

Instructions for Online/Physical Reporting through REAP-2026

Candidate who has been allotted a seat through Main/Upward Movement round of REAP-2026 is advised to carefully read and follow the instructions as mentioned below:

(a) For Online Reporting on REAP Portal

[Click here to View Seat Allotment and Online Reporting on REAP Portal](#)

1. You are required to pay an online **Seat Acceptance Fee (SAF) of ₹10,000** through the REAP portal to confirm your online reporting.
2. **Seat Acceptance Fee** must be paid separately for the TFWS Round and the Rajasthan State or Out of Rajasthan Rounds, if applicable.
3. The following three documents must be uploaded on the REAP portal to complete the online reporting process. After submission, the institute will verify the uploaded documents and the details provided by the candidate:
 - 3.1 **Sample for Seat Allotment Letter** (after logging in to REAP Portal, click "View/Download" button to download the allotment letter)
 - 3.2 **Sample for SAF Fee Receipt of Rs. 10,000** (after logging in to REAP Portal, click "View Payment Receipts" to download the receipt).
 - 3.3 **Document Checklist** duly signed by the Candidate & Parents.
4. You have not been allotted a seat (**Choice Exhausted**) through REAP-2026 based on the college and branch preferences filled in your REAP Application Form. Please wait for the next round of seat allotment.
5. After updating the reporting status on REAP Portal by the institute, an interested candidate may apply for **Upward Movement** in accordance with the REAP schedule.
6. Candidate who has been allotted two seats under the SFS and TFWS categories through REAP 2026 must submit an application to the institute for withdrawal of the unconfirmed seat after the declaration of the Internal Sliding result. SAF fee of confirmed seat will be adjusted against the institute fee at the time of admission.
7. In the event of admission withdrawal or unconfirmed seat, the **Seat Acceptance Fee of ₹10,000** will be refunded by REAP or the allotted institute after the completion of the admission process as per the applicable guidelines.

(b) For Online Reporting at allotted college (*1031 - Swami Keshvanand Institute of Technology, Management and Gramothan, Jaipur*)

Candidate is required to Sign in to SKIT ERP at <https://erp.skit.ac.in/signin/index> using the username and password sent by the institute via SMS & Email to their registered mobile number and Email ID from the institute (SKIT)

Step-I: Fill in the required details and submit the Online Provisional Admission Form.

Step-II: Upload all the mandatory academic/ supporting documents as applicable.

Step-III: Wait for the Institute to verify and approve the information and documents submitted. In case of any discrepancy found during the verification process, it will be displayed on the ERP Dashboard to take the necessary action.

Step-IV: Upon successful verification by the Institute, the 'REAP Reporting Status' of the candidate will be updated. The candidate may then download the **REAP Reporting Slip** from the "Upload Documents" section of the ERP portal.

For more details and sample formats, visit the institute website- <https://www.skit.ac.in/sample-formats.html>

Change of Branch within the same Institute (at SKIT, Jaipur) through REAP 2026

Candidate who has been allotted same/different branch in Swami Keshvanand Institute of Technology, Management and Gramothan through the Main/Upward rounds of REAP 2026, is required to upload the following documents:

1. Seat Allotment Letter
2. SAF Fee Receipt (Previous/Latest)

(c) Physical Reporting at SKIT, Jaipur

Candidate who has successfully completed online reporting must report to the Institute in person, along with their parent(s) or guardian(s), on the scheduled dates to complete the admission formalities:

Rounds	Schedule
Original document verification and final physical reporting for candidates of out of Rajasthan/KM reported in rounds 4 & 5	July 20-25, 2026
Original document verification and final physical reporting for candidates of Rajasthan in rounds 1, 2, 3 (TFWS) & Rounds 4, 5 (Ex. Serviceman, PWD) and 6, 7, 8 (Rajasthan State)	August 08-12, 2026

Candidate must bring their all original documents along with two sets of self-attested photocopies of all required documents at the time of physical reporting. The original documents will be retained by the Institute for completion of the University Enrollment and will be returned after completing the process, tentatively after January 2027.

In case of any urgent requirement, candidate may obtain their original documents by submitting a written request to the Mr. B. S. Sharma, Dy. Registrar, SKIT.

Note: The commencement of classes for first-year students is tentatively scheduled for 17 August 2026.

We look forward to welcome you to the SKIT family!

For any query, please feel free to contact us.

Admission & Counseling Cell

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