OFFICE OF THE NODAL PRINCIPAL
KASHMIR DIVISION COLLEGES

Prof. (Dr.) Seema Naz
NODAL PRINCIPAL
KASHMIR DIVISION COLLEGES

No : NKD/ 48

Dated : 17 /08/2024

Guidelines for on-line Allotment of College

(GO THROUGH GUIDELINES THOROUGHLY GIVEN UNDER FOR ON-LINE ALLOTMENT OF COLLEGES.)

1. After the issuance of the Final Merit List, the allotment of colleges will be system-generated based on the points obtained and the preference given by the candidate(s) as notified earlier.
2. The candidate needs to log in to their respective accounts and go to **SELECTION HISTORY,** where **ACCEPT OFFER option** will be visible for the candidate.
3. **ACCEPT OFFER** will lock the preference of the applicant enabling the a him/her to join the allotted college.
4. The candidate who will get an allotment of Preference No. 1 shall have to accept the offer to join the college.
5. The candidate who will get a college of lower preference, in the first round of allotment can either **Accept** the offer or avail **HOLD AND UPGRADE option.**
   If candidate avails, Accept option the allotted preference will be locked and the candidate will have to join the allotted college.

   If the candidate avails Hold and upgrade option this option may enable the candidate to a higher preference in the next round, subject to the availability of vacancy that may be created at the end of the first round. If no vacancies are generated then the candidate has to accept the earlier allotted preference.
6. **HOLD AND UPGRADE** option shall be available to the candidate only once.
7. Both **ACCEPT OFFER and HOLD AND UPGRADE** options shall be available on the respective dashboards of the shortlisted candidates for 3 days only.
8. Total time of joining the college shall be 5 days which includes time period for availing   accept offer or hold and upgrade option.
9. In case, the candidate fails to accept and join the allotted college within the stipulated time frame of 5 days, the offer for engagement as Lecturer / Teaching assistant on a need basis shall be canceled automatically by the system. No claims whatsoever in this regard shall be entertained by this office.

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Nodal Principal
Kashmir Division Colleges