

## CLAT - 2020 Counselling Process

1. Candidates will receive an invite to register for the counselling process through SMS / email. The counselling information will be uploaded on the Consortium website as well. Candidates can login to their CLAT account and register for counselling process.
2. The registration process consists of TWO steps:

### **STEP – 1 Update your NLU preferences**

You can provide a fresh set of NLU preferences. You can choose to provide all the NLUs (22 for UG and 19 for PG) OR you can choose to give preferences of only those NLUs in which you are interested. **Candidates are strongly advised to give minimum of five preferences.**

#### NOTES:

- i) If preferences are not updated, your preferences provided in the application form will be considered. Requests for change of preferences after the last date will not be considered.
- ii) Candidates are requested to provide their preferences carefully considering all options and their marks and ranks. Updating of preferences will not be possible once submitted. Requests for change of preferences after submission will not be considered.
- iii) Candidates will be considered for ONLY those NLUs for which they have provided the preference. Example:- If a candidate has chosen only five NLUs, then he/she will be considered only for allotment in those five NLUs and not to any other NLU, even if vacancies are available in other NLUs and as per the merit he / she may be entitled to get admission.

### **STEP – 2 Make online payment of INR 50,000/-**

Candidates will have to make an online payment to Consortium of INR 50,000/- to register for counselling through their login id on the Consortium website. Candidates are requested to make the payment before the last date. Requests for payments after the last date will not be considered in any circumstance.

Candidates are advised not to wait till last minute to make payments, to avoid payment related issues. Consortium will not be responsible for any issues relating to payments. You must wait till you see a 'Payment Successful' message. Requests to make payments after last date due to transaction failures or other issues will not be considered.

**ONLY THOSE CANDIDATES WHO SUCCESSFULLY COMPLETE THE COUNSELLING REGISTRATION PROCESS WILL BE CONSIDERED FOR ALLOTTMENT OF SEAT.**

**CANDIDATES WHO DO NOT COMPLETE / PARTICIPATE IN THE COUNSELLING REGISTRATION PROCESS WILL NOT BE CONSIDERED FOR ALLOTMENT OF SEAT.**

**MERE REGISTRATION FOR THE COUNSELLING WILL NOT GUARANTEE YOU A SEAT AS CANDIDATES OVER AND ABOVE THE INTAKE WILL BE INVITED AND REGISTERED FOR THE COUNSELLING PROCESS.**

**Candidates who have not received invite for the counselling process in the first round may be called during subsequent rounds, in case of vacancies, if any, arises in that particular category.**

### **3. First Provisional Allotment List**

Consortium will announce the 1<sup>st</sup> provisional seat allotment list considering only those candidates who have completed the counselling registration process as given above. Candidates who are selected in the First List will have the following three options:

**a) Accept the allotted seat (Locking the Seat)**

By selecting this option, you agree to accept the allotted seat. No further changes will be considered. Candidate will not be upgraded to his / her higher option, even if vacancy arises at a later stage.

Candidate has to upload all the required documents and make payment of requisite fee to the allotted NLU. For details kindly visit the website of the concerned NLU.

**b) Apply for Upgrade**

Candidates opting for Upgradation are also required to make the payment of requisite fee to the allotted University and upload documents as per the schedule. Only candidates who have taken the admission and paid the requisite fee and uploaded the documents in the allotted NLU will be considered for upgradation. A candidate who has been allotted a seat and has not paid the fee and uploaded the documents shall not be eligible for admission and upgradation option.

For the candidates who have chosen this option, his / her current allotted seat will be locked and he / she will be considered for allocation in any of the higher preferred NLUs, in case vacancy arises.

**c) Exit from CLAT admission process**

If you choose this option, you forfeit your claim for any seat allotment from the CLAT consortium. You will lose your current allotted seat and you will not be considered for allotment in the subsequent lists also.

NOTE: If you do not exercise any of the options above, i.e., (a), (b) or (c) within the specified time, it shall be deemed that you are not interested in the admission process and your candidature will not be considered for admission. You will lose

your current allotted seat and your name will be removed from the counselling process and will not be considered in subsequent lists.

Candidates who did not get allotment in the First List will have to wait for the Second List and Third List.

#### **4. Second Provisional Allotment List**

Consortium will announce the 2<sup>nd</sup> provisional seat allotment list considering only those candidates who have completed the counselling registration process.

Candidates who are allotted the seats for the first time in the Second List will have the following options and need to follow the same procedure as explained above:

- a) Accept the allotted seat (Locking the seat)**
- b) Apply for upgrade**
- c) Exit from CLAT admission process**

NOTE: If you do not exercise any of the options above, i.e., (a), (b) or (c) within the specified time you will be considered not interested in the admission process and your candidature will not be considered for admission. You will lose your current allotted seat and your name will be removed from the counselling process and will not be considered in the subsequent lists.

Upgrade requests from the First List will also be considered against the vacancies, if any, if the candidate has paid the fee and completed the required formalities in the allotted University of the First List.

Candidates who did not get allotment in the First and Second List will have to wait for the Third List.

#### **5. Third and Final Provisional Allotment List**

Consortium will announce the 3<sup>rd</sup> provisional seat allotment list considering only those candidates who have completed the counselling registration process as given above.

Candidates who are allotted the seats for the first time in the Third List will have the following options and need to follow the same procedure as explained above:

- a) Accept the allotted seat (Locking the seat)**
- b) Exit from CLAT admission process**

NOTE: If you do not exercise any of the options above, i.e., (a) or (b) within the specified time you will be considered not interested in the admission process and your candidature will not be considered for admission. You will lose your current allotted seat and your name will be removed from the counselling process.

Upgrade requests from the First List and Second List will also be considered, if they have paid the fee and completed the formalities at the allotted NLU in the said lists.

## 6. Refund Rules (Counselling Fee):

(a) If a candidate does not get a seat after the release of Three Lists by the Consortium, total amount of Rs. 50,000/- will be refunded to them without any deduction.

(b) If a candidate chooses to exit the counselling process OR does not accept any of the seat offered in any of the Three Lists notified by the Consortium, an amount of Rs. 40,000/- will only be refunded.

(c) If a candidate is found ineligible on the basis of the documents / information provided by him / her, an amount of Rs. 40,000/- will only be refunded.

## 7. Process to be followed by the candidates who 'Accept the allotted seat' or 'Opted for Upgradation'

### a) Documents to be uploaded

Candidates are hereby informed to keep the following scanned documents ready and upload the same:

#### For the UG Programme:

- 10th or equivalent marks statement
- 12th or equivalent marks statement
- Character Certificate / Conduct Certificate
- Transfer / Migration Certificate
- Caste Certificate (SC/ST/OBC etc.) if applied and allotted under the Reserved Category
- PWD Certificate, if applied and allotted under PWD category
- Domicile / Residence Certificate, if applied and allotted under domicile / resident category seats
- Any other supporting document to claim your seat for the category you have applied (Ex: Wards of Serving/Retired Defence Personnel, EWS certificate, Sons/daughters of Ex-servicemen/Defence service personnel etc.)

#### For the PG Programme:

- 10th or equivalent marks statement
- 12<sup>th</sup> or equivalent marks statement
- Marks Statements of LL.B. / B.L. or equivalent Degree
- Character Certificate / Conduct Certificate
- Transfer / Migration Certificate
- Caste Certificate (SC/ST/OBC etc.) if applied and allotted under the Reserved Category
- PWD Certificate, if applied and allotted under PWD category
- Domicile / Residence Certificate, if applied and allotted under domicile / resident category seats

- Any other supporting document to claim your seat for the category you have applied (Ex: Wards of Serving/Retired Defence Personnel, EWS certificate, Sons/daughters of Ex-servicemen/Defence service personnel etc.)

**b) Payment of fee at the allotted NLU**

Considering the COVID-19 situation, the Consortium has decided to collect in the first instalment, only the First Semester fee / 50% of the annual fee for the year 2020-2021. No further reduction in fee shall be considered during the counselling process.

All candidates are hereby informed that they need to pay the First Semester fee / 50% of the annual fee after deducting Rs. 50,000/- paid to the CLAT Consortium to the respective NLU directly. For details with regard to the fee to be paid and the admission formalities, kindly visit the website of the respective NLU where you have been allotted the seat.

NOTE: If a candidate after 'Accepting the allotted seat' or opting for 'Upgrade' fails to upload the relevant documents and pay the requisite fee at the allotted NLU, he/she will not be accepted for the admission by the said NLU. Hence, all the candidates are required to visit the website of the allotted NLU and make the requisite payment within the stipulated time to confirm your admission.

In case any discrepancy is found in the documents submitted, the concerned NLU reserves the right to cancel the admission and take serious action against the candidate.

## Schedule for the counselling

Date/Time	Event	Remarks
October 5, 2020 evening	Declaration of results	
October 6, 2020 9:00 AM to October 7, 2020 6:00PM	Counselling Registration Process (By invitation; approximately five times the number of seats in each category)	<ul style="list-style-type: none"> <li>• Candidates will pay Rs. 50,000/-</li> <li>• Update preferences if they wish (Minimum five preferences should be filled)</li> </ul>
October 9, 2020 10:00 AM	Publication of First Allotment List	Only students registered for counselling will be considered.
October 9, 2020 10:00 AM to October 10, 2020 10:00 AM	Candidate will either <ul style="list-style-type: none"> <li>• Accept/Lock the seat and upload documents and pay fee to the NLU</li> <li>• Apply for upgrade and submit documents and pay fee to the NLU</li> <li>• Exit admission process</li> </ul>	All NLUs to verify the documents and accept the candidate after receiving the fee at their end. Update the details online 'Accepted' or 'Not Accepted' with reasons
October 11, 2020 6:00 PM	Publication of Second Allotment List	Candidates registered for counselling and also those applied for upgradation in the First List
October 11, 2020 6:00 PM to October 12, 2020 6:00 PM	Newly allotted candidate will either <ul style="list-style-type: none"> <li>• Accept / Lock the seat and upload documents and pay fee to the NLU</li> <li>• Apply for upgrade and submit documents and pay fee to the NLU</li> <li>• Exit admission process</li> </ul>	All NLUs to verify the documents and accept the candidate after receiving the fee at their end. Update the details online 'Accepted' or 'Not Accepted' with reasons
October 14, 2020 10:00 AM	Publication of Third and Final List	Candidates registered for counselling and also those applied for upgradation in the First List and Second List
October 14, 2020 10:00 AM to October 15, 2020 10:00 AM	Newly allotted candidate will either <ul style="list-style-type: none"> <li>• Accept/Lock the seat and upload documents and pay fee to the NLU</li> <li>• Exit admission process</li> </ul>	All NLUs to verify the documents and accept the candidate after receiving the fee at their end. Update the details online 'Accepted' or 'Not Accepted' with reasons

**NOTE:**

- (1) THE CANDIDATES ARE REQUESTED TO KINDLY VISIT THE CONSORTIUM WEBSITE REGULARLY FOR UPDATES.**
- (2) THE CANDIDATES SHOULD ALSO VISIT WEBSITES OF MEMBER NLUs FOR DETAILS WITH REGARD TO THE FEE TO BE PAID AND THE DOCUMENTS TO BE SUBMITTED FOR ACCEPTANCE OF THEIR CANDIDATURE.**
- (3) THE CANDIDATES ARE REQUESTED TO CHECK THE INDIVIDUAL NLU WEBSITES FOR FURTHER VACANCIES AFTER THE CLOSURE OF THE THIRD LIST BY THE CONSORTIUM. ADMISSION AGAINST VACANCIES, IF ANY, SHALL BE MADE BY INDIVIDUAL NLUs STRICTLY IN ACCORDANCE WITH CLAT-2020 MERIT.**