



Ref. No. **705** /Academic/2025

Bilaspur, Date **26** /08/2025

Revised Special Offline CUET UG 2025 Counseling Guidelines

With reference to admission notice No. 1191 /Admission /Academic/25, Dated 06.03.2025, following guidelines is hereby notified for information to all-

1. **Last round of offline counseling** (for the candidates available in merit list) shall be conducted on 08.09.2025. List of candidates shortlisted for counseling will be notified by the HoD concerned on website on 30.08.2025. Provisions of guidelines issued earlier in this regard will be followed.
2. In case, some of the seats of UG programmes remain vacant on **09.09.2025**, in any department, **special offline (Spot) counseling** will be conducted on **15.09.2025** to fill up all such **vacant seats of UG** programmes advertised through CUET UG 2025.
3. For special offline counseling, department wise vacancy list will be published on university website on **10.09.2025**.
4. Interested candidates who have appeared or not appeared in CUET UG 2025 may submit their request in a plain paper accompanied with CUET Application form (if available), CUET Score Card (if available), Photocopies of Marksheets, Caste certificate (if applicable) directly for admission to the concerned departments having vacant seats on **15.09.2025, before 11.00 AM**.
5. **Candidates, who entered wrong category in their main application by mistake, can also apply to change the caste/category which they have entered in main CUET application. Such candidates can apply in a plain paper with valid documents to the HoD concerned and the concerned HoD may allow such change. Candidates may transfer their CUET UG application from one programme to another in this special round of counseling in similar manner also.**
6. Fresh applications will also be entertained in this special counselling process against vacant seats only. Hence, candidates who have not appeared in CUET UG 2025 and are interested to take admission in GGV against the vacant seats as notified on 10.09.2025, may report to the department concerned on **15.09.2025, before 11.00 am**.
7. However, mere appearance in Offline Counseling or securing a place in merit list does not entitle an applicant to be considered for admission to any discipline unless otherwise he/she fulfills the eligibility conditions with necessary supporting documents as notified in **Admission Notice CUET 2025**.
8. Departments shall allow submitting request to all candidates turning up in their departments. First preference will be given to the candidates having registration in same course/programme and then second preference will be given to the candidates (not registered) having score card in relevant CUET Subject/Test Paper, as mapped for entrance test by GGV on merit basis. After that (third preference),


[Signature]

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Department will prepare another merit list of all other candidates on the basis of marks obtained in their 12th/HSSC exam and will allow them to take admission in a particular programme on merit basis. In case of any tie, tie break formula as notified earlier will be applied.

9. Candidates interested to take admission must report to the concerned department from 09.30 AM to 11.00 AM on **15.09.2025** with marksheets and caste certificate, if applicable.
10. Departments will notify the merit list of candidates around 01.00 to 01.30 PM and will allow them to submit fee on **15.09.2025**.
11. No TA/DA will be paid to any candidate for participating in this process.
12. **HoDs may give admissions to the applicants on all supernumerary seats such as Ex-Servicemen, Single Girl, and Employee Quota etc. on 08.09.2025.** Candidates interested to take admission against supernumerary quota have to contact the department with all supporting documents for admission on or before 08.09.2025, 10 AM.
13. **Classes of UG programmes will be started from 21.08.2025.**
14. **Each and every candidate who has got admission in the above said process or on 29.08.2025** has to submit his/her transfer certificate within four working days from the date of admission. Otherwise his/her admission can be treated as cancelled.
15. **Semester fee will be collected through link <http://ggvcuet.samarth.edu.in>** from all the registered candidates. Non registered candidates may submit their fee through SWIPE Machine.
16. **All classes of those departments which will conduct counseling on 29.08.2025, 08.09.2025 and 15.09.2025 will remain be suspended for these days.**

By Order



Registrar (Acting)

Endt. No. **706**/Academic/2025

Bilaspur Date:- **26 AUG 2025**

Copy to –

1. PS/PA to VC for information and record.
2. All HoDs/Officers/Deans of Guru Ghasidas Vishwavidyalaya, Bilaspur for information please.
3. DSW, Guru Ghasidas Vishwavidyalaya, Bilaspur for information please.
4. CoE of Guru Ghasidas Vishwavidyalaya, Bilaspur for information please.
5. The Director, IQAC, Guru Ghasidas Vishwavidyalaya, Bilaspur for information please.
6. The Coordinator, IT/Website Cell, GGV for information and to upload it on website for information to all.
7. Office File.



Assistant Registrar (Academic)