

UTTAR BANGA KRISHI VISWAVIDYALAYA

Pundibari, Cooch Behar

West Bengal-736165



STEPS FOR ACCEPTANCE OF SEAT

1. The notice to applicants for acceptance of seat shall be communicated through University website, registered e-mail and SMS to registered mobile.
2. Candidates must accept or decline an offer of seat within stipulated date (check Important Date from website).
3. After acceptance of seat, final admission will be subject to successful physical verification of documents and medical examination of candidates. Candidates, accepting a seat, shall appear physically to the respective college/campus for physical verification of documents and medical examination on a specified date (will be notified later.)
4. Therefore, mere acceptance of a seat does not reserve the right for admission to the programme.
5. Only those candidates, who had filled-in their choice, will be considered for seat allotment.
6. While allotting seats, merit rank of the applicants; declared order of preference of the applicant and availability of seats will be given due consideration.
7. If their first choice is not available, then the second choice will be offered and so on.
8. **Candidates who refuse/decline an offered seat of their highest preferential order shall not be considered for any subsequent seat allotment round.**
9. **Meritorious Reserved Category (MRC) candidates, if eligible to get offer of seat both from unreserved and reserved category, shall be offered both and shall be asked to choose one while accepting the seat.**
10. MRC applicants once accept a seat from a particular category shall not be considered for same seat from the other category in any subsequent round.
11. There shall generally be only one round of seat allotment. However, in case of vacancy exists after first round of seat allotment, any number of subsequent rounds of seat allotment may be conducted by the admission committee.
12. In any subsequent round of seat allotment, first automatic up-gradation of seat shall be done for applicants who had accepted a seat of lower order in their given preference. Fresh seat allotment shall be done for applicants who were not offered a seat at all but had filled-in their choice.
13. Fresh seat allotment shall also consider those applicants who refused/declined seat booking in any of the previous round as they were offered a seat of lower order in their given preference, if seats of higher order is available to them in the present round of seat allotment.

14. Thus, automatic up-gradation and the fresh allotment of seat in subsequent round shall start from the highest ranked candidate who could not be allotted a seat of his/her first preferential order and shall include all such candidates in the order of merit till all seats are filled.
15. **STEPS FOR ACCETING/DECLINING OFFERED SEAT BY CANDIDATES**
- Upon getting offer of seat, the candidates must log-on to the admission page and accept the offer of admission by paying the requisite seat booking fees (Rs. 12550/-) online within two days (check website for important date).
 - After logging in to the admission page, candidate should click ‘ACCEPT/REJECT’ button
- For General category the offered seat is like given below-**

The screenshot shows the 'Allotted Seat Acceptance Form' for a General category candidate. The form displays the following details:

- ALLOTTED CHOICE:** FIRST_CHOICE
- ALLOTTED DEPARTMENT:** Horticulture_Pundibari
- COUNSELING ROUND:** 1
- ALLOTTED CATEGORY:** GEN

Below the details, there is a section titled 'Select your choice for Admission' with two radio buttons: 'Accept' (selected) and 'Reject'.

A green message box states: 'Your seat will be confirmed.'

At the bottom, there is a 'Proceed' button. A red arrow points to this button with the text 'Click here'.

For Meritorious Reserved Category (MRC) candidates the offered seat is like given below-

The screenshot shows the 'Allotted Seat Acceptance Form' for a Meritorious Reserved Category (MRC) candidate. The form displays the following details:

- ALLOTTED CHOICE:** FIRST_CHOICE
- ALLOTTED DEPARTMENT:** Horticulture_Pundibari
- COUNSELING ROUND:** 1
- ALLOTTED CATEGORY:** GEN

Below the details, there are two radio buttons: 'I want to get Admission with my General Catagory Seat Allotment' (selected) and 'I want to get Admission with my ST Catagory Seat Allotment'.


A red arrow points to the 'I want to get Admission with my General Catagory Seat Allotment' radio button with the text 'Select Your Choice in which category you want to book'.

At the bottom, there are two buttons: 'Proceed' and 'Reject all allotted Seat'. A red arrow points to the 'Proceed' button with the text 'Click here'.

For declining the offer of seat, Click **Reject** button.

- iii) The candidates who are offered a seat of lower order of their given preference must exercise their option by clicking 'Yes' or 'No' against the statement 'Consider me for auto-upgradation in subsequent round of seat allotment'.
- iv) Candidate must make payment **ONLINE** by Credit Card/Debit Card/ Internet banking

Seat booking fee is non-refundable except for PWD candidates.



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SEAT BOOKING FEE

PAY SEAT BOOKING FEE

APPLICATION ID:	892118
NAME:	AMIT KUMAR GHOSH
H.S. BOARD/12TH:	WBCHE
CATEGORY:	ST
SEAT BOOKING FEES:	12550.00
FEES TYPE:	SEAT BOOKING FEE

- v) After successful payment, candidate now shall print the 'Seat Booking Slip'. This Seat Booking slip must be presented on the day of physical verification.
- vi) **The applicants, who choose not to accept the offered seat because it is of lower order of their preference, must log-on to the seat booking page and decline the offer of seat in order to be considered for seat allotment in any of the subsequent seat allotment round in case of availability of seats of higher preferential order of such candidates.**




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Your Dashboard

UBKV Admisson Steps



Your Name	Your Email ID	Mobile Number	User Name
AMIT KUMAR GHOSH	amitgassiant@gmail.com	+918507795265	amitkumarghosh



Your General Rank : **10**
Your ST Rank : **2**

Counselling Details

Your First Choice:	Horticulture_Pundibari
Your Second Choice:	Agriculture_Pundibari
Your Third Choice:	Agriculture_Majhian

Alloted Category:	GEN
Alloted Degree Programme:	Horticulture_Pundibari
Alloted Choice:	FIRST_CHOICE

Alloted Category:	ST
Alloted Degree Programme:	Horticulture_Pundibari
Alloted Choice:	FIRST_CHOICE



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Your Dashboard

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Your Name	Your Email ID	Mobile Number	User Name
AMIT KUMAR CHOSH	amitjrasistant@gmail.com	+918101799265	amitskumarghosh

Congratulations, Your accepted Degree Programme is **Horticulture_Pundibari**
Check Notice Board for document verification date.

Your General Rank : **10**
Your ST Rank : **2**

Counselling Details

Your First Choice:	Horticulture_Pundibari
Your Second Choice:	Agriculture_Pundibari
Your Third Choice:	Agriculture_Majhian

Alloted Category:	GEN
Alloted Degree Programme:	Horticulture_Pundibari
Alloted Choice:	FIRST_CHOICE

Alloted Category:	ST
Alloted Degree Programme:	Horticulture_Pundibari
Alloted Choice:	FIRST_CHOICE

DOWNLOAD SEAT BOOKING SLIP

(Please check the Important Dates for Counseling and look for updates in University Website)