

B.Pharmacy
Through Email

From

Director General Technical Education –cum-Vice-Chairman,
Haryana State Technical Education Society,
Panchkula.

To

The Registrar (s),

1. Pt. B.D. Sharma University of Health Sciences, Rohtak.
 2. Kurukshetra University, Kurukshetra.
 3. Maharishi Dayanand University (MDU), Rohtak.
 4. Guru Jambheshwar University of Sc. & Technology, Hisar.
 5. Indira Gandhi University, Meerpur, Rewari.
 6. Gurugram University, Gurugram.
 7. Ch. Bansi Lal University, Bhiwani.
 8. Chaudhary Devi Lal University, Barnala Road, Sirsa
 9. BPS Mahila Vishwavidyalaya, Khanpur Kalan, District Sonapat
 10. The Principal, Swami Dayanand Post Graduate Institute of
Pharmaceutical Sciences, Pt. B.D. Sharma University of Health
Sciences, Rohtak.
- &
11. The Registrar(s)/ Director (s),
Pvt. University/ Deemed to be University/Pvt. B.Pharmacy Institutes.

Memo. No. 1938-50 /HSTES/UG

Dated: 13-10-2025

**Subject: Counseling procedure/ instructions to be followed for Institute Level
Counseling for B.Pharmacy Course for the session 2025-26.**

Kindly refer on the subject noted above.

As already mentioned in brochure of B.Pharmacy for session 2025-26 that after 2nd Online Centralized Counseling, no online counseling shall be conducted by HSTES and admission shall be made at Institute Level Counseling after merging the seats of the sub categories (including females) of a particular reserved category into the main reserved category. In the event of seats remaining vacant/ unfilled, if any, same shall be filled up before final cut-off date of admissions without any reservation, firstly

on the basis of Rank of OCET-2025 Examination conducted by HSTES and only thereafter on the basis of inter-se-merit of percentage of aggregate marks of Qualifying Examination (with Chemistry, Biology/Mathematics and Physics,) in a fair and transparent manner.

A. Important Information/ Instructions for Institute Level Counseling(s):

1. The concerned Institute are required to advertise widely for Institute Level Counseling at their own level.
2. Institute Level Counseling shall be conducted for the vacant seats as per seat matrix of vacant/ unfilled seats of the Institutions after closing 2nd Online Counseling. The category wise vacant seats (after 2nd Online Counseling) will be available online at www.intrahstes.gov.in for B.Pharmacy.
3. Applications along with relevant documents (Except verified from PPP ID) may be invited through official website/ email ID of the institute/ physically.
4. The schedule of Institute Level Counseling should be displayed on the website of the institute/ university for the information of aspiring candidates.
5. The reservation category, annual income & other details of the candidates from Haryana, is to be verified from their PPP-ID for the purpose of Admission, at the time of institute level counselling as per "Parivar Pehchan Patra Act-2021". All specific categories other than not available at PPP-ID portal (like KM, EWS) may be verified physically as per instructions given in Admission Brochure for B.Pharmacy 2025-26.
6. The parents of BC candidates (Block A & B) for benefit of reservation for their ward shall have to verify their annual family income verified from their PPP ID during applying online to the effect that they does not fall under the creamy layer at the time of admission as per notification no. No. 40/13/2024-1SW dated 16 July, 2024 or as per their BC Category Certificate issued after 16 July, 2024.

7. For admissions in B.Pharmacy Course, Institute Level Counselling shall be conducted on the basis of Rank of OCET-2025 & only thereafter Inter-se-Merit/ Rank of qualifying examination prepared by the respective concerned university/ institute.
8. The institute level counseling for B.Pharmacy Course shall be done as per the information/ instructions mentioned in concerned B.Pharmacy Admission Brochure 2025.
9. The merit of the concerned courses should be hosted online on the website of the institute/ university along with the contact number of the institute for resolving the queries and be displayed on notice boards of concerned institute/ University.
10. After the declaration of Merit and verification of documents of successful candidates, the respective fees as mentioned for the courses in the Admission Brochure will be collected from the candidates through online/ offline as per the fee collection facilities available with the institute/ University (like through Institute Account, Google Pay, Paytm, UPI, etc.).
11. Before admitting the candidates, the institute must ensure that the previously allotted seat during the centralised/ institute level counseling to the said candidates has been cancelled.
12. Before reporting at the newly allotted institute, candidate shall get his /her earlier admission, if any, cancelled from previously allotted institute. If candidate is facing any problem in getting the seat cancelled from previously allotted institute, he/she may contact HSTES for cancellation of previously allotted seat, (if required) on Toll Free Number 1800-137-3735 and email id onlineadmissionhelp@gmail.com.
13. After checking all relevant documents as mentioned in the prospectus, the institute shall upload the details of the admitted candidates online on the Intra Portal of HSTES i.e. www.intrahstes.gov.in and provide the "Provisional Admission Slip" to the candidate physically.

14. At the time of admission, if it is found that the candidate had not deposited his/her counseling fees earlier to HSTES, in such a case the candidate shall be informed by the institute to deposit the counseling fees in the account of Institute or deposited online as per the facility available in the institute. The counseling fee collected by the Institutions be transferred to HSTES account after the last date of admission, under intimation for record to HSTES. Institute shall be liable for collecting the same.
15. The category wise vacant seats (after 2nd online counseling) will be available online at www.intrahstes.gov.in and Institute Level Counseling shall be conducted on the basis of seat matrix of vacant/ unfilled seats of the institutions.
16. The entire exercise for institute level counseling is to be carried out by concerned institutes/university at their own level. However, the details of each admission and Updation have to be done on the HSTES portal i.e. www.intrahstes.gov.in for admitted candidates for the courses to B.Pharmacy and shall be completed **latest by 30.10.2025 (final cut-off date of admissions)** in fair and transparent manner.
17. All the admissions shall be uploaded online on **intra portal of HSTES upto 11.11.2025 (11:59PM) positively.**
18. The Chairperson/ Director of concerned Department/ Institute has to certify that the admissions have been made as per merit in fair and transparent manner, and for any legal/ court case if any, he/she will be responsible.
19. Proper seating arrangement & water arrangement, etc. essential for the candidates and their companion participating in the institute level manual counselings shall be ensured by the each institute/university.

B. Schedule of Institute Level Counseling (s):

Date	Event
Dates for events mentioned to be decided by concerned Govt./ Pvt. institutes/ University Departments/ Deemed to be University Departments at their own level.	Applications to be invited for admission in B.Pharmacy course
	Declaration of Rank of applicants for Institute Level Counseling by giving priority to OCET Rank and thereafter inter-se-merit of qualifying exam.

	Institute Level Counseling for all categories after merging only the sub categories (including females) of a particular reserved category into the main reserved category.
	Institute Level Counseling without any reservation (by merging all reserved categories)
After Institute Level Counseling as per above schedule, all Govt./Pvt. University/ Institutions/Deemed to be University Institutions are also allowed to conduct any number of rounds of Institute-wise open counseling(s) for filling up of remaining vacant seats (if any) upto 30.10.2025 under intimation to HSTES.	

C. Procedure to fill Vacant seats and Supernumerary seats under Special Categories/ Schemes:

- TFW, EWS and J&K Seats in B.Pharmacy course is to be filled as per instructions issued by Pharmacy Council of India (PCI), New Delhi letter dated 30.09.2020 and 02.12.2020. As per PCI, the Tuition Fee Waiver (TFW) supernumerary seats shall be available only to such courses in an institution, where a minimum of 30% of "approved intake" are filled up.
- The J&K and Ladakh seats to be filled by the AICTE/MHRD and these seats to be updated on the intra portal by the institute as and when the candidates reported for admission as per cut off dates.
- The admission / counseling of vacant seats after 2nd online counseling of B.Pharmacy TFW & EWS quota seats shall be done in all the Institutes at their own level through Institute Level Committee to be constituted as under:

For Govt./Govt. University Institutions	i. Chairperson/ Director of the Department/ Institute. ii. Two Senior Professor/ Associate Professor/ Assistant Professor of the Institute
For All Private University/	i. Director-Principal of SIET's / Principal (s) of

Deemed to be University and Pvt. B.Pharmacy Institutions	Govt./Govt. Society Polytechnics or his/ her nominee. ii. Chairperson/ Director of the Department/ Institute/University. iii. Two Senior Professor/ Associate Professor/ Assistant Professor of the Institute
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All the Institutes shall mandatorily update the PPP ID for Haryana Candidates. Further, admission in special categories like TFW, EWS & J&K shall be updated at Institute Level admission on Intra Portal at their respective links only. Any Institute/University cannot demand the excess fees from TFW candidates as specified by the Admission & Fee Regulatory Committee (A&FRC), Haryana or fixed by University. Further, Chairperson/ Director of the Department/ Principal of Institute will ensure that admission made for the vacant seats and supernumerary seats are made in transparent and fair manner on the basis of Rank of OCET-2025 firstly and thereafter merit of qualifying examination. If there is any violation of norms, then Chairperson/ Director of the concerned Department/ Institute will be responsible for the same. The schedule and order of Institute Level Counseling to be intimated to HSTES through email on ugpg@hstes.org.in.

D. Instructions for online Updation of Admissions on www.Intrahstes.gov.in.

- a) All admissions made by Govt./Pvt. University Departments/ Govt./Pvt. B.Pharmacy Institutes and Deemed to be University Institutes including Institute Level Admissions are to be updated/ reported online on www.intrahstes.gov.in, as and when the candidate reports/ admitted the candidates, No Permission of any kind shall be given for admitting, students after cut-off dates, if not reported/ updated online on www.intrahstes.gov.in as per Key dates/ Schedule. The list of online updated candidates for centralized as well as Institute Level Admissions admitted upto 30.10.2025 will only be forwarded online to the respective Affiliating University.
- b) No excuse from Institutes regarding Non-Updation of admissions because of internet not working etc. would be entertained in any case. If institute's internet facility does not work, they should use the facility of nearby institutes or other

internet points or cyber cafe for updation of details of admitted candidates upto the updation cut-off date i.e. 11.11.2025 (11:59 PM) under any quota.

- c) Any admission made after the last cut-off date of admission i.e. 30.10.2025 shall be treated as wrong & illegal admission and will not be permitted to be updated on www.intrahstes.gov.in.

The procedure and Schedule of Institute Level Counseling must be given wide public awareness/publicity by the all the university departments & institutions themselves at their own level.

The admission in institute level Counseling shall be done in fair and transparent manner as per the eligibility and the procedure laid down in the Admission Brochure of B.Pharmacy-2025 Including above instructions.


Deputy Director

**For Director General Technical Education-Cum-Vice Chairman,
Haryana State Technical Education Society, Panchkula**

Endst No. 1951-53

/HSTES/UG

Dated: 13-10-2025

A copy of above is forwarded to the following for information and necessary action:

1. The PS to W/DGTE for information of W/DGTE please.
2. The Director-Principal of all SIET's.
3. The Principal (s) of all Govt. Polytechnics


Deputy Director

**For Director General Technical Education-Cum-Vice Chairman,
Haryana State Technical Education Society, Panchkula**