

**Frequently Asked Questions
West Bengal B.Sc. Nursing Seats - 2015
Online Allotment process (Online Counseling)**

Q. No. 1: Who are eligible and what is the process of online allotment?

ANS:

- **Candidates who have qualified in JENPARH 2015 and for B.Sc. Nursing are allowed to participate in the online Counseling process provided they have generated e-challan and deposited the requisite fees in prescribed Allahabad Bank account within the stipulated time period and thereby received bank Journal No.**
- **Candidate must have passed 10 +2 level examination with physics, chemistry, biology and English with minimum**
 - a. **50 % and above marks in aggregate (physics, chemistry, biology and English) for unreserved category of candidates.**
 - b. **40% Or above marks in aggregate (physics, chemistry, biology and English) for reserved category candidates (SC,ST,OBC& PH)**
 - c. **Candidates must passed in each subject separately in theory and practical in 10 +2 level examination for both reserved and un reserved candidates example: for HS passed candidates have to pass both in theory and practical separately and pass marks in English.**

The process of online allotment is as follows:

- a. Generation of E- Challan
- b. Main Counseling Registration
- c. Exercising of Choices and Locking of choices
- d. Process of Seat Allotment – Round 1
- e. Round 1 Result Publication
- f. Verification of documents at Platinum Jubilee Auditorium of R.G. Kar Medical College and Hospital (for candidates who have been allotted seat in any B.Sc. Nursing college in West Bengal)
- g. Reporting at the allotted B.Sc. Nursing College against 1st Round
- h. Process of Seat Allotment -Round 2
- i. Round 2 Result Publication
- j. Verification of documents at W.B. Govt. College of Nursing, SSKM Hospital Campus, Kolkata, for candidates who have been allotted a seat in B.Sc. Nursing college in West Bengal. Candidates already verified in earlier round need not re-appear for verification.
- k. Reporting at the allotted nursing Colleges against Round 2
- l. Publication of net vacant seats
- m. Fresh Choice Submission by all eligible candidates for round 3
- n. Process of Seat Allotment - Round 3
- o. Round 3 Result Publication
- p. Verification of documents at W.B. Govt. College of Nursing, SSKM Hospital Campus, Kolkata, Candidates already verified in earlier rounds need not re-appear for verification.
- q. Reporting at the allotted Nursing Colleges /Institutions against Round 3

Detailed schedule for online allotment process, information regarding participating institutes, detailed seat matrix information is given in the website www.wbmcc.nic.in (the official website for online counseling 2015). Candidates are requested to frequently visit the aforementioned website for updated information.

Q. No. 2: When will online allotment process for the year 2015 start?

Ans: Online allotment process will start on **23st July** as per schedule mentioned in the websites stated earlier. The first round of online counseling will be over as per the schedule.

Q. No. 3. Do I have to report to any counseling centre for registration or choice filling?

Ans: No. Online registration and choice filling can be done from place of convenience (including from home) using internet.

Q. No. 4: Do I require any documents to get registered on-line?

Ans: You will be required to fill up some of the information that you have given on your application form, and submitted to West Bengal Joint Entrance Examination Board (henceforth called as WBJEEB), Salt lake Kolkata along with admit card and **rank card obtained in the examination JENPARH 2015** conducted by WBJEEB 2015 for admission in B.Sc. Nursing seats in the West Bengal.

IMPORTANT

Please keep information that you have furnished during application for qualifying examination conducted by WBJEEB 2015 and the admit card of the same examination confidential, and not share with anybody; because to register for online allotment process and submit choice, you need that information. If somebody else uses that information, he/she can misuse your online registration and prevent you from taking part in online allotment process. Keep print out of application form, admit card and rank information ready with you for future reference.

Please note that on registration window of online allotment process, you have to fill in exactly same spelling, numbers etc. as you have filled in your application form.

Q. No. 5: How do I get password for logging in?

Ans: During the process of online registration you will generate your own **password**. Candidates are advised to **keep the password that they have created, confidential to them till the end of the counseling process**. They can change the password after creating. Password is very important for participating in

online allotment process. Sharing of password can result in its misuse by somebody else leading to even exclusion of genuine candidate from online allotment process.

Q. No. 6: How much time will I be given to join the allotted course?

Ans: Candidates allotted seats will be required to join the allotted college/course within the stipulated days as mentioned in the counseling schedule in the websites mentioned earlier from the date of allotment. However, candidates are advised to join as early as possible and not to wait for last day of joining in various B.Sc. Nursing Colleges keeping in view that :-

There may be public holidays,
The total process of joining may require more than one day and B.Sc. Nursing colleges will have to furnish information about joining / non-joining online to the Central Selection Committee-Nursing.

Q. No 7: What documents are required to be produced at the time of counseling?

Ans: Since it is online allotment (Online Counseling) process, no documents will be required for participating in online allotment process.

However the candidates who are allotted seat in B.Sc. Nursing colleges through the online allotment process are required to verify the following original documents at Platinum Jubilee Auditorium of R.G. Kar Medical College and Hospital mentioned in the counseling schedule as published in www.wbmcc.nic.in:

1. Allotment letter
2. Domicile certificate
3. SC/ST/OBC A or B/PH certificate (if applicable)
4. Age proof (birth certificate/class 10 admit card or certificate)
5. Class 12 mark sheet (the eligibility criteria is mentioned in the website)
6. Reporting centre copy of e-challan form showing the bank Journal No. as mentioned in the website

Medical certificate form and the verification certificate will be provided during the time of physical verification of documents.

Important

The allotted candidates not reporting to the verification centre on the stipulated dates along with their relevant documents as mentioned above and thereby not verified, will not be entertained for admission in the allotted colleges.

The allotted candidates who have not been issued verification certificate due to failure in producing relevant documents while reporting in the verification centre will not be allowed to get admission in their respective B.Sc. Nursing colleges.

Q. No. 8: What documents are required at the time of joining in allotted Nursing colleges?

Ans: Original documents for admission to B.Sc. Nursing courses are as mentioned below:

- Admit Card issued by WBJEEB 2015.
- Rank information issued by WBJEEB 2015
- Allotment letter
- Age proof
- Class 12 Mark sheet and Certificate (provisional/final)
- SC/ST/OBC A or B certificate (if applicable)
- PH certificate (if applicable)
- Reporting centre copy of e-challan showing bank Journal No.
- Domicile certificate
- Medical Certificate
- Verification certificate issued by the verification centre at RGKar MCH.

IMPORTANT

Candidates without original certificates/documents shall not be allowed to take admission in allotted B.Sc. Nursing College.

Candidates who have deposited their original documents with any other Institutes/ Colleges/Universities and come for admission with a certificate stating that "their original certificates are deposited with the Institute/College/University" will not be allowed to take admission in allotted B.Sc. Nursing College.

Q. No. 9: What are the instructions regarding SC, ST, OBC and PH certificates?

Ans: In case the candidate fail to produce proper Caste (and PH, if applicable) certificate (as applicable in the state of West Bengal) at the verification centre and the allotted B.Sc. Nursing College then she will not be permitted to join the allotted Nursing College and her category will be changed, if otherwise eligible.

The qualified loco-motor disabled candidates (lower limb loco motor disability between 40-70% should get themselves verified at the Medical board of any Govt. Medical College & Hospital.

For verification at the medical board, the Locomotor Disabled (LD) candidates are required to bring their treatment papers related to their disability, including the investigation reports, at the time of reporting to the above mentioned designated institute to verify such disability certificate.

PH seats will be converted to general pool for further allotment in third round.

Q. No. 10: Is there any restriction for filling up number of choices of Institutions (Colleges) in choice filling form?

Ans: No, you can give as many choices as you wish. However choices should be in order of preference.

Q. No. 11. Is it necessary to fill up the choices and lock the choices to get seat allotted? Or I will be allotted seat automatically from available seats?

Ans: After online registration (registration is compulsory to take part in online allotment process), you have to fill in choice of Institutions/colleges in order of preference. Once choice is filled in, it can be modified before locking it. During the choice locking period it is necessary to lock the choices to get a print of your submitted choices. If candidate does not lock the choice submitted by her, submitted choices by her will be automatically locked at stipulated time of last date of choice locking.

Important:

If you don't register and fill in choice, you will not be allotted any seat. Don't wait till the last minute to lock your choices and to take a printout.

Please go through your submitted choices before locking as once you lock the choices those cannot be modified or changed even if you have made a mistake. Mistake in filling choices may result in allotment of a seat which you never wanted.

Q. No. 12: Is it necessary to join allotted B.Sc. Nursing College to get chance to participate in next round (2nd/3rd round)?

Ans: Yes, in case a seat is allotted, candidate is required to join allotted institution/college and complete the admission formalities then only that candidate can exercise option to participate in next round(s).

Q. No.13: Some Under-graduate seats are intimated to the CNSC after start of online counseling due to various reasons, will they be included and when?

Ans: Seats that could not be included in first round (and second round) due to unavoidable circumstances will be included only in third round on receiving information from participating B.Sc. Nursing Colleges and Indian Nursing Council before the start of third round (publication of the seat matrix for third round).

Candidates are requested to frequently visit the previously mentioned websites for updated information.

Q. No. 14: What is second round of online allotment process?

Ans: Second round of online allotment process is up-gradation of choice round.

2nd round of seat allotment:

There is no fresh registration of candidates and choice submission in 2nd round of counseling. Choices of main counseling (submitted before first round allotment) will be considered in this round of allotment.

Q. No. 15: Who are eligible for 2nd Round of allotment?

Ans: Candidates eligible for seat allotment in 2nd round would be from one of the following groups:

Group-I: Registered candidates who did not get any seat allotment in the 1 round.

Group-II: Registered candidates, whose 1st round of allotted Seat Cancelled during the document verification or reporting for admission, **who have secured seat under reserved quota**, due to change of Category from reserved to Unreserved or PHstatus from **Yes to No, but are still eligible in the next round of seat allotment, with changed Category.**

Group-III: Candidates who have reported at allotted institute after 1 round of allotment and submitted willingness for second round up-gradation as "Yes".

Q. No. 16: Who are not eligible for 2nd Round of allotment?

Ans: The following candidates are not eligible for the second round of counseling:

- **Not reported** at Allotted Institute after seat allotment in 1st round
- **Reported & Withdrawn** from counseling at Allotted Institute.
- Became **non-eligible** due to change of category.
- Candidates who have not opted for up-gradation.

Q. No. 17: What is third round of online allotment process?

Ans: Third round of online allotment will be conducted for the candidates who have submitted their option for participation in third round (the details of schedule will be published in the afore mentioned websites in due course, the candidates are requested to frequently visit the afore mentioned website for further information) and for those who were registered and submitted choices before first round but not allotted seats as per procedure given below:

3rd round of Counseling:

Fresh set of seats gets added to the system, if any, which is due to latest approvals of CSC(N). Further, the conversion of seats is being carried out during the third round of seat allotment and accordingly, the candidates are required to be shown all choices which are against vacant, newly added seats, virtual vacancies which are likely to get vacated during up-gradation and also during the conversion of seats as per the following algorithm:

PH->UR

ST->SC

And finally SC->UR

OBC A->OBC B and vice versa and finally to UR

The choices of candidates, who have submitted option for participation in the third round during the reporting period for the first / second round seat allotment, would be **initialized**, and are required to **submit fresh choices online** during the time the window is open for the same.

All eligible candidates who desire to take part in third round of online allotment will have to **submit fresh choice** during choice submission period and lock the choices during period of locking. Locked choices of the candidates would be processed and result will be published. **Those candidates, who could not submit fresh choices for the third round counseling, would not be considered.**

Q. No. 18: Who are eligible for 3rd Round of allotment?

Ans: All candidates interested in participation in the third round counseling are required to submit fresh choices, without which they would not be considered.

Group-I: Registered candidates who did not get any seat allotment in the 1st or 2nd round of seat allotment and are required to submit fresh choices as per the vacancies shown.

Group-II: Registered candidates, whose 2nd round of allotted Seat Cancelled during the document verification on reporting for admission, **who have secured seat underreserved quota**, due to change of Category from reserved to Unreserved or PH status from Yes to No, but they would still be eligible in the next round of seat allotment, with changed criteria, provided they submit fresh choices, subject to fulfillment of eligibility conditions.

Group-III: Candidates who have given option for participation in 3rd round at the time of 1st and/or 2nd round reporting at allotted institutions.

Q. No. 19: Who are not eligible for 3rd Round of allotment?

Ans: The following candidates are not eligible for the third round of counseling:

Not reported at Allotted Institute after seat allotment in either 1st or 2nd rounds. **Reported & Withdrawn/resigned** from seat at the Allotted Institute.

Became **non-eligible** due to change of category during document verification

Candidate who has not given option for third round at the time of taking admission. Candidate who does not give fresh choices in 3rd round.

Who did not register for online allotment of seat before first/third round of counseling.

Q. No. 20: Do I have to fill in choice of College to participate in second round of online allotment process?

Ans: No. For second round, candidates are not required to submit fresh choice. During the second round of online allotment process, the choice of higher preference will be upgraded for those candidates who give option to upgrade their choice at the time of admission at allotted B.Sc. Nursing College.

Q. No. 21: Do I have to fill in choice of College to participate in third round of online allotment process?

Ans: Yes. All candidates who desire to take part in third round will have to submit fresh choices before third round.

Q. No. 22: If there is not sufficient number of qualified PH candidates, what will happen to those un-allotted UG seats, reserved for PH candidates?

Ans: The un-allotted UG seats earmarked for PH candidates will be reverted to UR seats during the third round of allotment process after processing choices to PH category candidates in third round.

Important:

All Admission, seat surrender/withdrawal from the counseling process must be done through online process and that to within the stipulated days of online activities as per server time as mentioned in the websites stated earlier.

Q. No. 23: If I give consent for up-gradation of my choice during second round and if my choice is upgraded, is it necessary to join at college allotted during second round? Or in case I change my decision of upgrading choice, can I continue to study in college allotted through first round of allotment?

Ans: In case candidate is allotted seat during the second round of allotment process (choice is up-graded), the seat allotted during the first round will be automatically cancelled immediately (and allotted to somebody else) and candidate will have to join the college/seat allotted during second round. If candidate does not join the college/seat allotted during the second round, as per schedule, from the date of allotment candidate will forfeit her allotted seat and will not be considered for subsequent rounds of seat allotment.

Seat can also be up-graded in the same college by change of category, in such a case the candidate has to take fresh admission on the up-graded seat.

Q. No. 24: While joining college allotted through first round if I don't want up-gradation of choice, but want to keep option to fill choice before third round for newly added/vacant seat, is it possible?

Ans: Yes. For this candidate is required to exercise the option at the time of joining the institution/college.

Q. No 25: If I give option to participate in third round at the time of joining college from first / second round allotment, but later change my decision and want to continue study at already allotted B.Sc. Nursing College, what is the procedure to avoid change (cancellation) of already allotted college/seat?

Ans: If a candidate does not submit choice during the choice submission period before the third round of counseling, such a candidate will retain the already allotted seat.

Q. No. 26: If I forget my password that I have created during the process of registration, how to retrieve it.

Ans: To retrieve the forgotten password, system facilitates the following process through entering via “**FORGOT PASSWORD**” section of candidate login page:

The candidate is required to enter the information that he/she filled at the time of registration and then security question & answer thereon to be entered as given during New Candidate registration process. The above data submitted by candidate will be validated with the registered candidates' database. If the above entries match, then only the candidate would be permitted to enter new password to proceed further.

IMPORTANT:

Candidates are advised to remember the password and also retain their application form and admit cards printout ready till completion of admission process. It is not possible for CSC(N)/NIC to retrieve such password.

Q. No. 27: If there is discrepancy in spelling of name in documents and application form, what do I do?

Ans: If there is discrepancy in spelling of name in documents candidate must carry proof that the documents belongs to same person, in the form of an affidavit.

Q. No.28: How to use registration and Choice filling form on website?

Ans: Candidates will have to log on to website www.wbmcc.nic.in (which will be operational from 15th July 2015 for generation of e-challan and from 16th July 2015 for online registration and choice filling) to get registered and then fill in choices. It is advised that after going through the seat matrix, a tentative list may be prepared first as per your preference of colleges, before attempting to fill choices on-line.

Q. No. 29: Difficulty in login, what may be the problem(s)?

Ans: Please read User manual for the candidates. Follow the instructions about use of browser (**Internet Explorer-6 or above**), use of same spellings, same format of date (Use digits for day, month and year with – in between) as in application form submitted to WBJEEB 2015. The internet connection should be uninterrupted. If internet connection interruption takes place, the IP address which is being monitored will change and session expired message will be displayed. Please try to login from other computer from which other candidate(s) has logged in successfully, if possible.

Q. No. 30: I have difficulty in Creating Password, what may be the problem(s)?

Ans: Creation of password should be as per password policy. Please follow

the password policy. **The password must be containing required number of characters (8-13). Use at least one capital/upper case English alphabet, at least one small/lower case English alphabet, at least one Arabic numerical and at least one special character (in the keyboard of the computer e.g. @, #, \$, %, ^, * etc).** Please use the internet browser as suggested in user manual, as it is difficult to login from some of the other browsers. **While creating password avoid using Caps Lock key, instead of Caps Lock use shift key.**

Q. No. 31: When I try to login for choice filling/ submission, It say wrong roll number/ password, what may be problem(s)?

Ans: This can happen if roll number typed is incorrect or password typed is incorrect. Password is sensitive, therefore use password which was created by user exactly same as typed while creating. In case password is forgotten, try to generate new password by using security question and its answer through **“FORGOTPASSWORD”** link in the candidate login page.

Q. No.32: What are the guidelines for fresh choice filling before third round of online allotment process?

Ans: Please remember that if any seat is allotted from the choice filled in by the candidate for 3rd Round of Counseling (the dates will be notified later on), the seat allotted during 1st / 2nd round will be automatically cancelled. Therefore, the candidates are advised to fill in choice carefully for seats which are of higher preference than the earlier allotted seat.

Candidates are not required to give the already allotted seat in their choices. There will be no fresh registration before third round.

Q. No. 33: How can I get print out of my choices which system has locked?

Ans: After the stipulated time of the date of choice locking, after locking of choices by the system you will be able to take a printout of your submitted choices. You will also be able to see your locked choices and able to take a print out of the same at allotted Nursing College at the time of admission on request.

Q. No. 34: If I opt to participate in third round of counseling whether my allotted seat (of first/second round) will be cancelled?

Ans: In case you are not allotted any seat in the third round you will retain earlier allotted seat. However on allotment of a seat in third round the earlier allotted seat will automatically be cancelled and allotted to another candidate. Therefore you are advised to fill in only higher choices or any other choice which you prefer over the earlier allotted seat, for third round.

Q. No. 35: In case I get an upgraded seat but in the same college, because of change of category, (e.g. from SC / ST /OBC to UR category or due to change of PH status from Yes to No) do I have to take admission on the allotted seat again?

Ans: Yes, you have to get an admission letter again generated on-line for the upgraded category seat from the concerned institution; otherwise your seat would be

cancelled and allotted to another candidate.

Q. No. 36: What are anticipated / virtual vacancies shown during third round?

Ans.: Virtual vacancies/anticipated vacancies are those seats which are presently occupied by the candidates who have given option for the third round. They will only be available in case that candidate is upgraded to another seat in third round. Once the virtual/ tentative vacancies are actually vacated these seats would again be distributed as per the rank of the candidates. These seats would also include any seat which is likely to be converted to other category as per the policy of conversion.

Q. No. 37: What is the process of generating and submitting e-challan?

Ans: The e-challan can be generated from the website www.wbmcc.nic.in within the stipulated days by clicking on to the menu provided in the stated website and putting personal information in the blank boxes correctly as mentioned in the application form of WBJENPARH 2015 qualification examination.

The e-challan can be printed by clicking on the option of **click to print e challan**.

A single challan contains triplicate copy:

One for the branch of the concerned bank where the counseling fees is deposited by cash by the candidate; One for the candidate herself as personal copy and One for the reporting centre where the candidate is allotted a seat during any round of counseling.

The candidate is required to deposit fees through generated e-Challan at any branch of Allahabad **Bank**.

The amount that has to be deposited for counseling is Rs 500/- for Unreserved candidates and for SC/ST/OBC A or B and Physically Challenged (PC) candidate the fees is Rs 250/-. The bank service charge is Rs 10/- extra to be paid for all candidates. The amount will be pre printed on the e-Challan generated by the eligible candidate for ready reference.

Please generate the e-challan within the prescribed dates and deposit the counselling fees in the concerned bank as described above within the prescribed period during the banking hours for becoming eligible for online registration.

No request of generation of challan or deposition of the counseling fees will be entertained beyond the stipulated dates as mentioned in the concerned websites described earlier. The candidate, who have not generated e challan and thereby deposited counseling fees, will not be allowed to participate in the online counseling process.

On submission of computer generated e-challan and the requisite counseling fees by the qualified candidate in the stipulated bank branch within the stipulated days, the bank will generate an alpha numeric Journal No. which will be unique for each candidate. The bank authorities will mention the Journal No. in all the three copies of e-challan in the stipulated place.

Candidates are requested to keep their copy in safe custody and mention the Journal No. during online registration as this information will be used by the online software system to validate the candidature. Candidates are requested not to divulge personal information/credentials and Journal No. to anybody else to prevent malpractice during online registration and counseling.

CSC(N)/NIC/Dept of Health and Family Welfare Govt of West Bengal cannot be held responsible due to misplacement of Journal No./e-challan copy or malpractice arising out of sharing personal information/credentials by candidate to anybody else.