

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

No.: 38691 /HE, Dated: 12/09/2023
HE-PTC-SAMS-0003-2018

From

Rajata Kumar Mansingh, OES-I
Deputy Director, PTC

To

The P.G. Council Chairman (All State Public Universities coming under
Higher Education Department)

The Principals (All Government/ Non-Government Colleges (with P.G.
teaching facility) coming under Higher Education Department)

**Sub: Guidelines & timeline for admission into Phase-II P.G. Admission under
SAMS for the Academic Session 2023-24- Regarding**

Madam/ Sir,

In inviting a reference to the subject cited above, I am directed to inform you that the admission into P.G. Phase-II admission under SAMS will be held as per the guidelines mentioned below.

1. The following categories of applicants are eligible to apply:
 - a) Applicants, who have appeared in the CPET-2023, but not selected in the Phase-I admission process.
 - b) Applicants, who have appeared in the CPET-2023, and selected in the Phase-I admission process but were not admitted due to various reasons.
 - c) Applicants, who have appeared in the CPET-2023, but not uploaded the graduation mark for some reasons within the stipulated timeline.
 - d) Applicants, who have appeared in the CPET-2023, but not exercised the choice of preferences within the stipulated timeline.
2. Applicants who have already been admitted in Phase-I admission are eligible to apply in the Phase-II admission process. If an applicant has taken admission in any of the HEIs in Phase-I and got selected in Phase-II, then s/he has to obtain the CLC physically from the last admitted HEIs. S/he has to submit the downloaded Intimation letter along with CLC and other relevant documents at the selected institutions for verification and admission.
3. Applicants are advised to go through the University/College wise vacant seat and cut-off mark details at SAMS P.G. website before filling of their Choices (University/Colleges + PG Admission Subject) for admission.

4. The HEIs are hereby informed not to collect any type of fees from the applicants during issuance of CLC, handing over the Cancelled CLC of +3/equivalent and other required documents. Moreover, HEIs are also informed to accept the Migration certificate of the last attended institution (not the institution where the applicant was admitted in Phase-I) for taking admission in Phase-II admission process.
5. **The applicants need not have to pay the CAF Fees as they have already paid the fees during the Phase-I admission.** The applicants will have to login in the SAMS Portal with their existing user name and password to participate in the Phase-II admission process. Any type of differential amount relating to CAF fees will be collected during the collection of admission fees.
6. Applicants have to provide fresh option(s) i.e. HEI+ Subject, where s/he wants to take admission in order of preference with limit to 05 options only. S/he can only apply for the subject (s), in which s/he had appeared in the entrance examination (CPET-2023). The options entered earlier (Phase-I) in the CAF will not be considered for Phase-II admission process. Subject wise eligibility criteria will remain intact as per the Common Prospectus.
7. In addition to the Choice Locking, applicants can also update their prior data entered in the CAF. This is limited to only “Reservation”, “Weightage”, “Educational Qualification” & “Graduation Subject”, if required.
8. The selection of the applicants will be done purely on merit (Career Mark + CPET Mark as per the CP) basis. There will be no reservation and weightage for this Phase-II admission process.
9. There will be no Freeze/slide/Float option available for the Phase-II admission process. The Applicants have to choose the **“Pay Admission Fees”** option in their login after being selected during the online selection process. Further, s/he will be able to download the Intimation letter by paying the requisite fees and report at the selected HEI to complete the admission process.
10. In addition to the merit list, a waiting list (5 times to the vacancy as on 22/09/2023) shall be provided in the HEI’s e-Space as well as in the SAMS P.G. website. In case the selected applicants do not turn up for admission within


the stipulated timeline, Universities/Colleges can publish the selection list out of the reported waitlisted candidates on merit basis and complete their admission process as per the scheduled timeline. The HEIs are hereby instructed to inform the selected applicants (among the reported waitlisted candidates) via phone call/ SMS and publish the list in the Notice Board/HEI Website.

11. As this is the last round of admission process, an "Error Correction" button shall be provided against each selected applicant in the HEI's e-space. The error correction must be authenticated by the Admission-in-Charge during admission process. If any discrepancy found in the CAF, the HEIs can do the necessary error correction by choosing the "Not Allowed" option and can allow him to take admission, if his/her marks are coming above the cut-off marks.
12. After the publication of the 1st round selection, the upper choice Institutions of an applicant along with not selected applicants will be considered for the waiting list round in 1:5 ratio. All these applicants are required to participate by following the Waiting List Admission Process.
13. The waitlisted applicants will report at the selected HEIs with the required documents as per the timeline.
14. The HEIs will verify the documents and publish the merit list at their Notice Board/website and update the admission in their SAMS e-Space.
15. Applicants selected from the waiting list will have to deposit the differential/total admission fees directly at the selected HEIs. HEIs are required to collect the admission fees through online mode **preferably Net Banking/ Bank Challan/NEFT/UPI** etc. Furthermore, HEI are informed to collect the admission fees from the applicants selected in the Waiting List process as shown in SAMS e-Space.
16. In Phase-II admission process, the state-wide merit list published earlier for CPET-2023 will not be taken for consideration.
17. The HEIs will be held responsible for any kind of mistakes, if found in violation of admission process will be viewed seriously. **Show Cause notice will be issued for any deviation in the admission process and proper action will be taken as deemed fit.**
18. The timeline for Phase-II admission process is given below.

Sl#	Activities	Timeline
1	Availability of online Common Application Form (CAF) in the student login for providing fresh options and editing of the entered data (if required) in the website www.samsodisha.gov.in	13-Sept-2023 (04:00 PM)
2	Last date for providing fresh options in CAF and editing of the entered data (if required) through www.samsodisha.gov.in	22-Sept-2023 (up to 11:45 PM)
3	Publication of Provisional 1 st Selection list of Seats along with waitlisted applicants in HEI's e-Space Five (5) times the actual vacancy as on 22 nd -Sept-2023	28-Sept-2023 (04:00 PM)
4	Selection of "Pay Admission Fees" option and Online payment of admission fees by the students through SAMS [Student's Account] portal	28-Sept-2023 (04:00 PM) to 30-Sept-2023 (11:45 PM)
5	Reporting of applicants at allotted institutions for taking admission (for First Round Admission)	03-Oct-2023 (10:00 AM) to 05-Oct-2023 (05:00 PM)
6	Data updation of admitted students in the e-space by the respective Institutions (for First Round Admission)	03-Oct-2023 (10:00 AM) to 05-Oct-2023 (07:00 PM)
7	Reporting of waitlisted applicants for submission of CAF along with relevant documents for participating in the waiting list admission round	06-Oct-2023 (10:00 AM) & 07-Oct-2023 (05:00 PM)
8	Publication of merit list among the reported waitlisted applicants at their Notice Board/HEI Website & communicate to the selected applicants via phone call/ SMS.	10-Oct-2023 (02:00 PM)
9	Reporting of waitlisted applicants to take admission in one of the selected HEIs, where the differential/total admission fees will be deposited directly at the HEIs in online mode (Net Banking/ Bank Challan/NEFT/UPI etc.)	12-Oct-2023 (Up to 05:00 PM)
10	Admission Updation of the selected waitlisted student's data by the HEIs in their e-Space	13-Oct-2023 (up to 09:00 PM)

Therefore, you are requested to complete the above mentioned activities in the stipulated date & time.

Yours faithfully,


11.09.2023
Deputy Director

Memo No. 38692 /HE, Dated: 11/09/2023

Copy submitted to P.S to Hon'ble Minister, Higher Education Department for kind information of Hon'ble Minister.


11.09.2023
Deputy Director


Memo No. 38693 /HE, Dated: 11/09/2023

Copy submitted to the P.S. to Commissioner-Cum- Secretary, Higher Education Department for kind knowledge of Commissioner-Cum- Secretary.


11.09.2023
Deputy Director

Memo No. 38694 /HE, Dated: 11/09/2023

Copy submitted to the Vice- Chairperson, OSHEC, Odisha Text Book Bureau, A-11, Suka Vihar, Bhubaneswar for kind information.


11.09.2023
Deputy Director

Memo No. 38695 /HE, Dated: 11/09/2023

Copy forwarded to the General Manager, OCAC for kind information and requested to take steps for uploading this letter in the SAMS website.


11.09.2023
Deputy Director

Memo No. 38696 /HE, Dated: 11/09/2023

Copy forwarded to All RDEs (Bhubaneswar /Sambalpur/ Berhampur/Balasore/ Jeypore) for kind information and necessary action.


11.09.2023
Deputy Director

Memo No. 38697 /HE, Dated: 11/09/2023

Copy forwarded to IT Section (Social Media Cell), Higher Education Department with a request to upload this Letter in Department Website.


11.09.2023
Deputy Director