



WEST BENGAL JOINT ENTRANCE EXAMINATIONS BOARD

DCAP-2026: ONLINE DECENTRALISED COUNSELLING ADMISSION PORTAL

FAQ

This guide contains categorised FAQs covering all aspects of the Common Online Decentralised Counselling process managed by the WBJEEB for the 2026-2027 academic session. It is designed to help candidates navigate the portal rules, protect existing admissions, and maximise their opportunities.

PROLOGUE

Q. Why is a decentralised counselling process being introduced when individual institutions earlier conducted offline mop-up rounds?

Answer: The previous vacancy-filling process was decentralised, with institutions individually inviting applications and selecting candidates through separate methods. While effective, this approach varied in procedure, accessibility, and transparency. DCAP aims to preserve the decentralised nature while implementing a unified, technology-enabled platform to ensure the process is simpler, more transparent, and merit-based.

Q. What were the principal concerns with the earlier institution-wise offline process?

Answer: The primary issues were the opacity and inconsistency of the process. Students faced the challenge of separately identifying institutions, visiting websites or campuses, understanding diverse procedures, and meeting different deadlines. With multiple institutions involved, there was no unified platform for students to view options and their relative standings. The lack of a centralised, monitored system hindered the ability to ensure vacancies were filled through a consistent, merit-based process.

Q. What is wrong with institutions earlier following their own processes for residual vacancy admissions?

A. The policy concern is that a fragmented process across institutions may lead to inconsistent practices, insufficient monitoring, or merit-unrelated decisions. A central technology platform standardises procedures, records transactions, and ensures transparency in merit assessments and vacancy movements.

Q. Why is accessibility an important reason for introducing DCAP?

Answer: A central online platform streamlines the application process, allowing students to explore and apply for multiple College–Course options from a single site. This enhances access, particularly for students from remote areas or with limited resources, by reducing the need for multiple applications and travel.

Q. Why is a common platform important for meritocracy?

Answer: Meritocracy is strongest when the order of consideration, eligibility, vacancy, and candidate action can be demonstrated. Under DCAP, college- and course-specific merit lists are generated for eligible applicants, showing their relative merit position. Final selection depends on merit rank, vacancies, seat/category rules, and allocation logic, ensuring an auditable record linking eligibility, merit, vacancy, opportunity, and admission.

Q. How does DCAP intend to improve transparency and merit in engineering admissions?

Answer: A key objective is to enhance transparency by standardising vacancy processes through a common platform, merit recording, vacancy freezes, and institutional verification.

Q. Does DCAP merely move the old offline mop-up round online?

Answer: The system goes beyond digitising application forms by maintaining a decentralised structure for familiarity. It establishes a common platform to standardise key processes, display College–Course merit positions, secure ongoing admissions during transfers, freeze vacancy and merit data at specific stages, and record allocations and verifications for audit purposes.

Q. What is the broad objective of DCAP?

Answer: The goal is to enhance fair access to vacant seats by integrating decentralised choice with a transparent, auditable central platform. This aims to improve access, minimise vacancies, simplify the process for students and institutions, and ensure that engineering/Pharmacy seats are filled on merit and in an orderly manner.

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CATEGORY 1: OVERVIEW AND RATIONALE

Questions	Answers
What is the WBJEEB Common Online Decentralised Counselling (DCAP-2026)?	It is a transparent, merit-based, technology-enabled, and centrally monitored online process introduced to fill residual and resultant vacant seats in undergraduate Engineering, Technology, Architecture, and Pharmacy programmes after the completion of Centralised Online Counselling.
What specific events cause "resultant" vacancies to arise during the counselling process?	While "residual" vacancies represent seats that remained empty at the end of centralised online counselling, "resultant" vacancies are generated dynamically during DCAP due to non-admission, cancellation, withdrawal, document rejection during institutional verification, or when a candidate moves from an existing admitted seat to a newly locked seat.
What is the "Core Principle" governing the DCAP-2026 allocation logic?	The allocation process is strictly governed by three interconnected elements: Merit: Determines the exact sequence in which a candidate is considered. Candidate Choice: Determines if an available seat option is actually exercised. Vacancy: Determines whether the next eligible candidate in line can be considered.
How many Phases are officially planned for the DCAP-2026 counselling process?	Initially, the official counselling consists of two Phases. If required by the volume of residual vacancies, the Board may announce the schedule for subsequent Phase(s) accordingly.
Does DCAP-2026 guarantee that every registered candidate will receive a seat?	No. Registration only enables participation; a Selection Opportunity depends on eligibility, merit, applicable seat rules and prevailing vacancies.
Why does each Phase contain two rounds?	Round 1 (allocation round) provides the initial Selection Opportunities, while Round 2 (upgradation round) permits further merit-based consideration for vacancies that remain or become available within the same frozen choice set.
Why are choices treated as an unordered set?	DCAP-2026 displays eligible opportunities without classifying any Institution or Programme as higher, lower or better; the candidate independently selects one preferred option from those offered.
Why is only one option allowed to be selected?	This prevents simultaneous claims, unnecessary blocking of seats and the creation of avoidable vacancies.

Why are already-admitted candidates permitted to participate under restricted conditions?	The one-time replacement facility provides such candidates with a limited opportunity to consider another eligible combination without jeopardising their existing admission, while preventing repeated seat migration.
Why must an existing admission be replaced only in the immediately succeeding Phase?	The restriction prevents repeated movement across later Phases and helps stabilise vacancies before the completion of the admission process.
Does inclusion in a Merit List reserve or block a seat?	No. It indicates only the candidate's relative merit position and creates no right, reservation or claim over a seat.
Which document will prevail if the FAQ differs from the Notification?	The final DCAP-2026 Notification and subsequent official notices of WBJEEB shall prevail; the FAQ is only an explanatory guide.

CATEGORY 2: ELIGIBILITY AND REGISTRATION

Questions	Answers
Who is eligible to participate in DCAP-2026?	Eligible candidates include those possessing: 1. A valid WBJEE-2026 Merit Rank. 2. A valid JEE(Main)-2026 Rank. 3. Eligibility based on qualifying 10+2 high school examination merit (Higher Secondary Merit Rank / HMR) wherever permitted. Candidates who already participated in WBJEE-2026 centralised e-counselling (including Pharmacy) are fully eligible.
What are the five candidate categories automatically assigned by the portal?	Candidates are classified into the following categories by the system: • Category-I: WBJEE Rank holders domiciled in West Bengal, eligible for reserved category seats in Government/Private Engineering/Pharmacy Colleges and Universities. • Category-II: West Bengal domiciled candidates eligible on WBJEE Rank only, eligible for Government Engineering/Pharmacy Colleges/Universities. • Category-III: WBJEE Rank holders not domiciled in West Bengal, eligible for State Universities/University Departments (subject to norms) and Private/Self-Financing institutions. • Category-IV: JEE(Main) Rank holders, eligible for institutes offering JEE(Main) seats. • Category-V: Candidates eligible on 10+2 marks percentage, eligible for Private/Self-Financing

	Engineering/Technology and Pharmacy institutions only.
Is there a registration fee, and do I have to pay it in every Phase?	Yes, there is a one-time, non-refundable registration fee of Rs. 250/- . Fresh registration is permitted in every Phase for eligible candidates who have not registered earlier. A candidate who has already registered in a previous Phase remains registered and does not need to register again.
Can I have multiple registrations to increase my chances?	No. A candidate is permitted only one valid registration/profile linked to their authoritative examination identity. Multiple or duplicate registrations will be consolidated or rejected by the system.
Can I apply for a College-Stream combination where I am already admitted?	No. A candidate already admitted in a specific College/Institute - Stream combination (e.g., College 'X', Stream 'Y') is strictly ineligible to seek that exact same combination again through Decentralised Counselling.
Are 10+2-based candidates eligible for every Institution–Programme combination?	No. Such candidates may choose only those Institution–Programme combinations for which admission based on 10+2 marks is expressly permitted, generally in Private/Self-financing Institutions, subject to applicable eligibility and vacancy conditions.
Can a candidate register for the first time in Phase 2 or Phase 3 (if any)?	Yes. An eligible candidate who did not register earlier may register for the first time during the Active Window of Phase 2 or Phase 3 (if any).
Does a previously registered candidate need to pay the registration fee again?	No. The registration fee of ₹250 is payable only once. A previously registered candidate need not register or pay the fee again in a subsequent Phase.
Can incorrect profile information be corrected after registration?	A candidate may update editable profile details during the applicable Active Window. Details obtained from official examination records may not be directly editable; any discrepancy must be reported to WBJEEB through the prescribed process.
Is West Bengal domicile compulsory for every candidate?	No. Domicile is required only for those Institution–Programme combinations, reserved seats or candidate categories for which West Bengal domicile is prescribed under the applicable rules.

CATEGORY 3: CHOICE FILLING AND LOCKING RULES

Questions	Answers
What is the "Active Window" in a Phase?	It is the designated period during which registered candidates can add, remove, modify, and save their College-Stream choices on the portal.
Under what conditions is a College-Stream combination available for choice?	A combination is available to select only when: 1. The candidate satisfies the eligibility criteria for that stream. 2. The combination has a Phase-opening vacancy greater than zero. 3. The candidate is not already admitted to that exact combination. 4. The combination is not barred under non-response/selection rules.
In what order of preference should I arrange my choices?	There is no preference or order among your selected choices; locked choices are treated as an unordered set . WBJEEB does not rank or classify institutions or streams as better, higher, or lower.
What happens if I forget to lock my choices before the deadline?	If you do not manually lock your choices, the system will automatically lock your last successfully saved choices at the close of the Active Window. If no choices are saved, you will not appear in any Merit List or receive any selection opportunity in that Phase.
Can I modify my choices for Round 2 of the same Phase?	No. No addition, deletion, substitution, or modification of choices is permitted during Round 1 or Round 2 of the same Phase. Round 2 is conducted strictly on the choices already frozen at the end of the Active Window.
What if a vacancy arises in a combination that had zero vacancy at Phase opening?	It cannot form part of the choice universe for the current Phase, and it cannot be introduced in Round 2 of that Phase. It will carry forward to the next Phase where a fresh Active Window opens.
Is there any minimum or maximum number of choices that may be submitted?	A candidate must submit at least one eligible Institution–Programme combination to be considered in that Phase. Unless otherwise specified by WBJEEB, the candidate may add any number of eligible combinations displayed on the portal.
Should a candidate add only combinations that the candidate is genuinely willing to accept?	Yes. Candidates should include only those combinations in which they are genuinely willing to take admission, as any displayed Selection Opportunity must be exercised within the prescribed time and an unexercised offered combination may become unavailable thereafter.
Does adding a choice reserve or block a seat?	No. Adding, saving or locking a choice does not allot, reserve or block any seat and creates no right or claim to admission.

Can a saved but unlocked choice be considered?	Yes. If choices are not manually locked, the last successfully saved choices will be automatically locked when the Active Window closes. However, if no choice has been successfully saved, the candidate cannot be considered in that Phase.
How can a candidate confirm that choices have been successfully locked?	After locking, the candidate should check that the portal displays the status as “Locked” and should download or retain a copy of the locked choice set for future reference.
Can choices be changed after the Active Window closes?	No. Once the Active Window closes, no choice may be added, removed, substituted or modified during either Round 1 or Round 2 of that Phase.
Will previously locked choices automatically carry over to the next Phase?	No. Choices are specific to the concerned Phase and its opening vacancy matrix. A candidate wishing to participate in a subsequent Phase must review and lock the eligible choices available for that Phase.
Must candidates submit a fresh choice set when a new Phase opens?	Yes. Candidates intending to participate must submit or confirm their eligible choices during the Active Window of the new Phase, based on the vacancy matrix and options then available.
Why may a newly arising vacancy not be introduced during Round 2 of the same Phase?	Round 2 is conducted only on the frozen choices based on the vacancy matrix declared at the opening of that Phase. A vacancy arising in a combination that was unavailable at Phase opening is therefore carried to the vacancy matrix of the next Phase.
What should a candidate do if an apparently eligible combination is not displayed?	The candidate should verify the applicable eligibility requirements, Phase-opening vacancy, existing admission and non-response restrictions. If the combination still appears to be wrongly omitted, the candidate should contact the WBJEEB helpdesk immediately, within the Active Window.

CATEGORY 4: COMBINED MERIT LIST VS. ALLOCATION/SELECTION LIST

Questions	Answers
What is the difference between the Merit List and the Allocation/Selection List?	They are legally and operationally distinct: • The Combined Merit List shows the relative merit position of <i>all</i> eligible candidates who selected that specific combination in the Phase. • The Allocation/Selection List is a separate list comprising only those candidates who, based on vacancies and reservation rules, fall within the actual selection range in that allocation round.

Does appearing in the Combined Merit List guarantee me a seat?	No. Inclusion in a Combined Merit List shows relative merit only and does not constitute an allotment, seat reservation, payment obligation, or admission.
What is the merit priority/hierarchy applied among different rank sources?	For each College-Stream combination, the system applies the rank-source hierarchy in the following order: WBJEE-2026 Rank (First Preference). JEE(Main)-2026 Rank (Second Preference, where applicable). HMR / HMR Category Rank (Third Preference, for 10+2-only candidates).
What if I hold both a valid WBJEE rank and a JEE(Main) rank?	For a specific combination, you will be considered through your WBJEE rank first, so you do not simultaneously occupy/consume a JEE(Main) seat in that combination. However, you can still be considered through JEE(Main)-2026 for a different combination if you selected it and a JEE(Main) seat is available.
Is a separate Combined Merit List prepared for every Institution–Programme combination?	Yes. A separate Combined Merit List is prepared for each Institution–Programme combination from among the eligible candidates who included that combination in their locked choice set.
Can a candidate appear in more than one Combined Merit List?	Yes. A candidate may appear in the Combined Merit Lists of all eligible Institution–Programme combinations included in the candidate's locked choices.
Why may a candidate's merit position differ between combinations?	Each Combined Merit List contains a different group of eligible applicants. Therefore, the candidate's relative merit position may vary from one Institution–Programme combination to another.
Does a higher position in a Merit List guarantee inclusion in the Selection List?	No. Inclusion in the Allocation/Selection List depends on the applicable vacancy, rank-source priority, category and seat rules, in addition to the candidate's merit position.
Can more than one Selection Opportunity be displayed to a candidate?	Yes. A candidate may receive Selection Opportunities for more than one eligible Institution–Programme combination but may select and lock only one option within the notified period.
How is the applicable selection range determined?	The selection range is determined by the available seats in the concerned Institution–Programme combination, the applicable eligibility, merit, rank-source hierarchy, reservation and other seat-allocation rules.
Can the selection range extend in Round 2?	Yes. After vacancy reconciliation, the selection range may extend further down the same Combined Merit List in Round 2, using the choices frozen for that Phase.

Will a separate “Waiting List” be published?	No. No separate Waiting List will be published. Candidates outside the current selection range will remain on the Combined Merit List and may be considered in Round 2, if the selection range is extended.
Why may a lower-ranked candidate receive an opportunity not received by a higher-ranked candidate?	This may happen if candidates have different locked choices, eligibility, ranks, categories, or seat entitlements, or if the higher-ranked candidate did not participate or select that combination. Within the same merit group and conditions, the merit order remains.
What should a candidate do after being included in an Allocation/Selection List?	The candidate must log in, review the displayed Selection Opportunities, select and lock only one option, pay the prescribed Seat Acceptance Fee and complete reporting, document verification and admission formalities within the notified schedule.

CATEGORY 5: ALLOTMENT, SEAT ACCEPTANCE, AND PHYSICAL REPORTING

Questions	Answers
When is an allotment officially created?	An allotment is created only when you select and lock exactly ONE combination from your available Allocation/Selection List opportunities and successfully pay the Rs. 2,000/- Seat Acceptance Fee . This generates a 'Provisional Admission Receipt'.
Can I select and pay for multiple displayed options in my selection list?	No. You are permitted to opt/lock not more than ONE available College-Stream combination to proceed to admission.
Is paying the Seat Acceptance Fee and generating the receipt enough for final admission?	No. Allotment and payment do not constitute final admission. Final admission arises only after physical reporting , successful document verification, and confirmation by the concerned Institution through the system.
What is the Seat Acceptance Fee, and is it refundable?	The fee is Rs. 2,000/- and is refundable or adjustable in accordance with the notified WBJEEB fee rules.
What documents must I produce during physical verification at the institute?	You must physically report with the portal-generated Provisional Admission Receipt, payment receipt, and one self-attested copy along with the originals of: • Class 10 Admit Card / Birth Certificate (for Date of Birth). • Class 10 and Class 12 marksheets (for academic eligibility/HMR). • Valid OCI certificate (where applicable). • West Bengal Domicile certificate (in the form prescribed in WBJEE-2026 Information Bulletin). • Valid SC/ST/OBC/EWS/PwD category certificates.

How much time is allowed to select and lock one displayed opportunity?	The candidate must select and lock one displayed opportunity within the period specified in the notified counselling schedule. No selection can be made after the deadline.
What happens to the other displayed opportunities after one option is selected?	Once one option is selected and locked, all other displayed opportunities automatically lapse and cannot be claimed subsequently.
What happens if no option is selected within the notified period?	All offered combinations will lapse and become unavailable to that candidate for the remainder of DCAP-2026. The Phase may also be recorded as a non-response Phase.
Does selection or locking alone create an allotment?	No. Selection or locking alone does not create an allotment or reserve a seat. An allotment is created only after successful payment of the prescribed Seat Acceptance Fee.
What happens if payment fails but money is deducted from the bank account?	The candidate should first check the payment status on the portal and immediately report the transaction details to the designated helpdesk. A bank debit alone does not confirm payment unless the portal records the transaction as successful.
Can the selected option be changed after successful payment?	No. Once the selected option is locked and payment is successfully completed, it cannot be changed for that allotment. The candidate may subsequently be considered for another eligible combination only under the applicable Round-2 or replacement rules.
Is a fresh Seat Acceptance Fee payable for a later replacement or Round-2 selection?	The candidate must complete the prescribed payment process for the newly selected option. Any adjustment, refund or additional payment shall be governed by the applicable WBJEEB fee rules and the instructions displayed on the portal.
Where can the Provisional Admission Receipt be downloaded?	It may be downloaded from the candidate's counselling dashboard after successful selection, locking and payment of the Seat Acceptance Fee.
Can a representative report on behalf of the candidate?	Ordinarily, no. The candidate must report physically for document verification and admission. Representation by another person may be allowed only if expressly permitted by WBJEEB or the concerned Institution under exceptional circumstances.

What happens if the candidate reports after the deadline?	Late reporting will not ordinarily be accepted. The allotment will lapse, and the candidate may be debarred from the remaining DCAP-2026 process in accordance with the applicable non-reporting rules.
Does payment of the Seat Acceptance Fee guarantee final admission?	No. Payment creates only a provisional allotment for reporting and verification. Final admission is confirmed only after timely physical reporting, successful verification of eligibility and original documents, and confirmation by the concerned Institution.

CATEGORY 6: VERIFICATION OUTCOMES AND REJECTIONS

Questions	Answers
Who is responsible for verifying eligibility and original documents?	The concerned Institution is responsible for physically verifying the candidate's eligibility, original documents and supporting certificates and recording the outcome on the counselling portal, subject to monitoring by WBJEEB.
What are the possible outcomes of institutional verification?	The verification outcomes can be recorded as: • Confirmed: All eligibility and document requirements are satisfied. • Rejected - Minimum Eligibility Not Satisfied: The candidate fails minimum basic academic eligibility. • Rejected - Domicile Claim Not Established: The candidate fails to establish required West Bengal domicile. • Rejected - Reservation/PwD Claim Not Established: The candidate fails to establish SC/ST/OBC/EWS/PwD status. • Rejected - Required Original Document Not Produced/Invalid: Mandatory document is missing or invalid.
Can an institution impose eligibility conditions not stated in the applicable rules?	No. An institution must apply only the eligibility conditions prescribed in the relevant Notification, the approved admission rules, and the applicable statutory or regulatory provisions.
Will the reason for rejection be recorded and communicated?	Yes. The Institution must record the specific reason for rejection in the prescribed manner, and the resulting verification status should be made available to the candidate through the portal or other official communication.
What happens if my domicile or reservation claim is rejected but I remain otherwise eligible?	Your current allotment will be cancelled. However, you may participate in the next Phase under your verified status/category.

What is the consequence of failing to produce a mandatory document or producing an invalid/forged one?	If a mandatory original document is not produced within the reporting period, the current allotment is cancelled, but you remain eligible for the next Phase under other established eligibility. If a document is found to be forged, fabricated, or invalid, you will be debarred from further participation.
If the institution fails to update my verification status on time, do I lose my seat?	No. Institutional delay is automatically flagged to WBJEEB and is not treated as candidate non-response or non-reporting . WBJEEB will determine your status to avoid prejudice to you.
What happens when the candidate satisfies general eligibility but fails to establish a reserved-category claim?	The allotment against the reserved-category seat will be cancelled. If otherwise eligible, the candidate may be considered in a subsequent Phase under the category or status actually verified, subject to the applicable rules and vacancies.
Will rejection from one combination affect eligibility for other combinations?	It depends on the reason for rejection. A Programme-specific or category-related rejection may not affect combinations for which the candidate remains eligible; however, failure of basic eligibility or submission of forged or fabricated documents may affect all further participation.
Is there any grievance mechanism against an incorrect verification outcome?	Yes. The candidate may submit a grievance through the prescribed portal facility or WBJEEB helpdesk within the notified period, with supporting documents. The decision of the competent authority shall apply.
When does provisional allotment become final admission?	A provisional allotment becomes final admission only after timely physical reporting, successful verification of eligibility and original documents, completion of the prescribed institutional formalities and confirmation by the concerned Institution through the portal.

CATEGORY 7: TWO-ROUND STRUCTURE AND UPGRADATION (ROUND 1 & 2)

Questions	Answers
How does the two-round structure work within a single Phase?	Each Phase contains one Active Window and two rounds: Round 1 (Initial Selection) and Round 2 (Upgradation/Re-allocation) . Round 2 uses the same frozen choices. The Allocation/Selection List is extended down the existing Merit List, strictly in merit order, as vacancies arise before the Round 2 cut-off.
Is every candidate automatically considered in Round 2?	No. Round-2 consideration depends on the candidate's eligibility, frozen choices, merit position, previous response and admission status, and the vacancies available after reconciliation.

Can a candidate without a Round-1 Selection Opportunity be considered in Round 2?	Yes. Such a candidate remains in the applicable Combined Merit List and may be considered if the selection range extends in Round 2.
Can I seek Round 2 upgradation without completing Round 1 admission formalities?	No. You cannot seek Round-2 upgradation merely by locking a Round-1 seat. You must first pay the fee, physically report, complete verification, and obtain admission confirmation for the Round-1 seat.
Which frozen combinations may be considered for that candidate in Round 2?	The candidate may be considered only for another eligible combination included in the same Phase's frozen choice set that was not offered to that candidate in Round 1.
Can a combination already offered in Round 1 be offered again in Round 2?	No. A combination offered to a candidate in Round 1 cannot be offered again to that candidate in Round 2, whether or not it was exercised.
Can fresh choices be added before Round 2?	No. Round 2 is conducted using the same choices frozen at the close of the Active Window. No choice may be added, removed, substituted or modified.
What happens if no new Selection Opportunity is received in Round 2?	Any existing confirmed admission remains unchanged. A candidate without a confirmed admission may proceed to the next Phase, subject to eligibility and the applicable rules.
Can I get upgraded in Round 2 to a combination that was already offered to me in Round 1?	No. A combination already offered through the Round-1 Allocation/Selection List cannot be offered again to you in Round 2, irrespective of whether you accepted it or not.
What happens if I get upgraded to a new seat in Round 2?	Upon successful confirmation of the upgraded admission in Round 2, your previous admission is automatically and irrevocably cancelled .
Does the confirmed Round-1 admission remain protected during Round-2 consideration?	Yes. The Round-1 admission remains protected until another admission obtained through Round 2 is successfully verified and confirmed.
When is the earlier Round-1 admission cancelled?	It is cancelled automatically only after the new Round-2 admission is successfully verified and confirmed. If the new admission is not confirmed, the earlier admission continues unaffected.
Where will a vacancy arising from Round-2 movement be considered?	A vacancy created by the confirmed movement of a candidate in Round 2 will be included in the applicable vacancy matrix of the next Phase.

CATEGORY 8: PROTECTION AND ONE-TIME REPLACEMENT OF EXISTING ADMISSIONS

Questions	Answers
I already hold an admission through Centralised Counselling. Will participating in DCAP cancel my seat?	No. Registering, submitting choices, appearing in a Merit/Selection List, or locking a new seat does not cancel your existing valid admission.
How is my existing admission protected during DCAP?	Your existing admission remains fully protected and active until your new admission is successfully verified and confirmed by the new institution. If the new admission is not successfully completed or confirmed, your existing admission continues unaffected.
What is the "one-time replacement rule" for already-admitted candidates?	The facility to replace an admitted seat is available only once , and only in the immediately succeeding counselling Phase following the confirmation of your existing admission. If you skip the immediately succeeding Phase (e.g., skip Phase 2 after a Phase-1 admission), the replacement opportunity lapses.
Is the cancellation of my old seat reversible once the new admission is confirmed?	No. Cancellation of the previous admission and release of the old seat are processed as a single, controlled, timestamped transaction that is automatic, mandatory, and irrevocable . You have no claim to reclaim the previous seat.
If admission is confirmed in Phase 1, in which Phase may it be replaced?	It may be replaced only once, during Phase 2, which is the immediately succeeding Phase.
If admission is confirmed in Phase 2, may the candidate participate in Phase 3 (if any)?	Yes. The candidate may participate in Phase 3 (if any) to replace the Phase-2 admission once, subject to eligibility and the applicable rules.
Can a Phase-1 admitted candidate skip Phase 2 and return in Phase 3(if any) to replace that admission?	No. The replacement opportunity must be used in Phase 2 and lapses if that immediately succeeding Phase is skipped.
At what exact stage is the previous admission cancelled?	The previous admission is cancelled only after the candidate has successfully completed reporting and verification and the new admission has been confirmed by the concerned Institution through the portal.
Does locking a new option cancel the existing admission?	No. Selection or locking of a new option does not affect the existing confirmed admission.

Does payment of the Seat Acceptance Fee cancel the existing admission?	No. The existing admission remains protected even after payment and is cancelled only when the new admission is successfully verified and confirmed.
What happens if verification of the proposed new admission fails?	The proposed new allotment will be cancelled, but the candidate's existing valid admission will continue unaffected.
Can the candidate retain the old admission after the new admission is confirmed?	No. Once the new admission is confirmed, the previous admission is automatically, mandatorily, and irrevocably cancelled.
Can the replacement facility be used more than once?	No. An already-admitted candidate may use the replacement facility only once during the entire DCAP-2026 process.
If a Round-1 admission itself replaced an earlier admission, can it be replaced again in Round 2?	No. Since the one-time replacement facility was used when the Round-1 admission was confirmed, it stands exhausted and cannot be used again in Round 2 or any later stage.
What happens if the candidate does not obtain a new confirmed admission in the immediately succeeding Phase?	The existing admission continues unaffected, but the replacement facility for that admission lapses and cannot be used in any later Phase.
When and how is the previously occupied seat returned to the vacancy pool?	Immediately after confirmation of the new admission, the previous admission is automatically cancelled, and the earlier seat is released via a controlled, timestamped system transaction to be included in the applicable vacancy matrix.

CATEGORY 9: NON-RESPONSE, VOLUNTARY WITHDRAWAL, AND DEBARMENT

Questions	Answers
What constitutes a "non-response Phase"?	A Phase is recorded as a non-response Phase if you are included in the Allocation/Selection List (provided with actual selection opportunities) but do not select/accept any available combination within the deadline.
What is the difference between non-selection, non-response and non-reporting?	Non-selection: The candidate is not offered any Selection Opportunity in the Phase. Non-response: A Selection Opportunity is offered, but the candidate does not exercise and complete acceptance of any option within time. Non-reporting: The candidate pays the Seat Acceptance Fee but fails to report to the selected Institution within the notified period.

What is the penalty for "Two consecutive non-response Phases"?	If you receive actual selection opportunities in two consecutive Phases and do not select/accept any combination in either, you will be debarred from all subsequent Phases of Decentralised Counselling.
Does mere inclusion in a Combined Merit List constitute a Selection Opportunity?	No. It indicates only the candidate's relative merit position and does not constitute selection, allotment or reservation of a seat.
Does a Phase in which I received no selection opportunity count as a non-response?	No. A Phase in which you do not receive any actual selection opportunity through the Allocation/Selection List does not count as non-response. Candidates may continue to subsequent Phases.
What happens after one non-response Phase?	The candidate may participate in the immediately succeeding Phase, subject to eligibility; however, another consecutive non-response Phase will result in debarment from subsequent Phases.
Can I select an unexercised offered combination in later rounds or Phases?	No. If a combination is offered to you in the Allocation/Selection List but not exercised, it becomes permanently unavailable to you for the remainder of DCAP-2026.
What happens if I pay the Seat Acceptance Fee but fail to report to the selected institute?	You will be treated as non-reporting and immediately debarred from the entire remaining Decentralised Counselling process . The allotment will lapse, but any previous valid Centralised Counselling admission stays protected.
Must the two non-response Phases be consecutive to be debarred?	Yes. Debarment under this rule applies when the candidate fails to exercise actual Selection Opportunities in two consecutive Phases.
Does an unexercised combination remain unavailable in later Phases?	Yes. A combination offered but not exercised within the prescribed period becomes unavailable to that candidate for the remainder of DCAP-2026.
What happens if the candidate selects an option but does not pay the fee?	No allotment will be created. The selected opportunity will lapse, and the applicable non-response consequences will follow.
What happens if I voluntarily withdraw from a confirmed DCAP admission?	You will exit Decentralised Counselling entirely and will not be permitted to participate in any subsequent round or Phase .
What happens if the fee is paid but the candidate fails to report?	The allotment will lapse, and the candidate will be immediately debarred from the remainder of the DCAP-2026 process. Any existing admission that has not already been replaced will remain protected.
Does withdrawal from a DCAP admission affect a separately held	A confirmed DCAP replacement admission automatically cancels the previous CAP/DCAP admission; therefore, withdrawal from the new

admission, if any?	admission will not revive the earlier seat. Any admission held under an independent process will be governed by the rules of that process.
Can a voluntarily withdrawn candidate re-enter DCAP-2026?	No. Voluntary withdrawal from a confirmed DCAP admission results in exit from the process, and the candidate cannot participate in any subsequent Round or Phase.
How will candidates be informed that they have been debarred?	The debarment status and its recorded reason will be communicated through the counselling portal and/or other official communication channels prescribed by WBJEEB.

QUICK REFERENCE: DECISION CHECKLIST FOR CANDIDATES

What to do?	
BEFORE THE ACTIVE WINDOW CLOSES: ☐ Complete and verify your DCAP profile accurately. ☐ Pay the ₹250 non-refundable Registration Fee. ☐ Check your eligibility and the Phase-opening vacancy matrix. ☐ Include all genuine College-Stream options in your choice set (order does not matter). ☐ Review and lock your choices manually (or let the system auto-lock them).	AFTER A SELECTION OPPORTUNITY IS OFFERED: ☐ Review your Selection List opportunities and select exactly ONE option. ☐ Pay the ₹2,000 Seat Acceptance Fee before the notified deadline. ☐ Download and print the system-generated Provisional Admission Receipt. ☐ Report physically to the selected institution with all required original documents and self-attested copies. ☐ Complete physical verification and check your final admission status on the portal.