

**IMPORTANT INSTRUCTIONS FOR CANDIDATES
WHO WANTS TO PARTICIPATE IN
CSAB SPECIAL VACANT SEATS FILLING ROUNDS (SPECIAL ROUNDS)-2020**

This is to inform all concerned that CSAB-2020 will be conducting two **special vacant seats filling rounds (henceforth called as CSAB special rounds)** for which the **FRESH REGISTRATION IS MANDATORY** as per the schedule given on CSAB-2020 portal i.e. <https://csab.nic.in> (during 17th-19th November, 2020).

All the candidates participating in the CSAB-2020 special rounds are required to go through the CSAB Information Brochure available on CSAB-2020 portal (<https://csab.nic.in>) thoroughly and act accordingly as per the CSAB-2020 special round schedule.

Candidates who have qualified JEE (Main)-2020 and fulfill the eligibility (as per JoSAA Business Rules) are eligible for participating in CSAB Special rounds. This includes:

- I. The candidates who have been allotted a seat in JoSAA rounds and secured the admission in the allotted Institute by paying Partial Admission Fee.
- II. The candidates who have been allotted a seat in JoSAA rounds earlier but they opted for seat withdrawal **OR** their Seat was Cancelled.
- III. The candidates who have not registered on JoSAA portal **OR** Opted the Exit option in JoSAA rounds **OR** Seat was allotted in IITs **OR** No seat was allotted till JoSAA 6th round.

It is **MANDATORY** for all the eligible candidates who want to participate in CSAB-2020 special rounds to perform following steps, otherwise their candidature will not be considered for CSAB-2020 special rounds. **Hence, they are advised to complete the following steps and comply with the same in all respect as per the registration schedule mentioned for CSAB Special rounds (17th -19th November, 2020).**

Step-1 Registration:

All eligible candidates who want to participate in CSAB special round are required to register on CSAB-2020 Portal (<https://csab.nic.in>) during 17th -19th November, 2020.

Step-2 Payment of Participation FEE:

- i. CSAB Special Round participating candidates **MUST** pay **participation fee** (of **Rs. 37000/-** for **GEN, GEN-EWS, OBC-NCL** and **Rs. 17000/-** for **SC, ST, PwD** candidates) **through online mode by clicking the link given on the CSAB portal as per the schedule. This includes Rs 2000/- as non-refundable processing**

charges. The participation fee can be paid using Net Banking / Debit card / Credit card or State Bank of India e-challan.

- ii. The candidates who had already paid the seat acceptance fee during the JoSAA-2020 Rounds but their seat was withdrawn/cancelled after Document verification are required to pay only Rs. 2000/- as non-refundable processing charges. (their seat acceptance fee already paid will be considered as Participation Fee for CSAB special rounds and this amount will be transferred to the finally Admitting Institution).
- iii. The candidates who had already paid the partial admission fee during the JoSAA-2020 admission process (during 9th-13th November, 2020) are required to pay only Rs. 2000/- as non-refundable processing charges (their partial admission fee already paid will be considered as Participation Fee for CSAB special rounds and this amount will be transferred to the finally Admitting Institution).

Such candidates will be participating in special rounds while retaining their seat for which they have already secured admission after JoSAA rounds. But, in case a new seat is allotted in CSAB-2020 special round then previously allotted seat of JoSAA rounds will automatically get cancelled and candidate will not have any claim on the previously secured seat.

These candidates are also required to submit an undertaking on CSAB portal to this effect.

Step-3 DOCUMENT UPLAOD:

After the successful payment of participation/processing fee, the candidate is required to UPLOAD THE DOCUMENTS on CSAB-2020 portal. (This step is not applicable for the candidates whose documents were already verified during JoSAA-2020 rounds 1-6).

Step-4 CHOICE FILLING:

After the completion of document upload, all the candidates are required to fill up their **FRESH CHOICES**. The previously filled Choices during JoSAA-2020 rounds (if any) stands **NULL AND VOID**. The fresh choices are required to be **FILLED CAREFULLY** and saved at least once during the registration schedule **(during 17th -19th November, 2020)**.

After successful Registration, Fee payment, Document upload and Choice filing, candidates are required to wait for 1st round of seat allotment. The result of the same will be declared as per the schedule on CSAB Portal.

CSAB Special Round -I

In case a seat is allotted:

- i. A candidate is required to pay the seat acceptance fee as per the Information Brochure (NOT applicable to the candidates who have already secured admission after JoSAA rounds).
- ii. Candidate has to go through the online document verification process as per the schedule.
- iii. During document verification process there may be query(ies) raised by Verifying Officers and same has to be resolved by the candidate by responding to the query(ies) through their account on CSAB portal within the given scheduled deadline.
- iv. Candidate is required to exercise the willingness options carefully and follow up the process accordingly. (For details please refer CSAB-2020 Information Brochure)

CSAB Special Round -II

Candidates who have chosen to participate CSAB Special Round-II, have to wait for the result of the same and follow up the required action.

- **After CSAB Special Round-II, if a candidate is allotted a fresh seat or retains his/her earlier allotted seat [either from JoSAA or CSAB Special Round-I], the Participation Fee and Seat Acceptance Fee (if paid) will not be refunded, whether the candidate joins the Allotted Institute or not. Fee paid by such candidates will be transferred to the Allotted Institute.**

After completion of CSAB special rounds candidates who have been allotted a seat are required to report at the allotted Institute for admission during **25th -30th November, 2020** as per the instructions available on the Allotted Institute website and complete all the admission modalities and pay the balance Institute Fee (as applicable).

IMPORTANT NOTE: Since this is an online process, candidates **MUST** strictly adhere to the activity timelines as mentioned in CSAB-2020 Special Round schedule. Candidates are advised to visit the CSAB portal regularly for updates. Further, they are also advised to be attentive on their registered mobile number for any messages etc.