

Regarding CLC Process at IET-DAVV for BTech Program

Notice for candidates from DTE

For the Academic Session 2026–27, candidates interested in Institute-Level Counselling may register themselves and check the vacancies available in the respective institute on the DTE portal (<https://dte.mponline.gov.in>). They may then report to the concerned institute to complete the admission process.

A. College Level Counselling (CLC) Process at the institute:

The **College Level Counselling (CLC)** is scheduled to be held, as per the schedule notified by the Directorate of Technical Education (DTE), Madhya Pradesh. Admissions shall be carried out strictly in accordance with the CLC guidelines issued by DTE.

Counselling Procedure

1. Report to the counselling venue on the scheduled date and time.
2. Submit a self-attested photocopy of the CLC Registration Receipt at the registration desk. *(The submitted copy is non-returnable. Candidates must retain the original receipt for future reference.)*
3. Collect the Counselling Token Number.
4. Fill and submit the CLC Attendance Form.
5. Wait for the Merit List to be displayed. The merit list shall be declared after 1:00 PM (or as notified by the Institute).
6. Counselling and seat allotment shall commence according to the published merit list and the availability of seats in the respective branch and category.
7. Produce all original documents for verification by the Admission Committee.
8. After successful document verification, the candidate shall confirm acceptance of the allotted branch/seat.
9. The counselling and allotment process shall continue until all available seats are filled or the counselling session is concluded.
10. Candidates whose admission is confirmed must pay the prescribed Semester Fee immediately.
11. After successful fee payment, candidates shall complete the Institute Admission Form and other required formalities.
12. Upon completion of all admission formalities, the candidate shall be issued:
 - Admission Confirmation Receipt
 - Institute Fee Receipt
13. Candidates are advised not to leave the counselling venue until they have received their Admission Confirmation Receipt and Fee Receipt.

Important Instructions

- Candidates must produce all required original documents along with the prescribed photocopies for verification.
- Candidates who fail to produce any mandatory document shall not be permitted to participate in the counselling process, and no seat shall be allotted to them.
- Admission is purely provisional and subject to verification of documents, eligibility, fee payment, and approval by the Admission Committee.
- The decision of the Admission Committee shall be final and binding in all matters relating to counselling and admission.
- The Institute reserves the right to modify the counselling procedure, reporting schedule, or admission process in accordance with the directions issued by DTE, Government of Madhya Pradesh, or the University.

B. Documents Required for Admission through CLC

Candidates seeking admission through **College Level Counselling (CLC)** must produce all original documents for verification at the time of admission, as per the schedule notified by the **Directorate of Technical Education (DTE), Madhya Pradesh**.

The following documents are required:

1. CLC Registration Slip issued by the Directorate of Technical Education (DTE), Bhopal, Madhya Pradesh.
2. Photocopy of the **JEE (Main) Score Card/Mark Sheet** issued by the National Testing Agency (NTA).
3. Two recent passport-size colour photographs.
4. **Original Migration Certificate** (applicable only to candidates from CBSE or other Boards outside Madhya Pradesh, wherever applicable).
5. Photocopies of the Class X and Class XII mark sheets issued by the respective Board.
6. **Original Transfer Certificate (TC)** issued by the last institution attended (Unlaminated).
7. Photocopy of the Domicile Certificate (for candidates applying under the Madhya Pradesh domicile quota).
8. Photocopy of the Category Certificate (SC/ST/OBC/EWS), wherever applicable.
9. Photocopy of the Aadhaar Card.
10. Document Verification Slip issued by the DTE Nodal Centre (if available).
11. **Original Gap Certificate/Affidavit**, if there is a gap in studies after passing the qualifying examination, clearly stating that the candidate has not taken admission in any other institution during the intervening period.

C. Admission Cancellation and Refund of Fees

As per the AICTE guidelines, the last date for admission cancellation with full fee refund was **31 July 2026**.

However, considering the circumstances, **IET DAVV** has decided that candidates who cancel their admission **on or before 06 August 2026** shall be eligible for a **full refund of the Institute fee**.

For cancellations made **after 06 August 2026, the full yearly fee shall be payable**, irrespective of the date of admission or the action shall be taken as per the updated guidelines of DTE/ AICTE and University from time to time.