

**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

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No.: 46293 /HE, Dated: 12/11/2021  
HE-PTC-SAMS-0005-2020

From

Dr. Rajesh Kumar Sahoo, OES  
Deputy Director  
Performance Tracking Cell

To

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

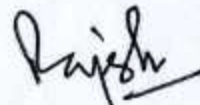
**The Principals (All Government and Non-Government Colleges (with  
P.G. teaching facility) coming under Higher Education Department)**

Sub: Guidelines & dateline for PG SPOT Selection and Admission under project  
SAMS for the Academic Session 2021-22

Madam/ Sir,

In inviting a reference to the subject cited above, I am directed to inform you that the admission for PG SPOT selection and Admission under SMAS will be held as per the guidelines mentioned below:

1. Following categories of candidates are eligible to apply:
  - a) Candidates who were previously selected & taken admission and/ or previously selected & not taken admission in 1st & 2nd selection.
  - b) Candidates who have appeared CPET-2021, but not selected in 1st & 2nd Selection.
  - c) Candidates who have appeared CPET-2021, but not uploaded the graduation mark for some reasons within the stipulated time.
  - d) Candidates who have appeared CPET-2021, but not exercised the choice of preferences within the stipulated timeline.
2. Candidates are advised to go through the University/College wise vacant seat and cut-off mark details at SAMS website before making any selection of options (University/Colleges + PG Admission Subject) for admission.
3. Candidate has to provide fresh option (s) for the Institutions, where s/he wants to take admission in order of preference with limit to 03 options only. S/he can apply for the subject (s), in which s/he had appeared the entrance examination (CPET-2021). Options entered earlier in the CAF will not be considered for SPOT selection process. Subject wise eligibility criteria will remain intact as per the Common Prospectus.



4. Candidate has to submit the photocopy of the CAF along with other certificates, mark sheets from matriculation to Degree and certificates claiming reservation & weightage, if any at the Institution. In case of non-submission of photocopy of the CAF & other relevant documents, s/he will not be considered for SPOT admission.
5. Universities/Colleges are required to maintain a register as per the format given below to receive the applicants CAF physically at their level. Before entering details of the applicant coming for submission of CAF and relevant documents in the register, it is requested to verify whether the applicant's name is in the list provided to the respective University/College in their e-Space and documents thoroughly as well.

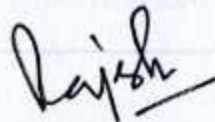
SPOT Admission 2021-22					
University/College Name:					
Subject	Name	Barcode	Signature of the applicant	Date	Receiving Officer

N.B.:

- If one candidate has applied for more than one subject in one university/college, then s/he has to submit that much numbers of CAF's photocopies along with other relevant documents during submission at university/college level.
  - If one candidate has applied for more than one university/college, then s/he has to submit that much numbers of CAF's photocopies along with other relevant documents during submission at university/college level.
6. Selection list will be prepared as per the CAFs received at universities/colleges level. During preparation of selection list, if any error is found in the CAF, then that can be verified and selected as per the actual record. After admission up-dation, the actual data can be updated in SAMS. The concerned university/college will be held responsible for any discrepancy, if found in future.

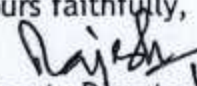
*Rajesh*

7. There is no need to deposit the CAF fees. Any type of differential amount relating to CAF fees will be collected during online deposit of admission fees.
8. Reservation and weightage system will continue (Refer P.G. Common Prospectus-2021).
9. Selection will be done on merit (Career Mark + CPET Mark) only & weightage, if any.
10. Candidate's selection list will be prepared at university/college level. After selection of candidate, university/college will update the student list in website. After updation, candidate can view the payment details at their login and pay the fees to download the intimation letter.
11. There will not be any slide up option for SPOT selection. Once Intimation is generated, candidate can neither be allowed to remain in the previous option nor change to another option and other options will be closed for the candidate.
12. Candidate's admission will be updated at selected University/College level as per the previous selection process.
13. In addition to the merit list as per the existing vacancy, other candidates will also be placed in the waiting list. In case the candidates do not turn up for admission within the stipulated timeline, after a gap of two days, Universities/Colleges can publish the selection list out of the waiting list candidates on category basis and complete their admission process.
14. In absence of the eligible candidates in a category, Universities/Colleges can de-reserve the remaining seat of that category and fill the vacancy from the general candidate's pool.
15. For the candidates, who will take admission in SPOT Selection, Transfer Certificate will be issued automatically online after successful payment of admission fees. The candidates, who have already joined in one college & got selected in SPOT, will pay the differential amount.
16. In spot selection, the state-wide merit list published earlier for CPET-2021 will not be taken for consideration.
17. The timeline for SPOT Admission is given below.



Sl#	Activities	Timeline
a)	Availability of online Common Application Form (CAF) in the student login for providing fresh options for SPOT admission	17 <sup>th</sup> -Nov-2021 (11:00 AM)
b)	Last date for providing fresh options in CAF at Student login	21 <sup>st</sup> -Nov-2021 (up to 11:45 PM)
c)	Submission of CAF and relevant documents at opted Universities/Colleges by the students for document verification	17 <sup>th</sup> -Nov -2021 to 23 <sup>rd</sup> -Nov-2021 (10:00 AM to 5:00 PM) (except Sunday)
d)	Updation of selected students data by the universities/colleges	24 <sup>th</sup> -Nov-2021 (5:00PM)
e)	Enabling link for payment of fees at student login for generation of intimation letter.	25 <sup>th</sup> -Nov-2021 (11:00AM) & 26 <sup>th</sup> -Nov-2021 (5.00PM)
f)	After generating the Intimation letter, candidates need to report at the allotted institutions by taking photocopy of CAF and other relevant documents for verification and admission.	26 <sup>th</sup> -Nov-2021 to 29 <sup>th</sup> -Nov-2021 (except Sunday)
g)	Data updation of admitted students in the SAMS e-space by the respective institutions	30 <sup>th</sup> Nov 2021 (Up to 5.00PM)
h)	In case the candidates don't turn up for admission within the stipulated time period, new candidates from the waiting list can be selected by deselecting earlier candidates or in absence of the eligible candidates, new candidates can be selected from the general candidate pool by de-reserving the same category seat.	3 <sup>rd</sup> -Dec-2021 (2.00PM)
i)	Enabling link for payment of fees at student login for generation of intimation letter.	4 <sup>th</sup> -Dec-2021 to 6 <sup>th</sup> -Dec-2021
j)	After generating the Intimation letter, candidates need to report at the allotted institutions by taking photocopy of CAF and other relevant documents for verification and admission.	6 <sup>th</sup> -Dec-2021 & 7 <sup>th</sup> -Dec-2021
k)	Data updation of admitted students in the SAMS e-space by the respective institutions	8 <sup>th</sup> -Dec-2021 (5.00PM)

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

Yours faithfully,  
  
 Deputy Director 12/11/21

Memo No. 46294 /HE, Dated: 12/11/2021

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

*Rajesh*  
12/11/21  
Deputy Director

Memo No. 46295 /HE, Dated: 12/11/2021

Copy forwarded to the P.S. to the Principal Secretary, Higher Education Department for kind knowledge of Principal Secretary.

*Rajesh*  
12/11/21  
Deputy Director

Memo No. 46296 /HE, Dated: 12/11/2021

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

*Rajesh*  
12/11/21  
Deputy Director

Memo No. 46297 /HE, Dated: 12/11/2021

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

*Rajesh*  
12/11/21  
Deputy Director

Memo No. 46298 /HE, Dated: 12/11/2021

Copy forwarded to the General Manager, OCAC with a request to publish the guideline and timeline in SAMS e-Space.

*Rajesh*  
12/11/21  
Deputy Director

Memo No. 46299 /HE, Dated: 12/11/2021

Copy forwarded to IT Section, Higher Education Department with a request to upload this Letter in Department Website.

*Rajesh*  
12/11/21  
Deputy Director

