BABA FARID UNIVERSITY OF HEALTH SCIENCES, FARIDKOT ADMISSION BRANCH

Important instructions for candidates, regarding filling of online choices/preferences during online counseling for admission to BPT/BMLT/B.Sc (APB) Courses, session 2024:

1. Only registered candidates who have deposited the application fee in time are eligible for the counseling(s).

2. The candidates should read the eligibility conditions carefully and mere exercising of the online option of college does not entitle him/her for admission. Eligibility conditions for admissions are as per Punjab Govt. Notification(s) issued from time to time. Those who are not eligible as per Punjab Govt. notification will not be considered for admission.

3. **During online counseling, candidates shall submit their choices/preferences of course, college, quota & category. Provisional Seat shall be allocated as per 10+2 (PCBE%) merit and in order of preferences given by the candidate. Therefore, candidates are advised to take proper caution while filling up the order of preferences of course, college, quota & category.**

   Note: The tuition fee for Govt. Quota and Management Quota in Private College is same. Therefore, Candidates are advised to submit choices/preferences in both quota as per their choice of college.

4. Candidate can submit multiple choices/preferences of course, college, quota & category in order of their preference.

5. Candidates of reserved categories (who have scored marks equivalent or more than the minimum cut-off of open merit marks) will be considered in open merit first. If candidate of reserve category is eligible in open merit, then seat of open merit will be allocated first.

6. This is to inform the candidates that as per Post Matric scholarship scheme dated April, 2018 of Govt. of India, **"the fee claimed against management quota seats, spot admission seat in any institution/University will not be reimbursed."** Therefore, as per Post Matric Scholarship scheme, the fee will not be reimbursed to candidates who will be selected in Management Quota.

7. The seat of reserve category shall only be allocated in the category filled at the time of applying online application form. Therefore, candidates are advised to submit preferences and choices in respective applied category also and only those candidates will be considered for allotment in reserve category who will submit preference/choices in respective category.

8. After provisional allocation of seat, candidates can download provisional allotment letter from the University website after logging into their account and report to the respective allotted college along with all original documents for the checking of documents and their eligibility. Issuing of Provisional Selection Slip alone does not confer any right to claim the allocated seat as their provisional selection is subject to

verification of documents and checking of eligibility as per guidelines of Punjab Govt. Notification published in the Prospectus.

9. If any candidate is found to violate the process at any stage, his/her allocated seat will be cancelled automatically without any intimation and his/her seat shall be declared as vacant for the subsequent round of counseling.

10. In case any candidate wants to quit the course/seat, he/she will have to submit application to the respective college regarding his/her surrender of seat well in advance before the start of 2nd round of counseling or upto stipulated period.

Note: Important steps to follow for submission of online choices/preferences:

1. The candidate can Add/Modify (Edit)/Delete choices as below:
    '**Add New Choice**' option is for adding new college.

    '**Remove All choices**' option is for removing all Choice submitted earlier.

    '**Interchange Choices**' option is to interchange the two Colleges selected. The candidate has to select the Colleges to be interchanged by clicking the boxes in Select column.

    '**Edit**' option is to change the option selected earlier.

    After using edit option '**Update**' and '**Cancel**' option will be displayed. '**Update'** option is to update the 'changed College. '**Cancel'** option is used to cancel the change done.

    '**Delete**' option is to delete the College chosen earlier.

    '**Up**' option will shift your college choice up by one serial number.

    '**Down**' option will shift your college choice down by one serial number.

    Save' Button is to save the final choices. It is necessary to save the choices displayed on Computer screen before closing the website otherwise all information will be lost.

2. It is advised to fill maximum number of choices in order of preference.
3. It is also advised to fill only those choices for which you are firm to join and willing to pay the requisite fee.
4. The option to print the data filled by the candidate will be available after midnight of last date of filling online choices/preferences form.

Sd/-
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