

**COMEDK - ENGINEERING**  
**FREQUENTLY ASKED QUESTIONS (FAQs) (NOTIFIED ON 09 JUNE 2026)**  
**REGISTRATION & DOCUMENT UPLOAD**

**MOBILE PHONE/ TABS**

Please do not use Mobile Phones or tabs to login. You will get errors and will not be able to move forward. Use only desktop or laptop.

**MY ACCOUNT IS LOCKED**

Call helpdesk 080-69796266 or write to [studenthelpdesk@comedk.org](mailto:studenthelpdesk@comedk.org)

**REGISTERED EMAIL ID**

Always write to us from your registered email id only.

Emails from unregistered email ids will not receive a response.

**STEPS TO RESET PASSWORD**

In case you are asked to change password follow the below steps

- a) You will require your old password
- b) Copy and paste the old password
- c) Create new password which should be totally different from your old password and should have
  - **Only 9 characters**
  - 1 capital letter
  - 1 small letter
  - 1 number
  - 1 special character like #,\$,@,!,&  
for example London@25

If your new password is similar to old password it will get locked.

**CANNOT LOGIN TO APPLICATION**

Please use a desktop or laptop ONLY to view application forms.

**Do not use a mobile phone.**

Use the latest version of Internet Explorer, Mozilla Firefox or Google Chrome

Steps to login and view application:

Step 1: Use laptop/desktop

Step 2: Clear browsing history and cache, then retry. Or login thru incognito mode

Step 3: Visit [www.comedk.org](http://www.comedk.org) Login using Application number/User ID and Password  
enter captcha and click on reset password

step 4: Reset the password and after successful reset of password give forgot password and login with the newly reset password which you have received in your registered mobile number

### **COUNSELLING REGISTRATION FEE PAID BUT NOT REFLECTING/ SHOWING PAYMENT FAILED**

After payment, please wait at least 6 to 24 hours for payment to reflect in your login as "Payment Success".

Even after 24 hours if it does not reflect, you can write or call help desk.

### **FEE PAID TWICE/ DUPLICATE PAYMENT MADE WHEN WILL I GET REFUND?**

In case you have made payment duplicate payment/2 payments for the same application number, then you will receive a refund for one payment after reconciliation, by end of July.

### **DOCUMENT SUBMITTED NOT YET VERIFIED**

Document Verification is a long process, taking 25 to 30 days.

Last date of Document Verification is 30<sup>th</sup> June.

Documents of each and every candidate will be verified before the end of the document verification period (end of June) and before choice filling begins. Please refrain from frequently emailing or calling the helpdesk to check your document status.

### **MARKS CARD UPLOAD**

Candidates should upload original marks card only.

If your board has provided a Digi locker marks card, you should upload only the Digi locker marks card. (CBSE, ISC & Karnataka PUC Candidates (year 2026) should upload Digi locker marks card only with clear QR code).

If you do not have original or Digi locker marks card then get seal and signature of principal/college on your marks card and upload

Screen shots from website is not acceptable and may get rejected

### **WRONG DOCUMENT UPLOADED/ WRONG OPTION CHOSEN/WRONG INFORMATION/MARKS ENTERED**

If your Document Upload status is "Document Submitted," there is no provision to unlock or edit once you submit your documents.

Please wait until your document verification is complete. If and when you are asked to 'Resubmit,' then you can upload the correct document again.

All documents must be uploaded by the candidate themselves from their login.

Documents or information sent via email will not be considered.

### **HOW DO I RESUBMIT MY DOCUMENTS?**

If your status is RESUBMIT then login to your application click on Document Upload tab, click on "VIEW". On top right corner click on the yellow colour "REUPLOAD DOCUMENTS".

Scroll down read the "REMARKS TO STUDENT" given below your email id.

Scroll down to "DOCUMENT UPLOAD" and click on "CLICK HERE TO UPLOAD" to RESUBMIT your document.

### **DO NOT HAVE MY 12<sup>th</sup> MARKS CARD YET/ SUPPLEMENTARY CANDIDATE**

Please note you have to register before last date and upload all the documents before the last date to be considered for counselling rounds.

If you do not have your 12<sup>th</sup> marks card yet or waiting for your supplementary/compartments results then on a sheet of paper mention your issue and upload the sheet in the tab.

During Resubmit you can upload your original marks card

However please note, if your marks card is not available before 30<sup>th</sup> June (close of document verification) then you will be considered only from Round 3 and will be given a chance to upload your 12<sup>th</sup> marks card before the start of Round 3 counselling rounds. You will be considered from Round 3 of counselling only provided your documents are approved.

Supplementary/Compartment candidates will be considered only from Round 3 of counselling and will be given an opportunity to upload their passed marks card before start of Round 3

### **MARKS CARD DOES NOT HAVE REVERSE SIDE**

If your marks card does not have a reverse side/back side then upload the front side itself on the reverse side tab and proceed.

### **DO NOT HAVE MY SC/ST/OBC CERTIFICATE OR KARNATAKA DOMICILE CERTIFICATE**

SC/ST/OBC certificate and Karnataka Domicile certificate is applicable only to Karnataka students.

These certificates are required to claim lower eligibility of 40% - 45%. If a candidate's P+C+M percentage is 45% or above then you need not upload these certificates. On a sheet of paper write that your P+C+M percentage is above 45% and hence not uploaded the certificates. Upload this sheet in the given tabs.

### **KKR CANDIDATE DID NOT CHOOSE CATEGORY IN APPLICATION FORM**

On a sheet of paper write the details and upload in the Additional/ Supplementary upload tab along with the certificates. (Scan all documents and upload as one pdf).

Please note the decision of the verification officer will be final and binding.

### **ELIGIBLE FOR KKR CANDIDATE BUT DO NOT HAVE CERTIFICATE YET**

Write on a sheet of paper that you have applied and are awaiting the certificates.

Ensure you get your certificates by 25<sup>th</sup> June and upload.

Please note the decision of the verification officer will be final and binding.

### **DO NOT HAVE KCET COUNSELLING NUMBER**

Please enter KCET Entrance Exam application number.

### **MISTAKE IN CANDIDATE NAME/ FATHER'S NAME/ MOTHER'S NAME/ DATE OF BIRTH**

There is no option to make any corrections in your application now.

Explain the issue on a sheet of paper to the verification officer, and upload correct documents/proofs along with your other documents or in the Additional documents tab.

Please note the decision of the Verification Officer will be final and binding.

**COMEDK TAT/ ADMIT CARD NOT AVAILABLE / INVIGILATOR DID NOT SIGN/ DAMAGED ADMIT CARD**

It was clearly stated that TAT will be required in the future and to keep it safe till admission to college. It was candidates' responsibility to ensure signature on Admit Card. Check your downloads.

If you have a TAT but without invigilator sign, upload the same in the document upload tab. It is candidate's responsibility to explain to the college authority at the time of admission reason for not having TAT/Admit Card

If your TAT/ Admit Card is damaged, tape it together and save and carry the damaged TAT with you at the time of admission.

TAT/Admit card cannot be sent over email by COMEDK.

**DO NOT HAVE MY 12<sup>th</sup> ADMIT CARD**

Please note Admit Card of 12<sup>th</sup> is required to check your marks against your board website. If you do not have admit card you can write the details of your admit card like School Number, Centre Number and other details on a sheet of paper and upload the same.

Check what information is required to open your marks card on your board website and write the information on a sheet of paper and upload.

**WHEN WILL CHOICE FILLING START/ WHAT IS FEE STRUCTURE/ WHERE CAN I FIND COLLEGE & COURSE LIST?**

The schedule for counselling, Fee structure and Seat Availability will be updated on the home page and counselling page at [www.comedk.org](http://www.comedk.org) by end of June / first week of July

For College list click here: <https://www.comedk.org/member-institutions>

For Course list click here: <https://www.comedk.org/counselling-document-2026>

Please note the above is subject to change.