Government of West Bengal
Higher Education Department
Technical Branch
Bikash Bhavan, 6th floor, Salt Lake, Kolkata - 700091

Memo No. 505-10M-51/15

Date: 25.11.2026

NOTIFICATION

Subject: Filling up of residual vacant seats after completion of Online Centralized Counseling (CAP) for 2nd Year (3rd Semester) in degree level Engineering, Technology and Pharmacy courses through Decentralized Counseling (Institution Level) process under Lateral Entry Scheme of AICTE in the academic year 2026-27.

Whereas, the West Bengal Joint Entrance Examinations Board (WBJEEB) has completed the prescribed rounds of Online Centralized Counseling (CAP) for admission to **2nd Year (3rd Semester)** undergraduate courses in Engineering, Technology, Pharmacy and Architecture in the State for the academic year 2026–27;

And whereas, certain seats continued to be remained vacant in approved institutions even after completion of the aforesaid counseling processes, and such institutions have represented to the State Government that the filling up of these residual vacancies should be facilitated within the prescribed admission timeline;

Now, therefore, the State Government hereby permits, as a one-time relaxation, the concerned institutions to fill such residual vacant seats, subject to the following conditions:

1. Scope of the process

The arrangement shall apply only to genuine residual vacant seats remaining after completion of online counseling and admission process through WBJEEB within the approved intake and subject to applicable statutory and regulatory requirements as stated below:

1.1 Seats remaining vacant in the second year will be offered for admission in any branch of Engineering and Technology through decentralized counseling (Institution Level) for the Students of diploma holder who have passed Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY BRANCH of Engineering and Technology Programs or for the students who have passed B.Sc. degree from a recognized University, as defined by UGC with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject or for the students who have passed B.Voc / 3-year D.Voc. Stream in the same or allied sector, following the guidelines issued by the

WBJEEB in terms of eligibility criterion for different Universities and Institutes and Regulatory Authorities.

1.2 Participating Universities and Institutes willing to admit students through such decentralized counseling process shall have to follow a complete transparent admission procedure by inviting application from the diploma holder students in Engineering, Technology programmes from AICTE approved Institutions and B.Sc. passed students from UGC Recognized Institutions by publishing suitable notice with discipline wise vacancy position in their respective Notice Board and/or in the Institutional website.

1.3 Seats remaining vacant in the 2nd year level will be offered for admission through Decentralized counseling (institution level) for the students of Diploma holder in Pharmacy programs from an institute approved by the Pharmacy Council of India under Section 12 for the Pharmacy Act, 1948 following the guidelines issued by the WBJEEB in term of eligibility criteria for different Universities and institutes and Regulatory Authorities.

1.4 Participating Universities and institutes willing to admit students through such Decentralized counseling process shall have to follow a complete transparent admission procedure by inviting applications from the eligible Diploma holder students in Pharmacy programs by posting necessary notice with discipline-wise vacancy position in their respective notice board and/or in the institutional website.

2. Candidates will be offered the said vacancies in the following order of preference:

2.1 Candidates with diploma in Engineering, Technology and Pharmacy from AICTE/PCI approved institutions who are otherwise eligible for admission under the scheme, will be given the first preference.

2.2 Candidates with B.Sc. degree from UGC Recognized Institutions who are otherwise eligible for admission under the scheme will be given the next preference. However, for B. Pharmacy Programme, B.Sc. / B.Voc / 3 year D.Voc degree holders will not be allowed to take admission as per PCI norms.

3. Institutional admission process and publication of vacancies

Institutions shall publish the details of their residual vacant seats, course-wise eligibility criteria, admission procedure and relevant schedule on their respective official websites and other media platforms. A copy of the vacancy notice shall also be communicated to the Higher Education Department and WBJEEB in the prescribed manner.

Institutions may undertake the admission process through their own admission arrangements, including online and physical modes, subject to the provisions of this notification.

4. Mandatory acceptance of applications through e-mail

Every participating institution shall mandatorily provide an official e-mail address for receipt of applications for admission against residual vacant seats. Applications received through the designated official e-mail address shall be duly considered along with applications received through other admission channels notified by the institution. Institutions may also facilitate submission of applications physically.

The relevant e-mail address, application procedure, eligibility requirements and last date for receipt of applications shall be clearly published on the institution's official website. Institutions shall maintain a record of all applications received through e-mail and other permitted modes and shall ensure that no eligible application is disregarded solely on account of its mode of submission.

5. Merit and applicable norms

All admissions shall be made in accordance with the eligibility criteria, merit requirements, reservation provisions, approved intake and other norms prescribed by the competent regulatory authority, affiliating University and applicable Government orders.

Institutions shall maintain proper records of applications received, eligibility scrutiny, merit determination, selection and admission, so that the process remains transparent and verifiable.

6. Mandatory entry of details on the common WBJEEB portal

For consolidated monitoring and maintenance of a State-level record of admissions, WBJEEB shall provide or designate a common online portal for entry of the prescribed particulars relating to residual vacancies and admissions made by participating institutions. WBJEEB must formulate a mechanism to ensure that the entry of information of each candidate will be authenticated by the candidate concerned.

Each institution or individual candidate shall enter the required details of candidates admitted under this process in real time, together with the prescribed vacancy and admission particulars, on the designated portal to make the process transperent. This would enable that students who are not able to visit, the college, can also apply through online portal. The schedule, notification and detailed procedure will be published by the WBJEEB in their portal. The entry of details on the portal shall be mandatory, irrespective of whether the application was received through e-mail, an institution's own online system or physical submission.

The institution shall ensure that all entries are complete, accurate and duly verified by its Head or authorised officer. WBJEEB may prescribe the format, supporting documents and procedure for such entry.

7. Responsibility of institutions

The Head of the Institution or an authorised officer shall be responsible for the correctness and completeness of the information entered on the common portal and for certifying that each

admission has been made against a genuine residual vacancy and in conformity with applicable eligibility, merit and regulatory requirements.

The Higher Education Department and WBJEEB may call for relevant records or clarification wherever necessary.

8. Deadline for completion of admissions

The admission process under this notification shall be completed as per schedule to be published by the WBJEEB.

9. No admission beyond approved capacity

No institution shall admit a candidate beyond its approved intake or against a seat that is not a genuine residual vacancy. All admissions shall comply with applicable statutory, regulatory and University requirements.

10. Operational instructions

WBJEEB, in consultation with the Higher Education Department wherever necessary, shall issue such operational instructions, formats and timelines as may be required for implementation of this notification.

All other applicable statutory, regulatory and Government provisions governing admission shall remain in force.

By Order of the Government.

Sd.
(AMAL SARKAR)
Deputy Secretary

No. 505(9)10M-51/15 Date: 25.11.2026

Copy forwarded for information and necessary action to:

l. The Chairman, West Bengal Joint Entrance Examinations Board (WBJEEB), Ae-13/1, Sector-V, Salt Lake, Kolkata-700 091.

2. The Vice-Chancellor, Maulana Abul Kalam Azad University of Technology - with request to communicate to all the affiliated institutions.

3. The Director of Technical Education, West Bengal, Bikash Bhavan, 10th Floor, Salt Lake, Kolkata -700 091 with request to inform all concerned.

4. The Director of Technical Education & Training, West Bengal, Vocational Training Institution,

Action Area-III, New Town, Kolkata, for kind information and necessary action.

5. The Registrar, the University of Calcutta / the Jadavpur University / the University of Kalyani /the University of Burdwan / the West Bengal University of Animal & Fishery Sciences- / the Uttarbanga Krishi Vishavidyalaya / the Bidhanchandra Krishi Vishavidyal aya / tie Maulana Abul Kalam Azad University of Technology the Kazi Nazrul University/ Registrar West Bengal University of Health Science.

6. Private Secretary to Hon'ble MIC, Department of Higher Education.

7. The Nodal Officer, IT Cell, Department of Higher Education.

8. The Senior P.A. to the Additional Chief Secretary to the Govt. of West Bengal, Department of Higher Education.

9. The General Secretary, Association of Professional Academic Institutions (APAI), West Bengal

with a request to intimate all concerned

(AMAL SARKAR)
Deputy Secretary