

Admission Process

CET | Management Quota | Merit-Based

Eligibility Verification

- Verify 10th and 12th/PUC qualification with minimum required percentage
- Check CET rank/score for KCET route (if applicable)
- Confirm Management Quota eligibility: 10+2 with required aggregate
- Merit-Based: High academic scores in 12th standard
- Age limit and domicile requirements as per course norms

Subject-specific requirements (PCM/PCB as applicable)



Registration & Application

- CET Route: Register on official KEA Portal (kea.kar.nic.in) during the announced application window
- Management Quota: Apply directly to the institution with application form and academic documents
- Merit-Based: Submit application with 12th marks cards and academic records to college
- Upload required documents (scanned copies)
- Pay application/registration fee as applicable

Receive application number/acknowledgement



CET (KCET) Counselling Process

Step 1: KCET Registration

- Complete online registration on KEA Portal with valid credentials
- Fill personal, academic, and category details accurately

Step 2: Document Verification

- Book slot for document verification as per KEA schedule
- Carry all original documents + photocopies
- Pay counselling fee (if applicable)
- Receive verification acknowledgement

Step 3: Option Entry (Choice Filling)

- Login to KEA Portal during option entry window
- Select preferred colleges and branches in priority order
- Lock choices before deadline
- Participate in Mock Allotment (if available)

Step 4: Seat Allotment Rounds

- Round 1 Allotment: Check allotment result on KEA Portal
- Accept seat and pay fee OR opt for upgradation in Round 2
- Round 2 Allotment: Similar process for remaining seats
- Mop-up Round: Final round for vacant seats

Step 5: Reporting to College

- Download allotment order from KEA Portal
- Report to allotted college within specified timeline
- Complete admission formalities



Official KCET Portal: kea.kar.nic.in | **KEA Helpline:** 080-22440000



Document Submission

Required Documents (Original + Photocopies):

- **10th Standard Marks Card - For DOB and qualification proof**
- **12th/PUC Marks Card - For eligibility and subject verification**
- **Transfer Certificate (TC) - From last attended institution**
- **Migration Certificate - If from different board/university**
- **Conduct Certificate - Character certificate from previous institution**
- **Caste Certificate - For reservation category candidates (if applicable)**
- **Income Certificate - For fee concession/scholarship (if applicable)**
- **Aadhaar Card - Identity and address proof**
- **PAN Card - Additional identity proof**
- **CET Score Card - Original KCET rank card (for CET admissions)**
- **Passport-size Photographs - Recent colored photos (6-8 copies)**
- **Gap Certificate - If applicable (affidavit for study gap)**

Note: Verify with institution whether originals will be retained or returned after verification



Fee Payment & Admission Confirmation

Fee Payment:

- **Tuition Fee - As per seat category (Government/Management quota)**
- **University Registration Fee - One-time registration with university**
- **Development Fee - Infrastructure and facility charges**
- **Caution Deposit - Refundable at course completion**
- **Other Fees - Library, lab, sports, etc. as applicable**

Payment Methods:

- **Online Payment - Net banking, UPI, Credit/Debit card**
- **Demand Draft - In favor of institution (if specified)**
- **NEFT/RTGS - Direct bank transfer to college account**

Payment Timeline:

- **Pay within specified deadline after seat allotment/confirmation**
- **Late payment may result in seat cancellation**
- **Keep payment receipt safely for future reference**

Admission Confirmation:

- **Receive provisional admission letter after fee payment**
- **Get Student ID card and college email access**
- **Enroll in college ERP/LMS system**
- **Attend orientation program (date will be notified)**
- **Receive academic calendar and class timetable**
- **Classes commence as per announced schedule**

Refund Policy:

- **Check institution's refund policy before payment**
- **Refund timelines and deduction percentages vary by institution**

Submit withdrawal request in writing if needed

Understanding the Admission Routes

Admission Type	Eligibility	Process	Key Features
CET (KCET)	Qualifying marks in KCET exam. Must meet minimum KCET qualification and course-specific 12th/PUC subjects criteria. Eligibility depends on domicile/reservation rules.	KEA counselling process: Register on KEA Portal → Document Verification → Option Entry for colleges/branches → Seat Allotment rounds → Reporting and fee payment.	Merit-based, government quota seats. Lower fees under government quota. Transparent rank-based allotment. Highly competitive. Published schedules and deadlines.
Management Quota	10+2 with required percentage. Must satisfy course's minimum aggregate and subject requirements. Some colleges may apply internal assessment or interview.	Direct college application: Submit application → Attend counselling/interview → Document verification → Pay booking/initial fee → Complete final admission at campus.	Limited seats, higher fees. Faster decision-making. Direct interaction with college. Seat availability can change quickly. Specific payment schedules.
Merit-Based	High academic scores in 12th standard. Selection based on marks (PCM/PCB). Tie-breakers may include subject priority, application date, or additional screening.	College merit list: Apply with mark details → College publishes merit list → Shortlisted candidates proceed to verification → Payment within deadline → Final admission confirmed.	Based on 12th marks, competitive. Suitable for strong academic profiles. Quicker than entrance routes. Cut-offs shift depending on applicant volume.

Important Dates & Deadlines

Event	Timeline
KCET application window	Typically Jan–Mar (as per KEA notification)
KCET examination	Typically Apr–May
KCET results / rank publication	Typically May–Jun
KEA counselling registration	Typically Jun–Jul
Document verification window	As per KEA schedule (usually within counselling period)
Option Entry & Mock Allotment	Typically Jul–Aug (multiple windows may be announced)
Seat Allotment rounds & reporting	Typically Aug–Sep (Round 1/2 + mop-up if any)
College-level (Merit/Management) admissions	Usually May–Sep, depending on vacancies and college schedule

Frequently Asked Questions ?

Q: Can I apply through both CET and Management quota?

A: Yes, you can participate in both processes simultaneously. However, if you confirm a seat in one route, check the withdrawal and refund policies before switching to another route.

Q: What if I miss the counselling deadline?

A: Missing a KEA deadline removes you from that specific round. You may participate in subsequent rounds if KEA announces additional windows, but there is no guarantee of seat availability.

Q: Is there a refund if I withdraw admission?

A: Refund policies vary by institution and seat category. Always obtain the refund policy in writing before payment. Some institutions may deduct processing charges.

Q: How many rounds of counselling are there?

A: KEA typically conducts Round 1, Round 2, and may conduct mop-up/special rounds based on seat vacancies. The exact number varies each year.

Q: What documents need to be original vs photocopies?

A: Originals are required for verification in almost all cases. Institutions usually retain photocopies (self-attested) and may collect specific originals as per policy. Confirm retention requirements beforehand.

Contact & Support

Support Channel	Details
Admission Office Phone	+91- 7019425622
Email for Queries	admissions@nargund.edu.in
Office Hours	Mon–Sat, 10:00 AM – 5:00 PM
Campus Address	Nargund College of Pharmacy,Dattatreyanagar, 2nd Main, BSK 3rd stage, Bangalore-560085.

If you need help choosing the best admission route, understanding counselling steps, or preparing your documents, please contact the admissions team. We can guide you on

eligibility checks, timelines, and the correct submission process so you can avoid last-minute issues. Reach out early to secure your preferred options and complete admission smoothly.