



## Institute of Fashion Technology Kerala

(A Government of Kerala Institution)

Established in Technical Collaboration with NIFT  
Affiliated to University of Kerala, Thiruvananthapuram

Approved by AICTE, New Delhi

No: 41 / B / IFTK / 2024

Kollam, Dated: 26/06/2025

**Sub: Institute of Fashion Technology Kerala (IFTK) – Allotment Process for the admission to B.Des – Fashion Design for the academic year 2025 – Regarding**

### 1. ALLOTMENT PROCESS (AP)

The Allotment Process will be done through a Single Window System (SWS) of Allotment for Institute of Fashion Technology Kerala (IFTK) submitted online by the candidates who have been included in the rank list for admission to B.DES Fashion Design Course 2025-26 in Institute of Fashion Technology Kerala (IFTK). The allotments will be strictly based on the rank obtained and eligible reservations of the candidate. If the candidate fails to remit fee/join the college, he/she will not be eligible for any further allotment to the course.

#### 1.1.

- a) The Single Window System of Admissions for the B.DES Fashion Design Course at Institute of Fashion Technology Kerala for the academic year 2025-26 will be done by the Director, LBS Centre for Science and Technology.
- b) Total sanctioned Seats of 60 for B.Des Fashion Design at IFTK to be allotted by the Director, LBS Centre for Science and Technology will be included in the SWS and will be done as per the provisions of allotment.
- c) **Time schedule for registering for Admission to B.Des Fashion Design at IFTK:**  
The facility for registering for admission process will be available only during the period specified in the notifications to be issued by the Director, LBS Centre for Science and Technology. Wide publicity will be given through electronic and print media regarding the schedule and related matters. The facility will be withdrawn once the time period is over and candidates will not have access to this facility after this time period. A candidate, not registering for admission as per the time schedule announced, will not be considered for allotments under any of the seats available then, irrespective of his/her rank.
- d) **Eligibility for registering for Admission to B.Des Fashion Design at IFTK:** Only those candidates included in the Rank List published by the Director, LBS Centre for Science and Technology for B.DES Fashion Design Course at IFTK for the academic year 2025-26 based on the Entrance Examination are eligible to register for admission online. Moreover, the candidates registering for admission should satisfy all the eligibility conditions as per the reservation policies and as per the prospectus for admission to B.DES Fashion Design Course at IFTK for the academic year 2025-26. Academic eligibility should be satisfied on the date of admission to the Course.





- e) **Essentials for registering for admission to B.Des Fashion Design at IFTK:**  
Candidates should have particulars such as Registration ID/Email ID and Password which he/she has created at the time of application submission
- f) **Procedure for Registering for Admission:** Any candidate, who wishes to register for admission to B.Des Fashion Design at IFTK for the academic year 2025-26, should have the Registration ID / Email ID and Password, readily available with him/her. The candidate must also have access to internet facility. The candidate should follow the procedure given below for registering for admission to B.Des Fashion Design at IFTK for the academic year 2025-26
- Accessing the website :** The candidate can access the website, [www.lbscentre.kerala.gov.in](http://www.lbscentre.kerala.gov.in)
  - Logging on to the Candidate's Home page:** The candidate can log on to his/her home page by entering the credentials (i.e., Registration ID /email ID and Password) correctly. If the system finds that the one who has requested for 'login' is the genuine candidate, the candidate will be directed to his/her 'Home Page'. If any discrepancy is observed by the system on these credentials, the candidate will not be permitted to proceed further.

### 1.2. Processing of Allotment:

After the period earmarked for registering for admission to B.Des Fashion Design at IFTK for the academic year 2025-26, they will be processed and the allotment for B.Des Fashion Design at IFTK for the academic year 2025-26 will be published on the website, "[www.lbscentre.kerala.gov.in](http://www.lbscentre.kerala.gov.in)", on the date notified by the Director, LBS Centre for Science and Technology.

***Note:1:-** There will be two regular online allotments. After each allotment the candidate can pay the required token fee / additional fee (as part payment of tuition fee) as indicated in the Fee Payment Slip which will be available for download from the student home page. The fee can be paid using the fee payment slip or by online.*

***Note:2:-** Those candidates who fail to remit the fee on or before the date specified will lose their current allotment and will not be considered in the remaining regular allotments. Such candidates can participate only in the Special/Spot allotments if any, conducted.*

***Note:3:-** The provisional Allotment Memo will be available after the Second Allotment. Candidate can take a printout of this memo to be presented at the time of admission in the college. The candidates are required to join the college only after the second allotment as per the prescribed schedule, which will be shown in the allotment memo.*

**1.3.The First Allotment** The allotment of a candidate can be seen in the Home page of the candidate. It will show the candidate is allotted to B.Des Fashion Design at IFTK for the academic year 2025-26 along with the token fee to be remitted. Those





candidates who fail to remit the fee on or before the date specified will lose their current allotment and will not be considered in the remaining regular allotments. If a candidate is allotted his/her first allotment and accordingly remitted the prescribed fee, that candidate is bound to accept the allotment. However they can participate in Special/Spot allotments conducted, if any.

- 1.4. The Second Allotment** The second allotment will be published on the date notified. It will show the candidate is allotted to B.Des Fashion Design at IFTK for the academic year 2025-26 along with the token fee to be remitted. Those candidates who fail to remit the fee on or before the date specified will lose their current allotment and will not be considered for further allotments (if any). Excess amount remitted by the candidate, if any, will be refunded, after the completion of the entire Allotment process.

**Provisional Allotment Memo:** After the second allotment is published, candidates can take a print of the Allotment Memo by logging in, which will be available then. The allotment memo will contain all details of the candidate allotted finally [as on the second allotment]. The candidate can take a printout of this memo to be produced at the time of admission. The allotment memo and Receipt of Fee must be produced at the time of admission along with other documents.

**Forfeiture of the claims in AP:** The claims in Allotment Process conducted by the DIRECTOR, LBS CENTRE will be cancelled under the following reasons: (i) Non-payment of tuition fee as specified in the fee payment slip. (ii) Non- joining of the college within the stipulated time as specified by the DIRECTOR, LBS CENTRE

#### **1.6 Remittance of Fee:**

(a) The prescribed token fee for the course will have to be remitted by the candidate to the account of the Director LBS Centre by way of online payment/ challan payment through scheduled bank (to be notified) as per the time schedule prescribed. On remitting the fee, a fee receipt will be issued and it can be printed from the Online Payment page, which shall be produced in the college at the time of admission. To make online payment of the token tuition fee the candidate can click on the related link shown on the allotment page and proceed further.

(b) Candidates who get allotment will have to remit a token fee of Rs 15000/- as part of tuition fee online.

*Those candidates who fail to remit the fee (Token Fees) on or before the date specified will lose their current allotment as well as their chance to participate in remaining regular allotments. Important: Fee remitted by way of Demand Draft/Cheque etc. will not be accepted under any circumstances.*

**1.8 Admission to the Course:** Candidates allotted to IFTK-Kollam for B.Des Fashion Design, and who have remitted the fees as prescribed, should take admission in the college as per the schedule published by the Director, LBS Centre





for Science and Technology. Candidates who do not take admission will lose their current allotment. However they can participate in the special/spot allotments if any, conducted.

**1.9. Further Allotments:** Details regarding further allotments will be notified by the Director, LBS Centre for Science and Technology. Spot/Special Allotments will be conducted if necessary to fill vacant seats after the regular allotments.

**2. Post Allotment Activities:**

**(a) Reporting at the College:** Candidates who get allotment will have to report to the Principal of Institute of Fashion Technology Kerala, Vellimon West P.O, Kollam for admission on the dates notified with the required documents.

**(b) Admissions:** Registering for entrance examination and qualifying the entrance examination conducted by LBS Centre is not a claim for admission to the course. The candidate should satisfy all the eligibility criteria mentioned in the prospectus. Admission to B.Des Fashion Design at IFTK will be made by the Principal after allotment, after the conduct of the personal interview with the candidates and their parents/guardians. The candidates who do not participate in this personal interview will not be eligible for admission. Principal/Head of the Institution will be personally responsible for verification of eligibility conditions as prescribed in the Prospectus, when the candidate reports for admission. Only those candidates who are found to be qualified as prescribed shall be admitted to the college/institution, irrespective of the fact that he/she has an allotment through the SWS.

**DOCUMENTS (IN ORIGINAL) TO BE PRODUCED AT THE TIME OF ADMISSION AT IFTK, KOLLAM**

1. Admit Card of the Entrance Examination.
2. Allotment Memo and Fee receipt.
3. Balance Fee of Rs.40000/- (Rupees Forty Thousand Only) in DD drawn in Favour of "The Principal, Institute of Fashion Technology Kerala" payable at Kundara or through Account Transfer as directed by IFTK authorities / Accounts Section
4. Certificate of 10th class
5. Certificate of 12th class or equivalent. (Mark sheets and pass certificates for CBSE and ICSE).
6. Transfer Certificates, Migration certificates and Conduct Certificates from the Institution last studied.
7. Trade Certificate (Applicable for VHSE candidates)
8. Recent colour Passport Size Photos – 10 Nos.
9. Aadhaar Card copy
10. Income certificate and Community Certificate (applicable only for candidates under SC/ OBC Quota category)
11. EWS Certificate issued by Competent Authority (Applicable only for the candidates under EWS Category)
12. Two sets of self-attested copies of all certificates (mandatory)





Note: All certificates as listed above must be produced for verification at the time of admission. Candidates will not be given any chance to produce the original documents/certificates asked for, on a subsequent occasion.

<b>Allotment Process and Admission Process – Time Schedule</b>		
<b>Particulars</b>	<b>Date</b>	<b>Remarks</b>
Publication of Results	26 <sup>st</sup> June 2025	In LBS Website and IFTK Websites
1 <sup>st</sup> Allotment	30 <sup>th</sup> June 2025	Last date for remittance of Token Fee of Rs.15000/- online is 04 <sup>th</sup> July 2025
2 <sup>nd</sup> Allotment	07 <sup>th</sup> July 2025	Last date for remittance of Token Fee of Rs.15000/- online is 11 <sup>th</sup> July 2025
Download of Allotment Memo	From 12 <sup>th</sup> Jul 2025	
Reporting to IFTK for Completion of Admission Process For 1 <sup>st</sup> – 30 Candidates	17 <sup>th</sup> July 2025	In person along with the parents At IFTK for Documents Submission etc. and for remittance of balance Rs.40000/- towards the 1 <sup>st</sup> semester fee.
Reporting to IFTK for Completion of Admission Process For 31 <sup>st</sup> to 60 candidates	18 <sup>th</sup> July 2025	In person along with the parents At IFTK for Documents Submission etc. and for remittance of balance Rs.40000/- towards the 1 <sup>st</sup> semester fee.
Special Allotments (If any vacant Seats)	21 <sup>h</sup> July 2025	Online
Completion of Admission process for Candidates in Special Allotment	24 <sup>th</sup> July 2025	In person along with the parents At IFTK for Documents Submission etc.
Commencement of Classes	28 <sup>th</sup> July 2025	AT IFTK as per the Intimation



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26.06.2025  
PRINCIPAL (i/c)

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