

ODISHA JOINT ENTRANCE EXAMINATION-2025 (OJEE-2025)

GUIDELINES AND INSTRUCTIONS FOR SPOT COUNSELLING OF SEATS UNDER ENGINEERING/ MANAGEMENT COURSES FOR WORKING PROFESSIONALS

The Spot Counselling/Admission for admission to Engineering/ Management courses running in various institutes of Odisha for the academic session 2025-26 for working professionals is scheduled to be held at OJEE Cell, Gandamunda, Bhubaneswar on **08.08.2025 (FRIDAY)**

All the working professionals having OJEE 2025 rank in Lateral Entry to B.Tech/ MBA are eligible to participate in the Spot Counselling/Admission to the seats under Engineering/ Management for working professionals.

ELIGIBILITY FOR ADMISSION

- i. Professionals working in Registered Industry / Organization (Central / State) / Private/ Public Limited Company/ MSMEs located within 75 KM radial distance from the Institute.
- ii. Minimum of ONE Year Full time / Regular working Experience.
- iii. For Engineering course: Qualification Same as candidates eligible for Lateral Entry (For Engineering Courses) to Second Year (As Specified in Approval Process Handbook published by AICTE from time to time) (Refer Counselling brochure 2025)
- iv. For MBA course: Qualification as Specified in Approval Process Handbook published by AICTE from time to time. (Refer Counselling brochure 2025)

DOCUMENTS AND DRAFTS REQUIRED DURING SPOT COUNSELLING

1. **Demand Draft of Rs.450/-** (Counselling Fees) drawn in favour of "OJEE" on any Scheduled Bank payable at Bhubaneswar is to be deposited during spot counselling.

2. **Demand Draft of Rs 10,000/-** (Part Admission Fees) drawn in favour of “OJEE” on any Scheduled Bank payable at Bhubaneswar is to be deposited during spot counselling.
3. Candidates must produce the following certificates /documents, in original, for verification during spot counselling at the OJEE Cell. They also should submit one set of self-attested photocopies of all the documents.
 - i. OJEE 2025 Rank Card
 - ii. 10th Board Certificate
 - iii. Diploma/Graduation Certificate and Mark Sheet
 - iv. College/School leaving certificate/Migration certificate
 - v. SC/ST Certificate by birth issued by competent authority, Government of Odisha
 - vi. Experience Certificate (in order to validate the requirement Minimum of ONE Year Full time / Regular working Experience)
 - vii. NOC from the employer of the organization where he/she is working.

PROCESS OF ALLOTMENT AND PROVISIONAL ADMISSION

1. Admission will be done strictly as per merit.
2. Candidates willing to participate in this round of counselling should report at counselling hall at the schedule time as per his/her category/rank. Only one person (guardian) will be allowed to accompany the candidate to the counselling hall.
3. Candidates have to put their signature in an attendance sheet at the sitting hall.
4. Candidates, coming after the schedule time, will be allotted a seat/college from the balance seats available at that point of time taking merit into consideration.
5. Provisional allotment/ admission will be done at the venue of spot counselling only after the reporting time is over. The candidates must bring all the original certificates for verification, failing which no admission will be made and

candidature will be rejected. **All Candidate must bring one set photocopy of all the required documents along with all original documents.**

6. Candidates have to deposit required fees at the counselling spot positively, failing which no allotment will be made and candidature will be rejected.
9. Participation in spot counselling does not ensure admission. Seats are allotted based only on merit and availability of vacancy.
10. Minimum Admission Required to Run the Cours is 1/3 of the Approved Intake in each course. Therefore, if sufficient number of candidates are not available for a course in an Institution, no allotment/admission will be done.

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Sd/-
Chairman, OJEE