

Counselling Process for SPOT Round

- All eligible candidates including absentees of the main counselling are eligible for Spot round of counselling.
- Candidates who desire to participate in the Spot Round should logged-in to portal and complete the following activities:
 - a. **Online Registration for Spot counselling:-** Process will be exactly same as explained for main counselling.
 - b. **Online Payment of Spot Round participation fee** of amount of ₹ 57,500/- (which includes first term fee and counselling fee) through ICICI EPG services. Payment of Spot participation fee will be mandatory for all candidates except those candidates who have deposited fee earlier. Candidates may also pay Spot Round Participation Fee through Demand Draft. The Demand Draft should be in favour of “NCHMCT” and payable at “New Delhi” or “Noida”. Such candidates are required to approach nearest Reporting Center for depositing the original DD before choice submission.
 - c. **Online Choice filling** and locking of choices from anywhere. For all provisionally admitted candidates, if they desired to participate in the SPOT round then during choice filling it is mandatory to have previous allotted institute as one of the filled choices at any position in the SPOT round of choices. During choice submission, all the choices will be shown to the candidate irrespective whether seat is available or not because during processing few virtual vacancy may arise.
 - d. **Seat Allotment and Result Publishing:**
 - i. Choices of all such candidates who have completed above steps (a, b & c) will be processed as per business rules.
 - ii. Last allotted choice (Institute and Branch) of all successfully RC reported candidates of round 1 and round 2 who have not participated in the Spot round of counselling will also be processed for category upgradation.
 - iii. Conversion of Seat will be applicable in the spot round of seat allotment as per conversion rules.
 - e. **Reporting at Reporting Center for document verification:-**
 - i. **Fresh Candidates:** Candidate who gets allotment of seat in this Round for the first time should report to any of the reporting Center for document verification and provisional admission confirmation as per schedule.
 - ii. **Reported and Cancelled/Withdrawn of earlier rounds candidates:** Candidate who got seat allotment in the earlier round(s) and the allotted seat cancelled due to non-fulfillment of allotment criteria or withdrawn and they got fresh seat allotment in this round, are also required to report to the Reporting Centre for document verification and Provisional admission confirmation as per schedule.
 - f. **Physical Reporting at final Allotted Institute after Spot round:** all candidates who have taken provisional admission in round 1, 2 or SPOT Round of seat allotments, will have to report finally at the Allotted Institution as per the schedule.