West Bengal Joint Entrance Examinations Board

RUPANNA, DB-118, Salt Lake, Sector-I
Kolkata – 700 064
Website: www.wbjeeb.nic.in, www.wbjeeb.in

No. WBE/Chairman/264   Dated:18/08/2023

N O T I F I C A T I O N for e-counselling of JENPAS(UG)-2023

In 2014, the Government of West Bengal enacted the **West Bengal Act XIV of 2014** to form The **West Bengal Joint Entrance Examinations Board (**hereinafter called 'Board') and empowered it to conduct Common Entrance Examinations for selection of candidates for admission to undergraduate and postgraduate Professional, Vocational and General Degree Courses in the State of West Bengal and to conduct on-line e-counselling process or otherwise adopting a single-window approach.

And whereas,

for admission in B. Sc.-Nursing and in various undergraduate paramedical courses under WBUHS in Government/ Self-financing Colleges/ Institutions in the State, it is essential for the candidates to appear in the State Common Entrance Examination i.e., JENPAS(UG) and secure a rank.

And whereas,

for the academic session 2023-24, the Board after conducting the Common Entrance Test would arrange the web-based online e-counselling.

The guidelines for e-counselling and admission process for academic sessions 2023-24 are provided hereunder. Candidates registering for e-counselling must go through this Notification published in this regard very carefully. Once registered, it will be construed that the candidate agrees to all terms and conditions mentioned here and in

addenda/corrigenda/notices/timetables published time to time in this regard. The Board will not be responsible for any candidate's lack of understanding or misunderstanding about the relevant rules.

1.0 Rules and guidelines

a) All aspects of the e-counselling (registration, choice filling, allotment, payment of seat acceptance fee, provisional admission etc.) will be in centralized online process only.

b) The e-counselling will be for admission in the institutes and courses as mentioned in the approved seat matrix received from the West Bengal University of Health Sciences and published at the Board's website.

c) Any candidate meeting the eligibility criteria and securing a rank(GMR/BMR) in the common entrance examination JENPAS(UG)-2023held for the purpose can register for counselling. GMR will be considered for counselling and seat allotment for Nursing and BMLT/CCL/OTT/PT/MMB/BPT/BVSO. BMR will be considered for counselling and seat allotment for BHA.

d) There will be three rounds of counselling namely, Allotment, Upgradation and Mop-Up.

e) **Registration is mandatory** for e-counselling and admission. **A candidate not registered within the pre-declared period of registration will NOT be considered** for allotment of any seat in any round under any circumstances.

f) **Registration fee for e-counselling is ₹500 (Rupees five hundred only)** except Mop-up round, which is not refundable under any circumstances.

g)The Board will not convert/de-reserve any vacant seat in any reserved categories i.e., SC, ST, OBC-A, OBC-B, EWS and PwD to general/unreserved category in any round of this e-counselling.

h) Only female candidates are eligible for admission in BSc Nursing course in Government Colleges.

i) Both male and female candidates are eligible for admission in B.Sc Nursing course in Private Colleges.

j) Both male and female candidates are eligible for admission in all other courses except B.Sc Nursing in both Government and Private Colleges.

2.0 Registration

a) Candidates need to provide necessary personal details, academic details, bank account details (for in case of any refund), address, etc.

b) Candidate must provide his/her application number/roll number and rank for JENPAS(UG)-2023 and provide following academic information.

    i) Passing status, full marks and obtained marks in Class 12.

    ii) Passing status, full marks and obtained marks in following subjects in Class 12. While on 'Passing Status', choose 'NA' if the subject is not applicable.

English (E)	Passed	Full marks	Obtained marks
Physics (P)	Passed / NA	Full marks	Obtained marks
Chemistry (C)	Passed / NA	Full marks	Obtained marks
Biology (B)	Passed / NA	Full marks	Obtained marks

c) Candidates must be very cautious at the time of providing various information during registration. **There is no provision to make any correction/editing after final submission of the registration by the candidate.** Hence if no choice of college/course is available to the candidate OR no seat is allotted due to wrong input given by the candidate, **WBJEEB will not be legally responsible for such wrong input given by a candidate and any of its after effect.**

3.0 Choice filling

a) During registration, once academic scores are given and registration fee paid, the candidate can view all choices of institutes and courses available to him/her according to his/her eligibility criteria based on the inputs provided by him/her.

b) After selecting institutes/courses, the candidate will arrange his/her choices **in order of his/her priority.**

c) If a candidate does not give any choice, obviously he/she will not be given any allotment.

d) **Candidates must be very judicious and cautious while selecting the choices. Candidates are advised to select maximum/all possible institutes/ branches. This ensures that he/she always gets an allotment.**

4.0 Choice locking

a) Candidate must lock his/her choices within the pre-announced date. Candidate can also take a printout of his/her locked choices.

b) 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 automatically after the scheduled date and time.**

c) If a candidate fails/forgets to '**save'** his/her choices within the pre- announced deadline, **his/her un-saved choices will be disappeared. In consequence of that he/she will not get any allotment for admission.**

5.0 Round-1: Allotment- Round

a) Allotment of 1st round will be declared on a pre-scheduled date.

b) Allotment is given based on the inputs provided by the candidate. **If at any stage it is found on scrutiny by any concerned authority that the applicant is not eligible for the allotment, his/her allotment/ admission shall be treated as cancelled**.

c) Candidates will login to check their allotment. The allotment status will show the institute and course in which he/she has been allotted a seat.

d) The candidate must pay a **seat acceptance fee of ₹1000/-** (Rupees one thousand only), download the allotment letter. If the candidate fails to pay the seat acceptance fee, the current allotment will be cancelled, and he/she will **not** be considered for seat allotment in any future round.

e) After paying the seat acceptance fee, the candidate must note his/her **Unique Allotment ID(from candidate's login)**, which he/she will need to disclose to the concerned admission officer of the allotted Institute for confirming his/her admission. Candidates are advised not to disclose the Unique Allotment ID to any other person except the admission officer of the allotted Institute.

f) **After downloading the allotment letter, the candidate must report to the allotted institute with the allotment letter and all other documents for verification.** If the candidate fails to report for document verification, the current allotment will be cancelled, and he/she will **not** be considered for seat allotment in any future round **(EXIT)**.

5.1 Document verification

a. Allotment is given based on the inputs provided by the candidate. Document verification is the responsibility of the allotted Institute. WBJEEB will not be responsible for any mistake in document verification and subsequent admission.

b. Candidates will personally report to the institute (where he/she has been allotted a seat) within the days as notified, carrying printed copies of their allotment letters and all academic and other documents for physical verification of documents by the institute.

c. Candidates should contact the Institute and visit their website to know their timings and detail requirements for admission.

d. All documents must be valid as on the date of verification.

e. Candidates must carry following documents **in original and one self- attested copy of each.**

i) All candidates - Provisional Seat Allotment Letter.

ii) All candidates - Rank card.

iii) All candidates - Class 10th admit card/birth certificate for verification of date of birth.

iv) All candidates - Class 12th mark sheet.

v) All candidates - An Undertaking from the candidate (as per **Proforma : Annexure-I** in this Notification)

vi) All candidates- Must note that his/her **Unique Allotment ID (from candidate's login)** which will be required by the concerned admission officer of the allotted Institute at the final stage of admission.

vii) All candidates- Must carry mobile phone with the mobile number registered during making application to receive OTP at the final stage of admission confirmation.

viii) W.B Domicile Candidates- Domicile certificate as per Section 6.0, 6.1 and 6.2 of Information Bulletin. Reserved category candidates can produce their category certificate (issued by the appropriate Authority of the Govt. of W.B) in lieu of required domicile certificate (if they don't have).

In such case, if the category certificate is rejected during verification, then domicile status will also be converted to non-West Bengal.

ix) SC/ST/OBC-A/OBC-B candidates- Respective category certificate as per Sections 7.0 and 8.0 of Information Bulletin. Candidates   having   OBC   certificates (NCL) issued before 31.12.2009 should   have   them revalidated from the issuing authority, with either OBC-A(NCL) or OBC-B(NCL) category   clearly mentioned. **NCL** (Non Creamy Layer) Certificate has to be issued on or after 01.04.2023 by the competent authority.

x) EWS candidates- EWS certificate as per Section 5.0 and 9.0 of the Information Bulletin.

xi) PWD Candidates- PwD certificate as per Section 5.0 and 10.0. **PwD status must be verified by IPGMER-SSKM Hospital, Kolkata.**

5.2   Outcomes of Document verification

Document verification can have following outcomes:

a) If the verification is successful, the candidate will give his/her upgradation choice as YES or NO.

i)   If the candidate has been allotted a seat of his/her first choice, then after successful document verification, he/she must opt for NO upgradation and complete all admission formalities (PI reporting) of the respective institute and collect signed Physical Reporting Receipt. Of course, such candidates CAN NOT participate in any further round. On the other hand, if the candidate does not complete admission formalities (PI reporting), he/she will be debarred from any seat allotment in any future round including Mop-up **(EXIT).**

ii)   If the candidate has been allotted a seat of his/her **second or later choices**, then after successful document verification, he/she can opt for NO upgradation, if he/she wishes and complete admission procedures. Such candidates also cannot participate in the Mop-Up round. But if the candidate opts for NO upgradation and then does not complete admission procedure, he/she will be debarred from any seat allotment in any future round including Mop-up **(EXIT).**

iii)   If the candidate has been allotted a seat of his/her **second or later choices,** then after successful document verification, he/she can also opt for YES upgradation and do not take admission in the1st round, such candidates will be considered for possible up-gradation in 2nd round.

b) After successful document verification, if the candidate does neither opt for YES upgradation or NO upgradation, he/she will be considered not interested in admission and will be debarred from any seat allotment in any future round including Mop-up**(EXIT).**

c) Present allotment may be cancelled, if it is found that the candidate is not eligible for the present allotment due to his/her actual academic scores, category certificates, etc. Such candidates will be automatically considered in next round with their revised academic scores/category etc.

6.0 Round- 2: Up-gradation

a) Following groups of candidates who have already successfully registered in Round-1 will be considered in Round-2 namely,

i)   Those who did not get any allotment in Round-1,
ii)   Those who paid seat acceptance fee, completed document verification, and opted for YES-upgradation in Round-1.
iii)   Those who paid seat acceptance fee, completed document verification but allotment in Round-1 was cancelled due to various valid reasons, other than academic eligibility.

b) The allotment will be declared on the prescheduled date.

c)All candidate must note his/her **Unique Allotment ID (from candidate's login)**, which he/she will need to disclose to the concerned admission officer of the allotted Institute for confirming his/her admission. Candidates are advised not to disclose the Unique Allotment ID to any other person except the admission officer of the allotted Institute.

d) It is essential to note that if the seat is upgraded, the earlier allotment **is cancelled**, and the seat is allotted to other deserving candidates as per merit. As such, the candidate cannot **reverse** the upgradation, i.e., he/she cannot claim his/her earlier allotment back. On the other hand, if the seat is not upgraded, the earlier seat would remain reserved/retained.

6.1 Outcomes of Round-2 Allotment

There can be following outcomes of round -2 allotment:

i) *Allotment is up-graded to candidate's 1st choice:* The candidate need not pay seat acceptance fee again, but he/she must download new allotment letter and report to the newly allotted institute and complete all admission formalities (PI reporting). Such candidates can **not** participate in the Mop-Up round. On the other hand, if the candidate does not complete admission formalities, he/she will be **debarred** from any seat allotment in Mop-up round **(EXIT).**

ii) *Allotment is up-graded but to candidate's 2nd or later choice*: (a)Such candidates **may** decide to join the institute of upgraded allotment and complete all admission formalities (PI reporting) for which he/she must download new allotment letter and report to the newly allotted institute. In such case the candidates **can not** participate in the Mop-Up round. (b)On the other hand, they may decide not **to** join the institute of upgraded allotment. In such case, the candidates **can** participate in the Mop-up round, but earlier seat will be forfeited.

iii*) Allotment is not up-graded at all:* (a) Such candidates **may** decide to join the institute of earlier allotment and complete all admission formalities (PI reporting). In such case the candidates **can not** participate in the Mop-Up round. (b) On the other hand, they may decide **not** to join the institute of earlier allotment. In such cases the candidates **can** participate in the Mop-Up round but earlier seat will be forfeited.

iv) **Candidate's allotment in Round-1 was cancelled during document verification but allotted again in Round -2**

(a) *Allotment in 1st choice:* The candidate must report to the allotted institute with the allotment letter and all other documents . If the verification is successful, he/she must complete admission in the institute. They can **not** participate in Mop-Up round. Otherwise, if they do not complete admission, it will be considered that he/she is not interested in admission and will be **debarred** from any seat allotment in Mop-up round **(EXIT).** Present allotment may be cancelled if the candidate is found ineligible

for it by his/her actual academic scores, category certificates, etc. Such candidates can participate in Mop-up round.

(b) *Allotment other than 1st choice:* i) The candidate must report to the allotted institute with the allotment letter and all other documents for verification. If the verification is successful, he/she may complete admission in the institute. He/she **can not** participate in Mop-Up round. If he/she did not take admission, in such case he/she will be able to participate in Mop-up round, but his/her earlier seat will be forfeited. ii) If the candidate does not report in the allotted institute for **document verification in** the allotted institute, in such case the candidates will be debarred from Mop-Up round **(EXIT)** and earlier seat will be forfeited**.**

v) **Candidate did not get any allotment in Round-1 and get fresh allotment in Round-2**

a) The candidate must pay a **seat acceptance fee of ₹1000/-** (Rupees one thousand only), download the allotment letter. Otherwise, the allotment will be cancelled, and he/she will be **debarred** from any seat allotment in any future round **(EXIT).**

b) After payment of seat acceptance fee and downloading the allotment letter, the candidate must report to the allotted institute with the allotment letter and all other original documents for verification. Otherwise, the allotment will be cancelled, and he/she will be **debarred** from any seat allotment in any future round **(EXIT)**. (i) Present allotment may be cancelled if the candidate is found not eligible for it by his/her actual academic scores, category certificates, etc. Such candidates can participate in Mop-Up round. (ii) If the verification is successful, and he/she has been allotted a seat in his/her **first choice**, he/she must take admission in the allotted institute. They **can not** participate in Mop-Up round. Otherwise, if they do not take admission, it will be considered that he/she is not interested in admission and will be **debarred** from any seat allotment in Mop-Up round **(EXIT).** (iii) If the verification is successful, and he/she has been allotted a seat in his/her 2nd or later choices, he/she may complete admission in the institute. In such case he/she is not entitled to participate in Mop-up round. On the other hand, if the candidate does not complete admission, in such case, he/she can participate in Mop-Up round.

7.0 Mop-Up round

a) Participation in Mop-Up round is optional.

b) Following groups of candidates are eligible for Mop-up Round :

i)   Those who did not get any allotment in Round-1 and Round-2,
ii)   Those who paid seat acceptance fee, completed document verification, and did not take admission in Round-1 or Round-2.

iii)   Those who paid seat acceptance fee, completed document verification but allotment in Round-2 was cancelled due to various valid reasons, other than academic eligibility.

iv)   Candidates not registered earlier (Fresh candidate).

c) **All candidates who have exited/withdrawn from the e-counselling system due to various reasons during previous round (s) are not eligible for Mop-Up round.**

d) A previously registered candidate is required to pay a fee of **₹200 (Rupees two hundred only)** and confirm his/her willingness to participate in the mop-up round. Once a candidate confirms his/her participation in Mop-Up round, the decision **cannot** be reversed.

e) A new candidate (previously not registered) is required to pay a fee of **₹700 (Rupees seven hundred only)** for registration.

f) **All participants (previously registered and newly registered) in the Mop-Up round will have to give their choices of institutes/branches afresh.**

g)   The candidate must **cautiously note** that if he/she wants to participate in the Mop-Up round, his/her earlier allotment, if any is automatically be cancelled and the vacant seat is allotted to other deserving candidate. **The candidate can never claim his/her earlier seat back.**

h) If the candidate has paid the seat acceptance fee **(₹1000)** in earlier round(s) but did not took admission and a new seat is allotted in the Mop-Up round, the seat acceptance fee paid by him/her earlier will be considered for the new institute.

i) There will be **only one** Mop-Up round and it will be the **last and final** round of e-counselling conducted by WBJEEB. Thereafter, WBJEEB will hand over the database of e-counselling to the concerned Authority for appropriate action at their end.

7.1 Mop-Up round process

There can be following different outcomes of the allotment of Mop-Up round.

a) The candidate must note his/her **Unique Allotment ID (from candidate's login)**, which he/she will need to disclose to the concerned admission officer of the allotted Institute for confirming his/her admission. Candidates are advised not to disclose the Unique Allotment ID to any other person except the admission officer of the allotted Institute.

b) Those who got 1st time allotment in Mop-Up Round must pay seat acceptance fee and download the allotment letter. Thereafter the candidate will report to the institute for physical verification of documents. If the documents are accepted, he/she must complete the admission process.

c) Those who have paid seat acceptance fees and verified their documents earlier and get an allotment in Mop-Up round must complete admission procedure (PI reporting) at the allotted institute but need not pay seat acceptance fees again.

8.0 General Rules

a) In case of first-time allotment (may be in any round) it is mandatory to pay seat acceptance fee (Rs.1000) and report to the allotted institute for document verification before any further activity.

b) Whenever and wherever a candidate produces documents like allotment letter, locked choice, upgradation choice letter, provisional admission letter, physical reporting receipt etc., he/she must produce the original document printed by the 'print' link. **Screen shots or photographs of the screen etc. are not acceptable as a valid document**.

c) **Help Desk**

Candidates can contact the Help Desk tollfree no. 1800 1234 782, Extn-2 or mail to: **info@wbjeeb.in**

d) **Automatic seat category up gradation**

candidates may have automatic seat category up gradation in same institute and in same course, if such vacancies arise.

e) **Refund and withdrawal:**

i. **The seat acceptance fee paid by candidates who completed the admission will be remitted to the admitted institute** after closure of all rounds of e-counselling. In case the candidate does not want to continue in the institute, he/she will have to apply to that institute for cancellation of admission and for any refund, since the prerogative of admission lies completely between the candidate and the Institute. WBJEEB does not have any responsibility / liability in this regard and will not entertain any communication in this connection.

ii. If a candidate has paid seat acceptance fee and currently holding a seat, he/she can **withdraw** in any round (except the first and the last round) during the seat acceptance period. In that case, the amount in full will be refunded to him/her through on-line banking within a period of 60 days to 90 days after closure of all rounds of e-counselling. The candidate will not have to make any communication to WBJEEB for the same. Of course, after the withdrawal, such candidates will be **debarred** from any allotment in any future round.

iii. If any candidate does not complete the admission process even after paying the seat acceptance fee and also does not withdraw, part of the fee is returnable as per the existing rule but subject to approval of the Board, for which the candidates must follow the **Refund Rules** given in the notice Section at the Board's website.

9.0 Eligibility for admission

See Section 3.0, 3.1 and 3.2 of the Information Bulletin.

10.0 Reservation and domicile criteria

See Section 5.0, 6.1, 6.2, 7.0, 8.0, 9.0 and 10.0 of the Information Bulletin.

11.0 Seat Matrix

Information on availability of seats in various institutions/courses/ categories as provided by WBUHS is given in the Seat-Matrix in Board's websites.

12.0 Counselling time schedule

See **Annexure-II**

13.0 Legal Jurisdiction

a) WBJEEB is obliged to share with any candidate any information about his/her own status in common entrance test and e-counselling, for which candidate can contact WBJEEB individually and personally. But WBJEEB is unable to share any information about any other candidate.

b) All matters pertaining to conduct of JENPAS(UG)–2023 e-counselling shall fall within the jurisdiction of Calcutta only. The Board will not be a party pertaining to any dispute arising in the process of admission to any course of study through JENPAS(UG)–2023.

Sd/-
(Prof. M. Saha)
Chairman
West Bengal Joint Entrance Examinations Board

UNDERTAKING

I _____ JENPAS UG 2023, Roll No. _____

of JENPAS UG 2023, Rank No. _____ solemnly undertake that the information provided during enrolment process are true to the best of my knowledge and if it is found that I have deliberately provided any misinformation or falsification or fabrication of documents or undertook any unfair means, any candidature shall be cancelled at once; I shall not be allowed to participate further in any counselling process of JENPAS UG 2023."

(Signature of the Candidate)

Date: Roll No. _____

West Bengal Joint Entrance Examinations Board
RUPANNA, DB-118, Sector –I, Salt Lake City, Kolkata-700064

Dated, 29.08.2023

In compliance of the Solemn order passed by the Hon'ble Justice Kaushik Chanda, High Court, Calcutta on 29.08.2023 against WPA 21027 of 2023, the schedule of JENPAS(UG)-2023 Counselling has been re-scheduled with the modified seat-matrix. Accordingly, the Counselling schedule has been revised as follows:

REVISED SCHEDULE OF COUNSELLING FOR JENPAS(UG) – 2023

S.N.	Name of the activity	Dates
1.	Registration, payment of registration fee and Choice filling	22.08.2023 to 27.08.2023
2.	Choice filling including choice locking	26.08.2023 to 27.08.2023
3.	**Extended date of Registration, payment of registration fee and Choice filling**	**30.08.2023 to 31.08.2023**
4.	**Choice filling including choice locking**	**31.08.2023 to 01.09.2023**
5.	1st round of seat allotment result	05.09.2023
6.	Payment of Seat acceptance fee. Reporting to allotted institutes for document verification and admission (If upgradation choice = NO or allotted in 1st choice). (Candidates must contact the Institute/visit their website to know the timings and detail requirements for admission.)	05.09.2023 to 09.09.2023 **(6 PM)**
7.	2nd round of seat allotment result	12.09.2023
8.	Payment of Seat acceptance fee (Fresh allottees) Reporting to allotted institutes for document verification and admission (Candidates must contact the Institute /visit their website to know the timings and detail requirements for admission.) Withdrawl by the candidate	12.09.2023 to 15.09.2023 **(6 PM)**
9.	Opting for Mop-Up round, payment of Mop-Up round fee and Choice filling	18.09.2023 to 20.09.2023
10.	Choice filling including Choice locking	20.09.2023
11.	Mop-Up round seat allotment result	22.09.2023
12.	Payment of Seat acceptance fee (Fresh allottees) Reporting to allotted institutes for document verification and admission. (Candidates must contact the Institute /visit their website to know the timings and detail requirements for admission.)	22.09.2023 to 25.09.2023 **(6 PM)**

NB: The schedule may be changed/altered under any unavoidable circumstance.