

CENTRALIZED ONLINE COUNSELLING PROCEDURE

for

ADMISSION SESSION 2020-21

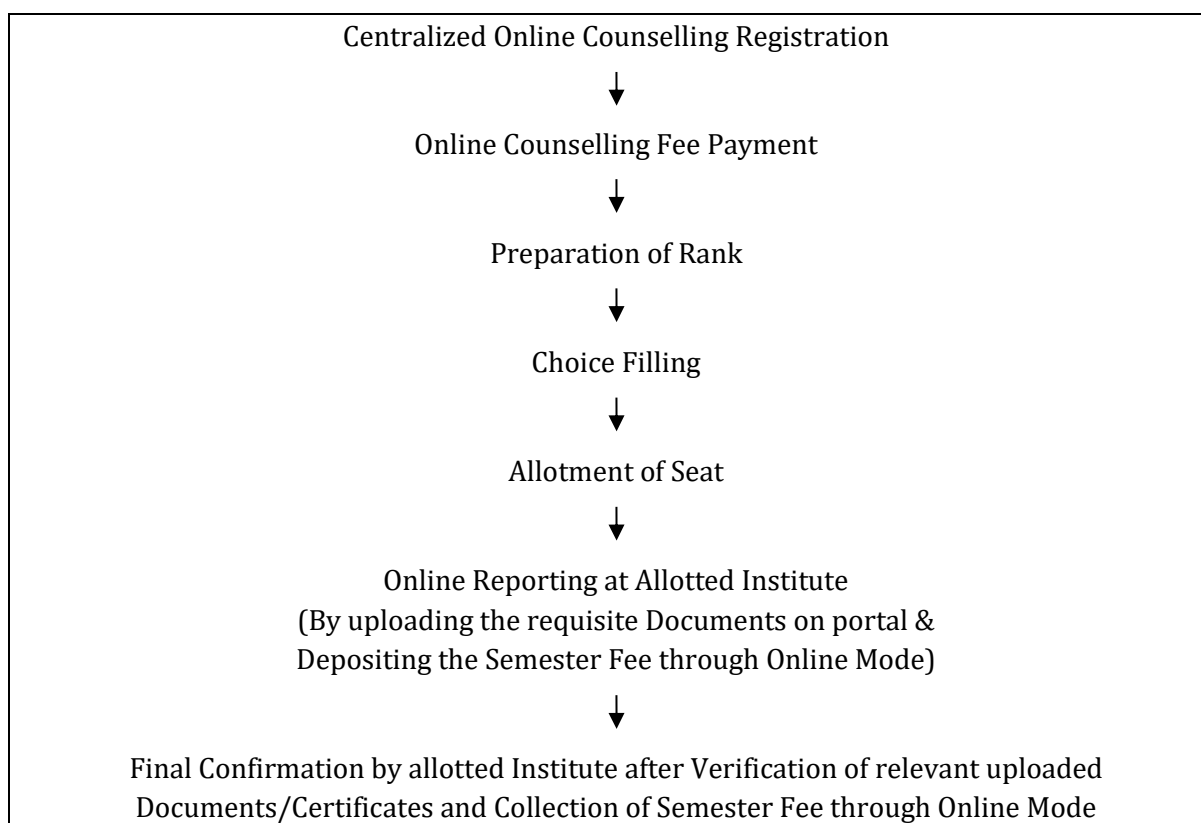
1. INTRODUCTION

IKGPTU has been appointed as a competent authority to conduct Centralized Online Counselling for making Admissions to the following AICTE courses running in the Campuses / Affiliated Colleges of IKGPTU Jalandhar, MRSPTU Bathinda & PAU Ludhiana:-

- (i) B. Architecture 1st year
- (ii) B. Pharmacy & B. Pharmacy Fee Waiver (1st year)
- (iii) B. Pharmacy & B. Pharmacy Fee Waiver (2nd Year) (Lateral Entry)
- (iv) B. Tech. & B. Tech. Fee Waiver (1st year) - 10+2 Basis
- (v) B. Tech. & B. Tech. Fee Waiver (2nd Year) (Lateral Entry)
- (vi) M. Pharmacy
- (vii) M. Tech. (Full Time)
- (viii) MBA
- (ix) MCA 1st Year

Note: PAU is participating in Centralized Online Counselling for admission to B.Tech. (Agricultural Engineering) 1st year course and for Punjab Residents only.

2. FLOW CHART TO PARTICIPATE IN CENTRALIZED ONLINE COUNSELLING



Note: All the above activities will be processed as per the Online Counselling Schedule.

3. PROCEDURE TO PARTICIPATE IN CENTRALIZED ONLINE COUNSELLING

- The Link to participate in Centralized Online Counselling is available at IKGPTU website www.ptu.ac.in under URL <https://www.ptu.ac.in/admissions/Counselling.aspx> and direct link is available at Counselling website of NIC www.ptuadmissions.nic.in.
- The Counselling procedure defined in this document is for understanding only. The sample screenshots given in this document under Registration Form, Application Form etc. are for reference only. The actual Registration Form, Application Form may vary.
- Candidate must ensure about his/her eligibility as per Government Notifications/ Information Brochure available on University website <https://www.ptu.ac.in/admissions/info.aspx>.
- Candidates are advised to visit the above mentioned website regularly for updates related to Centralized Online Counselling.

3.1 Filling of Registration Form

- (a) Go to IKGPTU website www.ptu.ac.in and click on **Click Here to Apply** button available under **Centralized Online Counselling Session 2020-21**.

CENTRALIZED ONLINE COUNSELLING
SESSION 2020-21
Participating Universities
IKGPTU, MRSPTU, PAU
CLICK HERE TO APPLY
NOTE: For B.Tech, B.Tech (LEET), B.Pharmacy, B.Pharmacy(LEET), B.Architecture, M.Tech, M.Pharm, MBA & MCA

DIRECT COUNSELLING
SESSION 2020-21
IKGPTU MAIN CAMPUS & CONSTITUENT CAMPUSES
CLICK HERE TO APPLY
NOTE: For MBA, M.Sc., M. Planning, BCA, BBA, BSc, BHMCT, BAJMC, Dip.FBS

I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR
Propelling Punjab to a Prosperous Knowledge Society (Estd. 1997)

1800-330-2501
Call Timings: 9:30 AM to 4:30 PM

ABOUT * ADMISSIONS * DEPARTMENTS * UNIVERSITY CAMPUSES * COLLEGES * CENTRAL FACILITIES * STUDENT CORNER * PUBLIC CORNER * DOWNLOADS *

ADMISSION LINKS
Advertisements
Centralized Online Counselling
Counselling Schedule & Procedures (AICTE Courses)
Central Admission Procedure (UGC Courses)
Information Brochure
Pb. Govt. Notifications
List of Colleges & Courses
Eligibility Criteria
Fee Structure
Frequently Ask Questions
Help Desk

CENTRALIZED ONLINE COUNSELLING SESSION 2020-21 (Starting Shortly)
I.K. Gujral Punjab Technical University is conducting Centralized Online Counselling for AICTE approved courses. The admission shall be made in the affiliated colleges/campuses of the Universities as mentioned below:-
A. I. K. GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR
B. MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY, BATHINDA : [Website Link](#)
C. PUNJAB AGRICULTURAL UNIVERSITY, LUDHIANA (For B.Tech. (Agricultural Engineering) 1st year course on the basis of 10+2 merit) : [Website Link](#)

IMPORTANT LINKS RELATED TO CENTRALIZED ONLINE COUNSELING
[Link for Participate in Centralized Online Counselling](#)
[Centralized Online Counselling Schedule & Procedure](#)
[Cut Off Ranks](#)

Admission Help Desk Numbers		
Title	Phone	Email
For General Admission Query	01822 - 282512, 282536, 282537 (Landline Nos.) 94780-98012, 75894-01150 (Mobile No.)	studentcentre@ptu.ac.in (For Students Queries) admissioncell@ptu.ac.in (For College Correspondence only)
For Counselling Fee Related Query	94780-98145, 94780-98107 & 95011-06247 (Timings: 09:00 AM to 06:00 PM from Mon. to Sat.)	ptucounsellingfee@gmail.com

(b) You can directly approach to counselling website of NIC www.ptuadmission.nic.in. Click the button **Registration for B.Tech. 10+2 Basis and B.Pharmacy 1st Year Course**

The screenshot shows the homepage of the IK Gujral Punjab Technical University. The header includes the university's name and logo. The main navigation bar has links for Home, Counselling Schedule, Cut off Ranks, FAQ, and Help Desk. A banner at the top states: "Online Counselling for Session 2020-21 has started. Candidates can click on the given links and register themselves." Below this, there are two main sections: "Additional Links" on the left and "HomePage" on the right. The "Additional Links" section includes a dropdown menu for "Admission Brochure" with options for IKGPTU, PAU, and MRSPTU, as well as links for Notifications, Fee Structure, and Colleges and Courses. The "HomePage" section features a "Welcome" message, a "PROCESS FLOW" diagram, and two prominent blue buttons: "Registration for BTech 10+2 Basis 1st Year Course" and "Registration for BPharmacy 1st Year Course". On the right side, there are sections for "News & Events" and "Important Links" with links to IKG Punjab Technical University, Punjab Agricultural University, and MRS Punjab Technical University.

(c) Select appropriate course from drop down menu to participate in online counselling.

The screenshot shows the "Registered Candidates Sign-In" page of the IK Gujral Punjab Technical University. The header includes the university's name and logo. The main navigation bar has links for Home and Counselling Services. The "Registered Candidates Sign-In" section contains a form with fields for "Counselling" (a dropdown menu), "Application No", "Password", "Security Pin as shown below (case sensitive)", and "Security Pin". Below the form is a "Sign In" button and a "Forgot Password?" link. A large orange button labeled "New Candidate Registration" is also visible. To the right of the form is a blue box titled "Important Instructions" containing several points: "Confidentiality of Password is solely responsibility of the candidate and all care must be taken to protect the password.", "For security reasons, after finishing your work, kindly click the LOGOUT button and close all the windows related to your session.", "Candidates are advised to keep changing the Password at frequent intervals.", and "Never share your password and do not respond to any mail which asks you for your Login ID/Password." A "Caution" note at the bottom states: "Your IP address 157.39.157.219 is being monitored for security purpose." Below the form is a link for "Forgot Application Number".

(d) Press **"New Candidate Registration"** button to open Registration Form.

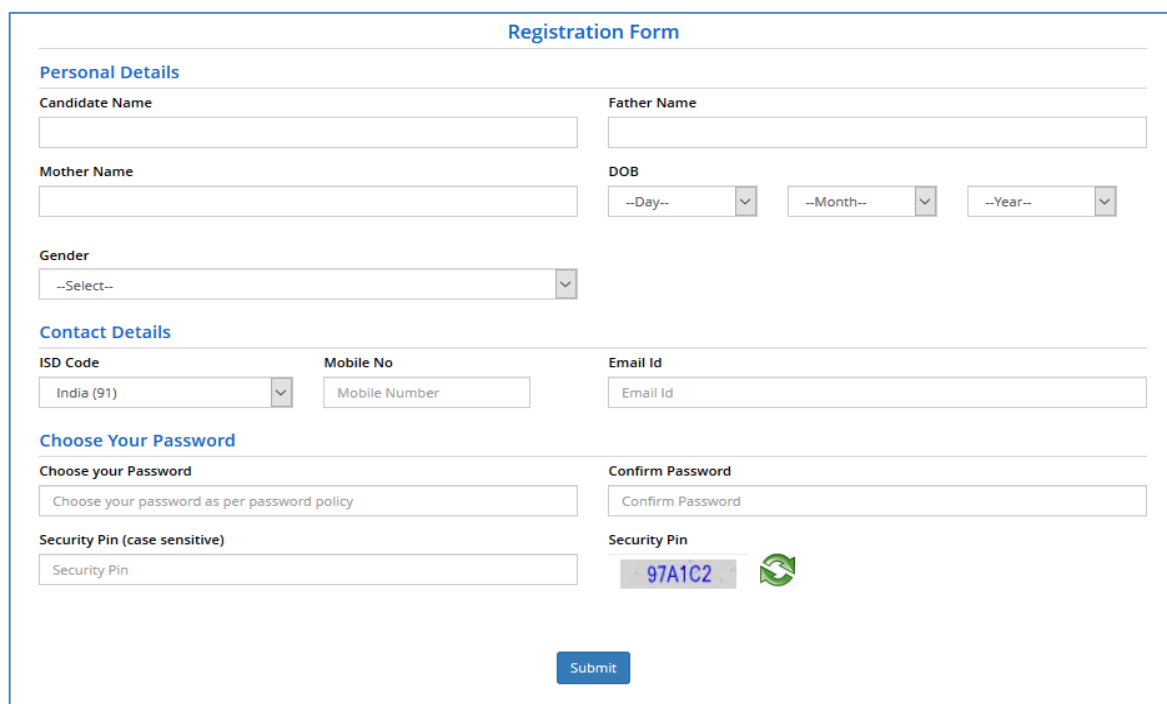
(e) Read instructions and select **"I Agree"** radio button to proceed further

The screenshot shows the "Candidate's Consent" form. It begins with the statement: "I hereby agree to the following terms and conditions governing the admission process of Counselling Board:". This is followed by five numbered points:

- I have gone through and understood the contents of Information Brochure and eligibility criteria prescribed therein. I shall abide by rules and admission process of Seat Allotment as specified by the IKGPTU.
- I know that during verification of documents at the time of reporting, if any discrepancy is found in original documents, including category, sub-category, date of birth etc. then my allotted seat will be cancelled.
- I know that the personal information provided by me is genuine and authentic.
- I declare that I will not disclose or share the password with anybody. I understand that I am solely responsible for safe guarding my password and neither IKGPTU nor NIC is responsible for misuse of my password.
- I am aware of the fee, bond etc conditions of the Institution that I am interested in and know that IKGPTU has no role to play in that.

 Below the points is a red text instruction: "You must accept or decline the agreement to process further." At the bottom, there are two radio buttons: "I Agree" and "I Don't Agree".

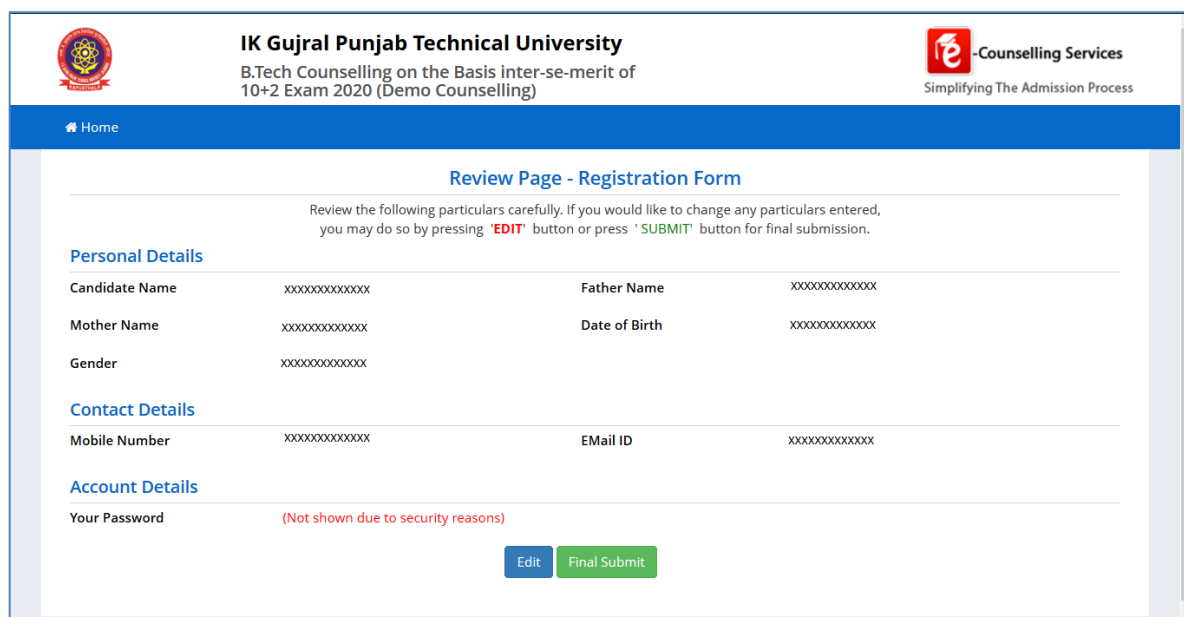
(f) The Registration Form will open. Fill the Registration Form and press "**Submit**" button.



The Registration Form is divided into three main sections: Personal Details, Contact Details, and Choose Your Password. The Personal Details section includes fields for Candidate Name, Father Name, Mother Name, DOB (Day, Month, Year), and Gender. The Contact Details section includes fields for ISD Code, Mobile No, and Email Id. The Choose Your Password section includes fields for Choose your Password, Confirm Password, Security Pin (case sensitive), and a Security Pin display showing '97A1C2' with a refresh icon. A Submit button is located at the bottom right.

(g) After Submitting Registration Form, press **Yes** to confirm.

(h) After this step, Review Page – Registration Form will open



The Review Page - Registration Form displays the details entered during registration. It includes a header for IK Gujral Punjab Technical University and B.Tech Counselling on the Basis inter-se-merit of 10+2 Exam 2020 (Demo Counselling). The page shows Personal Details (Candidate Name, Father Name, Mother Name, Date of Birth, Gender), Contact Details (Mobile Number, Email ID), and Account Details (Your Password, marked as 'Not shown due to security reasons'). There are Edit and Final Submit buttons at the bottom.

(i) Press **Final Submit** button to confirm or **Edit** button if any correction is required.

(j) After pressing **Final Submit** button the Registration Confirmation SMS & Email will be sent at your registered Mobile Number and Email ID and Application Form will open.

Note:

1. During Registration please fill your details carefully.
2. Name, Father Name, Mother Name & Date of Birth should be same as mentioned in Matriculation Certificate.
3. Please fill your correct Contact & Email ID, as OTP, confirmation and other updates will be sent on registered Contact Number and Email ID.
4. Keep your Password safe and don't share it with anyone.

3.2 Filling of Application Form

After pressing **Final Submit** button the following screen will open to fill Application Form:-

The screenshot shows the application form status page for IK Gujral Punjab Technical University. The header includes the university logo, name, and contact information. The main content area displays a table of application forms with their status. A message indicates successful registration and provides the application number 201240720066. A sidebar on the left lists available services and contact information.

Application Forms	Status
Registration Form	Completed
Application Form	Incomplete
Qualification Details	Incomplete
Contact Detail	Incomplete
Final Submit	Incomplete
Pay Registration Fee	Incomplete

You have successfully Registered.
Please note down the Application Number for future references.
Application Number: 201240720066
Kindly fill the detailed Application Form to complete the Registration Process.

[Fill Application Form](#)

In this Application Form the candidates are required to fill their Personal Details, Academic Details & Contact details i.e. State of Eligibility, Qualification, Category details, address etc.

Note: Option/details to be filled in Application Form may vary from course to course

The screenshot shows the application form page. It includes a sidebar with available services and contact information. The main form area contains fields for personal details, academic details, and other information. A 'SAVE & NEXT' button is at the bottom.

Available Services

- View Registration Form
- Fill Application Form**
- Fill Qualification Details
- Fill Contact Detail
- Preview & Final Submit
- Pay Registration Fee

Verify Mobile No. & Email Id

- Verify Your Mobile Number
- Verify Your Email Id

Contact Us

studentcentre@ptu.ac.in
Jalandhar Punjab
+919478098012

Application Form

Candidate Name: XXXXXXXXX
Father Name: XXXXXXXXX
Mother Name: XXXXXXXXX
DOB: 01 January (01) 2005
Gender: Male
State of Eligibility: --Select--
Category: --Select--
Sub Category Details
Do you belong to Rural Area?: --Select--
Do you wish to opt for Tuition Fees Waiver Scheme?: --Select--
Other Information
Have you passed Sikh Religion Examination (SRE)? --Select--
Annual Family Income: --Select--
Do you have Migration Certificate? --Select--
[SAVE & NEXT](#)

Note: Candidates are advised to fill their details carefully, because the seat allotted on the basis of wrong credentials will not be considered by the college at the time of reporting.

Instructions Regarding Filling of Application Form

- During filling Application Form Name, Father Name, Mother Name, DOB & Gender will be prefilled and same as entered in Registration Form.
- State of Eligibility:** Select "State of Eligibility" carefully as per your eligibility. You will be allowed to participate either in Punjab State (85% Quota) or Other State (15% Quota). According to this selection further options will be displayed.

Note: PAU is participating in counselling for making admissions under Punjab Quota only.

(iii) **Category:** Select your Category as per your eligibility. You should have relevant certificate if any reserved category is opted. There are 15 types of categories for the candidates participating under Punjab State (85% Quota) and 3 types of categories for the candidates participating under Other State (15% Quota). According to the selected Category further Sub-Categories will be displayed. Candidates are advised to go through the Information Brochure available on website www.ptu.ac.in to get the details of Categories and Sub-Categories.

(iv) **Do you belongs to Rural Area?** : This option is applicable for Punjab residents for admission to B.Tech. 1st year course at Guru Nanak Dev Engineering College, Ludhiana only. Candidates belonging to Rural Area of Punjab can avail benefit of Rural Area Seat in addition to his / her reserved category (i.e. SC/ST, BC, Sports etc.).

Note: To avail the benefit of Rural Status, a candidate must have completed 5 years of study (either have passed 5th / 8th / 10th or 10+2) in school located in rural areas of Punjab and have Punjab Rural Area Certificate issued by Govt. For more details, please refer to Information Brochure available on University website www.ptu.ac.in.

(v) **Do you wish to Opt for Tuition Fee Waiver Scheme?** : Select **Yes** or **No** for Tuition Fee Waiver Scheme as per your eligibility. Those candidates whose parent's annual family income from all sources is **less than 8 lacs**, can opt for Tuition Fee Waiver scheme. He/She has to produce the income certificate (of current year) regarding the same at the time of admission. For details please check Tuition Fee Waiver notification available on University website www.ptu.ac.in.


Note:

- Tuition Fee Waiver Scheme is applicable under IKGPTU & MRSPTU for Punjab Residents only. This scheme is not applicable for PAU.
- Tuition Fee Waiver Scheme is available under B.Tech. & B.Pharmacy (1st Year & Lateral Entry both), MBA and MCA Courses only.
- Candidates applying for Tuition Fee Waiver Scheme under B.Pharmacy course are advised to read the instructions of Pharmacy Council of India (PCI) carefully. These instructions are also available in Information Brochure of IKGPTU for Session 2020-21.
- Student admitted under Tuition Fee Waiver Scheme and such a beneficiary shall not be allowed to change institution or course under any circumstances.
- Tuition Fee waiver Scheme shall be applicable for complete duration of the course.
- The student availing Tuition Fee Waiver seat will not be entitled to avail financial assistance under any other Government Scheme whatsoever. However, he / she shall be eligible for any scholarship available on competition / merit basis.
- The Tuition Fee Waiver Scheme shall be limited to tuition fee as prescribed by the State Government. All other fee except tuition fees will have to be paid by the beneficiary.


(vi) **Have you passed Sikh Religion Examination (SRE)?** : This option is applicable for Sikh minority students who have qualified Sikh Religion Exam conducted by SGPC in year 2020. If this option is selected as "Yes" then candidate will be asked to enter SRE Roll Number.

Sikh Minority Seats are available under B.Tech. 1st year course at Guru Nanak Dev Engineering College, Ludhiana & Baba Banda Singh Bahadur College of Engineering & Technology, Fatehgarh Sahib only. The details are available in the Information Brochure of IKGPTU uploaded at University website www.ptu.ac.in as well as on Institute website www.bbsbec.ac.in / www.sre.bbsbec.ac.in.

(vii) Qualification Details :



IK Gujral Punjab Technical University
B.Tech Counselling on the Basis inter-se-merit of 10+2 Exam 2020
(Demo Counselling)

 **e-Counselling Services**
Simplifying The Admission Process

[Home](#)

Change PasswordLogout

Name: Dheeraj KumarApplication No: 201240700007

Available Services

→ View Registration Form

→ View Application Form

→ **Fill Qualification Details**

→ Fill Contact Detail

→ Preview & Final Submit

→ Pay Registration Fee

Verify Mobile No. & Email Id

→ Verify Your Mobile Number

→ Verify Your Email Id

Contact Us

✉ studentcentre@ptu.ac.in

📍 Jalandhar Punjab

☎ +919478098012

Qualification Details

☒ **Class 10th or Equivalent Marks Details**

Passing Status

Passed

Passing Year

2018

Result Mode

CGPA

Grade Point

10

Obtained CGPA

9

Percentage of CGPA

9.00

Division

1st

☒ **Class 12th or Equivalent Marks Details**

Passing Status

Passed

Passing Year

2020

Result Mode

Percentage

Maximum Marks

500

Obtained Marks

450

Percentage Marks

90.00

Division

1st

☐ **Diploma Marks Details**

Passing Status

--Select--

Passing Year

--Select--

Result Mode

--Select--

Maximum Marks

0

Obtained Marks

0

Percentage Marks

0

Division

--Select--

Subject Name	Passing Status	Max Marks	Obtained Marks
Physics	Passed	100	90
Chemistry	--Select--		
--Select--	--Select--		
--Select--	--Select--		
Chemistry	--Select--		
Mathematics	--Select--		
Biology	--Select--		
Computer Science	--Select--		
Biotechnology	--Select--		

PREVIOUS

SAVE & NEXT

(viii) Contact Details :

[Home](#)

Change PasswordLogout

Name: Dheeraj KumarApplication No: 201240700007

Available Services

→ View Registration Form

→ View Application Form

→ View Qualification Details

→ **Fill Contact Detail**

→ Preview & Final Submit

→ Pay Registration Fee

Verify Mobile No. & Email Id

→ Verify Your Mobile Number

→ Verify Your Email Id

Contact Us

✉ studentcentre@ptu.ac.in

📍 Jalandhar Punjab

☎ +919478098012

Contact Details

Correspondence Address

Premise No./Name

Sub Locality/Colony (Optional)

Locality/City/Town/Village

Country

State

India

Pin Code

District

Permanent Address

☐ Same As Correspondence Address

Premise No./Name

Sub Locality/Colony(Optional)

Locality/City/Town/Village

Country

State

India

Pin Code

District

PREVIOUS

SAVE & NEXT

Page 7 of 12

(ix) **Preview and Final Submit :**

Confirm !!

These credentials will be used for seat allotment. So kindly verify carefully before submission. Once submitted, these credentials can not be changed again.

Do you wish to final submit ?

Yes No

District KAPURTHALA

Pin Code 144601

Declaration

☒ I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief. Any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission. I have read the information bulletin and understood all the procedures.

PREVIOUS SAVE & FINAL SUBMIT

(x) **Pay Registration/Counselling Fee :**

IK Gujral Punjab Technical University

B.Tech Counselling on the Basis inter-se-merit of 10+2 Exam 2020 (Demo Counselling)

Counselling Services

Simplifying The Admission Process

Home

Change Password Logout

Name: Dheeraj Kumar Application No: 201240700007

Application Forms	Status
Registration Form	Completed
Application Form	Completed
Qualification Details	Completed
Contact Detail	Completed
Final Submit	Completed
Pay Registration Fee	Incomplete

Please note down the Application Number for future references.
Application Number: 201240700007

Pay Registration Fee

Available Services

- View Filled Form
- Pay Registration Fee

Verify Mobile No. & Email Id

- Verify Your Mobile Number
- Verify Your Email Id

Contact Us

studentcentre@ptu.ac.in

Jalandhar Punjab

+919478098012

3.3 **Counselling Fee Payment**

To participate in Centralized Online Counselling every participating candidate has to pay Counselling Fee of Rs. 2,000/- (Non Refundable) for each course. If any candidate wants to apply for counselling of more than one course (e.g. for both B.Arch. & B.Tech. courses), then he/she has to pay Rs. 4,000/- (Rs. 2,000/- x 2 = Rs. 4,000/-). If any candidate submits the counselling fee in the 1st round of counselling and also wish to participate in 2nd round of counselling, then he/she need not to pay counselling fee again for 2nd round.

Important Note

- Before registering and making fee payment for Centralized Online Counselling, it must be ensured that you have read and understood the eligibility criteria of participating universities for respective course and Category.
- To participate in the Centralized Online Counselling every candidate belonging to 85% quota and 15% quota, irrespective of his/her category, shall have to deposit Online Counselling fee of Rs. 2000/- (Non-Refundable).

- (iii) Only the candidates, who have deposited counselling fee, will get the Rank and can fill choices as per schedule available on IKGPTU website www.ptu.ac.in.
- (iv) If any candidate has deposited fee in the first round of counselling and also wants to participate in 2nd round, then he/she need not to pay counselling fee again to participate in second round of counselling.
- (v) The counselling fee once paid will neither refund nor transfer to any other course.

3.4 Rank Preparation

The Rank will be prepared on the basis of credentials filled by the registered candidates in the Application Form, provided the candidate has deposited online counselling fee after filling the Application Form.

Note: The Rank will be prepared as per rule and regulations of Participating Universities and notifications issued by Punjab Government from time to time.

3.5 Choice Filling

After getting Rank the choices will be shown to registered candidates as per their category and filled credentials. From the available options the candidate can select any number of choices. It is advised to arrange the selected choices in the order of your preference. The following options are available under Choice Filling tab:-

1. Up-Down button to move the selected choices one step up or down.
2. With swap choices option selected choices can be interchanged.
3. Delete option to remove unwanted or wrongly selected choice.
4. After selecting the desired choices the final step is to lock the selected choices

IK Gujral Punjab Technical University
B.Tech Counselling on the Basis inter-se-merit of 10+2 Exam 2020 (Demo Counselling)

Counselling Services
Simplifying The Admission Process

Home Change Password Logout

Name: Dheeraj Kumar Application No: 201240700007

Available Services

- Candidate Profile
- Available Choices
- Choice Filling & Locking **NEW**
- Fee Payment Details
- Seat Allotment Result **NEW**

Current Choice Filling & Locking Status

Total Available Choices 325	Filled Choices 0	Unfilled Choices 325	Choice Locking Status Unlocked
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IK Gujral Punjab Technical University
B.Tech Counselling on the Basis inter-se-merit of 10+2 Exam 2020 (Demo Counselling)

Name: Dheeraj Kumar Application No: 201240700007

Home Choice Filling Manage Filled Choices Choice Interchange Choice Rearrange Multiple Deletion Lock Choice Logout

All Institute Types All Institutes All Programs

Enter Institute Name/Address/Pin Code or Program Name to Filter **Filter** **Clear All Filter**

Available Choice(s) View With: ☐ Institute Address ☐ Type of Institute

Total available choice(s): 316

Institute	Program	Action
Amritsar College of Engg. and Tech., G.T. Road near Manawala, Amritsar - 143001 (UGC Autonomous College)	Electrical Engineering	Add
Amritsar College of Engg. and Tech., G.T. Road near Manawala, Amritsar - 143001 (UGC Autonomous College)	Mechanical Engineering	Add
Amritsar College of Engg. and Tech., G.T. Road near Manawala, Amritsar - 143001 (UGC Autonomous College)	Computer Science & Engineering	Add
Amritsar College of Engg. and Tech., G.T. Road near Manawala, Amritsar - 143001 (UGC Autonomous College)	Electronics & Communication Engineering	Add
Anand College of Engineering & Management, Opposite Rail Coach Factory, Sultanpur, Distt Kapurthala	Civil Engineering	Add

Filled Choice(s)

Total Filled Choices: 9 Total saved choice(s): 0

Save and Continue **Save and Go to Home**

Institute	Program	Choice No.	Remove	Up	Down
Akila Educational & Research Society Group of Institutions, Akila Kalan, Distt. Bathinda	Civil Engineering	1	Remove	Up	Down
Akila Educational & Research Society Group of Institutions, Akila Kalan, Distt. Bathinda	Electrical Engineering	2	Remove	Up	Down
Akila Educational & Research Society Group of Institutions, Akila Kalan, Distt. Bathinda	Mechanical Engineering	3	Remove	Up	Down
Akila Educational & Research Society Group of Institutions, Akila Kalan, Distt. Bathinda	Computer Science & Engineering	4	Remove	Up	Down
Aman Bhalla Institute of Engineering & Technology, Bathinda	Civil Engineering	5	Remove	Up	Down

After saving the choices you will get a confirmation message. At the end of saving choices you have to lock the saved choices.

3.6 **Result Declaration**

Candidates can check his/her result from his/her login account on the date of Result Declaration. The provisional allotment letter will be available in the login account of eligible candidates. Such Candidates will also be informed by SMS. After getting counselling result the candidates require to upload requisite documents on counselling portal for provisional verification at College level.

Note: The allotment of seat is purely provisional. The final confirmation will be done as per University guidelines.

3.7 **Online Reporting in the Allotted Institute**

In view of the guidelines issued by State Govt. related to COIVD-19 pandemic, the process of reporting will be done online. For this, the Candidate will require to upload the following Scanned documents (Coloured copy) on counselling portal from their login account, after the provisional allotment of seat:-

Sr. No.	Course	Documents Required for uploading on Online Counselling Portal for Verification by Colleges
1.	Common for All Courses	1. Online Counselling Registration Form (containing Personal, Academic, Counselling Fee & other details of participating candidate) 2. Provisional Allotment Letter 3. 10 th DMC 4. Residential Certificate (Domicile or another valid Address Proof) 5. Reserved Category Certificate (as Applicable) 6. Passport Size Photograph 7. Migration Certificate of Qualifying Exam (Optional)
2.	B.Tech. 1 st year	1. Sikh Religion Exam Score Card (If Qualified) 2. DMCs of 10+2 / Diploma 3. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
2.	B.Tech. 2 nd year (Lateral Entry)	1. DMCs of Diploma / B.Sc. 2. DMC of 10+2 if Diploma in Lateral Entry 3. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
3.	B.Pharmacy. 1 st year	1. DMCs of 10+2 / Diploma 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
4.	B.Pharmacy. 2 nd year (Lateral Entry)	1. DMCs of Diploma 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
5.	B.Architecture	1. Entrance Examination Score Card (If applicable i.e. NATA / JEE Paper-II) 2. DMCs of 10+2 / Diploma
6.	MBA	1. CMAT Score Card (If applicable) 2. DMCs of Graduation 3. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
7.	MCA	1. DMCs of Graduation 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
8.	M.Tech.	1. GATE Score Card (If Applicable) 2. DMCs of B.Tech. Course 3. DMCs of Diploma, if Graduation done on the basis of Lateral Entry

9.	M.Pharmacy	1. GPAT Score Card (If Applicable) 2. DMCs of B.Pharmacy Course
10.	M.Arch.	1. DMCs of B.Arch. Course

Documents required by PAU at the time of Online/offline Counselling for verification

1. Provisional Seat allotment letter.
2. Residence Certificate of Punjab or Union Territory of Chandigarh for 85% seats.
3. 10th DMC showing Mother Father's Name and Date of Birth.
4. DMC of 10+2 with min aggregate 50% marks (in non-medical).
5. Character Certificate after 10+2 from school/college last attended.
6. Reserved Category Certificate (as applicable).
7. Income Certificate from only those Scheduled Caste students whose parents income is less than Rs. 2,50,000 p.a. and students who are under post-matric scholarship scheme.
8. Performa for Income Certificate for SC category under Post Matric Scholarship Scheme.

After online verification of the documents the candidate will have to submit the applicable semester fee in the College's Bank Account (as details mentioned in the allotment letter) through online mode. This whole process, i.e. provisional verification and provisional confirmation of allotted seat, is to be done within the prescribed period. If candidate do not report or the allotted seat is not confirmed within the prescribed period, then the allotted seats shall be stand cancelled and the candidates shall not have any right to claim on the seats, whatsoever. It is in the interest of the candidates to report at the earliest to the allotted College.

3.8 Withdrawal of Seat

Candidate can withdraw his/her confirmed seat during reporting period of each round or within 7 days from the last date reporting of last round of counselling. (Please read Refund Rules available in Information Brochure of IKGPTU)

4. PARTICIPATION IN 2ND ROUND OF COUNSELLING

- (a) The Candidates falling under 85% Punjab quota and 15% Other States quota, irrespective of Got Seat or Not Got Seat in the 1st Round of Counselling or could not participate in the earlier round after depositing counselling fee, can participate in the second round of Centralized Online Counselling with same counselling fee.
- (b) The New Candidates need to follow the complete procedure (as mentioned earlier) to participate in 2nd round of Centralized Online Counselling.
- (c) The Candidates who have participated in 1st Round of counselling and wish to participate in 2nd round of counselling, those candidates require to login to their Account with their counselling Roll No. & Password in which the popup page will open to take the consent of concerned candidate to participate in 2nd round of counselling. By confirming Registration form the candidate will be considered in 2nd round and further activities will be done as per counselling schedule. Rest procedure will be same as of 1st round of counselling (except deposition of counselling fee).
- (d) If the candidate participates in 2nd round after confirming his/her allotted seat of previous round and the candidate is allotted new seat in 2nd Round, then the previous allotted seat to the candidate will be cancelled automatically and the candidate will have no right on previously allotted seat. In this case upgraded allotment letter will be issued. The candidate will report in the old allotted institute alongwith upgraded allotment letter to cancel his/her seat and to refund the submitted fee and also report in the new allotted

institute to confirm his/her admission in the prescribed period. In case the new seat is not allotted in 2nd Round then the seat allotted in previous round will be retained to candidate.

5. OTHER IMPORTANT INFORMATION

- (a) The whole procedure defined in this document is for understanding only. This screenshots given in this document under Registration Form, Application Form etc. is a sample for reference. Actual Registration Form & Application Form may vary from the given samples.
- (b) Rank will be prepared as per rule and regulations of Participating Universities and notifications issued by Punjab Government from time to time.
- (c) Candidate must ensure about his/her eligibility as per Government Notifications/ Information Brochure available on website www.ptu.ac.in.
- (d) Candidates are advised to visit the above mentioned website regularly for updates related to Centralized Online Counselling.
- (e) After allotment of seat the Candidates will upload the requisite documents on counselling portal for verification by respective College and confirming provisional admission. The final verification at University level will be done after the COVID-19 Pandemic is normalize.
- (f) The details regarding the total number of seats in a particular college is available on website www.ptu.ac.in under Admissions 2021-21 link and also under COLLEGES tab.
- (g) Tuition Fee Waiver Scheme is applicable under IKGPTU & MRSPTU for Punjab Residents only. This scheme is not applicable for PAU.
- (h) In case of Tuition Fee Waiver Scheme, Total number of seats will be 5% over and above the sanctioned intake of the course.
- (i) In case of non availability of candidates in Tuition Fee Waiver Scheme, the same shall not be given to any other category of applicants.
- (j) Student admitted under Tuition Fee Waiver Scheme and such a beneficiary shall not be allowed to change institution or course under any circumstances
- (k) Tuition Fee waiver to a student shall be applicable for the complete duration of the course.
- (l) The student availing Tuition Fee Waiver seat will not be entitled to avail financial assistance under any other Government Scheme whatsoever. However, he / she shall be eligible for any scholarship available on competition / merit basis.
- (m) Candidates applying for Tuition Fee Waiver Scheme under B.Pharmacy course are advised to read the instructions of Pharmacy Council of India (PCI) carefully. These instructions are also available in Information Brochure of IKGPTU for Session 2020-21.

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