

Modalities for releasing of 20% seats from Online admission to offline admission. (2009-10)

1. Eligibility for the transfer of online seats to offline admission
 - a. The AI has completed its quota of 40% admission.
 - b. 50% of the online quota is still vacant.
 - c. AI has students for admission.
2. RD will identify such AIs and recommend to SSS department for approval.
3. After getting the approval, the same may be informed to the AI.
4. The AIs may be asked to do the online admission for the 20% or even more if the seats are vacant.
5. In case the AI is not willing to do the online admission then in order to avoid the duplicity of the enrolment no. necessary instruction may be given to all such AIs.

6. Instructions to AIs for allotment of Enrolment No. where 60% is online and 40% if offline (through AI)

Type of AIs	Present	additional	Total	Enrol Series
a. 'A' category AIs	200	100	300	751-850
b. 'B' category AIs	120	60	180	121-180
c. 'C' category AIs	60	30	90	61-91

7. Instructions to AI for allotment of Enrolment No. where 90% is online and 10% if offline (through AI)

Type of AIs	Present	additional	Total	Enrol Series
a. 'A' category AIs	50	100	150	51-150
b. 'B' category AIs	30	60	90	31-90
c. 'C' category AIs	15	30	55	16-55

8. The online enrolment is generated from series 201 onwards in all the category of AIs. This is done for the uniformity and identification of online admission. In this arrangement, you can identify that enrolment series with 201 onwards is online admission
9. In this way there is only one category indicated under 'a' in point 6 above which will create duplicate enrolment if continuous enrolment is given under offline admission beyond 200 serial number. Therefore new series of 751-850 has been given only to such category to avoid the duplicate enrolment.

10. **Very Very Important:**

- a. **No manual enrolment be given at the Regional Centre in the series of online enrolment because this will create duplicate when the second block of online admission will begin. The second block of online admission is in continuity in the enrolment number.**