC candidates
8.	SC-PwD seats	All SC PwD Candidates
9.	ST seats	All ST candidates
10.	ST-PwD seats	All ST PwD candidates

4. Important Help points:

Anyone may be able to view website/portal of NIMCET Counselling-2022. The website will have the information about Counselling, news & events, important links etc. Candidates can visit the home page, registered themselves by filling Registration Form and sign-in for registered candidates.

4.1 Visit Home Page
On entering the URL https://nimcet.admissions.nic.in, the system will display the home page of the website. The home page provides the option to login using NIMCET Application No. and password, register as new candidate, important instructions, news & events etc. During this step all the eligible candidates are required to register through Internet from places of their convenience.

4.1.1 View List of Participating Institutes
A list of participating institutes will be available on the website. It may contain institute type, institute name, address, contact details etc.

4.2 View Seat Matrix
The seat matrix will be published in public domain and any one can view. The seat matrix will have the various options for filtering seat matrix so that candidates can find out the intakes easily. Candidate can view the seat matrix institute wise, category wise etc.

4.2.1 View Institute wise Seat Allotment Result
After completion of Seat Allotment Result in each round, a report will be published in public domain to view the institute wise seat allotment result. This will be a list of allotted candidates which may contains the NIMCET Application Number, candidate category, PwD, allotted rank etc. Candidate can filter this list by institute wise.

4.2.2. View Opening and Closing Rank
After completion of Seat Allotment Result in each round, a report will be available in public domain to view the round wise, institute wise opening and closing rank.

4.3 New Candidate Registration and Sign-in Page
On clicking the apply button, the system will redirect on the New Candidate Registration and Sign-in Page. This page provides the facility to sign-in for registered candidates, new candidate registration, and forget password.

4.3.1 View Instruction Page
- As the candidate will apply for an application form, the instruction page will be shown. This page will have all the important instructions regarding business rules like eligibility rules, fee structures, application form submission process, payment procedures etc.
- Candidate should read Instructions carefully, if agreed then proceed for registration.

4.3.2 Submit Registration Form
On the public home page, a link will be resided named as "New candidate Registration". By clicking on this link, registration form will be shown to the candidate. The candidate can register only in First Round and Special Round Counselling.

Fill On-line Registration Form

The candidate is required to enter NIMCET Application No., Name, Father Name and DOB will be authenticated with the Rank Data provided by Organizing Institute. After successful authentication, candidate needs to choose a password to complete the remaining steps for registration. After successful registration, candidate will use the NIMCET Application No. and chosen password for subsequent logins.

Review Filled Registration Form

After pressing the submit button of registration form, a review page will be shown to the candidate to verify all the details filled in registration form before final submission.

Sending Confirmation Email for Registration

After successful registration, a confirmation email for registration will be sent to the candidate. The email will contain the NIMCET Application No. and intimate the candidate to complete the remaining steps of application form.

Sending Confirmation SMS for Registration

After successful registration, a confirmation SMS for registration will be sent to the candidate. The SMS will contain the NIMCET Application No. and intimate the candidate to complete the remaining steps of application form.

4.3.3 Forget Password

Candidate can reset his/her password by using the following options.

Reset password using reset link via registered email

Candidate has to enter their NIMCET Application No. If NIMCET Application No. entered by candidate matches with backend database then system will send a reset link at the registered email- id. Candidates are required to see their inbox and follow the online instruction for resetting the New Password.

Reset password using a OTP via SMS

Candidate has to enter their NIMCET Application No. If NIMCET Application No. entered by candidate matches with backend database then system will send verification code through SMS at the registered mobile no. Candidates are required to enter verification code, if verification code matches with database then system will prompt for resetting New Password.

4.4   Signed-in Candidate

For sign-in, candidate will enter system generated NIMCET Application No. and chosen password provided at the time of registration. After successful login, candidate will be landed to candidate's home page.

4.4.1 Candidate Home Page

- After successful login, the system will automatically redirect to candidate's home page.
- Candidates are advised not to disclose or share the password with anybody.
- Neither Organizing Institute nor NIC will be responsible for violation or misuse of the password
- Candidates should remember to log out at the end of their session so that the particulars of the candidate cannot be tampered or modified by unauthorized persons. Candidates can change the passwords after login, if desired.

4.4.2 Complete Registration Process

Application Form will be shown to the candidate to complete the Registration Process.

4.4.2.1 Fill On-line Multistep Application Form

The Application Form will be divided into multiple sections such personal detail, Qualification details and Contact Detail and images/documents upload. The top part is "READ Only Mode" and showing NIMCET Application No. and candidate's name. Here candidate will edit the category and PwD status and will provide the qualification Details along with the contact information.

- ### Review Application Form

After entering all the information, candidate has to click 'Submit for Review' button. A review page will be displayed to verify before final submission.

- ### Submit Application Form

Candidate has to verify entered data carefully and has to click "SAVE & FINAL SUBMIT" button. Candidate cannot change the data after final submit.

After submission of Application Form, database of candidate will be updated and the same updated database will be used for choice filling, Document verification and seat allocation.

4.4.3 Registration Fee Payment

After completion the Registration Process, candidate will pay the Registration Fee.

4.4.4 View Choice Availability

As per candidate eligibility and business rules, all valid choices will be shown to the candidate in terms of institute name.

- #### *Filter Choices based on Institute Type/Institute*

All the available choices can be filtered by Institute Type or/and Institute Name. Candidate can filter the choices as per selected parameters.

4.4.5 Choice Filling and Locking

Filter Choices based on Institute Type/Institute Name

All the available choices can be filtered by Institute Type or/and Institute Name or/and Program. Candidate can filter the choices as per selected parameters.

4.4.5.1 Choices Filling

All candidates who have registered and paid registration fee are required to submit their choices of Institute in order of their preference.

- Candidates can fill in as many choices in the order of preference as they wish to from the list of available choices.
- Candidates are permitted, if they so desire, to change or re-order their choices, delete earlier choices and add new choices any number of times until they lock their final choices.

- Choices should be positively locked before last date & time failing which last saved choices will be consider for seat allotment.
- Choices submitted in the 1st round of counselling will be processed up to 3rd round.

Add Choice

Choice filling page is divided into two panes. The left pane shows all available choices and the right pane shows the all submitted choices. Candidates can add as many choices in the order of preference as they wish to from the left pane (available choices). As they press the "Add" button of left pane to add a particular choice, that choice will be added to the right pane and removed from the left pane. The choices submitted and resides in right pane will be considered as submitted choices.

Delete Submitted Choice(s)

Candidate can delete any submitted choice by pressing "Delete" button of right pane (submitted choices). As they press the "Delete" button of right pane, that choice will be removed from the right pane and will be added in left pane (list of available choice).

Move-Up

Candidate can move up any submitted choice by pressing "Move Up" button. As candidate presses the "Move Up" button, the choice will be shifted one place above and the above choice will be shifted one place down. So, by doing this, candidate can move up any choice in the list of submitted choices.

Move-Down

Candidate can move down any submitted choice by pressing "Move Down" button. As candidate presses the "Move Down" button, the choice will be shifted one place down and the below choice will be shifted one place up. So by doing this, candidate can move down any choice in the list of submitted choices.

4.4.5.2 Arrange Filled Choices

There is a separate interface to arrange the filled choices. Candidate can delete, move up and move down any filled choice on single page.

4.4.5.3 Interchange Filled Choices

Candidate can interchange/swap two submitted choice by this interface. Two drop down list will be available on this page. These lists will be populated by the filled choices. Candidate will choose the different choices in the lists and press the interchange button. As candidate press the button, both the choices will be interchanged.

4.4.5.4 Rearrange Choices

A separate page will be available to change/edit the preference order of multiple submitted choices. All the submitted choices will be listed as per their preference order on this page and the preference number will be in editable mode. Candidate can edit any preference order with a valid number and submit the choices with new preference orders.

4.4.5.5 Multiple Deletion of Filled Choices

If any candidate wants to delete multiple submitted choices in a single go, then he/she will choose this interface. For each submitted choices, there is a checkbox to select the choice. Candidate will select the multiple choices and press the delete button to delete at a go.

4.4.5.6 Locking of Choices

- 'Lock Choice' button will be enabled as per schedule.
- Candidates MUST lock their choices only after they have finalized them but, in any case, before last date & time. The locking of choices involves a few steps after the "Lock Choice" button is clicked. This includes Agreement and re-entering of the password, confirming the locking, etc. Candidate should follow all the steps carefully to complete the locking procedure.
- After Locking, system will redirect to the candidate's Home page.
- If candidates fail to explicitly lock their choices by last date & time, their last saved choices will be automatically locked by system after this deadline.
- Registered candidates who do not exercise any choices or fail to save them will not be considered for seat allotment.

  NOTE: 'Saving' a choice is NOT the same as 'Locking' a choice. A choice that is only saved but not locked, can be retrieved later on and modified. The modified choice has to be saved again. The old choice exercised earlier is lost. But a choice that is locked cannot be modified and saved afresh.

4.4.6 Print Locked Choices

After locking, candidate may take printout of the locked choices.

4.4.7 Verify Mobile Number

Candidate can verify his/her mobile number at any point of time after login.
As candidate will click on desired link to verify the mobile number, a page will be shown to the candidate. This page may have two options, one for send OTP and second for change mobile number.

4.4.8 Send OTP

- As candidate clicks on the "Send OTP" button, a 6 digits numeric value will be sent on candidate's registered mobile number and a window will be prompt to enter this number.
- Candidate will enter that OTP and submit. If OTP matches, then the mobile number will be treated as verified.

4.4.9 Change Mobile Number

- If candidate wants to change mobile number, he/she will click on the "Change Mobile Number" button.
  - As candidate click on this button, the system will ask to enter the new mobile number.
- The new mobile number will be considered as on verified and the candidate can verify mobile no as per the above said process.

4.4.10 Verify Email Address

Candidate can verify his/her email address at any point of time after login.

As candidate will click on desired link to verify the email address, a page will be shown to the candidate. This page may have two options, one for send OTP and second for change email address.

4.4.11 Send OTP

- As candidate clicks on the "Send OTP" button, a 6 digits numeric value will be sent on candidate's registered email address and a window will be shown to enter this number.
- Candidate will enter that OTP and submit. If OTP matches, then the email address will be treated as verified.

4.5 Seat Allotment Result for each round

As per the schedule, seat allotment result of each round will be published on website. Candidate can view seat allotment result by login with NIMCET Application Number and Password. After each round of allotment, individual allotment result, institute wise allotment result and Opening and Closing ranks will be published.

4.5.1 View Seat Allotment Result

Candidate can login with NIMCET Application Number and Password and see the result. If seat is allotted then seat allotment result will be displayed which includes candidate's basic details, allotment details.

4.5.2 Download Provisional Seat Allotment Letter

This letter may have the candidate's basic detail (personal details, rank details), allotment details, & schedule, seat acceptance fee payment details and important instructions for document verification.

4.5.3 Submit Willingness

Candidate will submit his/her willingness for the further rounds of counselling.

4.5.3.1 Upload Required Documents

System will show the list of documents as per the candidate credentials like category, PwD etc. Candidate will upload all these documents for the document verification

4.5.4 Pay Seat Acceptance Fee

Candidates are required to make a payment through SBI MOPS against seat acceptance fee.

4.5.5 Respond the Query raised by document verification Officer

If any query is raised by document verification officer, candidate will respond the query and re-upload his/her documents against which a query has been raised.

4.5.6 Download Provisional Admission Letter/Seat Cancellation Letter

After the completion of document verification, Candidate will be able to download the Download Provisional Admission Letter if seat got confirmed. In case of cancellation, seat cancellation letter will be generated.

4.5.7 Online Willingness change

After confirmation of the allotted seat during document verification, candidates can change their willingness as per the business rules. System will ask to enter password and OTP (sent on the mobile number). After successful verification only, candidates' willingness will change.

4.5.8   Withdrawal from the Counselling after seat allotment

Candidates who have confirmed their seat by submitting willingness and paying seat acceptance fee can opt to withdraw from the counselling during specified schedule. Candidate is required to enter his/her password to confirm withdrawal. Once the withdrawal is confirmed by the candidate, his/her allotted seat will be cancelled, and candidate cannot participate in the subsequent round of counselling.

IMPORTANT DATES for E Counseling and Admission
(Subjected to appropriate modification)

EVENT	DATE
Date of Publication of Result	Tuesday, 05/07/2022
Registration &Choice filling by paying the nonrefundable counselling fees of Rs 1000	Thursday, 07/07/2022 to Tuesday, 12/07/2022
First Round of Allotment.	Thursday, 14/07/2022
First round of online reporting.	Friday, 15/07/2022 to Tuesday, 19/07/2022
Second round of Allotment / upgradation	Thursday, 21/07/2022
Second round of online reporting only for *Fresh allotees*	Friday, 22/07/2022 to Monday, 25/07/2022
Third round of allotment/upgradation	Wednesday, 27/07/2022
Third round of online reporting only for *Fresh allotees and Online Institute Admission by paying the Partial Admission fees.* .	Thursday, 28/07/2022 to Monday, 01/08/2022
Announcement of vacant seats	Wednesday, 03/08/2022
Special Round: Fresh Choice Filling and registration for the vacant seats and likely to be vacant seats due to upgradation. Counselling fee for special round: Registered for earlier rounds but seat not allotted: Rs10,000 (Rs 9000 refundable if no seat is allotted) Fresh registration (not registered earlier): Rs 11,000 (Rs 10000 refundable if no seat is allotted) *Candidates allotted and withdrawn during 1-3 rounds: Nil* *Candidates opted for float after 3rd round:* nil	Thursday, 04/08/2022 to Monday, 08/08/2022
Special round of Seat allotment	Wednesday, 10/08/2022
Reporting for offline admission at the finally allotted institute for all allotees	Tuesday, 16/08/2022 (tentative) *(Please confirm the exact date from allotted institute)*

Note: Keep visiting the website regularly for any change and update