

## **On-Line WB State Quota & Pvt Management Quota UG Medical & Dental Counseling Process-2018**

**WB State Quota and Private Management Quota UG Medical and Dental e-Counseling 2018** is a web enabled software of NIC providing end- to-end solution to academic institutions in their admission processes. Online Counseling & E-Admission system provides facility to the candidate to apply online, pay counseling fee during pre-counseling using electronic payment gateway; Registration of candidature for e-counseling process for getting allotment of seat as per NEET AIR, choice and category as applicable.

**Broadly, the process for online Counseling comprises of the following:**

1. Counselling would be carried out in two rounds online and if vacant seats arise after admission process of Round 2 then a Manual Mop Up round of seat allotment and admission to fill the vacancies arising due to any cause will be undertaken in pursuance to the order of the Hon'ble Supreme Court of India. First round comprising of online registration of the eligible and qualified candidates via NEET UG 2018 (after payment of counseling fee during pre-counseling online) choice submission, choice locking, etc. **The Second round of counselling would allow fresh registration (for those who were not registered earlier) and fresh choice filling (for all registered candidates who want to participate in Round 2).** The allotted candidates in Round 1, who have submitted willingness as 'Yes' during online reporting at the time of admission in round 1 , would only be allowed for choice filling in Round 2.
2. In case, given fresh choice in Round 2 could not be allotted, earlier allotted seat (if any)\_would be retained. In case of candidates, who could not report for admission in the predefined reporting period, the candidate will be out from the process of counselling.  
In round 2 counselling the seats returned vacant from AIQ counselling will be added after necessary categorization and break up so updated, seat matrix will be prepared and published before commencement of the round 2. The seat conversion rule will be applicable for round 2.
3. Candidates are required to lock their choices after finalization of choice submission before the closure of the Locking period. Processing of seat allotment as per individual merit of candidates and reservation criteria applicable through below mentioned (pre-approved) appropriate algorithm.
4. Publication of seat allotment result at the end of each round online resulting in the generation of provisional seat allotment letter.
5. Admission of candidates at Allotted Institutions (AI), comprising of online document verification, generation of seat allotment/cancellation letters based on credential verification, through specific user interfaces within a predefined schedule in each round which will automatically account for filled and vacant seats as per seat allotments made in a specific round of Counseling.

## 1.1 Online Registration

- In this step, all candidates whose names appeared in the Eligible list on the basis of NEET UG 2018 and document verification (for State Quota) before respective authority are required to register **ONLINE** through Internet using URL: <http://www.wbmcc.nic.in> from places convenient to them during the period prescribed.
- Candidates are advised to keep his /her Transaction ID in **strictly confidential manner**.
- Online Registration is mandatory for all eligible candidates for participation in the Counseling for admission to Medical & Dental Institutions. Candidates, after successful online registration can submit their choices and revise them during the specified period before locking.

## 1.2 Online Choice Submission & locking of choices Module (Candidates should submit choice of Institute and Course):

In this step, all the registered candidates would be permitted to exercise their choices of Institutions and courses thereon in order of individual preference. The procedure is detailed herewith:

- The procedure for exercising choices and seeking pertinent information is guided through appropriate messages and tabs on the users' computer screen at the appropriate interface.
- As per the eligibility of the candidate in terms of merit and applicable reservation criteria, choices available to the candidates comprising of list of Institutions & courses thereon will be displayed.
- For the State Quota seats, All eligible candidates for State Quota seats are allowed to exercise choice for seats in State Quota with respect of caste (UR, SC, ST, OBC-A, OBC-B); Status (PH or Not PH) and percentile cut off obtained in NEET UG 2018 examination in Round 1. For the management quota seats, candidates have to secure UR cut off percentile in NEET UG 2018 and all will appear as per All India Rank secured in NEET UG 2018 (**not the caste specific or PH specific rank**) and selection or allotment will be based on inter se merit in management quota eligible list published in [www.wbmcc.nic.in](http://www.wbmcc.nic.in) website. Candidates who are eligible to fill choices for management quota seats only, are to verify their original credentials only if they are allotted in any institute through counseling process.
- All candidates eligible for State Quota seats may exercise choice for Private Management Quota seats provided they have secured UR cut off percentile in NEET UG 2018.
- Candidates are allowed to fill choice in the seats including virtual seats that are not shown in the seat matrix of Round 2 depending upon caste, PH status and percentile cut off which will be considered if seats are vacated due to up gradation of candidates or conversion of seats as per algorithm occurs in Round 2.
- Candidates must exercise choices as per his/her priority and must not give choices where he/she is not interested to take admission if allotted else the candidate will be out of the counseling process for non reporting at the allotted seat.
- **Those who are allotted seats in Round (s) must physical attend along with original documents to their respective allotted institutes else they will be out of counseling process.**
- During admission in Round 1, the candidates have to exercise willingness to participate in subsequent round/s for up gradation. Else they cannot fill choices for up gradation in the subsequent round/s and they will retain the seat of Round 1. If any candidate is not willing to upgrade, s/he will opt for "no" in the willingness for up gradation. **In that case his/her admitted seat will be retained.**

- The candidates have to fill fresh choice if want up gradation in Round 2. If the candidate selected “Yes” for willingness during admission of Round 1 and now do not want to participate in Round 2, he/she shall not fill up fresh choice. The earlier admitted seat will be retained.
- If the choice submitted in Round 2 is not allotted then the seat admitted in Round 1 will be retained. If the upgradation occurs in Round 2 then the candidate has to go for fresh admission and online reporting at the upgraded institution. He/she cannot keep the seat of Round 1 anymore.
- **If the upgraded candidate does not go for admission and online reporting at the upgraded college then the candidate will forfeit that (earlier allotted seat) seat and the candidate will be out of the counseling process for non-reporting.**
- **The registered candidates who were not allotted any seat in Round 1; they are automatically eligible for Round 2 but they have to submit fresh choice/s for getting allotment in round-2.**
- **If any registered candidate failed to fill choice in Round 1; they are allowed to fill choice afresh in Round 2. No fresh registration is needed. If any eligible candidate failed to register in the Round 1 can register during round 2 and after registration is allowed to fill choices fresh in Round 2.**
- The candidates willing to fill choice in the Private Medical/Dental Colleges must be sure about the fee structure of the institution because they have to take admission in that institution **after depositing requisite fee** if allotted else they will be out of the counseling process.
- All candidates eligible for State Quota seats have to list the choices of State Quota and Management Quota seats (if wishes to opt for) in order of priority in a single choice list. Candidates eligible for Private Management Quota seats only, have to fill choices of Management Quota in order of priority.

**The seat allotment considerations for Round 1, Round 2 and subsequent are as follows: - For State quota seats**

- **Option in Round 1** –For Unreserved candidate only seat that will be processed is the Unreserved seat (UR). A reserved Category Candidates having 50 percentile and above, s/he is eligible for both unreserved category and reserved category seats.
- **Non-availability of SC ST candidates, if any in Round 2:** If ST seat remains unfilled; it will be converted as seats for SC. If SC seat remains vacant, it will go in favour of ST and if after conversion SC/ST candidates are not available, unreserved candidates will fill up those seats in round 2. Similarly for OBC A and OBC B candidates the seat conversion in round 2 will follow the following algorithm OBC A to OBC B and vice versa and then to UR.
- The **PH** seats if any remaining vacant in Round 2 will be at first converted to the respective category without PH labeling and will then follow the algorithm as discussed above for seat conversion.

**The seat allotment considerations for Round 1, Round 2 and subsequent are as follows: - For Private Management quota seats**

- Submitted choices for private Management Quota seats will be processed for the candidates having secured 50 percentile or above i.e. UR cut-off.
- There will be no seat conversion for Private Management Quota seats.

### 1.3 Choice Locking and Printing of Locked Choices:-

- Candidates **MUST** lock their choices **only after they have finalized their respective choices** but, in any case, on or before the last date and time of the locking period. The process of **Locking of choices would involve entry of password and requirement of confirmation of locking of choices along with display of warning message that Choices once locked can't be unlocked. Accordingly, candidates are required to make sure that their choices are final and then only they should exercise choice locking option.**
- After the choices are locked, candidates will not be able to change their choices. A printable version of the choices along with the terms and conditions agreed by the candidates at the time of registration are displayed once the choices are locked. Candidates are advised to take a printout of the locked choices.
- If candidates fail to explicitly lock their choices by mentioned time on the last date of counseling, **their last saved choices would be automatically locked** by the system after the deadline. Candidates are therefore strongly advised to lock their choices themselves and secure a printout of these locked choices. **Registered candidates who do not exercise any choices or fail to save them shall not be allotted any seat as no choices are exercised by them.** Candidates can login again after locking the choices; **they can only see their locked choices but they can't be modified or altered.**
- Choices of institutions and courses selected by the registered candidates would be processed in each round of counseling and the candidates would be allotted seats in the order of merit cum reservation as per reservation criteria till the seats are exhausted.
- Successful and allotted candidates in each round are required to report to allotted institute during the specified period of reporting, for completion of admission formalities, – viz., document verification, fee deposition as per institute fee structure and submission of willingness for further up-gradation in the subsequent rounds of counseling. **The online reporting activities would be carried out by Institute officials/reporting centers/ allotted institutes using their respective user ID and Passwords).**
- **Reporting at allotted institute, by each candidate, after each round of allotment, is mandatory, otherwise the candidate shall forfeit the allotted seat and would not be allowed to participate in further rounds of counseling.**
- **Candidates can Resign (withdraw/vacate) from counseling during reporting period of the round 1 or Round 2 counseling or the period mentioned by the appropriate authority. Candidates admitted in Mop Up Round if resign from the allotted and admitted seat will have to pay the bond penalty to the admitted college thereof.**
- **Candidates, who resign (withdraw/vacate), will not be considered for subsequent round/s of counseling/seat allotment.**

**NOTE: 'Saving' a choice is NOT the same as 'Locking' it.** A choice that is only saved but not locked can be retrieved later on and modified within the stipulated counseling period and the modified choices are required to be saved if required. The old choices or earlier modifications could be changed subsequent to latest saving of choices. But the choices, which are locked, cannot be modified or saved afresh.

## 2.1 Candidate Type cut off with symbols as per marks in NEET UG 2018:

Sl. No.	Types of cut-off	Symbol	Remarks
1	Unreserved Cut-off	*	Candidates securing up to 50 percentile and above would fall into General Cut-Off which may include <b>Unreserved, SC, ST, OBC with/without PH in each category.</b>
2	Category specific cut-off including PH	=	Candidates securing <b>up to 45 percentile to less than 50 percentile</b> would fall into this Category specific cut-off which may include <b>UR PH and SC, ST, and OBC with/without PH in each category.</b>
3.	Category specific cut-off	§	Candidates securing <b>up to 40 percentile to less than 45 percentile</b> but would fall into this Category specific cut-off which may include <b>SC, ST, OBC with/without PH in each category.</b>

OBC means OBC A and OBC B

### 2.2 software specifications for seat allotment process:

Accordingly, the allotment would be carried out as per the following processes e.g. **Allotment Process-I** (for PH) and then **Allotment Process-II** (for all categories):

- **Allotment Process-I** : The Allotment Module would first process the PH merit list in order of inter se Rank for Temporary Allotment from PH Quota seats in the first instances as per the choices exercised by the candidates.
- **Allotment Process-II**: The candidates would be processed purely based on NEET Rank irrespective of their category or sub-category and seats will be allotted as per their eligibility criteria. During the process the temporarily allotted candidates (PH candidates) through Process-I would be checked and if higher choice or higher priority category/sub-category choice is allotted from the Process-II then seat allotted through Process-I would be vacated else seat allotted through Process-I would be finally allotted.
- The vacancies thus created in the PH pool would be iteratively processed and seat will be allotted as per Process I. Again Process II would be repeated till no vacancy or candidates in merit list seeking for allotment exist.
- **The private college management quota seats will be allotted as per NEET UG 2018 All India merit rank (as applicable) without reservation for caste or category among eligible candidates (candidates who have achieved UR cut off percentile in NEET UG 2018 examination).**

### 2.3 Seat Allotment Algorithm based on Allotment Process – I (for all PH candidates & seat will be allotted against PH seats only)

Sl No	Symbol	Category	PH	Sequence of allotment
1	* or =	UR	YES	URPH
2	* or =	SC	YES	URPH SCPH
3	* or =	ST	YES	URPH STPH
4	* or =	OBCA	YES	URPH OBCAPH
5	* or =	OBCB	YES	URPH OBCBPH
6	§	SC	YES	SCPH
7	§	ST	YES	STPH
8	§	OBCA	YES	OBCAPH
9	§	OBCB	YES	OBCBPH

**2.4 Seat Allotment Algorithm based on Allotment Process – II (Main Allotment Process for all Categories and no PH seat will be allotted)**

Sl. No.	Symbol	CAT	PH	Sequence of Allotment
1.0	*	UR	No	UR
2.0	*	UR	Yes	UR
3.0	*	SC	No	UR-> SC
4.0	*	SC	Yes	UR ->SC
5.0	*	ST	No	UR-> ST
6.0	*	ST	Yes	UR ->ST
7.0	*	OBC-A	No	UR-> OBC- A
8.0	*	OBC-A	Yes	UR ->OBC- A
9.0	*	OBC-B	No	UR-> OBC- B
10.0	*	OBC-B	Yes	UR ->OBC- B
11.0	=/\$	SC	No	SC
12.0	=/\$	SC	Yes	SC
13.0	=/\$	ST	No	ST
14.0	=/\$	ST	Yes	ST
15.0	=/\$	OBC-A	No	OBC-A
16.0	=/\$	OBC-A	Yes	OBC-A
17.0	=/\$	OBC-B	No	OBC-B
18.0	=/\$	OBC-B	Yes	OBC-B

## 2.5 Eligibility of candidates for allotment in Round 1 according to the cut-off marks

Sl. No.	Score in NEET UG 2018	Symbol	Eligible Category	Remarks
1.	≥50%	*	UR	Eligible for UR, MQ Seats
			UR-PH	Eligible for UR and UR-PH, MQ Seats
			SC	Eligible for UR and SC, MQ Seats
			SC-PH	Eligible for UR, UR-PH, SC and SC-PH, MQ Seats
			ST	Eligible for UR and ST, MQ Seats
			ST-PH	Eligible for UR, UR-PH, ST and ST-PH, MQ Seats
			OBC-A	Eligible for UR and OBC-A, MQ Seats
			OBC-B	Eligible for UR and OBC-B, MQ Seats
			OBC-A-PH	Eligible for UR, UR-PH, OBC-A and OBC-A-PH, MQ Seats
			OBC-B-PH	Eligible for UR, UR-PH, OBC-B and OBC-B-PH, MQ Seats
2.	<50% and ≥ 45%	=	UR-PH	UR-PH seats only
			SC	SC Seats only
			SC-PH	SC, UR-PH and SC-PH Seats
			ST	ST Seats only
			ST-PH	ST, UR-PH and ST-PH Seats
			OBC-A	OBC-A Seats only
			OBC-B	OBC-B Seats only
			OBC-A-PH	OBC-A, UR-PH and OBC-A-PH Seats
OBC-B-PH	OBC-B, UR-PH and OBC-B-PH Seats			
3.	<45% and ≥ 40%	§	SC	SC Seats only
			SC-PH	SC and SC-PH seats only
			OBC-A	OBC-A Seats only
			OBC-A-PH	OBC-A and OBC-A-PH seats only
			ST	ST Seats only
			ST-PH	ST and ST-PH seats only
			OBC-B	OBC-B Seats only
OBC-B-PH	OBC-B and OBC-B-PH seats only			

## 2.6 Seat Allotment & Admission Reporting Processes

- The seat allotment result would be published on the website <http://wbmcc.nic.in> along with downloadable/printable provisional allotment letter through respective candidate's user interface. There is no provision of sending **Individual allotment letters to the candidates by post by counseling Authority.**
- Candidates, who were allotted seats, would have to personally report to their respective **Allotted Institute for the completion of admission formalities during the admission reporting period.** In case of non-reporting by a candidate at the allotted Institute during the specified period of reporting, the allotted seat would be cancelled and the candidate would not be considered for allotment in the subsequent rounds of counseling. **Non-reporting candidates would not be considered for further rounds and would be out of counseling process.**

- **Further, allotted candidates are required to exercise option for the participation in the subsequent rounds of the counseling. These candidates are also required to sign a declaration that in the event of allotment of a seat in the subsequent rounds, their earlier allotted seat would be automatically cancelled and the cancelled seat would be offered to the other candidate who might have sought that seat through his/her fresh submitted choices. In case candidates are not allotted any seat on Round 2 or later, their earlier allotted seat would be retained.**
- **In case the candidates have opted for no further up-gradation, they would retain earlier allotted seat and would not be able to fill fresh choice for seat allotment in the subsequent round/s of counseling.**
- **An admission letter, containing, seat allotment details of institute, personal data and willingness option exercised for up gradation, will be issued to the candidates at the Allotted Institute after verification of documents and deposition of fee otherwise allotted seat will be automatically cancelled.**
- **In the second round, seats will be allotted against the available vacancies and also the virtual vacancies generated during the allotment process due to fresh choice processing, cancellation of admission due to inadequate documentation or seat conversion.**
- **In the Second Round fresh registrations and choice filling would be allowed.**
- **Candidates' Eligibility:** Candidates eligible for seat allotment after fresh choice filling in Round 2 would be from one of the following groups:-
  - **Group-I:** Registered candidates who did not get any seat allotment in the round 1.
  - **Group-II:** Registered candidates who have secured seat under reserved quota in round 1 and whose allotted Seat gets cancelled during the document verification on reporting for admission due to change of Category from reserved to Unreserved or PH status from Yes to No; they would still be eligible in the next round of seat allotment, with changed criteria.
  - **Group-III:** Candidates who have reported at allotted institute after round 1 of allotment and submitted willingness for up gradation as Yes and filled fresh choice in Round 2.
  - **Group-IV:** Earlier registered candidate who failed to fill choice in Round 1 but fills choice afresh in Round 2
  - **Group -V:** Freshly registered and filled choice in Round 2 candidates.

#### **Who are not allowed in Round 2:**

- Candidates whose seats got cancelled due to improper documentation in Round 1 and/or category changed from reserved to unreserved or PH to Non PH and the candidate becomes ineligible with the changed criteria.
- Candidates who were not reported in Round 1 in their allotted seats.
- Candidates who have surrendered their seats during Round 1 reporting.
- Candidates who selected **no** in the willingness to participate in Round 2 during online reporting at the allotted institute.
- Candidate who even after selecting **yes** in willingness to participate in Round 2, but does not fill up fresh choice in Round 2.
- Non-registered candidates.



The conversion of seats as per the following algorithm (if no candidate is available who have given choice but the seat in that category or sub category remains vacant):

Iteration I:

ST (PH) -> ST

SC (PH) -> SC

UR (PH) -> UR

OBC A (PH) -> OBC A

OBC B (PH) -> OBC B

Iteration II:

ST -> SC and vice versa and then to UR

OBC A -> OBC B and vice versa and then to UR

- A candidate who is offered a seat under SC/ ST/ OBC-A/OBC-B category and/or PH sub-category, and could not produce supporting documents at the time of document verification at the allotted institute (which is mandatorily to be updated through appropriate authenticated web interface by designated counseling official), the **allotted seat would be cancelled and the candidate will be considered for allotment in unreserved category in next round subject to eligibility and availability of vacant seats in unreserved category.**
- **In the Private management quota seats there is no allotment rule based on PH and caste. If candidate cannot produce adequate documents as mentioned in the verification check list in [www.wbmcc.nic.in](http://www.wbmcc.nic.in) or in FAQ section during admission in management quota seats in Private colleges or are unable to pay the requisite fees as described in website of the concerned colleges or [www.wbmcc.nic.in](http://www.wbmcc.nic.in) then the candidate will be out of the management quota counseling and the seat will be forfeited and will be allotted in subsequent round to remaining candidates who have submitted fresh choice for that seat in Round 2 as per merit.**
- **If such candidate has got marks 50 percentile or higher then they will be eligible to be considered for MQ seats in Private Medical/Dental Colleges otherwise they will not be considered for MQ seats (if got marks below 50 percentile in NEET UG 2018).**
- **Candidates appearing in the eligible list for WB UG Medical and Dental online counseling are allowed to fill choice in management quota seats and will be considered in such seats as per NEET UG 2018 rank only excluding caste/category status provided they have secured cut off for Unreserved in the said examination.**

**2.7 Specifications for Confirmation/Cancellation of allotted seats due to changes in Category/Sub-Category at the time of document verification at the allotted Institute during admission process for allotted candidates**

Sl.	symbol	CAT	PH	CAT Change	PH Change	Allotted Category	Effect due to Change	New symbol
1	*	UR/SC/ST/OBC (A/B)	No	No	No	UR/SC/ST/OBC (A/B) respectively	Generation of Admission letter and seeking willingness for participation in advanced rounds	*
2	*	UR	PH	No	No	URPH	Generation of admission letter and seeking willingness For participation in advanced rounds	*
3	*	UR	PH	No	Yes	UR	Generation of Admission letter. Database updation. Eligible for the next round of counseling as UR	*
4	*	UR	PH	No	Yes	URPH	Seat will be cancelled. Database updation. Eligible for the next round of counseling as UR	*
5	*	SC	No	SC to UR	No	UR	Generation of Admission letter. Database updation. Eligible for the next round of	*

							counseling as UR	
6	*	SC	No	SC to UR	No	SC	Seat will be cancelled. Database updation. Eligible for the next round of counseling as UR	*
7	=/\$	SC	No	SC to UR	No	SC	Seat will be cancelled. Database updation. Not Eligible for further rounds and out of counseling process.	N
8	*/=/\$	SC	PH	No	Yes	URPH(*/=) or SCPH (*/=/\$)	Seat will be cancelled. Database updation. Eligible for the next round of counseling as SC	*/=/\$
9	*/=/\$	SC	PH	No	Yes	UR (if *) or SC(if */=/\$)	Generation of Admission letter. Database updation. Eligible for the next round of counseling as SC	*/=/\$
10	*	ST	No	ST to UR	No	UR	Generation of Admission letter. Database updation. Eligible for the <b>next round</b> of counseling as UR	*
11	*	ST	No	ST to UR	No	ST	Seat will be cancelled. Database updation. Eligible for the <b>next round</b> of counseling as UR	*
12	=/\$	ST	No	ST to UR	No	ST	Seat will be cancelled. Database updation. Not Eligible for further rounds and out of counseling process.	N
13	*/=/\$	ST	PH	No	Yes	URPH (*/=) or STPH (*/=/\$)	Seat will be cancelled. Database updation. Eligible for seat allotment in the next round of counseling as ST	*/=/\$
14	*/=/\$	ST	PH	No	Yes	UR (if *) or ST (if */=/\$)	Generation of Admission letter. Database updation. Eligible for the next round of counseling as ST	*/=/\$
15	*	OBC(A or B)	No	OBC(A/ B) to UR	No	UR	Generation of Admission letter. Database updation. Eligible for the next round of counseling as UR	*
16	*	OBC(A or B)	No	OBC(A/ B) to UR	No	OBC(A/B) respectively	Seat will be cancelled. Database updation. Eligible for seat allotment in the next round of counseling as UR	*
17	=/\$	OBC(A or B)	No	OBC (A/B) to UR	No	OBC (A/B) respectively	Seat will be cancelled. Database updation. Not Eligible for further rounds and out of counseling process.	N
18	*/=/\$	OBC(A or B)	PH	No	Yes	URPH (*/=) or OBC (A/B) PH ( if */=/\$)	Seat will be cancelled. Database updation. Eligible for the next round of counseling as OBC (A/B)	*/=/\$
19	*/=/\$	OBC(A or B)	PH	No	Yes	UR(if *) or OBC (A/B) if (*/=/\$)	Generation of Admission letter. Database updation. Eligible for the next round of counseling as OBC (A/B)	*/=/\$

**N – Not eligible to participate further in the counseling**