

Uttar Pradesh Technical Admission Counselling Procedure (2022-2023)

For Admission to

1st Year of

B.Tech./M.Tech.(Integrated) through JEE Main-2022

B.Tech. (BT)/B.Tech. (AG) through CUET UG-2022

B.Arch. through NATA-2022

B.Des./B. Pharmacy/BHMCT/BFAD/BFA/B.Voc. /MBA(Integrated)/

MCA(Integrated) through CUET UG-2022

MCA /MBA through CUET PG-2022

&

2nd Year of

B.Tech./B. Pharmacy (Lateral Entry) through CUET UG-2022

Website

<https://uptac.admissions.nic.in>

Help Desk

TOLL FREE : 1800-1800161

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Registrar

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8.0 PROCEDURE FOR COUNSELLING

Students qualified in the relevant entrance exam, i.e. - JEE (Main) 2022 / CUET UG-2022 / CUET PG-2022 /NATA-2022 / etc. as applicable, can appear in Counselling. The Counselling Procedure will consist of mainly the following Steps:

1. Online Registration for Counselling & Uploading of Documents for Counselling.
2. Deposition of Counselling Registration Fee.
3. Online Verification of Uploaded Documents of candidates completed step 1 and 2 above by Central Document Verification Team. This activity will be done in only in First Round and Special Rounds of the counselling for registered candidates.
4. Confirmation of Verification through SMS/e-mail.
5. Filling of Choices by the Verified and fresh Candidates.
6. Declaration of seat Allotment Results.
7. Seat Acceptance (Freeze /Float R1, Freeze/Float R2 & R3, Auto Freeze R4) via Payment of Acceptance Fee.
8. Reporting at allotted Institute on the given date (after R3 compulsory for Freeze Candidates, after R4 for all candidates).
9. Seat Withdrawal is permitted in Round 2 & 3 only.
10. Download of Provisional Allotment Letter (as the seat is confirmed now, it should be called Provisional Admission Letter).
11. Internal Sliding in Govt./Govt. Aided Institutions affiliated to AKTU (willingness and sliding in R5)
12. Registration for Special Round (R6) for vacant seats in Govt/Govt Aided Institutions affiliated to AKTU.
13. Allotment of Seats in R6.
14. R7 Optional if Seats are vacant after R6.

The Counselling is proposed in 4 Rounds/Stages (R1, R2, R3, R4) for all institutions and three additional/special rounds (R5, R6, R7) for Govt./Govt. Aided Institutions constituent/affiliated to AKTU and universities participating in the counselling. The details of each Round of Counselling shall be as follows:

8.1 Regular Rounds of Counselling

Round 1

Eligible Candidates willing to participate in Counselling will have to Register Online on <https://uptac.admissions.nic.in> by paying a Fee of Rs 1000 (non-refundable). Upon registration, the Candidate will have to upload Necessary Documents which will be verified Online by the Central Document Verification Team. On completion of Verification of the Documents, a SMS/e-mail will be sent to the Candidate upon receipt of such SMS the Candidate can fill Choices of Institutions & Branches as per his/her eligibility. Candidates are advised to fill choices of institute/branches in which they prefer to join.

Once the Choice filling activity is over as per specified schedule (updated separately on the website <https://uptac.admissions.nic.in>), an Automated Seat Allotment Process will be executed based on merit and seat will be allotted to the candidate as per the Choices/Preferences Submitted by the Candidate. Subsequently, the same Seat allotment result will be published online (candidates can view their allotment using their login credentials). Once the Seat is allocated to the candidate, the candidate will have an option to Freeze or Float the Allotted Seat, candidate has to pay a Seat Acceptance Fee of Rs. 20000 (General and OBC)/Rs. 12000 (SC &

ST). After payment of Acceptance fee, Seat Acceptance information will be generated. This will also display Willingness for the next round.

Round wise allotment details and willingness details will be shown to candidates in their login area.

In case of Freezing the allotted seat, candidate will not be considered for seat upgradation in further rounds of counselling but the category of same allotted seat may upgrade/change in further rounds of seat allotment.

The student who does not accept the Seat i.e. does not pay seat acceptance fee will be treated as exit from Counselling and will not be allowed to participate in any next round of counselling. Notably, for accepting seat, candidates (both Freeze or Float) have to submit seat acceptance fee else their allotted seat will be cancelled and candidate will not be allowed to participate in the next/further rounds.

Round 2

- **Who is not eligible?**
 - Candidates which have been allotted a seat (Freeze/Float), but did not pay acceptance fee in the 1st round.
 - Candidates found ineligible after the online document verification.

- **Who is eligible?**

There are Four Groups of eligible candidates:

- **Group-I (Fresh candidates):** Those who have registered and also paid registration fee but have not submitted any choices in the earlier round.
- **Group-II (Freeze candidates):** These candidates would not be allowed to submit fresh choices or modify choices. Their earlier allotted seat would be retained; however, their allotted category may be upgraded as per rules.
- **Group-III (Float candidates):** These candidates would be allowed to modify choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation. In case no alteration is done the Choices of Round 1 will be treated as final for Round 2.
- **Group-IV (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. These candidates will be allowed to modify their choices if they have submitted choices earlier and no seat was allotted. In case no alteration is done the Choices of Round 1 will be treated as final for Round 2.

Seat Allotment for Round-2

The choices that will be submitted by the above group of eligible candidates will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 2nd Round

- Allotment of seats to all registered candidates without any seat conversion.
- Conversion of sub-category seats into respective parent-category seats i.e.

OP(GL)/OP(FF)/OP(PH)/OP(AF) →	OP
SC(GL)/SC(FF)/SC(PH)/SC(AF)→	SC
ST(GL)/ST(FF)/ST(PH)/ST(AF)→	ST
BC(GL)/BC(FF)/BC(PH)/BC(AF)→	BC

And then re-allotment

- After doing the all types of conversions (as above said), If there are any vacant seats available in sub-categories then conversion rule will be followed again and this process will be followed until the seats in sub-categories become '0'.
- There is no conversion of SC, ST, BC and EWS seats in this round.

After the seat allotment of Round 2

- A candidate with freeze seat of the 1st round may be upgraded on the same seat for Category Upgradation.
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate.
- A candidate with no allotted seat in 1st round might get a seat in this round.

Once Seat is allotted to the fresh candidates (**Group-I & Group-IV**) they will have an option to Freeze or Float the Allotted Seat, candidate has to pay a Seat Acceptance Fee of Rs 20000 (General and OBC)/Rs 12000 (SC & ST). After payment of Acceptance fee, Seat Confirmation information will be generated. This will also display Willingness for the next round.

Once Seat is allotted to the Already Float candidates (**Group-III**) they will have an option to Freeze/Float the Allotted Seat.

All candidates who have paid the seat acceptance fee will have an option to Withdraw, the Candidate will get an option to Enter the Banking Information and a Refund of Rs. 15000 (GEN), Rs. 9000(SC & ST) will be admissible, Seat Acceptance/ Withdrawal information will be generated. Candidate will not be allowed in next rounds of counselling after Withdrawal.

The Candidate (Group III) who does not provide any option of Freeze/Float will automatically be considered as Float for Round III.

Round 3

- **Who is not eligible?**
 - Those candidates who did not pay acceptance fee in the 1st or 2nd round.
 - Those candidates who have Withdrawn in earlier round.
- **Who is eligible?**

There are Four Groups of eligible candidates:

- **Group-I (Fresh candidates):**
 - Those who have registered and also paid registration fee but not submitted any choices in the earlier round.
- **Group-II (Freeze candidates):** These candidates would not be allowed to modify choices. Their earlier allotted seat would be retained; however, their allotted category may be upgraded as per rules.
- **Group-III (Float candidates):** These candidates would be allowed to modify choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation. In case no alteration is done the Choices of earlier Round will be treated as final for Round 3.
- **Group-IV (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. These candidates will be allowed to modify choices if they have submitted choices earlier and no seat is allotted.

In case no alteration is done the Choices of earlier Round will be treated as final for Round -3.

Seat Allotment for Round-3

The choices that will be submitted by above group of candidates will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 3rd Round

- Allotment of seats to all registered candidates without any seat conversion of vertical reservation.
- Conversion of ST seats into SC and then re-allotment.

- After doing the all types of conversions (as above said), If there are any vacant seats available in ST then conversion rule will be followed again and this process will be followed until the seats in ST become '0'.
- Then conversion of SC and BC seats into Open category seats i.e.
SC → OP
BC → OP
and then re-allotment
- After doing the all types of conversions (as above said), If there are any vacant seats available in ST, SC and BC then conversion rule will be followed again and this process will be followed until the seats in SC & BC become '0'.
- Finally, all vacant seats will be available only in Open and EWS category.
- There is no conversion of TFW seats in this round.

After the seat allotment of round-3

- A candidate with freeze seat of the 1st round or 2nd round may be upgraded on the same seat for Category Upgradation
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate
- A candidate with no allotted seat in earlier rounds might get a seat in this round

Once Seat is allotted to the fresh candidate (**Group-I & Group-IV**), the candidate will have an option to Freeze or Float the Allotted Seat, candidate has to pay a Seat Acceptance Fee of Rs 20000 (General and OBC)/Rs 12000(SC & ST), if not paid in earlier round. After payment of Acceptance fee, Seat Confirmation information will be generated. This will also display Willingness for the next round. Candidates with first preference/choice allotted will be auto-freeze.

Once Seat is allotted to the Already Float candidate (**Group-III**), the candidate will have an option to Freeze/Float the Allotted Seat, all candidates who have paid the seat acceptance fee will have an option to Withdraw the Candidate will get an option to Enter the Banking Information and a Refund of Rs 10000 (GEN), Rs 6000(SC & ST) will be admissible, Seat Acceptance/ Withdrawal information will be generated. Candidate will not be allowed in further rounds of counselling after Withdrawal.

The Candidate (Group III) who does not provide any option of Freeze/Float will automatically be considered as Float for Round IV.

Physical Reporting

All candidates with freeze seat have to mandatorily report at respective allotted institute on the specified date as mentioned in the Counselling schedule with their complete documents in original and fees of the institute. Notably the fees of the allotted institute and its mode of payment will be confirmed/provided by respective institute.

Round 4

- **Who is not eligible?**
 - Those candidates who did not pay confirmation fee in the 1st or 2nd or 3rd round.
 - Those candidates who have Withdrawn in earlier round.
 - All the freeze candidates who have not reported in third round at respective allotted institute.
 - Candidates which have been allotted their first choice and not reported in third round at respective allotted institute.
- **Who is eligible?**

There are two Groups of eligible candidates:

- **Group-I (Float candidates):** These candidates would not be allowed to modify/submit choices. Their earlier allotted seat would be retained. However, they would be considered for upgradation. In case no alteration is done the Choices of earlier Round will be treated as final.
- **Group-II (Candidate with no seat allotted):** Those candidates who have registered, paid registration fee, and submitted choices, but not been offered/allotted any seat of their choice in the earlier round. Those candidates who did not get any seat in the earlier round will be considered for seat allotment in their existing choices.

Seat Allotment for Round-4

The choices available will be processed centrally against the available vacancy and the seat allotment result for this round would be made available on the website.

Seat Conversion Rule in 4th Round

- All vacant seats from Round 3 will be available only in Open category.

After the seat allotment of round-4

- A candidate with freeze seat of the 1st round or 2nd or 3rd round may be upgraded on the same seat for Category Upgradation
- A candidate with float seat may be upgraded to next higher preference seat on the final choices submitted by the candidate
- A candidate with no allotted seat in earlier rounds might get a seat in this round
- Once Seat is allotted to the fresh candidates (**Group-II**) The candidates will auto Freeze, candidate will have to pay a Confirmation Fee of Rs 20000 (General and OBC) /Rs 12000(SC & ST). Seat Confirmation information will be generated after confirmation of seat.
- Once Seat is allotted to the Already Float Candidates (**Group-I**) The New Allotted Branch will be auto freed, Seat Confirmation information will be generated.

The Seat Acceptance & Confirmation Fee of Rs 20000.00 (General/OBC-NCL) Rs 12000 (SC/ST) will be transferred/adjusted to/with the allotted Institute. There will be provision of Refund/Withdraw only in Round 2 & 3, In Case a Candidate Does not withdraw in Round 2/3 there will be no refund allowed.

Physical Reporting

All Candidates who have been allotted seats and have paid Seat Confirmation Fee will be mandatorily required to Physically Report at the Allotted Institution on the specified date as mentioned in the Counselling schedule with their complete documents in original and fees of the institute. Notably the fees of the allotted institute and its mode of payment will be confirmed/provided by respective institute.

The Candidates who have been allotted seats in Govt/Govt Aided Institutions affiliated to AKTU will get an option to opt for Internal Sliding during Physical Reporting.

8.2 Internal Sliding

Round 5 (Internal Sliding)

All Candidates who have opted for Internal Sliding in Govt./Govt. Aided Institutions affiliated to AKTU will be processed for Internal Sliding within the allotted institution and Allotments will be made, in case a candidate is offered an upgraded seat he/she cannot withdraw the same. Candidates are required to carefully opt for Internal Sliding.

8.3 Special Round Counselling

Round 6 (Special Round for Govt/Aided Colleges)

- **Who is not eligible?**
 - All Candidates with a Freeze Seat after Round 5, i.e. - all candidates who have been allotted a seat and paid seat confirmation fees but not withdrawn in Round 2 & 3.
- **Who is eligible?**
 - All Candidates Except Candidates who are mentioned as not Eligible.

Registration for Special Round (R6)

Eligible candidates for R6 can register for this round with an Application Fee of Rs 1000, Candidates will be required to Upload Documents which will be verified centrally, upon verification an SMS will be sent to the candidates after which the candidate can Fill the Choices for this Special Round, the candidate will be required to deposit Seat Confirmation Fee of Rs 20000.00 to participate in this round this fee will only be refunded to candidates who will not be offered any seat. Any Candidate who is offered a seat in this round cannot claim any refund in any case.

Seat Allotment

All Seats remained/reported vacant after Physical Reporting in Govt/Aided Colleges will be available only in Open Category and allotment will be made to candidates who have paid Rs 20000 in R6.

8.1 Special Round (R7) (Govt/Aided Colleges if seats remain vacant after R6)

- **Who is not eligible?**
 - All Candidates with a Freeze Seat after Round 5, i.e. - all candidates who have been allotted a seat and paid seat confirmation fees but not withdrawn in Round 2 & 3
- **Who is eligible?**
 - All Candidates registered in R6 but no seat allotted and
 - All Candidates Except Candidates who are mentioned as not Eligible in this Round.

Registration for Special Round (R7)

Eligible candidates for R7 can register for this round with an Application Fee of Rs 1000, Candidates will be required to Upload Documents which will be verified centrally, upon verification an SMS will be sent to the candidates after which the candidate can Fill the Choices for this Special Round, the candidate will be required to deposit Seat Confirmation Fee of Rs 20000.00 to participate in this round this fee will only be refunded to candidates who will not be offered any seat. Any Candidate who is offered a seat in this round cannot claim any refund in any case.

Seat Allotment

All Seats remained/reported vacant after R6 Allotment will be available only in Open Category and allotment will be made to candidates who have paid Rs 20000 in R6 or R7.

8.4 Counselling Schedule

Refer <https://uptac.admissions.nic.in/> for latest schedule.

8.5 Special Consideration for Domicile Requirements.

The domicile requirement to son/daughter of following is relaxed and admission is permitted to such:

- a. Defence personnel settled in U.P. on the date of Entrance Examination after retirement / being disabled in action or Defence personnel killed in action and the dependents settled in U.P. on the date of Entrance Examination.
- b. Defence personnel who are not domicile of U.P, but are posted in U.P. on the date of Entrance Examination.
- c. Employee of All India Services belonging to U.P. cadre.