## Government of Karnataka

 Karnataka Examinations Authority


Karnataka Examinations Authority Trust through total transparency

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Information Bulletin - 2
Common Entrance Test - 2020
Admission to Professional Courses
(Instructions and Guidelines for Online Seat Allotment Process)


బ゚ంగళృరు - 560012
BANGALORE - 560012
e-mail: keauthority-ka@nic.in Website: http://kea.kar.nic.in Helpline: 080-23460460 (5 Lines - From 10.00 am to 6.00 pm)

 KEA wishes you the very best in your journey seeking career choices.



The following instructions and guidelines given in this Information Bulletin are in continuation of the Information Bulletin - 1 hosted on the KEA Website for CET- 2020.

## ENTRY OF OPTIONS AND SEAT ALLOTMENT PROCEDURE ఇజ్టిగఆస్న్న <br> 

## (A) ADMISSION FEE AND PERCENTAGE OF SEATS (GOVERNMENT SHARE)

Fee structure and seat matrix issued by the Government for the year 2020-21 will be hosted on the KEA Website http://kea.kar.nic.in for the information of the candidates / concerned.
(B) GOVERNMENT SEATS (SEAT MATRIX)

The KEA will receive the seat matrix from the Government before the commencement of allotment of seats in the First Round. Hence, an accurate number of seats to be offered for allotment as Government seats, college wise, category wise and course wise, cannot be made known at this stage. The seat matrix (Government seats) in respect of Medical, Dental, Indian System of Medicine \& Homoeopathy, Engineering, Technology and Architecture courses, Farm science, B-Pham, Pharm-D as notified by the Government will be published on the KEA Website http://kea.kar.nic.in before the commencement of first round of allotment of seats to the respective disciplines. For the benefit of candidates, full postal address and telephone / fax numbers of Professional colleges and the total number of Government share of seats offered by the KEA in these colleges for the academic year 2019-20 is hosted on the KEA Website. This is only for the information of the candidates and no inference shall be drawn either for number of seats or to the college for the academic year 2020-21.

## IMPORTANT INSTRUCTIONS ON OPTION ENTRY:

The options entered by the candidate for the first round will remain same for all the rounds of seat allotment. The candidates will not be allowed to enter options again. Option Entry done before the first round will be the final list of options. The priority of options entered by the candidate will be shown on the option entry module by obtaining the candidate credentials. Candidate may delete or alter order of higher options. The candidate will be allowed to add new options for any colleges and course that came into the seat matrix after the first round.


## LEGAL JURISDICTION

Any dispute that may arise in respect of the test or the later allotment of seats process and admission is subject to the jurisdiction of the Hon'ble High court of Karnataka. The issue of admission order by the KEA shall enable the candidate to join the concerned college, subject to the academic eligibility, etc., being approved by the concerned University as per the Regulations.


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(1) విద్యాథిగళు తయ్ము ఇజ్ట్రెగస్ను (Options) నయొందిసుద్దు


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##  అసుసరిసుむ చురితు ష్లఒజన






2) ఇఇ్టియన్ను (Option) నమొందిసుఎాగ, ఆద్యరా ఫ్రెలు (prioritization) అనుసెరిసి.








## Instructions and Guidelines for Online Seat Allotment Process

| SL. <br> NO. | PARTICULARS |
| :---: | :--- |
| 1 | ENTRY OF OPTIONS BY CANDIDATES.- |
| 2 | PREPARATORY WORK AT HOME: |
| 3 | CUT OFF RANK: |
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| 5 | WHY DO WE CONDUCT MOCK ALLOTMENT? |
| 6 | Post Seat Allotment Procedure - Choice Before a Candidate. |
| 7 | Remittance of fees, Collection / downloading of admission orders, <br> Admission / Reporting to the college, Reporting college joining details <br> to KEA through online. |
| 8 | Note to candidates who have paid excess fee. |
| 9 | A note on refund and forfeiture of fee / Cancellation of a seat |
| 10 | What is Supernumerary Quota |

(1) ENTRY OF OPTIONS BY CANDIDATES.-
(i) Entry of options by the candidates will begin only after the receipt of seat matrix from the Government. The details of the College wise, Course wise and Category wise seats available for allotment will be published on the KEA website http://kea.kar.nic.in which can be downloaded and printed.
(ii) The candidate who becomes eligible after verification will only be considered for entry of options. The candidate may enter the course / college of his choice from among the seats available which is displayed at the time of entry of options i.e., college wise, category wise and course wise, discipline wise. The candidate will be allowed to enter all the options in the discipline to which he/she is eligible. Candidate shall enter the options for all the discipline at once. If the candidate is eligible for multiple disciplines i.e., both for Medical / Dental and Engineering or for Medical / Dental / Farm Science courses / B.Pharm, options can be exercised for all the discipline in the same entry form. Upon entry of preliminary information by the candidate on the internet at the specified URL, the option entry form will be displayed. (Candidate has to enter his secret key and valid Password.) The candidate has to first select the Discipline in the option entry form. Upon selection of a discipline, the entry form display the list of colleges in case of Medical, Dental, Farm Science courses, B.-Pharm, Pharm-D and for Architecture courses. In case of Engineering discipline the entry form display the list of colleges with their engineering courses. The candidate has to enter the priority number in front of the displayed college / course to which they are eligible and interested.

That means, first option may be Medical, second option may also be Medical, third option may be Engineering, fourth one may be again Medical, fifth option can be Architecture, the sixth may be Farm Science etc and so on.
Please visit KEA Website for details about college information i.e., College Code and Course Codes. Entering the priority numbers means you are interested to join that particular college and courses.

There is no limit for entry of options. A Candidate can enter any number of options as he / she wishes to exercise on his / her own priority. Candidates are advised to enter more number of options to avoid the disappointment of not securing a seat. Any candidate has to enter the option in the priority as he / she desires. Candidates are advised to do thorough home assignment regarding the choices which they want to exercise, the college which they prefer, the course which they are interested to join etc. It is better to write the order of options on a sheet of white paper and discuss the same with your parents / guardians / mentors etc before actually entering same in the system. Your interest in the discipline, college infrastructure, course, distance from your place, availability of hostel etc may be some of the issues to guide your choices of options and advice of your parents. As it will save your time and minimize your chance of making mistake in option entry on the online option entry form. A candidate can enter any number of options through Online (Internet) of his choice of College / Colleges and courses in the order of the choice he / she desires to enter either in the Helpline Centres or on his / her own arrangement. Entry of options invited as per the schedule notified by KEA in all newspapers and on the website http://kea.kar.nic.in The allotment will not proceed to the next rank candidate till the list of your options is completely searched for availability of a seat. The candidate may change the options as many times as he / she desires before the last date and time notified for entry of options. After entry of options candidate has to select the button submit and logout.

Options recorded in the server on the last day and time of the notified schedule in each round will be frozen and only the frozen options will be considered for allotment of seats. The candidates are advised to take a print out of the option entered by them in each round after the last date and time for entry of options is over.
(iii) Please enter URL or Website address http://kea.kar.nic.in or as indicated in the notification. Upon entry of URL you will find link like "UGCET-2020 - OPTION ENTRY" and select the links regarding the information on many items.
NOTE: Candidates are advised not to start entering the options directly on the online option form on the internet without preparatory work at home on choice of options, as it leads to commission of mistakes / wrong entries / wrong order of preferences.
(2) PREPARATORY WORK AT HOME:

Allotment of seats depends entirely on the priority of options given by the candidates as per the merit / rank. Hence it is of utmost importance to familiarize oneself with the operation of the computer, the locking of seats so that the correct choice and options are entered. Practice of entering of options has to be undertaken as even an expert in computers would require a minimum of one hour for entry of about 500 options. Familiarity with the computer, prior knowledge of the college, course is essential to fill up options. Even a small mistake in entering the options may deprive a valuable seat in the desired college / course even though he / she is eligible for that seat as per his / her rank. Therefore, KEA suggests that the student should familiarize themselves in entering the options in the online option entry form. A home work of about an hour everyday is necessary for the students to familiarize themselves with the allotment. The following steps may be taken by the candidates before entering their options in the online option entry form.

- The candidate should note the name of the college, the course offered in a separate sheet of paper.
- The cut off rank for that particular college and course may be seen so that the candidate will get an idea about where he / she stands vis-à-vis his ranking.
- Preparatory work should be commenced only after asserting their merit / rank order.
- The priority of options among the colleges selected should be noted down.
- KEA will also offer training at the Helpline Centres to the candidates to familiarize them with the entry of options as per their choice.
- A mock allotment on real time data given by the candidates will also be done before the actual commencement of the First Round, so that the candidate can know the college and course allotted as per his options. The candidate can also change his options after seeing the mock allotment. This will help him to find out his standing as per his merit and as per options. The mock test is only to help the candidates familiarize and show them the course and college allotted to them and it should be in no way presumed that the same seat and college will be allotted to them in the actual allotment of seats. Because, the candidates have the option of changing the priority of the options entered by them after the mock allotment.
- The verification slip issued to the candidates indicates the category which he / she belongs, rank number for each discipline to which he / she eligible, special category if any etc. It will help in choosing the college or course or place of the college.
- It is better to write the order of options on a white paper and discuss the same with your parents / guardians / mentors etc before actually entering in the system.
(3) CUT OFF RANK: The cutoff ranks for 2019-20 and for earlier years for all discipline college wise, course wise and category wise is hosted on the KEA website http://kea.kar.nic.in. The cut off rank shows the name of the college, course, category and the last rank in the particular college for a particular course during 2019-20. The cutoff rank is only for the information of the students and no inference shall be drawn on the availability of seats college wise and course wise for the year 2020-21. KEA does not take any responsibility whatsoever in this regard. The cutoff ranks give a fair idea about the last rank under each category admitted to a particular college / course during the previous year. Do not exercise your options based on cut-off ranks. The options should be exercised purely based on the candidate interest for college/course because cut-off ranks will not be same every year. And the candidate should make sure that he/she has not missed out any college/course he/she wishes to take admission and the same is ordered according to the priority.

The entire process of allotment is controlled by sophisticated software and high end computers which examine minutely the options given by the candidates for allotment of the best possible seat to the candidate as per the rank and options given. Therefore, it is very important that the candidate should be very clear about the choice of the course, discipline which he is interested in. For example if a candidate is interested only in Medical seats then he can give all the options in all the colleges for allotment of Medical seats only. If there are 53 Medical colleges and the candidates can give 53 options. The computer will decide the best seat available for allotment as per the rank and order of options of the candidate. Similarly a candidate may be interested only in Engineering and there are about 200 Engineering Colleges and a candidate is interested only in Electronic branch, then he can give his preference for Electronic course only in all the colleges. The computer will pick up the best options available as per merit and order of options. In other words the candidate is free to give as many options in as many courses in as many colleges as he deems fit. The more number of options the better it is for the candidate to secure a seat of his choice.

If a candidate is eligible for both Medical and Engineering discipline and his first desire is the Medical Stream then in such case he has to give as much options as possible for Medical. The order of preference for Medical should be more than other disciplines. The computer in such case will find the best options as per the rank and allot a seat to the candidate. Likewise if a candidate is interested only in Engineering he may skip the option of giving choice for Medical and concentrate only on Engineering courses. Even in Engineering stream if the candidate is particular about a particular course then he has to give more options for that particular course in his options. The candidates are advised to gather information about the colleges, the courses offered, infrastructure available, teaching faculty, laboratory facilities, hostel facilities and any other information which would help him / her in narrowing his options. The distance from his / her house, the mode of transport, the hostel facilities and the environment etc are also prime factors in deciding priority of options.

## (4) NOTE ON MOCK ALLOTMENT

After the entry of options are completed, based on the options entered by the candidates in the order of merit and by following the Roster System MOCK SEAT ALLOTMENT will be carried out as per the procedures explained in this Brochure. This Mock Seat Allotment is only an INDICATIVE seat status which candidate may or may not get in the real allotment. It will help the candidate to revise, update, add or delete already the entered options.

Candidates are required to verify their allotted seat status on the KEA Website $\mathrm{http}: / /$ kea.kar.nic.in, if they desire they are free to change, reorder, delete and add to their choices of courses / colleges as per their preference. All the candidates must enter their final options before the last date prescribed. Candidates will not be able to change their options after the last date and time fixed to do so. Even though the candidate may not like to modify the options after the Mock Allotment, he / she may not get the same seat during the Real Allotment as other candidates may change their earlier entered options.

Candidates will also be able to view the details of seat allotted as per their options priority. Candidates can also view the College-wise, Course-wise, Category-wise cut off rank of Mock Allotment. Candidates, who have not been allotted any seat in the Mock allotment, should verify the options entered by them and are advised to enter more options in which they are interested.

This is only an indicative exercise; candidates need not report to the college, but should wait for the real allotment result. However, ALL CANDIDATES CAN CONTINUE TO ACCESS THEIR LOGIN ACCOUNTS TO UPDATE/ ADD/DELETE/ GIVE FRESH OPTIONS TILL THE LAST DATE AND TIME FOR OPTION ENTRY FOR REAL ALLOTMENT.

## (5) WHY DO WE CONDUCT MOCK ALLOTMENT?

Based on the Mock Allotment a candidate can get an indicative allotment of college / course / stream as per his / her priority of options. This gives a clear idea to the candidate to change or retain the entered options. Candidates can get to know that the other candidate with lower merit is allotted a seat which he / she was eligible but for his / her not entering that option. Therefore, candidates will be given one more chance to change the priority of options or deletion or addition or re-ordering of the options.

Due to change in the options by candidates after Mock Allotment, one may not get the same seat in the real allotment as was allotted in the mock allotment.
(6) PROCESS OF ALLOTMENT OF SEATS AND ADMISSION

The seat matrix issued by the Government for each discipline will be adopted for allotment of seats. College wise, course wise and category wise seat matrix issued by Government will be hosted on the KEA website for the information of the candidates and parents before the beginning of the first round and from time to time. The allotment of seats will be conducted in the following three rounds and each round consists of three phases and each phase consists of number of iterations.

1. First Round.
2. Second Round.
3. Second Extended Round.

## 1. FIRST ROUND SEAT ALOTMENT

(i) After the last date and time fixed for entering the options is over and as per the seat matrix issued by the Government, action will be taken to allot the seats in the order of merit based on the priority of the options entered by the candidates and by following the reservation policy of the Government.
(ii) The computer begins allotment with the Special Category seat for Physically Disabled, NCC and Sports Category.
a. The computer starts the allotment with the Physically Disabled persons as per their rank and options. As per the Act, $3 \%$ of the seats in all Government, Aided and Unaided private colleges in Medical / Engineering / Architecture / AYUSH / Farm Science /B-Pharm / Pharm-D courses are reserved and candidates belonging to the Physically Disabled Category can give options as per the seat matrix in these colleges.
b. After allotment to Physically Disabled candidates, seat allotment to NCC candidates holding preference 1 to 8 will be allotted under NCC quota as per their preference and if the preference is the same the interse merit among the candidates will be considered. Likewise candidates in Sports category in Preference 1 to 5 will be allotted in Sports quota and where the preferences are equal the interse merit will be considered. For Engineering seats all candidates will be considered first against Supernumerary Quota (SNQ) seats if they are eligible.
c. General Merit category candidates will be considered only in the General Merit quota. The rank list will be invariably followed for allotment of seats. All Reserved category candidates will be first considered for allotment in General Merit as per their merit and rank and as per the options given by them. After the General Merit seats are exhausted the candidate belonging to the respective categories will be allotted the seats in their respective category as per their rank and as per the options given by them.
d. Reserved Kannada Medium and Rural Category candidates will be first allotted in General Merit Category, then in the Rural and Kannada Medium of General Merit category and respective general of the reserved category and finally in the Kannada Medium and Rural of the respective category subject to availability of seats.
e. Hyderabad-Karnataka reservation (371 (j)) will also be considered for allotment of seats as per the reservation criteria.
f. While allotting to Special Category candidates namely, Defence, Ex-Defence, Scouts \& Guides, CAPF, ExCAPF, first allotment will be made under General Merit category as per their ranks, if the seat is not available in GM, then it will be allotted in the respective reserved category if seats are available and then finally the seats will be allotted under Special Category if seats are available in the order of merit.
g. * While allotting to Reserved Categories and Special Category candidates in Engineering, first allotment will be considered under Supernumerary Quota if eligible, then under General Merit category, if the seat is not available in GM , then it will be allotted in the respective reserved category if seats are available and then finally the seats will be allotted under Special Category if seats are available in the order of merit.
h. If the candidate has been allotted an engineering seat other than Supernumerary Quota, then if the same seat is available under Supernumerary Quota in any of the subsequent rounds, then such candidate will be allotted under Supernumerary quota.

(D, XD, S-G, AGL, CAPF, Ex- CAPF)
b) ISM \& H
c) Engineering
(Including Supernumerary)*
d) Architecture
e) Farm Science
f) B-Pharm
g) Pharm-D

## $1^{\text {st }}$ Phase of allotment of seats:

| $1^{\text {st }}$ Phase $:$i) Allotment of seats to all the disciplines as per the seat <br> matrix issued by the Government. <br> (a) Physically Disabled candidates <br> (b) NCC candidates <br> (c) Sports Candidates |
| :--- | :--- |
| ii) Allotment of seats to Medical / Dental <br> iii) Allotment of seats to ISM \& H <br> iv) Allotment of seats to Engineering <br> v) Allotment of seats to Architecture <br> vi) Allotment of seats to Farm Science |
| vii) Allotment of seats to B-Pharm, Pharm-D and $2^{\text {nd }}$ year B-Pharm |

Based on the merit and priority of options the first phase of allotment begins. The computer will first allot the seats in the above mentioned order and continues in the same order. While allotting the seats in the $1^{\text {st }}$ Phase at any stage, the seat allotted if any, will automatically get cancelled upon allotment of a seat in the subsequent discipline and such cancelled seat will be considered for allotment of a seat in the next iteration.

Therefore, multiple iterations may take place in the $1^{\text {st }}$ Phase. The computer will stop the allotment only if the last seat is allotted or when it reaches the last rank in each discipline. That means the candidates will always be climbing upwards both in options and in roster. The order of allotment as shown above will be repeated in the $1^{\text {st }}$ phase until there is no change in the allotment of any candidate.

## $2^{\text {nd }}$ Phase of allotment.

After allotment of seats in the first phase, action will be taken to allot the seats for the $2^{\text {nd }}$ phase allotment of seats. After completion of the $1^{\text {st }}$ Phase of allotment of seats, the seats that remain unfilled under all the Rural and Kannada medium quota of the reserved categories will be converted to General of the respective reserved categories (SCR \& SCK to SCG, STR \& STK to STG, 1R \& 1K to 1G, 2AR \& 2AK to 2AG, 2BR \& $2 B K$ to $2 B G, 3 A R \& 3 A K$ to $3 A G, 3 B R \& 3 B K$ to $3 B G$ ) before the commencement of $2^{\text {nd }}$ Phase and offered ONLY to the reserved category candidates including GMR \& GMK category candidates. Consequential vacancies which arise during this allotment of seats will remain in the same category and will be offered to the same reserved category candidates.

In this phase only reserved category candidates will be considered for allotment and GM candidates will not be considered. Further, GM and SNQ seats will also be not considered for allotment of seats.

## IMPORTANT:

This procedure for conversion of seats will be adopted before the commencement of $2^{\text {nd }}$ Phase of allotment. Further, if the reserved category candidates are allotted with a General Merit / respective reserved category seat during the $2^{\text {nd }}$ phase of allotment, then a reserved category seat becomes vacant. Such seats are treated as 'CONSEQUENTIAL VACANCIES'. These consequential reserved category vacancies that arise during the $2^{\text {nd }}$ phase of allotment will remain under the same categories and will be offered only to the candidates belonging to the same reserved categories.
NOTE: All GM consequential vacancies which arise in this phase will be considered for allotment in the $3^{\text {rd }}$ Phase of allotment.

In this phase also, the order of seat allotment remains same which is as follows:
$2^{\text {nd }}$ Phase $\quad: \quad$ i) Allotment of seats to all the disciplines as per the seat Matrix issued by the Government.
(a) Physically Disabled candidates
(b) NCC candidates
(c) Sports Candidates
ii) Allotment of seats to Medical / Dental
iii) Allotment of seats to ISM \& H
iv) Allotment of seats to Engineering
v) Allotment of seats to Architecture
vi) Allotment of seats to Farm Science
vii) Allotment of seats to B-Pharm, Pharm-D and $2^{\text {nd }}$ year

B-Pharm

Based on the merit and priority of options the second phase of allotment begins. The computer will first allot the seats in the above mentioned order and continues in the same order. While allotting the seats in the $2^{\text {nd }}$ Phase at any stage, the seat allotted if any, will be released automatically upon allotment of a seat in the subsequent discipline and such released seat will be considered for allotment of a seat in the next iteration.

Therefore, many iteration may take place in the $2^{\text {nd }}$ Phase also. The computer will stop the allotment only if the last seat is allotted or when it reaches the last rank in each discipline. That means the candidate will always be climbing upwards both in options and roster. The order of allotment as shown above will get repeated in the $2^{\text {nd }}$ Phase until there is no change in the allotment of any candidate.

## $3^{\text {rd }}$ Phase of Allotment of seats:

After the allotment of seats in the second phase of allotment, the seats that remain unfilled under various reserved General categories such as SCG, STG, 1G, 2AG, 2BG, 3AG, 3BG, GMR and GMK, along with unfilled special category seats, if any, will be converted to the General Merit category and offered to GM candidates along with all other reserved category candidates in the $3^{\text {rd }}$ Phase of allotment. However, the consequential Rural and Kannada medium reserved category seats that arise during the $3^{\text {rd }}$ Phase of allotment and if remains un-allotted then the same seat will be converted to the General of the respective reserved categories only if there are no seats in the respective general category and will be made available for allotment only to the respective reserved category candidates during $3^{\text {rd }}$ Phase of allotment.

In this round also, the order of seat allotment remains same which is as follows:
$3^{\text {rd }}$ Phase : i) Allotment of seats to all the disciplines as per the seat
Matrix issued by the Government.
(a) Physically Disabled candidates
(b) NCC candidates
(c) Sports Candidates
ii) Allotment of seats to Medical / Dental
iii) Allotment of seats to ISM \& H
iv) Allotment of seats to Engineering
v) Allotment of seats to Architecture
vi) Allotment of seats to Farm Science
vii) Allotment of seats to B-Pharm, Pharm-D and $2^{\text {nd }}$ year

B-Pharm

All the candidates will be considered for allotment of seats in this iteration. Before commencement of $3^{\text {rd }}$ phase the computer will display the number of seats that got allotted in each discipline, total number of candidates allotted and the number of seats remained unfilled and number of candidates unallotted.

While allotting the seats in the $3^{\text {rd }}$ Phase at any stage, the seat allotted if any, will be automatically released upon allotment of a seat in subsequent stage and such released seat will be considered for allotment of a seat in the next iteration.

Based on the merit and priority of options the third phase of allotment begins. The computer will first allot the seats in the above mentioned order and continues in the same order. While allotting the seats in the $3^{\text {rd }}$ Phase at any stage, the seat allotted if any, will be released automatically upon allotment of a seat in the subsequent discipline and such released seat will be considered for allotment of a seat in the next iteration. Therefore, many iterations may take place in the $3^{\text {rd }}$ Phase also. The computer will stop the allotment only if the last seat is allotted or when it reaches the last rank in each discipline. That means the candidate will always be climbing upwards both in options and roster. The order of allotment as shown above will get repeated in the $3^{\text {rd }}$ Phase until there is no change in the allotment of any candidate

Speciality of $3^{\text {rd }}$ Phase of allotment is, after completion of last stage of allotment of seats, the seats remained unallotted if any, in any reserved category will be converted to GM automatically and will be offered to all the eligible candidates from $1^{\text {st }}$ to last rank based on the priority of options entered. That means repetition of phase 3 allotment process will take place. Phase 3 allotment stops only when there is no seat in reserved category and no change in the allotment.

## Summary:

This illustrates that at each stage, the options are getting shrunk before moving to the next stage, if seats are allotted. If seats are not allotted, the options list remains unchanged.

The seats which are returned back to seat matrix in the process of allotment stages will be allotted to the next candidate as per rank and options. This way there will be a number of iterations till the candidate gets the best seat of his choice governed by rank. This means, the system halts allotment when no seats are available for a candidate as per his options.

All the steps taken together as detailed above will form one round and the stages mentioned above, are known as iteration stage / phase. The iteration stage in each round will go on as long as the choice of the candidate is not fulfilled or the availability seat is not exhausted. In this way each candidate may get either a Medical seat or an Engineering seat or ISMH seat as per his/her rank and priority in the respective disciplines. However it is possible that if all seats are exhausted then a candidate might not be allotted a seat at all. Therefore it is very important to candidates to give their options very carefully and after considerable thought and after discussing with their parents and elders. If by chance the options given by the candidate is not well thought he may lose a seat in a good college as he may not have given option for that particular college or would have given lower options. For example a candidate is interested in college A, but by mistake or by oversight he has given a lower preference for that college and has given higher preference for some other college. The computer then will allot a seat as per his rank and as per his higher priorities. In this way he may tend to lose a seat in the college of his choice merely because he has not given a correct priority of options.

The iteration stage starts with Medical/Dental seats, and goes on till the Medical seats is exhausted or choice of candidate is exhausted. Similarly in the $2^{\text {nd }}$ iteration stage the choice of the candidates in ISMH discipline is considered and in the $3^{\text {rd }}$ iteration stage the choice of candidates in Engineering is considered and finally the $4^{\text {th }}$ iteration stage the choice of the candidate for Architecture discipline is considered. If the candidate has given his first choice as Engineering and $2^{\text {nd }}$ choice as Medical then in the $1^{\text {st }}$ stage of iteration the Medical seat at option no. 2 will be considered and a Medical seat will be allotted to him as per his priority and rank if seats are available. So in the $1^{\text {st }}$ iteration the candidate will get a Medical seat and immediately in the

Engineering iteration stage the candidate will be allotted the Engineering seat as per his rank and priority by cancelling the Medical seat as the first priority is engineering. The Medical seat so cancelled will be added to seat matrix of the same college and category and allotted to the next candidate as per his/her rank and priority. Therefore the candidate ultimately gets the seats of his choice/priority. In the final analysis the candidate gets the best of the best seats of his choice.
(8) POST SEAT ALLOTMENT PROCEDURE - CHOICES BEFORE A CANDIDATE

After the entire iteration of all the discipline in all the three phase is complete the final list will be announced on the website and this is known as the First Round. Therefore, many iterations may take place in one round as per the choice of the candidate and as per the availability of seats. The candidate can track down the movement of seats in the different iteration stages to satisfy himself that the best of the choices is allotted to him. Virtual tracking of the process of allotment by the computer can be viewed by the candidate after allotment. This ensures transparency in the entire allotment stage and KEA is known for its motto Trust Through Total Transparency. The final list of the First Round will be hosted on the website, in the Helpline Centres and individual allotment will be sent by SMS, e-mail and the candidates are requested to note the allotment of seats to them in the First Round. The candidate here has 4 choices. The choices are: -

## CHOICES

Choice 1: I am Satisfied with the allotted seat and am willing to report to the allotted college, therefore I should not be considered for further allotment of seats in any subsequent round for any college / discipline. I will pay the prescribed fees by downloading the Challan / allotted details from the KEA Website, I will download the admission order and report to the college. Immediately afterwards, I will login to my Option Entry Log-In-Id and I will report to KEA that I have joined the College.

Further the College Authority will have to login to their College Login-ID and report that the respective candidate has joined the College. If a candidate fails to report back to KEA that he / she has joined, then seat will be cancelled even though they might have physically joined. Further any candidate who has paid the fees and obtained the Admission Order and fails to report to the College on or before the last date and time specified by KEA in the Admission Order, for such candidates no extension of time will be given and the allotment made in his / her favour shall be treated as Cancelled and he / she has no claim further on such allotment and they will not be considered for allotment of seats in the subsequent round. Such seats shall revert back to the pool and fee paid by them will be forfeited.

## Implication: Not eligible to participate in the subsequent rounds.

Important: Before opting this choice candidate is advised to make sure that he / she cannot come back to Option Entry Process in CET-2020.

Choice2: | I am Satisfied with the allotted seat but wish to participate in the next round. If higher options |
| :--- |
| are allotted then earlier allotted seat gets cancelled automatically OR if higher options seats |
| are not allotted then earlier allotted seat shall remain in candidates favour. |
| Implication: Eligible to participate in the subsequent round keeping the seat allotted on hold. |
| However, if a seat in the higher options gets allotted the candidate loses his old seat. There is |
| no choice between the earlier allotted and newly allotted seats. |
| Important: Fresh options entry will be permitted only when the new college / courses are |
| included in the seat matrix after the allotment of the first round. |
| I am not satisfied with allotted seat but wish to participate in the next round with all the |
| already entered options except the allotted options by surrendering the allotted seat and also |
| re-ordering of already entered options. |
| Implication: Eligible to participate in the subsequent round by rejecting the allotted seat. |
| NotE: Chances of getting the lower order options is subject to availability of seats as the |

other candidates next to your rank might have entered those options and seats would be
allotted to them based on merit.
I am Not satisfied with KEA allotted seat and I have got seat elsewhere, so I am quitting and
not to be considered for allotment of seats in any of the further rounds.
Implication: Not eligible to participate in the subsequent round no hold on the allotted seat
and seat allotted earlier will get cancelled.

## NOTE: FOR SEAT ALLOTTED CANDIDATES

If a candidate fails to exercise any of the above 4 choices within the stipulated date and time then the seat allotted to such candidate stands cancelled automatically without any further notice in this regard and such a candidate will not be allowed to participate in further rounds.

## NOTE: FOR ANY SEAT NOT ALLOTTED CANDIDATES

Candidates need not exercise any choice entry, already entered options will be made available for reordering for further allotments.
It is the endeavor of the Government that no seat should mis-utilized as all seats under Government quota are subsidized for the meritorious students.

NOTE: If a candidate fails to exercise any of the above 4 choices within the stipulated date and time then the seat allotted to such candidate stands cancelled automatically without any further notice in this regard and such candidates will not be allowed to participate in further rounds.

## NOTE TO CANDIDATES

To exercise the Choices, to download the Challan, to make payment in the bank and to download the admission order candidate need not visit any of the helpline centre. For all the activities please visit KEA Website http://kea.kar.nic.in

First round of seat allotment - Instructions to Candidates
As per the seat matrix which will be issued by the Government, Seat Allotment will be made by following the Roster System based on the Merit / Rank of the candidate and based on priority of options entered by the candidates.

After verifying the seat allotment results, the candidates can take the decisions as detailed below:
a) The candidates have to confirm themselves about their seat allotment in the first round. If the candidate is satisfied with the allotted seat, then exercise Choice-1 on the KEA web-portal.
b) If the candidate feels that the seat allotted to him / her in the first round is acceptable but wishes to participate in the next round for higher order options above the seat allotted, then exercise Choice-2 on the KEA web-portal.
c) If the candidate is not satisfied with the allotted seat in the first round but wishes to participate in the next round for better options, then exercise Choice-3 on the KEA web-portal.
d) If the candidate is not satisfied with the allotted seat in the first round and also not interested to participate in any rounds as the candidate has got seat elsewhere, then exercise Choice-4 on the KEA web-portal.

The candidates who exercise Choice-1 Should follow the guidelines detailed below:
a. The candidate has to confirm that he / she is satisfied with the allotted seat in the first round.
b. If satisfied, exercise Choice-1 on the KEA Web-portal.
c. Then candidate has to download / print the Challan from the KEA website which is in Triplicate.*
d. In the Challan, the details of the candidate will be pre-printed, such as Name, CET Number, College / Course Allotted details, Fee to be paid, Bank Account Number. Candidate has to confirm the printed details and affix the signature on the Challan.
e. After downloading the Challan, candidate has to pay the prescribed fee in any nearest Bank which will be notified by KEA.
f. After receipt of the payment, bank will return the candidate copy to the candidate by retaining the KEA and Bank copy.
g. After one hour of making the payment, candidate will be able to download the Admission Order.
h. Download the Admission Order and print the same and affix the signature on the Admission Order.
i. Report to the college along with the Original Documents on or before the last date mentioned in the Admission Order.

## *Mode of Payment

The candidate has to make the payment by following any one method / procedures detailed below:
i. By downloading / print the e-Challan (please select the bank) from the KEA website which is in Triplicate. or
ii. By downloading the NEFT / RTGS / IMPS Challan from the KEA website which is also in Triplicate.

The candidates who exercise Choice-2 should follow the guidelines detailed below:

- The candidates who exercise Choice-2 need not pay the fees for the allotted seat in the first round.
- Candidates who exercise Choice-2 are participating in the second round by holding the seat allotted to them in the first round. If higher order options are allotted to them, the earlier seat will automatically stand cancelled. OR if any of the Higher Order Options are not allotted, then the seat allotted to them in the first round will remain with the candidate.
- Higher order options means, presume that the candidate has entered 180 options, and the seat is allotted for his / her priority number 123 in the first round, then the priority number 1 to 122 are the higher order options. The lowered options i.e., from 124 to 180 gets deleted automatically.
- If any of the Higher Order Options are not allotted, then the seat allotted to them in the first round will remain with the candidate.

The candidates who exercise Choice-3 should follow the guidelines detailed below:

- The candidates who exercise Choice-3 need not pay the fees for the allotted seat in the first round.
- The candidates who exercise Choice-3 are NOT satisfied with the allotted seat.
- The candidates who exercise Choice-3 are participating in the second round by rejecting the seat allotted to them in the first round.

The candidates who exercise Choice-4
Candidate is Not satisfied with KEA allotted seat and he / she has got seat elsewhere, so he / she is quitting and he / she should not to be considered for allotment of seats in any of the further rounds. Such candidates have no hold on the allotted seat.

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## 2. SECOND ROUND OF SEAT ALOTMENT:

After completion of $1^{\text {st }}$ Round of seat allotment, all the unfilled / surrendered / forfeited / cancelled / newly added seats, if any, will be offered as CASUAL VACANCIES. All candidates who have entered Choice 2 and 3 will be eligible to participate in this round.
a. The following types of seats are made available for second round seat allotment.
i. Unfilled seats of First Round.
ii. Choice 3 seats of First Round.
iii. Choice 4 seats of First Round.
iv. Exercised Choice 1 in First Round but failed to make payment or not joined the college.
v. Cancelled / Surrendered seats.
vi. Candidates allotted seats in First Round but failed to exercise their Choice within the last date.
vii. Newly added seats if any.
viii. Consequential Vacancies.
b. Types of candidates allowed for Second Round.
i. Choice 2 candidates of First Round.
ii. Choice 3 candidates of First Round.
iii. Option entered but not allotted any seat in First Round.
c. The following types of candidates are not eligible to participate in the Second Round.
i. Candidates who have failed to exercise any choice even after allotment of seat in the First Round.
ii. After seat allotment in the first round, candidates who have exercised Choice 1 or Choice 4 candidates.
iii. After seat allotment in the first round, candidates who have exercised Choice 1 but failed to collect the Admission Order.
iv. Choice-1 candidates of first round collected admission order but failed to report to the college.
v. After seat allotment in the first round, candidates who have exercised Choice 1 and cancelled / surrendered the seats.
vi. Not entered any options in the first round.

NOTE: Consequential vacancies that arise during the allotment after the candidate merit / turn cannot be claimed.

Allotment of seats in the Second Round will be the same with regard to order of allotment followed in the First Round.

IMPORTANT: The options entered by the candidate for the first round will remain same even for the second round of seat allotment. The candidates will not be allowed to enter options again. Option Entry done before the first round will be the final list of options. The priority of options entered by the candidate will be shown on the option entry module by obtaining the candidate credentials. Candidate may delete or alter order of higher options. The candidate will be allowed to add new options for any colleges and course that came into the seat
matrix after the first round. Candidates who are participating in this round implies they are looking for a better seat than the allotted seat in the earlier round. If the candidate does not get any seat in this round then the seat allotted to him / her in the earlier round if any stands confirmed.
i. The priority of options entered by the candidates will remain same even for this round.
ii. All the above higher order options will be considered for allotment of seats. For example, if a candidate has been allotted a seat in the First round for his / her $115^{\text {th }}$ option, all the above higher order options means, option number 1 to 114 will only be considered for allotment.
iii. All the lower order option from 116 to the last entered options will not be considered for allotment.
iv. Candidate can modify / alter / delete the priority of options from 1 to 114.
v. If any of the options from 1 to 114 is available in the order of merit then computer will allot the seats to that candidate and automatically the earlier allotted seat will get cancelled and added to the seat matrix and it will be offered to the next candidate below and to subsequent candidates.
vi. If a candidate fails to get any of the options from 1 to 114 then the seat allotted to him / her in earlier round for $115^{\text {th }}$ option will remain with him / her.
vii. Always, the computer moves towards upward direction so that the candidate will get the best of the best options entered by him / her. (Options 1 to Option 114)
viii. Candidates should not claim any ignorance on allotment of seats and they should not reject the allotted seats since the seat is allotted to candidates based on the options entered by them and order of merit.
ix. For any reason candidates will not be allowed to continue in their earlier allotted colleges. As already informed the earlier allotted seat will not be in their favour and therefore such candidates should invariably report to the allotted colleges.
x. If the candidate gets a seat in the colleges entered by him / her in this round, the seat opted by him / her in this round will be confirmed and the seat held by him / her in the earlier round gets cancelled automatically.
xi. Please note that if any seat gets allotted in this round as per merit and options entered by the candidate, there is no chance of getting back the earlier allotted seat.
xii. Candidates are advised to modify / delete / re-order the options they want to select whether the seats shown in the seat matrix or not, only for the reason that consequential vacancies may arise during allotment process and the candidates will have a chance of getting a better seat if they have entered the options.

NOTE: Consequential vacancies that arise after their turn cannot be claimed. Instructions to candidates who have exercised Choice-2 in the first round.

- Candidates who have exercised Choice-2 in first round are participating in the second round by holding the seat allotted to them in the first round.
- All the higher order options will be displayed on the option entry screen.
- Candidates can alter, modify, delete or re-order the higher order options.
- Higher order options means, presume that the candidate has entered 180 options, and the seat is allotted for his / her priority number 123 in the first round, then the priority number 1 to 122 are the higher order options.
- If higher order options are allotted to them, the earlier seat will automatically stand cancelled. OR
- If any of the Higher Order Options are not allotted, then the seat allotted to them in the first round will remain with the candidate.


## Additional Important Instructions for First Round Choice 2 Candidates

(a) The Choice 2 candidates are participating by holding a seat allotted in the First Round, if any seat is allotted to them in this round then their First Round seat gets added to the seat matrix immediately and is offered to the next eligible candidates in the order of options and priority of options.
(b) While modifying the order of options or deleting the options (adding the new options in case of new college / course added to the seat matrix) candidates are advised to give only such options that are better than his / her allotted seat. If the modified / added option gets allotted they lose their old seat. If none of the seats are available then the candidate's earlier seat is retained.
(c) For Choice 2 candidates the seat allotted in the First Round will be considered as last option. The Choice 2 candidates should be very careful while submitting the options. One should understand that the seat allotted in the First Round will become the last option, it means all the higher options saved by the candidates will be treated as options for seat allotment.
(d) All the higher order options will be displayed for entry of options, if any candidate is intending to retain the same seat which is allotted in the First Round, then he / she has to delete all such options which is displayed on the option entry portal, then the seat allotted in the First Round will be retained in this round also.

## Instructions to candidates who have exercised Choice-3 in first round.

- Choice-3 candidates are participating in this round without holding any seat allotted to them in the first round, if any seat is allotted to them in this round then such seat will be confirmed in their favour or if no seat is allotted to them then they will not be having any seat in their favour.
- All the already entered options except the allotted option will be displayed on the option entry screen.
- All the options means, presume that the candidate has entered 180 options, and the seat is allotted for his / her priority number 123 in the first round, then the priority number 1 to 180 except 123 will be displayed on the option entry screen.
- Candidates can alter, modify, delete or re-order the already entered options.
- While modifying the order of options or deleting the options (adding the new options in case of new college / course added to the seat matrix) candidates are advised to give only such options that are better than his / her allotted seat and for those options candidates are willing to join the college / course in case the seat is allotted.
























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## POST SEAT ALLOTMENT PROCEDURE－CHOICES BEFORE A CANDIDATE CHOICES FOR SECOND ROUND

1．Before exercising any appropriate Choice for the seat allotted in the second round，candidates are here by informed to read the definitions of each choice carefully；understand the same and select the appropriate choice．
2．Please note that，there will not be any choices in the Second Extended Round，irrespective of the seat allotted in the second extended round candidates have to compulsorily join the allotted colleges，because the seats will be allotted based on rank／merit and the priority of options entered by the candidates．
3．A candidate may have option to select Medical／Engineering seat in other boards like AICTE，AIIMS，COMED－K and KEA etc．In case such candidate wishes to confirm the seat selected from other boards then such candidate who has also been allotted a seat through KEA has to surrender the seat allotted by KEA before commencement of Second Extended Round of seat allotment，failing which it may amount to blocking of seat and Government may initiate both civil and criminal action against such candidates．
4．If a candidate decides to surrender the seat，he／she has to surrender the seat only to KEA in writing．Merely not reporting to the selected／allotted college will not be presumed by the candidate that he／she have surrendered the seat to KEA．

After verifying the seat allotment results，the candidates can take the decisions as detailed below：

I am Satisfied with the allotted seat, and am willing to report to the allotted college, therefore I should not be considered for further allotment of seats in any subsequent round for any college / discipline. I will pay the prescribed fees by downloading the Challan / allotted details from the KEA website; I will download the admission order and report to the college. Immediately afterwards, I will login to my Option Entry Log-In-Id and I will report to KEA that I have joined the College.

Further the College Authority will have to login to their College Login-ID and report that the respective candidate has joined the College. If a candidate fails to report back to KEA that he / she has joined, then seat will be cancelled even though they might have physically joined.

Further any candidate who has paid the fees and obtained the Admission Order and fails to report to the College on or before the last date and time specified by KEA in the Admission Order, for such candidates no extension of time will be given and the allotment made in his / her favour shall be treated as Cancelled and he / she has no claim further on such allotment and they will not be considered for allotment of seats in the subsequent round. Such seats shall revert back to the pool and fee paid by them will be forfeited.

Implication: Not eligible to participate in the subsequent rounds.
Important: Before opting this choice candidate is advised to make sure that he / she cannot come back to Option Entry Process in CET-2020.
I am Satisfied with the allotted seat but willing to participate in the next round. I will pay the prescribed fees by downloading the Challan / allotted details from the KEA website for the seat confirmed or allotted in the second round. If better option gets allotted in the second extended round, then earlier allotted seat gets cancelled automatically OR if better option seats are not allotted in the second extended round, then the earlier allotted seat shall remain in candidates favour.

Implication: Eligible to participate in the subsequent round by making payment and keeping the seat allotted on hold. However, if a seat in the better options gets allotted the candidate loses his old seat. There is no choice between the seats. Candidate has to compulsorily join the selected college after the second extended round seat allotment without giving any reasons lexcuses.

I am not satisfied with allotted seat but wish to participate in the next round with all the already entered options except the allotted options by surrendering the allotted seat and also re-ordering of already entered options.

Implication: Eligible to participate in the subsequent round by rejecting the allotted seat.
NOTE: Chances of getting the lower order options is subject to availability of seats as the other candidates next to your rank might have entered those options and seats would be allotted to them based on merit.

I am Not satisfied with KEA allotted seat OR I have got seat elsewhere, so I am quitting and not to be considered for allotment of seats in any of the further rounds.

Implication: Not eligible to participate in the subsequent round and no hold on the allotted seat and seat allotted earlier will get cancelled.

## NOTE: FOR SEAT "ALLOTTED" CANDIDATES

If a candidate fails to exercise any of the above 4 choices within the stipulated date and time then the seat allotted to such candidate stands cancelled automatically without any further notice in this regard and who will not be allowed to participate in further rounds.

## NOTE:- FOR ANY SEAT "NOT ALLOTTED" CANDIDATES

Candidates need not exercise any choice entry. Implication: Eligible to participate in the subsequent round. It is the endeavor of the Government that no seat should mis-utilized as all seats under Government quota are subsidized for the meritorious students.

## Mode of Payment

The candidate has to make the payment by following any one method / procedures detailed below:
i. By downloading / print the e-Challan (please select the bank) from the KEA website which is in Triplicate. or
ii. By downloading the NEFT / RTGS / IMPS Challan from the KEA website which is also in Triplicate.

## Second Round of seat allotment - Instructions to Candidates

As per the seat matrix issued by the Government, Seat Allotment will be made by following the Roster System based on the Merit / Rank of the candidate and based on priority of options entered by the candidates.

Now, after the first round of seat allotment, the seats remained unfilled, cancelled, Choice 3 and Choice 4 seats were offered for the second round seat allotment. Based on the merit and priority of options and following the reservation policy these seats have been allotted in the second round.

After verifying the seat allotment results, the candidates can take the decisions as detailed below:
Choice-1) The candidates have to confirm themselves about their seat allotment in the first round. If the candidate is satisfied with the allotted seat, then exercise Choice-1 on the KEA web-portal.

Choice 2) If the candidate feels that the seat allotted to him / her is acceptable but wishes to participate in the second extended round for a better seat, then exercise Choice-2 on the KEA webportal.

Choice 3) If the candidate is not satisfied with the allotted seat but wishes to participate in the next round for better options, then exercise Choice-3 on the KEA web-portal.
Choice 4) If the candidate is not satisfied with the allotted seat OR also not interested to participate in any rounds as the candidate has got seat elsewhere, then exercise Choice-4 on the KEA webportal.

The candidates who exercise Choice-1 Should follow the guidelines detailed below:
a. The candidate has to confirm that he / she is satisfied with the allotted seat in the second round.
b. If satisfied, exercise Choice-1 on the KEA Web-portal.
c. Then candidate has to download / print the Challan from the KEA website which is in Triplicate.
d. In the Challan, the details of the candidate will be pre-printed, such as Name, CET No, College / Course Allotted details, Fee to be paid, Bank Account Number. Candidate has to confirm the printed details and affix the signature on the Challan.
e. After downloading the Challan, candidate has to pay the prescribed fee in any nearest branch of the Bank which will be notified by KEA.
f. After receipt of the payment, bank will return the candidate's copy to the candidate by retaining the KEA and Bank copy.
g. After one hour of making the payment, candidate will be able to download the Admission Order.
h. Download the Admission Order and print the same and affix the signature on the Admission Order.
i. Report to the college along with the Original Documents on or before the last date mentioned in the admission order.
The candidates who have exercised Choice 1 and downloaded the Admission Order and but have joined other college or courses later on, and wish to surrender the KEA seat, they can do so in any Helpline Centre, and they will be entitled to get a refund of fee amount after deducting Rs.5000/- as process fee till the last day for entry of options in the second extended round. Candidates may please note that, such of those who have got the Admission Order from KEA and do not join the allotted college or leave the college after joining - such actions are tantamount to seat blocking and will result in loss of subsidized Government Quota seats to the Private Management. (There are other equally eligible meritorious candidates in the merit queue.) Such candidates should surrender their allotted seat to KEA only in any Helpline Centre and such seat will be offered to other equally eligible meritorious candidates in the Second Extended Round.

The candidates who exercise Choice-2 should follow the guidelines detailed below:

- The candidate who exercise Choice-2, have to compulsorily pay the prescribed fees for the confirmed / allotted seat in the second round. But Neither they can download the Admission Order NOR join the allotted college but will wait for the Second Extended Round.
- Candidates who exercise Choice-2 are participating in the Second extended round by holding the seat allotted to them in the second round. If better options are allotted to them, the earlier seat will automatically stand cancelled. OR if any of the Options are not allotted, then the seat allotted to them in the second round will remain with the candidate.
- The seat allotted to the candidate in the second round will be considered as last option in the second extended round. If any of the better Options are not allotted, then the seat allotted to them in the second round will remain with the candidate.


## Special Note:

1. Seats will be cancelled in respect of candidates who exercises Choice 2 and fails to make the payment within the stipulated date and time.
2. Choice 2 candidates, after making the payment decides to surrender the seats, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round. For such candidates, an amount of Rs. $5,000 /$ - will be deducted from the payment made, and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for second extended round, full amount paid as fees will be forfeited as per rules.
The candidates who exercise Choice-3 should follow the guidelines detailed below:

- The candidates who exercise Choice-3 need not pay the fees for the allotted seat in the second round.
- The candidates who exercise Choice-3 are NOT satisfied with the allotted seat.
- The candidates who exercise Choice-3 are participating in the second round by rejecting the seat allotted to them in the first round.


## The candidates who exercise Choice-4

Candidate is Not satisfied with KEA allotted seat OR he / she has got seat elsewhere, so he / she is quitting and he / she should not to be considered for allotment of seats in any of the further rounds. Such candidates have no hold on the allotted seat.

## Special Instructions to Candidates

1. Candidates who have exercised Choice 1 in first round or second round for the seat allotted, after making the payment decides to surrender the seat, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round, for such candidates an amount of Rs.5,000/- will be deducted from the payment made and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for the second extended round, full amount paid as fees will be forfeited as per rules.
2. Candidates who have exercised Choice 2 in second round for the seat allotted, after making the payment decides to surrender the seats, can cancel the seat in any of the Helpline Centre before the last date prescribed for entry of options for the second extended round, for such candidates an amount of Rs.5,000/- will be deducted from the payment made and the balance amount if any will be refunded. In case, if they surrender the seat after the last date prescribed for option entry for second extended round, full amount paid as fees will be forfeited as per rules.

## Please Note:

The candidates who have obtained a seat from KEA and have later on joined other college or courses and wish to surrender the KEA seat, they can do so in any Helpline Centre and they will be entitled to get a refund of fee amount after deducting Rs.5,000/- as process fee till the last day for entry of options in the second extended round. Candidates may please note that such of those who have got the Admission Order from KEA and do not join the allotted college or leave the college after joining - such actions are tantamount to seat blocking and will result in loss of subsidized Government Quota seats to the Private Management. (There are other equally eligible meritorious candidates in the merit queue.) Such candidates should surrender their allotted seat to KEA only in any Helpline Centre, and such seat will be offered to other equally eligible meritorious candidates in the Second Extended Round.





 ఎిబరిసిరుబంత నిణణయగగ్న్ను తేగిదుజిళ్ళబఱుదలగిరుత్తడి.














 తేగొడుజింళ్ళబిలపు.




 ష్లియిన్ను $ి 0$ దిరుగిసుతల్తరరం.












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తుల్పపస్ను Шలఐతిసుజ దిధాస







 ఎిద్యాథా ట్రతయయస్ను 0 Oదిరుగిసుత్తరై.
 భాగపింసెబెలుు.

 \&ందిరుగిసెలలగుచుడు.




 అభ్యథాయి ळేస్రినల్లిపుత్తడి.

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 ळలఃిశిళ్ళలలగుచ్రుదు.

 థలపతిసుప అగత్యుిరుపుదిల్ల.





## Choice-4 అస్కు ఆయ్, బుడు山 అభ్యథఁగళు





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గెమునిస:








## 3. SECOND EXTENDED ROUND SEAT ALLOTMENT:

After completion of $2^{\text {nd }}$ Round seat allotment, all the unfilled / surrendered / forfeited / cancelled / newly added seats, if any, will be offered as CASUAL VACANCIES. All candidates who have entered Choice 2 and 3 will be eligible for participate in this round.

Allotment of seats in the Second Extended Round will be that of the same with regard to order of allotment followed in the Previous Round.

IMPORTANT: The last saved options in the second round will remain same even for this second extended round of seat allotment. The candidates will not be allowed to enter options again. Option Entry done before the first round will be the final list of options. The priority of options entered by the candidate will be shown on the option entry module by obtaining the candidate credentials. The candidate will be allowed to add new options for any colleges and course that came into the seat matrix after the second round. Candidates who are participating in this round mean they are looking for better seat than the allotted seat in the earlier round. If the candidate does not get any seat in this round then the seat allotted to him / her in the earlier round if any stands confirmed.
i. The priority of options entered by the candidates will remains same even for this round also.
ii. Candidates are advised to modify / delete / re-order the options they want to select whether the seats shown in the seat matrix or not, only for the reason that consequential vacancies may arise during allotment process and the candidates will have a chance of getting a better seat if they have entered the options.
iii. All the above higher order options will be considered for allotment of seats. Think that, if a candidate has been allotted a seat in the second round for his / her $78^{\text {th }}$ option, all the above higher order options means, option number 1 to 77 will only be considered for allotment.
iv. All the lower order option from 79 to the last entered options will not be considered for allotment.
v. Candidate can modify / alter / re-order the priority of options from 1 to 77.
vi. If any of the options from 1 to 77 is available in the order of merit then computer will allot the seats to that candidate and automatically the earlier allotted seat will be get cancelled and added to the seat matrix and it will be offered to the next candidate in the order of merit.
vii. If a candidate fails to get any of the options from 1 to 77 then the seat allotted to him / her in earlier round for $78^{\text {th }}$ option will remain with him / her.
viii. Always, the computer moving towards upward directions so that the candidate will get the best of the best options entered by him / her. (Options 1 to Option 77)
ix. Candidates should not claim any ignorance on allotment of seats and they should not reject the allotted seats since the seat is allotted to candidates based on the options entered by them and order of merit.
$x$. For any reason candidates will not be allowed to continue in their earlier allotted colleges. As already informed the earlier allotted seat will not be in their favour and therefore such candidates should invariably report to the allotted colleges.
xi. If the candidate gets a seat in the colleges entered by him / her in this round, the seat opted by him / her in this round will be confirmed and the seat held by him / her in the earlier round will gets cancelled automatically.
xii. Please note that if any seat gets allotted in this round as per merit and options entered by the candidate, there is no chance of getting back the earlier allotted seat.

NOTE: Consequential vacancies that arise after their turn cannot be claimed.

Important Instructions to Candidates - Regarding Second Extended Round
The following types of seats are made available for second extended round seat allotment.

1. Unfilled seats of Second Round.
2. Choice 3 seats of Second Round.
3. Choice 4 seats of Second Round.
4. Exercised Choice 1 in Second Round but failed to make payment or not joined the college.
5. Exercised Choice 2 in Second Round but failed to make payment.
6. Cancelled / Surrendered seats.
7. Candidates allotted seats in Second Round but failed to exercise their Choice within the last date.

Newly added seats if any.
. Consequential Vacancies.

## Types of candidates allowed for Second Extended Round.

1. Choice 2 candidates of Second Round who have made the payment.
2. Choice 3 candidates of Second Round.
3. Not allotted any seat either in First Round or in Second Round.

## The following types of candidates are not eligible to participate in the Second Extended Round.

a. Candidates who have failed to exercise any choice even after allotment of seats in the First Round or Second Round.
b. Candidates who have exercised Choice-2 in the Second Round but failed to make the payment for the seat confirmed by them.
c. Candidates who have exercised Choice 1 after seat allotment either in First Round or in the Second Round but failed to collect the Admission Order.
d. Not entered any options either in first round or second round.

## Seat Allotment:

After the last date prescribed for entry of options for the Second Extended Round, action will be taken to allot the seats based on Merit and Options entered by the candidates, by following the Roster System and Reservation Policy. Post allotment procedure: Implication: - Choices before a candidate.

1. There will be no Choice to exercise to the candidates.
2. Candidates who have allotted seat in any discipline are required to pay the prescribed fees (if not paid) and should compulsorily report to the colleges on or before the last date mentioned in the admission order and should update the details through their log-In-Id to KEA or they lose their allotted seats.
3. If any candidate fails to report to the college after allotment of seats in the Second Extended Round, legal action will be initiated against such candidate in accordance with law.

## Steps to be followed by the candidates who have already paid the fees in the Second Round

Step 1. All the candidates including those who have downloaded the Challan and made the payment for the seat allotted in the second round must compulsorily download the fresh Challan once again for the seat allotted in the second extended round.

Step 2. The fee paid details if any, will be printed on the Challan.
Step 3. The fee paid in the earlier round will be adjusted for the seat allotted in this second extended round.
Step 4. If there is no difference in the fees paid and the fees in the allotted college in this round, Download the admission order from the KEA Website by selecting the appropriate link and by entering the required credentials. Report to the college on or before the last date mentioned in the Admission Order.

Step 5: Compulsorily update the details through their log-In-Id to KEA or failure to update the reported details will result in cancellation of allotted seat.

## Steps to be followed by the other candidates,

IF the candidate has not paid any fees or has paid lesser fees in the second round, then
a. Download / print the Challan from the KEA website which is in Triplicate.
b. In the Challan, the details of the candidate will be pre-printed, such as Name, CET No, College / Course Allotted details, Fee to be paid, Fee paid already if any, Bank Account Number. Candidate has to confirm the printed details and affix the signature on the Challan.
c. After downloading the Challan, candidate has to pay the prescribed fee / balance fee in any branch of the Bank specified by KEA.
d. After receipt of the payment, bank will return the candidate's copy to the candidate by retaining the KEA and Bank copy.
e. After one hour of making the payment, candidate will be able to download the Admission Order.
f. Download the Admission Order and print the same and affix the signature on the Admission Order.
g. Report to the college along with the Original Documents on or before the last date mentioned in the Admission Order.
h. Compulsorily update the details through their log-In-Id to KEA or failure to update the reported details will result in cancellation of allotted seat.

## NOTE TO CANDIDATES WHO HAVE PAID EXCESS FEE.

If KEA has to return the excess fee amount, "Refund Link" will be enabled by KEA to such candidates, kindly select the "Refund Link" from the KEA website and enter all the bank details. The balance amount if any will be transferred directly to the account information provided by the candidates. KEA or the Bank is not responsible for the wrong / false information provided by the candidates.

The detail of the information to be provided by the candidate is as follows:
BANK Details (In block letters only)

| Name of the Account Holder |  |
| :--- | :--- |
| Relationship to the candidate |  |
| CET Admission Ticket Number |  |
| Name of the Bank |  |
| Core Bank Account Number |  |
| IFSC Code of the Bank |  |
| Mobile number or land line Phone no. of the candidate. |  |

Example, If a candidate has paid Rs.41,590/- for the seat allotted in the second round and now he / she has been allotted a seat where in the fee of that seat is lesser than the earlier seat, then KEA will refund the balance amount to such candidates.

## 9. A NOTE ON REFUND AND FORFEITURE OF FEE / CANCELLATION OF A SEAT

(1) If a candidate who has been allotted a seat in any discipline in the First Round / Second Round and who has reported to the college, wishes to surrenders / cancel the seat before the last date notified for entry of options for the Second Extended Round, the Executive Director, shall deduct Rs.5,000/- as processing fee and refund the remaining fee paid.
(2) If a candidate who has been allotted a seat in any discipline in the First Round / Second Round and who has reported to the college or not, surrenders the seat after the completion of Second Extended Round, the Executive Director, shall forfeit the entire fee paid.
(3) The candidate who surrenders the seat allotted in the Second Extended Round, the Executive Director, shall forfeit the entire fee paid.
(4) No surrender or cancellation of seat shall be accepted, unless the candidate surrenders the original admission order issued by the KEA, original Bank Challan, original Green Card and original Verification Slip.
(5) If a candidate does not surrender / cancel / fails to join the allotted college even after the completion of the Second Extended Round the Executive Director, Karnataka Examinations Authority shall forfeit the entire fee amount paid by the candidates.
(6) If a candidate reports to the college and later on leaves the college he / she has to necessarily surrender the seat back to KEA only. It is the endeavor of KEA to see that subsidized Government Quota seats are accessible and available to all meritorious students. Hence failing to surrender the seat back to KEA will be viewed as a breach of contract and severe lack of social responsibility.






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## 10. Super Numerary Quota (SNQ)

What is Super Numerary Quota (SNQ)?
$5 \%$ of the seats in each college and in each course will be reserved as Supernumerary Quota in all Engineering Colleges. This quota is over and above the seat matrix issued by the Government. For Example, if there are 120 seats in Computer Science in a particular college, the Supernumerary quota for Computer Science in that particular college will be 6 seats. Therefore the total intake in that college for computer science will be 126. The tuition fee prescribed by the Government in that particular college will be waived off. The candidate has to pay the other fees only. This Supernumerary quota is not available for Architecture Course. All candidates including General Merit are eligible for allotment of seats under Supernumerary quota.
How do I become eligible to give an option under Supernumerary Quota?
If the parental annual income is less than income prescribed by the Government for Supernumerary quota seats, then such candidate has to produce the Income Certificate issued by the jurisdictional Tahasildar which should be submitted at the time of verification of documents in order to become eligible for allotment of Supernumerary Quota seats. These seats will be allotted in the order of merit and options entered by the candidate.
Can I give option for both regular and Supernumerary Quota Seats?
There is no need to give separate options for Supernumerary quota seats. While allotting the seats the software will consider Supernumerary quota seats first for allotment if seats are available and if the candidate is eligible for it.

## How is Supernumerary Quota seat allotted?

Seats up to maximum of $5 \%$ of sanctioned intake per course in each college approved by AICTE will be offered as Supernumerary seats. The software is designed in such a manner that while considering the options entered by the candidate for allotment, the priority in engineering options will be considered first against the Supernumerary Quota seats if seats are available in the order of merit as per candidate's eligibility.

PROMINENT TELEPHONE NUMBERS

| $\begin{aligned} & \text { SI. } \\ & \text { No. } \end{aligned}$ | University / Department | Phone Number | Fax Number | Website |
| :---: | :---: | :---: | :---: | :---: |
| 1 | Rajiv Gandhi University of Health Sciences, Bangalore. | $\begin{gathered} 080- \\ 26961926, \\ 26961928 \\ \hline \end{gathered}$ | $\begin{gathered} 080- \\ 26961927 \end{gathered}$ | http://rguhs.ac.in |
| 2 | Vishveshwaraiah Technological University, Belgaum. | $0831-$ 2405454, 2405468, 2498100 | $\begin{gathered} 0831- \\ 2405458 \end{gathered}$ | http://vtu.ac.in |
| 3 | Director of Medical Education, Bangalore | $\begin{gathered} \hline 080- \\ 22870060, \\ 22873151 \\ \hline \end{gathered}$ | $\begin{gathered} 080- \\ 22875798 \end{gathered}$ | http://karunadu.gov.in/dmekarnataka |
| 4 | Director of Technical Education, Bangalore | $\begin{gathered} 080 \\ 22140966 / \\ 97 \\ \hline \end{gathered}$ | $\begin{gathered} 080- \\ 22200291, \\ 22356949 \\ \hline \end{gathered}$ | http://dte.kar.nic.in |
| 5 | Director of Ayush, Bangalore | $\begin{gathered} 080 \\ 22876553 \end{gathered}$ | $\begin{gathered} 080- \\ 22340139, \\ 22874595 \end{gathered}$ | - |

NOTE: All the candidates who will be allotted Medical Seats through KEA both in Government and Private Medical colleges should compulsorily submit sworn affidavit to the Principal of the respective college at the time of admission (on a hundred Rupees e-stamp paper signed by the candidate and the parent as per the format hosted on the KEA Website http://kea.kar.nic.in) regarding one year rural service after completion of the course.

