

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

No.: 42051 /HE, Dated: 07 /10/2022
HE-PTC-SAMS-0005-2020

From

Sri Rajata Kumar Mansingh, OES-I
Deputy Director, PTC

To

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

The Principals (All Government/ Non-Government Degree Colleges coming
under Higher Education Department)

**Sub: Guidelines & dateline for Phase-II admission of Degree Colleges (+3 1st Yr.)
for the Academic Session 2022-23**

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to inform you that the Phase-II admission in Degree Colleges (+3 1st Year) under SAMS will be held as per the guidelines mentioned below:

1. Following categories of applicants are eligible to apply:

- a) Applicants who were previously admitted & taken admission, previously selected & not taken admission and not selected at all in Phase-I admission.
- b) Applicants who have not applied during Phase-I admission due to various reasons.

2. Common Application Form (CAF) Fees

- a) Applicants, as per point 1.(a) need not have to pay any CAF Fees as they have already paid during Phase-I admission. These applicants will have to login in the SAMS Portal with their existing username and password and fill up a fresh Common Application Form (CAF) with the relevant information.
- b) Applicants, as per point 1.(b) will have to create their individual username and password in SAMS portal and fill up the CAF with the relevant information. During filling up of CAF, it is advised to check thoroughly the marks secured/reservation criteria/weightage in higher secondary information has been correctly entered or not. Any wrong information will prohibit her/him to get a seat in this phase of admission.
N.B:- These fresh applicants will have to pay the CAF Fees.

- c) All the applicants can fill minimum 5 (Five) options and maximum of 20 (Twenty) options (choices) in this phase of admission.

3. Method of Selection:

- a) If desired numbers of applicants are available for both category-wise and subject-wise after due date of filling of CAF, then selection will be made as per merit (Marks Secured in +2 Examination and Weightage Mark taking together) following reservation policy.
 - b) If requisite number of applicants in different reservation categories are not available with respect to category-wise and subject-wise vacancies, then the selection of the applicants will be done purely on merit (Marks Secured in +2 Examination and Weightage Mark taking together) after de-reservation of seats.
 - c) However, applicants with Physically Disability (PwD) will be given first priority irrespective of the marks in all categories.
 - d) If an applicant has taken admission in any HEIs in Phase-I, and got selected in Phase-II, then **s/he has to submit the downloaded Intimation letter along with system generated CLC and other relevant documents at the selected HEI for verification and admission.**
 - e) It is advised to all the HEIs not to collect the admission fees at the time of issuing CLC to the applicants.
 - f) Data-updation along with generation of Roll Number of admitted students must be done in college e-space every day in order to know the status of admitted students on daily basis. The work must be completed as per timeline fixed by the Government. It is to mention that if the Destination College will not update the data in time, the slide up option will not be enabled for the admitted student.
4. If the selected applicant does not take admission in the selected HEIs in Phase-II admission process, then her/his name shall be removed from the system for future admission or slide-up during the entire admission process. Therefore, it is mandatory for the selected applicants to take admission to their selected HEI in order to remain in the admission process.

N.B: - If an applicant has opted for the Slide-up option and got a seat in the 2nd selection of this phase of admission, then s/he is bound to take admission to the college chosen for slide-up, otherwise, s/he will be out of the entire admission process. Hence, applicants are requested to think twice before opting for the slide-up option.

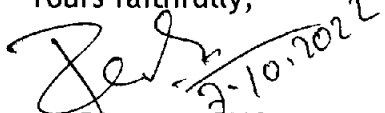
5. After completion of first selection of admission (Phase-II), procedure for second selection shall be followed as per the procedure followed in first selection (Phase-II).
6. It is mandatory for the applicants to take admission in their selected HEIs after downloading of Intimation Letter.

N.B.- If an applicant doesn't want to take admission in the selected HEI in Phase-II admission, it is hereby advised not to download the Intimation Letter as by downloading the Intimation Letter, the online CLC will be auto generated and the applicant name will be no longer available in the previous admitted HEI.

Therefore, you are requested to follow the above-mentioned guidelines during Phase-II admission process. The timeline for Phase-II admission is given below:

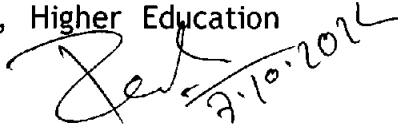
Sl#	Activities	Timeline
1	Availability of online Common Application Form (CAF) in the website www.samsodisha.gov.in	13 th -Oct-2022 (11:00 AM)
2	Last date of applying online CAF	19 th -Oct-2022 (11:45 PM)
3	Publication of First Merit List in SAMS Portal	27 th -Oct-2022 (02:00 PM)
4	Reporting of Applicants at allotted institutions for taking admission	28 th -Oct-2022, 29 th -Oct-2022 & 31 th -Oct-2022 (5:00 PM)
5	Error Correction and Data updation of applicants selected in Phase-II Selection	28 th -Oct-2022, 29 th -Oct-2022 & 31 th -Oct-2022 (7:00 PM)
6	Filling up of Slide-up Option Form online by admitted students	28 th -Oct-2022 to 1 st -Nov-2022 (11:45 PM)
7	Publication of Second Merit List in SAMS Portal	7 th -Nov-2022 (02:00 PM)
8	Reporting of Applicants at allotted institutions for taking admission	9 th -Nov-2022 to 11 th -Nov-2022 (5:00 PM)
9	Data updation of applicants selected in Phase-II Selection	9 th -Nov-2022 to 12 th -Nov-2022 (5:00 PM)
10	Collection of Admission Fees at the respective HEIs (After completion of all phases of e-Admission Process for the session 2022-23)	Dates will be notified by the Higher Education Department later

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

Yours faithfully,

 Deputy Director, PTC

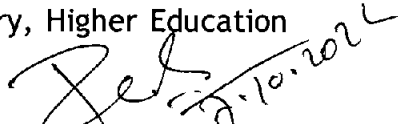
Memo No. 42052 /HE, Dated: 07 /10/2022

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


 Deputy Director, PTC

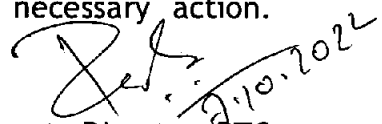
Memo No. 42053 /HE, Dated: 07 /10/2022

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


 Deputy Director, PTC


Memo No. 42054 /HE, Dated: 07 /10/2022

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


 Deputy Director, PTC


Memo No. 42055 /HE, Dated: 07 /10/2022

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Deputy Director, PTC

Memo No. 42056 /HE, Dated: 07 /10/2022

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


Deputy Director, PTC