



ASSAM HIGHER SECONDARY EDUCATION COUNCIL
BAMUNIMAIDAM :: GUWAHATI-781021

No. AHSEC/R&A/ADMN/2020/3/1/312

Date: 25th May, 2023

NOTIFICATION

It is hereby notified to all concerned that in order to process the admission of students into HS First Year course for the session 2023-24 in different institutions (Universities/Degree Colleges/Senior Secondary Schools/Higher Secondary Schools) under AHSEC, the "DARPAN" admission portal will be made live from 29th May, 2023 to 17th June, 2023.

The students will be able to submit their applications online for admission into different institutions by visiting www.darpan.ahseconline.in or www.ahsec.assam.gov.in. The concerned students and institutions are advised to go through the below given Important Dates and Guidelines/SOP in detail for compliance and smooth conduct of the admission process.

• **IMPORTANT DATES**

SL NO.	EVENTS	TIMELINE
1	SUBMISSION OF ONLINE APPLICATIONS BY APPLICANTS	29 th MAY, 2023 - 09 th JUNE, 2023
2	PREPARATION OF SELECTION LIST /WAITING LIST BY THE INSTITUTIONS	10 th JUNE, 2023 - 12 th JUNE, 2023
3	PUBLICATION OF PROVISIONAL SELECTION LIST/WAITING LIST (VALID UP TO 15 TH JUNE 2023)	12 th JUNE, 2023 (MIDNIGHT)
4	ACCEPTANCE OF ADMISSION BY STUDENTS	13 th JUNE, 2023 -15 th JUNE, 2023
5	CONFIRMATION OF ADMISSION BY INSTITUTIONS IN "DARPAN" (ONLINE)	16 th JUNE, 2023 - 17 th JUNE, 2023

• **GUIDELINES/SOP FOR STUDENTS**

SL NO.	GUIDELINES/SOP FOR STUDENTS
1	An Applicant has to submit application online through "DARPAN" Portal.
2	A student can apply up to maximum of five (5) no. of applications.
3	The profile of a student can be edited only once before verification of the applications by the institution.
4	The published Selection List and Waiting List for admission into HS first year will be made available in the DARPAN portal for the students. The students will be notified of their selection through SMS.
5	After publication of Selection List, students are advised to accept only one admission offered by the institution for admission using their login id in the portal at the earliest. After approval, there will be no option for a student to change the institution. The student must take admission in the institution concerned within the stipulated time period to complete the admission process.
6	Students will be allowed to change their preferred Subject(s)/Stream at the time of admission and the institution concerned will have to update the same in the portal on the day of admission.

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• **GUIDELINES/SOP FOR INSTITUTIONS**


SL NO.	GUIDELINES/SOP FOR INSTITUTIONS
1	The Institutions to ensure that online verification shall be conducted for admissions into HS First Year course. On receiving the applications, the institution concerned will be able to verify the submitted applications.
2	After verification of applications, the Selection List and Waiting List for admission into HS first year will be prepared by the institutions concerned.
3	Selection List and Waiting List for admission will be made available in the portal (www.darpan.ahseconline.in) for the students. Moreover, students will also receive notification of their selection through SMS.
4	The institution concerned will have to update the Selection List from the Waiting List on regular basis on arrival of vacancies in the Selection List after acceptance of admission by the students.
5	Once a selected student accepts the admission offered by the institutions, the institutions will have to click the "Confirm admission" button to complete the admission process in the portal using Institution Login ID on daily basis during admission process latest by 17 th June, 2023. The institution will be able to confirm admission of only those students who have accepted the Admission Offer. At the time of admission, all the Institutions concerned are requested to physically verify all the relevant documents submitted by the students.
6	The institutions will be able to change the preferred subject(s)/Stream of a student at the time of admission only with due consent from the student and the institution concerned will have to update the same in the portal on the day of admission. Moreover, change/modifications in the stream and Subjects of students will be available in the DARPAN portal even after the admission process is over. However, on final submission of registration, a student shall not be allowed to change subject(s) or stream.
7	The institution concerned will be allowed to remove the students from the Selection List who have not accepted the admission offer in stipulated time, if desires so. Accordingly, the institution will be able to add new students from the Waiting List after removal of application(s) from the Selection List.
8	Institutions should refrain from getting students admitted without his/her consent.
9	Institutions registered under DARPAN portal shall not allow to get enrolled students of other institution(s) through them.
10	In case of wrong upload of document(s) by the students, the institution concerned will be able to upload the correct required document(s) as provided by the students.

NB:

- **No offline Admission shall be conducted by institutions.**
- The Registration process for Session 2023-24 will be started in the 1st week of August, 2023 and only those students will be allowed to complete the registration process who have completed the admission process through "DARPAN" portal.


Secretary,

Assam Higher Secondary Education Council,
Bamunimaidam, Guwahati- 781021

 Date: 25th May, 2023

No. AHSEC/R&A/ADMN/2020/3/1/312 (A)

Copy to: -

1. The Secretary to the Govt. of Assam, Department of School Education, Dispur, for favour of kind information.
2. The Director of Higher Education, Assam, Kahilipara, Guwahati-19, for favour of kind information.
3. The Director of Secondary Education, Assam, Kahilipara, Guwahati-19, for favour of kind information.
4. The Inspector of Schools, All districts for information.
5. The Deputy Controller of Examinations, AHSEC for uploading this notification into the official website of AHSEC.
6. The Deputy Secretary (RPR), AHSEC for information.
7. The Programmer, AHSEC, for necessary communication via E-mail to the concerned institutions/Inspector of Schools, All districts.
8. The Registrars/Principals of all Universities/Degree Colleges/Senior Secondary Schools/Higher Secondary Schools for information and necessary compliance.
9. The News Editors, all local electronic/print media for kind information.
10. PA to the Chairman, AHSEC, for kind appraisal of the Chairman.
11. All Officers, AHSEC, for information.
12. Concerned File.


Secretary,
Assam Higher Secondary Education Council,
Bamunimaidam, Guwahati- 781021