Admission to Professional Degree Courses, Kerala (KEAM-2017)

Frequently Asked Questions (FAQ)

1. What are the procedures for applying online?

There are 6 steps in online application submission. Candidate should complete all the steps for applying online before last date specified.

Step 1 : Registration
Step 2 : Upload Images
Step 3 : Fill Application
Step 4 : Pay Application Fee
Step 5 : Print Application
Step 6 : Send Application and Supporting proof to CEE

For more details, refer 'How To Apply?'

2. Is it compulsory to do all the steps mentioned for applying online in a single sitting?

No need to complete all the procedures in a single step. You can do each step in different time. But you should use the 'Save' button frequently to save the entered data and logout from the portal each time should be ensured.

3. Which are the recommended browsers for applying online?

Latest version of Mozilla Firefox or Google Chrome.

4. How to enable Java Script in my browser?

By default, Java is enable in the browser. If not so, enable java.
In the Tools drop-down menu, select Options.
Next, select the Content icon/tab at the top on the window.
Then, check the Enable JavaScript checkbox under the Web Content category.
Press OK to close the Options window and save your changes.
Finally, Refresh your browser
In Internet Explorer
In the Tools drop-down menu, select Internet Options.
Next, select the Security tab.
Then, select the Internet option.
Then select the Custom Level button.
Locate Scripting near the bottom of the list.
Under Active Scripting, select Enable, then Press OK.
Answer yes to the following conformation box.
Press OK to close the Internet Options window.
Finally, Press refresh on your browser window to enjoy the JavaScript.
If menu bar is not visible for selecting Tool menu in your browser, just press 'Alt' key in your keyboard.

5. Is CEE office conducting Medical Entrance Examination this year?

This year, there is no state level entrance examination for medical and architecture courses conducted by this office. Entrance examination is conducted only for Engineering courses. Allotment to Medical courses will be conducted based on the NEET (UG) 2017 Rank. Those candidates who wish to be considered for the allotment in Medical Courses in Kerala State should be qualified in NEET 2017. Likewise, if candidate wants to be considered for allotment in Architecture course, the qualification in NATA (National Aptitude Test) is required. Remember, all candidates who desire Engineering, Medical and Architecture allotment should apply KEAM 2017.

6. Is it compulsory to apply KEAM and NEET simultaneously for considering allotment in Medical courses of Kerala?

Definitely Yes. For medical course, candidate has to apply for NEET and qualify in NEET 2017. Moreover he/she must be an applicant of KEAM also.

7. Normally, NEET (UG) is conducted for MBBS/BDS Courses. I require Ayurveda course in Kerala. Shall I appear for NEET (UG) examination?

In Kerala, allotment to all medical courses including Ayurveda, Homoeo, Agricultural, Fisheries, Unani, Veterinary, Sidha etc. will be based on the NEET (UG) rank. So those candidates who wish to be considered for the allotment in Medical Courses should be qualified in NEET 2017 and be required apply for KEAM.

8. I would be included in the rank list of NEET (UG) 2017. But I forgot to apply for KEAM2017 in time. Is there any chance to consider me for including in the state level rank list of medical or am I eligible for considering CEE's allotment?

Candidate who wish to be considered in CEE's allotment needs to be qualified in NEET (UG) and applicant of KEAM at the same time.

9. How and when to apply for NEET (UG)?

Candidate are advised to visit the CBSE site regularly.

10. I forgot to note down my Application number during the Candidate registration process. How can I get the application number?

Using the menu `**Forgot Application Number**` in Home page, you can get your application number. Name, Date of Birth, Password and the security code (captcha) should be provided for getting the application number.

11. I forgot my password. What is the procedure to retrieve the password?

Using the link '**Forgot Password**' in the application portal, you will get new password to the registered email ID. Application number, DOB and email ID (this should match with the registered email) have to be provided for getting new password.

12. Is it compulsory to have an Email-ID and Mobile number?

Important messages and information regarding KEAM will be sent to the provided Email-ID and Mobile numbers. So Email-ID and mobile number are mandatory for all candidates. Mobile number and Email-ID once given cannot be changed later.

13. I am not able to upload images. What is the reason?

Photo or other images to be uploaded should have the specified dimensions and size. Refer the '**Upload Images - Guidelines**' provided in the application portal.

14. How do I get certain Proforma (example, Non-Creamy Layer Certificate) before filling up of online application?

You can download any proforma from your home page after logging on the application portal. But you have to complete the 'Registration' (Step 1) for entering into the home page. The link '**Download Proformas**' in home page can be used for downloading the required proforma.

15. What is the AGE requirement to apply for KEAM 2017?

Candidate should have completed 17 years of age as on 31.12.2017. There is no upper age limit.

16. Why certain courses cannot be opted in online application (Eg. Medical)?

Certain validation will be done during the online submission. Please refer the eligibility criteria for each course. For example, a non-keralite-II candidate is not permitted to opt Medical course. Likewise, an engineering candidate should study Physics and Mathematics in plus 2 level and that should be selected in 'Subjects studied for higher secondary/equivalent' section.

17. How can I pay the Application Fee?

Application fee can be paid in either of the three ways viz. a) by **Online Payment** in which Debit card, Credit card or internet banking can be used; or b) by way of **e-Challan** through which the cash can be paid at all Head and sub Post Offices in Kerala or selected SBT branches listed by CEE.

18. What is the Cost of Application Fee?

Rs.800/- for General candidates.
Rs.400/- for SC candidates.
No Fee for ST candidates
Rs.12000/- extra for those opting DUBAI as centre of engineering exam.
An additional amount of Rs. 25/- is to be paid if using e-Challan method. In online payment system, applicable service charge has to be paid in addition.

19. How many Application forms should I submit if I wish to submit application for Engineering, Medical and Architecture course?

One candidate should submit only one application. The candidate can opt Engineering, Architecture, Medical, whichever he/she wishes to opt, in that application itself. If you send more than one application, all the applications send by the candidate is likely to be rejected.

20. Can I change the Course opted after final submission of application?

No. Courses cannot be changed.

21. Where can I find the List of Scheduled Castes(SC)?

The List is provided in Annexure VIII -- List of Scheduled Castes (SC) of KEAM Prospectus.

22. Where can I find the List of Scheduled Tribes (ST) ?

The List is provided in Annexure IX -- List of Scheduled Tribes (ST) of KEAM Prospectus.

23. Where can I find the List of Other Eligible Communities (OEC) ?

The List is provided in Annexure X -- List of Other Eligible Communities (OEC) of KEAM Prospectus.

24. Where can I find the List of Communities eligible for educational concessions (EC) as is given to OEC ?

The List is provided in Annexure X(a) -- List of Communities eligible for educational concessions as is given to OEC.

25. Where can I find the List of Socially and Educationally Backward Classes(SEBC) ?

The List is provided in Annexure XI --List of Socially and Educationally Backward Classes (SEBC) of KEAM Prospectus.

26. Is there any concession in application fee for female/Single girl child/Person with Disability candidate?

No.

27. In which all places does the KEAM examination be held?

Entrance Examination is conducted for Engineering courses only. It will be conducted at the following centres only. Thiruvananthapuram, Kollam, Pathanamthitta, Alappuzha, Kottayam, Ernakulam, Thodupuzha, Kattappana, Thrissur, Palakkad, Malappuram, Kozhikode, Wayanad, Kannur, Kasaragod, Mumbai, New Delhi and Dubai.

28. Can I change the centre of the entrance examination?

No. Once you have selected the examination centre, it is not possible to change the centre.

29. What are the certificates that must be submitted to prove nativity?

Please refer the Clause 6.1 in the prospectus.

30. Whether income certificates obtained from other States in India will be accepted?

No. Income certificate obtained from a competent revenue authority in Kerala alone will be accepted.

31. I belong to General category. Is it required to submit Income certificate?

It is better to submit income certificate by all candidates except SC/ST. Those candidate (including General Category) who wish to avail the benefits such as fee concession/scholarships that may be notified by the Government or college authorities subsequently, based on annual family income, should furnish the Income Certificate along with the application itself. No further chance will be allowed to submit Income Certificate.

32. The village officer denied me providing the Income and Community certificate in the prescribed format of KEAM. Instead, an Income Certificate in e-district format was given. Are they acceptable?

The Certificates issued e-district forms are also acceptable. If the certificate is in this form, candidate need to provide certificate number and security code while applying KEAM online.

33. I belong to Socially and Educationally Backward Classes (SEBC). How can I claim for the communal reservation?

For getting SEBC reservation, the candidate has to submit a Non Creamy Layer Certificate in original from the competent authority along with the printout of KEAM application.

34. What are the procedures to claim SC/ST communal reservation?

Candidates claiming reservation under Scheduled Castes/Scheduled Tribes quota should attach a caste/community certificate from the Tahsildar concerned, in the specified proforma along with the printout of KEAM application.

35. I am a child of an inter-caste married couple with father or mother belonging to SC/ST or SEBC. Can I get any reservation based on the Inter-caste marriage certificate?

No. The procedure described for getting SEBC/SC/ST claim has to be followed for getting the communal reservation. But candidates who are children of Inter-caste married couple of whom one is SC/ST, will be eligible for educational and monetary benefits admissible to SC/ST as per para 2(ii) of GO (MS no. 25/2005/SCSTDD dated 20.06.2005).

36. What do you mean by OCI / PIO?

OCI – Overseas Citizen of India
PIO – Persons of Indian Origin
OCI and PIO issued by Govt. of India alone will be considered.

37. I belong to Non-Keralite Category-II. Am I eligible to get admission to MBBS in any of the Medical colleges in Kerala?

No. Non-Keralite Category-II candidates are only eligible for admission to Engineering courses in Management quota seats in Govt. Controlled Self financing Engineering colleges and Government seats in Private Self financing Engineering Colleges. They are also eligible for Govt. Seats in Govt. Controlled Self financing colleges considered only in the absent of Keralite and Non-Keralite.

38. For claiming reservation under Scouts & Guides quota, which certificates should I submit along with the application?

Two seats are reserved for Rashtrapathi Scouts and Guides for Engineering courses. Candidates seeking reservation under this quota should attach copy of the Rashtrapathi Guide Certificate signed by the President of India. In the absence of this Certificate, Specimen Certificate signed by the Director of Public Instructions (DPI), Kerala and the State Secretary, Kerala State Bharat Scouts and Guides, will be considered.

39. What should I do for claiming reservation under Sports quota?

Candidates who claim reservation under Sports Quota shall fulfill their eligibility based on the norms of Kerala State Sports Council appended in Annexure XVIII (ii) prior to submission of application, for the seats as prescribed in the Prospectus. The candidate should forward the original application form to the Commissioner for Entrance Examinations, and a photocopy of the application to the Secretary, Kerala State Sports Council, Thiruvananthapuram-695001.

40. I am an NCC cadet and I wish to be considered for admission under NCC quota. What should I do?

The candidates seeking admission under the NCC quota should forward the original application form to the Commissioner for Entrance Examinations, and a photocopy of the application to the Deputy Director General, NCC (Kerala), PB No.2212, Thiruvananthapuram-695010 through the respective NCC Unit Officers where the candidates have been enrolled as cadets.

41. If any prescribed format for claiming a reservation is not obtained along with the printout of application, how can it be downloaded?

All proforma can be downloaded from the candidate's home page using the link **'Download Proforma(s)'** after logging on to it.

42. How do I solve the problem that some unexpected data being shown in my online application? How to solve this? (Clearing of Cache)?

If you are not using Firefox or Chrome, shift the browser to one of them. Most of the time, problem may be solved by clearing the cache of the browser. For clearing the cache, press Ctrl+Shift+Delete keys from the browser and follow instructions therein.

43. During the time of filling up of application, it shows 'Session Time Out' and the filled information has been lost. How to avoid this?

The specified period of time when the user doesn't work with the application is called session time out. The applicant has to login again to proceed further. To avoid this session time out, candidates are requested to use **'Save'** button frequently, available in the application page which will facilitate to save the entered data so far.

44. Which is the last date for submission of application?

For information regarding last date of application, refer the notifications published in www.cee-kerala.org or www.cee.kerala.gov.in.

45. What are the common causes for rejecting the application?

The following are some of the reason(s) that may lead to rejection of your Application.

- If the photograph of the applicant affixed in the printout of Application and the photograph uploaded Online are different OR do not follow the guidelines given in the 'Photo guideline'
- If the photograph affixed in the printout of Application is not duly attested by the Head of the Institution which he/she studied last or by a Gazetted Officer.
- If the images of photograph, signature or thumb impression are not clear or not within the specifications mentioned.
- If printout of application (use the 'Print Your Application' link) and supported documents reach after the last date specified.

46. How can I know whether the application has reached at CEE office?

There is an 'Application Status' bar in the home page of on line application. 'Received by CEE' status will become in light green color background, when the application received by the CEE office. It will be updated only when the application will be taken for scrutinizing and not at the time of receiving. Moreover, a message will be sent to your mobile phone regarding receiving status.

47. How can I know whether the Online Payment of Application Fee has been successful?

On successful payment, the candidate will be guided back to the home page of KEAM Application Portal wherein you will find the 'Payment' tab at the top turned green and you can take printout of the application.

48. How can I know whether the e-Challan Payment of Application Fee has been successful?

If the payment was successful, the 'Payment' tab in the candidate's home page become green. While paying application fee at SBT or post offices, it must be ensured that the official has recorded the Transaction ID pertaining to the payment on the candidate's copy of the e-Challan and put the office stamp and his/her initials at the designated places on the counterfoil.

49. I have paid application fee at one of the selected SBT branches listed by CEE. But the Payment tab in my home page is not turned green yet.

Contact at the respective branch of SBT. It must be ensured that the bank official collected the cash and the corresponding entry had been updated in 'online fee collection portal' meant for CEE. If not, request the bank official to update the payment status in 'online fee collection portal'.

50. Even if I have paid the application fee, I could not take the printout of application.

The 'Print Application' link is available in candidate's home page. This will be activated only after successful payment of Application fee. If you pay the fee by mode of e-Challan, refer the answer of 49.

51. How shall I get the Admit Card for the KEAM?

The Admit Card has to be downloaded from the website www.cee.kerala.gov.in. To know the available date, refer the website www.cee-kerala.org.

52. Will Admit card be sent to me by post?

No. Admit cards will not be sent by post from this office to the candidate. The Admit cards have to be downloaded by the candidate.

53. When I tried to download my Admit Card, a Memo will be obtained for taking printout. What should I do?

During scrutiny of application, if there any defects are found in your claim or in certificates such as failure of producing Nativity, defects in certificate produced, etc., you will get a Memo while trying to download the Admit Card. In such cases, defects will be mentioned in the Memo. Necessary documents for correcting the defects should be sent to CEE office on or before the specified date along with the Printout of Memo sheet.