

ADMISSION PROCESS FOR SPOT ROUND COUNSELLING- UPDATED VACANT SEATS FOR 06.09.2024

1. Eligibility for Spot Round Counselling:

S. N.	Name of the Course	Eligibility Criteria	No. of Vacant Seats (Category-Wise)										
			UR	UR(GL)	UR(AF)	OBC	OBC(GL)	OBC(AF)	EWS	EWS(GL)	SC	SC(GL)	ST
1	M.Sc. Forensic Science (two years programme)	CUET(PG)-2024 NFAT(PG)-2024	0(19)*	00	00	08	00	00	01	00	07	02	01
2	B.Sc. LL.B. (five years integrated programme)	CUET(UG)-2024 CLAT(UG)-2024 AILET(UG)-2024	0(30)*	00	00	05	04	01	04	01	10	03	02
3	LL.M. (one year programme)	CUET(PG)-2024 CLAT(PG)-2024 AILET(PG)-2024	0(22)*	00	00	09	02	00	02	01	05	02	01

**Important Note: In case of any conflict of interest, the category of original allotment of seats shall be given preference.*

2. Registration Process for Spot Counselling:

- (i) All candidates with the above mentioned eligibility criteria are required to report for offline spot counselling.
- (ii) The cut-off time for reporting will be 01.00 P.M. everyday. Thereafter, admission shall be granted to the reported candidates on the basis of the merit of the scores and preference of original allotment of seats. The list will be displayed on the spot at 02.30P.M.
- (iii) The criteria for admission will be declared on day to day basis, there will be no carry forward of the previous day list.
- (iv) The number of vacant seats (category-wise) for each course will be updated and displayed on the institute's website every day at 07.00P.M. The spot counselling will be done on the displayed vacant seats.
- (v) All eligible candidates including already admitted candidates and absentees of earlier rounds of counselling will be allowed to participate in the spot round counselling.
- (vi) The counselling process will be as mentioned in Annexure-1.

SPOT COUNSELLING ADMISSION PROCESS**A. GENERAL INFORMATION:**

1. The counselling for admission to the above mentioned courses will be held offline only.
2. Based on the eligibility criteria and minimum cut-off score (category-wise) mentioned above.

B. OFFLINE COUNSELLING PROCESS:

1. Candidates are invited category-wise for offline counselling registration/admission on the spot. Details of the vacant seats category-wise are mentioned in the above tables.
2. Candidates are required to bring their original documents and a set of self-attested documents in serial order while registering for Offline Counselling:
 - i. Class X Certificate in the name of the candidate, indicating date of birth and parents' names. The name of the candidate must match with the JEE (Mains)- 2024 Score Card.
 - ii. Class XII Mark-sheet in the name of the candidate. (Appearing candidates must bring their admit cards of the XIIth Examination, 2024, if available.)
 - iii. Recent passport-size colour photo
 - iv. CUET(UG/PG)-2024, CLAT(UG/PG)-2024, AILET(UG/PG)-2024, NEET(UG/PG)-2024, NFAT(UG/PG)-2024 Admit Card.
 - v. CUET(UG/PG)-2024, CLAT(UG/PG)-2024, AILET(UG/PG)-2024, NEET(UG/PG)-2024, NFAT(UG/PG)-2024 -2024 Score Card.
 - vi. SC/ST/OBC-NCL/EWS/PwBD/AF certificate (if applicable) issued by the competent issuing authority of Uttar Pradesh.
 - vii. Any one of the following identity cards:
 1. AADHAR Card
 2. Passport
 3. Voter ID
 4. Driver's licence, or
 5. Ration Card

Note:

1. OBC-NCL/EWS Certificate from the competent issuing authority of Uttar Pradesh should not be older than six months.
2. SC, ST & OBC caste certificate must also be verifiable from the website of Board of Revenue <http://bor.up.nic.in>.
3. Candidates shall be responsible for the quality, authenticity and accuracy of the certificates.
4. Candidates will be responsible for producing the hard copies of documents/ certificates as sought by the institute at the time of confirmation of admission. All certificates/documents will be returned to the candidate by the Institute upon completion of their physical verification.
5. After verification of the above documents, the eligible candidates are required to submit the Academic Fee of Rs. 75,000/- for first semester on the spot.
6. Only digital payment methods such as Credit/Debit Card, Net-banking, UPI, etc. are permitted; candidates are encouraged to make payments well in time to prevent payment complications. Requests for late payments due to transaction failures or any other issues will not be entertained.

C. PROVISIONAL ADMISSION OFFER:

1. After obtaining the Academic Fee, the Institute will issue Provisional Admission Application Form and Undertaking Forms to the eligible candidates.
2. The candidates must fill the Provisional Admission Application Form and the Undertaking Form and submit the same to the Admission Committee.

D. HOSTEL ACCOMMODATION:

1. The Institute will provide hostel to boys and girls respectively in the concerned hostels on demand basis.
2. The allotment of the hostel will be done on the spot. The hostel fee of Rs... 59,000/- for first semester shall be paid at the time of allotment of the hostel.
3. Details of Hostel Fees are attached as Annexure-2.

Spot Admission Counselling Schedule	
Date/time	Details
05.09.2024 & 06.09.2024 (10.00A.M. to 05.00 P.M.)	Eligible candidates are required to report at the institute as per the instructions listed above. The spot counselling will continue depending on the availability of the vacant seats course-wise and category-wise.

Note:

1. The candidates are advised to browse the institute website on a regular basis.
2. The candidates are advised to report in the institute on the above mentioned spot counselling dates for admissions.
3. **In case of any difficulty, please mail us at:** admissions@upsifs.ac.in

**Sd/-
Assistant Registrar**