



**CAREERS 360**  
ADMISSION GUIDANCE **Series**

# Common FAQs Related to Engineering Admission Process

Candidates appearing for Engineering entrance exams are likely to have a number of questions and queries. In this E-book, we have provided the answers to the most commonly asked questions related to the JoSAA counselling process by engineering aspirants.

**1. qualified in JEE (Advanced) and I am interested in taking admission in one of the IITs. Do I need to register on JoSAA portal?**

**Answer:** It is mandatory for the candidates to register on the official JoSAA Counselling website portal to get a seat into IITs.

**2. I locked my choices but now I would like to make further changes to my choice list. Is that allowed? If yes, how can I exercise the option?**

**Answer:** If you wish to edit your choices after locking but before the choice filing deadline, you can do so by first submitting a request to unlock in the online JoSAA portal.

**3. Choice filling deadline is already over. Am I allowed to make any changes in my choice list at this point?**

**Answer:** You will not be allowed to edit your choice list after the deadline for choice filling is over, i.e., you cannot change the order of your choices OR add any more courses OR delete any course from the choice list after the deadline for choice filling.

**4. I saved my last filled choice list but I forgot to lock them. Now the choice filing deadline is over and I cannot make any further changes. Will this affect the list of choices that will be considered for allocating a seat to me during the JoSAA?**

**Answer:** If you do not lock your choices, last saved choices will be locked automatically upon reaching the deadline for choice filling. The automatically locked choice list will be considered for allocating a seat during JoSAA.

**5. What do the terms 'Freeze', 'Float', 'Slide' mean?**

**Answer:** As the seats will be allotted, candidates will have to mandatorily opt for any of these three options to retain the allocated seat or opt for a change in the seat as per preference in any of the institutes or in the same institute in which the seat has been allocated.

**(A) Freeze:** If the candidate is satisfied with the seat allocated and is not interested in participating in further rounds of seat allotment, he or she can accept it. That will be taken as a freezing option.

**(B) Float:** In case, the candidate accepts the offered seat and wants to upgrade to a higher preferred seat in any other institute, then he/ she will be required to select this option. If they fail to get the higher preferred seat, then they will have to continue with the currently accepted seat. Such candidates will be considered in further rounds of admission.

**(C) Slide:** In case, if the candidate accepts the seat offered and wishes to upgrade it to a higher preferred seat within the same institute, then he or she should opt for this.

**6. I got allocated a seat in a certain round of JoSAA for the first time but I am not interested in this seat. I would like to wait for further rounds of JoSAA to possibly get a better seat in my preference order. Do I need to do anything in the current round?**

**Answer:** If you are allocated a seat in a certain round of JoSAA, you need to follow steps for online reporting that include (i) acceptance of the seat, (ii) uploading of documents and (iii) payment of seat acceptance fee. You need to accept the seat and choose an option of Float/Slide if you wish to be considered for a seat of higher preference in any Institute/within the allocated Institute in the subsequent rounds (other than the last round). If you fail to complete any of the steps of online reporting for seat acceptance, your allocated seat will be cancelled, and you will no longer be able to participate in the seat allocation process.

**7. I was allocated a seat in one of the previous rounds and now I have been allocated another seat of higher preference in my choice list. Can I go back to the seat allotted to me in the previous round?**

**Answer:** Once you are allocated a seat of higher preference based on your float/slide option, your accepted seat from the earlier round will be automatically cancelled and you cannot get the previously allotted seat.

**8. I got allocated a seat of my preference in my choice list in a certain round and I am satisfied with the allotted program. I do not want to participate in further rounds of seat allocation. What should I do to keep the allocated seat?**

**Answer:** If you are satisfied with the allotted seat and do not wish to participate in further rounds of seat allocation, you need to choose the option "Freeze" while accepting the seat and complete all the steps of the online reporting process.

**9. I got allocated and accepted a seat in a certain round. I would like to wait for further rounds of JoSAA to possibly get a better seat in my preference order in any Institute. What option do I need to choose in order to be considered for further rounds of JoSAA?**

**Answer:** : If you have accepted a seat in a certain round and would like to be considered for a seat of higher preference in any Institute, you need to choose the option of 'Float' . Further, if you are allocated a seat of higher preference in a subsequent round of seat allocation, your earlier accepted seat will be automatically cancelled and you will have to accept the newly allocated seat. If you are not allocated a seat of higher preference in a subsequent round, you will continue in the already accepted seat and you will also be considered for seat allocation in any Institute (based on your preference in the choice list) in the subsequent rounds if you continue with the 'Float' option.

**10. I got allocated and accepted a seat in a certain round. I would like to wait for further rounds of JoSAA to possibly get a better seat in my preference order within the same Institute. What option do I need to choose in order to be considered for further rounds of JoSAA?**

**Answer:** If you have accepted a seat in a certain round and would like to be considered for a seat of higher preference within the same Institute, you need to choose the option of 'Slide'. Further, if you are allocated a seat of higher preference in a subsequent round of seat allocation, your earlier accepted seat will be automatically cancelled and you will have to accept the newly allocated seat. If you are not allocated a seat of higher preference in a subsequent round, you will continue in the already accepted seat and you will also be considered for seat allocation within the same Institute (based on your preference in the choice list) in the subsequent rounds if you continue with the 'Slide' option.

**11. I was allocated a seat in one of the previous rounds and I had chosen the option of Float/Slide for the choice of academic program for subsequent rounds. I do not wish to participate in further rounds of seat allocation. Can I change my option for the choice of academic program for subsequent rounds?**

**Answer:** Except in the last round of seat allocation, you can change your option from float to slide/freeze and slide to freeze in the online portal.

**12. I was allocated a seat in one of the previous rounds and I had chosen the option of Freeze for the choice of academic program for subsequent rounds. Can I change my option to Float/Slide in a subsequent round?**

**Answer:** You cannot change the option to float/slide if you choose the option 'Freeze' while accepting the allocated seat. Further, you will not be considered for seat allocation in subsequent rounds (if any) of JoSAA while your accepted seat remains allocated to you.

**13. I have been allocated a seat in JoSAA for the first time. I have accepted the seat, uploaded the documents and chosen my willingness, but I have not yet paid my fees for an allocated seat. Will the allocated seat be confirmed to me by the reporting officials?**

**Answer:** You **MUST** pay the seat acceptance fee and complete all the steps of the online reporting process in the same round of seat allocation for continuing with the JoSAA process to avail the seat in IITs or NIT+ system. Your allocated seat will be cancelled and you will no longer be able to participate in the subsequent rounds of seat allocation process (if any) if you do not complete all the steps of online reporting process including the payment of seat acceptance fee.

**14. I was allocated and confirmed a seat in a certain round in an IIT. I have now been allocated another seat of higher preference in my choice list in another IIT. Do I need to report again online?**

**Answer:** No, if you have already completed all the steps of the online reporting process in a certain round in IIT reporting centre and you have been allocated another seat of higher preference in your choice list in another IIT, you don't have to repeat the online reporting process.

**15. I was allocated and confirmed a seat in a certain round in an Institute of NIT+system. I have now been allocated another seat of higher preference in my choice list in another Institute of NIT+system. Do I need to report again online?**

**Answer:** No, if you have already completed all the steps of online reporting process in a certain round in the reporting centre of NIT+system and you have been allocated another seat of higher preference in your choice list in another Institute of NIT+system, you don't have to repeat the online reporting process.

**16. I was allocated and confirmed a seat in an IIT in a certain round. I have now been allocated another seat for the first time in an Institute of NIT+system. Do I need to report again online?**

**Answer:** Yes, you must report online. If you were allocated and confirmed a seat in an IIT in a certain round and allocated another seat in an Institute of NIT+system for the first time, your documents and the eligibility criteria will be verified again by the NIT+system. You are advised to check for any queries raised by the admitting Institute of NIT+system by logging into the JoSAA portal and responding to the queries before the last date specified for the given round.

**17. I was allocated and confirmed a seat in an Institute of NIT+system in a certain round. I have now been allocated another seat for the first time in an IIT. Do I need to report again online?**

**Answer:** Yes, you must report online. If you were allocated and confirmed a seat in an Institute of NIT+system in a certain round and allocated another seat in an IIT for the first time, your documents and the eligibility criteria will be verified again by the IITs. You are advised to check for any queries raised by the admitting IIT by logging into the JoSAA portal and respond to the queries before the last date specified for the given round.

**18. I am a JEE (Advanced) qualified PwD candidate and interested in taking admission in an IIT. What is the procedure for verification of my PwD status?**

**Answer:** If you are interested in taking admission in an IIT, you are required to visit any of the IITs for physical verification of your PwD status along with the original copy of your PwD certificate. Please visit the online JoSAA portal, book an appointment at any of the IITs by choosing the date and time (FN/AN) and uploading the copy of your PwD certificate for the physical verification. Each JEE (Advanced) qualified PwD candidate is required to complete this process latest by the end of the counselling round in which they are allocated a seat (if any), failing which the allocated seat shall be cancelled.

**19. I am an Indian citizen, and I mistakenly entered my nationality as a foreigner while filling up the forms. Can I change my nationality to Indian in JoSAA portal and if I change, what are its implications?**

**Answer:** You can change the nationality in JoSAA portal from foreign national (including OCI/PIO card holders) to Indian. Your currently allocated seat will be cancelled, and you will be considered for seat allocation in the subsequent round(s) of seat allocation (if any) for IITs under OPEN category of seats, provided you (a) produce a proof of Indian nationality, (b) meet all other eligibility criteria for Indian Nationals including satisfying the JEE (Main) cut-off marks for qualifying for JEE (Advanced) in GEN category.

**20. I was NOT allocated a seat during the first 4th Rounds of JoSAA. However, I got allocated a seat in an IIT in the 5th Round of JoSAA. If I do not join the allocated seat, am I eligible to appear for JEE Advanced next year?**

**Answer:** : If you are allocated a seat in an IIT for the first time in the 5th round of JoSAA, you need to either complete the online reporting process of JoSAA or report to the admitting Institute (including payment of seat acceptance fee) to confirm your seat. If you do not complete the reporting process, you will be eligible for appearing in JEE (Advanced) in the subsequent year provided you meet all other eligibility requirements.

**21. I was allocated a seat in one of the Rounds from 1st to 4th Round of JoSAA, however, I am not interested in pursuing the allotted branch. If I exit at this stage, will I be automatically considered for NITs?**

**Answer:** If you are not interested in pursuing the allotted branch, you need to withdraw your seat before the last round of seat allocation. If you withdraw your seat, you will NOT be considered for seat allocation for admission to ANY of the Institutes through JoSAA. Only those candidates who are not allocated a seat can exit from the seat allocation process by online reporting starting from the 2nd round and up to the last round for NIT+ system and for IITs it's up to the last 2nd round .

**22. Will there be any spot round of seat allocation at any of the IITs after the completion of the 5th round of seat allocation?**

**Answer:** No, there will be no spot round of seat allocation at any of the IITs after the completion of the 5th round of seat allocation.

**24. What are the basic things which I need to remember during the choice filling?**

**Answer:** Following are the pointers which you need to remember during the choice filling:

- You should not fill those institutes and branches where you don't want to go.
- You need to do choice filling very carefully because JoSAA allows only one time to edit the choices.
- You should fill those colleges where you are having good chances according to the last year cutoff
- You can add those branches where you want to go but you need to check the chances of getting that branch too on the basis of last year's cutoff.
- Fill in as many choices as you can in order to increase your admission chances.
- Make a broader list of choices, as many choices will be available, chances of getting selected is much more.

## 25. What is the procedure for Physical reporting in HSTES Counselling?

**Answer:** After declaration of the result of first counselling, the candidate shall report in the allotted institute for admission against the allotted seat along with all requisite documents/certificates/testimonials, photograph and password, as per schedule mentioned in the provisional seat allotment letter. The candidate shall deposit one semester fee in the allotted institute. On verification of credentials and deposition of the admission fee the details of the candidate shall be updated on HSTES website by the institute. The candidate MUST get the Provisional Admission Slip from the allotted institute duly signed by the admission coordinator of the institute and the candidate himself. The seat of selected candidates who do not report at allotted institute during the reporting period of that particular counselling shall be cancelled. Such candidates may go for subsequent phases of counselling, if any.

### List of Documents required for reporting :

- Original and duly self attested photocopy of Qualifying Examination i.e. 10th or 10+2 as the case may be. In case, DMC of Qualifying Examination has not been issued by the concerned Board the result of the Qualifying Examination can be verified from the official website of the concerned Board.
- Character Certificate
- Residents Certificate
- Certificate from the Employer in the case of Employees of Govt. of Haryana, members of All India Services borne on Haryana Cadre, Employees of Statutory Bodies/Corporations.
- Caste Certificate if applicable
- PWD Certificate if applicable
- Certificate required to be furnished by the Children and Grand-children of Freedom Fighters, if applicable
- Certificate from wards of Deceased/ Disabled/ Discharged Military/ Paramilitary Personnel/ Ex- Servicemen or Ex-Personnel of Para-Military Force
- Certificate from wards of ex-employee of Indian Defence Services/ Paramilitary Forces
- Certificate of Medical Fitness
- Undertaking of Anti Ragging by the Student
- Undertaking of Anti Ragging by the Parent/ Guardian
- Proof of annual parental income from all sources (in case TFW quota candidates)
- Income and Asset certificate for EWSs category, if applicable.
- Coloured Photograph (JPG File Max. 30 KB Size)

- In case of Kashmiri Migrants, supporting certificates and original certificate of migration duly signed by the competent authority or Relief Commissioner should be submitted.
- In case of HGST category in Diploma Engg., candidates shall produce a certificate in support of their claim from the Principal/ Headmaster of the Govt. School of which the candidate is topper clearly stating the strength of class.

## 26. What is the procedure for post seat allotment in Haryana Counselling?

**Answer:** Generally the process is very simple, but it's not the same for every counselling process.

After the seat allotment result candidates need to decide whether he/she is accepting that seat or going for an upgrade (usually for round allotment result).

If it is about the last rounds then you need to make a decision whether you are accepting the seat or not.

If you are accepting the seat then you need to report to the allotted college and will be required to provide some documents for the verification and need to pay the seat acceptance fee.

## 27. What are the documents which will be generally required in most of the counselling process and I should be ready with?

**Answer:**

- Admit Card (JEE Main)
- Class 10+2 Certificate & Marksheets.
- Domicile Certificate
- Caste Certificate (if applicable)
- PWD Certificate (if applicable)
- Passport / Citizenship certificate, if applicable
- OCI/PIO card, if applicable

## 28. According to my JEE Rank, I have not been allotted any seat through JoSAA Counselling. What are other options available for me?

**Answer :** You can participate in other Counselling which accepts JEE Mains Score. There are so many states which accept JEE Mains Score. Like Delhi, Chandigarh, Haryana, Puducherry, Bihar, etc. To get admission in the Institute of their states you need to Participate in their counselling.