

NOTICE

Schedule for 2nd Round of Admission Process

This is to inform all concerned candidates that the **Second Round of the Admission Process** will be conducted on the following dates:

9th, 10th, 11th and 13th of July 2026

Time: 10:30 AM to 4:00 PM

All eligible candidates are requested to “accept” their forms and report to the institute within the stipulated time along with all **necessary original documents and supporting certificates in original and photocopy forms**, with 4 passport size photographs- mentioned in detail in the attached list. Online payments are preferred for admission. All the necessary documents are to be submitted as per the first round notification. **Please check the attached rules carefully.**

Candidates are requested to strictly adhere to the schedule and complete the admission formalities within the specified dates and time.

For any further information or clarification, candidates may contact the Admission Cell.

Gunjan Das .

**Admission Coordinator
Karimganj Polytechnic**

LIST OF DOCUMENTS TO BE TAKEN FOR COUNSELLING AND ADMISSION:

- 1. Print out of Allotment Slip.**
- 2. Fresh Printout of the application form (Print Form)**
- 3. Original copy of HSLC Admit Card, HSLC Marksheet, HSLC Pass certificate, Identity Proof, and all other necessary documents.**
- 4. One set of Photo copy of HSLC Admit Card, HSLC Marksheet, HSLC Pass certificate, Identity Proof and all other necessary documents.**
- 5. Original Permanent Residence Certificate (PRC) of Assam. (PRC of other States for CGE quota).**
- 6. Original and photocopy of Caste-category/subcategory, Quota, EWS, NCL, Income certificate etc. (as applicable)**
- 7. 4 (Four) numbers of recent passport size photograph.**
- 8. Original copy of other higher education marksheet and certificates.**
- 9. Photo copy of other higher education marksheet and certificates**

*photocopy of all the above documents are mandatory. Rules are attached below-

IMPORTANT NOTICE: UPGRADATION

Any candidate who has opted for upgrade in after 1st round and the seat is upgraded in 2nd round, the previous seat of 1st round is already cancelled and the candidate must accept the new upgraded seat. If the candidate does not accept the upgraded seat then the candidate will be out from the entire counseling process.

Both newly allotted and upgraded candidates of 2nd round can opt for further upgrade after acceptance by the candidate and admission grant by the institution.

Newly allotted candidates must have to visit the institution. Upgraded candidates may also have to visit the newly allotted institute depending on the allotment.

Candidates are requested to contact the admission coordinator of the newly allotted or upgraded institute for details.

**Important Instructions to Candidates allotted/upgraded in 2nd Round of
Counselling-Polytechnic Admission 2026**

1. Freshly allotted candidates (New Allotment), **must accept** the seat within the given period and visit the allotted Polytechnic carrying all required documents (all original documents, one set of photocopies and 4 passport size photos) for physical document verification and secure admission within the stipulated period as mentioned in the timeline published in the website. (<https://dte-assamadm.samarth.ac.in/index.php/>)
2. **Admission letter and updated application form** will be available through candidate's login of application portal for the allotted candidates. Candidates are requested to download and take a print out of the same and produce these documents during physical document verification.
3. After successful admission at the allotted Polytechnic, candidates will get three options in their login for further course of action:
 - (i) **'Freeze allocated seat'** option to be selected if the candidate wants to stay in the allotted institute and no up-gradation is required.
 - (ii) **'Apply for Upgrade'** option, to be selected if the candidate wants to upgrade in different Institute.
 - (iii) **'Apply for Upgrade in same College'** option to be selected if the candidate wants to upgrade in the same Institute but in different branch.

Note: If a candidate does not select any option amongst the aforementioned three options, then his/her seat will be automatically frozen.

However, aforementioned upgrade options (ii) and (iii) will only be available/visible for those candidates who have not received allotment as per his/her 1st preference, but have taken admission.

Also, upgrade will be as per preferences provided by candidates, up in order of the allotted choice, subject to availability of seats.
4. **For candidates already admitted in 1st round of counselling** and who had chosen any one of the above upgrade options previously during 1st round of counselling after securing admission, must note that, if they have been allotted an **Upgraded seat** (in the same Institute or in other Institute) **in the current round (i.e 2nd Round) or any subsequent rounds**, he/she must **accept the upgraded seat**, or otherwise his/her seat will be cancelled (from all rounds, **including previously allotted seat/s**).
5. **After the candidate accepts the upgraded seat**, if he/she **wants to remain in that seat and does not want apply for further upgradation**, then the candidate **must visit the Polytechnic** (where he/she is allotted upgraded seat) **for original document verification** and take final admission by paying a fees of **Rs. 480/- i.e 10% of total admission fees (Rs. 430/- in case of candidates allotted under TFW quota)** within the stipulated time.

Candidates should also note that if he/she has been allotted upgraded seat based on his/her **1st Preference**, then he/she must accept the seat and also visit the upgraded allotted Institute for document verification & final admission.

6. In case a candidate is allotted an upgraded seat in 2nd round, further wishes to upgrade his/her seat (if he/she still has not met 1st Preference yet in 2nd round), the candidate need not visit the Institute where the candidate is allotted the upgraded seat, **except for candidates whose category is also upgraded, (i.e if a candidate is allotted an upgraded seat in a upgraded (revised) category, then he/she must visit the Institute with appropriate category certificate, HSLC credentials, etc. for necessary document verification);**

In all cases, the candidate must accept the upgraded seat, or otherwise his/her seat will be cancelled (from all rounds, including previously allotted seat/s).

Accordingly, after the candidate accepts the upgraded seat, **he/she shall contact the Admission Co-ordinator /VOs of allotted (upgraded) Institute for grant of admission.** Then the candidate must log into his/her application portal and choose any one option (i) Apply for Upgrade or (ii) Apply for Upgrade in same College (as explained earlier), as per the candidate's choice. If the candidate does not choose any option, his/her seat will be automatically frozen.

7. When the candidate finally chooses to freeze the seat in the upgraded Institute, **he/she must report to that Institute, for original document verification and pay an amount of Rs.480/- (Rs. 430/- for TFW), within the stipulated time to secure final admission. This extra fees is payable only at the finally admitted Institute for an upgraded student, but not in between (where he/she has not chosen to freeze).** If all documents found appropriate, he/she will be granted admission and accordingly candidates shall select the “freeze” option, as previously mentioned.
8. If the candidate is upgraded in the same Institute, but in a different branch (where he/she had initially deposited the admission fees), and he/she finally freezes his/her upgraded seat, **then the candidate need not pay the extra amount i.e Rs.480/- (Rs. 430 for TFW).**

- 9. Candidates must note that all allotments/admissions are purely provisional. Final Allotments/admissions are subject to fulfillment of all eligibility criteria and guidelines/decisions as set by counselling cum admission committee. If, at any stage, any discrepancy or anomaly is found in the information or documents submitted by the candidate, the Admission-cum-Counselling Committee and the concerned authority reserve the right to cancel the admission at any stage.**
- 10. In case of any doubts/queries, candidates are informed to contact the Coordinator/VOs of the allotted Institute (<https://dte-assamadm.samarth.ac.in/index.php/notifications/index>) or visit the nearest Polytechnic.**