



West Bengal Joint Entrance Examinations Board

RUPANNA

DB-118, Sector-I, Salt Lake City, Kolkata-700064

Website: www.wbjeeb.nic.in, www.wbjeeb.in

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This notice is published for advance information to candidates

NOTIFICATION for Centralized e-Counselling, WBJEE-2024

The Government of West Bengal formed the West Bengal Joint Entrance Examinations Board (WBJEEB) to conduct entrance exams for allotment of candidates and subsequent admission through counselling into the undergraduate (UG) courses in Engineering, Technology and Architecture in various colleges, institutions/Universities across West Bengal.

For the academic year 2024-25, the process includes a streamlined online counselling system and the students who want to join these courses must have appeared in the WBJEE-2024 exam or the JEE-Main-2024 exam and obtained a valid rank (GMR etc.). The WBJEE-2024 examination had taken place on April 28, 2024, and the results have already been made public. The process of centralized online counselling, or e-counselling, will now be started by the WBJEEB.

The e-counselling process will guide students on how to choose their colleges and courses based on their exam ranks. Students need to read this notification carefully and stay updated with any new notices, if any. By registering for e-counselling, students agree to follow all the rules and guidelines provided by the Board. Students need to understand these rules to avoid any confusion. The Board will not be responsible if students do not understand the rules correctly.

This notification aims to ensure a fair and smooth admission process, giving all eligible students an equal chance to get into their desired courses and colleges.

The following rules and guidelines will be followed for e-counselling.

RULES & GUIDELINES	
1.0	<p>There will be one combined counselling for both WBJEE-2024 and JEE(Main)-2024 rank holders.</p> <ol style="list-style-type: none">1. All parts of the counselling process, including registration, choice filling, allotment, and payment of seat acceptance fee, will be done online through a centralized system.2. The counselling will assign seats in the Institutes and courses listed in the approved Seat Matrix from the Competent Authority (DTE, Govt. of WB). This information is available on the Board's website: www.wbjeeb.nic.in and www.wbjeeb.in.3. Any candidate who meets the eligibility criteria and has secured a rank (GMR) in the WBJEE-2024 and/or JEE(Main)-2024 exams can register for counselling.4. There will be three rounds of counselling: Allotment, Upgradation, and Mop-Up.

	<p>5. Candidates are allowed to register at the beginning of Round I and the Mop-Up round. Registration for counselling is required to secure a seat. Except for those attending the Mop-up round, unregistered candidates will not be considered for allocation of seats in any round.</p> <p>6. The Board will not convert or de-reserve any vacant seats in reserved categories (SC, ST, OBC-A, OBC-B, PwD and EWS) to the general/unreserved category in any round of this counselling.</p> <p>7. As per AICTE guidelines, vacant seats under the TFW (Tuition Fee Waiver) category will not be converted to the general/unreserved category.</p> <p>8. The registration fee for Round-1 counselling is Rs. 500/- and for the Mop-Up round[see para 7.0 (c and d)], which is non-refundable under any circumstance.</p>
2.0	<p>Registration</p> <p>a) Candidates must provide necessary personal details, academic details, bank account details (in case of any refund), address, etc.</p> <p>b) Candidates must provide their application number/roll number and the following academic information.</p> <p>i. Passing status, total marks and obtained marks in English of Class-10th Standard.</p> <p>ii. Passing status, overall full marks and obtained total marks in Class-12th Standard.</p> <p>iii. Passing status, total marks and obtained marks in Class-12th Standard Physics, Mathematics, Chemistry, Biotechnology, Biology, Computer Sc., Computer Application, Electronics/Information Technology, Informatics Practices, Technical Vocational subject, Agriculture, Engineering Graphics, Business Studies, Entrepreneurship, English. If a subject does not apply to any candidate, he/she may select "NA".</p> <p>c) Candidates should be very careful while giving any information during the registration process. It is not possible to make any changes or corrections after the candidate has submitted their registration. Therefore, WBJEEB will not be responsible if the candidate is not offered a choice OR if a seat is not assigned due to incorrect information provided by the candidate.</p>
3.0	<p>Choice filling</p> <p>a) During registration, once academic scores are given and registration fees paid, the candidate can view all Institutes and courses available to him/her according to his/her eligibility criteria based on the inputs provided by him/her.</p> <p>b) After selecting Institutes/courses, the candidate will arrange his/her choices in order of his/her priority.</p> <p>c) If a candidate does not give any choice, obviously he/she will not be given any allotment.</p> <p>d) The choices are shown in alphabetic order to make the search easy. Candidates can also search details based on Institute and Branch.</p> <p>e) TFW seats are shown as separate choices for every Institute and every branch, wherever applicable. For example, if a candidate is ready to accept either a TFW or Non-TFW seat in some Institute in some branch then he/she must select both. If he/she selects only a non-TFW seat, he /she will not be allotted any TFW seat even if it is available. Similarly, if he/she selects only a TFW seat, he/she will not be allotted any non-TFW seat, even available.</p> <p>f) Candidates must be very judicious and cautious while selecting the choices. Candidates are advised to select the maximum possible Institutes/ branches. This gives a higher chance of allotment. The candidate can opt for UPGRADATION after</p>

	accepting the current allotment. Candidates are advised that they should select at least 20 choices.											
4.0	<p>Choice locking</p> <p>a) Candidate must lock his/her choices within the pre-announced date (as per schedule to be provided later). Candidates can also take a printout of his/her locked choices.</p> <p>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.</p>											
5.0	<p>Round-1: Allotment</p> <p>a) Allotment of 1st round will be declared on a pre-scheduled date (as per schedule to be provided later).</p> <p>b) Allotment will be given based on inputs provided by the candidate.</p> <p>c) Candidates will log in to check their allotment. The allotment status will show the Institute and course in which he/she has been allotted a seat.</p> <p>d) The candidate must pay a refundable (conditional) seat acceptance fee /caution money of Rs. 5000/- (Rupees five thousand only) through online transactions (Net banking, Debit Card/ Credit Card/ UPI) and 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 the Upgradation Round (i.e., EXIT).</p> <p>e) After downloading the allotment letter, the candidate must report to the allotted Institute with the allotment letter and all other documents for physical verification. If the candidate fails to report for document verification, the current allotment will be cancelled automatically, and he/she will not be considered for seat allotment in the Upgradation Round (i.e., EXIT).</p> <p>f) 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.</p>											
5.1	<p>Document verification</p> <p>a) An 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.</p> <p>b) Candidates will personally report to the Institute (where he/she has been allotted a seat) within the scheduled date as notified, carrying printed copies of their allotment letters and all academic and other documents for physical verification of documents by the Institute.</p> <p>c) All documents must be valid as of the date of verification.</p> <p>d) Candidates should contact the Institute and visit their website to know their timings and detailed requirements for admission.</p> <p>e) Candidates must carry the following documents in original and one self-attested copy of each.</p> <table border="1" data-bbox="220 1697 1458 1986"> <tr> <td>All candidates</td> <td>Class 10th admit card/birth certificate for verification of date of birth.</td> </tr> <tr> <td>All candidates</td> <td>Class 10th mark sheet.</td> </tr> <tr> <td>All candidates</td> <td>Class 12th mark sheet.</td> </tr> <tr> <td>OCI candidates</td> <td>OCI certificate.</td> </tr> <tr> <td>WB domiciled candidates</td> <td>Domicile certificate as per Sections 3.4, 3.4.1 and 3.4.2 of Information Bulletin.</td> </tr> </table>		All candidates	Class 10 th admit card/birth certificate for verification of date of birth.	All candidates	Class 10 th mark sheet.	All candidates	Class 12 th mark sheet.	OCI candidates	OCI certificate.	WB domiciled candidates	Domicile certificate as per Sections 3.4, 3.4.1 and 3.4.2 of Information Bulletin.
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	SC/ST /OBC-A/OBC-B/EWS candidates	Respective category certificate as per Sections 5.1, 5.2, 5.3 and 5.4 of the Information Bulletin. OBC-A/B /EWS certificates must be issued on or after 01.04.2024. It must be mentioned that the candidate belongs to the non-Creamy layer and sub-category of OBC-A OBC-B or EWS.
	PwD candidates	PwD certificate as per section 5.5 of the Information Bulletin.
	TFW candidates	TFW certificate as per sections 6.0,6.1 and 6.2 of the Information Bulletin.
	<p>f) Document verification can have the following outcomes:</p> <ol style="list-style-type: none"> i. The 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 the next round with their revised academic scores/category etc. ii. If the verification is successful and the candidate has been allotted a seat of his/her first choice, he/she has no other option but to freeze his/her seat. Such candidates must opt for NO upgradation and complete all admission formalities (PI reporting) of the respective Institute and collect a signed Physical Reporting Receipt. On the other hand, if the candidate does not complete admission formalities (PI reporting), his/her present allotment will be cancelled and he/she will be debarred from any seat allotment in the next round (i.e., EXIT). iii. If the candidate has been allotted a seat of his/her second or later choices, He/she can opt for NO upgradation if he/she wishes and complete admission procedures. Such candidates, however, cannot participate in the Mop-Up round. Moreover, if the candidate opts for NO upgradation and then does not complete admission, his/her present allotment will be cancelled and he/she will be debarred from any seat allotment in any future round (i.e., EXIT). iv. 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 not take admission in the 1st round. Such candidates will be considered for possible upgradation in 2nd round. v. If after successful document verification, the candidate neither opts 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 (i.e., EXIT). 	
6.0	<p>Round 2: Upgradation.</p> <p>A) The following groups of candidates who have already successfully registered in Round 1 will be considered in Round 2, namely:</p> <ol style="list-style-type: none"> 1. Those who did not get any allotment in Round 1, 2. Those who paid the seat acceptance fee, completed document verification, and opted for YES-upgradation in Round 1. 3. Those who paid the seat acceptance fee, completed document verification but allotment in Round 1 was cancelled, due to various reasons other than academic eligibility. <p>B) The allotment will be declared on the prescheduled date (as per schedule to be provided later). Round 2 being the last and final normal round, there is no scope for further upgradation.</p>	

C) It is essential to note that if the seat is upgraded, the earlier allotment will be cancelled, and the seat will then be allotted to other deserving candidates as per merit. **As such, the candidate cannot reverse the upgrade, 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 for the candidate.

D) There can be the following outcomes of round-2 allotment:

1. The allotment is upgraded to the candidate's 1st choice: The candidate need not be required to pay again the seat acceptance fee, but he/she must download a new allotment letter report to the newly allotted Institute and complete all admission formalities (PI reporting). On the other hand, if the candidate does not complete admission formalities his/her present allotment will be cancelled and he/she will be debarred from any seat allotment in any future round **(i.e., EXIT)**.
2. The allotment is upgraded but to 2nd or later choices: Such candidates may decide to join the Institute of upgraded allotment and complete all admission formalities (PI reporting) for which he/she must download a new allotment letter and report to the newly allotted Institute. In such case of admission, the candidates cannot participate in the Mop-Up round. On the other hand, they may decide not to be admitted to the Institute of upgraded allotment. In such cases, the candidates can participate in the Mop-Up round.
3. The allotment is not upgraded at all: Such candidates may decide to take admission to the Institute of earlier allotment and complete all admission formalities (PI reporting). In such cases of admission, the candidates cannot participate in the Mop-Up round. On the other hand, if they decide not to be admitted to the Institute of earlier allotment, the candidates can participate in the Mop-Up round.
4. Candidates' allotment was cancelled in Round 1 during document verification but allotted in Round 2:
 - i. The candidate must report to the allotted Institute with the allotment letter and all other documents for verification. Otherwise, the allotment will stand cancelled and he/she will be debarred from any seat allotment in any future round (i.e., EXIT).
 - ii. Document verification by the allotted Institute can have the following outcomes.
 - a) 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 the Mop-Up round.
 - b) If the verification is successful, and he/she has been allotted a seat in his/her first choice, he/she must complete admission to the Institute. 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 the Mop-up round **(i.e., EXIT)**.
 - c) 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 to the Institute. In this case, he/she cannot participate in the Mop-Up round. However, if he/ she does not complete admission, can participate in the Mop-up round.
5. The candidate did not get any allotment in Round 1 and got a fresh allotment in Round 2:

	<ul style="list-style-type: none"> i. The candidate must pay a seat acceptance fee of ₹5000/- (Rupees Five thousand only) and download the allotment letter. The candidate then reports to the allotted Institute with the allotment letter and all other documents for verification. Otherwise, the allotment will be cancelled and he/she will be debarred from any seat allotment in the Mop-up Round (i.e., EXIT). ii. Document verification can have the following outcomes: <ul style="list-style-type: none"> a) 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 the Mop-Up round. b) If the verification is successful, and he/she has been allotted a seat in his/her first choice, he/she must be admitted to the allotted Institute. They cannot participate in the 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 the Mop-Up round (i.e., EXIT). c) 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 to the Institute. In this case, he/she cannot participate in the Mop-Up round. However, if he/ she does not complete admission, can participate in the Mop-up round.
7.0	<p>Mop-up Round</p> <ul style="list-style-type: none"> a) Participation in the Mop-Up round is optional. b) Eligibility for Mop-up Round: <ul style="list-style-type: none"> (i) All candidates allotted seats, paid seat acceptance fees either in Round 1 or Round 2, but not taken admission. (ii) Not allotted in Round 1 or Round 2 (iii) Candidates not Registered earlier (Freshers) (iv) All registered candidates except those who have been led to EXIT/ Withdrawn from the e-counselling system due to various reasons during previous rounds,i.e., on the grounds of eligibility or similar cancellations. c) 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 the Mop-Up round, the decision cannot be reversed. d) A new candidate having a valid rank (GMR etc.) either in WBJEE-2024 and/or JEE(Main)-2024 is required to pay a fee of ₹1,000/- (Rupees One thousand only) for registration. e) All participants (previously registered and newly registered) in the Mop-Up round will have to give their choices of Institutes/branches afresh. f) The candidate must cautiously note that if he/she is allotted a new seat in the Mop-up round, his/her earlier allotment, if any, will be automatically cancelled, and the vacant seat will be allotted to other deserving candidates. The candidate can never claim his/her earlier seat back. g) If the candidate has paid the seat acceptance fee/ Caution money of (₹5000) in any earlier round 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. h) There will be only one Mop-Up round and it will be the last and final round of counselling conducted by WBJEEB. Thereafter, WBJEEB will hand over the custody of all vacant seats to the concerned Authority for appropriate action at their end.

7.1	<p>Mop-Up round process</p> <p>There can be different outcomes of the allotment of the Mop-Up round.</p> <p>a) Those who did not complete admission in Round-1/Round-2 (for allotment being cancelled during document verification OR being allotted in 2nd or later choices) and thus were eligible for the Mop-Up round. If they get an allotment in the Mop-Up round, they are required to complete the admission procedure (PI reporting) at the newly allotted Institute within the stipulated schedule.</p> <p>b) Those who have got a fresh allotment in the Mop-Up Round, must pay the seat acceptance fee (₹5000), if not paid earlier, and download the allotment letter. Thereafter, the candidate will report to the allotted Institute for physical verification of documents. If the documents are accepted, he/she must complete the admission process within the stipulated schedule.</p>
8.0	<p>General Rules</p> <p>a) In case of first-time allotment (may be in any round) it is mandatory to pay the seat acceptance fee and report to the allotted Institute for document verification before any further activity.</p> <p>b) Whenever and wherever a candidate produces documents like an 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. Screenshots or photographs of the screen etc. are not acceptable as any valid document.</p> <p>c) Automatic seat 'category' up gradation: candidates may have an automatic seat category up gradation in the same Institute and same course if such vacancies arise.</p> <p>d) Refunds and withdrawals:</p> <p>i. Once all the rounds of e-counselling are over, the candidates who have been admitted will have their seat acceptance fee sent to the institution that admitted them. If a candidate changes his or her mind about joining or continuing at the institute, he or she must ask the institute to cancel the admission and give the candidate a refund. In this case, WBJEEB is not responsible or accountable, and they will not respond to any inquiries about it.</p> <p>ii. Students who have paid the seat acceptance fee and currently hold a seat can withdraw only during the seat acceptance period of Round 2. If they withdraw, they will get a full refund through online banking within 60-90 days after all counselling rounds end. Students don't need to contact WBJEEB for this refund. However, after withdrawing, these students cannot get any seats in future rounds.</p> <p>iii. A student could also get a refund if they pay the seat acceptance fee but do not complete admission or withdrawal. The candidate has to follow the refund Rules published in the notice section of the Board's website. This reimbursement will be made following current regulations (as suggested by AICTE or similar bodies).</p> <p>e) Help Desk: Candidates can contact the Help Desk [1800 1234 782(Ext. 2)] for help/clarification/grievances if required.</p>
9.0	<p>Eligibility for admission</p> <p>See the concerned sections of the Information Bulletin.</p>
10.0	<p>Reservation and domicile criteria</p> <p>See the concerned sections of the Information Bulletin.</p>

11.0	<p>Seat Matrix</p> <p>The counselling portals at www.wbjeeb.nic.in/ www.wbjeeb.in will provide information on the availability of seats in various institutions, branches, and categories according to the Seat Matrix provided by the Director of Technical Education, Government of West Bengal.</p>
12.0	<p>Legal Jurisdiction</p> <p>a) WBJEEB is obliged to share with any candidate any information about his/her status in common entrance tests and counselling, for which any candidate can contact WBJEEB individually and personally. However, WBJEEB is unable to share any information about any other candidate.</p> <p>b) All matters on the conduct of WBJEE-2024 e-counselling shall fall within the jurisdiction of Calcutta High Court only. The Board will not be a party to any dispute arising in the process of admission to any course of study through WBJEE-2024.</p>

Sd/-
Chairman
West Bengal Joint Entrance Examinations Board