

Central Seat Allocation Board 2018

Special Round

Frequently Asked Questions

Revised on 23rd July, 2018. Updatations/additions are marked in RED colour.

Q1. Is there any difference in this year's Special Round of CSAB from the previous year's Special Round?

ANS: Yes, Following are some salient features of this year's Special Round:-

- There are two rounds in Special Rounds of Seat Allotment.
- At the time of Registration for Special Rounds, the candidate is required to upload the scanned copy of required documents as well as cancelled cheque of the bank account in which (s)he wants his/her refund amount to be transferred.
- Candidate has more flexibility like (s)he can exit from the system at multiple points with nominal processing fee. Amount of processing fee will be more if the candidate exit's at a later stage.
- Candidate can RESTRICT (virtually delete) his/her choices (remaining higher preferred choices) after Special Round-I allotment. RESTRICTED choices will not be considered in next round of seat allotment.
- Reporting after Special Round-I will be done Online. i.e. the candidate will choose an option (FLOAT/ FREEZE/SURRENDER etc) Online and will pay fee (if required), and the Document Verification will be done Online by the Allotted Institute's Official.

Q2. Is SLIDE option not available in Special Round?

ANS: Though SLIDE option is not available directly in Special Rounds, however, a candidate can exercise SLIDE option (opting for choices of currently allotted Institute only) by choosing FLOAT and RESTRICTING all the choices other than those of currently allotted institute.

Q3. What is locking of choices? Once locked, can I unlock?

ANS: While filling-in choices at the time of Registering for Special Rounds, Lock is an option indicating the finalization of choices after which the candidates can print their choices. Once the choices are locked, it cannot be unlocked.

Q4. What happens if I do not "lock" my choices?

ANS: If you do not lock your choices, the last saved choices will be locked automatically at 11:59 PM of 26th July, 2018.

Q5. During registration for Special Round, shall I fill choices which are not visible in the tentative seat matrix displayed on the CSAB website?

ANS: YES, you are advised to fill all the choices of your interest irrespective of whether they are visible in the tentative seat matrix, as some more seats (other than those visible in tentative seat matrix) may get available during the seat allotment process.

Q6. What are EXIT Routes for candidates in Counselling process for admission in NIT+ System?

ANS: A candidate can EXIT from the Counselling process at following stages:-

- Doesn't Report at the Allotted Institute during 19th to 23rd July. The allotted seat will be cancelled and :
 - Fee will be refunded after deducting Rs 1500. Such candidates will be required to fill details of their bank account in which they want the refund amount to be transferred. A link for this will be available during 27th to 31st July.
 - OR
 - If the candidate registers for the Special Round, the same fee will be adjusted in the Special Round Participation Fee. If no seat is allotted to such candidates in Special Rounds, the fee will be refunded after deducting Rs 1500.
- After Reporting at Allotted Institute, can withdraw the allotted seat during 19th to 23rd July.
 - Fee will be refunded after deducting Rs 1500. Such candidates will be required to fill details of their bank account in which they want the refund amount to be transferred. A link for this will be available during 27th to 31st July.
 - OR
 - If the candidate registers for the Special Round, the same fee will be adjusted in the Special Round Participation Fee. If no seat is allotted to such candidates in Special Rounds, the fee will be refunded after deducting Rs 1500.
- After Special Round-I seat allotment:-
 - If a seat is allotted, the candidate can Surrender the allotted seat by choosing the option "Surrender and NOT Participating in Next Round". In such case the Participation Fee (and Seat Acceptance Fee, if paid) will be refunded after deducting Rs 5000.
 - If no seat is allotted and the candidate wants to EXIT from the counselling, (s)he can RESTRICT all his/her choices, so that (s)he cannot be allotted a seat in next round. In such case the Participation Fee (and Seat Acceptance Fee, if paid) will be refunded after deducting Rs 1500.

Q7. If I take admission in an institution of NIT+ System, allotted to me in 7th round, then can I participate in CSAB Special round? Will that seat be retained?

ANS: Yes, you can participate in Special Rounds while keeping your currently allotted seat in hand. You will have to pay Special Round Participation Fee (in addition to the Seat Acceptance Fee) at the time of Special Round Registration.

Q8. If I do not report at the allotted institute (of NIT+ System), in 7th round then can I participate in CSAB Special round?

ANS: Yes, you can participate in the Special Round as a fresh candidate. Your JoSAA allotted seat will be cancelled and Seat Acceptance Fee, if paid, will be adjusted in the Special Round Participation Fee.

Q9. If I have already paid the institution fee before 19th July 2018 then what shall I do? Am I eligible to participate in CSAB Special round?

ANS: Yes, you can participate in the Special Round **as a fresh candidate**. Your Seat Acceptance Fee, if paid, will be adjusted in the Special Round Participation Fee. However, candidate shall approach the respective Institute for refund of Institute Fee (over and above the Seat Acceptance Fee).

- Q10.** I got a seat allotted in Special Round-I and opted for "FREEZE"/"FLOAT" option online and paid seat acceptance fee, what should I do now?
- ANS:** Check your online reporting status. Keep checking your status until it changes to SUCCESSFUL. If there is any discrepancy or any action required from your side while verifying your documents online, it will be displayed on your login. In case your reporting status doesn't become SUCCESSFUL till **30th July 2018 5.00 PM**, please contact CSAB Officials at **+91-141-2715082 / +91-7230045292 / +91-7230045293** or email at **csabhelpdesk[at]mnit[dot]ac[dot]in**.
- Q11.** Which rank will be displayed in the OR/CR (cut-offs) for each Institute/Program/Category in CSAB Special round?
- ANS:** **CRL will be displayed as Opening/Closing Ranks (OR/CR).**
- Q12.** If I take admission in the allotted institute after 7th round and want to participate in Special round then is it mandatory to attend the classes and stay at the allotted institute?
- ANS:** It is not compulsory to stay in the campus, however, if you can, you may stay in the campus and attend classes. If you are allotted a seat in different Institute in the Special Rounds, you will be required to pay actual charges for boarding and lodging at that Institute.
- Q13.** If I freeze the allotted seat in Special round-I then when do I have to report at the allotted Institute?
- ANS:** Candidates are required to report at the allotted Institute during 1st to 3rd Aug, however, if they get a seat in Special Round-I and FREEZE the seat, they may go to the allotted Institute and start attending classes.
- Q14.** If I do not report at the allotted institute after Special round-II then will my fee paid during JoSAA round / Special round be refunded?
- ANS:** Fee will NOT be refunded in this case.
- Q15.** If Rs. 50/- Non-Judicial Stamp paper is not available then what should I do?
- ANS:** You may use a Non-Judicial stamp paper of higher value.
- Q16.** At the time of reporting at the allotted Institute during 19th to 23rd July, if I opted for Special round but do not Register and Pay Participation Fee in the Special round then what will be the consequences?
- ANS:** It will be treated as Auto-Withdrawal and your currently allotted seat in JoSAA will be cancelled and you will not be considered in the Special Rounds of seat allotment.
- Q17.** If I opt for Special Round, Register and Pay Participation Fee, but do not fill any choice, then what will be the consequences?
- ANS:** Your currently allotted seat will be retained in the Special Round.
- Q18.** If I do not opt for Special Round while reporting at allotted Institute during 19th to 23rd July, however, later on I decide to participate in the Special Round. How can I participate in Special round?
- ANS:** You are not allowed to Register and participate in the Special Round in such case.
- Q19.** After getting allotted a seat in JoSAA rounds, my seat was Cancelled/Withdrawn, am I eligible to participate in Special Rounds?
- ANS:** YES, if you fulfil the required eligibility. Your Seat Acceptance Fee (if paid in JoSAA rounds), will be adjusted in the Special Round Participation Fee, if your last allotted seat was in NIT+ System.
- Q20.** If I have improved my class XII, how can I upload the two marksheets?
- ANS:** You can include both the marksheets in a single PDF file and upload it.
- Q21.** I don't have my class X certificate. Can I upload my class X marksheet?
- ANS:** Yes, you can upload your marksheet if it contains your date of birth.