

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

No.: 37758 /HE, Dated: 2/09/2023
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 Degree Colleges coming under Higher Education Department)

Sub: Guidelines & timeline for admission into Phase-II U.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 U.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 not applied during the Phase-I admission process due to various reasons.
 - b) Applicants, who were previously applied in Phase-I admission process, but not selected due to various reasons.
 - c) Applicants, who were previously selected & not taken admission in Phase-I admission process.
2. Applicants who are already admitted in Phase-I admission process, will not be considered to participate in the Phase-II admission process.
3. Applicants who have paid their CAF Fees in the Phase-I admission need not have to pay the CAF Fees again for the Phase-II admission process. These applicants will have to login in the SAMS Portal with their registered existing user name and password used during the Phase-I admission process and fill up a fresh Common Application Form (CAF) with the relevant information and get the CAF Fees exemption.
4. The applicants participating in the Phase-II admission process have to pay the admission fees freshly. If s/he had paid the admission fees earlier in Phase-I admission process and did not take admission for any reason, that will be refunded within the due course.
5. Applicants who have not applied in the Phase-I admission will have to create their individual username and password in SAMS portal and fill up the CAF with the relevant information. ***These fresh applicants will have to pay the CAF Fees.***

6. There will be no SAMS Resource Center (SRC) validation for this Phase-II admission process prior to admission. The applicants are advised not to visit any SRCs for validation of their CAF until admission.
7. The selection of the applicants will be done purely on the merit basis. However, applicants with Physically Disability (PWD) will be given first priority irrespective of the marks in all categories as per the reservation percentage. There will be no reservation and weightage for this Phase-II admission process.
8. 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 after being selected in an Institution. Further, s/he will be able to download the Intimation letter by paying the requisite fees and report at the Institution to complete the admission process.
9. In addition to the merit list, a waiting list (10 times to the vacancy as on 15.09.2023) shall be provided in the HEI's e-Space as well as in the SAMS Degree 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 applicants) via phone Call/ SMS.
10. All the applicants selected in the Phase-II, 1st round Selection, will not be eligible for the Waiting list admission round. They are mandatorily required to take admission in the selected HEIs.
11. There will be no error correction facility in the Phase-II admission process. Hence, applicants are advised to be more cautious during filling of the CAF.
12. The waitlisted applicants will report at the selected HEIs with the required documents as per the timeline. After the timeline, such applicants will not be considered for selection of merit list.
13. The HEIs will verify the documents and publish the merit list in College/University Notice Board and update in their SAMS e-Space.
14. Applicants are required to login to their SAMS account to check their selection status. As per the selection status, the waitlisted applicants are advised to report at the selected HEIs for admission.
15. The applicants who will be selected from the waiting list, have to deposit the differential/total admission fees directly at the HEIs in online mode. (Net Banking/ Bank Challan/NEFT/UPI etc.)
16. 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.
17. The timeline for Phase-II admission is given below:

Sl#	Activities	Timeline
1	Availability of online Common Application Form (CAF) on the website www.samsodisha.gov.in	04-Sept-2023 (12:00 Noon)
2	Last date for applying online CAF through www.samsodisha.gov.in	13-Sept-2023 (11:45 PM)
3	Editing of the earlier submitted CAF (for once only), if required.	14-Sept-2023 (11:00 AM) & 15-Sept-2023 (11:45 PM)
4	Publication of Provisional Allotment of Seats along with waitlisted applicants in HEI's e-Space (Ten (10) times the actual vacancy as on 15-09-2023)	22-Sept-2023 (12:00 Noon)
5	Online payment of admission fees by the selected applicants through SAMS [Student's Account] portal	22-Sept-2023 (1:00 PM) to 25-Sept-2023 (11:45 PM)
6	Reporting of the applicants at allotted Institutions for taking admission (for First Round Selection)	23-Sept-2023 (09:00 AM) to 26-Sept-2023 (05:00 PM) (Except Holiday)
7	Data updation of admitted students in the e-space by the respective Institutions (for First Round Admission)	23-Sept-2023 (09:00 AM) to 26-Sept-2023 (07:00 PM) (Except Holiday)
8	Reporting of waitlisted applicants for submission of CAF along with relevant documents for participating in the waiting list admission round	27-Sept-2023 (09:00 AM) & 28-Sept-2023 (05:00 PM)
9	Preparation of merit list among the reported waitlisted applicants & update in HEI's e-space	03-Oct-2023 (02:00 PM)
10	Display of selected HEIs in the SAMS [Student's Account] portal	03-Oct-2023 (04:00 PM)
11	Last date to Choose any one of the selected HEI in Student's login	05-Oct-2023 (06:00 PM)
12	Reporting of the waitlisted applicants to take admission in one of the selected HEIs, where the admission fees will be deposited directly at the HEIs in online mode only (Net Banking/ Bank Challan/NEFT/UPI etc.)	06-Oct-2023 (up to 05:00 PM)
13	Updation of selected waitlisted student's data by the HEIs in their e-Space	07-Oct-2023 (up to 09:00 PM)

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

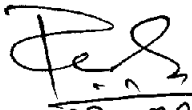
Yours faithfully,



02.09.2023
Deputy Director

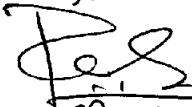
Memo No. 37759 /HE, Dated: 2 /09/2023

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


02.09.2023
Deputy Director

Memo No. 37760 /HE, Dated: 2 /09/2023

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


02.09.2023
Deputy Director

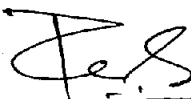
Memo No. 37761 /HE, Dated: 2 /09/2023

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


02.09.2023
Deputy Director


Memo No. 37762 /HE, Dated: 2 /09/2023

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


02.09.2023
Deputy Director

Memo No. 37763 /HE, Dated: 2 /09/2023

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


02.09.2023
Deputy Director