

1. Polytechnic Admission Test (PAT) 2018, will be held at the following centres/places for admission into different Polytechnics for Diploma Courses in Engineering & Technology for the session 2018-19.

- (i) Assam Engineering Institute, Guwahati
 - (ii) Nowgong Polytechnic, Nagaon
 - (iii) HRH the PoWIET, Jorhat
 - (iv) Dibrugarh Polytechnic, Dibrugarh
 - (v) Silchar Polytechnic, Silchar
 - (vi) Bongaigaon Polytechnic, Bongaigaon
 - (vii) Diphu Polytechnic, Diphu
 - (viii) Assam Textile Institute, Guwahati
 - (ix) PCPS Girls' Polytechnic, Guwahati
 - (x) Baksa Polytechnic, Belguri Pathar
 - (xi) Barpeta Polytechnic, Barpeta
 - (xii) Dhemaji Polytechnic, Silapathar
 - (xiii) Karimganj Polytechnic, Maizgaon
 - (xiv) Lakhimpur Polytechnic, Bihpuria
 - (xv) Goalpara Polytechnic, Goalpara East
 - (xvi) Nalbari Polytechnic, Chandkuchi
 - (xvii) Kamrup Polytechnic, Baihata Chariali
 - (xviii) Sibsagar Polytechnic, Demow
 - (xix) Sonitpur Polytechnic, Dhekiajuli
 - (xx) Golaghat
 - (xxi) Mangaldoi
 - (xxii) Tezpur later
- } Centres to be notified

2. Admission Test for admission into Diploma Course in Modern Office Management (MOM) (for girls only), will be held at PCPS Girls' Polytechnic, Guwahati.

3. Instruction for all candidates:

- A. No separate call letter will be issued to candidates for appearing in Counselling. The list of candidates in order of merit will be uploaded in the website <https://dte.assam.gov.in> and also in local News Papers.
- B. Candidates against the reserved seats outside Assam, allotted by Government of India, for Diploma Courses in Engineering and Technology will be selected through PAT 2018.

4. For seats reserved outside Assam:

- A. The Diploma Courses for Engineering and Technology against which seats are reserved outside Assam are generally as follows: Printing Technology, Photography, Leather Technology, Man Made Fiber Technology, Costume Design & Dress Making, Fisheries Technology, Electronics and Tele-Communication.
- B. For Girls: Home Science, Computer Aided Costume Design and Dress Making, Interior Decoration, Library Science and Beauty Culture.

5. ELIGIBILITY FOR ADMISSION:

- 5.1 For Diploma courses in Engineering and Technology, a candidate must fulfill the following conditions :-

- (1) Must qualify in the Polytechnic Admission Test (PAT-2018) for admission into Diploma Courses' offered by State Council for Technical Education, Assam as notified by the DTE, Assam.
 - (2) For admission into Diploma Courses the candidate must pass the H.S.L.C. or its equivalent examination in a single sitting with Mathematics and Science as compulsory subject with - * 40% marks (in Average) in Mathematics and Science for General candidates * 35% marks (in Average) in Mathematics and Science for SC candidates. * 33% marks (in Average) in Mathematics and Science for ST Candidates.
 - (3) If there is tie in PAT marks, then Science and Mathematics marks of qualifying examination will be taken into consideration to decide the merit of the candidates; if there is a tie again, then the aggregate marks of the qualifying examination will be taken into consideration to decide the merit of the candidate. If again, there is a tie, then the merit of the candidate will be decided by lottery by the Chairperson of the Selection Committee. The decision of the Selection Committees shall be final.
- 5.2 For Diploma course in Modern Office Management, a candidate must fulfil the following conditions:-
- (1) Must qualify in the Modern Office Management Admission Test (PAT-2018) for admission into the Diploma Courses offered by State Council for Technical Education, Assam, as notified by the DTE, Assam.
 - (2) The candidate must pass the H.S.S.L.C.(12+) or its equivalent examination in Humanities, Science or Commerce.

FEES TO CHARGED

ANNEXURE-I FEE STRUCTURE IN POLYTECHNIC OF ASSAM DIRECTORATE OF TECHNICAL EDUCATION, ASSAM

Sl. No.	Description for all students	Amount in Rs.
A)	One Time	
i.	Admission Fee(Govt.)	300.00
ii.	Training & Placement	200.00
iii.	Library Caution (refundable)	300.00
iv.	Science / Workshop Caution (refundable)	400.00
	Total	1200.00
B)	Fee Payable per Year	
i.	Library	100.00
ii.	Magazine	100.00
iii.	Medical	100.00
iv.	Sport / Extra curricular Activity	500.00
v.	Electricity	200.00
vi.	Celebrations	200.00
vii.	Students Aid / Activity	200.00
viii.	ID Card	50.00

	Total	1450.00
C)	Fee Payable Per Semester	
i.	Registration Fee(Govt.)	50.00
ii.	Tuition Fee (Govt.)	500.00
iii.	Examination Fee (*Retest fee@ Rs. 200 per Subject)	500.00
iv.	Laboratory / Workshop Fee	1200.00
v.	Building Maintenance / Development Fund	200.00
	Total	2450.00
D)	Hostel & Mess Expenses- for each semester – for Borders	
i.	Admission Fee(Govt.)	100.00
ii.	Hostel Seat rent (Govt.) (Annum)	500.00
iii.	Hostel Caution Money one- Time (Refundable)	500.00
iv.	Electricity, Water & Other charges	500.00
v.	Hostel & Mess Establishment Amenities Charges (Annum)	500.00
	Total	2100.00
vi.	Mess Dues	To be decided by respective Institutes and collected at Hostel.

RESERVATION OF POLICY:

Subject to maintaining the qualifying standards and others eligibility conditions, reservation of seats in the Polytechnics of Assam is made for the following categories of candidates. (List of competent authority to issue caste certificate is at Annexure - I)

1. Seats are reserved for the following categories as per Govt. Rules:
 - a) Scheduled Caste specified in relation to the State of Assam
 - b) Scheduled Tribes (Plains) specified in relation to the State of Assam
 - c) Scheduled Tribes (Hills) specified in relation to the State of Assam
 - d) O.B.C. (including M.O.B.C.) specified in relation to the State of Assam
 - e) Tea Garden & Ex Tea Garden Labour Community specified in relation to the State of Assam
 - f) Son/Daughters/Grandson/Daughters of Freedom Fighters specified in relation to the State of Assam
 - g) Son/Daughters of Retired Defence Persons specified in relation to the State of Assam
 - h) Sports person.
 - i) NCC
 - j) Persons with Disabilities
 - k) Son/Daughters of Central Govt. Employees and of Central Government Public Sector undertakings serving in the State who are not permanent resident of Assam, but are posted in Assam for less than twenty years preceding the last date fixed for submitting Application.
 - l) 25 Nos. of seats in different disciplines at Assam Engineering Institute are reserved exclusively for "Person with Disabilities" (PWD) in addition to normal reservation for PWD.

(Annexure-II)

Note 1. Candidates applying under category (I) above must attach relevant documentary evidence duly signed by competent authority as follows

- (i) That his/her parents are not permanent resident of Assam, but from other State mentioning the service period of his /her parents in Assam as employee of Central Govt./Undertaking. (Annexure- III)
- (ii) Pass Certificate from the School/College the candidate last attended.

Note-2. If any reserved seat under reserved category remains vacant for want of eligible candidates, then such seats shall be filled up in order of merit from the candidates from unreserved category.

Note 3. If candidates of both Tea garden and Ex-tea garden Labour community are available then 1 (one) seat shall be allotted for each of the two categories.

2. SELECTION PROCESS FOR NCC & SPORTS QUOTA:

The eligible candidates shall be selected by a Committee consisting of the following members:-

- (i) DTE, Assam Chairman
- (ii) Director of Sports Member
- (iii) Director of NCC Member
- (iv) One Principal of Polytechnics on rotation basis Member
- (v) Controller of Examination, SCTE Member Secretary

Note 4 : For NCC Quota :

The candidate has to submit the photocopy of N.C.C. Examination Certificate from the Issuing Authority in the rank not below the Commanding Officer, National Cadets Cops, Ministry of Defence Govt. of India. Certificate of merit (NCC Certificate) issued from the Head of the Institution/Colleges/School will not be accepted. During the counseling a candidate has to submit the original certificate from the issuing authority.

Selection of candidates of NCC category would be considered in order of merit as per Certificate to be treated as given below-

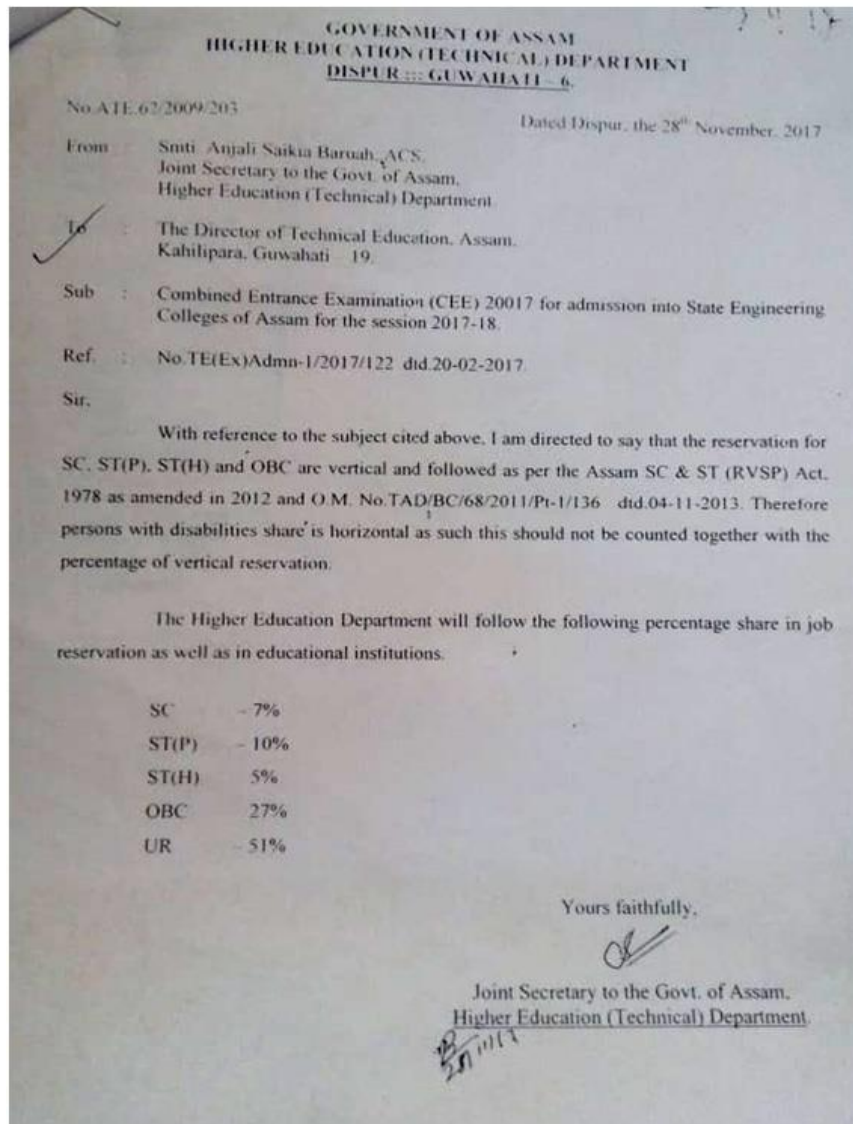
- (a) "C" certificate with Grading "A"
"C" certificate with Grading "B"
- (b) "B" certificate with Grading "A"
"B" certificate with Grading "B"
- (c) "A" certificate with Grading "A"
"A" certificate with Grading "B"
- (d) Candidates are asked to submit the documents of the attendance if any.

Note 5 : If the number of candidates applying against N.C.C. quota and their certificates are of equal rank, then the merit will be decided by considering the marks of Admission Test. In case of a tie again then candidates will be selected by considering the Science and Mathematics marks of the qualifying examination. Again if there is tie, then by considering the aggregate marks of the qualifying examination. Lastly, by way of lottery by the Chairman of the Selection Committee.

Note 6 : Eligibility for seats under Sports Quota :

The medal winner of State Games/ State Championships/ Tournaments organized by Assam Olympic Association/ State Sports Association/Directorate of Sports & Youth Welfare, Assam. The merit will be decided in order of Medals: Gold/Silver/Bronze received in the above mentioned event. The candidates must have to receive a medal at least at State level during preceding three years of appearing in the admission test for admission into polytechnics. If there is a tie, prizes are equal [Gold/Silver/Bronze] or no prizes are obtained by any candidate then merit will be decided by considering the marks obtained at the Polytechnic Admission Test. Even if there is a tie then Science & Mathematics Marks obtained at the qualifying examination will be considered to decide the merit of a candidate. Again if there is a tie, then through lottery conducted by the Chairperson of the Selection Committee.

Note 7: For admission against Sports/N.C.C. quota reserved at State Polytechnics of Assam candidates are hereby asked to submit application after appearing in the admission, test along with copies of mark sheet of qualifying Examination. Admission Test Admit. Card and detailed particulars regarding their level of participation as mentioned above and a copy of certificate from the Director of Sports/N.C.C. Assam to reach the Directorate of Technical Education, Assam, Kahilipara, Guwahati-781019 on or before 30/05/2018.



ADMISSION POLICY & DOCUMENT RETENTION POLICY

How to apply for admission into –

1. Diploma Courses in Engineering & Technology and
2. Diploma Course in Modern Office Management (MOM) (for girls only)

(For eligibility criterion and other conditions, please read the Information Brochure & Notification very carefully)

1. Applicants are required to apply only through online mode, no other means/mode of submission of application form will be accepted.
2. The link to fill up online registration form for Diploma Courses in Engineering & Technology will remain active till 30/04/2018.
3. The link to fill up online registration form for Diploma Course in Modern Office Management (MOM) will remain active till 25/04/2018.
4. Applicants are advised to fill up the online application form well in advance, without waiting for the last date, to avoid the last minute hassle.
5. Keep your 'scanned photograph' and 'scanned signature' ready with you in the following format:
 - Your recent scanned photograph only in .jpg format (file size should not exceed 100 KB)
 - Your scanned signature only in .jpg format. (file size should not exceed 100 KB)

Documents to be submitted during counselling :

Part "B" of the Application Form with two recent passport size photographs pasted on the application duly filled to be submitted along with the following certificates at the time of counseling.

- (i) Self attested copies of mark sheet of qualifying examinations passed.
- (ii) Proof of age (self attested copy of Admit Card or Certificate of the Board/University)
- (iii) Character certificate from the Head of the Institutions last attended.
- (iv) GAP certificate as per Annexure –IV.
- (v) Caste certificate, if claimed, belonging to Scheduled Caste/Scheduled Tribe/OBC/ MOBC/Tea-Garden/Ex-Tea Garden Labour Community from the competent authority countersigned by DC/ADC/SDO(Civil) .
- (vi) The candidates applying for seats under Moran community quota must produce certificate from Assam Moran Sabha with the counter signature of DC/ADC/SDO (Civil) of the concerned District.
- (vii) Certificate from Director of Sports, Assam and proof of representing State if applied against Sport and NCC quota.
- (viii) Reserved seats against Freedom Fighter category (both Paternal & Maternal).
 - (a) Certificate from the Principal Private Secretary to the Chief Minister, Assam.
 - (b) A direct relationship certificate of the candidate with the freedom fighter from the Deputy Commissioner or his authorized official of the district where the freedom fighter belongs, if applied against the category of Freedom Fighter.

- (ix) Certificate from the Director, Rayiik Sainik Board, Assam if applied against category of retired defence personnel.
- (ix) Certificate from the employer as per Annexure-III, if applied against quota of Central Government employees etc.
- (x) For Differently Abled Candidates (PWD): Identity Card as Differently-Abled issued by Social Welfare Department. Minimum disability 40% and not exceeding 80%.
- (xi) Certificate from the concerned DC/ ADC / SDO of the concerned district as per Annexure-V, in lieu of PRC. However PRC shall have to be furnished at the time of final admission.. Note 10: Candidates are to note that self-certified copies of certificates mentioned against each of the categories must be submitted at the time of counseling. Note 11: Original copies must be shown at the time of Counseling for admission.



GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL, GIRLS' POLYTECHNIC
BAMUNIMAIDAN, GUWAHATI-781021

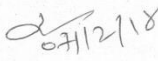
PHONE: 0361-2550208

TO WHOM IT MAY CONCERN

It is for general information that no documents/ certificates etc will be retained in this office from the students admitted into the Institution.

Memo.No.Gp/Esstt-13/2012/2675

Date: 07/12/18


Principal,
Girls' Polytechnic,
Guwahati-21.