



WEST BENGAL JOINT ENTRANCE EXAMINATIONS BOARD

DECENTRALISED COUNSELLING ADMISSION PORTAL

(DCAP-2026)

VISUAL OPERATIONAL SUMMARY

Common Online Decentralised Counselling for residual and resultant vacant seats of Engineering/Technology, Architecture and Pharmacy courses(UG)

INTRODUCTION

This visual summary is intended to explain the key provisions of the Revised Notification dated 01.09.2026. If there is a disagreement, the Notification, the official schedule, and the portal instructions will take higher priority. The rules and provisions stated in the WBJEE-2026 Information Bulletin (available on websites) will also apply to DECAP-2026, wherever relevant, together with all relevant Government Notifications, Orders, etc., in force from time to time.

THE CORE PRINCIPLE			
M MERIT	E Eligibility	C CANDIDATE CHOICE	V VACANCY
Determines the order of consideration	Determines whether programme requirements are satisfied	Determines whether an opportunity is exercised	Determines how far the selection range extends

WHO MAY PARTICIPATE?

CATEGORY	EXPLANATIONS
I	West Bengal-domiciled WBJEE-2026 rank holders eligible for reserved-category seats
II	West Bengal-domiciled candidates eligible on the basis of WBJEE-2026 rank
III	WBJEE-2026 rank holders not domiciled in West Bengal
IV	JEE(Main)-2026 rank holders
V	Eligible 10+2-merit candidates
Eligibility always remains subject to programme requirements, domicile, seat source/type, category, reservation and the published vacancy matrix.	

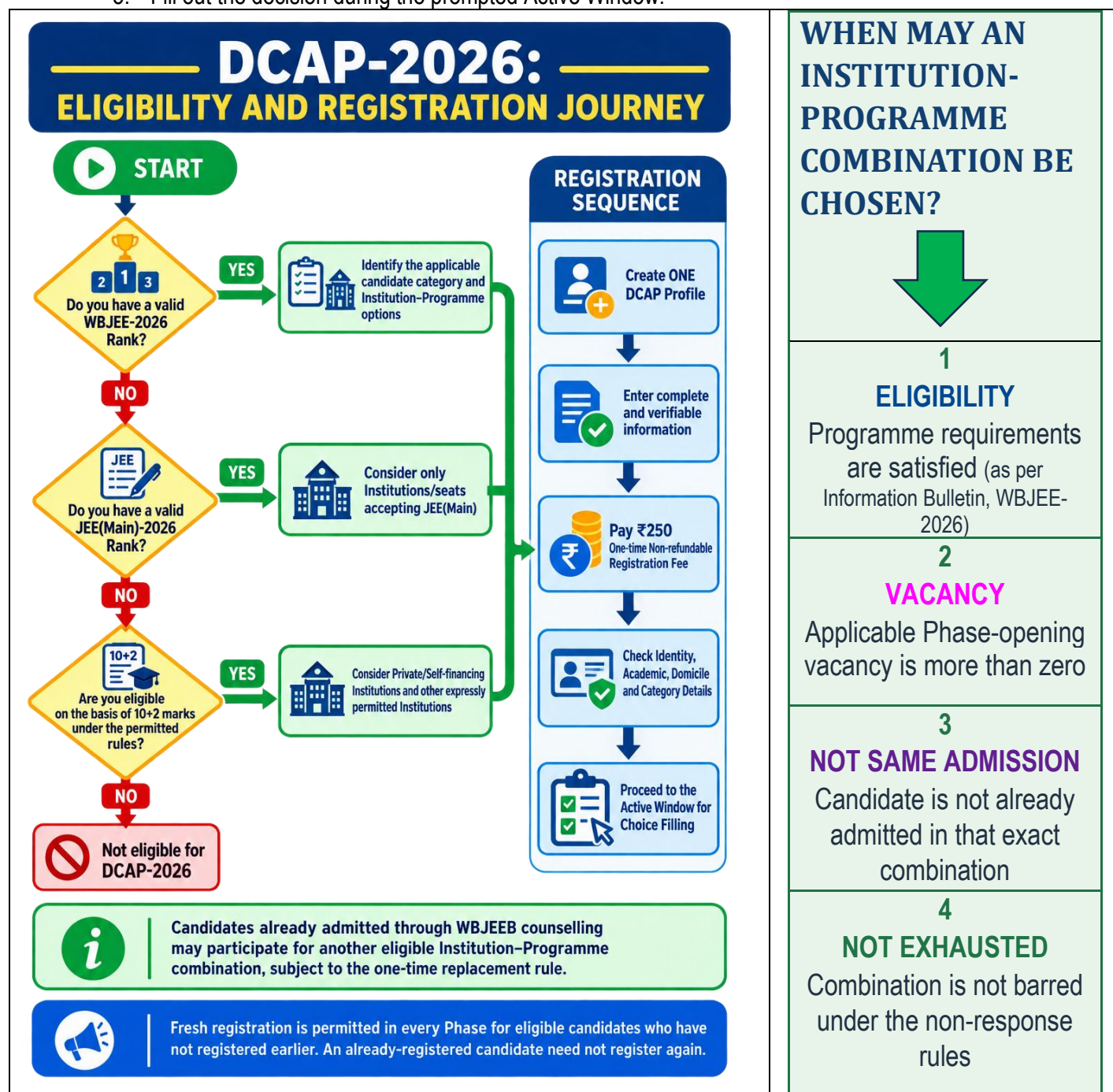
THINGS TO REMEMBER

₹250 REGISTRATION FEE One-time and non-refundable			₹2,000 SEAT ACCEPTANCE FEE Pay only after selecting and locking one option	
1	2	3	4	5
Merit List is not an allotted seat.	Choices are unordered.	Select only one option.	Payment must be followed by reporting.	Existing admission stays protected until a new admission is confirmed.

REGISTRATION AND CHOICE FILLING

What you must do during the Active Window

1. Verify your eligibility for WBJEE-2026, JEE(Main)-2026, or 10+2 qualification.
2. Create a complete and verifiable DCAP profile.
3. Pay the non-refundable ₹250 Registration Fee.
4. Review relevant identity, academic, domicile, and category facts.
5. Fill out the decision during the prompted Active Window.



ACTIVE WINDOW FLOW

DCAP-2026: CHOICE FILLING AND LOCKING



ACTIVE WINDOW OPENS



**Register or Update
Candidate Profile**



**Search for an Institution-Programme
Combination**

1.



Does the candidate
satisfy the Programme
eligibility requirements?

NO

YES

2.



Is the applicable
vacancy more than zero
at Phase opening?

NO

YES

3.



Is the candidate not
already admitted in the
same combination?

NO

YES

4.



Is the combination
still available under the
non-response rules?

NO

YES



Choices form an
UNORDERED SET.
There is no preference
order among them.



If choices are not
manually locked, the
last successfully saved
choices will be
automatically locked
when the Active
Window closes.



No choice may be
added, removed,
substituted or modified
during Round 1 or
Round 2 of the
same Phase.



Choice not available
in the present Phase



Choice may be added



Add multiple genuine Institution-Programme combinations



Review the complete choice set



Add, remove or modify choices before the deadline



LOCK CHOICES

WINDOW FLOW

1. Add, remove, or
change various
Institution-
Programme
combinations.

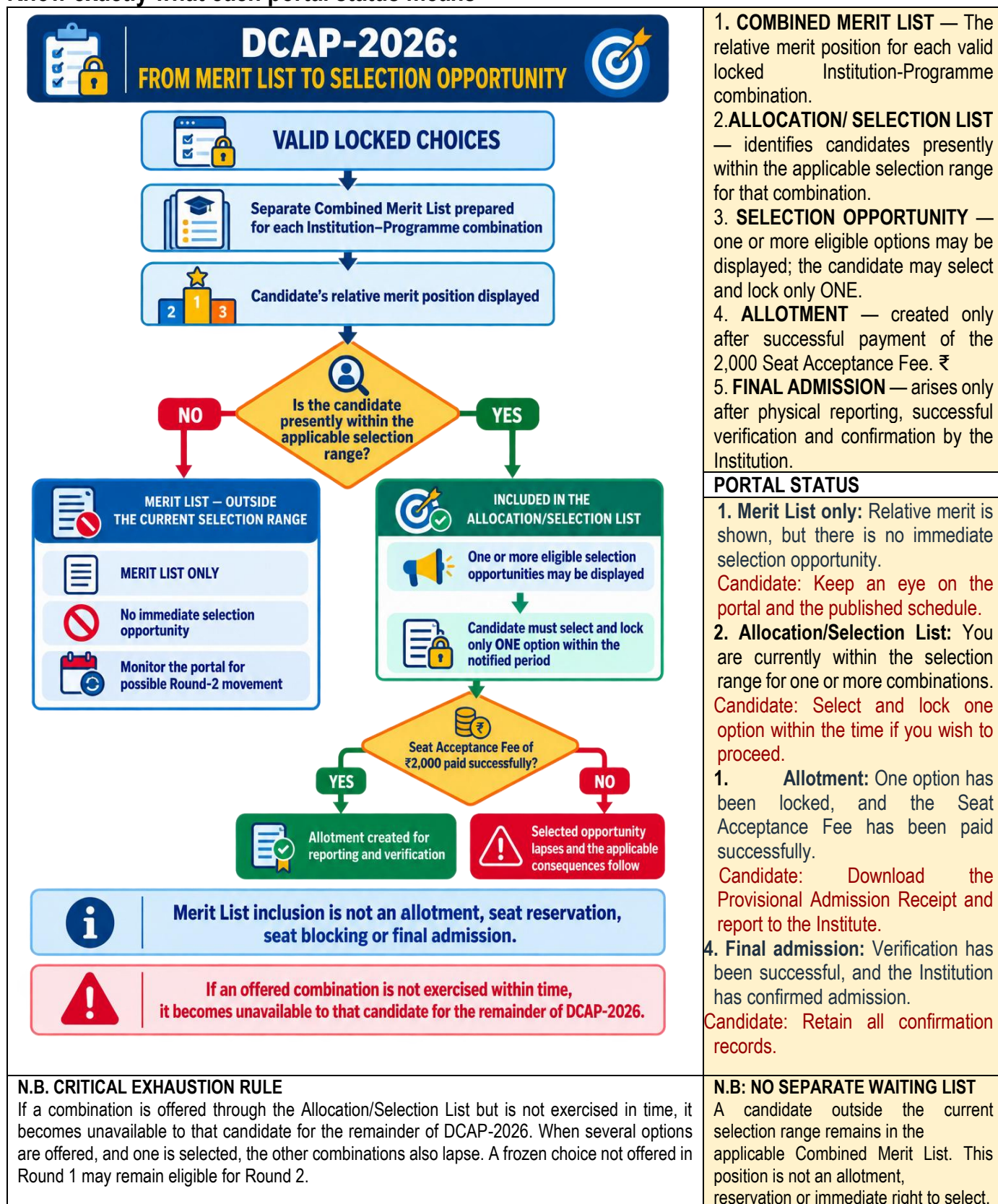
2. Review all saved
choices. They are in
no particular order.

3. Lock choices
before the deadline,
or the last correctly
saved choices will
be locked
automatically.

N.B.: No vacancy at
Phase opening: At
Phase opening, a
combination with
no applicable
positions cannot be
selected. Later,
vacancies may
enter the next
Phase's choice
universe.

MERIT, SELECTION AND CANDIDATE ACTION

Know exactly what each portal status means



ROUND 1 AND ROUND 2

THE COMPLETE ACTION SEQUENCE WITHIN ONE COUNSELLING PHASE

ROUND 1 — INITIAL SELECTION

- Check the allocation/selection list and select and lock one available option.
- Pay the ₹2,000 seat acceptance fee by the notified deadline.
- Download the system-generated provisional admission receipt.
- Report physically to the selected institution with the required originals and copies.
- Complete institutional verification and obtain admission confirmation

MANDATORY FOR ROUND 2

After selecting a Round-1 seat, the candidate must pay, report, complete verification and obtain confirmation of the Round-1 admission. Mere selection or locking does not entitle the candidate to consideration in Round 2.

ROUND 2 — SECOND SELECTION / RE-ALLOCATION

= SAME PHASE Round 2 remains part of the current Phase	L SAME LOCKED CHOICES No fresh, added, deleted or modified choice	M MERIT QUEUE EXTENDS Selection range may move down after vacancy reconciliation
MAY BE CONSIDERED IN ROUND 2 Another eligible frozen combination for which the candidate was NOT included in the Round-1 Allocation/Selection List.	CANNOT BE OFFERED AGAIN A combination already offered to that candidate through the Round-1 Allocation/Selection List.	
NO RANKING OF INSTITUTIONS OR PROGRAMMES WBJEEB does not classify any Institution or Programme as better, higher or lower. Movement occurs only because the candidate voluntarily selects another eligible option.		

AFTER ROUND 2

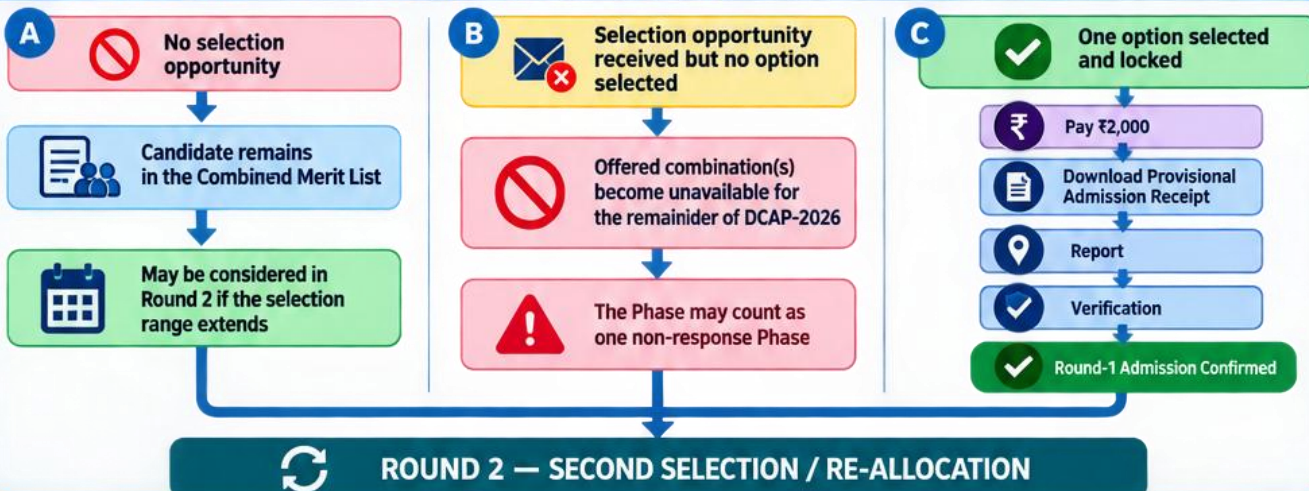
✓ ADMISSION CONFIRMED Candidate retains the confirmed admission, subject to replacement and exit rules	→ NO OPPORTUNITY Candidate may enter the next Phase if eligible and not debarred	! TWO CONSECUTIVE NON-RESPONSE PHASES Debarment from subsequent Phases
CONSEQUENTIAL VACANCY A seat released because an admitted candidate successfully moves to another confirmed CAP/DCAP seat is carried to the vacancy matrix of the next Phase.		

DCAP-2026: ROUND 1, ROUND 2 AND PHASE OUTCOMES

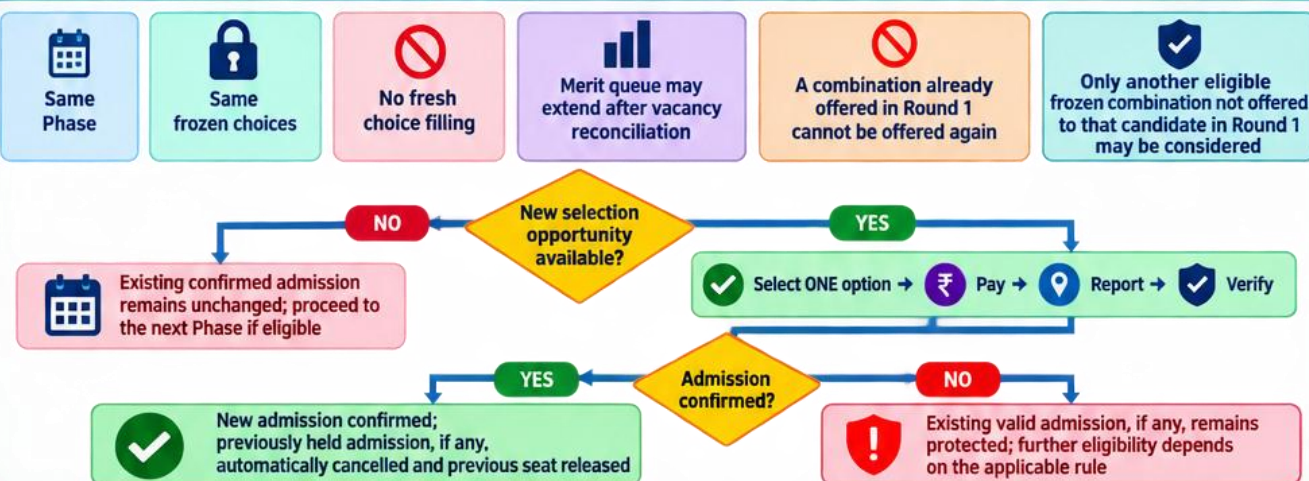
PHASE ACTIVE WINDOW



ROUND 1 | Three possible situations



ROUND 2 | Key rules



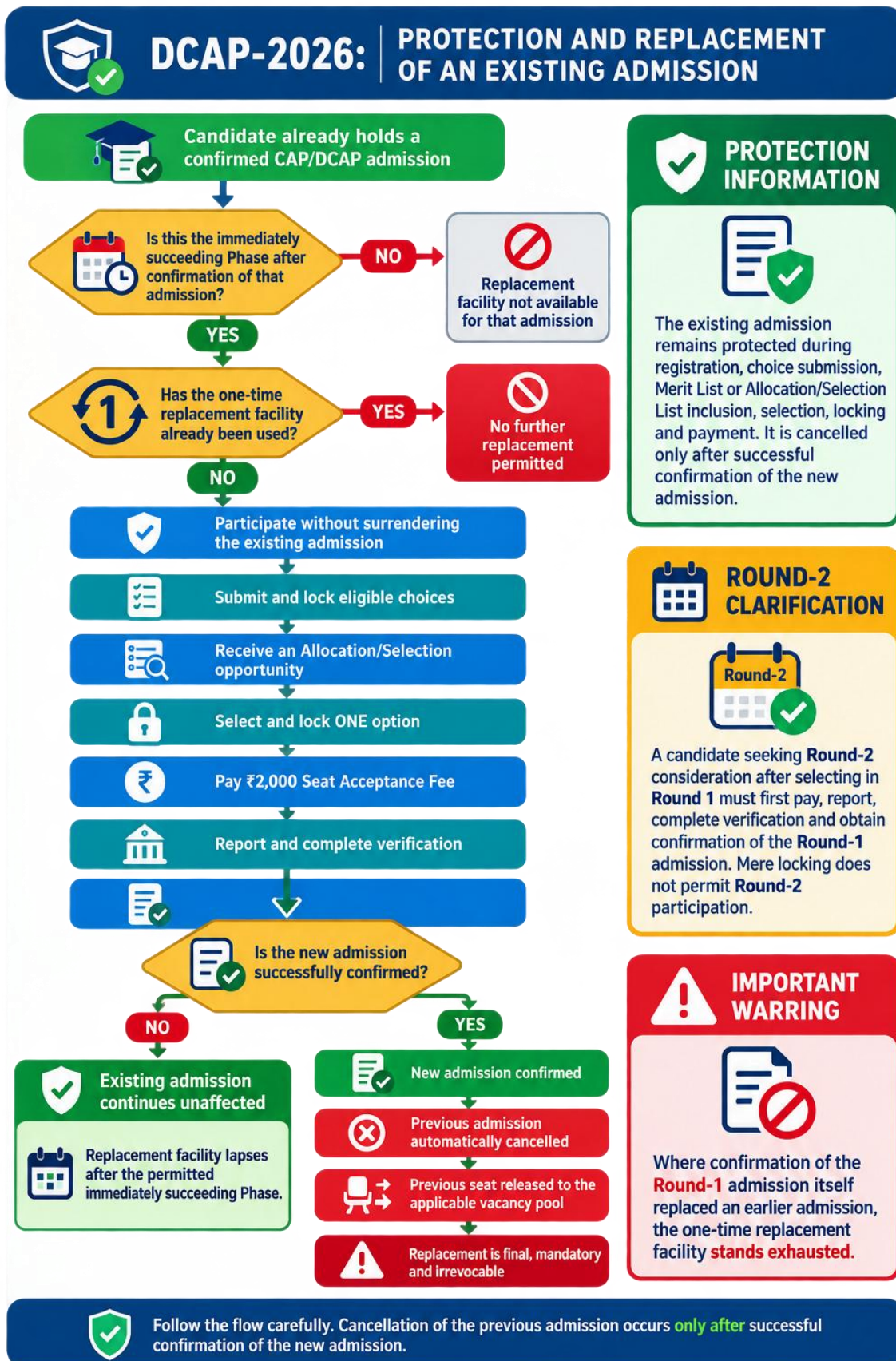
PHASE CLOSURE | Possible outcomes



WBJEEB does not classify any Institution or Programme as better, higher or lower.

EXISTING ADMISSION AND CONSEQUENCES

Protection, one-time replacement, non-response and debarment



WHAT HAPPENS IF YOU DO NOT ACT?

SITUATION	CONSEQUENCE
Merit List only; no selection opportunity	No non-response is recorded.
Selection opportunity received but no option exercised	Offered combination(s) lapse; the Phase may count as one non-response Phase.
No actual selection opportunity in a Phase	That Phase does not count as a non-response Phase.
Actual opportunities ignored in two consecutive Phases	Debarment from all subsequent Phases.
Seat Acceptance Fee paid but candidate fails to report	Immediate debarment from the remaining DCAP process and out of the entire counselling system; an earlier valid admission, if any, stays protected.
Institution rejects candidature	Not a candidate non-response; further eligibility depends on the recorded Clause 15 reason.
Verified technical/system/payment failure	Not a non-response where timely action is established by official records.
Voluntary withdrawal after confirmed DCAP admission	Exit from subsequent rounds/Phases; released seat returns to the applicable vacancy pool.

ESSENTIAL QUICK CLARIFICATIONS

QUESTION	ANSWER
Does inclusion on the Merit List guarantee a seat?	No. It shows relative merit only.
Can I select more than one displayed option?	No. You may select and lock only one.
Can I add or change a choice in Round 2?	No. Round 2 uses the same frozen choices.
Can I keep my existing admission while participating?	Yes, until another admission is successfully confirmed, subject to the one-time replacement rule.
What if I pay but do not report?	You are immediately debarred from the remaining DCAP process.
Can an unexercised offered combination be selected later?	No. It remains unavailable to you for the remainder of DCAP-2026.
Is a candidate allowed to participate in only two Phases, i.e., four rounds?	No; the limit of two consecutive Phases (four rounds) applies only when the candidate receives actual Selection Opportunities, not to mere participation without any such opportunity.
If a candidate takes admission in Phase 1, may the candidate participate again in Phase 3(if commenced)?	No; a candidate admitted in Phase 1 may replace that admission only once, during the immediately succeeding Phase, i.e., Phase 2.
If admission is taken in Phase 2, may the candidate participate in Phase 3?	Yes; a candidate admitted in Phase 2 may participate in Phase 3 (if commenced) to replace that admission once, subject to eligibility and applicable rules.
Can a candidate admitted in Phase 1 skip Phase 2 and return in Phase 3 (If commenced)?	No; to replace a Phase-1 admission, the candidate must participate in Phase 2, as the replacement opportunity lapses if Phase 2 is skipped.
How can a candidate exercise the upgrade in Round 2 without taking admission in the seat locked in Round 1?	A candidate cannot seek Round-2 upgradation merely by locking a Round-1 seat without completing the prescribed admission formalities.

BEFORE THE ACTIVE WINDOW CLOSES	AFTER A SELECTION OPPORTUNITY
☐ Complete the profile accurately ☐ Check eligibility and Phase-opening vacancy ☐ Include all genuine options ☐ Review and lock the unordered choice set	☐ Select and lock ONE option ☐ Pay ₹2,000 within the time ☐ Download the Provisional Admission Receipt ☐ Report with originals ☐ Check final admission status