

Procedure for Online Counselling

During the academic session 2009-10, the counselling of merit listed candidates for admission to State Polytechnics through Lateral Entry Examination (VOCLET-2009), Joint Entrance Examination (JEXPO-2009), on the basis of marks of Madhyamik or its equivalent examination (POLY-40), Part-time Evening Diploma Course (CET-2009), Pharmacy Course (PHARM-2009), Modern Office Practice & Management Course (MOPM-2009) will be made through Online (Internet). The candidates have to register themselves, submit the choices of Institute, Branch in order of preference, submit fee, collect allotment letter through Internet from home, help desks or cyber café. For dates of online counselling of different admissions, candidates are advised to look into the “**Notices**” in the Council’s Website www.webscte.org.

READY RECKONER FOR ON-LINE COUNCELLING

Log on to www.webscte.in

1. Select “PARTICIPATE IN COUNCELLING” option from the left panel of the webpage.
2. Click on “REGISTER NOW ” and Fill the Details on the form. Click on SUBMIT button.
3. To participate in Counselling click on “CHOICE FILLING STATUS – Due” .
4. Select your 1. Type of Institute, 2. Institute Name, 3. Branch and then click “ADD CHOICE”. You can add multiple choices by repeating the same process. All your choices will be saved automatically for future references.
5. In order to lock your choices click on “SAVE & LOCK” button. By doing so you will not be able to change your choices further and your selection will be considered final.
6. Students can view their seat allotment status by logging into their individual area through Username & password option by clicking “CHECK COUNSELLING RESULT” option in the left side of the home page.
7. A student who has been allotted a seat needs to pay Token Admission Fees by clicking on “MAKE FEE PAYMENT” option. There are 3 options for payment within stipulated amount of time.
 - a. Cash Deposit at UBI through E-Slip
 - b. Through e-Cash Coupon
 - c. Debit/Credit Card
8. Allotment letter can be obtained only after successful payment of admission token fees is made. Print of Allotment letter can be obtained from student’s individual login.
9. After taking a printout of the Allotment letter, the respective student has to report directly to the institute for Document Verification Process where he/she has been allotted a seat with the following documents (Payment receipts, allotment letter, result letter along with your Original Mark sheets, Certificates, Id-Proof).

Note:

- CASH DEPOSIT can be made in any CBS Branches of United Bank of India. List of Branches are available at www.webscte.in
- E-CASH COUPON is available in any Help Desk Centre. List of Help Desk Centres are available at www.webscte.org and www.webscte.in
- For any type of assistance, Students can call our Call Center at: 033-65330210/11/12/13/14/15 or E-mail us by clicking on the “EMAIL HELP / REGISTER COMPLAINT” option available at the top of the right hand side of the home page.

Guidance for online counselling for the candidates will be held at different locations on the notified dates. The exact location, date and time along with help desk locations will be available under ‘**Notice**’ of Council’s Website www.webscte.org.