

### COUNSELLING FAQ

S.NO	QUESTIONS	ANSWER
1	What is my counselling date?	Based on your rank you are designated a phase. Kindly refer 'Important Dates' in result portal
2	I am 1 Lakh above rank holder. Can I take admission in Vellore /Chennai campus?	You are eligible only for VIT-AP and VIT-Bhopal campus
3	How do I make counselling fee payment?	Counselling fee should be paid in online. The option is available in result page, Read the important instructions carefully before making payment
4	What in case my amount got debited but receipt not generated?	Do not attempt to pay again, Please wait for another two hours to get the response from the gateway.
5	Will I get refund in case I have paid twice	Yes. In case of double payment excess amount will be refunded back to your account In case of any issues in fee payment and refund? Mail your query to helpdesk.finance@vit.ac.in
6	If I missed my counselling fee payment on time, will I be losing my chance of participation in the counselling?	No. You can make the payment for participating in next subsequent phase.
7	I want to know the category wise fee structure of all programmes?	Please refer 'Fee Structure' tab in Result Portal to know about fee structure of various programmes in all four campuses.
8	What should I do in case my I have paid counselling fee and missed the deadline for choice filling?	You can do the choice filling in next subsequent phase.
9	I was not allotted with any seat in my respective phase. What should I do?	Don't worry. You will get your chance in next subsequent phase so that you can give your new choices for getting allotment in next phase.
10	Would you maintain my seniority in allotment in case I am participating in other phase choice filling?	Yes. Allotment is based on your rank and available choices in the next subsequent phases
11	Is it possible to Edit / Prioritize/ Delete my choices?	Yes. You can edit till the deadline for choice filling. After adding the choice you may find 'Edit Choice' button.
12	What should I do in case I want to edit/delete/prioritize my choices after the deadline of choice filling?	It is not possible to edit/delete/prioritize your choices after the deadline of choice filling is over
13	Is there any minimum or maximum choice to be given?	You are advised to give Preferred Maximum number of choices to maximize your chance of getting admitted in our prestigious institution.
14	Do I need to freeze my choices	Once the deadline is over your choices are automatically freezed and you will get Email notification on the list of choices populated by you.
15	What does it mean in case of the particular fee category is not listing in drop down menu during choice filling?	It means that the seats under respective category are exhausted in the earlier phase itself

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16	What does 'minor/specialization' drop down means?	This drop down menu, list out the minor and specialization courses available for the respective branch you have chosen.
17	What are called as minor and specialization courses?	
18	Is the minor/specialization courses are as per the fee category?	No. It is as per the Core branch/ Group you are opting for
19	Is there any separate fee for minor /specialization?	No
20	What is 'Core only' that was automatically getting selected in minor/specialization drop down means?	It means there is no minor or specialization available for the respective branch.
21	What is 'Seat Allotment' given in 'Important Dates' section means?	Based on your VITEEE rank and the prioritized choices you have given, seat allotment will be done. You can visit the result portal on the given date to view your seat allotment result
22	I was allotted with a course as per my choice. What should I do next?	Payment of the Fee before the deadline
23	What are the payment options available?	Accept with Partial Payment: Pay advance amount first and then balance tuition fee next. • Accept with Full Payment: Pay full tuition fee amount
24	How do I get the Provisional Allotment Order for my allotment?	Either advance or full tuition fee need to be paid in order to download the provisional allotment order
25	What if in case I have missed my deadline for making advance payment or direct full fee payment?	Sorry. Your admission will be cancelled
26	I was not satisfied with the allotment. What should I do? Will I get another chance?	Once allotted was done as per your choice no more chances will be given.
27	Where can I find the receipt for my Tuition Fee?	You can download it from Payment Portal. Click on Receipts Download link.
28	I have paid my Full tuition fee/Advance fee on time. I would like to withdraw my allotment. What should I do and whom should I contact?	Refer Refund Policy given in your Provisional Order