

Central Seat Allocation Board – 2018

SPECIAL VACANT SEATS FILLING ROUNDS

for NITs, IITs and other GFTIs (Except IITs)

SPECIAL VACANT SEATS FILLING ROUNDS, hereafter called **SPECIAL ROUNDS**, will be conducted only for NITs, IITs and other GFTIs (Except IITs) after completion of all the JoSAA Rounds as per the following schedule:-

Registration, Payment of Participation Fee and Choice Filling	24 July 2018 (Tue) 08:00 AM To 26 July 2018 (Thu) 11:59 PM
Seat Allotment Result – Special Round-I	27 July 2018 (Fri) 05:00 PM
Seat Acceptance & Institute Reporting (Online) OR Surrender Allotted Seat and Participating in Next Round OR Surrender Allotted Seat and NOT Participating in Next Round	28 July 2018 (Sat) to 30 July 2018 (Mon) 10:00 AM – 05:00 PM
Seat Allotment Result – Special Round-II	31 July 2018 (Tue) 05:00 PM
Institute Reporting (In-Person)	01 Aug 2018 (Wed) to 03 Aug 2018 (Fri) 10:00 AM – 05:00 PM

Process for candidates: Prior to Special Rounds (After 7th JoSAA Round)

- All Candidates having got allotted a seat in NITs/IIITs/other GFTIs till 7th JoSAA round must REPORT to the Allotted Institute between **19th – 23rd July, 2018**, failing which their final JoSAA rounds allotted seat will be CANCELLED.
- At the time of REPORTING at the Allotted Institute, if the Candidate:-
 - **Opts NOT to participate in Special Round (s)he is required to deposit the balance Institute/Other Fee at the Allotted Institute. Such candidates will NOT be Eligible to Register in the Special Round.**
 - **Opts to participate in Special Round**, (s)he is required to submit an affidavit (Annexure-1) and pay only the Seat Acceptance Fee (if not paid in earlier JoSAA rounds) at the Allotted Institute and not the whole Institute/Other Fee. Original documents will only be verified and **will not be retained** at allotted Institute. Actual charges for Boarding/Lodging during stay in the Institute shall be paid by the candidate to the Institute.

If such candidate DOES NOT REGISTER for Special Round during 24th July to 26th July, 2018, his/her current allotted seat of JoSAA Rounds will be cancelled and (s)he will not be considered for the Special Rounds. This will be treated as Auto-Withdrawal from the Counseling process. The Seat Acceptance Fee paid by such candidate before Special Round, will be refunded by CSAB after deducting Rs 1,500.

- WITHDRAWAL of seat of NITs/IIITs/Other GFTIs OPTION will be available during Institute Reporting (19th - 23rd July, 2018). i.e. a candidate REPORTED at an Allotted Institute between 19th – 23rd July, 2018, may WITHDRAW his allotted seat, if (s)he wishes, **during the same period at the same Institute**. In case of WITHDRAWAL, the Seat Acceptance Fee will be refunded back by CSAB after deducting Rs 1,500; Institute Fee, if paid, will be refunded by the Institute after deducting actual charges for Boarding/Lodging during stay in the Institute.
- Candidates, having a seat allotted in IIT till 7th JoSAA round, can also participate in Special Round. But the Seat Acceptance Fee and/or Institution Fee will NOT be adjusted in the Special Round Participation Fee.

Business Rules for the CSAB 2018 SPECIAL ROUNDS will be as follows:-

I. Eligibility for Special Rounds:

1. All candidates who were eligible for JoSAA as per JEE(Main) 2018 Ranks will be eligible for participating in the SPECIAL ROUNDS as per JoSAA rules.
 - a. Candidates who have not registered in JoSAA till now but are eligible as per their JEE(Main) 2018 Ranks will also be eligible for participating in the Special Rounds for NITs/IITs/ other GFTIs (except IITs) as per JoSAA rules.
 - b. Candidates who have participated in JoSAA and got allotted a seat will also be eligible for participating in the Special Rounds for NITs/IITs/ other GFTIs (except IITs).
 - c. Candidates who have participated in JoSAA but did not get any seat will also be eligible for participating in the Special Rounds for NITs/IITs/ other GFTIs (except IITs).
2. If a candidate fails to register for the Special Rounds during 24th – 26th July, 2018, (s)he will not be entertained in any of the Special Rounds.
3. Candidates, who have OPTED “Not to Participate in Special Round” at the time of REPORTING at the Allotted Institute during 19th to 23rd July, 2018, are NOT ELIGIBLE to Register in Special Round.

II. Special Round Counseling Process

Step 1: Online registration for Special Rounds:

1. All eligible candidates, as specified above, are required to register online for special round through CSAB portal <https://csab.nic.in> as per the schedule. **Earlier registration made on JoSAA portal is now null and void.**
2. During Registration, candidates other than those who have reported at allotted Institute after 7th JoSAA round, can update their State of Eligibility, Nationality, Gender and Category/PwD (only from Beneficiary to non-Beneficiary Category).
3. During Registration, all candidates are required to upload the following documents in PDF format:-
 - a. Certificate of class X,
 - b. Marksheet of class XII,
 - c. Category Certificate, if applicable
 - d. PwD Certificate, if applicable
 - e. State of Eligibility Certificate, if the candidate has passed Class XII from outside India.
 - i. NRI candidates will upload their Indian Passport.
 - ii. OCI/PIO candidates will upload their OCI/PIO card.
4. At the time of Registration, the candidate is also required to enter details of bank account (Account Holder Name, Account Number, IFSC Code, Bank Name) in which (s)he wishes to receive the refund amount, if any, from CSAB. (S)he is also required to upload scanned copy of cancelled cheque of the same bank account.
5. The uploaded documents/original documents will be verified at the time of reporting (online/in-person) only for those candidates who have been allotted a seat. **The eligibility of a candidate will not be decided with the uploaded documents before allotment.**
6. A candidate is also required to provide the marks out of 500 in class 12th, as per eligibility norms mentioned in Annexure 2.
7. Those candidates not fulfilling minimum educational qualifying criteria (percentage or Top 20 percentile) in permitted subject combinations mentioned in Annexure 2, will not be allowed to proceed further in the Special round of counseling.

Step 2: Payment of Special Round Participation Fee:

After registration, all candidates are required to pay the Special round Participation Fee using SBI MOPS. Participation fee amount will be as follows:

Sl No	Type of Candidate	Fee for Gen/OBC	Fee for SC/ST/PwD
1	A Candidate who is eligible, but didn't pay Seat Acceptance Fee in JoSAA. It includes those who:- <ul style="list-style-type: none">• Didn't Register on JoSAA portal OR• Registered but didn't get a seat OR• Allotted a seat by JoSAA but didn't pay Seat Acceptance Fee.	₹ 36,500	₹ 16,500
2	Candidate whose last seat allotted till 7 th JoSAA round was in IIT	₹ 36,500	₹ 16,500
3	Candidate whose last (till 7 th round) seat allotted in JoSAA rounds was in NIT/IIT/Other GFTI, paid Seat Acceptance Fee and REPORTED. i.e. (s)he is participating in Special Round retaining currently allotted seat of JoSAA.	₹ 36,500	₹ 16,500
4	Candidate who got a seat allotted in SC/ST/PwD category; paid Seat Acceptance Fee of ₹ 15,000 AND a) The seat got cancelled at RC and the category of the candidate was converted to GEN/OBC/non-PwD. OR b) The candidate changes his/her category to Gen/OBC/non-PwD during Special Round Registration.	₹ 21,500	Not applicable
5	Candidate who got a seat allotted in NIT+ System in JoSAA rounds and paid the Seat Acceptance Fee but didn't REPORT at RC or Seat got CANCELLED at RC or WITHDREW/SURRENDERED the allotted seat. Seat Acceptance Fee paid by such candidates to JoSAA will be adjusted in the Special Round Participation Fee.	₹ 1,500	₹ 1,500

Note: Participation fee mentioned in the above table is inclusive of Rs. 1500/- processing fee.

Step 3: Online Choice Filling and Choice Locking for Special Rounds:

1. Registered candidates will be able to fill their choices where all the seats of NITs/IITs/GFTIs (except IITs) will be displayed for which they are eligible as per their category.
2. A tentative seat matrix of possible vacant seats will also be displayed for reference, but the candidates should fill choices from the complete seat matrix, as seats (other than those included in the tentative seat matrix) may become available for allotment due to creation of possible vacancies during the allotment process of the Special Round.
3. All registered candidates are required to fill fresh choices. Earlier filled choices will not be considered in this round of seat allotment.
4. **Candidates who have successfully reported at PI** and want to participate in this round while retaining currently allotted seat, are also required to fill fresh choices. All valid choices will be shown to the candidates **except last accepted (allotted and successfully reported at Allotted Institute during 19th to 23rd July 2018) seat of NIT+ system after JoSAA rounds**. Their last allotted JoSAA seat on which (s)he has Reported successfully, will automatically be considered as last choice for seat allotment. Based on JEE(Main) Ranks and new set of choices:-
 - a. A new seat may be allotted and the currently JoSAA allotted seat will be forfeited
OR
 - b. Their earlier allotted seat will be retained.
5. Candidates are advised to LOCK their choices after finalizing the choice list otherwise it will be Auto-Locked at 11:59 PM on 26th July, 2018.

Step 4: Seat Allotment business rules for Special Round:

1. Seat allotment will be carried out according to JEE (Main) ranks (CRL) for the vacant seats in Special Round.
2. Conversion of Allotted Seat Category/Quota will be applicable as per JoSAA/CSAB norms.
3. All admitted candidates after last round (7th round) of JoSAA who did not participate in Special Rounds, will also be considered for category up-gradation against the same allotted choice. This means that their earlier allotted seat upto 7th round will be retained in the same branch and in the same institute but category may be upgraded. For example, if a candidate has been allotted a seat in CSE in MNIT Jaipur in OBC-NCL category, his allotted category may be upgraded to GEN without affecting the seat allotment even if the candidate does not participate in Special Round.

Step 5: Choosing an OPTION after Special Round-I Seat Allotment

1. Seat Allotment result of Special round will be published online. Candidate can view their allotment status after login using login credential. At the time of viewing the Seat Allotment Result of Special Round-I, candidates are required to select one out of the following four **OPTIONS**:-
 - A. **FREEZE**: Candidate **ACCEPTS** the offered seat and indicates that (s)he is satisfied with the allocated academic program and that (s)he does not want to participate in next round of seat allocation. Such candidate will NOT be considered in Special Round-II.
 - B. **FLOAT**: Candidate **ACCEPTS** the offered seat and can **RESTRICT (if wishes)** one or more choices above the currently allotted choice, but cannot rearrange/add new choices. This indicates that, if admission to an academic program of better/higher preference (in the remaining choice list) in any Institute is offered in the next round of allotment, (s)he will accept it. In case higher preferred choice is not allotted in the next round, (s)he will continue with the currently accepted academic program. For those candidate who have reported at the allotted Institute during 19th to 23rd July, 2018, FLOAT will be default option, however, they can choose another option, if they wish.
 - C. **SURRENDER and PARTICIPATING in NEXT ROUND**: Candidate **REJECTS** the offered seat and can **RESTRICT** one or more choices, above the currently allotted choice, but cannot rearrange/add new choices. Such candidates will be considered in next round of admission and his choices above the currently allotted seat will be processed for allotment in Special Round-II. **Whether the candidate is allotted/not allotted any seat in the next round, he/she will have no claim on the seat allotted in the Special Round-I.**
 - D. **SURRENDER and NOT PARTICIPATING in NEXT ROUND**: Candidate **REJECTS** the offered seat and will NOT be considered in next round of allotment. **(S)he will have no claim on the seat allotted in the Special Round-I.**
2. After choosing one out of “**FREEZE**” / “**FLOAT**” OPTIONS, the candidate will be required to pay Seat Acceptance Fee online through SBI MOPS as per table mentioned in Step 6.

Step 6: Payment of Special Round Seat Acceptance Fee:

After Seat allotment of Special Round-I, if the candidate opts “**FREEZE**” / “**FLOAT**”, (s)he is required to pay the Special Round Seat Acceptance Fee using SBI MOPS. Seat Acceptance fee amount will be as follows:

Sl No	Type of Candidate	Fee for Gen/OBC	Fee for SC/ST/PWD
1	A Candidate who has been allotted a seat first time in Special Round and wants to accept the seat.	₹ 35,000	₹ 15,000
2	A Candidate who participated in Special Round with a seat in hand in NIT+ System and has been allotted a seat in Special Round-I and wants to accept the seat. Such candidates have already deposited seat acceptance fee in JoSAA Rounds.	Nil	Nil

Note: All candidates who have been allotted a seat, after fulfilling payment requirement as per above table, **are required to ensure Successful Online Reporting for Document Verification to confirm their seat, otherwise the seat will be cancelled.**

Step 7: RESTRICTING Choice(s) to be processed in next Round of Seat Allotment

1. **RESTRICTING** filled-in Choices OPTION will be provided only to those candidates who have opted either “**FLOAT**” or “**SURRENDER and PARTICIPATE IN NEXT ROUND**”.
2. During the specified period (i.e. 28 to 30 July 2018), after payment of Seat Acceptance Fee, candidates can login and RESTRICT their earlier filled choice(s) for **exclusion** in next round of seat allotment. Fresh choice filling is not allowed. Candidates can RESTRICT only from the choices filled above their currently allotted choice. **RESTRICTING choices is allowed ONLY ONCE during the specified period.**
3. Choices marked as RESTRICTED will be virtually treated as deleted and will be **excluded** in the next round of Seat Allotment.

Step 8: ONLINE Reporting after Special Round-I Seat Allotment

1. After seat allotment in Special Round-I, if the candidate opts for “**FREEZE**” or “**FLOAT**” and pays Seat Acceptance Fee, his/her uploaded documents will be verified **ONLINE** by the officials of the allotted institute and final status (Seat Confirmation/Seat Cancellation) will be reflected in the candidate login. It is the sole responsibility of the candidate to keep checking his/her reporting status and provide necessary documents/information to the Institute’s official, if required during **28th July 2018 to 30th July 2018** in the stipulated time (**till 05:00 PM on 30th July**).
2. For Seat Confirmation, the candidates are not required to visit the allotted Institute, however if a candidate has chosen “**FREEZE**” and his status of Online Reporting is successful, he may go to the allotted Institute and start attending classes.
3. After seat allotment in Special Round-I, if the candidate opts for “**SURRENDER and PARTICIPATING in NEXT ROUND**” then their current allotted seat will be Cancelled and candidate will be still eligible for next round of seat allotment. Uploaded documents of such candidates will **NOT** be verified at this stage and will be verified, if allotted a seat in next round.
4. After seat allotment in Special Round-I, if the candidate opts for “**SURRENDER and NOT PARTICIPATING in NEXT ROUND**” then their current allotted seat will be Cancelled and candidate will not be eligible for next round of seat allotment.
5. Candidates who have reported successfully at the allotted institute during 19th to 23rd July, 2018 and are participating in Special Round with currently allotted seat in hand, if DO NOT choose any of the options **FREEZE / FLOAT / SURRENDER and PARTICIPATING IN NEXT ROUND / SURRENDER and NOT PARTICIPATING in NEXT ROUND**, they will be automatically moved to Special Round-II with **FLOAT** as a default option.
6. If a candidate (other than those specified in point no. 5)
 - a. Does not select any of the OPTIONS **FREEZE / FLOAT / SURRENDER and PARTICIPATING IN NEXT ROUND / SURRENDER and Not PARTICIPATING in NEXT ROUND OR**
 - b. Selects an OPTION (**FREEZE / FLOAT**) but does NOT pay Seat Acceptance Fee as per table in Step-6 OR
 - c. Selects OPTION **FREEZE / FLOAT**, pays Seat Acceptance Fee but does not respond to the queries of Official of the Allotted Institute regarding his/her document verification in the given time schedule i.e. 28th to 30th July (5:00 PM), 2018.

His/her seat will be **CANCELLED** and the candidate will not be considered for next round.

Step 9: After Special Round-II Seat Allotment

All successful allottees of Special Rounds are required to report In-Person at the last allotted institute directly and complete the admission formalities during 1 - 3 Aug, 2018.

III Adjustment of Special Round Participation and Seat Acceptance Fee in the Allotted Institute's Fee:

1. Out of the Special Round Participation Fee, Rs 1,500 is the Processing Fee which is non-refundable and non-adjustable in the fee of allotted Institute.
2. Participation Fee and Seat Acceptance Fee paid by the candidate will be adjusted in the Institute Fee.
3. For candidates who have deposited the Fee in any of the IITs, if allotted a seat in the Special Round, the fee deposited in the IIT will **NOT** be adjusted in the fee of the newly allotted Institute in Special Round.

IV Refund of Participation and Seat Acceptance Fee:

1. If a candidate opts to WITHDRAW the seat allotted in NIT+ System in JoSAA rounds during Institute reporting (19th - 23rd July, 2018) and does not participate in Special Rounds counseling, his/her Seat Acceptance Fee will be refunded back after deducting Rs 1,500/-.
2. If no seat is allotted to the candidate in the Special Rounds, his/her Participation Fee will be refunded back after deducting processing fee of Rs 1,500/-.
3. If a candidate gets a seat allotted in Special Round-I and does not report, his/her Participation Fee will be refunded back after deducting Rs 5,000/- (Refer point no. 6 of Step-8).
4. If a candidate gets a seat allotted in Special Round-I and opts for **“SURRENDER and PARTICIPATING in NEXT ROUND”**, and does not get seat in Special Round-II, his/her Participation Fee will be refunded back after deducting Rs 5,000/-.
5. If a candidate gets a seat allotted in Special Round-I and opts for **“SURRENDER and NOT PARTICIPATING in NEXT ROUND”**, his/her Participation Fee will be refunded back after deducting Rs 5,000/-.
6. If a candidate who has been allotted a seat in Special Round-I and his/her seat cancelled due to ineligibility or in-appropriate document noticed during document verification, his/her Participation Fee will be refunded back after deducting Rs 5,000/-.
7. If a seat is allotted up to Special Round-II (i.e. seat allotted in JoSAA/Special Round-I and retained for next round OR seat allotted afresh in Special Round-II), his/her Participation Fee will not be refunded whether the candidate joins the allotted Institute or not. Fee of such candidates will be transferred to the Allotted Institute.
8. If a candidate who has been allotted a seat in Special Round-II and his/her seat cancelled due to ineligibility or in-appropriate document, his participation fee will not be refunded back.

ANNEXURE – 1

The following is to be printed/typed/photocopied and then duly filled on Rs. 50/- Non-Judicial Stamp paper and duly notarized

AFFIDAVIT

I, _____ (Name of candidate) JEE
(Main) 2018 Roll No. _____, S/D/O _____
resident of _____

do hereby solemnly affirm and state as follows:

1. That, I have been allotted a seat in _____
(Program) of _____
(Institute)
2. That, I have opted to go for Special Round of CSAB-2018 for admission in NIT+ system.
3. That, I shall be bound by the rules of Special Round.
4. That, I understand if I do not Register and pay Special Round Participation fee during 24th July to 26th July, 2018, my current allotted seat of JoSAA Rounds will be **CANCELLED** and I will not be considered for the Special Rounds. This will be treated as Auto-Withdrawal from the Counseling process. The Seat Acceptance Fee paid by me before Special Round, will be refunded by CSAB as per refund rules.

Deponent

Verified at _____ on this _____ day of _____ 2018
that the contents of the above said affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent

Performance in Class XII (or equivalent) examination (Applicable only for candidates seeking admission to NITs/IITs and other GFTIs)

1. One of the criteria for admission to NITs/IITs/Other participating GFTIs is that the candidate should satisfy at least one of these two criteria:
 - (i) The candidate is within the category-wise top 20 percentile of successful candidates in their respective Class XII (or equivalent) examination of respective stream and Board.
 - (ii) The candidate has secured minimum 75% (for GEN or OBC-NCL) or minimum 65 % (for SC, ST or PwD) of aggregate marks in the Class XII (or equivalent) examination of respective stream and Board.
2. The marks scored in the following five subjects will be considered for calculating the aggregate marks and the cut-off marks for fulfilling the top 20 percentile criterion.
 - (a) For B.E./B.Tech. programmes
 - i. Physics
 - ii. Mathematics
 - iii. Any one of Chemistry, biology, biotechnology, technical vocation subject.
 - iv. A language (if the candidate has taken more than one language, then the language with the higher marks will be considered)
 - v. Any subject other than the above four (the subject with the highest marks will be considered).
 - (b) For B.Arch./B.Planning, the marks in the following subjects will be considered:
 - (i) Mathematics
 - (ii) Other four subjects
3. If a Board awards only letter grades without providing an equivalent percentage of marks on the grade sheet, the candidate should obtain a certificate from the Board specifying the equivalent marks and submit it at the time of acceptance of the allocated seat. In case such a certificate is not provided, the decision taken by CSAB 2018 will be final.
4. If a Board gives aggregate marks considering both Class XI and Class XII examinations (in the 10+2 system), then only the Class XII marks will be considered. Similarly, for Boards which follow a semester system, the marks scored in the final two semesters will be considered.

5. For candidates who appeared in the Class XII (or equivalent) Board examination in 2017 but reappeared in 2018, the best of the two performances will be considered.
6. If a Board does not give marks scored in individual subjects but gives only the aggregate marks, then the aggregate marks given by the Board will be considered as such.
7. In case any of the subjects Physics, Chemistry, Mathematics and Language are not evaluated in the final year (e.g., in a 3-year diploma course), then the marks for the same subject from the previous year/s will be used for calculating percentage of aggregate marks.

Regarding the qualifying marks for the top 20 percentile

8. The qualifying marks for PwD category candidates will be the same as the lowest of the qualifying marks for GEN, OBC-NCL, SC and ST category candidates.
9. The top 20 percentile qualifying marks of the respective Boards in 2017 will be considered for candidates who appeared in Class XII (or equivalent) examination for the first time in 2017 and pass the examination in 2017.
10. The top 20 percentile qualifying marks of the respective Boards in 2018 will be considered for candidates who appeared in all required subjects for Class XII (or equivalent) examination in 2018 and pass the examination in 2018.
11. If a candidate appeared in Class XII (or equivalent) examination for the first time in 2017 and passed the examination, but reappeared in one or a few subjects in 2018 for improvement or any other reason, then top 20 percentile cut-off for 2017 will be considered for him. However, if a candidate writes all the subjects in 2018, the best of the two performances will be considered.
12. For those Boards whose result was declared after June 2016, the top 20 percentile qualifying marks of the respective Boards in 2016 will be considered for candidates who appeared in Class XII (or equivalent) examination for the first time in 2016 and pass the examination in 2016.
13. In case a Board does not provide information about the qualifying marks for the top 20 percentile, the candidate will have to produce a certificate from the respective Board stating that he/she/it falls within the top 20 percentile of successful candidates. If the candidate fails to do so, then the qualifying marks for the CBSE will be used.