IMPORTANT INSTRUCTIONS FOR ON LINE APPLICATION

Candidates are required to go through the Information Bulletin carefully before attempting for online application.

Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected.

1.	Application for WBJEE-2017 has to be done online only. There is no printed application form.
2.	Ensure that you are filling genuine application form available on line at www.wbjeeb.nic.in
3.	**It is essential to have a mobile number and a unique email ID.** All future communications will be received from and sent through the registered mobile number and email ID. Communications from candidates from any other mobile number or email ID cannot be considered genuine/official and hence are liable to be ignored. WBJEEB will not be responsible for non-receipt of any communication by the candidates if the mobile number and/or the email ID is found wrong/non-existing/changed.
4.	Candidates are advised to study the Guidelines of Online Application thoroughly before attempting online application.
5.	Once the registration details i.e. **name, father's name, mother's name and date of birth** are entered and submitted, they **cannot be changed/modified/edited under normal circumstances**. Also the information must match exactly with the school admit cards, mark sheets, certificates, photo identity cards, caste/category certificates etc. which you have to produce to enter the examination hall, during counselling, during admission & during registration with the University.
6.	Do not attempt to make any duplicate application.
7.	Do not share your application number; pass word, security question/answer with anyone.
8.	Upload scanned copy of photograph, signature and left thumb impression only as described in the Information Bulletin.
9.	If any information **other than** name, father's name, mother's name and date of birth given in the application need to be corrected then do the correction within the given window period of correction since **no correction is possible thereafter**.
10.	If you receive any SMS/email regarding discrepancy in the photograph/signature/LTI uploaded by you, take corrective action immediately **within one day**.
11.	The amount of application fees to be paid for appearing in the **WBJEE-2017** is **500 (Rupees five hundred only) plus the Bank's Service Charges** as applicable. The Examination Fees can be paid in **cash less mode** by 'Net Banking'/ 'Debit Card'/ 'Credit Card' or **in cash** using Allahabad Bank e-challan. Payment status is updated online and hence should show 'OK' immediately after the

	payment. But in some rare cases it may be delayed due to the Bank's network delay/failure or transaction failure at the Electronic Payment Gateway (EPG). If the payment status does not show 'OK' immediately after making the payment then the candidates are advised as follows, a) If the payment was made by e-challan, contact the bank branch immediately, where the cash payment was made. b) If the payment was made by net banking/debit card/credit card, and the transaction failed at EPG, the candidate has to make payment once again. **Do not wait for the last day to make fee payment in order to avoid payment failure by Bank or EPG.**
12.	Keep copies of **confirmation page, admit card** in safe custody. It is not possible to generate any duplicate copy.
13.	For any query regarding the examination contact, **Controller of Examinations** **West Bengal Joint Entrance Examinations Board** **AQ-13/1, Sector –V, Salt Lake City, Kolkata-700091** **Examination Helpdesk:-1800-3450-050, 03323671149, 59, 99.** **Email: Link <Contact Us> in www.wbjeeb.in**