



OFFICE OF THE COORDINATOR RPET-2008

RAJASTHAN TECHNICAL UNIVERSITY KOTA

Phone No. 0744-2473900, Fax 0744-2473901

RPET-2008

B.Arch Course

DIRECT ADMISSION GUIDELINES

1. ELIGIBILITY:-

The concerned college may grant admission to the eligible candidates fulfilling the conditions as given in the RPET-2008 brochure as per following order of eligibility criteria:-

- A. NATA-2008 appeared Candidates who have been allotted in 1st or 2nd counseling but did not report
- B. NATA-2008 appeared Candidates who have registered in REPT-2008 NATA counseling but were not allotted any seat in 1st and 2nd counseling
- C. Other candidates (except A & B) appeared in NATA-2008
- D. Candidates appeared in NATA-2008

Admission to category 1(B) candidate be given after all the candidates of category 1(A) are exhausted; similarly, admission to category 1(C) candidates be given after all the candidates of categories 1(A) and 1(B) are exhausted, and so on. Merit list must be prepared accordingly for all the above categories of 1(A) to 1(D) separately (a copy to be sent to RTU).

2. VACANCY:-

- a) Every college shall follow strictly the seat matrix available on RTU websites and accordingly decide the vacant seats depending on admitted candidates and drop out candidates.

Only on those seats direct admission will take place which are declared as vacant by the college. Thus, vacant seats consist of four parts:-

- i) Vacant seats after 2nd counseling allotment
- ii) Vacant seats due to non-reporting during 2nd counseling process.
- iii) Drop out/left out seats created due to candidates canceling the admission in the college after reporting. The preparation of list of drop out seats is the sole responsibility of the concerned college. Any legal disputes regarding the drop out seats are the sole responsibility of the concerned college.



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- b) **The college shall first allow internal sliding (see para 5g) against the vacant seats and then after sliding, vacant seats afresh shall be declared and advertised and filled through direct admission as per eligibility order as given in para 1 and eligibility conditions described in the information brochure of RPET-2008.**
- c) Any legal dispute in relation to admission to a particular candidate against a particular vacancy or total number of vacancies shall be the **responsibility of the college** only and RPET-2008 coordinator or RPET-2008 coordination committee is not responsible in any manner whatsoever for the admission of a candidate through direct admission.

3. FEE DEPOSITION/FEE REFUND:-

- a) During the process of direct admission fee will be deposited by the candidate in the concerned institute. RPET office/RTU shall not take any responsibility in this regard.
- b) Candidate who has reported in a college and applied for cancellation of admission and seeking refund of fee, the refund will be done to the candidate by the respective college as fee has already been transferred to the respective college. College shall handle all such refund cases and refund to the candidates shall be as per AICTE guidelines printed in the RPET-2008 brochure and also available on AICTE website.
- c) However, in case of (i) candidates, who have not been allotted any seat through RPET-2008 NATA counseling and (ii) candidates who have been allotted but not reported in the counseling shall apply to the RPET for such refund along with relevant documents such as copy of bank challan(s), self addressed envelope bearing Rs.25/- Dak tickets. Refund format is available on RTU websites.
- d) During direct admission, the candidate shall pay the fee to the college directly prescribed by the State Govt. according to the fee structure available on the RTU websites. No additional fee shall be charged by the college.



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4. IMPORTANT DATES:-

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| a) Declaration of vacant seats together with drop out seats by the colleges. | 24.11.2008 |
| b) Internal sliding to be completed | 25.11.2008 |
| c) Declaration of vacant seats (after internal sliding) in News paper and Website | 26.11.2008 |
| a) Completion of admission process. | 29.11.2008 |
| b) College shall submit the final list of candidates to RPET Coordinator | 02.12.2008 |

5. PROCEDURE:-

The college shall constitute an **admission committee** comprising of Principal/Director as its chairman and heads of all the departments as its members. The committee shall follow the following procedure.

- The college shall first allow internal sliding for the vacant seats and then after sliding, vacant seats shall be declared and advertised and filled through direct admission as per eligibility order and eligibility conditions described in the information brochure of RPET-2008.
- College should advertise in all the editions of at least one State level daily (Newspaper) for direct admission indicating vacant seats branch wise and the same shall be displayed on the website of college till 15.12.2008.
- Against the vacant seats candidates shall submit the application in the prescribed format (format of application is available on the web site as **appendix 1**) to the college directly.
- Admission must be given strictly on the basis of the merit list prepared as per above guidelines and all activities must be properly documented and prepare a report of activities.
- Total transparency must be exercised in the entire process of direct admission and eligibility of all students should be ascertained as per RPET-2008 information brochure.
- College is required to follow guidelines strictly to avoid denial of enrolment by affiliating University.



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g. Internal Sliding in the college:

The College shall first declare the vacant seats. Against these branch wise vacant seats in the college, college shall invite applications from the NATA-2008 appeared candidates admitted in the college through 1st and 2nd counseling of RPET-2008 NATA and are now seeking change of branch within the admitted college. As per merit rank (declared by the RPET-2008 office) vacant seats branch wise shall be filled and then the list of vacant seats branch wise after sliding shall be prepared afresh.

- h. The list of vacant seats shall be declared by 24.11.2008 and a copy be sent to coordinator, RPET-2008 through mail and through registered post with signature of Principal/Director. Result of changes made due to internal sliding shall be sent by 25.11.2008 (list must be sent in the prescribed format **appendix 2** available on RTU websites).
- i. Vacancy position after internal sliding shall be declared by 26.11.2008. By 29.11.2008 admission against vacant seats shall be completed
- j. College shall submit the report along with the list of candidates admitted and fee charged from them for approval of Coordinator in the Excel format available on the RTU websites as **appendix 3**.
- k. Final list of all the admitted candidates in the college through 1st counseling, 2nd counseling of RPET-2008 NATA, AIEEE-2008, Direct admission and Management quota shall be submitted to RTU in prescribed excel format available (as **appendix 4**) on websites by 02.12.2008.
- l. All admissions given at the college shall be supported by the original documents and verified thoroughly by the college admission committee. If due to any reason any admission is not as per the rules of concerned University and hence couldn't be enrolled by the University later on, the entire responsibility lies on the admission committee of the concerned college only and Coordinator RPET-2008 or Coordination committee shall not be held responsible for any legal disputes whatsoever. RTU shall not own any legal responsibility for such direct admissions/admission through management quota done by the college.**



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- m. College shall not collect additional fee other than prescribed by the fee committee as per AICTE norms (fee details are available on the RTU websites).
 - n. Before taking admission, candidates and their parents shall verify the authenticity of the institutions regarding AICTE approval; for the session 2008-09, affiliation of the college, faculty position, & other facilities and satisfy themselves failing which the candidates themselves shall be held responsible.
 - o. Direct Admission formalities must be completed by 29th November, 2008 positively and list with details should reach to Coordinator RPET-2008 by 02.12.2008 duly signed by all the members of the admission committee.

Coordinator

RPET-2008