



ಕರ್ನಾಟಕ ಪರೀಕ್ಷಾ ಪ್ರಾಧಿಕಾರ  
Karnataka Examinations Authority



**Information about Entry of Options for MBA / MCA / M.E. / M.Tech Courses - 2025**

Admission to Government seats shall be made in accordance with the PG CET Admission Rules, as amended from time to time and therefore the details and instructions contained in this Information Bulletin are subject to the said Rules and Government orders. In case of any discrepancy, the Rules shall prevail.

As per the seat matrix issued by the Government, the seat allotment to the these courses will be done ONLINE in the order of merit / rank and based on the options entered by the candidates through KEA Web-portal.

Entry of options by the candidates will begin only after the receipt of seat matrix from the Government. The details of the College wise, Course wise and Category wise seats available for allotment will be published on the KEA Website which can be downloaded and printed.

**(1) Stages for ENTRY OF OPTIONS BY CANDIDATES.-**

- In the KEA Website <https://cetonline.karnataka.gov.in/kea/> Candidates have to select "ADMISSION", then in the PG CET-2025 tab select the **PGCET-2025-OPTION ENTRY**, then **it will show the actual screen to enter the options.**
- Then candidate has to scan the QR code printed in the Claim Slip, then enter the application number and Option entry PG CET No.
- Enter the OTP received to the registered mobile number, then select VERIFY OTP.
- Then enter into option entry Login through face recognition.

**OPTION ENTRY** KARNATAKA EXAMINATIONS AUTHORITY

LOGIN Home Candidate Optionentry Declaration

Payment Payment details Course details College List Instructions Work sheet

ADMISSION TO UGCET & OTHER PROFESSIONAL COURSES- 2025

Option Entry Login

Scan QR Code (PG CET No)

APPLICATION NO / REGISTRATION NO. Enter your Application No.

OPTION ENTRY CET NO. Enter your PG CET No.

Verify OTP

Face Recognition

Capture a photo for face verification.

• Scan QR Code printed in the verification slip or

• Login with Application Number and Option entry CET number.

• Then enter the OTP received.

• Verify OTP

• Capture live photo for Face recognition and login to enter Option Entry portal.

@KEA\_KARNATAKA KEA Vikasana keaugcet25@gmail.com <https://cetonline.karnataka.gov.in/kea/> <https://kea-bot.com/> 080-22-460-460 (10 Lines - From 8.00 am to 6.00 pm)

- e. Then, all category candidates have to pay Rs.750/- by using the payment gateway.
- f. After confirmation of payment “Candidates Option Entry” link gets enabled and candidates will be allowed to enter the options.

The above alert message will flash on the screen to make the payment of Rs. 750/- (Non- refundable)

Select “Pay-Online” Link for payment, New Tab will be opened for making the payment.

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## (2) When can the candidate enter the options?

The candidate who becomes eligible after verification will only be considered for entry of options. Option entry schedule will be published in the KEA Website and press release will also be issued in this regard. Candidates should keep watching the website and enter the options before the date and time fixed to enter the options. KEA will not take the responsibility of any ignorance expressed by the candidate that he / she has missed the schedules or did not aware of the information published in the website. Further, candidates are also advised to enter the options within the stipulated time but not to wait till the last date fixed to enter the options to avoid the last minute rush.

## (3) PREPARATORY WORK AT HOME:

**NOTE:** Candidates are advised not to start entering the options directly on the online option form on the internet without preparatory work at home on **preference** of options, as it leads to commission of mistakes / wrong entries / wrong order of preferences.

**i. COLLEGE PORTAL:**

The candidates are advised to gather information from this portal about the colleges, the courses offered, infrastructure available, teaching faculty, laboratory facilities, hostel facilities and any other information which would help him / her in narrowing his options. The distance from his / her house, the mode of transport, the hostel facilities and the environment etc are also prime factors in deciding priority of options.

- ii. It is better to write the order of options on a white paper and discuss the same with your parents / guardians / mentors etc before actually entering in the system.

Allotment of seats depends entirely on the priority of options given by the candidates as per the merit / rank. Hence it is of utmost importance to familiarize oneself with the operation of the computer, the locking of seats so that the correct options in the order of preference are entered. Practice of entering of options has to be undertaken, as even an expert in computers would require a minimum of one hour for entry of about 500 options. Familiarity with the computer, prior knowledge of the college / course is essential to fill up options. Even a small mistake in entering the options may deprive a valuable seat in the desired college / course even though he / she is eligible for that seat as per his / her rank. Therefore, KEA suggests that the student should familiarize themselves in entering the options in the online option entry form. A home work of about an hour everyday is necessary for the students to familiarize themselves with the allotment. The following steps may be taken by the candidates before entering their options in the online option entry form.

- The candidate should note the name of the college, the course offered in a separate sheet of paper.
- The cut off rank for that particular college and course may be seen so that the candidate will get an idea about where he / she stand vis-à-vis his ranking.
- Preparatory work should be commenced only after asserting their merit / rank order.
- The priority of options among the colleges selected should be noted down.
- A mock allotment on real time data given by the candidates will also be done before the actual commencement of the First Round, so that the candidate can know the college and course allotted as per his options. The candidate can also change his options after seeing the mock allotment. This will help him to find out his standing as per his merit and as per options. The mock test is only to help the candidates familiarize and show them the course and college allotted to them and it should be in no way presumed that the same seat and college will be allotted to them in the actual allotment of seats. Because, the candidates have the option of changing the priority of the options entered by them after the mock allotment.
- The verification slip issued to the candidates indicates the category which he / she belongs, rank number for each discipline to which he / she eligible, special category if any etc. It will help in choosing the college or course or place of the college.

**(4) CUT OFF RANK:** The cutoff ranks for 2024 and for earlier years for all discipline college wise, course wise and category wise is hosted on the KEA website <https://cetonline.karnataka.gov.in/kea/>. The cut off rank shows the name of the college, course, category and the last rank in the particular college for a particular course during 2024. **The cutoff rank is only for the information of the students and no inference shall be drawn on the availability of seats college wise and course wise for the year 2025. KEA does not take any responsibility whatsoever in this regard.** The cutoff ranks give a fair idea about the last rank under each category admitted to a particular college / course during the previous year. Do not exercise your options based on cut-off ranks. The options should be exercised purely based on the candidate interest for college/course because cut-off ranks will not be same every year. And the candidate should make sure that he/she has not missed out any college/course he/she wishes to take admission and the same is ordered according to the priority.

#### **(5) Methods to enter the OPTIONS.**

- (i) Option entry panel will display all the discipline tabs to which the candidate is eligible. In case if the candidate is eligible for MBA and MCA and ME/M.Tech courses, all the three tabs will be displayed. Candidate has to select the particular discipline tab and then he / she has to start entering the priority numbers.
- (ii) Candidates will find the list of colleges and courses in case if he / she select ME / M.Tech. Likewise list of colleges for other disciplines will also be available based on the eligibility of the candidate.
- (iii) If a candidate is eligible for both MBA and MCA discipline or for MBA and M.E. / M.Tech and if his first desire is the MBA then in such case he has to give as much options as possible for MBA. The order of preference for MBA should be more than other disciplines. The computer in such case will find the best options as per the rank and allot a seat to the candidate. Likewise if a candidate is interested only in MCA he may skip the option of giving **CHOICE** for MBA and concentrate only on MCA courses.

(Your Priority **Number** (or your ranking for your seat allotment))

Candidates have to enter priority which is given in Numbers. Your priority number starts from 1 and ends with total number of colleges / courses against each discipline / specific course stream. The priority number is unique number for each course of all Streams. There will not be any separate priority number for each discipline i.e., MBA, MCA, M.Tech.

For instance, if you are giving priority number 1(one) for MBA then that number should not be repeated to any other course of the other discipline such as MCA and M.Tech. While selecting course in another stream the priority number should be given as 2 (two), 3 (Three), 4 (Four)... as per your ranking preference.

## NOTE

The entire process of allotment is controlled by sophisticated software and high end computers which examine minutely the options given by the candidates for allotment of the best possible seat to the candidate as per the rank and options given. Therefore, it is very important that the candidate should be very clear about the **CHOICE** of the course, discipline which he is interested in. **For example if a candidate is interested only in MBA seats then he can give all the options in all the colleges for allotment of MBA seats only.** If there about 250 MBA colleges and the candidate is interested in 24 colleges, he/she can give 24 options. The computer will decide the best seat available for allotment as per the rank and order of options of the candidate. Similarly a candidate may be interested only in MCA and if there are about 210 MCA Colleges and a candidate is interested only in few colleges, then he can give his preference only to such the colleges. The computer will pick the options in the order of priority of options entered by the candidate. In other words the candidate is free to give as many options in as many courses in as many colleges as he deems fit. Entry of more number of options is better for the candidate to secure a seat of his **CHOICE**.

### Methods to follow Priority of options during entry

- i. Candidate should be very careful while entering the priority numbers in the option entry portal
- ii. KEA will receive the seat matrix from the Government before the commencement of allotment of seats The seat matrix in respect of MBA / MCA / M.Tech courses etc as notified by the Government will be published on the KEA Website before the commencement of allotment of seats to the respective disciplines. Study the same.
- iii. The candidate may enter the course / college of his **CHOICE** from among the seats available which is displayed at the time of entry of options i.e., college wise, category wise and course wise, discipline wise.
- iv. **The candidate will be allowed to enter all the options in the discipline to which he/she is eligible.**
- v. Candidate shall enter the options for all the discipline at once. If the candidate is eligible for multiple disciplines i.e., both for MBA and MCA or for MBA and M.Tech options can be exercised for all the discipline in the same entry form.
- vi. The candidate has to first select the Discipline in the option entry form. Upon selection of a discipline, the entry form display the list of colleges in case of MBA and MCA. In case of M.E. / M.Tech discipline the entry form display the list of colleges with their M.Tech courses. The candidate has to enter the priority number in front of the displayed college / course to which they are eligible and interested.
- vii. That means, first option may be MBA or MCA or M.E., second option may be MCA/ MBA, third option may be M.E/ MCA, fourth one may be MBA, fifth option can be M.E. / MCA, the sixth may be MCA again etc and so on.

viii. Please visit KEA Website for details about college information i.e., College Code and Course Codes. Entering the priority numbers means you are interested to join that particular college and courses.

### **IMPORTANT INSTRUCTIONS ON “ONE TIME OPTION ENTRY”**

ix. The priority of options entered by the candidate for the first round will remain same for all the rounds of seat allotment. ***Candidates will not be allowed to enter new options again for any subsequent rounds.*** The priority of options entered by the candidate will be shown on the option entry module based on the **CHOICE** indication of candidate. Candidate may reorder or delete or alter the order of options. If candidate is willing / interested to take admission in a particular college / courses, make sure that such options are exist in the option entry list in the order of preference. Candidates are advised to enter / retain all such options without looking at the seat matrix as the consequential seats which arise during the seat allotment will also be considered in the respective round allotment itself.

### **7. INFORMATION ON ONLINE SEAT ALLOTMENT.**

**There is no limit for entry of options.** A Candidate can enter any number of options as he / she wishes to exercise on his / her own priority. Candidates are advised to enter more number of options to avoid the disappointment of not securing a seat. Any candidate has to enter the option in the priority as he / she desires. Candidates are advised to do thorough home assignment regarding the **CHOICES** which they want to exercise, the college which they prefer, the course which they are interested to join etc. It is better to write the order of options on a sheet of white paper and discuss the same with your parents / guardians / mentors etc before actually entering same in the system. Your interest in the discipline, college infrastructure, course, distance from your place, availability of hostel etc may be some of the issues to guide your **CHOICES** of options and advice of your parents. As it will save your time and minimize your chance of making mistake in option entry on the online option entry form. **A candidate can enter any number of options through Online (Internet) of his CHOICE of College / Colleges and courses in the order of preference he / she desires to enter either in the Helpline Centres or on his / her own arrangement. Entry of options invited as per the schedule notified by KEA in all newspapers and on the website <http://kea.kar.nic.in>** The allotment will not proceed to the next rank candidate till the list of your options is completely searched for availability of a seat. The candidate may change the options as many times as he / she desires before the last date and time notified for entry of options. After entry of options candidate has to select the button submit and logout.

**Options recorded in the server on the last day and time of the notified schedule in each round will be frozen and only the frozen options will be considered for allotment of seats. The candidates are advised to take a print out of the option entered by them in each round after the last date and time for entry of options is over.**

**(8) NOTE ON MOCK ALLOTMENT**

*After the entry of options are completed,* based on the options entered by the candidates in the order of merit and by following the Roster System MOCK SEAT ALLOTMENT will be carried out as per the procedures explained in this Brochure. This Mock Seat Allotment is only an INDICATIVE seat status which candidate may or may not get in the real allotment. It will help the candidate to revise, update, add or delete already the entered options.

Candidates are required to verify their allotted seat status on the KEA Website <http://kea.kar.nic.in>, if they desire they are free to change, reorder, delete and add to their **CHOICES** of courses / colleges as per their preference. All the candidates must enter their final options before **the last date prescribed**. Candidates will not be able to change their options after the last date and time fixed to do so. Even though the candidate may not like to modify the options after the Mock Allotment, he / she may not get the same seat during the Real Allotment as other candidates may change their earlier entered options.

Candidates will also be able to view the details of seat allotted as per their options priority. Candidates can also view the College-wise, Course-wise, Category-wise cut off rank of Mock Allotment. Candidates, who have not been allotted any seat in the Mock allotment, should verify the options entered by them and are advised to enter more options in which they are interested.

This is only an indicative exercise; candidates need not report to the college, but should wait for the real allotment result. However, ALL CANDIDATES CAN CONTINUE TO ACCESS THEIR LOGIN ACCOUNTS TO UPDATE/ ADD/DELETE/ GIVE FRESH OPTIONS TILL THE LAST DATE AND TIME FOR OPTION ENTRY FOR REAL ALLOTMENT.

**(9) WHY DO WE CONDUCT MOCK SEAT ALLOTMENT?**

*Based on the Mock Seat Allotment a candidate can get an indicative allotment of college / course / stream as per his / her priority of options. This gives a clear idea to the candidate to change or retain the entered options. Candidates can get to know that the other candidate with lower merit is allotted a seat which he / she was eligible but for his / her not entering that option. Therefore, candidates will be given one more chance to change the priority of options or deletion or addition or re-ordering of the options.*

*Due to change in the options by candidates after Mock Seat Allotment, one may not get the same seat in the real allotment as was allotted in the mock allotment.*

**(10) CONDUCT OF SEAT ALLOTMENT IN DIFFERENT ROUNDS AND ADMISSION WILL BE NOTIFIED SHORTLY IN THE KEA WEBSITE**

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