



Government of Goa
DIRECTORATE OF HIGHER EDUCATION
Goa Education Complex, Alto- Porvorim-Goa PIN 403 521

No. DHE/AIMC/ADMSN/2026-27/107

Date: 07/04/2026
06

CIRCULAR

Guidelines for Preparation of Merit List for UG Admission **2026-2027**

Announcement Date:

- **Last date for the online admission has been extended till 13th April 2026 midnight.**
- **The merit list for all UG programs shall be announced on 22nd April 2026.**

□ Verification of Applications:

- Cross-check each application received online through the SAMARTH portal.
- Ensure all details and documents are complete and accurate before considering the application for the merit list.

□ Preparation of Merit List:

- Rank the applicants based on the predefined criteria and the sanctioned seats for the program.
- Exclude any seats reserved for management quota from the merit list.
- The colleges should prepare the merit list by following the state reservation policies for admissions.

□ Preparation of Waitlist:

- List all remaining applicants who are not included in the first merit list.
- Rank them in order of their merit scores.

□ Display of Lists:

- Publish the first merit list and the waitlist on the college web portal.
- Ensure that the lists are accessible and clearly indicate the online application form number as per SAMARTH portal for each applicant.

□ Reservation of Seats for Students Awaiting Class 12 Results:

- a. Colleges are instructed to withhold 10% of the total seats per division for each program for candidates whose Class 12th results are not declared on or before 21st April 2026.

withheld may be proportionately adjusted based on the actual number of such applications received.

c. Exclusion of BA. LL.B Program:

This guideline shall not apply to the BA. LL.B program. A separate set of guidelines will be issued specifically for the BA. LL.B admissions.

Reporting Period:

- Allow a reporting period of three days for applicants in the first merit list to confirm their admission.
- Applicants must report to the college, submit the original leaving certificate, and pay the admission fees within this period.

Waitlist Admission:

- If an applicant from the first merit list does not report within the given time frame, offer the seat to the next candidate in the waitlist.
- Repeat the process of reporting and confirmation for waitlisted candidates as necessary.

Updating SAMARTH dashboard:

- Confirm the admission granted status on the SAMARTH portal **every day** during counselling sessions.
- Ensure real-time updates to facilitate accurate tracking of admissions.
- Timely updates are crucial for other colleges and DHE Goa to monitor the admission process.

- **Compliance:** Compliance with these instructions is mandatory.

Issued by [Signature]
Dated 06/06/2016
Directorate of Higher Education
Porvorim, Bardez-Goa

[Signature]
(Bhushan K. Savaikar)
Director of Higher Education

To all concerned officials

Copy to:

1. Office Copy
2. Guard File