



**COCHIN UNIVERSITY OF SCIENCE AND
TECHNOLOGY**
DIRECTORATE OF ADMISSIONS
ADMISSIONS TO B. LET PROGRAMMES

INSTRUCTIONS FOR SC/ST/OEC SPECIAL REALTIME ADMISSION

- All the SC/ST/OEC(sc/st) candidates included in the rank list for B Let Programmes of CAT 2026 can attend the Special Realtime Admission as scheduled below.

Sl.No	Venue, Date & Time for Spot	Date	Rank Range
1	B.Let Special Realtime Admission for SC/ST and OEC(SC) and OEC(ST)	04/08/2026	01 – 496 (SC/ST/OEC candidates Only) and SC/ST category Candidates who do not have CAT 2026 Rank.
2	Venue	Seminar Complex, Near Administrative Office, Cochin University of Science and Technology, South Kalamassery, Kochi – 682 022	
3	Registration Time	02 PM to 02.15 PM	

SC/ST Candidates who do not have CAT 2026 Rank also will be considered after the First Round of Special Realtime Admission against the existing vacancies, if any.

Reporting Time for the candidates who do not have CAT 2026 Rank: 02.30pm

If vacancies exists in the SC/ST category even after the Second Round of the Special Realtime Admission, the vacant seats in the SC category shall be offered to ST category candidates and vice versa from the CAT 2026 Rank list for the B.Let Programmes.

In case SC/ST category seats are vacant even after the Third Round of the Special Realtime Admission, the seats will be filled by admitting eligible OEC (SC) / OEC (ST) candidates (with CAT rank) in the next round of the Realtime Admission. Under any circumstances, these seats will not be converted to General/any other category.

Reporting Time for the OEC(SC)/OEC(ST) candidates included in the CAT 2026 Ranklist :02.30pm

- Individual call letter will not be sent to the candidates. Candidates should report for registering at the venue **within the specified time** on the date of Special Realtime Admission (as per the schedule). Candidates who do not report **within the specified time** at the venue will not be considered for Special Realtime Admission.

3. Candidates eligible for registering to Special Realtime Admission to SC/ST/OEC Categories.
 - i. Candidates who did not receive any allotment so far.
 - ii. Candidates who have received allotment and wish to change to a different program.
 - iii. Candidates who did not register their options earlier.
 - iv. Candidates who received allotment earlier and cancelled their allotment.
 - v. Candidates who received allotment earlier and rejected by the Department (not because of academic ineligibility).
 - vi. Candidates who received allotment prior to First Real Time admissions and not remitted the requisite fee.
4. Candidates not eligible for registering to Special Realtime Admission SC/ST/OEC(sc/st) Categories.
 - i. Candidates who took admission in first/second/third Realtime Admission and not remitted the requisite fee / confirmed their allotment.
 - ii. Candidates who received allotment earlier and rejected by the Department because of academic ineligibility.
5. Candidates who did not claim the benefits of reservations (Communal Reservation etc. except NRI / CGW) during online application (by mistake) can now claim the reservation benefits during Realtime Admission with supporting certificates/documents.
6. Candidates are also advised to check the seat balance published in the admission website <https://admissions.cusat.ac.in> before attending the Special Realtime Admission (based on the Schedule Published in the admission website).
7. Read the Prospectus published in the website <https://admissions.cusat.ac.in> and make sure that the candidate fulfills the required eligibility criteria.
8. The vacant seats will be updated on the website <https://admissions.cusat.ac.in> on a regular basis. Programmes will be allotted to the candidates who registered for Realtime Admission, strictly on the basis of the **CAT rank**.
9. A candidate or the authorized representative of the candidate can register to participate in the Real Time admission process. The authorized person should submit the authorization letter (as given in Annexure V), CAT admit card of the candidate along with the copy of an identity proof (verified against original) to participate in the Real Time admission. The decision taken by the authorized person regarding the allotment during the Real Time admission will be binding on the candidate. Candidates/Authorized person should report for counselling for the Real Time admission in person as per the schedule published.
10. Candidate who accept admission in special Realtime Admission, his/her previous allotment/admission, if any, will be cancelled automatically.
11. Candidates who have already received allotment and completed the fees payment and accept Realtime Admission to a different program in the same fee category, his/her earlier allotment will automatically be cancelled.
12. Candidates who have already received allotment and completed the fees payment and accept an allotment in the Special Realtime Admission to a different program **have to confirm their new allotment** failing which the new as well as the previous allotment will be cancelled automatically.
13. **Non-Keralite candidates are not eligible for communal reservation.**
14. Candidates who secure allotment in the Special Realtime Admission should remit the required fee, if any, / confirm the new allotment immediately after the allotment by login into their profile. The fee payment will be enabled in the candidate profile and they can complete the fees payment **through online mode**.
15. **Non-Keralite candidates are not eligible for communal reservation.**
16. **Candidates should upload scanned copies of the qualifying certificates and all other certificates in the specified format (size less than 1 mb, PDF format) before proceeding to fee payments once they receive allotment.**

HOW TO MAKE ONLINE FEE PAYMENT

For making online payment of fees the candidates who got allotment/admission should follow the instructions given below:

1. Login to your home/login page using your Username (email id) and Password in the university website <https://admissions.cusat.ac.in/>
2. The details of the allotment/admission received will be displayed with a button to confirm allotment.
3. **Upon clicking the ‘Confirm/Pay’ button, you have to upload the required/ relevant certificates. After that you will be directed to the fee payment page. Click on “Pay now” button. You can make payment through Credit card /Debit Card / UPI / Net Banking.**

Note: - Payment through some Debit Cards has a monetary ceiling and, in such cases, you have to ensure the daily transaction limit of your card through your bank or opt for other payment options. Candidates, please note if the payment is not successful, you may please recheck the payment through facility provided in the payment history tab.

17. If a candidate fails to remit the fees, the admission will be summarily cancelled without further notice.
18. The candidate can proceed to document verification after completing the fee payment.
19. **The candidates need to pay the additional fees of PTA/DDF/Alumni etc., at the time of verification by the Department.**
20. **The following certificates/documents should be submitted in original at the time of counseling/admission.**
 - CAT – 2026Admit Card/Online application Registration Confirmation Page.
 - Migration Certificate (for students from outside Kerala state)
 - S.S.L.C/10th Mark list & pass certificate (CBSE, ICSE etc.).
 - Plus 2 Mark lists / and pass certificate (CBSE, ICSE etc.)/Diploma Certificate.
 - Certificate to prove Keralite Status, for State Merit Seats
 - Transfer Certificate and Conduct Certificate from the Institution last attended (in English version)
 - Four passport size Photographs of the candidate
 - Community and Non-Creamy Layer certificate in the case of ‘SEBC’ candidates.
 - Community certificate issued by the Tahsildar in the case of Kerala Scheduled Caste (KSC)/ Kerala Scheduled Tribe (KST)candidates.
 - If any of the above certificates are not in English/Malayalam, Candidates should invariably produce a translated version of the same in English endorsed by a Notary Public.
 - Two sets of self-attested copies of all the original certificates/documents mentioned above.
 - Annexure II Declaration to be submitted by Candidate stating Nationality (duly filled)- (only for outside Kerala Candidates)

Keralite Status: A candidate will be considered as ‘Keralite’ for the limited purpose of admission procedure, if: He / She or his/her father/mother was born in Kerala. OR He / She has been a resident of Kerala for a period of 5 years within a period of 12 Years. OR He / She has undergone his/her school studies from standards VIII to XII in educational institutions(s) in Kerala. Children of All India Service (AIS) Officers (Non-Keralites) allotted to Kerala circle are deemed to be ‘Keralites’ (GO (Rt.) No. 822/08/H. Edn. dated 29/05/2008), but they will not be eligible for Communal/Special Reservations applicable to “Keralites”. State Merit Seats (SM): Out of the total approved seats of B.Let. Programmes, 50% are earmarked as State Merit Seats with lower fees. Keralites, as defined in clause 20.1 of the prospectus CAT 2026, and who have selected Keralite status

in the online application alone can opt for State Merit Seats

Certificates to be submitted as proof for claiming Keralite Status:

Candidates claiming the Keralite status should invariably submit the originals of any one of the following certificates:

Candidates claiming Keralite status should invariably produce at the time of Admission and/or Allotment and/or Interview and/or Group Discussion any one of the following certificates in original:

- 1 The certificate of Birth / Residence of the candidate or his/her father or mother from the Village Officer / Tahsildar or from a competent authority of local body.
- 2 The 'Certificate showing school studies in Kerala from Standards VIII to XII' from the Head of School where the candidate completed his / her study in Standard XII.
- 3 Relevant pages of SSLC book of the candidate's father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and parent.
- 4 Relevant pages of the passport of the candidate or either of parents issued by Government of India showing place of birth in Kerala with corroborative evidence showing the relationship between parent and the candidate.
- 5 Birth certificate of candidate or his / her, father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and father / mother whose birth certificate is being produced.
- 6 For claiming Keralite Status, AIS (All India Service) certificate from competent authority should be attached in the case of applicants who are children of All India Service Officers allotted to Kerala circle.

The candidates joining CUSAT shall sign the following declarations at the time of admission:

- It has been suggested by the UGC that an anti-drug declaration be taken from the students at the time of admission to invoke a commitment from the students to have responsible behaviour during studies (Annexure – III)
 - It is compulsory for each and every student and parent to submit an online undertaking every academic year at https://antiragging.in/affidavit_university_form.php . The students will receive an e-mail with his/her registration number. The anti-ragging undertaking reference number should be provided to the department at the time of admission/verification. Also downloaded copy of the anti-ragging undertaking duly signed by the deponents (student and parent) should submit to the concerned department before commencement of the classes.
 - An Anti dowry declaration has to be signed by the students at the time of admission(Annexure – IV)
21. The University reserves the right to add, delete or amend any of the stipulations regarding eligibility, intake, specialization, type of programmes, rules, regulations, fee structure etc. at any time and these will be applicable to the candidates seeking admission.
 22. **CANCELLATION OF ADMISSION AND REFUND OF FEES:** Refund of fees if any will be governed by the refund policy published in the admissions website <https://admissions.cusat.ac.in>
 23. **As per the existing AICTE norms, the last date for receiving a full fee refund upon cancellation of admission is 20/07/2026. Candidates who accept allotment or secure admission through the real-time admission process are advised to exercise utmost care while selecting their allotment, as cancellation after this date will not be eligible for a full fee refund.**

ENQUIRIES:

+91 9778783191 & +91 8848912606

ANNEXURE II

Annexure II – Declaration to be submitted by Candidate stating Nationality

DECLARATION

I am a citizen of (name of Country) and my register number for CUSAT CAT 2026 is I am aware of the fact that, the University (CUSAT) reserves the right to cancel my candidature / remove me from the rolls, if, at a later stage it is found that I am not eligible to be allotted/admitted to the seat to which I am allotted/admitted to.

Place :

Signature of the Candidate:

Date :

Signature of the Parent / Guardian:

ANTI-DRUG DECLARATION FORM TO BE SIGNED BY THE STUDENT

I..... (Name) son/daughter/ward of
Mr./Mrs./Ms..... (Name) admitted to.....
..... (course and year) in (Institution) during the year hereby agree to
the following terms:

1. I am aware that the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substances are wrong and harmful.
2. I shall refrain from using, being under the influence of, possessing, furnishing, distributing, selling or conspiring to sell or possess, or being in the chain of sale or distribution of alcohol/tobacco/any psychoactive substances within the premises of the Institute/University or during any sponsored activities by the Institute/University.
3. I shall report to the authorities of the Institution any irregular behavior that I observe in relation to the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substances which may have occurred at the Institution or during any activities conducted by any students or Institution.
4. I shall support and actively participate in any substance use prevention education programmes which may be organized by the Institution/Government which would enable me to be a better student and citizen of India.
5. I shall co-operate with the authorities of the Institution and other relevant authorities in their investigation of any substance-related incident of which I may have information, and to prevent the possession, use, sale and distribution of any psychoactive substances in or around my Institution.

Date:

Signature:

Name of the Student

DECLARATION

I, S/o or D/o - aged
years and the resident of

....., do hereby declare that :-

1. I shall not give or take or abet the giving or taking of dowry
2. I shall not demand directly or indirectly, from the parents or the guardians of the bride or the bridegroom, as the case may be, any dowry.

Signature

AUTHORIZATION LETTER

I, (Name of the Candidate, hereby authorize Mr./Mrs....., my parent/guardian, to represent me during the Realtime Allotment/Admission process for(Name of the Programme) and also to represent me for the certificate verification scheduled on(Date) at Cochin University of Science and Technology(CUSAT). I understand that any decision taken by the authorized person will be binding on me.

The authorized person's signature, name and valid photo identification card number are identified as below.

Authorized Person

- **Signature:** _____
- **Name:** _____
- **Valid Photo ID Card No.:** _____

Candidate

- **Signature:** _____
- **Name:** _____

Date: _____

Place: _____

**Documents to be produced at the time of Document
Verification/Realtime Admission for B.Let Programmes**

Sl.No	Documents/certificates to be Produced	No. of copies
1	Passport size Photos	4no.s
2	Transfer Certificate from the Institution last attended	Original
3	Conduct Certificate from the Institution last attended	Original
4	S.S.L.C/ 10 th Standard Certificate& Mark List	2 copies, self-attested
5	11 th Standard Marklist (in case the candidate is from a CBSE school)	
6	12 th Standard/Higher Secondary Certificate & Mark List	
7	Proof for communal reservation	1 copy each and should be self-attested
8	Proof for Keralite Status	
9	Self-declaration stating Nationality	
10	Annexure II Declaration to be submitted by Candidate stating Nationality (duly filled)-(only for outside Kerala Candidates)	1copy each
11	Undertaking Anti Ragging (downloaded form after registering through https://antiragging.in/affidavit_university_form.php)	
12	Application for PTA membership (duly filled by the parent/guardian)	
13	Declaration against dowry (duly filled)(Annexure IV)	
14	Declaration Anti-Drug (Annexure III)	
	<u>REMARKS</u>	
1	The originals of mark lists of 10 th and 12 th has to be submitted for verification, which will be returned after verification	
2	All the candidates are requested to arrange the above documents in the order itself, clip them properly before entering the campus/verification venue	