

POLICY ON INSTITUTIONAL ROUND ADMISSIONS & ATTENDANCE MANDATE

ACADEMIC YEAR 2026–2027

Policy Reference: POLICY/ADM/2026/04	Effective Date: 15th September 2026
Applicability: Institutional Round (Round IV)	Target Schedule: Round IV starts 3rd October 2026

1. Objective & Scope

This policy lays down the strict guidelines, merit-based selection norms, document verification criteria, and statutory regulations governing admissions under the Institutional Round / Vacant Seats after CAP (Round IV), commencing on 3rd October 2026.

2. Application Procedure & Eligibility Criteria

Aspiring candidates fulfilling the eligibility criteria as notified by the Government shall apply directly to the Principal of the respective institution for admission at the institutional level as provided in Rule No. 3(2)(b). Candidates may submit their applications for the same between 15th September 2026 and 25th September 2026.

3. Merit-Based Admission Procedure (CAP Round IV)

Admissions to institutional quota seats and remaining vacant seats after CAP shall be conducted with complete transparency and strictly on the basis of Inter-Se-Merit as declared by the Competent Authority (CET Cell):

Strict Merit Adherence: Candidates will be offered admission strictly in order of their rank in the merit list published by the CET Cell.

Next Candidate Preference Rule: In the event that a candidate shortlisted as per the CET merit list fails to report, complete verification, or secure admission within the stipulated time window, the seat shall be immediately offered to the next candidate in the merit list.

Document & Verification Standards: All candidates must submit all required original documents for verification at the institutional level as per government and university rules.

Institutional Quota & Vacancy Display: The verified Inter-Se-Merit lists and seat matrices shall be displayed prominently on the institutional notice board and website prior to seat allotment.

4. Statutory Compliance & Zero Attendance Relaxation Policy

In full compliance with the rules and regulations prescribed by the Bar Council of India (BCI) and affiliating University standards, the institution enforces a mandatory attendance requirement:

BCI Rules Compliance: All admitted students must strictly adhere to the academic standards, code of conduct, and minimum attendance threshold mandated by the Bar Council of India.

No Attendance Relaxation: Under no circumstances shall any attendance relaxation be granted to any student admitted under the Institutional Round or standard quota.

Strict Non-Admission for Zero Attendance Seekers: Candidates seeking attendance relaxation, zero attendance provisions, or non-attending status SHALL NOT BE ADMITTED. Any application requesting exemption from regular class attendance will be summarily rejected.

Approved & Issued By:

Principal / Director
Institutional Admission Authority
Date: 15th September 2026