

STEPS REQUIRED TO BE TAKEN FOR ONLINE JOINING TO THE INSTITUTION BY THE PMSSS STUDENTS AY 2020-21 WHO HAVE BEEN ISSUED ALLOTMENT

Step 1: Allotment of College through online Counselling.

Step 2: Seat Confirmation by the student for uploading documents.

Step 3: Virtual Joining - Online Acceptance and Verification by college after completion of document formalities.

Step 4: Academic Fee- Institute is required to upload requisite documents related to academic fee on AICTE Portal. *(in prescribed format)*

Step 5: Physical Joining-Institute will be required to upload physical joining of the student as and when he/she reports. *(in prescribed format)*

Step 6: Maintenance Allowance- Disbursement only after physically reporting to the College by the student.

DOCUMENTS REQUIRED AT THE TIME OF ONLINE JOINING

All candidates who are provisionally allotted a seat in any round of counseling are required to report to the respective University/Institute as per the counseling schedule through online mode only for the **completion of admission formalities**. Candidates must provide of the following documents to the respective University / Institute for online **completion of admission formalities**.

- i) Transfer/ Migration /School Leaving Certificate from 12th Board (original copy to be uploaded)
- ii) Character Certificate of 12th Class (original copy to be uploaded)
- iii) Passed 10th Class Certificate from School Authority showing Date of Birth (original copy to be uploaded)
- iv) Xth (10th) Class Mark sheet (original copy to be uploaded)
- v) Passed 10+2 Certificate from J&K Board or CBSE Affiliated Schools located in UTs of J&K and Ladakh (JK Bose/CBSE) (original copy to be uploaded)
- vi) XIIth (10+2) Class Mark sheet (original copy to be uploaded)

NOTE: COLLEGE/ BRANCH ONCE FREEZED CANNOT BE REVERTED AND WILL BE TREATED AS FINAL

- vii) Domicile Certificate from Union Territories of Jammu & Kashmir and Ladakh (original copy to be uploaded)
- viii) Family Income Certificate issued by Teshildar (J&K) showing the family income.
- ix) Physically Handicapped Certificate/ Valid disability Certificate (in original, if any)
- x) **Category Certificate if applicable as per J& K Govt. Policy (in original)**

Some Important Points:

1. Candidate need not visit the College at any time during the admissions. The entire process will be done through online mode.
2. **If at any stage it is found that the information given by the applicant is incorrect or is not supported by the required document, the admission will be immediately cancelled.**
3. Applicants are advised to exercise extreme care to ensure that they meet the requirements for the course/college. The applicants themselves will be solely responsible for ensuring their eligibility by carefully examining the eligibility requirements.
4. Candidates are requested to contact the allotted Institution with respect to completion of admission formalities (online) and procedures, further collect the Joining Report **online** from the Institution/College within the stipulated time. They are advised to keep checking their login/email and contact the College as soon as possible so that the admission can be approved.

NOTE: The students who are allotted seats through on-line counselling process of PMSSS are only eligible for scholarship, subject to their meeting other eligibility conditions.

| IMPORTANT LINKS | |
|---|--|
| Institutions not having username and password for PMSSS should fill online form linked at | https://www.aicte-jk-scholarship-gov.in/institutes/login.php |
| Details of the Scheme | https://www.aicte-india.org/bureaus/jk |
| Grievance Portal | https://www.aicte-jk-scholarship-gov.in/ |
| For any joining issue /technical related query | jkadmission2020@aicte-india.org or helpdesk1@aicte-india.org |
| Helpline Number for Grievances | 011-29581043 , 011-29581007 (Timings 09:30hrs to 17:30 hrs Monday -Friday) |