

ONLINE COUNSELING GUIDELINES
for admission in B-Tech Ist Year Degree Courses in Uttarakhand
1st ROUND (8th Jul to 25th Jul'2010)

Uttarakhand Technical University, Dehradun (UKTU) will hold **online counseling** for admission to 1st Year B-Tech (Full-time) courses in Govt/University/Private Technical Colleges in the state based on AIEEE-2010 rankings, as per the Counseling Notice issued on 3rd Jul'2010.

COUNSELING FEE DEPOSIT (DURING 8th to 16th JULY-2010)

1. **Counseling & other Fee:** To participate in online counseling, every candidate irrespective of his/her category have to deposit in **cash** a non-refundable counseling fee of Rs.1000/- along with Advance Admission Fee of Rs:5000/- (for Gen/OBC Candidates) or Rs.2000/- (for SC, ST, Physically Handicapped candidates) in addition to Rs:50/- as bank Commission Charges in any branch of **State bank Of India** in the country.

In order to deposit the above-mentioned fees, candidate has to first download the copy of the **Bank-Challan** from any of the website <http://ukcounseling.nic.in> or www.uktech.in and has to clearly fill-in his/her AIEEE-2010 Roll Number, AIEEE-Overall All India Rank followed by name, father's-name, address, phone/mobile-number, signature in the respective columns in triplicate before submitting it to bank.

At the time of depositing the fee in the bank, please ensure that the **"Transaction-Id"** (which is of 9 digits) has been properly filled-in by the cashier in each of the copies of the challan. Bank will retain only one copy of the challan and give you the remaining two. Candidate can retain his/her own copy where as he/she has to deposit the University's copy at the time of taking admission in allotted college or at University Campus for refund of admission-fee incase no seat is allotted to him/her.

Only those candidates will be allowed to participate in the online counseling, who has deposited their Counseling & Admission fee timely in SBI. Counseling fee should be deposited up to 16th July 2010 to participate in 1st round of counseling.

ONLINE REGISTRATION FROM 16th TO 20th JULY 2010

2. **Online Registration:** For 1st round, the Online Registration Process will starts from 16th July and remains open till 20th July 2010. **Candidates are advised to keep the copy of their AIEEE-2010 Admit Card and Bank Challan Copy along with them at the time of online registration;** it will help them in submitting the mandatory inputs required for registration.

3. Having paid the counseling fee, the candidate shall open the counseling website with URL <http://ukcounseling.nic.in> and has to select **"New Registration"** option for registration. On Registration Form, the following mandatory parameters for successful registration i.e., AIEEE Roll No., AIEEE Application (OMR) No, Candidate Name, Date of Birth, Bank-Transaction-Id (full 9 digits) and Bank-Transaction-Date need to be filled in.

4. In case there is a problem in registration; Candidates can call Help Centre Numbers given on the website for assistance. If all the above six parameters are correctly entered and found true, then a new registration screen will appear, where the candidate has to fill-in and confirm the following details, which shall be used later on for filling of choices of branches and allotment of seat using the candidate's "User ID" which is his/her AIEEE Roll No. and "Password" generated as under by the candidate:-

- Domicile: Other-State / Uttarakhand or 10+2 pass out from Uttarakhand
- Sex: Male/Female
- Category: Gen/SC/ST/OBC
- Sub-Category: PH (Physically handicapped) /AF (Armed forces) / FF (Freedom fighter). In addition, candidate can also opt here as KM (Kashmiri Migrant).
- Father's Name:
- Contact Address:
- Mobile No: (so as to have their allotment result conveyed through SMS)
- Email-id:
- Security Question: (it will help in case one forgot his/her password)
- Your Answer:-
- Choose Password: (Password must be of 8-13 characters, must have one special character, one upper case character, one lower case character & one numeric value. Example- Uktu@123 etc)
- Confirm password:

Candidate should take utmost care while submitting above-mentioned details; it can not be changed once submitted and confirmed.

5. After successful registration, he/she will get a confirmation message on the same page. In case the confirmation message is not displayed the candidate has to re-register himself/herself.
6. **It is in the interest of Candidates to remember their Password and keep it highly confidential, to avoid misuse by another candidate, for which UKTU or NIC shall not be held responsible.**
7. User-id or Login-ID for accessing this application would be the AIEEE-Roll-Number of candidate.

ONLINE CHOICES FILLING FROM 16th TO 20th JULY 2010

8. ONLINE FILLING OF CHOICES

(a) After successful login, candidate's homepage is opened and following options are displayed:

- Registration Details: To view Registration Details confirmed at the time of registration.
- Edit Registration: Any mistake can be corrected in the above through "Edit Registration" option, if not confirmed earlier.
- Available Choices: Shows the **Total Seats Available** in various Institutes/branches based on student's category/sub-category.

- **Fill Choices:** Candidate can fill the branches of choice in order of preferences. It is in the interest of the candidate to fill maximum available choices. Candidates are advised to keep on saving their filled choices on regular intervals so as to avoid the data loss and time. It is not necessary to complete all the choices in one go, they can change or alter their choices as many times as they want but within the time period. Final locking can be done by them only when they are sure that all their choices are properly filled-in as per their preferences. **Care:** At the time of closing of 1st round, all the un-locked cases will be locked automatically by the system.
- **Filled Choices:** It displays all the choices entered by the Candidate.
- **Changed Password:** Password can be changed through this option.
- **Allotment Letter:** Through this option, candidate can generate and print his/her Provisional Allotment Letter after the seat allotment.
- **Seat Breakup:** Through this option, candidate can see **category/sub-category wise** Seats Available in various Institutes/ branches based on student's own category/sub-category.
- **Logout:** Candidates can logout using this option. Candidates are also advised to close the window/browser after logout.

(b) **Locked Choices:** Candidates can lock the choices by pressing the 'Lock' button, and then they have to give their password for confirmation. Once the choices are locked, it cannot be unlocked and hence no more choices/preferences of the branches/institutes can be altered.

(c) **Candidates have to take the print out of their filled choices and duly signed copy of the same is to be submitted at the time of taking admission in the respective Institutes/Colleges.**

Processing of Data for Seat Allotment & Result Declaration on 21st JULY 2010

9. **Allotment of seat:** After the "online Registration & Choices filling" period is over in the 1st round, i.e. on 21st Jul'2010 the filled choices of all registered candidates will be considered and the seats will be allotted as per the merit of AIEEE/State Rankings and respective categories/sub-categories of the candidates and availability of seats under various Institutes/Branches under All-India & State Quota respectively.

10. **Result Declaration:** On the date of result declaration, candidates can take printout of their **provisional allotment letters** from the website, <http://ukcounseling.nic.in> Allotment of seats is purely provisional and is subject to verification of original certificates and payment of institute fee etc, at the time of reporting at allotted Institutes/Colleges.

11. Allotment results will also be conveyed through SMS to all those candidates who had submitted their mobile numbers correctly at the time of registration.

Reporting at Allotted Institutes/Colleges from 22nd To 25th Jul'2010

12. The process of reporting the candidates at allotted Institutes/Colleges is also **ONLINE** and is to be carried out by the respective Institutes/Colleges. A separate interface is there for them with URL <http://intraukcounseling.nic.in> which can be accessed using their respective user-ids and passwords, given to colleges/institutes.
13. Candidates are required to report at allotted Institutes/Colleges within the specified period i.e. from 22nd to 25th Jul'2010 along with necessary admission fees and all the eligibility documents/testimonials/certificates (as listed in their provisional letter or on the basis of which they want to take admission).
14. The Institute/College will verify all the necessary documents of the candidates physically. If any of the documents found missing or invalid, the allotted seat of the candidate will be cancelled.
15. If all the desired documents are o.k., the Institutes/Colleges have to access the website <http://intraukcounseling.nic.in> with their login-ids/passwords. After entering the roll-number of the candidate, they have to tick all the check-boxes of desired documents on the screen so as to generate the formal Allotment/Admission Letter of the candidate. Unless all the check-boxes are ticked, they won't be able to generate the Admission Letter. After depositing necessary fees etc, the reporting part of candidate shall be over and for seat upgradation, he/she can participate online in 2nd round of counseling.
16. If candidates do not report or refuse for admission within the specified period, their allotted seat shall be cancelled and the candidates shall not have any claim on the seat, whatsoever. However they may take part in 2nd counseling.
17. **Candidates must note that the last date of reporting in allotted Institutes/Colleges is 25th Jul'2010 for 1st round of Counseling.**

To Participate in 2nd Round, Please see the document "Guidelines for 2nd Round" available on website <http://ukcounseling.nic.in>

For any further details, use the following help line numbers of Uttarakhand Technical University (UKTU), Dehradun (from 10:00 am to 05:00 pm):

Phone No.:0135-2770128, Fax No.:0135-2770119

E-mail: c_smehta@yahoo.co.in or nainwalhc@yahoo.co.in