



**Combined Pre Ayush Test (CPAT) 2017**  
**Conducted by University of Lucknow**  
**Lucknow**  
**Counseling Procedure and Guidelines**



**Revised Date line**

- Online Registration (Off Campus) October 13 – 15, 2017
- Online Choice Filling (Off Campus) October 13 – 16, 2017
- First College Allotment (Off Campus) October 17, 2017
- First Verification and Seat Confirmation October 22 – 24, 2017
- Second College Allotment October 24, 2017  
(after counseling is over)
- Second Verification and Seat Confirmation October 26, 2017
- **Mop Up Counseling** October 27 – 31, 2017
  - Counseling letter download October 26, 2017 onwards
  - Document verification October 27 – 29, 2017
  - Choice filling October 27 – 30, 2017
  - College allotment October 31, 2017
- **Second Mop up counseling (Details on Page 8 of these guidelines)**
  - Online Registration (Off Campus) November 11 – 14\*, 2017 (\*till 3 PM)
  - Counselling letter Download November 14, 2017 (6 PM onwards)
  - Counselling November 16, 2017 onwards

**Counseling Venue for Second Mop up counselling**

- National Homeopathic Medical College, Viraj Khand, (Near Hanemann Chauraha) Gomti Nagar, Lucknow.



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## COUNSELING PROCEDURE

### Step 1: Registration

- The following candidates are eligible for choice filling
  - General category candidates from state rank 1- 9973
  - OBC candidates from state rank 1 to 11967
  - SC candidates from state rank 1 to 11943
  - ST candidates from state rank 1 to 11661
  - All eligible sub category candidates
- **Candidates who do not register for the choice filling process but their rank is within this announced range however can participate in the mop up round of counseling.**
- Candidates who want to participate in the choice filling process and are within the announced range have to register by paying Rs. 1000.00 as non refundable counseling fee online by logging in using the roll number and generating the verification code.
  - The verification code would be sent to the registered mobile number and email of the candidate.
- At time of registration candidates have to verify the following
  - Whether they have passed Madhyama with SCIENCE Subject from Sampurnanand Sanskrit Vishwavidyalaya.
  - Whether they have passed Class 10th or Equivalent Exam with Urdu Subject and Science Group.
- **Data Correction**
  - If candidates have selected the incorrect gender by mistake in their online application form they can update the correct data.
  - If candidates have selected the Physically Handicapped subcategory by mistake in their online application form they can update the correct data.
- Registration will be done from **October 13 – 15, 2017**
  - Only registered candidates will be able to fill the choices.

### Step 2: Choice Filling

- Candidates registered for counseling have to fill their choices according to their preferences.
  - Candidates can give as many choices as they want.
  - Lower rank candidates are advised to give more choices so that they are not denied allotment.
- **In their own interest, candidates must fill in a sufficiently large number of choices of college in decreasing order of preference.**
- Choices can be rearranged any number of times till final submission.
- Candidates can take a print out of the submitted choices even without locking. This is being done so that they can go through it and decide on the sequence of colleges that they want.



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- Choices can be filled in multiple sessions. There is option to save these choices before logging out. Data not saved will be lost.
- Choices have to be filled from October **13 – 16, 2017**.
- **The choices filled by the candidate in CPAT 2017 are final and cannot be changed once locked.**
- If a candidate has submitted the choices but not locked after last date of choice filling is over, it will automatically be locked before seat allotment.

**Step 3: College Allotment (Round 1)**

- College allotment will be done on **October 17, 2017** strictly on the basis of overall rank of the candidate based on the performance in CPAT 2017 as well as the colleges he/she selects in order of preference during choice filling.
  - State reservation policy to be followed on Government colleges only.
- Seat allotment result will be available on candidate login.
- All allotments would be provisional and subject to verification of documents. The admission of such candidates whose documents are not found to be in order or have claimed any sub category without having any claim for it would be cancelled.

**Step 4: Counseling letter download (Round 1)**

- Candidates who have been allotted college will have to download counseling letter and report for verification
- Details of fee submission and reporting time and venue would be given in this counseling letter.
- Candidates who have been allotted their second choice or lower and are interested in upgradation can submit the option for upgradation at the time of document verification. All such candidates would be considered for second round of college allotment which will be done on October 25, 2017.

**Step 5: Verification and Seat Confirmation (Round 1)**

- Proposed dates for document verification and seat confirmation are **October 22 – 24, 2017**.
- Candidates who have been allotted college will have to report at the counseling venue for document verification and seat confirmation fee submission.
- Candidates have to report for document verification as per the details given on the counseling letter.
- The following activities would be carried out at the counseling centre.
  - Biometric verification of candidates from data captured during test.
  - Document verification for eligibility.
  - College Seat confirmation fee submission.
- The following documents would be required in original



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- Counseling Letter
- Admit Card
- High school mark sheet.
- Intermediate mark sheet for eligibility.
- Proper category certificate (if applicable)
- Bank draft of seat confirmation fee
- Domicile Certificate in proper format
- Seat confirmation fee has to be deposited on the day of verification. The seat of candidates who get their documents verified but do not submit the seat confirmation fee on the same day will be cancelled.
- College confirmation fee has to be submitted through bank draft in favour of **Finance Officer, Lucknow University** payable at Lucknow. The fee details are given below
  - Candidates of General Category who have been allotted Government College have to submit bank draft of **Rs. 19000.00**.
  - Candidates of OBC, SC and ST Category who have been allotted Government College have to submit bank draft of **Rs. 15000.00**.
  - All candidates who have been allotted private college have to submit bank draft of **Rs. 50000.00**.
- The seat confirmation fee is non refundable. This fee would be transferred to the account of the college allotted and would be adjusted against the college fee of that candidate by the college.
- Admitted candidates will have to pay any additional fee (if any) at the college.

**Step 6: College Allotment (Round 2)**

- There would be no second choice filling process. The second college allotment would be carried out on the choices submitted by the candidates during step 2 of these guidelines.
- The following candidates would be included in second allotment.
  - All candidates who were allotted college in first allotment and have opted for upgradation.
  - All candidates who had filled their choices but were not allotted any college during first allotment.
- The following candidates would not be considered during the second allotment process
  - Those who were allotted college during first allotment but did not report for verification and college confirmation.
  - Those who were allotted college in first allotment and have opted to retain the allotted college.
- Second college allotment will be done on **October 24, 2017** strictly on the basis of overall rank of the candidate based on the performance in CPAT 2017 as well as the colleges he/she selects in order of preference during choice filling.
- Upgradation and allotment would be done simultaneously.



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- Second allotment would result in upgradation of allotment for candidates who have confirmed seats and have opted to upgrade.
  - In such case the candidate would be allotted a college of higher priority or the same college depending upon the vacancy.
- Candidates who were allotted private college in the first allotment and have been upgraded to Government College in the second round will be eligible for refund of additional amount of seat confirmation fee.

**Step 7: Counseling letter download (Round 2)**

- Candidates who have been allotted college in the second phase will have to download counseling letter and report for verification.
- Details of fee submission and reporting details would be given in this counseling letter.

**Step 8: Second Verification and Seat Confirmation (Round 2)**

- Candidates who have been allotted seats in the second allotment have to report for verification and seat confirmation on **October 26, 2017**.
- The same procedure will be followed as given in step 5 of these guidelines.

**Step 9: Allotment Letter Download**

- Candidates who have been allotted college in first round of allotment and have confirmed their seat can download their allotment letter from October 25, 2017.
- Candidates who have been allotted college in second round of allotment and have confirmed their seat can download their allotment letter from October 26, 2017.
- All candidates who have confirmed their seats and have been issued allotment letter have to report in the allotted college on or before October 28, 2017.

**MOP UP COUNSELING**

- Seats remaining vacant after second counseling will be filled on the basis of mop up counseling which would be held on **October 27 – 31, 2017** as per the revised schedule.
- **Candidates who are eligible to participate:**
  - The following candidates would be eligible to participate in mop up counseling
    - Those who have registered for counseling but have not been allotted any seat.
    - Those who had been allotted college in first two rounds but did not confirm their seat.
    - Candidates who had not registered for counseling yet.



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- **Counseling letter download (Mop up)**
  - Eligible candidates can download their counseling letter from **October 26, 2017**
    - At time of login they have to verify the following
      - Whether they have passed Madhyama with SCIENCE Subject from Sampurnanand Sanskrit Vishwavidyalaya.
      - Whether they have passed Class 10th or Equivalent Exam with Urdu Subject and Science Group.

**Step 10: Document Verification and Advance College fee payment**

- Candidates have to report for document verification as per the details given on the counseling letter.
- The following activities would be carried out at the counseling centre.
  - Counseling fee payment
  - Biometric verification of candidates from data captured during test.
  - Document verification for eligibility.
  - Advance college fee payment
- The following documents would be required in original
  - Counseling Letter
  - Admit Card
  - High school mark sheet.
  - Intermediate mark sheet for eligibility.
  - Proper category certificate (if applicable)
  - Bank draft of Registration fee (Rs. 1000)
  - Bank draft of Advance College Fee (Rs. 50000)
- All candidates participating in the mop up counseling have to report with two bank drafts, one of Rs. 1000.00 as non refundable registration fee and the other for Rs. 50000.00 as Advance College fee. Drafts should be in favour of **Finance Officer, Lucknow University** payable at Lucknow.
- **Candidates are advised to get the bank draft made on October 27, 2017 as the banks would be closed on October 28 – 29, 2017.**
- Payment can also be done through credit card and debit card.
  - Please ensure that you have a valid debit or credit card with appropriate limit for fee payment.
  - Advance College Fees can be paid using multiple cards.
- If the candidate is allotted a college then the advance college fee would be transferred to the account of the college allotted and would be adjusted against the college fee of that candidate by the college.
- If the candidate is not allotted a college then the advance college fee will be refunded to the candidate through online mode only.
  - Such candidates will have to provide their bank details by logging in to the CPAT website. They will have to enter their bank account number, IFSC code, bank name, name of account holder. The bank account should be in the name of the candidate or his/her father.



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They also have to upload a scanned copy of a cancelled check of that account or first page of the passbook for verification.

**Step 11: Mop up Choice Filling**

- Candidates who have got their documents verified for eligibility and have paid the advance college fee have to fill their choices according to their preferences.
- They have to login to the choice filling portal using the roll number and generating the verification code.
  - The verification code would be sent to the registered mobile number and email of the candidate.
- Candidates can give as many choices as they want.
- **In their own interest, candidates must fill in a sufficiently large number of choices of college in decreasing order of preference.**
- Choices can be rearranged any number of times till final submission.
- Candidates can take a print out of the submitted choices even without locking. This is being done so that they can go through it and decide on the sequence of colleges that they want.
- Choices can be filled in multiple sessions. There is option to save these choices before logging out. Data not saved will be lost.
- Choices have to be filled from **October 27 – 30, 2017.**
- **The choices filled by the candidate in CPAT 2017 are final and cannot be changed once locked.**
- If a candidate has submitted the choices but not locked after last date of choice filling is over, it will automatically be locked before seat allotment.

**Step 3: Mop up College Allotment**

- College allotment will be done on **October 31, 2017** strictly on the basis of overall rank of the candidate based on the performance in CPAT 2017 as well as the colleges he/she selects in order of preference during choice filling.
- Seat allotment result will be available on candidate login on October 31, 2017.

**Step 4: Allotment letter download**

- Candidates who have been allotted college in the mop up round of counseling will have to download allotment letter and report in the allotted college on November 1, 2017.
- Any difference between amount deposited and fee as decided by the State Government would have to be paid at the allotted college.



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**SECOND MOP UP COUNSELLING**

**CHANGE IN ELIGIBILITY CRITERION**

As per directives received from the State Government through letter No. 4246/96-आयुष-1- 17-345/2016 dated November 6, 2017 the eligibility of candidates has been reduced. Details are given below

Category (Subcategory)	percentile
General	30
General (PH)	27.5
OBC, SC, ST	25
OBC, SC, ST (PH)	25

**CHANGE IN LAST DATE OF ADMISSION**

The last date for completing the admissions has been extended to November 22, 2017 through letter No. 11011/04/2016-EP (IM-1) dated November 6, 2017 of Ministry of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homeopathy, Government of India, New Delhi.

**EXTENSION IN DEADLINES OF REPORTING IN COLLEGE**

The last date of reporting of candidates allotted college in first three rounds of counselling has been extended to November 9, 2017. The seat of any candidate who does not report by this date will be cancelled and added for the second Mop up counselling.





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**Date line**

- |                                    |                                      |
|------------------------------------|--------------------------------------|
| • Online Registration (Off Campus) | November 11 – 14*, 2017 (*till 3 PM) |
| • Counselling letter Download      | November 14, 2017 (6 PM onwards)     |
| • Counselling                      | November 16, 2017 onwards            |

**Counseling Venue**

- National Homeopathic Medical College, Viraj Khand, (Near Hanemann Chauraha) Gomti Nagar, Lucknow.

**GUIDELINES FOR SECOND MOP UP COUNSELLING**

**Candidates who are eligible to participate**

- All candidates who were not allotted seat during the first three rounds of counselling.
- All candidates who have become eligible due to reduction in the eligibility criterion.

**Candidates who are not eligible to participate**

- All candidates who have been allotted college in first three round of counselling and have paid the college confirmation or advance college fee.

**COUNSELLING PROCESS**

**Step 1: Registration**

- Candidates who want to participate in the second Mop up counselling process and are within the announced range have to register by paying Rs. 1000.00 as non refundable counselling fee online by logging in using the roll number and generating the verification code.
  - The verification code would be sent to the registered mobile number and email of the candidate.
- At time of registration candidates have to verify the following
  - Whether they have passed Madhyma with SCIENCE Subject from Sampurnanand Sanskrit Vishwavidyalaya.
  - Whether they have passed Class 10th or Equivalent Exam with Urdu Subject and Science Group.
- **Data Correction**
  - If candidates have selected the incorrect gender by mistake in their online application form they can update the correct data.
- The online Registration will be done from **November 11 – 14, 2017**
  - Registration will end at **3:00 PM** on **November 14, 2017**.

**Step 2: Counselling Letter Download**

- Candidates who have registered have to download their counselling letter from the CPAT website from **6:00 PM** on **November 14, 2017**.



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- Details of fee submission and reporting time and venue would be given in this counselling letter.

**Step 3: Reporting**

- Candidates who have registered online will be required to report for counselling as on the designated date and time slot only as given in the counselling letter.
- **Reporting would open for only 30 minutes from the time the rank has been called.**
- Candidates reporting late for any reason will not be considered for counselling during that session. However they may be considered in the subsequent session if seats are available.
  - Since seats would be allotted on the basis of rank of candidates who have reported for counselling within the stipulated time, candidates reporting late will have no claim if seats of higher choice are filled up.

**Step 4: Document Verification**

- Candidates have to report for document verification as per the details given on the counselling letter.
- The following activities would be carried out at the counselling centre.
  - Reporting
  - Biometric verification of candidates from data captured during test.
  - Document verification for eligibility.
  - Spot College Allotment.
  - College Seat confirmation fee submission.
- The following documents would be required in original
  - Counselling Letter
  - Admit Card
  - High school mark sheet.
  - Intermediate mark sheet for eligibility.
  - Bank draft of seat confirmation fee (Rs. 50000.00)
- Seat confirmation fee has to be deposited on the day of college allotment. The seat of candidates who get their documents verified but do not submit the seat confirmation fee on the same day will be cancelled. They would not be eligible to take part in any further process of CPAT 2017.
- All candidates participating in the mop up counselling have to report with a bank draft of Rs. 50000.00 as College confirmation fee. Drafts should be in favour of **Finance Officer, Lucknow University** payable at Lucknow
- Payment can also be done through credit card and debit card.
  - Please ensure that you have a valid debit or credit card with appropriate limit for fee payment.
  - College confirmation fee can be paid using multiple cards.



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- The College confirmation fee would be transferred to the account of the college allotted and would be adjusted against the college fee of that candidate by the college.
- Any difference between amount deposited and fee as decided by the State Government would have to be paid at the allotted college.