

Frequently Asked Questions (FAQ) for Centralized Online Counselling Session 2021-22

Q 1. What is Centralized Online Counselling?

Through Centralized Online Counselling candidates can get admission in the Constituent Campuses/Affiliated Colleges of participating Universities according to their choice on the basis of their Rank/Merit by participating online. A candidate requires an internet enabled device (i.e. Laptop / Desktop / Tablet etc.) and can participate in centralized online counselling from anywhere. All the activities i.e. from counselling fee deposition to allotment of seats, shall be done online through web module.

Q 2. For which Courses Centralized Online Counselling is being conducting? What is the basis of admission to these courses?

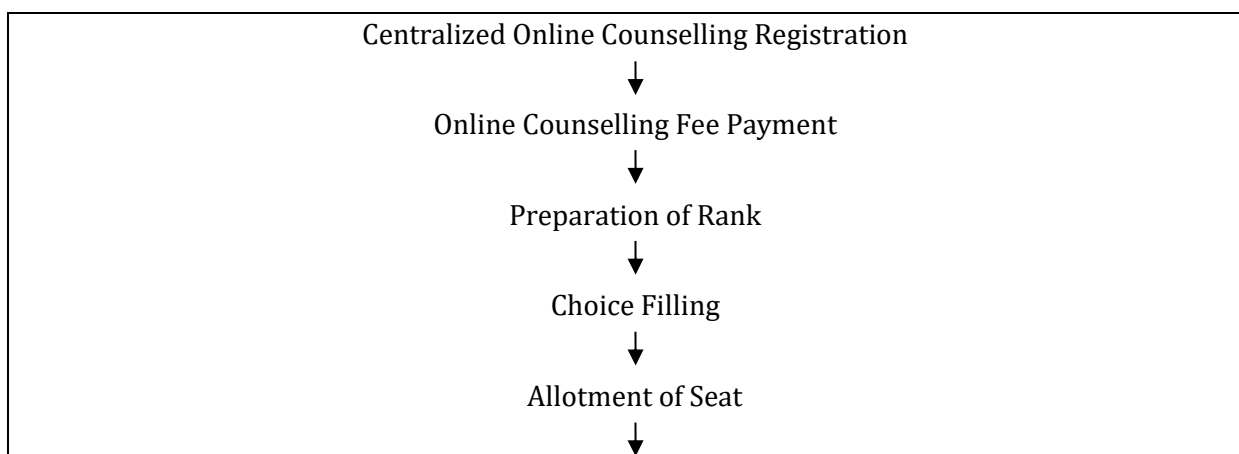
Course	Basis of Admission
B.Tech. & B.Tech. Fee Waiver (1 st Year)	JEE (Main) 2021 & * Inter-se-merit of qualifying exam
B.Tech. & B.Tech. Fee Waiver (2 nd Year) (Lateral Entry)	Inter-se-merit of Qualifying examination
B.Pharm. & B.Pharm. Fee Waiver (1 st Year)	Inter-se-merit of Qualifying examination
B.Arch.	Valid NATA Scores + 50:50 ratio of Qualifying Examination
MBA	CMAT & Inter-se-merit of Qualifying Examination (Preference to CMAT qualified candidates)
MCA (1 st Year)	Inter-se-merit of Qualifying Examination
M.Tech. (Full Time)	Valid GATE Scores & Inter-se-merit of B.Tech. OR equivalent exam (Preference to GATE qualified candidates)

Please check Admission Notification of Punjab Government (DTE) for detailed Eligibility Criteria of above mentioned courses

*** Counselling on the basis of Inter-se-merit of Qualifying Examination will be done in One Round only after exhausting JEE (Main) seats of the 2nd Round**

Note: Please check University wise / Course wise eligibility criteria before participating in Centralized Online Counselling

Q 3. What is the Process Flow to Participate in Centralized Online Counselling



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Online Reporting at Allotted Institute

(By uploading the requisite Documents on portal and Depositing the Semester Fee through Online Mode and Uploading the Fee Slip on portal)



Provisional Confirmation by allotted Institute after Verification of relevant uploaded Documents/Certificates and Verification of Uploaded Semester Fee Slip

Note: All the above activities will be processed as per the Online Counselling Schedule.

Q 4. Which Universities are participating in Centralized Online Counselling?

- I. K. Gujral Punjab Technical University, Jalandhar (IKGPTU)
- Maharaja Ranjit Singh Punjab Technical University, Bathinda (MRSPTU)
- Punjab Agricultural University, Ludhiana (PAU) – **For B.Tech. Agriculture Engineering 1st Year (JEE Main 2021 basis only) (without Fee Waiver)**

Q 5. What are the Helpline Numbers for the redressal of queries related to Centralized Online Counselling?

For Counselling Registration related Query you may contact at following numbers:-

- Mobile Number : +91-94780-98012, +91-75894-01150
- E-Mail ID : studentcentre@ptu.ac.in

For Counselling Fee related Query you may contact at following numbers:

For Common Fee Queries

- Contact Number : +91-94780-98145, 94780-98107 & 95011-06247
- E-Mail ID : ptucounsellingfee@gmail.com

Q 6. What is the procedure to participate in Centralized Online Counselling?

To participate in Centralized Online Counselling the candidate has to pay **one time** Online fee of Rs. 2,000/- (Two thousand Only) **(Non Refundable)** for each selected course. The detailed procedure to participate in Centralized Online Counselling is available on IKGPTU website www.ptu.ac.in under “[Centralized Online Counselling Session 2021-22](#)” Link and at www.ptuadmissions.nic.in.

Q 7. What are the modes of Centralized Online Counselling Fee Payment?

Centralized Online Counselling fee can be paid Online through following modes:-

- Through Debit Card or Credit Card
- Through Cash Card
- Through UPI
- Through Net Banking

Q 8. What is the procedure to Pay Centralized Online Counselling Fee?

The option to pay Centralized Online Counselling Fee will be activated at the end of the filing of Counselling Registration and Application form. Then the counselling fee can be made through any of the above mentioned methods. The Rank will be issued to only those registered candidates who have submitted the counselling fee.

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Q 9. Do I need to pay Centralized Online Counselling fee twice to participate in the both rounds of Counselling for particular course?

No. This is one time payment to participate in all the Rounds of Centralized Online Counselling. If you have paid counselling fee in the 1st Round then you need not to pay it again to participate in subsequent Rounds of counselling. It does not matter that whether you get seat in the 1st round.

This provision to deposit counselling fee in the 2nd round is for only those candidates who were not able to deposit the Centralized Online Counselling Fee in the previous Round.

Q 10. Can I participate in the both rounds of Centralized Online Counselling?

Yes, you can participate in the both rounds of Centralized Online Counselling. If seat is allotted to you in the 1st Round and you are not much satisfied with that allotted seat then you may participate in the 2nd Round of counselling. It is advise to fill only those choices which is better than previously allotted seat.

Note : You need not to pay Centralized Online Counselling fee again if it is paid in 1st round.

Q 11. What are the Pros & Cons of participation in 2nd round of Centralized Online Counselling after getting seat in the 1st round?

Seat allotted during 1st Round of Centralized Online Counselling may be get reserved by reporting at allotted Institutes and depositing admission Fee. In case you get seat in the 2nd round then your previously allotted seat will automatically be cancelled and you will be eligible to take refund from previous allotted Institute as per norms. You will have no right on the previous allotted seat after getting seat in the 2nd Round.

In case you don't get any seat in 2nd Round then your previous allotted seat will be retained.

If you don't reserve your seat then you will not be able to retain that seat again if the seat is not allotted in 2nd round.

Q 12. I have reported to the allotted Institution and submitted course semester fee etc. during 1st Round of counselling. In 2nd Round of counselling I again got a new seat. Whether I have to deposit fee again in new college?

YES. You have to deposit the course semester fee etc. again in the new allotted college. It is your duty to submit the letter regarding upgraded seat at new Institute for Admission as well as at previous allotted Institute to cancel your seat and refund of fees.

Q 13. How to get Refund of Counselling fee if I paid fee and don't participate in Online Counselling?

This is a non refundable fee and will not be refunded.

Q 14. How to get Refund of Counselling fee if I paid fee twice due to Technical Issue or by Mistake for the same course?

In this case you may submit your request to Accounts Department of IKGPTU with supporting documents for consideration.

Q 15. Where and how can I Register for Centralized Online Counselling?

Link & detailed procedure to participate in Centralized Online Counselling is available at IKGPTU website www.ptu.ac.in under "[Centralized Online Counselling Session 2021-22](#)" link.

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The screenshot shows the website header with the university name in Hindi and English: 'ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਜਲੰਧਰ' and 'I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR'. Below the header is a navigation menu with categories like 'ABOUT', 'ADMISSIONS', 'DEPARTMENTS', etc. The main content area is titled 'CENTRALIZED ONLINE COUNSELLING' and lists affiliated colleges: A. I. K. GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR; B. MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY, BATHINDA; C. PUNJAB AGRICULTURAL UNIVERSITY, LUDHIANA. A list of links is provided, with a red box and arrow pointing to 'Apply for B.Tech, BPharma, BArch, MTech, MPharma, MBA, MCA and Lateral Entry Courses'. A red box on the right side of the page contains the text 'Link for participate in Centralized Online Counselling'.

The direct link is <https://ptuadmissions.nic.in/PTUAdmissionRegSys/Default.aspx>.

The screenshot shows the university logo and name: 'I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY' and 'ਆਈ.ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ'. It includes contact information: '1800-419-0730(Gen Query)', 'studentcentre@ptu.ac.in', and 'www.ptu.ac.in'. The main banner features logos of the university and Punjab Agricultural University, along with the text 'Pay Online Counselling Fee & Apply for Centralised Counselling Courses'. There is a dropdown menu with '--Select--' and a 'Go' button.

NOTE

After confirmation of counselling Fee Payment check the Counselling Schedule and Proceed accordingly to participate in Centralized Online Counselling by selecting course and clicking GO Button.

Q 16. What is the Counselling Schedule or Counselling dates?

In Counselling Schedule all the key dates related to Centralized Online Counselling are given. Counselling Schedule is available on IKGPTU website www.ptu.ac.in under “[Centralized Online Counselling Session 2021-22](#)” Link and also at www.ptuadmissions.nic.in.

Q 17. I was not able to deposit the counselling fees by the last date in the 1st Round of counselling. Am I eligible to participate in the 1st Round of counselling? If no then what can I do for the 2nd Round of counselling?

- If any applicant fails to deposit the counselling fees of **Rs 2,000/-** before the last date of 1st Round then he /she will not able to participate for the 1st Round of counselling.
- But She/he can participate in the 2nd Round of counselling if he/she deposits the counselling fee **Rs. 2,000/-** between **Start date** and **Last Date** of Registration of 2nd Round.

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- If due to any reason a student still not able to submit the counselling fees then he / she will not be eligible to participate in the further activities of 2nd round of counselling.

Q 18. When counselling for Reserved Category (SC, BC etc.) including Sikh Minority will be held?

The counselling for all the Reserved Categories (SC, BC etc.) under 85% (Punjab Resident Quota) & 15% (Outside Punjab Resident Quota) will be done simultaneously (Please check Centralized Online Counselling schedule for details).

Q 19. Can I apply for both 85 % (Punjab Resident Quota) & 15 % (Outside Punjab Quota)

No. The candidate can participate under one quota only either in the 85% quota (Punjab Resident Quota) or 15% quota (Outside Punjab Resident Quota). If any candidate fails to prove his state of eligibility at the time of admission (after seat allotment), his / her candidature will be denied/rejected.

Q 20. I have got compartment/reappear in one/more subjects in qualifying examination. Am I eligible to participate in the online counselling of IKGPTU?

No. Such candidates, who have reappear in qualifying examination, will not be eligible for participate in Centralized Online Counselling. If any candidate participate in Centralized Online Counselling with wrong credentials then his/her admission will not be considered at the time of reporting in the Constituent Campuses / Affiliated Institute of IKGPTU, MRSPTU and PAU.

Please check eligibility criteria of participating universities before participating in counselling.

Q 21. How many choices (colleges), can I select/fill during online counselling?

There is no limit of filling choices. It is advised to fill maximum choices and to arrange them in the order of preference. The information regarding the Institute and the courses offered by them is also available in the Information Brochure which can be downloaded from website of I. K. Gujral Punjab Technical University www.ptu.ac.in.

Q 22. How do I know about the result that which college is allotted to me?

The result will be uploaded in student's login ID at website www.ptuadmissions.nic.in as per counselling schedule.

Q 23. Whether Rural seats of Guru Nanak Dev Engineering College (GNDEC) and Baba Banda Singh Bahadur Engineering College (BBSBEC) will be filled through Online Counselling or not?

Yes, the rural seats of GNDEC colleges will be filled through Centralized Online Counselling. So students of Rural Area category should fill their choices accordingly. For details guidelines on this matter **Candidate must see the Information Brochure**.

Rural seats are not available under BBSBEC for Session 2021-22

Q 24. How to lock filled Choices? Will it be locked by the system automatically?

Yes. When you filled your choices, you save them and then system will automatically lock them after the completion of time of choice filling. You may also lock your saved choices manually. Once the choices are locked, then you will not be able to change or edit your choices.

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Q 25. When will the Centralized Online Counselling for Punjab Residents (85% quota) and Other State Residents (15% quota) held?

All the Centralized Online Counselling processes for Punjab Residents (85% quota) and Other state Residents (15% quota) will be held simultaneously. For details please go through the counselling schedule.

Q 26. What is the procedure for correction in Registration details i.e. Name, Father's Name, Date of Birth or Gender etc.?

For correction in Registration details candidate has to visit at Admission Cell, I. K. Gujral Punjab Technical University, Jalandhar well in before the completion of choice filling period with the ID Proof, Copy of Registration details and related document for which correction is required.

Q 27. Is it mandatory to close the Web Browser after I logout from the website?

YES. Please follow the messages on the screen carefully. After every logout, you should close Web Browser to clear cookies and history files.

Q 28. In the 2nd round, what should I do, if any College is shown with Zero seats?

Even if Zero seats is shown of any branch of any college in the 2nd round, still you can opt that choice, so that in case the seat is upgraded during allotment in 2nd round then you may able to get a chance to avail that seat.

Q 29. Is it mandatory to fill percentage of Marks, while filling Registration Form?

Yes, You must fill percentage of marks, so that choices of branches will be displayed as per the eligibility criteria of participating University at the time of choice filling.

Q 30. From where could I get information regarding Institute/courses and intake?

The information for the same is available in the Information Brochure uploaded on IKGPTU website www.ptu.ac.in under Centralized Online Counselling Session 2021-22 Link.

Q 31. Can I Edit, Delete my filled Choices?

Yes, you can Edit, Delete and Re-arrange Choices, as many times as you want, before the locking of choices or before the last date/time of choice filling prescribed in Counselling Schedule.

Q 32. I have been allotted a Seat in an Institute, when should I report for Admission?

After allotment of seat, candidate have to report at allotted Institute within the reporting time period, as given in the Counselling schedule as well as in provisional allotment letter.

Q 33. Is it Mandatory to fill maximum number of choices?

No. But if you fill maximum number of choices, you have a better chance of getting a seat.

Q 34. I have registered myself. But when I try to login, system is not accepting my username and password. What should I do?

Please ensure that you are filling Login Details and PASSWORD correctly. If you are facing same problem then contact to IKGPTU Helpdesk numbers.

+91-94780-98012, +91-75894-01150

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Q 35. How can I recover my password and username?

By using forgotten password option and entering required information details you may able to reset your password.

Q 36. How can I apply under “Fee Waiver” scheme?

Fee Waiver Scheme is applicable under following courses, for the Campuses/Affiliated Colleges of IKGPTU and MRSPTU:-

- B.Tech. (1st Year) and B.Tech. (2nd Year) Lateral Entry
- B.Pharmacy (1st Year) and B.Pharmacy (2nd Year) Lateral Entry
- MBA & MCA

Note :

IKGPTU & MRSPTU only offers seat under Fee Waiver Scheme in above mentioned course. PAU, Ludhiana do not offer any seat under this scheme.

Q 37. Is there any reservation in categories for “Fee Waiver” scheme?

No. Reservation of Categories is different from “Fee Waiver”. It’s a Scheme and any economically weaker candidate belonging to Punjab State, whose parent’s annual family income from all sources is **less than 8 Lakhs**, may avail the benefit of this scheme.

Q 38. After 1st, 2nd Round of counselling, when can I surrender my seat?

Confirmed seat can be surrendered during registration period of 1st Round and 2nd Round. Seat can be surrender within 7 Days of Last date of reporting of 2nd round by login to you account and using “**Seat Withdrawal**” option.

Q 39. If I do not report to concerned Institute in which I have been allotted then what will happen?

In this case the allotted seat will be cancelled automatically and the same will be included to next round of counselling and you will lose your right over that seat.

Q 40. As per my JEE (Main) result card, I am not eligible for Central Counselling in B.Tech. 1st Year course, but I have a valid JEE (Main) Rank mentioned in my Result card. Am I eligible for participate in Counselling being conducted by IKGPTU?

Yes, Student having a valid JEE (Main) Rank on his/her Result card, is eligible for participate in Counselling of B.Tech. (1st Year) course being conducted by IKGPTU.

Q 41. Who can register for admission under 85% quota (Punjab Residents)?

A candidate, who has Punjab residence certificate or any candidate who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission, can register in 85% quota (Punjab Resident). For detailed information please read Information Brochure.

Q 42. Can I apply in the Counselling for both MBA and MCA Courses?

Yes. Candidate can apply for both the courses by depositing separate counselling fee for MBA and MCA, subject to fulfilling the eligibility criteria.

Q 43. Is Percentage Criteria different for all participating Universities?

Yes. Criteria of admission is different for all participating Universities. Go through the prospectus of concerned University for detailed information.

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Q 44. Is NATA Score mandatory for participating in B. Arch. Counselling?

Yes. NATA score is mandatory for admission to B.Arch. Course for Session 2021-22.

Q 45. When I will get my rank for B.Arch, B.Pharma, MBA, MCA, M.Pharma and M.Tech. courses and when I will be able to fill my Choices?

After completion of registration for these courses, rank (based upon his/her filled credentials during registration) will be uploaded in candidate's respective login. Then only he/she will be able to exercise his/her choices for above courses.

Q 46. Will rank for B.Arch, B.Pharma, MBA, MCA, M.Pharma and M.Tech. courses remain same for every round?

No, Rank may vary from 1st Round to 2nd Round depending upon new registration in 2nd Round.

Q 47. What are the Rules for the candidates admitting under Fee Waiver Scheme?

- Sons and daughters of parents, whose Annual Family Income from all sources is less than 8 (Eight) lakhs shall only be eligible for seats under this scheme. Income certificate in this regards is required at the time of admission to confirm the seat.
- Fee waiver seats are available in the affiliated colleges of IKGPTU & MRSPTU. This scheme is not applicable under PAU, Ludhiana.
- Only candidates belonging to 85% quota (Punjab Residents) can avail this seat.
- If a student gets admission under fee waiver scheme through counselling, then he/ she shall not be allowed to change institution or course under any circumstances.
- If a student is admitted in fee waiver scheme in 1st Round of counselling and wants to change seat for 2nd Round, then he/she has to surrender his/her seat before the start of 2nd Round during reporting period of 1st Round. In the 2nd Round, the candidate will not be allowed to exercise choices of Fee Waiver Scheme.
- If a student is allotted a seat under fee waiver scheme during 1st Round of counselling but has not taken admission, then he/she is allowed to participate in 2nd Round of counselling for both fee and non fee waiver scheme.
- If a student is not allotted a seat under fee waiver scheme during 1st Round of counselling, then he/she is allowed to participate in 2nd Round of counselling for both fee and non fee waiver scheme.

Q 48. Document required at the time of Admission in the Allotted Institute?

In view of the guidelines issued by State Govt. related to COVID-19 pandemic, the process of reporting will be done online. For this, the Candidate will require to upload the following Scanned documents (Coloured copy) on counselling portal from their login account, after the provisional allotment of seat:-

Sr. No.	Course	Documents Required for uploading on Online Counselling Portal for Verification by Colleges
1.	Common for All Courses	1. 10 th DMC 2. Residential Certificate (Domicile or another valid Address Proof) 3. Reserved Category Certificate (as Applicable) 4. Passport Size Photograph 5. Migration Certificate of Qualifying Exam (if selected as Yes at the time of registration)

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for Centralized Online Counselling Session 2021-22

		6. Income Certificate (as Applicable)
2.	B.Tech. 1 st year	1. Sikh Religion Exam Score Card (If Qualified) 2. JEE Main 2021 Score Card (For JEE Main students only) 3. DMCs of 10+2 / Diploma
2.	B.Tech. 2 nd year (Lateral Entry)	1. DMCs of Diploma / B.Sc. 2. DMC of 10+2 if Diploma in Lateral Entry 3. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
3.	B.Pharmacy. 1 st year	1. DMCs of 10+2 / Diploma 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
4.	B.Pharmacy. 2 nd year (Lateral Entry)	1. DMCs of Diploma 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
5.	B.Architecture	1. NATA Score Card 2. DMCs of 10+2 / Diploma
6.	MBA	1. CMAT Score Card (If applicable) 2. DMCs of Graduation 3. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
7.	MCA	1. DMCs of Graduation 2. Income Affidavit/Certificate (if admitted under Tuition Fee Waiver Scheme)
8.	M.Tech.	1. GATE Score Card (If Applicable) 2. DMCs of B.Tech. Course 3. DMCs of Diploma, if Graduation done on the basis of Lateral Entry
9.	M.Pharmacy	1. GPAT Score Card (If Applicable) 2. DMCs of B.Pharmacy Course
10.	M.Arch.	1. DMCs of B.Arch. Course

Documents required by PAU at the time of Online/offline Counselling for verification

1. Provisional Seat allotment letter.
2. Residence Certificate of Punjab or Union Territory of Chandigarh for 85% seats.
3. 10th DMC showing Mother Father's Name and Date of Birth.
4. JEE Main 2021 Score Card
5. DMC of 10+2 with min aggregate 50% marks (in non-medical).
6. Character Certificate after 10+2 from school/college last attended.
7. Reserved Category Certificate (as applicable).
8. Income Certificate from only those Scheduled Caste students whose parents income is less than Rs. 2,50,000 p.a. and students who are under post-matric scholarship scheme.
9. Performa for Income Certificate for SC category under Post Matric Scholarship Scheme.
10. PAU may call the allotted candidate for verification of original documents and medical examinations as per procedure laid / followed by PAU, Ludhiana for other UG programme being run by PAU, Ludhiana.

After provisional online verification of the uploaded documents the link to upload the Admission Fee Slip will be activated in the candidate login. The candidate will have to submit the applicable semester fee in the College's Bank Account (as details mentioned in the allotment letter) through

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online mode and have to upload the Admission Fee slip (record of transaction of Fee payment) from his/her login. After verification of Admission Fee Slip by the Allotted Institute the seat will be confirmed provisionally.

This whole process, i.e. provisional verification and provisional confirmation of allotted seat, is to be done within the prescribed period. If candidate do not report or the allotted seat is not confirmed within the prescribed period, then the allotted seats shall be stand cancelled and the candidates shall not have any right to claim on the seats, whatsoever. It is in the interest of the candidates to report at the earliest to the allotted College.

Keep visiting websites www.ptu.ac.in & <http://ptuadmissions.nic.in> for the updates related to Counselling / Admissions to B.Tech., B.Pharm., B.Arch., MBA, MCA, M.Tech., M.Pharma, Lateral Entry courses & Fee Waiver Scheme.