

**GOVERNMENT OF ASSAM**  
**DIRECTORATE OF TECHNICAL EDUCATION, ASSAM**  
**KAHILIPARA, GUWAHATI, PIN: 781019**

**INSTRUCTIONS FOR THE CANDIDATES FOR ONLINE COUNSELLING**

The students are to complete the following steps for participating in the Online Counselling Process.

If a student does not complete the below mentioned steps of online counseling, his/her admission process will be treated as 'Incomplete' and the seat will be filled up from next candidates in the Merit List.

**A. Submission of choices of Institutes & Branches:**

Step-1: Log in the <https://dte.assam.gov.in> by the candidates by inserting Application No. generated during on line form fill up for CEE 2020/ JLEE 2020/ JMEE 2020 and the Date of birth of the candidate

Step-2: Documents uploading along with the Undertaking.

Step-3: Filling up of preferences of Institutes & Branches in order of preference. The candidates must filled up the preferences very carefully because the allotment of seats will be based on these preferences only based on the CEE/ JLEE/ JMEE 2020 and s/he will not be allowed to change the preferences in any case. If a candidate is not interested to study a particular choice (institute/ branch), s/he must not include in his/ her list of preferences. It is not mandatory to fill up all the preferences by the candidates, therefore, candidates are directed to fill up the choices only which s/he is interested to study.

Step-4: Final Submission

**B. Reporting for admission:**

**Candidates are to proceed for the following steps only after the provisional allotment of seat.**

Step-5: Uploading of Acceptance Letter along with Part A format available in the information brochure regarding acceptance of provisional allotment of Institute & Branch.

Step-6: Reporting for final admission to the respective Institution where the candidate is admitted.

**Step-1 : Online login:**

1.1 Login the <https://dte.assam.gov.in> by the candidates by inserting application no generated during online form fill up for CEE 2020/ JLEE 2020/ JMEE 2020 and the date of birth of the candidates, online filling of data and filling of preferences of Institute & Branch from drop down boxes by the candidates.

**1.2. Filling up the candidates particulars:**

Candidates are to provide the marks secured in 10+2 , Overall Diploma and Graduation of all the subjects including the aggregate marks respectively.

**Step-2: Documents uploading:**

Candidates are to upload the following documents as per the limit specified in the portal.

- i. CEE/ JLEE/ JMEE 2020 Admit Card & Score/ Rank Card
- ii. Proof of Age/ Date of Birth: HSLC Pass Certificate/ Admit Card
- iii. 10+2 mark sheet, Overall Diploma mark sheet and Graduation mark sheet.
  
- iv. Proof of Permanent Resident of Assam:

- All categories except Central Government Employee (CGE) Category Permanent Residence Certificate (PRC) of the candidate/ father, BPL Card of the parents or other relevant document indicating Permanent resident of Assam.
  - For Central Government Employee (CGE) Category Permanent Residence Certificate (PRC) of the candidate/ father, BPL Card of the parents or other relevant document indicating Permanent resident of outside Assam.
- v. **Category Certificate (if any):** As applicable (Refer Information Brochure).
- vi. Character Certificate from the last passed Institute. (Optional for the Academic session 2020-21)
- vii. Gap certificates if required.
- viii. Part A (Candidate's detail with Parents/ Guardian's Declaration)
- ix. **Uploading of Undertaking:**

The candidates must **upload the undertaking** in the format given below regarding the personal information, preference of choices (Institutes & Branches) after signing by him/ her & counter signed by the parents/ guardian.

**Step-3: Filling of Choices (Institutes & Branches):**

The candidates are to fill up the choices (Institutes & Branches) in order of preference after their documents are verified online and found to be in order. Candidates are requested to fill the choices very carefully as the allotment of Institute & Branch will be made on these choices according to their rank and availability and the candidates will not be allowed change the preference latter in any stage of the allotment/ admission.

**Step-4: Final Submission:**

After completing all the steps mentioned above, the candidate must submit the form finally by selecting the submission button, else the filling of the Counselling form will be incomplete.

**Step- 5: Reporting for admission and uploading of Acceptance Letter regarding acceptance/ of allotted Institute & Branch.**

Candidates who do not submit **Declaration-II** or who select Option-4, i.e., candidates who reject the allocated seat will not be considered in the subsequent round of allotment.

**Step-6: Reporting to the respective Institution where the candidate is admitted:**

The candidate must **report** to the respective Institution where s/he is admitted on the date of reporting to the Institutions for final Admission.

**UNDERTAKING**  
**REGARDING ELIGIBILITY CRITERIA FOR ALLOTMENT OF SEAT IN**  
**ENGINEERING COLLEGES/ INSTITUTIONS OF ASSAM**

(Copy of the Undertaking signed by the candidate & parents/ guardian is to be uploaded)

I, Shri/Smt \_\_\_\_\_ son/ daughter of \_\_\_\_\_, Application No. \_\_\_\_\_, for CEE 2020/ JLEE 2020/ JMEE 2020, hereby undertake that I fulfill all the eligibility criterion for the admission in the Engineering Colleges of Assam. If any ineligibility condition is detected or any information is found false or concealed regarding the Application, I shall be disqualified at any stage and criminal proceedings will be drawn against me for misleading the counselling process and depriving the genuine candidates. The same will be published in the public domain without any further correspondence in this regard.

I further undertake that I will produce the relevant valid documents as and when required, else I shall be disqualified at any stage.

*Signature of the Candidate:* \_\_\_\_\_

*Counter Signature of the Parent/ Guardian:* \_\_\_\_\_

Date: \_\_\_/\_\_\_/2020

**ACCEPTANCE OF ALLOTTED INSTITUTE & BRANCH**

After Online provisional Allotment of Institution and Branch, the candidate must submit the Acceptance Letter in the given format for final issue of final allotment of Institution and Branch. Only such candidate who accepts the admission offer and who takes admission at the allotted Institution will only be considered for further upgradation of his choice of Institution & Branch in the subsequent round of counselling, if any.

Candidate failing to upload the Acceptance Letter within the stipulated time will forfeit the allotted seat and the vacancy will be filled up by the next aspirant in order of merit.

**ACCEPTANCE LETTER**

**DECLARATION BY THE CANDIDATE & PARENTS/ GUARDIAN**

**REGARDING THE ALLOTTED SEAT**

(Copy of the Declaration signed by the candidate & parents/ guardian is to be uploaded)

**I hereby declare that I have accepted the seat allotted to me through the online counselling based on the CEE 2020/ JLEE 2020/ JMEE 2020 rank/ score and I will report to the allotted institute with in the stipulated time and attend the online classes.**

If I fail to report to the allotted Institute or fail to attend the online classes with in the stipulated time without prior information and without a valid reason, my allotment of seats will be cancelled without any notice and will be filled up by the other aspirants in order of merit list.

Signature of the Candidate

Date:

Counter Signature of the Parents/ Guardian

Date: