



**Footwear Design & Development Institute**  
(An Institution of National Importance as per FDDI Act 2017)  
Ministry of Commerce & Industry, Govt. of India

**NOTIFICATION FOR ADMISSION COUNSELLING 2021**

Ref. No.: FDDI/ADM/2021-22/005  
Dt.: 19/08/2021

**PROCEDURE FOR ONLINE COUNSELLING 2021**

The **Online Counselling Portal** <https://counselling.fddiindia.com> has been set up by the Footwear Design & Development Institute to manage and regulate the joint seat allocation for admissions to 12 campuses of the Institute for the academic year 2021-22. Admission to all the academic programs offered by these Institutes will be made through a single platform.

**Steps for Online Counselling:-**

**Step 1 - Registration:**

All candidates who have scored valid Rank in Session 2021 are eligible to register for seat allocation.

The candidates are required to log on to <https://counselling.fddiindia.com>

The candidates may log on to the concerned portal through valid email id already registered with Footwear Design & Development Institute. The random password for access to the Portal will be generated and sent to the concerned candidates on the registered email for log in.

**Step 2 - Verification of Personal Details:**

Once log in with the random password generated by the Institute it is mandatory for all the candidates to change their password for future log in on the FDDI Counselling Portal.

After successful Log in all the candidates must verify their Personal Details, Update the Address or Contact details (in case of any change) and upload the latest Passport Size Photographs and relevant documents pertaining to the reservations.



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## Step 3 - Filling-in of choices:

Candidates may fill-in their choices of Courses and campuses in decreasing order of their preference. Candidates are strongly urged to fill-in as many choices of their interest as possible. For Under Graduate Programme it is mandatory for all the candidates to fill in at least 10 choices.

## Step 4 - Submission of Counselling fee:

Candidates are required to submit fee of Rs 25,000/- (Rs 10,000/- Registration Fee + 15,000/- Advance Fee) in order to confirm their participation for FDDI Online Counselling 2021.

**Important note:** The Registration fee is non-refundable. However, if a candidate is not allotted a seat of his/her choice then the amount of Rs 15,000/- Advance Fee is refunded to their source of Payment.

## Step 5 - Allotment of Courses and Campus

The allotment of seats will be displayed on the Counselling portal. The seats available in each Course/Campus under each admission category will be allotted to candidates in order of their ranks and as per their preferences subject to availability. Candidates can either accept the seat or surrender the seat to participate in next round of seat allotment. **Candidates allotted seat as per their First preference will not be allowed to surrender or change any seat lower in their preference order.**

## Step 6 - Choice of Re-Allotment

Candidates are required to choose any one of the option given below -

- Whether you wish to be re-allotted a seat higher in your preference order if it is available (Not applicable for candidates who are already allotted their **First Choice**)
- Whether you are satisfied with the seat allotted and do not want another allotment of seat

For subsequent round of seat allotment there is no fresh registration of candidates and choice submission in further round of counselling. Choices of main counselling (submitted before first round allotment) will be considered in further round of allotment. However the candidates will be given option to edit their Choices as per schedule based on availability of seats.



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## Who are eligible for subsequent Round of allotment?

Candidates eligible for seat allotment in subsequent round would be from one of the following groups:

**Group-I:** Registered candidates who did not get any seat allotment or surrendered their seat in the 1st round.

**Group-II:** Registered candidates, whose 1st round of allotted Seat Cancelled due to missing document or fee, who have secured seat under reserved quota, due to change of Category from reserved to Unreserved or PH status, but are still eligible in the next round of seat allotment, with changed Category, subject to fulfilment of eligibility conditions.

**Group-III:** Candidates who have submitted willingness for second round up-gradation as Yes.

## Who are not eligible for 2nd Round of allotment?

- Candidates Allotted seat as per their First Choice in 1st round
- Reported & Withdrawn from counselling.
- Candidates who fixed their choice and marked satisfied with the seat allotted in the 1<sup>st</sup> round and declined for upgradation.

## Step 7 - Balance Fee Payment

Candidates allotted seat in a particular course and campus in order of their merit & choice will be required to pay balance fee by the stipulated date as prescribed by the Institute. The process to pay the balance fee is provided in the Counselling portal /FDDI official website. Candidates need to pay the fee within the defined time-frame. After successful fee payment, candidates' will be granted Provisional admission.

## Important Dates for Counselling 2021

Display of Ranks/Result at <a href="http://www.fddiindia.com">www.fddiindia.com</a>	20/08/2021
Start Date of Online Counselling (Choice Submission and Submission of Counselling Fee)	20/08/2021 to 27/08/2021
Display of Allotted Seats (Counselling Round-I)	01/09/2021



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**Note:**

1. Admissions will be made strictly on merit basis (Rank-wise) as per the rules and schedule.
2. The programme & campus will be awarded to the candidates on the basis of their rank and preference.
3. The candidates will be given 10 working days from the date of reserving his seat to deposit the balance fee.
4. FDDI reserves the right to change the campus and / or programme of a student if the enrolment for that specific program at the campus is less than **20** students. Subsequently student will be required to pay fee and other charges as applicable for that specific campus and / or programme.

Sd/  
In Charge (Admissions)