



GOVERNMENT OF ASSAM  
OFFICE OF THE **DIRECTOR OF HIGHER EDUCATION, ASSAM**  
KAHILIPARA:.....GUWAHATI  
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No. DHE/NEP-2020/2022/58

Dated Kahilipara the 21<sup>st</sup> July, 2023

**GUIDELINES FOR SPOT ADMISSIONS to UG PROGRAMMES**

**Assam Higher Education Admission Portal is now live till 22nd July 2023 for fresh applications and for update by previously registered candidates, for Spot admissions on 23, 24 and 25 July**

**Guidelines**

1. Colleges have to complete and grant admissions for applicants eligible in previous merit lists by 11:55 p.m. Thereafter, all applications processed during third merit list wherein admissions are not granted will expire.
2. After closure of admissions of third merit list, vacancies will be published for every Institution.
3. Colleges will get options for updating Major subject and the first minor subject during spot admissions, subject to written consent from the students.
4. Colleges will also get options for changing the programme, subject to written consent from the students.
5. If Colleges find that some document filled by the applicant is wrong or is not in order, they can go to the scrutiny stage and seek the relevant document by clicking on document re-upload. However, this option will be available only once both for the college or the applicant against each programme.
6. If an applicant has requested cancellation, Colleges should immediately cancel admissions of admitted students.
7. Colleges may admit applicants based on the order of merit, following the same merit list preparation criteria, on *first come first serve basis* subject to vacancy of seats in that department.
8. Seats will be allotted during Spot admissions subject to Department-wise vacancies, in due conformity to the applicable state reservation policy in the overall seats of the department, in the Assam Higher Education Admission portal for all Institutions.
9. List of vacancies will be made available for applicants to view in the Admission portal for them to make an informed choice of college/programme and can accordingly approach the institution on the day of spot admissions.
10. Institutions need to fill the details of actual fees received from the student along with other transaction details.
11. After Spot admissions are over, admitted students will not get a chance to cancel their admission thereafter.

Sd/- Dharma Kanta Mili, ACS  
Director of Higher Education  
Kahilipara, Guwahati-19

Copy to:-

1. The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6
2. The P.S to Hon'ble Minister, Education, Assam, Dispur, Guwahati-6
3. The P.S to Addl. Chief Secretary to the Govt. of Assam, Higher Education Department, Dispur Guwahati-6
4. Dr. Pranjal Protim Barua, OSD, DHE and Nodal officer, SAMARTH e-Gov suite, Assam for kind information and necessary action.
5. Guard File



Director of Higher Education, Assam  
Kahilipara, Guwahati

