



# Centralized Counseling for M.Tech./M.Arch./M.Plan. Admissions (CCMT 2020)

Organized by MNIT Jaipur



## List of Frequently Asked Questions

### (A) FAQs on Admission, Registration, and Eligibility Criteria

#### 1. Can I change my password?

Yes. You can change your password any number of times on the CCMT portal.

#### 2. How many choices of programmes can I apply to?

You are free to opt for as many choices as you wish to choose from the list of eligible PIs and programs. The online system of choice filling has been designed to display ONLY those choices to candidates for which they are eligible, as per the eligibility degree, discipline, GATE paper and GATE score.

#### 3. If I have not qualified in GATE or I do not have a valid GATE score or I did not appear in GATE; Can I apply?

No. This Centralized Counselling for M.Tech./M.Arch./M.Plan. Admissions are exclusively for GATE qualified candidates, possessing valid GATE score of the year 2018 or 2019 or 2020.

#### 4. What if I have not received my GATE score card? Or I have lost my GATE scorecard?

Please contact GATE office to obtain a score card as it will be compulsorily required to be uploaded for document verification after allotment of a seat.

#### 5. I have more than one valid GATE scores in year 2018, 2019, and 2020. Which GATE score should I fill in the application?

It's as per your choice. Seat allotment is done on the basis of a merit list, where GATE score is one of the main components. Any tie in GATE score is resolved using the rules specified in Section 3 of CCMT-2020 Information Brochure.

**6. Whether Part-Time and/or Sponsored candidates are eligible for CCMT?**

No. CCMT-2020 is not considering any part-time or sponsored candidates.

**7. My qualifying degree is not appearing in list while filling application, what do I do?**

All qualifying degrees, as reported by the PIs, have been included in the list. If your qualifying degree is not in the list, you may choose “None of the Above”.

**8. My qualifying degree is B.Tech. in Electronics and Instrumentation Engineering. Can I select B.Tech. in Electronics and Instrumentation or **B.Tech. in Applied Electronics and Instrumentation Engineering.****

No, you must NOT select any other degree even if they look similar. If you fail to produce the qualifying degree as mentioned by you in CCMT website, your seat may be cancelled. It may be noted that the qualifying degrees are mapped to individual Master’s Program of each PI.

**9. Can I write the percentage in place of CGPA or vice versa?**

No. The CGPA or percentage (%) of marks awarded by respective university or institute must be filled in. Conversion from CGPA to Percentage or vice versa is not allowed.

**10. What is minimum eligibility criteria in terms of CGPA or % of marks?**

The category-wise minimum eligibility conditions are shown in the following table—

SI	Candidate’s Category	Criteria*
1	General (GEN)/ Economically Weaker Sections (GEN-EWS)/ Other Backward Class (OBC-NCL)	6.5 CGPA on a scale of 10 or 60%
2	Scheduled Class (SC)/ Scheduled Tribe (ST)/ Persons with Disability (PwD)	6.0 CGPA on a scale of 10 or 55%

\*The CGPA or percentage (%) of marks should be awarded by respective university or institute. Also see special eligibility criteria of some institutes. No conversion formulation will be accepted.

**11. If I apply now and I do not secure minimum marks/CGPA, will the registration fee be returned?**

No. Registration fee is non-refundable.

**12. Whether choice filling is necessary?**

Yes, it is necessary. If no choice is filled in, no seat will be allotted.

**13. When I proceed to choice filling I am getting a list of only a few programmes, what should I do?**

List of available programmes for a candidate depends on her/his eligibility under qualifying degree discipline. It is the responsibility of the candidate to first check her/his eligibility and then proceed with filling in application form. While selecting the qualifying degree discipline from the pull down menu, please go through all the available options before selecting the exact one.

**14. What is locking?**

Locking is the process of final submission of choices. Once the choices are locked, it cannot be modified.

**15. What is Auto-Locking**

While filling-in the choices, you must save the choices. The last saved choices will get automatically locked on the last day of registration as per schedule.

**16. If a candidate does not lock her/his choices, will they be processed for seat allotment?**

The last saved choices will be locked automatically at the end of the last date of choice filling and the same will be processed for seat allotment. However, it is in the interest of the candidates to lock their choices.

**17. What preparation is needed to fill the choices?**

It is very important to study about the courses available in all the participating institutes. One may visit their official websites, or talk to the concerned persons who know about the courses. Check whether the fee is affordable. Some institutes and branches have restrictions on age, minimum marks in qualifying examination, Mathematics as a major subject in 12th class, etc. Please ensure that you fulfil all those criteria.

**18. Can the candidate modify the choices after locking?**

NO. After locking of choices, candidate cannot modify her/his choices.

**19. What is the best strategy of choice filling?**

Each choice of institute or branch must be such that you know completely what you are asking for. Include only those choices in your list where you are really prepared to go if you get an allotment. One must refrain from gambling or take-a-chance approach. It should not happen that after getting an allotment you say Oh! I did not want it. If that is so, it should not have been in the list of choices.

**20. How many rounds of seat allotment will be there?**

There will be 3 regular rounds of counseling, after which, two Special Rounds (SR) will be conducted for the vacant seats.

**21. How the seats will be allotted?**

Please refer to Section 3 of Information Brochure.

**22. Where can I find the academic programs and category-wise intake capacity.**

The same is available at <https://ccmt.nic.in>

**23. Is CCMT responsible for seat matrix data?**

No. CCMT 2020 is NOT responsible for the seat matrix data. CCMT 2020 merely allocates seats as per the seat matrix data provided by the Participating Institutes.

**(B) FAQs on Payments**

**24. How much is the registration fee?**

A candidate is required to deposit a sum of ₹ 2,500/- (for GEN/OBC/GEN-EWS) and ₹ 2,000/- (for SC/ST/PwD) towards registration. This fee is non-refundable.

**25. How can I pay the registration fee? Shall I pay by cash or cheque?**

There are only two modes of payment: (i) ONLINE payment through SBI MOPS (Net Banking/ Debit Card/ UPI), (ii) e-challan (SBI Only). Registration fee is one-time payment, and is non-refundable. CCMT 2020 accepts the fees only through the two aforesaid modes of payment during the specified period as per schedule given on website

**26. I cannot find the registration fee payment option.**

The registration fee payment option becomes available only after you successfully verify your mobile number and email id.

**27. What is Seat Acceptance Fee (SAF)? Will it be adjusted with the allotted institute fee?**

If any seat is allotted, candidate will be required to deposit ₹ 30,000/- (for GEN/OBC/GEN-EWS) and ₹ 10,000/- (for SC/ST/PwD) towards Seat Acceptance Fee (SAF) and then upload the required documents, and submit willingness as per the procedure of information brochure.

The SAF will later be adjusted in total fee of respective allotted institute

**28. Am I required to pay seat acceptance fee again if my seat is upgraded based on my willingness of Float/Slide in next round?**

No. There is no need to pay seat acceptance fee again.

**29. Will the Seat Acceptance Fee be refunded if I withdraw myself from CCMT 2020?**

Please see the refund rules (Section 9 of Information Brochure). The refund will be initiated only after the entire admission process is completed.

**(C) FAQs on Category and Caste**

**30. I have a category certificate. How can I check whether the same is valid or not?**

Please refer the following link of NCBC list for OBC castes:

[http://www.ncbc.nic.in/User\\_Panel/CentralListStateView.aspx](http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx)

OBC certificates issued on or after 01 April 2020 are only valid.

Please refer the following link for SC caste list:

<http://socialjustice.nic.in/UserView/index?mid=76750>

Please refer the following link for ST caste list:

<https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf>

**31. Can the category be changed from GEN to SC/ST/OBC/GEN-EWS after registration?**

No, it cannot be changed. Change of category within SC, ST, OBC, GEN-EWS are also NOT allowed.

**32. I have my category certificate case pending. Can I apply and produce the certificate as and when I get it, till that point can I submit my brother/sister/mother/father's certificate to convince you that I belong to particular category?**

NO. The candidate has the responsibility to fill correct details, and upload the relevant certificates online after first-time allotment of the seat.

**33. I don't have the OBC-NCL/EWS certificate issued on or after April 01, 2020, which is required by CCMT. What should I do?**

Due to Covid-19 pandemic, the OBC certificate issued on or after April 1, 2019 will be accepted during online document verification, however, admission offered, if any, will be provisional, and subject to submission of OBC-NCL/EWS certificate issued on or after April 1, 2020 at the time of physical reporting in the finally allotted institute.

**34. EWS/OBC-NCL Certificate is issued before April 2019 and currently country is facing lockdown. What should I do now?**

You will be required to upload the certificate once a seat is allotted. You can get the certificate before this.

**35. I have given GATE exam in General category and qualified the same. I actually belong to SC or ST or OBC or GEN-EWS category. So, will it be possible now to avail the facilities of my category during application filling/counseling?**

Yes, you can do so. But, you MUST fill in the category very carefully, as you are liable to produce correct certificate at the time of uploading document online, failing which your present-allotted seat may get automatically cancelled, and you will be considered under GEN category for further rounds.

**36. Is there any standard OBC-NCL and GEN-EWS certificate format?**

The formats are available at (<https://ccmt.nic.in>).

#### **(D) FAQs on Online Reporting**

**37. If I am allotted a seat, what should I do now?**

Refer section 5.2 of Information Brochure.

**38. What documents are needed during online reporting ?**

Candidates are required to upload the colored scanned copy of the original Documents listed in “Annexure III of Information Brochure”.

**39. I am not interested in the seat offered. Can I participate in seat allotment in further rounds without accepting the seat now?**

First of all, do not fill-in choices for such courses that you are not interested. If you do not accept a seat that you have been allotted, you will be out of the seat allotment process. If you do not respond the query of document verifying officer, your allotment shall stand cancelled. The resulting vacant seat will be allotted to another eligible candidate in the subsequent round(s). You would be considered as “not-reported” and would not be eligible for subsequent rounds. However, you can participate in Special Rounds, which will be conducted after Regular Rounds. Detailed information about Special Rounds can be found in Information Brochure (Section 7).

**40. I have been offered a seat in the 1st round of allotment. I will not be able to accept the seat at this moment. Can I accept the same seat later?**

No, if you do not accept the seat in the respective seat acceptance period of the round by online reporting, you will not only lose your seat but also be debarred from participating in subsequent rounds of CCMT. However, you can participate in Special Rounds, which will be conducted after Regular Rounds.

**41. I was allotted a seat in Round 1 but I did not respond the query of document verifying officer. Can I participate in the seat allocation again?**

No, You cannot. If you do not respond to the query of document verifying officer, your allotment shall stand cancelled. The resulting vacancy will be allotted to another eligible candidate in the subsequent round(s). You would be considered as “not-reported” and would not be eligible for subsequent rounds. However, you can participate in Special Rounds. Detailed information about Special Rounds can be found in section 7 of Information Brochure.

**42. I have photocopy of all documents. Can I Upload this for verification?**

No. Candidates are required to upload all documents (colored scanned copy of original documents) as specified in Annexure III of Information Brochure.

**43. What is willingness? What are “Float”, “Slide”, and “Freeze”?**

Willingness attribute during reporting allows the flexibility to a candidate to either retain the allotted seat OR to opt for a change in seat as per candidate's choice list preference in any of the institutes OR in the same institute in which the seat is allocated

For example, consider a candidate who has been offered  $n^{\text{th}}$  choice in an institute  $\alpha$ .

**Float:** If the candidate opts for "Float" as her/his willingness, her/his candidature for seat allotment in the next round will be considered for choices from 1 to  $n - 1$  (as per her/his choice list). If s/he does not get a new seat (*i.e.* from choices 1 to  $n-1$ ) in the next round, s/he will continue to retain the previously allotted seat (*i.e.* the  $n^{\text{th}}$  choice).

**Slide:** If the candidate opts for "Slide" as her/his willingness, her/his candidature for seat allotment in the next round will be considered within the same institute  $\alpha$  for choices from 1 to  $n-1$  (as per her/his choice list). If s/he does not get a new seat in the next round, s/he will continue to retain the previously allotted seat (*i.e.* the  $n^{\text{th}}$  choice).

**Freeze:** Candidate is content with the allocated seat, accepts it, and is not interested to move higher up as per her/his choice list in further rounds of seat allocation.

#### **44. What is willingness change? How can I change my willingness?**

Change in willingness from "Float to Slide", "Float to Freeze", "Float to Surrender and Participate in Next Round", "Slide to Freeze" are possible. One can change her/his willingness online by logging into her/his CCMT2020 account during the period given in the schedule on website.

#### **45. What is the next step after the payment of Seat Acceptance Fee and freezing the seat?**

Candidate have to deposit the balance institute fee during the period of "Online Admission" after Round-3 of Regular Rounds as per schedule mentioned on the CCMT website failing which her/his seat will be cancelled.

After taking online admission in the allotted institute by depositing the balance fee in the stipulated time, the candidates are required to report physically at the Finally Allotted Institute in the "Physical Reporting" period after Special Round-2 as per schedule mentioned on the website, failing which her/his seat will be cancelled and the fee deposited will be forfeited.

#### **46. I have Chosen my willingness during Round 1 as "Float". Can I change it to "Slide" or "Freeze"**



Yes, you can change it online by logging into your CCMT2020 account during the period given in the schedule on website

**47. I have Chosen my willingness during Round 1 as “Slide”. Can I change it to “Float” or “Freeze”**

You can change it to “Freeze” but not to “Float”.

**(E) FAQs on Miscellaneous Topics**

**48. I am in job, how can I apply to PI of my choice, how many seats (and where) are reserved for candidates in job/having work-experience, all over India?**

CCMT-2020 counseling is for candidates possessing valid GATE score of the year 2018 or 2019 or 2020. You MUST look for separate advertisement from a particular PI and follow the instructions thereon. CCMT-2020 does not entertain non-GATE candidates, whether having experience OR not.

**49. To whom I can contact for query?**

Contact Numbers of CCMT Head Quarter (MNIT Jaipur): +91 0141-2715082 (10 AM to 5.30 PM) Monday to Saturday. Email id is ccmt2020help@mnit.ac.in.

**50. Is it necessary to submit Course completion certificate if I am having a provisional certificate and consolidated mark sheet?**

No. It is required when your qualifying degree result is awaited.

**51. I have been qualified in GATE 2020 and want to opt for the CCMT 2020 counselling. I am a final year B.Tech student and the final semester exams are yet to take place. In this situation do I need to submit the course completion certificate from the college authority?**

Yes.

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