

NATIONAL LAW UNIVERSITY ODISHA, CUTTACK

Instructions to Candidates ('Paid Confirmation Fees' on Admission Portal and applications are verified and ACCEPTED by NLUO) for Admission to the 3-year LL.B. Program 2026 – 2027.

Welcome to National Law University Odisha, Cuttack.

Candidates who have been allotted on the basis of NAIET - 2026 merit, 'Paid Confirmation Fees' on Admission Portal and applications are verified and ACCEPTED by NLUO 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 **'Paid Confirmation Fees' on Admission Portal and applications are verified and ACCEPTED by NLUO**).
 - 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 needs 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 information filled shouldn't contradict the information available on admission 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/Instruction on the NLUO website. No extension of time will be given to the candidates by NLUO beyond the dates indicated.
7. **Candidates who fail to pay the Fee to NLUO and submit the documents (in ERP portal of the NLU Odisha) within the timeline i.e. by 22nd July, 2026 will not be considered for admission at NLUO and they will also not be considered for allotment in subsequent lists issued by the NLUO.**

8. FEE TO BE PAID TO NLUO FOR CONFIRMATION OF THE ADMISSION: 3 YEAR LL.B.

- Fees for the 1st Semester must be deposited as per the schedule defined by NAIET - 2026.

Programs→	3 Year LLB		
Pattern↓	General	SC/ST/PWD	NRI / NRI (S)
Security Deposit (Refundable)	20,000.00	20,000.00	20,000.00
Per Annum	2,71,520.00	2,71,520.00	6,23,280.00
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 + 3,11,640.00 (\$3300.00) + 1,39,520.00 =4,71,160.00
Deposited at NLUO (Counselling Registration Fee + Confirmation Fee) (-)	(-) 50,000.00	(-) 40,000.00	(-) 50,000.00
Balance amount to be deposited at NLUO for 1st Semester	1,75,520.00	1,85,520.00	4,21,160.00
To be deposited at NLUO for 2nd Semester	66,000.00	66,000.00	3,11,640.00

- The USD to INR conversion / exchange rate is ₹ 94.4365 (Exchange rate of 8th May, 2026 as per the RBI's official Website (www.rbi.gov.in) will be considered.
 - 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. After a successful payment a receipt will be generated on the ERP portal, which may be kept for future reference (if a receipt is not generated within two hrs, please contact us with transaction details).
- 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.
 - The Class Schedule and other information for the First Semester will be communicated in due course of time.
 - The ERP link to fill up the admission registration form is sent by email.
 - 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 21st July 2026, 02:00 pm.**
 - Post verification, the candidates will able to see option to pay the University fee through ERP Portal. The link will also sent through an auto generated mail to the registered email address of the candidate. The candidate can complete the formalities by login into the ERP Portal.
 - Last date for payment of University Fee** (after adjusting for Confirmation Fee and Counselling Registration Fee) to NLUO concerned for all candidates who have chosen the Freeze Option in the counselling process for **Third Allotment Lists (third rounds of counselling) July 22, 2026**
 - 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 (10 + 2)/Higher Secondary or equivalent
4. Pass certificate of Examination (10 + 2)/Higher Secondary or equivalent
5. Mark Sheet of Graduation.
6. Pass Certificate of Graduation.
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 Disability Certificate, in case of PWD/SAP candidates
11. Copy of NAIET - 2026 Admit Card
12. Proof of payment to NAIET Office towards Counselling Fee.
13. Proof of payment to NAIET Office towards Confirmation Fee.
14. Copy of Aadhaar Card.
15. Residence /Domicile Certificate for the candidates claiming domicile reservation of Odisha.
16. Affidavit of UGC Regulation on curbing the means of ragging in Higher Education Institutions, 2009 ([in the prescribed format](#))
17. Medical Fitness Certificate: **ANNEXURE-I**
18. Documents not submitted now, need to be submitted as & when the candidate gets the document or by 31st July 2025, whichever is earlier.
19. Copy of sponsorship letter from embassy and the undertaking(s). (for Foreign National/NRI/NRI(s)/OCI/PIO Candidates)
20. Copy of Passport / Citizenship Card (for Foreign National / NRI / NRI(s) / OCI / PIO Candidates) of sponsor.
21. UNDERTAKING FORMAT - (For the documents not readily available): **ANNEXURE-II**

NOTE: Candidates who have opted for the Odisha Domicile Category must fulfil both of the following eligibility criteria:

- I. The candidate must have passed the qualifying graduation examination (or an equivalent examination) for admission to the Three Year LL.B. Programme from an educational institution located in Odisha.
- II. The candidate must be able to produce a valid Residence Certificate or Domicile Certificate issued by the competent authority of the Government of Odisha.

Sd/-
Admission Committee

MEDICAL FITNESS CERTIFICATE

(To be certified by a Registered Medical Practitioner holding a degree not below that of M.B.B.S.)

I certify that, I have carefully examined Ms. / Mr. _____
Daughter / son of Shri _____, whose photo &
signature is given below. Based on the examination I certify that she/he is/has/isn't/hasn't
suffering/suffered with the following diseases in past:

(Please tick on the appropriate option)

1. Any Infectious diseases ever suffered from:

- (a) Chicken Pox
- (b) Hepatitis/ Typhoid
- (c) Malaria
- (d) Dengue/ Chikungunya
- (e) Tuberculosis (TB)
- (f) Asthama
- (g) Covid – 19 (Any / All Variant)
- (h) Any other

Covid Vaccine	1 st	2 nd
Covid Vaccine Booster	1 st	2 nd

- i. _____
- ii. _____
- iii. _____

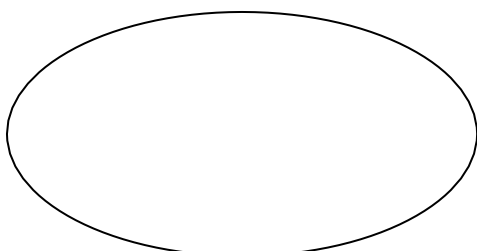
2. Below the disease, in which the candidate needs regular medical attention throughout her / his stay
at NLUO:

- a. _____
- b. _____
- c. _____

3. Blood Group : _____

I certify that, I have carefully examined Ms. / Mr. _____
daughter / son of Shri _____, whose photo & signature is given below.
Based on the examination I certify that she / he is totally fit to continue her/ his study at NLUO.

Signature of the Student



Seal of the concerned Physician/

Recent Colour Passport
size Photograph to be
attested by the Physician

UNDERTAKING

(Those who have not submitted the requisite documents)

I, Mr, /Ms.Son
/Daughter of Mrs.
..... and Mr.

..... have taken admission in (UG/PG)...
Course at NLUO in the session 2026-27. I hereby declare that as I have not produced the
following requisite certificate(s) / documents(s) at the University at the time of admission,
my admission is purely provisional. I hereby undertake that I shall deposit the following
documents by 26th July 2026.

1.
2.
3.
4.
5.

Place:

Full Signature of the Candidate

Date:

Name: