

## AACCC NCISM/NCH

### Guidelines To Conduct Online Physical Spot Round For Admission To Vacant AIQ-UG Seats In AACCC Counseling 2025-26

#### Rules for Spot Round Counseling and Admission

- AACCC, NCISM/NCH provides the list of eligible and ineligible candidates to the institute for conducting the Online Physical Spot Round Counseling and Admission.
- AACCC, NCISM/NCH instruct all eligible candidates to submit their willingness cum undertaking to participate in the Spot Round conducted by the institute. Further, the candidates must submit the willingness cum undertaking in the prescribed format provided by the AACCC, NCISM/NCH, to the institutes Email ID.
- No request/nomination for admission to the UG seats shall be entertained.
- The willingness cum undertaking received at the scheduled time will only be considered. No application received after the prescribed time shall be accepted.
- The allotment shall be made strictly as per the Category and Merit of the eligible candidates.
- The institute must generate the Provisional admission letter for Spot Round from the AACCC-UG portal
- Admission made through offline mode shall not be allowed.
- Institute must send the list of admitted candidates in the spot round to AACCC, NCISM/NCH, on the last date of reporting for the Spot Round without any failure.
- Strictly follow the guidelines/rules for Spot Round Counseling and Admission issued by the AACCC, NCISM/NCH.

SCHEDULE FOR SPOT ROUND COUNSELING A.Y. 2025-26		
Registration & Payment	Circulation of List of Registered/eligible candidates	Counseling and Admission process.
<b>14<sup>th</sup> January 2026 to 18<sup>th</sup> January 2026 till 05:00 PM as per Server Time.</b>  <b>* Payment facility will be available till 11:55 PM of 18th January 2026 as per Server Time</b>	<b>19<sup>th</sup> January 2026</b>	<b>19<sup>th</sup> January 2026 11:30 AM to 23<sup>rd</sup> January 2026 04:00 PM</b>
<b>The institute is requested to facilitate the Spot Round counseling and admission even on Holidays due to the paucity of time for counseling.</b> <b>The cut-off date of admission to UG (Ay.) course as notified by the NCISM/NCH.</b>		

**AACCC NCISM/NCH**  
**PROCEDURE FOR SPOT ROUND COUNSELING AND ADMISSION**

**Step-1 (Pre-allotment process)**

- Collection of willingness cum undertaking submitted by the candidates via email.
- Willingness cum undertaking submitted by those candidates who already secured seats through AACCC/State/UT-UG Counseling 2025 shall not be considered (**Central list of the ineligible candidate is already forwarded to the Authorities**)
- Verify the candidature of willingness send by candidates with the Central eligibility list provided by the AACCC, NCISM/NCH
- Scrutinize eligible candidates based on their category/merit in the given format (preferably in excel format):

S.No.	Name	Roll No.	Category	All India Rank

- Allotment of seats to eligible candidates of respective category, as per their merit.
- Publication of shortlisted candidates on the website of the institute.
- Note: Make a waiting list of additional candidates as per their merit so that, if any candidate of primary allotment is not reported on the allotted seat in time, then admission to that vacancy may be filled by the first candidate in the waiting list.

**Step-2 (Allotment process)**

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- Document verification of shortlisted candidates
- Institute must verify all original documents (mentioned in Q.No. 24 of the Information Bulletin, Counseling Scheme & FAQs) physically.
- Publication of the result/allotment of spot round at AACCC portal.

<b>List of candidates Allotted in AACCC UG (SPOT ROUND) 2025-26</b>						
S.No.	Name of the candidate	Roll No.	AIR	Category of the candidate	Allocated category	Remarks

**Note:** If any candidate does not join the allotted seat, the vacant seats may be filled by subsequent candidates in the waiting list.

**Step-3 (Admission process-online)**

- It is requested to complete the admission process by generating the provisional admission letter from the AACCC-UG portal through PI-ADMIN/INCHARGE

## AACCC NCISM/NCH

- Login through PI-ADMIN/INCHARGE on the AACCC-UG Portal
- Click on the tab ‘Physical Spot Round’
- Click on the ‘Submit attendance entry’ and mark the attendance
- Click on the tab ‘Physical Spot Round Allotment’ and select the choice against the candidate’s roll number.
- Click on the ‘Submit allotment’ tab then select ‘NO’ on asking about the quota conversion to paid seats
- Generate the Provisional admission Letter and download from the AACCC-UG Portal.

For assistance, please contact at [counseling-ayush@gov.in](mailto:counseling-ayush@gov.in)/011-35089100

