Instructions for Online admission to Diploma Level Courses of RCI through AIOAT, 2018

National Board of Examination in Rehabilitation adjunct body of Rehabilitation Council of India has conducted the AIOAT, 2018 for admission to Diploma level Courses in Special Education. The Online Exam was conducted on 17th July, 2018 at 98 exam centres situated in various parts of the country. Based on the online exam result, the National Merit List has been prepared by the Council, which is available on the Council’s website https://applyadmission.net/aioat2018/.

Accordingly, the following criteria has been developed by the Council for online admission to D.Ed. Courses in respective disability areas for the academic year 2018-19, those who have qualified the AIOAT-2018.

(I) All seats to be filled only from the National Qualifying Merit List of candidates who have scored 38 marks and above in aggregate in AIOAT-2018 irrespective of their category as per total seats of Diploma Level Courses.

(II) Head of the institutions shall strictly adhere the Reservation Policy for OBC, SC, ST & PH candidates of the concerned State Govt for admission to the prescribed seats. Head of the Institution shall be solely responsible for any kind of violation of Reservation Policy, if any.

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<thead>
<tr>
<th>Sl.No.</th>
<th>Admission Schedule</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Date of opening of online admission as per National Qualifying Merit List of AIOAT, 2018 (Total candidates who have scored 38 Marks and above in aggregate in AIOAT-2018 are eligible in the first round of admission against total Seats of Diploma Course.)</td>
<td>10th August, 2018 (10.00 am)</td>
<td>17th August, 2018</td>
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<tr>
<td>2.</td>
<td>Filing up of vacant seats, if any for all categories (The qualifying marks of the second round of admission will be notified by the Council on 18th Aug, 2018.)</td>
<td>19th August, 2018</td>
<td>27th August, 2018</td>
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<td>Filing up of vacant seats, if any for all categories (The qualifying marks of the third round of admission will be notified by the Council on 28th Aug, 2018.)</td>
<td>29th August, 2018</td>
<td>31st August, 2018</td>
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<tr>
<td>3.</td>
<td>Closing Date of Online Admission</td>
<td>31st August, 2018 (5.30 P.M)</td>
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A. Instructions for all Qualified Candidates of AIOAT, 2018

I. All the qualified candidates whose names are appeared in the National Merit List has to take a print out of the Score Card of AIOAT, 2018 and contact to their choice of institutions opted during filling up the AIOAT, 2018 exam form either through telephone or in person.

II. Admission to any institute will be done on the basis of the National Qualifying Merit List of candidates (AIOAT-2018) who have opted that institute.

III. The qualified Candidate can take admission in only one institute. Once admission is completed at any one of the institutions opted by the candidate in Online Admission Portal, he/she will not be able to surrender & take admission at any other Institute.
IV. Candidates should produce the following documents to Centre Coordinator for admission to diploma level Courses as opted by the candidates:
   - Admit Card of AIOAT, 2018
   - Copy of score card of AIOAT, 2018,
   - 10th, 10+2 Mark-Sheet and certificates,
   - Passport size latest coloured photograph and
   - Copy of Aadhar Card
   - Candidates belongs to the reserved category has to produce Original Caste Certificate/PwD Certificate issued by the appropriate authority of the respective State Govt.

V. Qualified candidates are advised to bring two copies of score card of AIOTA -18, one to be submitted to the institution and another for the purpose of getting the acknowledgement duly signed and stamped with date & time from the institution and to be kept safely for future reference.

VI. Required Admission fee to be paid for admission to confirm the seat.

VII. Candidates who could not take admission in 1st Round of admission, may be given opportunity to take admission in 2nd round, subject to the availability of vacant seats at any institution across the country in the same diploma level courses opted during filling AIOAT, 2018 Exam Form.

VIII. Candidates will not be allowed to change the option of course as mentioned in the AIOAT, 2018 form under any circumstances.

### B. Instructions for the Training Institutes

| 1. | The respective Institution shall nominate the Coordinator for admission to Diploma level Courses and display their name, mobile number which is functional, e-mail ID etc. at their website and on Notice Board. |
| 2. | Appropriate Help Desk to be set up to facilitate the candidates for hassle free admission. The said desk should be functional during the admission period from 9.00 a.m to 6.00 p.m. |
| 3. | Coordinator nominated by the Centre shall be responsible for verification of documents submitted /produced with original documents by the Candidates at the time of admission. |
| 4. | One set of all the documents to be retained by the Coordinator for future reference. |
| 5. | All seats of the total intake as approved by the Council should be filled up from the National Merit List of AIOAT, 2018 on or before the last date as prescribed by the Council and reservation policy to be ensured by the Institution for the reserved category of candidates belongs to OBC, SC, ST and PH any other reserved category in accordance with the respective State Govt. Policy. |
| 6. | Head of the Institution should strictly adhere the Reservation Policy for OBC ,SC,ST & PH candidates of the concerned State Govt for filling up the vacant seats in the 2nd round of admission also. Head of the Institution shall be solely responsible for any kind of violation of Reservation Policy. |
| 7. | Institution has to ascertain that in the first round of admission, first preference to be given to those candidates who opted the institution as their order of choice. |
| 8. | Any candidates reporting for admission to their respective choice of institution (AIOAT-2018) to be acknowledged on the score card duly signed and stamped with date by the designated Admission in-Charge during the admission period. It should be complied mandatory by the Institute. Any denial of the acknowledgement of score card of the candidate reported for the admission, if proved will be viewed seriously by the Council. |

[Signature]

Dr. SUBODH KUMAR
Dy. Director (T)
### 9. Institute shall fill up the information with regard to admitted candidates on the Online Admission Portal, for which RCI will provide unique ID and password before 10th August, 2018 through e-mail ID, Institute will login to the Online Admission portal with their unique ID.

- a. Institute will enter the online application number of qualified Candidates of AIOAT, 2018 as per merit list.

- b. In case the candidate is in the National Merit List, Student’s personnel details will be automatically fetched (Name, Father’s name, Address, Rank etc.). Otherwise message will be flashed “No Data available”.

- c. Institution will have to enter DOB & email ID of the candidate (Matching the details provided by the candidate at the time of AIOAT registration) in the admission portal.

- d. After validating the Candidate DOB & email ID, system will allow the institute to enter the Fee details (Date of payment, Mode of payment (Cash/Cheque/DD), Amount details).

- e. Institute will click on the “Submit” button to complete the Admission for that student.

- f. Once the admission is done, system will not allow the admission entries to be edited/deleted.

- g. Dashboard will be provided to the Institute to check the Total admissions, Balance vacant seats of his Institute only.

### 10. Online Admission Portal will automatically be closed on 31st August, 2018 (5.30 PM). Thereafter, no manual admission will be permitted by the Council under any circumstances.

### 11. No additional amount to be charged from students, except course fee prescribed by the Council.

### 12. Institution has to strictly ensure that admission to be taken from the National Qualifying Merit list of AIOAT, 2018 and no direct admission to be done under any circumstances.