West Bengal State Council of Technical Education

[A Statutory Body under West Bengal Act XXI of 1995]

Karigari Bhavan, (4th floor), Plot-B/7, Action Area-III, Rajarhat, Newtown, Kolkata– 700160

Memo No. 350-SC(T)E   **Date: 10.06.2015**

Counseling Notification
1st Phase Allotments

Subject: Online Counseling of JEXPO-2015 and VOCLET-2015

All valid Rank Holders of JEXPO-2015 and VOCLET-2015 are requested to note the following information related to online counseling.

Sl. No.	Subject	Details
1	**Counseling Schedule**	Registration & Choice Filling : From **15.06.15 to 24.06.15**
2	**Counseling Website**	www.wbscteonline.in
3	**Result Declaration**	Tentatively on **25.06.2015**
4	**Last Date of Admission**	Tentatively **02.07.2015**

5	**Eligible Ranks for online Counseling**	a) JEXPO-2015:
		    General, SC, OBC-A & OBC-B : Ranks 1 to 60,000
		    ST, PC, LLQ : All Ranks
		b) VOCLET-2015 : All Ranks

6	**Final Seat Booking Fee**	**Rs.500/-** (non-refundable) - to be deposited in cash at the time of admission to the polytechnics after acquiring '**Final Allotment Letter**' and successful Institute level verification of original eligibility documents. Admission fees are separate and different for Government level and self-financed polytechnics. This fee is applicable for all candidates seeking admission.
7	**Provisional Seat Booking Fee**	**Rs.2,000/-** (refundable subject to successful registration at the Institute level after admission) – to be deposited in cash at the time of **provisional seat booking** (in case, **auto-up-gradation** is opted) to **any of the 22 'Reporting Centers'** in the State after acquiring the '**Provisional Allotment Letter'**. List of names of reporting centers will be available in the Counseling website.
8	**General Steps in Online Counseling**	Online Counseling web portal - Select JEXPO or VOCLET – Registration & Modification of personal information – Receipt of Secret Password in mobile - Logging in – Choice Filling as per preferences (as many as possible) – Saving the Choices – Modifying the Choices (if required) – Verifying the sequence of preferences and being confirmed – Locking the Choices -- Getting a print out of the final list of given choices -- Waiting for the Allotment Result -- Check the result -- If allotted,

		either opt for final allotment letter or opt for **Auto-up-Gradation** -- Take print out of Final Allotment Letter OR Provisional Allotment Letter (as applicable) -- Report to the allotted polytechnic for admission **OR** any of the 22 Reporting Centers for provisional seat booking (within the specified last date).
9	**Registration**	This is the 1st step of the online counseling process. In the counseling webpage, there will be '**Registration Window'**. For registration following information will be required. 1. Index Number (Printed on the admit card of JEXPO/VOCLET) 2. Enrollment Number (Printed on the admit card of JEXPO/VOCLET) 3. Date of Birth After entering above three information, click the "**Proceed**" button. A new page will open with all personal data and information of the candidate.
10	**Deactivation/Rectification of Data/Information**	Check the data/information carefully. Provisions will be there to deactivate (cancel) previously given **SC/ST/OBC-A/OBC-B/LLQ** and correct **Name/Father's Name/District/Mobile Number etc.** But, if previously not given, **activation** (re-entry) of SC/ST/OBC-A/OBC-B is not allowed. Again check the data/information and being confirmed, click the "**Submit**" button. If successful, immediately **a message will go to the registered mobile number with the information of 'successful registration' and a secret "Password".** Never forget the password and note the password in a secured place. This password should be kept with strict confidence.
11	**Logging in**	Again, go to the counseling webpage and you will find "**Log in Window**". For logging in, following information will be required. 1) Enrollment Number 2) Secret Password (sent to the registered mobile number) After entering above two information, click the "**Log in**" button. The "**Choice filling Page**" will be opened.
12	**Forgot Password**	The "**Forgot Password**" button will be available in the "**Log in**" window. Click the button and a new window will open. Enter your Enrollment Number and click "send" button. A **new Password** will go to the registered mobile number.
13	**Choice Filling Method**	In the choice filling page, the bottom screen will be divided in two halves. **Left half** is for "Selectable Choices" i.e. **by default**, all available choice (Institute-Branch) combinations will be there with **scroll bar** facility. A candidate can select his/her first preferred choice by activating the **Radio Button** in the left side of the choice and then clicking the '**Arrow**" button placed at the top of the divider line of the screen. In the same way,

		he/she has to give 2nd, 3rd, 4th, ……….….nth choices. Once a choice is given, it will be omitted from the left half of the screen and go to the right half of the careen. **Right Half** is for "Selected choices". The choices will be placed one by one as per given preferences (higher to lower) i.e. **top most choice** combination in the right half will be treated as the first preference of the candidate and so on. Provision for deleting or modifying the given choices will be there. N.B. **It is advisable to make a list of choices on the basis of preferences prior to participate in the online counseling process.**
14	**Filtering of Choice Options**	On the top zone of the choice filling page, there will be options for filtering of **Institute Type** (Govt. /Pvt.), **District Preference**, **Institute Preference** and **Branch Preference**. On filtering, the default list of choice combinations will be automatically modified.
15	**Number of Choices to be filled**	All choice combinations will be available in the bottom left half of the "**Choice Filling Page**". Candidates must give choices **as many numbers as possible** depending on their ranks. The lower the rank, required number of choices will be more to enhance the probability of getting a seat.
16	**Selection of Choices**	A candidate having a very good rank (say 500) may give limited choices of his/her preference and he/she may expect a seat. But, a candidate having a rank 10,000 or 15,000 or even lower has to give much more number of choices (preferentially, all acceptable choices) to increase the chance of securing a seat.
17	**Saving & Locking of given Choices**	After being confirmed about the given preference of choices, candidate has to click the "Save Choices" button. Immediately, a Modal Dialogue Box will appear with the following buttons. 1. Modify Choices 2. Save 3. Print Candidates can click the "Modify Choices" button to go back to the choice filling page **OR** can click the "**Save**" button. If the "**Save**" button is clicked, a modal dialogue box will appear with some text related to "**Locking**" of the given choices and the "**Lock**" Button. If "**Lock**" button is clicked, a "**Print**" button will appear on the screen with the Final Printable Version of the locked choices.
18	**Auto-up-Gradation**	After **1st phase** processing of allotments, candidates who will secure a seat, may opt for '**Auto-up-Gradation**' logging in the counseling web-portal and clicking the '**Auto-up-Gradation' button** for taking a chance to upgrade their allotted seats. But, opting auto-up-gradation does not ensure a seat of higher preferences as it will depend on number of

		vacancies generated after admission and rank of the candidates. **However, if the allotted seat is booked provisionally, it will be retained otherwise not.** Auto-up-Gradation facility will be available in the **2nd phase** allotment of seats also. But, the same will **not** be available in the **3rd phase** allotment of seats. **N.B.** After provisional seat booking at any of the **Reporting Centers**, candidates have to wait for the result of the 2nd phase allotments. After 2nd phase allotment, a candidate may **again** opt for auto-up-gradation in the 3rd phase, **take a print out of the 2nd phase allotment** and wait for the result of the 3rd phase. After declaration of 3rd phase result, a candidate has to accept the provisionally allotted seat OR the auto-up-graded seat (as applicable).
19	**Number of Auto-up-Gradation Facility**	A candidate who has opted for auto-up-gradation after **1st phase** of allotment and provisionally booked his/her allotted seat by reporting to one of the 22 Reporting Centers and paying **provisional seat booking fee**, may again opt for auto-up-gradation after **2nd phase** of allotment. **For such case, he/she need not to pay the provisional seat booking fee again, but has to take print out of his/her 2nd phase provisional allotment letter, report to the Reporting Centre to activate the upgradation and wait for the 3rd phase result.**
20	**Provisional Seat Booking**	Being allotted a seat after 1st phase of processing, a candidate will have either of the following two options. 1) Taking print out of the 'Final Allotment Letter' and report to the **allotted polytechnic** with all original documents, final allotment letter, fees, etc. within the specified last date. OR 2) Opt for auto-up-gradation by clicking the 'auto-up-gradation' button in the web-portal, taking print out of the '**Provisional Allotment Letter**' and reporting to any of the **22 Reporting Centers** with **provisional allotment letter, provisional seat booking fee**, etc. Here, there will be no verification of documents. **NB**: **If the allotted seat is not booked provisionally after opting for auto-up-gradation, the allotment as well as the candidature will be automatically cancelled.**
21	**Admission to the Polytechnics**	After taking print out of the "**Final Allotment Letter**", a candidate has to report for admission to the allotted polytechnic with all original eligibility documents, medical certificate, allotment letter, final seat booking fee (Rs.500/-), admission fees, etc. **within the specified last date of**

		admission, failing which his/her candidature will be cancelled and his/her allotted seat will be declared as '**vacant**' for the next phase.
22	**Cancellation of Candidature**	Under the following circumstances, candidature/allotment of a candidate is cancelled even after being allotted a seat. 1. If a candidate opts for auto-up-gradation and does not report to any of the "Reporting Centers" for provisional booking of his/her allotted seat by paying provisional seat booking fee of RS.2,000/-. 2. If a candidate fails to report to his/her allotted polytechnic for admission within the specified last date. 3. If a candidate fails to fulfill eligibility criteria at the time of verification of his/her original documents at the time of admission. 4. If a candidate fails to register his/her name at the Institute level after successful admission within the specified time limit notified by the Institute.