

**CENTRAL SELECTION COMMITTEE
(Engineering & Technology)**

COUNSELLING OF JECA – 2011

INSTRUCTIONS TO CANDIDATES

Instructions / Information to JECA – 2011 merit listed candidates seeking admission to Master in Computer Application (MCA) course in Universities / Colleges in West Bengal

1) Venue of Counselling :

YUBA BHARATI KRIRANGAN (SALT LAKE STADIUM) SALT LAKE, KOLKATA – 700 098

2) Duration of Counselling :

19th August, 2011 to 23rd August, 2011

3) Application form for counseling :

Application form for appearing at the counseling may be down loaded from the following websites w.e.f. 12.08.2011 :

(a) www.wbjeeb.in (b) www.csc-et.in

4) Counselling Fee :

Counselling fee of Rs. 500/- (Rupees five hundred only) (non-refundable) to be paid in the form of a Bank Draft payable at Kolkata and to be drawn in favour of "Central Selection Committee (E&T)". The Bank Draft may be purchased from any Bank. The candidates should bring the said Bank Draft at the time of Counselling writing his/her name, enrolment no. and rank on the reverse side.

5) Important documents to be brought positively by the candidates during counselling :

- a) Counselling Application form (down loaded) duly filled-in and signed in specified places and also affixing recent passport size photograph duly attested in the specified place.
- b) Original Admit Card of JECA-2011
- c) Down loaded Result Sheet indicating rank of JECA-2011
- d) Bank Draft of Rs. 500/- (non-refundable)
- e) Original mark sheet of Madhyamik or equivalent examination
- f) Original mark sheet of Higher Secondary (10+2) level or equivalent examination

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- g) Original mark sheets of Graduate level (10+2+3) pattern (both pass and honours as applicable).
- h) Any other documents in original required for fulfilment of eligibility and other criteria of different Universities / Institutes as have been specified in the Information Brochure of JECA-2011.
- i) In case of SC/ST candidates of the state of West Bengal only, Original SC/ST certificates issued from the Competent Authority for verification. In case of PC candidates original PC certificates issued by the competent authority.
The PC candidates claiming seats under reserved category are required to satisfy the following criteria.

For admission to MCA course:

For PC (loco motor disorder, visual impairment, speech and hearing impairment) category candidate a minimum of 40% disability is required subject to the condition that the candidate is capable of carrying out all activities related to theory and practical work as applicable to MCA course without any special concession and exemption.

6) Procedure to be followed in case of candidates unable to appear in the counseling in person owing to valid reasons :

If any candidate is unable to appear in the counseling in person owing to valid reasons under exceptional circumstances, his/her parents/guardians may be permitted to appear in the counseling on his/her behalf with the following documents.

- a) Authorization letter from the candidate and also declaring in the said authorization letter that he/she would not claim any seat in the Institution other than the one allotted to him/her through his/her representative by authorization.
- b) All original testimonials as mentioned under Sl. No. (5) above under heading –
“Important documents to be brought positively by the candidates during counselling”

7) Other pertinent points to be noted :

a) Candidates should note that allotment of a seat in any University/Institute by the Central Selection Committee (E&T) **is entirely provisional** and is subject to fulfilment of the eligibility and other criteria specific to the allotted University/Institute for admission to Master in Computer Application course which have been specified in Information Brochure of JECA-2011. If the candidate does not possess the said eligibility criteria, his allotment would be cancelled outright at the moment of detection at any level.

Such eligibility and other criteria would be verified by the concerned University / Institute where the candidate has been allotted by the Central Selection committee (E&T) at the time of admission.

b) Candidates belonging to states other than West Bengal shall not be considered for admission to Govt. Engineering colleges.

c) Reservation of seats for SC/ST is applicable to the candidates of the State of West Bengal only. SC/ST candidates of other states can not avail of this facility.

d) For Government and govt-aided Engineering & Technological Colleges the reservation of seats for SC/ST and PC candidates will be as per government rules. For Universities / University Departments reservation rules in case of SC/ST/PC candidates of the concerned Universities shall be followed.

e) Appearance of a rank in the counseling schedule does not guarantee a seat in any University/Institute. Counselling for allotment of seats will be stopped as soon as the last vacant seat is filled up and no further queries in this regard will be entertained.

f) The claim of a candidate to exercise option shall be limited to the vacancies prevalent at that instant when his/her turn comes for appearing before the counseling officials.

g) The option will have to be exercised at the time of counselling. Once the allotment of a seat in any University/Institute is done no further change of the University/Institute will be entertained.

h) A candidate failing to appear before the counseling officials at the allotment counter on the scheduled date and time in order of his/her position in the merit list owing to delay on his/her part may be allowed to appear before the counseling officials after verifying the testimonials regarding eligibility criteria for consideration for allotment of seat in any University/Institute available at that instant only irrespective of his/her rank.

i) No refund of counseling fee is admissible.

j) Modification of the counseling schedule may be brought about under exigent circumstances.

k) Candidates will be required to take admission to the allotted University/Institute within the date as specified in the allotment letter.

8) Any candidate appearing at the counseling with fake documents / testimonials will be handed over to the police instantly

9) Any other important information related to the aforesaid counselling (if any) will be immediately communicated through the websites mentioned in SI. No. 3.

**Co-ordinator
Central Selection committee (E&T)**

