

NATIONAL LAW UNIVERSITY ODISHA, CUTTACK

Instructions to Candidates (opted 'FREEZE' option on CLAT Portal) for Admission to the 5-year B.A., LL.B. (Hons.)/ B.B. A., LL.B. (Hons.) and LL. M. Program: 2026 – 2027.

Welcome to National Law University Odisha, Cuttack.

Candidates who have been allotted NLUO, Cuttack by the Consortium of NLUs on the basis of CLAT-2026 merit and opted 'FREEZE' option on CLAT portal are required to complete the following formalities:

1. The admission process at NLUO through the ERP portal of NLU Odisha is of 2 steps;
 - STEP-1: Candidates has to register in the NLUO ERP portal (link will be sent to only those candidates who have opted 'FREEZE' option for NLU Odisha after completion time of 1st, 2nd and 3rd round of CLAT allotment list respectively).
 - STEP-2: After screening registered information of the candidature the University will assign fees template (fees to be paid by individual student on case-to-case basis).

NOTE: Fees payment option will be enabled and visible to the candidates only after the screening of the information submitted and assigning of fees template by the University officials manually to the candidate.
2. The candidates who opt for 'Freeze' to register of ERP portal and remit the fee through online transfer only as per the details.
3. Candidates need to fill in the online registration form carefully, and upload the documents through ERP Portal. After submission of registration form, candidate will receive login ID and password through an auto generated email.
4. The formation filled shouldn't contradict the information available on CLAT portal.
5. Based on the information provided and on verification of the documents submitted, NLUO reserves all rights to Accept / Not Accept any form.
6. All the above processes should be completed within the scheduled time line provided in the Admission Counselling Guidelines on the Consortium website. No extension of time will be given to the candidates by NLUO beyond the dates indicated by the Consortium.
7. **Candidates who fail to pay the Fee to NLUO and submit the documents (in ERP portal of the NLU Odisha) within the timeline as given in the Schedule will not be considered for admission at NLUO and they will also not be considered for allotment in subsequent lists issued by the CLAT Consortium.**

8. FEE TO BE PAID TO NLUO FOR CONFIRMATION OF THE ADMISSION: B.A. / BB.A. LL.B. and LL. M.:

Amount in INR

Programs→ Pattern↓	UG (B.A. LL.B / BB.A. LL.B)		PG (LLM)	
	General	SC/ST/PWD	General	SC/ST/PWD
Security Deposit	20,000.00	20,000.00	20,000.00	20,000.00
Per Annum	2,71,520.00	2,71,520.00	2,04,890.00	2,04,890.00
To be deposited at NLUO for 1st Semester = Security Deposit + ½ of the Tuition Fees + All other Annual Fees	20,000.00 + 66,000.00 + 1,39,520.00 = 2,25,520.00	20,000.00 + 66,000.00 + 1,39,520.00 = 2,25,520.00	20,000.00 + 38,500.00 + 1,27,890.00 = 1,86,390.00	20,000.00 + 38,500.00 + 1,27,890.00 = 1,86,390.00
Deposited at CLAT Consortium (-)	50,000.00	40,000.00	50,000.00	40,000.00
Balance amount to be deposited at NLUO for 1st Semester	1,75,520.00	1,85,520.00	1,36,390.00	1,46,390.00
To be deposited at NLUO for 2nd Semester	66,000.00	66,000.00	38,500.00	38,500.00

- Fees for the 1st Semester must be deposited as per the schedule defined by CLAT-2026 Consortium.
 - Fees for the 2nd Semester must be deposited as per the future notification.
 - Students have to make an online payment to NLUO using the payment gateway available in the ERP portal.
9. Candidates should submit the scanned copy of their documents on the basis of which the provisional admission will be offered. In case any discrepancy is found on a later date and / or on physical verification of original documents, the provisional admission offered will stand automatically cancelled and the total fee paid by them will be forfeited. The University may even file a criminal complaint against the candidates in case of submission of fake documents.
 10. The Class Schedule and other information for the First Semester will be communicated in due course of time.
 11. The ERP link to fill up the admission registration form is sent by email.
 12. Once the form is duly filled in & submitted, a Login ID & Password will be generated and sent to the registered email id of the candidate. **The candidate need to complete the registration process on or before April 20, 2026 by 11:59 pm.**
 13. To deposit the Fee, the candidate will receive the notification after verification of the details submitted. The candidate can deposit the University Fees by login into the ERP Portal **on or before April 24, 2026 by 05:00 pm.**
 - *In case of any issue / difficulty arises while filling up the Registration Form in the ERP Portal, please contact erp-support@nluo.ac.in (Technical issues).*
 - *In case of any query / clarification, please contact admissions2026@nluo.ac.in.*

DOCUMENTS TO BE UPLOADED ON NLUO's ERP PORTAL:

1. 10th Class Mark Sheet
2. 10th Class Pass Certificate
3. Mark Sheet of Qualifying Examination (10 + 2)/Higher Secondary or equivalent
4. Pass certificate of Examination (10 + 2)/Higher Secondary or equivalent
5. Mark Sheet of Integrated LL.B./LL.B./B.L.
6. Pass Certificate of Integrated LL.B./LL.B./B.L.
7. Transfer Certificate / Migration Certificate from the institution last attended
8. Character Certificate / Conduct Certificate from the institution last attended
9. Copy of Caste Certificate in case of SC or ST/ST(Plains) / ST (Hills) candidates
10. Copy of SEBC Certificate in case of SEBC candidates
11. Copy of Disability Certificate, in case of PWD/SAP candidates
12. Copy of CLAT 2026 Admit Card
13. Proof of payment to CLAT Office towards Counselling Fee.
14. Proof of payment to CLAT Office towards Confirmation Fee
15. Copy of Aadhaar Card.
16. Residence /Domicile Certificate for the candidates claiming domicile reservation of Odisha.
17. Medical Fitness Certificate (in the prescribed format as per **Annexure-I**)
18. Documents not submitted now, need to be submitted as & when the candidate gets the document or by **30th June 2026**, whichever is earlier. Undertaking format for those who are unable to submit any of the requisite documents (in the prescribed format as per **Annexure-II**).

NOTE: At the time of physical verification of the documents the candidate has to produce all the original documents of the above along with Affidavit of UGC Regulation on curbing the means of ragging in Higher Education Institutions, 2009 ([Link to Anti-Ragging Policy](#))

Those candidates, who has opted for Domicile Category of Odisha should fulfil following criteria:

Must have passed 12th (or equivalent) for admission into UG course from an educational institute located at Odisha for admission into **B.A. / BB.A. LL.B. program and Undergraduate (LL.B./B.L.) for admission into LL.M. program.**

AND

Must able to submit a Residence /Domicile Certificate of Odisha.

Any modification / alteration in the instructions / schedule will be uploaded on our website. Hence, keep on visiting the website in regular intervals.

**Sd/-
Admission Committee**