

E-Counselling instructions and Guidelines for admission to B.Sc. Nursing/ B.Sc. Paramedical/B.Sc. Technology courses for the session 2026-27.

1. GENERAL AND TECHNICAL INSTRUCTIONS FOR FILLING UP ONLINE PREFERENCE FORM:

(a) General Instructions:

1. Candidates are advised, in their own interest, to go through these **Instructions** before actually submitting the **online Preference Form**;
2. BOPEE is seeking Preferences from such candidates who have qualified Common Entrance Test for B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology Courses - 2026 and are figuring in Provisional Merit List and have to fill in the Preference Form through on line mode only as per the cut-off fixed by the Board;
3. The Online Preference Form enables a candidate to fill in the preferences for various disciplines/institutions for allotment of a seat for admission in B.Sc. Nursing/ B.Sc. Paramedical/ B.Sc. Technology a Courses-2026 in the Govt/Private Institutions of the UT of J&K as mentioned in the Brochure;
4. Candidates will initially be required to enter the requisite/mandatory details for Registration and obtain the password for subsequent login to the JK BOPEE website;
5. The candidate shall have to deposit a counselling fee of Rs 1000/- (Rupees one thousand only, non-refundable) online and after successful payment of online fee on the JK BOPEE portal, the candidate will able to fill the online preference form.
6. During the online filling up of Preference Form, the candidates will get all the details of the institutions;
7. Candidate should select his/her most preferred Institute first, followed by second and third;
8. The preferences shall be available till all the preferences are exhausted by the candidate;
9. Candidate(s) will be required to fill up at least one preference for an Institute and without entering at least one preference, the candidate will not be able to proceed further;
10. Candidate(s) can modify the preferences selected by them till the last date fixed by the BOPEE, after which they will not be able to modify the same;
11. Candidate(s) shall fill in the preference form carefully within the time frame fixed by the Board. This system has been designed to facilitate candidate(s) to fill in the form online without any need to approach BOPEE office in person.

12. Candidate(s) who have submitted the preference form online successfully are advised to download/print copy of the Preference Form for reference and record and verify the details. In case of any discrepancy he/she can approach the BOPEE office. ;
13. Candidate(s) should regularly visit the BOPEE website www.jkbopee.gov.in for updates;

(b) Technical Instructions:

• Please Read the Instructions Carefully.

- Keep following information ready before applying:
 - ✓ CET Application No.
 - ✓ CET Roll No.
 - ✓ CET Score.
 - ✓ CET Rank.
- Click on “**Sign Up**” link, user will be redirected to the “**Sign Up**” page where candidate needs to register by filling up the “**Sign Up**” form.
- Click on “**Submit**” button after filling all the details asked in the Form.
- On successful submission, username of the candidate shall be shown (same as CET Application No. of the candidate) and an email confirming the same shall be sent to the registered email ID of the candidate.
- Candidate must activate the account by clicking on the **activation link** provided in the email sent and by entering the “**OTP**” given in the **Mobile/email** and on successful activation, the candidate must create new password for their account.
- If a candidate does not receive activation link through e-mail, then the candidate may click on “**Get Activation Link**”. After clicking on the link, candidate has to fill in username followed by captcha code and click on the “**Submit**” button. A fresh “**Activation Link**” shall be sent to the registered e-mail ID of the candidate.
- After successfully completing the above process, candidate will be able to login using username (CET Application No.) and password.

*** Fee Payment:**

- Fee will be accepted through online mode only after successful Registration.
- Preferences shall be filled only after successful payment of counselling fee.
- Click on “**make payment**” button, candidate will be redirected to the **Payment Gateway** and may make the payment by choosing any available option.
- **Payment Receipt** shall be generated only after payment is successful on the JK BOPEE portal.
- **Candidate can check the status of payment by login on the portal.**
- Candidate can take **print** out of the payment receipt.

*** Submitting Preferences:**

- **Candidates can fill/update the preferences on or before the last date fixed by BOPEE failing which candidate shall not be considered for seat allotment.**
- **The candidates are advised to fill in the online preferences form with due care and diligence as any carelessness on his or her part may deprive him/her of a seat/institution of his/her choice notwithstanding his/her merit position.**

- For filling up preferences candidate may click on the **“Preference”** link after login.
- Select Institute-wise *disciplines* candidate wants to apply for and then click on **“Select”** button.
- Selected disciplines available in the college will be shown in the **“disciplines available box”**
- Candidates are advised to select disciplines as per their preferences from **“disciplines available box”** and clicking on **“>>”** button to set their preferences, disciplines chosen will be shown in the **“disciplines assigned box”** with preference selected.
- If a candidate wants to remove the preference he/she can do so by selecting the preference from **“disciplines assigned box”** and clicking on **“<<”** button.
- Candidate can also see the preview of the preferences selected by him/her by clicking on **“Preview”** button and can also take the print out of the same for their perusal.
- Candidate can delete and fill preferences anytime on or before ***last date***.
- *An OTP will be sent to the candidate’s registered mobile number prior to submission of choices. Candidates are required to enter this OTP before submission of choices.*
- Only those Applications will be accepted having preferences filled and have paid the requisite fee well in time, Applications failing this criteria will be rejected. **Once the preferences have been filled and if the candidate wants to edit the preferences, he/she can do so by clicking the delete button. If the candidate is satisfied with the preferences filled he/she is required to lock the choices and click the submit button. If the candidate after filling the preferences neither deletes it nor submit it, the Board will consider these filled choices as having been locked and submitted and the allotment of seats will be done accordingly. No future grievance in this matter, later, will be entertained.**
- Candidates are advised to take **printout** of the preferences they have selected by clicking on **“Print Application Form”** and retain a copy of the same.
- **The candidate(s) must check that the payment has been reflected in the online Printed Form. The printed Preference Form shall be kept by the candidate for his/her record and reference.**

2. SELECTION PROCESS:

Subject to the qualifying Benchmark as may be fixed by the Board, the allotment of seats shall be made on the basis of merit-cum-preferences and reservation rules in vogue as amended from time to time, applicable for the course, through a process of counselling detailed as under:

A. COUNSELLING FOR ALLOTMENT OF DISCIPLINE/INSTITUTION:

- (i) The Counselling, being an extremely important component in the process of selection affords the candidates an opportunity of exercising their choices/ preferences about allotment of disciplines/institutions.
- (ii) Candidates are deemed to have read, agreed and accepted the scheme of counselling and terms and conditions of the counselling for B.Sc. Nursing/B.Sc.

Paramedical/ B.Sc. Technology Courses-2026.

- (iii) Candidate may kindly note that registering for counselling does not confer any right to secure a seat. The selection and admission to B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology Courses-2026 in any Govt./Private Institution is subject to fulfilling the merit, admission criteria, eligibility and such criteria as may be prescribed by the of UT of J&K and JK BOPEE.
- (iv) Candidates should ensure that all the information filled during online submission of application / registration form is correct and factual. Information provided by the candidate in the online application / registration form shall be treated as correct and self-certified. JK BOPEE shall not entertain, under any circumstance, any request for change in the information provided by the candidate.
- (v) JK BOPEE does not change / edit / modify/alter any information entered by the candidate at the time of online submission of application / registration form for counselling under any circumstances. The data entered by the candidate at the time of registration will be pre-populated/fetched and will be used for the counselling proposes.
- (vi) Candidate(s) are advised to confirm the fee structure or any other additional fee from the Colleges before filling up the choices. **Board takes no responsibility of the fee structure of the Institution and will not entertain any request or any complaint regarding fee structure.** The candidates are advised to visit the JK BOPEE website: www.jakbopee.gov.in for schedule/latest updates/results/ Notices/ Notifications/ news and events pertaining to counselling as Board will not be individually contacting the candidates for the same.
- (vii) The Board reserves the right to alter, amend, modify or apply any or some of the instructions/guidelines contained in the information Brochure. In case of any ambiguity in interpretation of any of the instructions/terms/rules/criteria regarding the determination of eligibility /conduct of counselling / registration of candidates/any information contained herein, the interpretation of the Board shall be final and binding in nature.
- (viii) No communication will be directly sent to the candidate(s). They are advised to visit the JK BOPEE website on regular basis for any update. Candidates are advised to use the mobile No./email ID used by them during filling of Application form/registration for counselling, since OTPs will only be sent to that mobile Number / email ID.
- (ix) The candidates are advised to fill in the online preference form with due care, diligence and application of mind, as any carelessness on their part may deprive them of a seat/institution of their choice notwithstanding their merit position.
- (x) The candidate(s) should make a realistic assessment of the Institution which they are likely to get and should exercise preferences accordingly on the preference form during the online counselling.
- (xi) The candidates should indicate clearly multiple choices of institution(s) in the counselling Form which they want to join in order of preferences.

- (xii) The procedure for allotment of the seat shall be on the basis of merit & preferences given by the candidates with due regard to the J&K Reservation Rules.
- (xiii) **Candidates are further advised to fill the online counselling form on their own on the BOPEE website and not through any agent or third party.**

B. PROCEDURE FOR ONLINE COUNSELLING:

The following shall be the procedure for online counselling:

- (i) Subject to the number of seats or the number of candidates, as the case may be, fixed by the Board, **candidates who have qualified the Entrance Examination and figure in the Provisional Merit List(PML) shall be eligible to participate in the online counselling;**
- (ii) Such candidate(s) shall be required to fill in the online preference forms as per the schedule as may be notified by the Board;
- (iii) The candidates shall be required to pay an online counselling fee of **Rs.1000/-** to become eligible for consideration for allotment of seat;

C. CLARIFICATION REGARDING ROUNDS OF COUNSELLING:

1. FIRST ROUND OF COUNSELLING (ALLOTMENT ROUND):

- i. Based on the merit and online preferences opted by the candidates, the Provisional Select List (PSL) after application of Reservation Rules in vogue for Round-1 shall be notified by the Board and will be uploaded on the Board website.
- ii. **Only such candidates will be allotted a seat, who have made a payment of counseling fee of Rs. 1000/- (non-refundable) prescribed by the Board and filled online preferences within in the time period prescribed by the Board through various Notices/ Notifications for which they have to remain vigilant and visit the BOPEE website regularly.**
- iii. The candidate, who has been allotted a seat, has to download the **Provisional Allotment Letter** and physically report with original documents at the allotted Institution for completing admission formalities within the time period as notified by the Board. The institution shall issue the joining certificate to such candidates. The candidates are advised to verify their joining status on the portal.
- iv. If, a seat has been allotted to a candidate and he/she does not join the Institution within the stipulated time period as notified by the Board, his/her allotted seat shall be treated as cancelled and his/her claim on the allotted seat shall cease. He/ She will not be eligible to participate in the said Institution for the said course in the second round of counselling.
- v. If a candidate after getting admission in a Institution intends to cancel his/her admission from the Institution, he/she can do so by submitting an admission cancellation application by or before the last date fixed for

reporting/joining by the BOPEE. The institutions shall upload the admission cancellation application on admission portal and shall cancel his/her admission. The candidate can verify his/her admission cancellation status on the portal. The allotted seat will be treated as cancelled. He / She will not be eligible to participate in the said Institution for the said course in the second round of counselling.

Note-1:

The Rule-17 of J&K Reservation Rules (SRO-294 of 2005) as amended from time to time shall be applicable during this round only.

2. SECOND ROUND OF COUNSELLING (UPGRADATION/ALLOTMENT ROUND):

The seats which shall become available due to non-joining, cancellation of admission or remain vacant during first round etc. shall be notified by the Board and seat matrix shall be uploaded on the JK BOPEE website: www.jkbopee.gov.in.

The following candidates shall be eligible to participate through online mode in this second of round counselling:-

- i. Candidates who did not get any seat in the first round.
- ii. Candidates who have been allotted a seat during first round and have joined the Institution.
- iii. Candidates who have been allotted a seat during first round and have not joined Institution. They will not be eligible to participate for the said course in the said institution in this round. However, they will be eligible for admission for all courses in other institutions/ other courses in the same Institution.
- iv. Candidates who have cancelled their admission by or before the last date of admission of the allotted seat of First Round at the Institution. They will not be eligible to participate for the said course in the said institution in this round. However, They will be eligible for admission for all courses in other institutions/ other courses in the same Institution.
- v. The eligible candidates who have qualified the B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology Courses Common Entrance Test (CET)-2026 and have not registered during First Round of counselling are also eligible for this round of counselling. They have to register on the BOPEE portal and submit the counseling fee of Rs. 1000/- and then fill the preferences for 2nd Round of Counselling.

GENERAL INSTRUCTIONS FOR SECOND ROUND OF COUNSELLING:

1. The candidate(s), who has been allotted a seat, has to download the **Provisional Allotment Letter** and physically report with original documents at the allotted Institution for completing admission formalities within the time period as notified by the Board. The institution shall issue a joining certificate to such candidate. The candidates are advised to verify their joining status on the portal.

2. The candidates, who do not participate in the process of counselling by not filling up of the fresh preference forms, shall in no case be considered for allotment of seat. They shall have no claim, whatsoever, on any seat filled up by the Board from amongst the candidates, who participate in the process.
3. The preferences indicated by the candidates during the first round of counselling shall be deemed to be cancelled and shall not be applicable for 2nd round of counselling. The candidates have to submit fresh preferences for 2nd round of counselling. If a candidate does not submit fresh choices/preferences during choice filling period, the candidate will not be considered for allotment of seat during 2nd round and will retain the already joined seat, if any.
4. If a seat has been allotted to a candidate and he/she fails to join the Institution within the stipulated time period as notified by the Board, the allotted seat shall be treated as cancelled and his / her claim on the said seat shall cease. He / She will not be eligible to participate for the said course in the said Institution in the third round of counselling.
5. If a candidate after getting admission in a Institution intends to cancel his/her admission from the Institution, he/she can do so by submitting an admission cancellation application in the Institution by or before the last date fixed for reporting/joining by the BOPEE. The institutions shall upload the admission cancellation application on admission portal and shall cancel his/her admission. The candidate can verify his/her admission cancellation status on the portal. The allotted seat will be treated as cancelled. He / She will not be eligible to participate for the said course in the said Institution in the third round of counselling.
6. In this round, only vacant seats shall be filled from respective categories as from where shortfall has been received i.e. **the seats left-out by the OM candidates during the 1st round shall be allotted to the OM candidates and those left by the category candidates shall be allotted to the category candidates on the basis of merit-cum-preferences. The seats vacated by the candidate upon upgradation in this round shall be filled up simultaneously.**
7. **Candidates must consider available seats thoroughly and opt for such seats for which they are interested because Seat once allotted cannot be changed.**

Note: if a candidate is upgraded from one institution to another during this round, the fee and the documents submitted by the candidate in the institution from where he/she is upgraded shall be returned immediately to the candidate.

3. THIRD ROUND OF COUNSELLING (UPGRADATION/ALLOTMENT ROUND) AND MOP-UP THEREOF:

The seats which shall become available due to non-joining, cancellation of admission or remain vacant during first/Second round etc. shall be notified by the Board and seat matrix shall be uploaded on the JK BOPEE website: www.jkbopee.gov.in.

If decided by the Board, third/mop-up round shall be conducted simultaneously.

The following candidates shall be eligible to participate through online mode in this third/ mop-up round:-

- i. Candidates who did not get any seat in the first/second round.
- ii. Candidates who have been allotted a seat during first/second round and have joined the Institute.
- iii. Candidates who have been allotted a seat during second round and have not joined said Institution. They will not be eligible to participate for the said course in the said institution in the third round. However, they will be eligible for admission for all courses in other institutions/ other courses in the same Institution. They will also be eligible for all courses in all institutions in the Mop Up round of counseling.
- iv. Candidates who have cancelled their admission by or before the last date of admission of the allotted seat of Second Round at the Institution. They will not be eligible to participate for the said course in the said institution in the third round. However, they will be eligible for admission for all courses in other institutions/ other courses in the same Institution. They will also be eligible for all courses in all institutions in the Mop Up round of counseling.
- v. The eligible candidates who have qualified the B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology Courses Common Entrance Test (CET)-2026 and have not registered during First/second Round of counselling are also eligible for this round of counselling. They have to register on the BOPEE portal and submit the counseling fee of Rs. 1000/- and then fill the preferences for 3rd/mop-up Round of Counselling.

GENERAL INSTRUCTIONS FOR THIRD/ MOP-UP ROUND OF COUNSELLING:

1. In this round, firstly, only vacant seats shall be filled from respective categories as from where shortfall has been received i.e. the seats left-out by the OM candidates during the 1st/2nd round shall be allotted to the OM candidates and those left by the category candidates shall be allotted to the category candidates on the basis of merit-cum-preferences which will be followed by mop-up round on the basis of preferences already filled by the candidate for 3rd/mop-up round. So the candidates shall fill the choices/preferences very carefully for this round.

CONVERSION OF CATEGORY SEATS, IF ANY:

In case, any category seat remains vacant even after the upgradation/allotment during 1st /2nd/3rd round, the same shall be de-reserved and filled up from the all candidates through online mode of counselling in terms of Proviso to sub section 2 of section 9 of J&K Reservation Act 2004. However, after conversion of category seats into General Seats, any seat(s) left by Reserved category candidates shall be treated as General/ OM category seat and will be allotted to any category (OM/Reserved) candidate(s) on the basis of merit-cum preferences.

The seats in the “OM” which have remained vacant on conclusion of the 1st / 2nd/3rd rounds shall also form part of the seat matrix for mop-up round and shall be filled up during the process out of all available eligible interested candidates on the basis of merit-cum-preferences. **The seats vacated by the candidate during upgradation in this round shall be filled up simultaneously.**

2. The candidate(s), who has been allotted a seat, has to download the **Provisional Allotment Letter** and physically report with original documents at the allotted Institution for completing admission formalities within the time period as notified by the Board. The institution shall issue a joining certificate to such candidate. The candidates are advised to verify their joining status on the portal.
3. The candidates, who do not participate in the process of counselling by not filling up of the fresh preference forms shall in no case be considered for allotment of seat and they shall have no claim, whatsoever, on any seat filled up by the Board from amongst the candidates, who participate in the process.
4. The preferences indicated by the candidates during the first/second round of counselling shall be deemed to be cancelled and shall not be applicable for 3rd/mop-up round of counselling. The candidates have to submit fresh preferences for 3rd/ mop-up round of counselling. If a candidate does not submit fresh choices/preferences during choice filling period, the candidate will not be considered for allotment of seat during 3rd/mop-up round and will retain the already joined seat, if any.
5. If a seat has been allotted to a candidate and he/she fails to join the Institution within the stipulated time period as notified by the Board, the allotted seat shall be treated as cancelled and his / her claim on the said seat shall cease.
6. If a candidate after getting admission in an Institution intends to cancel his/her admission from the Institution, he/she can do so by submitting an admission cancellation application in the Institution by or before the last date fixed for reporting/joining by the BOPEE. The institutions shall upload the admission cancellation application on admission portal and shall cancel his/her admission. The candidate can verify his/her admission cancellation status on the portal. The allotted seat will be treated as cancelled.

Note-1: Candidates must consider available seats thoroughly and opt for such seats for which they are interested because Seat once allotted cannot be changed. It is made clear that in case the candidate who has been allotted a seat but does not join the allotted institution and/or fails to comply with necessary formalities, his/her admission shall be treated as cancelled.

Note-2: if a candidate is upgraded from one institution to another during this round, the fee and the documents submitted by the candidate in the institution from where he/she is upgraded shall be returned immediately to the candidate.

Note-3:

No fee shall be charged for cancellation/upgradation of seat from the candidate by the Institution during any round of Counselling.

4. STRAY OR SPECIAL ROUNDS OF COUNSELLINGS: If otherwise required, the BOPEE will issue the Notifications for Stray or Special rounds of Counsellings on its website www.jkbopee.gov.in there by notifying the schedule of counselling for allotment of vacant seats left after completion of earlier Rounds. These stray or Special rounds of allotment of seats shall be conducted to ensure that all the vacant seats are filled up **before the last date fixed by the competent authority** from time to time.

No upgradation is allowed during these stray or Special Rounds of Counsellings.

The following seats shall be considered as available for admission which will be displayed on the BOPEE website before the commencement of these rounds of counsellings:

- i. All seats that have remained vacant, if any, at the end of previous rounds of counselling on account of non-allotment.
- ii. All seats that were allotted in the previous round but were rendered vacant on account of non-joining/ cancellation of admission.

Following categories of candidates are not eligible for stray or special rounds of counsellings:

1. Candidates who have not registered / applied and filled up preferences for these rounds of counsellings.
2. Candidates who have already joined and are holding any seat.

All those candidates who are not holding any seat in any of the previous Rounds of counsellings and are not falling under above mentioned categories are eligible to participate in these rounds of counsellings. The Candidates who have appeared in B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology Courses Common Entrance Test (CET)-2026 and have not registered during First/second/3rd/mop-up Round of counselling are also eligible for this round of counselling. They have to register on the BOPEE portal and submit the counseling fee of Rs. 1000/- and then fill the

preferences for stray / special Round of Counselling.

The seats shall be allotted on the basis of:

- a. Merit obtained in Common Entrance Test (CET) conducted for B.Sc. Nursing/B.Sc. Paramedical/ B.Sc. Technology courses-2026.
- b. Marks obtained in the 12th class. In case of tie in total score obtained in the 12th class, marks of English subject shall be considered to break the tie followed by older in age.

Candidates who have been allotted a seat during these rounds have to physically report with original documents at the allotted Institution for completing the admission formalities within the time period as notified by the Board. If any candidate fails to join the allotted institution within the stipulated time period as notified by the Board, his/her claim on the seat shall cease.

Note-1: The Board reserves the right to alter, amend, modify or apply any or some of the instructions/guidelines contained in the information Brochure. In case of any ambiguity in interpretation of any of the instructions/terms/rules/criteria regarding the determination of eligibility/conduct of counselling/registration of candidates/seats allotted/any information contained herein, the interpretation of the Board shall be final and binding in nature.

Note-2: The Board also reserves the right to relax any condition other than conditions of eligibility, if it is of the opinion that such a relaxation is in the general interest of the candidates & relaxation will avoid causing hardships, if any, to the candidates. Such a relaxation, if accorded, shall, however, be general & not on case to case basis.