

1. Punjab Government Notification Related to Admissions for Session 2018-19 To Courses

For detailed information regarding Eligibility Criteria and Conditions for admissions to all AICTE courses, it is advised to go through the following admission notifications of Punjab Govt., Department of Technical Education & Industrial Training (Technical Wing) carefully:-

Sr. No.	Name of the Course	Notification Reference No. & Date
1.	B. Tech. 1st year & B. Architecture	08/18/2018-1TE2/1219955/1 Dated 25/04/2018
2.	B.Pharmacy & Pharm. D	08/18/2018-1TE2/1220064/1 Dated 25/04/2018
3.	B.Tech. 2nd Year (Lateral Entry)	08/18/2018-1TE2/1220003/1 Dated 25/04/2018
4.	B.Pharmacy 2nd Year (Lateral Entry)	08/18/2018-1TE2/1220058/1 Dated 25/04/2018
5.	MBA	08/18/2018-1TE2/1219995/1 Dated 25/04/2018
6.	MCA 1st Year	08/18/2018-1TE2/1220052/1 Dated 25/04/2018
7.	MCA 2nd Year (Lateral Entry)	08/18/2018-1TE2/1220047/1 Dated 25/04/2018
8.	M.Tech.	08/18/2018-1TE2/1220024/1 Dated 25/04/2018
9.	M.Pharmacy	08/18/2018-1TE2/1220030/1 Dated 25/04/2018
10.	BHMCT 4 Years	08/18/2018-1TE2/1220009/1 Dated 25/04/2018
11.	Master in Applied Management (MAM)	08/18/2018-1TE2/1220041/1 Dated 25/04/2018
12.	Pharm. D Post Bacculaureate	08/18/2018-1TE2/1220035/1 Dated 25/04/2018

The copy of the above notifications will be uploaded on IKGPTU website www.ptu.ac.in under link “Admissions 2018-19”.

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education-2 Branch)

To

1. **Vice Chancellor**
Punjab Technical University,
Jalandhar.
2. **Chairman**
Punjab State Technical Education Board,
Sector-36, Chandigarh.
3. **The Director**
Technical Education & Industrial Training, Punjab,
Chandigarh.

Memo.No.35/44/95-1T(2)/978

Dated, Chandigarh, the 21st March, 2003

Sub:- General Eligibility Criteria for admission to Professional / Diploma / Degree / Post Graduate Degree level Engineering / Technical / Pharmacy and Architecture Courses for session 2003-2004.

Reference on the subject noted above.

2. In supersession of this department memo No. 35/44/95-IT(2)/738. Dated 4th March, 2003, the following shall be the eligibility criteria for admission to Professional/Diploma/Degree/Post Graduate level Engineering/ Technical/ Pharmacy and Architecture courses in Punjab State for session 2003-2004:-
 - i) 85% seats will be reserved for the candidates from within the State and 15% will be open to candidates on All India basis. The eligibility criteria for 85% seats will be that the candidate must be resident of Punjab State in terms of Punjab Government, Department of Personnel and Administrative Reforms (PP-I Br.) letter No.1/3/95-3PP1/9619, dated the 6th June, 1996 and letter No.1/3/95-PP-II/81, dated the 1st January, 1999 and should have passed qualifying examination from any recognized Board/University.
In case, the residence certificate is found at any stage to be false or incorrect, the admission against Punjab quota shall be liable to be cancelled, without prejudice to any criminal proceedings that may be initiated. Furthermore, the fees or any other amount paid, including advance or security, shall be automatically treated as forfeited.
 - ii) The above condition regarding a candidate being resident of Punjab shall not be applicable to the following categories of candidates: -
 - a. Candidates seeking admission under NRI quota; if eventually permitted:
 - b. Children, wards and dependents of Punjab Government employees and employees of Boards/Corporations/Statutory Bodies/Companies/Co-operative Societies set up or owned or controlled by the Punjab Government, including those established by or under an Act of the State of Punjab or a Central Act, by the Punjab Government, posted within or outside the state of Punjab.
 - c. Children, wards and dependents of members of All-India Services borne on Punjab Cadre, irrespective of where the officer is posted. This shall also include children, wards and dependents of members of All –India Services borne on cadres other than that of Punjab, provided the said officer is on deputation with Punjab Government or any of its Boards, corporations, statutory bodies, companies, co-operative Societies enumerated in sub-para (b) above, irrespective his place of posting.
 - d. Children, wards and dependents of the Central Government employees who have served for at least two years in connection with the affairs of the Punjab Government or any of its Boards, Corporations, Statutory Bodies, Companies, Co-operative Societies enumerated in sub-para (b) above out of 5 years preceding the year of entrance examination;
 - e. Children, wards and dependents of those Punjab Government pensioners settled outside Punjab.
 - f. Children, wards and dependents of military / para-military forces personnel belonging to the State of Punjab as per record at the time of their entry in service (A certificate on prescribed proforma by the Commanding officers of the Unit has to be furnished); and
 - g. Children, wards and dependents of the ex-employees of military / para military forces personnel belonging to the State of Punjab as per record at the time of their entry into service.
 - iii) A candidate must have appeared in the All India Engg. Entrance Examination (AIEEE) conducted by the Punjab Technical University for admission of graduate courses and Joint Entrance Test (JET) conducted by the Punjab State Board of Technical Education.
 - iv) The guidelines issued for the grant of residence certificates / bonafide resident of Punjab by the Department of Personnel and Administrative Reforms (PP-2 Br.) vide No.1/3/95-3P-2/9619, dated the 6th June, 1996 and I.D.No.1/2/96-3PP-2/8976, dated 7th July, 1998 and No.1/3/95-3PP-2/80, dated 1st January, 1999 and further instructions, issued by that Department, if any, will be adhered to in letter and spirit while making admission to the degree/Technological courses in the Engineering Colleges and in the University etc.
 - v) NRI seats were being previously filled as per guidelines issued by AICTE vide No.F.38-7/Legal/2001, dated 03.10.2001. However, the admission to NRI seats, if at all permitted by the Government of India and /or the AICTE, in light of the interpretation of the Judgement of the honourable Supreme Court of India in the case of **TMA Pai Foundation and others vs. State of Karnataka and others ((2002) 8 SCC 481: AIR 2003 SC 355)**, shall only be in accordance with the fresh guidelines to be issued by them, in due course.

Sd/-

Secretary Technical Education

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)

To

The Director,
Technical Education & Industrial Training, Punjab,
Plot No.1, Sector–36-A, Chandigarh.

Memo No. 13/2/05–1TE2/1987

Dated Chandigarh, the 2/7/2013

Subject: Reservation of seats for various categories of candidates for admission to the degree-level courses in Engineering and Technology in various Colleges, including MBA, MCA and B. Pharmacy as well as Diploma-level courses in Polytechnic Institutions and certificate courses in ITI's in the State of Punjab from the session 2013-14

Reference to Punjab Government, **Memo. No.** 13/2/05–1TE2/410 **Dated** 20.02.2006, on the subject noted above.

2. The aforesaid Reservation Policy has been reviewed and it has been decided to retain the previous policy in terms of substantive percentages of reservation for the various categories. The percentage of reservation for each of the categories shall be as under:-

- | | |
|--|------------|
| (i) Scheduled Castes/Scheduled Tribes | 25% |
| (ii) Backward Classes. | 5% |
| (iii) Border Areas/Backward Areas (2% each) | 4% |
| (iv) Sports persons | 2% |
| (v) Children/Grand Children of Freedom Fighters. | 1% |
| (vi) Disabled Persons: | 3% |
| (a) Blind | 1% |
| (b) Deaf & Dumb | 1% |
| (c) Other Handicapped | 1% |

(If suitable candidates are not available in anyone of these sub-categories, the seats so available will be filled up by the candidates from the other sub categories of disabled candidates and if they are not available in any sub-category then seats shall be filled up from general category candidates).

(vii) Children/widows of defence personnel killed or disabled to the extent of 50% or more in action, wards of gallantry awardees, children of serving defence personnel/ex-servicemen (**2%**). The priority to this category is given as under:

- | |
|---|
| (a) Killed in action |
| (b) Disabled in action & Boarded out of service. |
| (c) Died while in service & death attributable to military service. |
| (d) Disabled in service & Boarded out of service with disability attributable to military service |
| (e) Gallantry award / other award winners both serving / retired. |
| (f) Serving Defence Personnel / Ex-servicemen. |

(viii) Children/widows of Para-military forces personnel, Punjab Police, PAP and Punjab Home Guards killed or disabled in action to the extent of 50% or more; and children of paramilitary forces personnel/ex-paramilitary forces personnel, wards of Punjab Policemen decorated with Gallantry Medals (**2%**).

(ix) November 1984 riots-affected displaced persons, children of the Army deserters Killed/100% physically disabled, children of the families of persons killed as a result of terrorist violence or by security forces acting in aid of civil authorities and the children of innocent civilians who have sustained 100% disability in terrorist violence or during operation by Security forces acting in aid of civil authorities (**2%**).

(x) **Sibling (Single) girl child** or one of the girl of parents having two or more girls and having a no male child (an affidavit on a stamp paper worth Rs. 20/- duly attested by 1st Class Magistrate to obtained from the parents of the girl child) (**1%**).

(xi) The reservation of T-sunami affect person shall be available for the children / grand children of original ex-serviceman settler of Campbell bay Island only **OR** Students suffering from **Cancer / AIDS/ Thalassemia** (The claimant candidate will have to submit a certificate as a proof from the National Medical Institute like PGI, AIMS etc. in support of his/her claim) (**1%**)

3. The aforesaid percentage reservation in respect of each category shall, however, be subject to the detailed clarifications and inter se gradation criteria as decided in the meeting chaired by Chief Secretary to the Government of Punjab on 13th March, 2003, the minutes of which are appended. These minutes and the decisions recorded therein shall be treated as a part and parcel of this communication.

4. Nothing in the aforesaid policy shall apply to the courses run by the three universities in the state, other than Punjab Technical University, Jalandhar, in respect of the courses offered by them in their campuses or their regional centres. Admission to these courses shall be governed by the reservation policy framed by the respective University.

5. These policy instructions shall be subject to the law laid down by the honourable Supreme Court of India in the case of **TMA Pai Foundation and others vs. State of Karnataka and others (2002) 8SCC 481 : AIR2003 SC 355**.

You are requested to implement the above reservation policy in all the Professional/Engineering Colleges/Polytechnic Institutions/Industrial Training Institutes and Technical Institutes in the State.

Sd/-
Principal Secretary,
Technical Education

Department of Technical Education and Industrial Training: Guidelines related to Reserved Categories

A. Sports Persons

Joint Secretary Sports apprised that the Sports Department had already adopted a comprehensive policy regarding gradation of sports certificates. He clarified that the objective was to give preference to "A" category over "B" category, even if the marks obtained by the "A" category sportsmen was lower than those of "B" category sportsmen. He stated that if this were not done, the very objective of gradation would be defeated, and international level sportspersons would be clubbed with those who had represented only at the district level. He also clarified that even within the same category of sports certificates, preference had to be given to winners and runners up etc., and the policy instructions were comprehensive code in this regard. Only when the tie was not broken on the basis of these comprehensive sports gradation guidelines, the University/colleges take recourse to the marks/ rank in the entrance exam to break the tie.

The policy of the Sports Department which already has the approval of the Government, was found to be fair just and reasonable and it was, accordingly, decided that action may be taken exactly in accordance with the **Punjab Government, Department of Sports and Youth Services, letter No.47/26/83-5Edu/2036, dated 10th December, 1997**. It was also decided that a copy of these instructions may be appended to and circulated along with the minutes of this meeting.

B. Disabled Persons

The Principal Secretary Social Security explained that unlike in case sportspersons, no preferential treatment could be given to a person with higher percentage disability. She explained that a person was certified to be handicapped, provided his disability was 40% or more. As such, she proposed that all the handicapped persons having disability of 40% or more, in the respective sub-category (i.e. blind, deaf and dumb etc.), should be regarded as at par and their inter se gradation should be effected in accordance with the rank in the entrance examination. The proposal of the Principal Secretary Social Security was agreed and approved unanimously.

C. Children/Widows of Defence Personnel/Ex-servicemen etc.

This matter was discussed threadbare. It was felt that the children, wards and winners of gallantry awards should be given over-riding preference over children/widows of the ordinary Defence Personnel/Ex-Servicemen. It was also felt that the children/wards of the posthumous awardees of the particular award should get precedence over other awardees of the same category.

It was, accordingly, decided that in this category of reservation of 2%, the following would be the priority, each higher sub-category being preferred to the exclusion of the lower ones:-

- (1) Gallantry awards winners in the following order: Param Vir Chakra (PVC), Ashok Chakra(AC), Sarvottam Yudh Seva Medal (SYSM), Maha Vir Chakra (MVC), Kirti Chakra (KC), Uttam Yudh Seva Medal (UYSM), Vir Chakra (VrC), Shaurya Chakra (SC), Yudh Seva Medal (YSM), Sena/ Nau Sena/ Vayu Sena Medal (gallantry only), Mention-in Despatches.
- (2) For the same medal/awards the children/wards of the posthumous awardees, would get preference as compared to those of other awardees of the same category.
- (3) Children/ wards of defence personnel killed or disabled to the extent of 50% or more "in action", including cases of Home Guards
- (4) Thereafter, children/widows of Serving Defence Personnel/Ex-Servicemen would be considered. However, the children/widows of personnel getting distinguished service awards such as PVSM, AVSM, VSM and Sena Medal/ Nau Sena medal and Vayu Sena Medal (distinguished service) would get over-riding priority in this sub-category, in the said order. Here also, the children/wards of the posthumous awardees would get preference over the children/wards of the normal awardees of the same category.
- (5) If there is more than one claimant within the same category/sub category as enumerated above, the tie is then to be broken with the assistance of the rank/marks in the entrance test.

In any case, it was decided that the higher sub-categories would be preferred, in exclusion to the lower categories as arranged above even when the marks obtained in the entrance test of a candidate of the former category is less than those obtained by a candidate of the lower category. The above proposal was also, accordingly, approved as such.

D. Children/Widows of Police/Para Military Forces:

This item was discussed threadbare. It was felt that the winners of President's Medal for Gallantry and the Police medal for Gallantry by the President need to be given over-riding preference. Similarly, those killed or disabled in action should be given such preference. Accordingly, the special categorization/precedence in this category was adopted as under:-

Children/wards of officers and jawans of Punjab Police, PAP and para-military forces who are:

- (a) (1) Winners of President's Police Medal for Gallantry, including posthumous awardees.
(2) Winners of the Police Medal for Gallantry, conferred by, the President of India, including posthumous awardees.
(3) Killed or disabled to the extent of 50% or more "in action", including cases of Home Guards.
- (b) (1) Children and wards for serving para-military personnel and ex-para-military personnel.
(2) Remaining categories, already mentioned in the policy, if any.

In any case, it was decided that the higher sub-categories would be preferred, in exclusion to the lower categories as arranged above even when the marks obtained in the entrance test of a candidate of the former category is less than those obtained by a candidate of the lower category. The above proposal was also, accordingly, approved as such.

It was clarified that the children/ wards of the serving or retired Punjab Police Personnel are not entitled to any reservation under this category. It was also clarified that cases of S.P.O.s, killed and disabled in action, would not be considered in this category but rather in the next following category relating to terrorist-affected/ riot-affected families.

E. Riot-affected/ terrorist-affected families:

The matter was discussed threadbare. It was felt that the cases where the bread-winners of a family had died / been disabled to an extent of 100%, should get over-riding precedence. As such, the following categorization was decided to be adopted. Children/wards of persons:

A. Sports Persons

Joint Secretary Sports apprised that the Sports Department had already adopted a comprehensive policy regarding gradation of sports certificates. He clarified that the objective was to give preference to "A" category over "B" category, even if the marks obtained by the "A" category sportsmen was lower than those of "B" category sportsmen. He stated that if this were not done, the very objective of gradation would be defeated, and international level sportspersons would be clubbed with those who had represented only at the district level. He also clarified that even within the same category of sports certificates, preference had to be given to winners and runners up etc., and the policy instructions were comprehensive code in this regard. Only when the tie was not broken on the basis of these comprehensive sports gradation guidelines, the University/colleges take recourse to the marks/ rank in the entrance exam to break the tie.

The policy of the Sports Department which already has the approval of the Government, was found to be fair just and reasonable and it was, accordingly, decided that action may be taken exactly in accordance with the **Punjab Government, Department of Sports and Youth Services, letter No.47/26/83-5Edu/2036, dated 10th December, 1997**. It was also decided that a copy of these instructions may be appended to and circulated along with the minutes of this meeting.

B. Disabled Persons

The Principal Secretary Social Security explained that unlike in case sportspersons, no preferential treatment could be given to a person with higher percentage disability. She explained that a person was certified to be handicapped, provided his disability was 40% or more. As such, she proposed that all the handicapped persons having disability of 40% or more, in the respective sub-category (i.e. blind, deaf and dumb etc.), should be regarded as at par and their inter se gradation should be effected in accordance with the rank in the entrance examination. The proposal of the Principal Secretary Social Security was agreed and approved unanimously.

C. Children/Widows of Defence Personnel/Ex-servicemen etc.

This matter was discussed threadbare. It was felt that the children, wards and winners of gallantry awards should be given over-riding preference over children/widows of the ordinary Defence Personnel/Ex-Servicemen. It was also felt that the children/wards of the posthumous awardees of the particular award should get precedence over other awardees of the same category.

It was, accordingly, decided that in this category of reservation of 2%, the following would be the priority, each higher sub-category being preferred to the exclusion of the lower ones:-

- (1) Gallantry awards winners in the following order: Param Vir Chakra (PVC), Ashok Chakra(AC), Sarvottam Yudh Seva Medal (SYSM), Maha Vir Chakra (MVC), Kirti Chakra (KC), Uttam Yudh Seva Medal (UYSM), Vir Chakra (VrC), Shaurya Chakra (SC), Yudh Seva Medal (YSM), Sena/ Nau Sena/ Vayu Sena Medal (gallantry only), Mention-in Despatches.
- (2) For the same medal/awards the children/wards of the posthumous awardees, would get preference as compared to those of other awardees of the same category.
- (3) Children/ wards of defence personnel killed or disabled to the extent of 50% or more **"in action"**, including cases of Home Guards
- (4) Thereafter, children/widows of Serving Defence Personnel/Ex-Servicemen would be considered. However, the children/widows of personnel getting distinguished service awards such as PVSM, AVSM, VSM and Sena Medal/ Nau Sena medal and Vayu Sena Medal (distinguished service) would get over-riding priority in this sub-category, in the said order. Here also, the children/wards of the posthumous awardees would get preference over the children/wards of the normal awardees of the same category.
- (5) If there is more than one claimant within the same category/sub category as enumerated above, the tie is then to be broken with the assistance of the rank/marks in the entrance test.

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)

No. 13/129/2003-1TE2/1030

Dated : 05.04.2004

In pursuance to the judgment dated 31st October, 2002 of Hon'ble Supreme Court of India's in the case of T.M.A. Pai Foundation and other versus State of Karnataka and others (2002) (8 SC 481 : AIR 2004 SC 335) and the subsequent judgment dated 14th August, 2003 by constitution bench of the Hon'ble Supreme Court of India in the Writ Petition (Civil) No. 350 of 1993, Islamic Academy of Education and another versus State of Karnataka and the others and the order dated September 25, 2003 of the Hon'ble Punjab & Haryana High Court in C.W.P No. 12758 of 2003 in the case of Shri Guru Ram Das Charitable Hospital Trust, Amritsar versus State of Punjab and another, and after consulting all the stake-holders, the Governor of Punjab is pleased to direct that 'Management Quota' in all the Private Unaided Technical and Management Institutions (College as well as Polytechnics) shall be 33 – 1/3% (one third of the total seats) and the remaining 66-2/3% (two thirds of the total seats) shall be treated as the "state quota" which must be necessarily filled through the Common Entrance Test to be conducted by an agency to be designed by the State Government.

The Governor of Punjab is further pleased to direct that out of the "Management Quota" a maximum of 5% of the total sanctioned seats of an institution shall be filled from amongst Non-Resident Indian (NRI) / Persons of Indian Origin (PIO) / Foreign National Students and other related categories, in accordance with procedure stipulated below:

- (i) The candidates against NRI / PIO / NRI – Sponsored / Industry –Sponsored seats will be admitted on merit determined on the basis of marks obtained in the qualifying examination. They shall not be required to take the Common Entrance Test.
- (ii) First preferences shall be given those NRI/ PIO candidates who are having ancestral Punjab Resident background.
- (iii) Second preference shall be given to those NRI / PIO candidates who are having ancestral background relating to other States of India.
- (iv) Third preference shall be given to those resident Indian Candidates who are sponsored by an NRI/PIO and the sponsorship letter is attached with their application.
- (v) Fourth preference shall be given to those resident Indian Candidates who are ready to pay fees in Indian Currency.
- (vi) The fee structure for those seats shall be as notified earlier vide- **1/9/2000- ITE II/1188 dated 10/3/2003**. Miscellaneous charges like Admission Fee, Security, Students Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged. Admission of the candidates under NRI/ PIO/ NRI Sponsored/ Industry Sponsored category i) to iv) shall be made provided they fulfill other terms and conditions as laid down in this notification.
- (vii) Any seats remaining vacant under NRI/ PIO/ NRI Sponsored/ Industry Sponsored quota till last date of admission in these institutions shall stand transferred to the "Management Quota"

The Governor of Punjab is further pleased to direct that in case of the Private Unaided Institutions, as an association, want to conduct their own Common Entrance Test in respect of the "**Management Quota**" seats they shall submit a resolution to this effect to the **Director, Technical Education and Industrial Training, Punjab** within 10 days of the publication of this notification, failing which the seats under this "Management quota" shall have to be filled up in the following manner:

1. Each Institution shall publish an advertisement in two leading newspapers (one in English and one in Punjabi language), with a clear fifteen days of period before the last date for making application for admission.
2. The Management shall fill these seats in accordance with the following order of preference:
 - i) **Merit in State-Level Entrance Test to be conducted by an agency to be designed by the State Government.**
 - ii) **Merit in All India Entrance Test, wherever applicable.**
 - iii) **Marks secured in the qualifying the examination.**
3. The fee of "**Management Quota**" seats shall be the same as the latest uniform rate of fee already notified **vide No.- 13/30/2003- ITE2/1241 dated 1/4/2003**, until it is revised in accordance with procedure established by law, subject to the condition that there shall be no profiteering or charging or any capitation fee, directly or indirectly, Miscellaneous charges like Admission Fee, Security, Student Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged.

The Reservation policy of the State Government for the time being in force shall apply to the "**State Quota**" only and there shall be no reservation in respect of the "Management Quota" (including NRI quota). **The further guidelines for admission of Foreign Nationals/ PIO shall be as per Punjab Government notification No.- 13/75/2001- ITE2/296 dated the 23rd January 2003.** Any Institution not willing to avail their share of "**Management Quota**" seats, including NRI seats, wholly or partially, shall be allowed to surrender these seats to the "**State Quota**" to be filled through the Common Entrance Test, conducted by an agency designed by the State Government.

Sd/-

K. K. Bhatnagar
Principal Secretary to Government of Punjab
Department of Technical Education and Industrial Training

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)

No. 13/129/2003-1TE2/1247

Dated : 25.04.2008

In pursuance to the judgment dated 31st October, 2002 of Hon'ble Supreme Court of India's in the case of T.M.A. Pai Foundation and other versus State of Karnataka and others (2002) (8 SCC 481 : AIR 2004 SC 335) and the subsequent judgment dated 14th August, 2003 by constitution bench of the Hon'ble Supreme Court of India in the Writ Petition (Civil) No. 350 of 1993, Islamic Academy of Education and another versus State of Karnataka and the others and the order dated September 25, 2003 of the Hon'ble Punjab & Haryana High Court in C.W.P No. 12758 of 2003 in the case of Shri Guru Ram Das Charitable Hospital Trust, Amritsar versus State of Punjab and another, and after consulting all the stake-holders, the Governor of Punjab is pleased to direct that 'Management Quota' in all the Private Unaided Technical and Management Institutions (College as well as Polytechnics) shall be 33 – 1/3% (one third of the total seats) and the remaining 66-2/3% (two thirds of the total seats) shall be treated as the "state quota" which must be necessarily filled through the Common Entrance Test to be conducted by an agency to be designed by the State Government. The Governor of Punjab is further pleased to direct that out of the "Management Quota" a maximum of 5% of the total sanctioned seats of an institution shall be filled from amongst Non-Resident Indian (NRI) / Persons of Indian Origin (PIO) / Foreign National Students and other related categories, in accordance with procedure stipulated below :

- (i) The candidates against NRI / PIO / NRI – Sponsored / Industry –Sponsored seats will be admitted on merit determined on the basis of marks obtained in the qualifying examination. They shall not be required to take the Common Entrance Test.
- (ii) First preferences shall be given those NRI/ PIO candidates who are having ancestral Punjab Resident background.
- (iii) Second preference shall be given to those NRI / PIO candidates who are having ancestral background relating to other States of India.
- (iv) The fee structure for those seats shall be notified earlier **vide- 1/9/2000-ITE II/1188 dated 10/3/2003**. Miscellaneous charges like Admission Fee, Security, Students Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged. Admission of the candidates under NRI/ PIO/ NRI Sponsored/ Industry Sponsored category i) to iii) shall be made provided they fulfill other terms and conditions as laid down in this notification.
- (v) Any seats remaining vacant under NRI/ PIO/ NRI Sponsored/ Industry Sponsored quota till last date of admission in these institutions shall stand transferred to the "Management Quota"

The Governor of Punjab is further pleased to direct that in case the Private Unaided Institutions, as an association, want to conduct their own Common Entrance Test in respect of the "**Management Quota**" seats, they shall submit a resolution to this effect to the **Director, Technical Education and Industrial Training, Punjab** within 10 days of the publication of this notification, failing which the seats under this "Management quota" shall have to be filled up in the following manner:

1. Each Institution shall publish an advertisement in two leading newspapers (one in English and one in Punjabi language), with a clear fifteen days of period before the last date for making application for admission.
2. The Management shall fill these seats in accordance with the following order of preference:
 - i) **Merit in State-Level Entrance Test to be conducted by an agency to be designed by the State Government.**
 - ii) **Merit in All India Entrance Test, wherever applicable.**
 - iii) **Marks secured in the qualifying the examination.**
3. The fee of "**Management Quota**" seats shall be same as the latest uniform rate of fee already notified **vide No. - 13/30/2003- ITE2/1241 dated 1/4/2003**, until it is revised in accordance with procedure established by law, subject to the condition that there shall be no profiteering or charging or any capitation fee, directly or indirectly, Miscellaneous charges like Admission Fee, Security, Student Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged.

The Reservation policy of the State Government for the time being in force shall apply to the "**State Quota**" only and there shall be no reservation in respect of the "Management Quota" (including NRI quota).**The further guidelines for admission of Foreign Nationals/ PIO shall be as per Punjab Government notification No. - 13/75/2001-ITE2/296 dated the 23rd January 2003.** Any Institution not willing to avail their share of "**Management Quota**" seats, including NRI seats, wholly or partially, shall be allowed to surrender these seats to the "**State Quota**" to be filled through the Common Entrance Test, conducted by an agency designed by the State Government.

Sd/-

Tejinder Kaur, IAS

Principal Secretary to Government of Punjab
Department of Technical Education & Industrial Training

**Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)**

NOTIFICATION

No. 13/129/03-13/2/1892

Dated : 20/6/08

In partial modification of Punjab Government Notification No. 13/129/2003-1TE2/1247 dated 25th April,2008 the Governor of Punjab is pleased to amend the following condition:-

“Para (i) May be read as:-

The candidate against NRI/PIO/Seats will be admitted on merit determined on the basis of marks obtained in the qualifying examination. They shall not be required to take the **Common Entrance Test.**”

**Tejinder Kaur, IAS
Principal Secretary to Govt. of Punjab
Deptt. of Technical Education & Indl. Trg.**

**Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)**

NOTIFICATION

No. 13/129/2003-1TE2/171

Dated Chandigarh the 17.1.2011

In partial modification of Punjab Government Notification No. 13/129/2003-1TE2/1247 dated 25.4. 2008 the Governor of Punjab is pleased to amend para 2(iii) as under :-

“Merit based on Marks secured in the qualifying examination

**Suresh Kumar, IAS
Principal Secretary to Government of Punjab
Department of Technical Education and
Industrial Training, Chandigarh**

**Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)**

NOTIFICATION

No. 13/60/08-1TE2/1797

Dated Chandigarh the 23 May 2011

In supersession of earlier Notification No. 13/60/08-1TE2/2650 dated of 24.6.2010, the Governor of Punjab is pleased to re-notify the **Fee Waiver Scheme** as below in keeping with the guidelines of All India Council of Technical Education (AICTE) as contained in the Approval Process Handbook (2011-2012):-

- i) The Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programmes, Diploma and Post Diploma Programmes of Three/Four years duration.
 - ii) These seats shall be 5% over and above sanctioned intake.
 - iii) The Competent Authority for admissions shall be the same as for regular admission and eligibility criteria with regard to qualifications shall be the same as notified for other categories.
 - iv) The scheme shall be mandatory for all Institutions approved by the AICTE.
 - v) Sons and daughters of parents whose annual income is less than Rs. 2.50 Lakhs from all sources shall only be eligible for seats under this scheme.
 - vi) The Waiver shall be limited to the tuition fee as prescribed by the State Government. All other fee except tuition fees will have to be paid by the beneficiary.
 - vii) The admission shall be made by Punjab Technical University for degree level programmes in colleges affiliated to it and by Punjab State Board of Technical Education & Industrial Training for diploma level courses in institutions affiliated to it.
 - viii) In the event of non-availability of students in this category, the same shall not be given to any other category of applicants.
 - ix) The Punjab Technical University & the Punjab State Board of Technical Education & Industrial Training shall invite applications under this category, make a separate merit list and effect admission on the basis of the merit list so generated, through a separate counselling which shall be held prior to regular counselling for admissions to various other categories.
 - x) The Institutions shall publish in their brochure and web site the details of this scheme.
 - xi) The Punjab Technical University & the Punjab State Board of Technical Education & Industrial Training shall submit a separate list of the students admitted under this category to the Institution to which they are admitted for compliance.
 - xii) The Punjab Technical University & the Punjab State Board of Technical Education & Industrial Training shall issue a letter to each of the beneficiary student admitted under such a beneficiary shall not be allowed to change Institution or Course under any circumstances. In case a selected beneficiary intends to forego the benefit of fee waiver to take admission in any other category, he shall be allowed to do so provided that the seat vacated by him shall go to the next eligible candidate under this scheme.
 - xiii) All Institutions shall display information regarding candidates admitted under this scheme on their website for information of general public and send a copy thereof to the Punjab Technical University and the Punjab State Board of Technical Education & Industrial Training, as the case may be.
 - xiv) The amount of fee thus waived off will not be claimed by any institution from the Government or any other authority in any context.
 - xv) The fee waiver to a student shall be for the complete duration of the course.
 - xvi) The student availing fee waiver seat will not be entitled to avail financial assistance under any other Government Scheme what so ever. However, he/she shall be eligible for any scholarship available on competition/merit basis.
 - xvii) The implementation of this scheme shall be subject to any amendments/charges or orders of the State Government as may be issued from time to time.
- 2.0 This notification shall come into force with immediate effect.

Sd/-

**Suresh Kumar, IAS
Principal Secretary to Government of Punjab
Department of Technical Education &
Industrial Training**

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)

NOTIFICATION

No. 13/60/80/1TE2/2007

Dated : 31/5/12

In partial modification of Punjab Government Notification No. 13/60/2008/1TE2/1797 dated 23-5-2011 on the basis of Approval Hand Book (2011-12), All India Council of Technical Education, New Delhi, the Governor of Punjab is pleased to amend par (v) of the notification as under:-

“Sons and daughters of parents whose annual income is less than Rs. 4.5 lakhs from all sources shall only be eligible for seat under this scheme.”

S. S. Channy, IAS
Principal Secretary to Govt. of Punjab
Deptt. of Technical Education & Indl. Trg.

ਵਲੋਂ

ਡਾਇਰੈਕਟਰ,
ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ,
(ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਵਿੰਗ),
ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

ਸੇਵਾ ਵਿੱਚ

1 ਰਜਿਸਟਰਾਰ,
ਆਈ.ਕੇ.ਗੁਜਰਾਲ, ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ,
ਜਲੰਧਰ।

2 ਰਜਿਸਟਰਾਰ,
ਪੰਜਾਬ ਸਟੇਟ ਬੋਰਡ ਆਫ ਟੈਕਨੀਕਲ ਐਜੂਕੇਸ਼ਨ,
ਸੈਕਟਰ-36, ਚੰਡੀਗੜ੍ਹ।

ਮੀਮੋ ਨੰ: 751-759/ਸ-1/ਈ.ਸੀ.ਸੀ./2015 ਮਿਤੀ: 13/5/15.

ਵਿਸ਼ਾ:- ਫੀਸ ਵੀਵਰ ਸਕੀਮ ਸਬੰਧੀ।

ਹਵਾਲਾ:- ਪੰਜਾਬ ਸਰਕਾਰ ਦੀ ਨੋਟੀਫਿਕੇਸ਼ਨ ਨੰ. 13/ 60/ 2008/ 1TE 2/ 1797 ਮਿਤੀ 23/ 05/ 2011 ਅਤੇ ਨੋਟੀਫਿਕੇਸ਼ਨ ਨੰ. 13/ 60/ 2008/ 1TE 2 / 2007 ਮਿਤੀ 31/05/2012 ਦੇ ਸਬੰਧ ਵਿਚ, ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ।

ਇਹ ਦੱਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਸਰਕਾਰ ਵਲੋਂ ਨੋਟੀਫਿਕੇਸ਼ਨ ਨੰ. 13/60/2008/1TE/1797 ਮਿਤੀ 23/05/2011 ਅਤੇ ਨੋਟੀਫਿਕੇਸ਼ਨ ਨੰ. 13/60/2008/1TE/2007 ਮਿਤੀ 31/05/2012 ਰਾਹੀਂ ਫੀਸ ਵੇਵਰ ਸਕੀਮ ਦੀ ਨੋਟੀਫਿਕੇਸ਼ਨ ਜਾਰੀ ਕੀਤੀ ਸੀ। ਇਸ ਸਕੀਮ ਤਹਿਤ AICTE ਵਲੋਂ ਮਾਨਤਾ ਪ੍ਰਾਪਤ ਹਰ ਕਾਲਜ ਵਲੋਂ ਸੈਕਸ਼ਨ ਇੰਨਟੇਕ ਦਾ 5% ਸੀਟਾਂ Economical Weaker Section ਦੇ ਵਿਦਿਆਰਥੀਆਂ ਲਈ ਭਰੀਆਂ ਜਾਣੀਆਂ ਸਨ ਅਤੇ Economical Weaker Section ਸੈਕਸ਼ਨ ਵਿਚ ਉਨ੍ਹਾਂ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਸ਼ਾਮਲ ਕੀਤਾ ਗਿਆ ਹੈ, ਜਿਨ੍ਹਾਂ ਵਿਦਿਆਰਥੀਆਂ ਦੇ ਮਾਪਿਆਂ ਦੀ ਸਾਲਾਨਾ ਆਮਦਨ 4.50 ਲੱਖ ਰੁਪਏ ਤੋਂ ਘੱਟ ਸੀ।

AICTE ਵਲੋਂ ਸਾਲ 2015-16 ਲਈ ਜਾਰੀ Approval Process Hand Book ਵਿਚ ਇਸ ਸਕੀਮ ਤਹਿਤ Economical Weaker Section ਵਿਚ ਉਨ੍ਹਾਂ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਸ਼ਾਮਲ ਕੀਤਾ ਹੈ, ਜਿਨ੍ਹਾਂ ਵਿਦਿਆਰਥੀਆਂ ਦੇ ਮਾਤਾ-ਪਿਤਾ ਦੀ ਸਾਲਾਨਾ ਆਮਦਨ 6 ਲੱਖ ਰੁਪਏ ਤੋਂ ਘੱਟ ਹੈ। ਇਸ ਲਈ AICTE ਵਲੋਂ ਜਾਰੀ ਇਨ੍ਹਾਂ ਗਾਈਡਲਾਈਨਾਂ ਦੇ ਸਨਮੁੱਖ ਇਸ ਫੀਸ ਵੇਵਰ ਸਕੀਮ ਤਹਿਤ ਇਸ ਸਾਲ ਦਾ ਦਾਖਲਾ ਕਰਨ ਦੀ ਕ੍ਰਿਪਾਲਤਾ ਕੀਤੀ ਜਾਵੇ।



ਵਾ: ਡਾਇਰੈਕਟਰ,
ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ
ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ, ਪੰਜਾਬ।

INSTRUCTIONS/GUIDELINES FROM PUNJAB GOVERNMENT REGARDING (I) COMPETENT AUTHORITY TO ISSUE CERTIFICATES AND (II) CRITERIA FOR ELIGIBILITY OF CANDIDATES BELONGING TO VARIOUS RESERVED CATEGORIES**RESIDENCE CERTIFICATE**

Copy of letter No. 1/3/95-3PP/II/9619 dated 06.06.1996 from the Deputy Secretary, Personnel, Government of Punjab, Department of Personnel and Administrative Reforms (Personnel Policies-II Branch) to

- (i) All the Financial Commissioners to the Government of Punjab.
- (ii) All the Principal Secretaries/Administrative Secretaries to the Government of Punjab.
- (iii) All Heads of Departments, Commissioners of Divisions, Registrars, Punjab and Haryana High Court, District and Session Judges, Deputy Commissioners, Sub Divisional Officers (Civil) in the Punjab State.

Subject: Bonafide resident of Punjab-Guidelines for grant of Residence Certificate.

Sir/Madam

I am directed to invite your attention to the Punjab Government Circular Letter No. 1/3/95-3PP/II/2043, dated 29.1.1996 vide which the instructions were issued regarding simplification of procedure, for obtaining the certificate of **Domicile** for the purposes of admission to educational institutions, (including technical / medical institutions). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421) wherein it was held that instead of the word '**Domicile**' the word '**Residence**' be used in the instructions issued by the State Governments on the subject. Accordingly, it has been decided by the Government to revise the Government instructions referred to above as under:-

Affidavit/Certificate Categories	Authorities competent to issue the same
Citizens of India Produce an affidavit to the effect that they or their children/wards have not obtained the benefit of residence in any other States.	Affidavit of the parents/ Guardian to be attested by an Executive Magistrate / Oath Commissioner / Notary Public.
Categories	
i) Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission.	Certificate to be signed by the Headmaster / Principal of the recognised Schools/Colleges concerned.
ii) Children / Wards of : (a) The employee of Punjab Government posted in or outside Punjab State or working on deputation having atleast 3 years of service. (b) The employees of Government of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. for a period of 3 years. (c) The employees of State Government Institutions/ Undertakings who are posted in Chandigarh or in Punjab in connection with affairs of the Punjab Government for a period of 3 years. (d) The employees having atleast 3 years of service in autonomous bodies / companies in which Punjab Government has 20% or more shares.	Certificate to be issued by the respective Head of the Department
iii) Children/Wards of the pensioners of Punjab Govt. irrespective of the fact that the original home of the retiree is in a State other than Punjab or he has settled after retirement in or outside Punjab.	PPO issued by the Accountant General, Punjab
iv) Children/Wards of the persons who have settled in Punjab or had resided in Punjab for a period of at least 5 years at any time prior to the date of the submission of the application either in pursuit of a profession or holding of a job.	Certificate to be issued by the DC, ADC(R), ADC(D), SDO (Civil), GA to DC, DORG DRO, EM, Tehsildar Commissioners of Municipal Corporation of Amritsar, Jalandhar and Ludhiana
v) Children/Wards of persons who have held immovable property in Punjab for a period of five years. The property should be in the name of the parents/guardians or the candidate himself.	DC, ADC (R), ADC (D) SDO (Civil), GA to DC, EM, DORG, Tehsildar / DRO based on copies of Jamabandi Revenue Record, Municipal Record, Registered deeds of any other document to the full satisfaction of the DC
vi) Persons who were born in Punjab and produced a certificate to that effect.	As per category (iv) above

For the purpose of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the Competent Authorities, proforma have been prescribed which are enclosed herewith. After careful consideration it has also been decided to delete the D.T.O. included among the certifying authorities against category (iv) & (vi) of the policy instruction dated 29.01.1996.

The receipt of this letter may please be acknowledged.

Sd/-

Karam Chand Ahuja
Deputy Secretary, Personnel

Note : These instructions shall be applicable only to the extent that these have not been modified or amended by subsequent Punjab Government Instructions. In case of any change, the later (more recent) Punjab Government Instructions shall prevail.

Specimen formats of Residence Certificate for some of the categories mentioned in guidelines issued by the Punjab Government are given as **Annexure No. VI (i) to VI (x)**.

1. SCHEDULED CASTE CATEGORY

The format for SC Certificate is given as **Annexure-VI (i)** and the competent authorities to issue the certificate are as under

- (i) M.Ps in respect of Scheduled Caste persons residing in their respective parliamentary constituencies.
- (ii) M.L.As in respect of S.Cs residing in their respective assembly constituencies.
- (iii) All gazetted officers of the State Government.

(Declared as such vide letter No. 460/WG/56/4799 dated 25-01-1956 and 1/19194-RCI/6045 dated 15-07-1994.

2. SCHEDULED TRIBE CATEGORY

The competent authority to issue Scheduled Tribe certificate is same as given for Scheduled Caste category.

3. BACKWARD CLASS

Seats reserved for Backward Class will be offered to a candidate who belongs to a caste declared as Backward in terms of Punjab Govt. letter No. 2662 GII-6316934 dated April 20, 1963. read with letter No. 9642-4SEI-74/24/ 24222 dated Nov. 26, 1974 and 81144/93 BS2/748 dated Jan. 25, 1994. Competent authorities to issue B.C. certificate are as follows:

- (1) S.D.O. (C); (2) Executive magistrate; (3) Tehsildar; (4) Naib Tehsildar; (5) Block Development and Panchayat Officer; (6) District Revenue Officer and (7) MLA of the concerned constituency.

(Declared as such vide letters No. 2/ 223/79-SWI/15045 dated 12.8.1980 and No. 1119194-RCI/6045 dated 15.7.1994. Specimen format is attached as per Annexure No. VI (xi).

4. BACKWARD AREA

The admission to the seats reserved for students belonging to the Backward Area in the Punjab will be considered as per instructions contained in letter No. 15595-GB-5614174 dated Sept. 7, 1956 from the Chief Secretary to Government, Punjab to all heads of Department etc. and as amended from time to time. Format is attached as per Annexure No. VI (xii).

5. SPORTS PERSONS CATEGORY

- (i) Admission to seats reserved for sports persons will be made on the basis of sports gradation certificate issued by the Sports deptt. Punjab in the light of instructions issued by the Punjab Government vide letter no. 47/26/83-155/2036 dt. 10.10.97. The instructions/guidelines contained in this letter are as under:

- (ii) The certificate shall be in the following descending order of merit;

GRADE-A:

Sportsmen/women of international standing i.e. Those who have represented India in the following international tournaments/meets/competitions/championships conducted by recognised International Federation /Committee

- (a) Olympic Games
- (b) World Cup
- (c) Asian Games
- (d) Commonwealth Games
- (e) Davis Cup
- (f) Test / One day Cricket Matches

GRADE-B :

Sportsmen/women who have participated and achieved position in the following tournaments / meets / competitions / Championships. Gradation will be done for grade 1st, 2nd and 3rd position. Participation will be grade from (i) to (v) categories mentioned below:-

- (a) International Tournament for Senior and Junior organised by International Federation of that discipline and where at least 10 Countries have participated, other than those mentioned against Grade-A.

* The Candidates belonging to SC/ST Category under 15% quota meant for Punjabis settled outside Punjab shall have to submit the relevant certificate issued by competent authority from Punjab only.

- (b) All India Combined Universities teams which participated in Senior National / World University Championship /International competitions.
- (c) National Games organised by Indian Olympic Association.
- (d) Senior and Junior National Championships organised by recognised National Federation of that game under the banner of Indian Olympic Association where at least 15 States have participated.
- (e) National Championship for women organised by Sports Authority of India.
- (f) Position Holder of All India Inter University Tournaments where atleast 15 Universities have participated, Participation in these competitions will not be graded.
- (g) Position holder of Punjab School teams/Kendriya Vidyalaya Schools and Navodya Sangathan Schools teams participated in School National Championships. Participation in these competitions will not be graded.
- (h) Position holders of All India Rural meet under sixteen by SAI. Participation will not be **graded**.

GRADE-C :

Sportsmen/women who have achieved 1st, 2nd and 3rd position in the following tournaments /championships/meets will only be graded:

- (a) Position holder of Punjab State Championships for Senior and Junior organised by Punjab Sport Department /Punjab Olympic Associations.
- (b) Position holders of Inter District State Championships organised for seniors and juniors under the banner of Punjab Olympic Association/Punjab Sports Department/State Sports Associations.

Specimen formats of Residence Certificate for some of the categories mentioned in guidelines issued by the Punjab Government are given as **Annexure No. VI (i) to VI (x)**.

1. SCHEDULED CASTE CATEGORY

The format for SC Certificate is given as **Annexure-VI (i)** and the competent authorities to issue the certificate are as under

- (i) M.Ps in respect of Scheduled Caste persons residing in their respective parliamentary constituencies.
- (ii) M.L.As in respect of S.Cs residing in their respective assembly constituencies.
- (iii) All gazetted officers of the State Government.

(Declared as such vide letter No. 460/WG/56/4799 dated 25-01-1956 and 1/19194-RCI/6045 dated 15-07-1994.

Sr. No.	Sports Discipline	Sr. No.	Sports Discipline	Sr. No.	Sports Discipline
1	Athletics	2	Badminton	3	Basketball
4	Crickets	5	Cycling	6	Gymnastic (Artistic only)
7	Football	8	Hockey	9	Handball
10	Judo	11	Kabaddi (National Style Only)	12	Kho-Kho
13	Lawn Tennis	14	Boxing	15	Wrestling
16	Swimming	17	Table Tennis	18	Volley Ball
19	Weight-Lifting	20	Shooting	21	Archery
22	Equestrian	23	Fencing	24	Rowing
25	Softball	26	Net ball	27	Roller Skating
28	Canoeing	29	Power Lifting	30	Body Building
31	Yachting	32	Golf	33	Circle Kabaddi
34	Chess	35	Gymnastic (Rythmic)	36	Gatka

(iv) For certification, Sport Department, Punjab only consider the cases who fulfill the following requisites:-

- (a) For gradation Sports Department, Punjab will only consider the claim of domicile of Punjab who actually participated in the competitions as nominee of Punjab Team. This will leave out the Sports residents of other States, Punjab domicile or even of Punjab and Chandigarh who do not represent Punjab in any competition as Punjab nominee.
- (b) Claim of the resident of Union Territory of Chandigarh will only be entertained for Counter signature of certificate issued by the Department of Sports, Union Territory of Chandigarh for National School Games only provided, parents belong to the Punjab State Service and are posted at Chandigarh during the period or which gradation is being claimed for their wards. For Junior and Senior National Championships, they must play as nominee of the State of Punjab as is the case in para (a) above.
- (c) The certificates issued by the Sports Associations must be submitted for gradation to the concerned District Sports officer within 9 months from the date of issue of certificate. In the absence of this, any delay occurred will be the responsibility of the applicant. The application should be submitted as per the direction / requirements spelled out by the Department of Sports. Copy of the same can be had from the Distt. Sports Officer's Office.
- (d) The application for gradation received from the District Sports Officer's Office will be processed at the Head quarter for final checking of the performance participation record, if necessary interviews and field tests will be conducted to see the genuineness of the performance and participation level of the applicant.
- (e) The Directorate of Sports will not be responsible for any delay which occurs due to late submission of application or in furnishing incomplete requisite information / reply to queries by the Department from the individual concerned or the Sports Associations. The total processing time at District and the Headquarter, Chandigarh shall be 60 days in cases where all required formalities are completed.
- (f) In the matter of rating inter -se, the preference in the same grade will be given in the following descending order:

(1) Winner (2) Runner Up (3) Third position holder (4) Number of participations

Regarding Senior and Junior tournaments/ Championships senior shall have precedence over Junior in the same performance i.e. for example Gold Medalist in Senior category shall have precedence over Gold Medalist in Junior Category and Gold medalist in Junior category over silver medalist in Senior category and so on which implies that participation in grade 'B' will be considered last of medalists of B category in the same orders of medalists, if after considering the performance criterias mentioned above, the candidate having higher marks obtained in the examination which is considered for admission will decide the seniority from highest to lowest marks obtained by the candidate.

- (g) Participation in, the lower grade as a playing member in team event and position holder in individual be a prerequisite for acceptability in the higher grade. i.e. for participation National, one has to be a member of the State in team games and position holder in individual games.
- (h) Performance achieved in individual event of any discipline and in team games, will be consolidated only if it has been achieved through a competition with 7 or more competitors (in individual event) and 15 or more units in team games.
- (i) Certificates issued by the concerned Sports body are properly signed in ink by the nominee of President and Secretary himself of State Unit along with signature of a Gazetted Officer not below than rank of Deputy Director Sports, Punjab for State Championship in whose Division the State Championship is conducted, and certificates of district championship must carry signatures of president and Secretary of District Association along with signature of Distt. Sports Officer of that District.
- (j) Only those certificates will be considered for gradation which are declared in the affidavit submitted to the Department with the application for gradation.
- (k) Director Sports, Punjab, who will issue the certificate will also have the authority to cancel certificate at any time, if it is found to have been issued on

- (iv) For certification, Sport Department, Punjab only consider the cases who fulfill the following requisites:-
- (a) For gradation Sports Department, Punjab will only consider the claim of domicile of Punjab who actually participated in the competitions as nominee of Punjab Team. This will leave out the Sports residents of other States, Punjab domicile or even of Punjab and Chandigarh who do not represent Punjab in any competition as Punjab nominee.
- (b) Claim of the resident of Union Territory of Chandigarh will only be entertained for Counter signature of certificate issued by the Department of Sports, Union Territory of Chandigarh for National School Games only provided, parents belong to the Punjab State Service and are posted at Chandigarh during the period or which gradation is being claimed for their wards. For Junior and Senior National Championships, they must play as nominee of the State of Punjab as is the case in para (a) above.
- (c) The certificates issued by the Sports Associations must be submitted for gradation to the concerned District Sports officer within 9 months from the date of issue of certificate. In the absence of this, any delay occurred will be the responsibility of the applicant. The application should be submitted as per the direction / requirements spelled out by the Department of Sports. Copy of the same can be had from the Distt. Sports Officer's Office.
- (d) The application for gradation received from the District Sports Officer's Office will be processed at the Head quarter for final checking of the performance participation record, if necessary interviews and field tests will be conducted to see the genuineness of the performance and participation level of the applicant.
- (e) The Directorate of Sports will not be responsible for any delay which occurs due to late submission of application or in furnishing incomplete requisite information / reply to queries by the Department from the individual concerned or the Sports Associations. The total processing time at District and the Headquarter, Chandigarh shall be 60 days in cases where all required formalities are completed.
- (f) In the matter of rating inter -se, the preference in the same grade will be given in the following descending order:

(1) Winner (2) Runner Up (3) Third position holder (4) Number of participations

Regarding Senior and Junior tournaments/ Championships senior shall have precedence over Junior in the same performance i.e. for example Gold Medalist in Senior category shall have precedence over Gold Medalist in Junior Category and Gold medalist in Junior category over silver medalist in Senior category and so on which implies that participation in grade 'B' will be considered last of medalists of B category in the same orders of medalists, if after considering the performance criterias mentioned above, the candidate having higher marks obtained in the examination which is considered for admission will decide the seniority from highest to lowest marks obtained by the candidate.

- (g) Participation in, the lower grade as a playing member in team event and position holder in individual be a prerequisite for acceptability in the higher grade. i.e. for participation National, one has to be a member of the State in team games and position holder in individual games.
- (h) Performance achieved in individual event of any discipline and in team games, will be consolidated only if it has been achieved through a competition with 7 or more competitors (in individual event) and 15 or more units in team games.
- (i) Certificates issued by the concerned Sports body are properly signed in ink by the nominee of President and Secretary himself of State Unit along with signature of a Gazetted Officer not below than rank of Deputy Director Sports, Punjab for State Championship in whose Division the State Championship is conducted, and certificates of district championship must carry signatures of president and Secretary of District Association along with signature of Distt. Sports Officer of that District.
- (j) Only those certificates will be considered for gradation which are declared in the affidavit submitted to the Department with the application for gradation.
- (k) Director Sports, Punjab, who will issue the certificate will also have the authority to cancel certificate at any time, if it is found to have been issued on false information or record. Director Sports will also have the authority to correct any mistakes done by the office giving opportunity to the affected Sports men /women .
- (l) No certificate shall be graded after five years have lapsed in issuance of the certificates.
- (m) No sports gradation certificate shall be issued to the players who participated in Mini, Sub-junior and in the tournaments which are organized for the players under 15 years age.
- (n) In case difference of opinion / contest between the Sports Directorate and any Sports Association then the matter will be forwarded to the Govt. and the decision of the Secretary Sports Punjab will be final and binding on all concerned.
- (o) This entire State of Punjab will have uniform gradation policy as specified in this order. No educational / institution or otherwise will deviate or form a separate criteria or guidelines from the criteria / policy as laid down in this order. The final lists will be approved by the Directorate of Sports responsible for issuance of sports gradation certificates.
- (p) This order will come into force w.e.f. 01.01.1998. Whereby all earlier order would superseded.

6. POLITICAL SUFFERERS/FREEDOM FIGHTERS

2% seats reserved for Political Sufferers / Freedom Fighters will be filled in accordance with the instructions issued by the Punjab Govt. vide letter No. 9(13)-3 PII-81/5822 dated 4.4.1985.

The benefit of this category will be given only to those freedom fighters, and their wards who have either been granted a freedom fighter's pension from the Punjab Govt. or have been awarded Tamra Patra for their political sufferings during Pre-Independence Freedom Movements. The Deputy Commissioner of the District to which a freedom fighter belongs will be the only competent authority to provide an eligibility certificate to this effect. A specimen copy of certificate is given as in Annexure-VI (xiii).

7. BORDER AREA

Admission to this reserved category will be done in accordance with the instructions contained in Punjab Government letter No. 723-RR-70/7371 dated 31.3.1970 and as amended from time to time. The prescribed format of the Certificate to be furnished by the candidate is given in Annexure-VI (xiv).

8. CHILDREN / WIDOWS OF DEFENCE PERSONNEL KILLED OR DISABLED TO THE EXTENT OF 50% OR MORE IN ACTION , WARDS OF GALLANTRY AWARDEES, CHILDREN OF SERVING DEFENCE PERSONNEL / EX-SERVICEMEN

The admission to the seats reserved for the children / widows of defence personnel killed or disabled to the extent of 50% or more in action, wards of

gallantry awardees, children of serving defence personnel / ex-servicemen will be done as per instructions contained in letter No. 32/1/86-1TEII/473-D dated 05.02.1996 of Govt. of Punjab, Deptt. of Tech. Edu. & Indl. Training (Tech. Edu. 2 Br.), Chandigarh. The prescribed format of the certificates to be furnished by the candidates are given in Annexure – VI (xv to xvii).

9. CHILDREN/WIDOWS OF PARA-MILITARY FORCES PERSONNEL, PUNJAB POLICE, PAP AND PUNJAB HOME GUARDS KILLED OR DISABLED IN ACTION TO THE EXTENT OF 50% OR MORE; AND CHILDREN OF PARAMILITARY FORCES PERSONNEL/EX-PARAMILITARY FORCES PERSONNEL, WARDS OF PUNJAB POLICEMEN DECORATED WITH GALLANTRY MEDALS

The admission to the seats reserved for this category will be done as per instructions contained in letter No. 32/1/86-1TEII/473-D dated 05.02.1996 of Govt. of Punjab, Deptt. of Tech. Edu. & Indl. Training (Tech. Edu. 2 Br.), Chandigarh. See Annexure – VI (xix) for format of certificate for Gallantry Awardees.

Specimen Formats of Certificates

No. VI (i)

Certificate for Scheduled Castes / Scheduled Tribes

Dispatch No. Date

1. It is certified that Shri/Smt./Kumari son/daughter of Shri..... of Village/Town District/Division State of Punjab belongs to Caste which has been recognized as Scheduled Caste as per "The Constitution (Scheduled Castes) Order, 1950".

2. Shri / Smt. / Kumar..... and his / her family lives in village / town District / Division of Punjab State.

Place: Signature
Date: Designation
Seal of Officer

No. VI (ii)

*Affidavit of The Parents/Guardian to be attested by an Executive Magistrate/ Oath Commissioner/Notary Public in Case of Part (a) & (b) of Annexure VI

I..... Father / Mother / Guardian of Miss/Mr..... resident of (full address to be given)..... do, hereby, solemnly state and affirm as under:-

1. That I am a citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of Residence in any other state

Dated..... DEPONENT

Verification :

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Dated..... DEPONENT

No. VI (iii)

**certificate to be Issued by The Principal/Head Master of The Government/ Recognised School/College Concerned in Case of Category (b) (i)

It is certified that Miss / Mr D/o,S/ Sh..... has been a student of this School / College for a period of years, from..... to He/She left the School/College on.....

Dated..... Signature of Principal/Head Master of the School/College (with seal)

****Certificate to be Issued by Head of Department in Case of Category (b) (ii) (a)**

Certified that Mr/Ms S/o/W/o Sh father/mother of Miss/Mr..... (name of the Child/Ward) is an employee of the..... (name of Office) of Punjab Government. He/ she is working as..... and is posted at He/she has more than three years service at his/her credit.

Date.....
Place

Head of Deptt. (Seal)

OR

Certified that Mr./Mrs S/o/W/o Sh..... is Father / mother of Miss / Mr..... is an employee of the..... of Punjab Government. He/she is working as..... on deputation with the and is posted at He/She has more than three years service at his/her credit.

Place

Head of the Department
(With Seal)

* This affidavit is to be given by all candidates.

** Any one of these certificates, as applicable to the candidate according to the Punjab Govt. instructions, is to be given.

****Certificate to be Issued by The respective Head of The Department in the Case of Category (b) (ii) (b)**

Certified that Mr./Mrs..... S/o/W/o Sh..... is father / mother of Miss/Mr..... is an employee of Govt. of India and he/she is working as..... He/she has been Posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for the past three years.

Dated

Head of the Department
(With Seal)****Certificate to be issued by The Respective Head of the Department in the case of category (b) (ii) (c)**

Certified that Mr./Mrs..... S/o/W/o Sh..... is father/mother of Miss/Mr..... is an employee of..... (institution/Undertaking) of the Government of Punjab and is working as..... He/she has been posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for period of past three years.

Dated

Head of the Department
(With Seal)****Certificate to be issued by the respective Head of the Department in the case of Category (b) (ii) (d)**

Certified that Mr./Mrs..... S/o/W/o Sh. is father/mother of Miss/ Mr is an employee of in which the Punjab Government has 20% or more share.

He/she is working as..... and is posted at..... It is also certified that he/she has three years service in the above said autonomous body/company.

Dated

Head of the Department
(With Seal)

****Residence certificate to be issued by the DC, ADC (R), ADC (D), SDM, Asstt. Commissioner General, D.O.R.G, D.R.O., E.M., Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar and Ludhiana in case of categories (iv)**

Certified that Mr/Mrs (name of person).....S/o/W/o Sh.....
 father/mother/guardian of Mr/Miss..... (name of the Child/Ward with full address) has settled* in
 Punjab or has resided* in Punjab for a period of 5 years from.....to..... He / she is working
 as.....

*Strike out whichever is not applicable

Signature of DC, ADC (R), ADC (D), SDM,
 Asstt. Commissioner General, DORG, DRO,
 EM, Tehsildar, Commissioners of Municipal
 Corporations of Asr., Jal. and Ldh.

****Residence Certificate to be issued by the DC, ADC (R), ADC (D), SDM, Asstt. Commissioner General, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar and Ludhiana in Case of Category (v)**

Certified that Mr/Mrs. (name of person)S/o/W/o Sh.....
 father/mother/guardian of Mr./Miss..... (name of the Child/Ward with full address) hold
 immovable property at (place & district)..... in the State of Punjab for the past.....years.

Dated

Signature of DC, ADC (R), ADC (D), SDM,
 Asstt. Commissioner General, DORG,
 Tehsildar, based on copies of Jamabandhi,
 Revenue Record, Municipal Record,
 Registered deed or any other document to the
 full satisfaction of the DC.

****Residence Certificate to be issued by the DC, ADC (R), ADC (D) SDM, Asstt. Commissioner General, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations Amritsar, Jalandhar and Ludhiana in the Case of Categories (vi)**

Certified that Miss/Mr.S/o / D/o Sh..... resident
 of.....was born in Punjab as per Birth Certificate.

Dated

Signature of DC, ADC (R), ADC (D), SDM,
 Assitt. Commissioner General, DORG, DRO,
 EM, Tehsildar. Commissioners of Municipal
 Corporation. Asr., Jal. & Ldh.

Certificate of Backward Class

- This is to certify that Shri / Smt / Kumari son/daughter of
 Village/Town..... in
 district/division.....of the State of Punjab belongs to theCaste which is recognized
 as a Backward Class in terms of Punjab Govt. letter No. dated.....
- This is also certified that he/she does not belong to any category of persons/sections mentioned in column 3 of the schedule to Punjab Government.
 Department of Welfare letter No. 01/41/93-RCI/459 dated 17/01/1994 and No. 8/144/93-BS2/7017 dated 27.9.95
- Shri / Shrimati / Kumari..... and or / his / her family ordinarily reside(s) in
 Village/town.....of District/Division.....of the State of Punjab.

Place :

Signature

Date :

Designation.....

State :

(Official seal of the officer concerned)

Backward Area Certificate

Dispatch No.....

Dated.....

Certified that..... son / daughter
 of Shri.....an applicant for admission to Degree level Engg./Architecture Courses is a permanent
 resident of Village.....which has been recognised as Backward Area in accordance with the Instructions issued by the Punjab
 Govt. from time to time.

Dated.....

DC/GA to DC/SDM/SDO (Civil)
 Official Seal

Certificate to be Furnished by Children/Grand Children of Political Sufferers/Freedom Fighters

Dispatch No.....

Dated.....

Certified that Mr/Ms..... an applicant to Degree level Engg./Architecture Course is a son/daughter/son's son/son's daughter or daughter's son/daughter's daughter of (delete whichever is not applicable). Shri..... Who is Tamra Patra holder/and drawing pension from.....treasury.

OR

Mr./Ms.....an applicant to Degree level Engg./Architecture Course, is son/daughter of Sh..... who had undergone three months' imprisonment in connection with Emergency/Punjabi Suba or Dharam Yudh Morcha for the demands of the State of Punjab.

Dated.....

Signature of Distt. Magistrate
of the district concerned
Official Seal

No. VI (xiv)

Certificate for Border Area

Dispatch No.....

Dated.....

Certified that Mr./Ms..... son/daughter of Shri..... resident of..... District..... an applicant for admission to Degree level Engg./Architecture Course, is residing in Border Area and belongs to Area which has been recognised as border Area in accordance with the instructions contained in Punjab Govt. letter No. 723-RR-70/7371 dated 31-03-1970 as amended from time to time.

Dated.....

Signature DC/GA to DC/SDM/SDO (civil)
Official Seal

No. VI (xv)

Certificate of Death / Incapacitation of Military Para-Military Personnel

Dispatch No.....

Dated.....

Certified that Mr /Ms..... an applicant for admission to Degree Level Engg./Architecture Course, is the son/daughter/spouse of Mr./Ms.....who was killed / incapacitated to the extent of 50% or more in action or died otherwise in service on /or incapacitated to the extent of 50% or more while in service during peace time.

Dated :.....

Signature of Authorised Officer Headquarter
Official Seal

No. VI (xvi)

Certificate to be Furnished by Wards of Military/Para-Military Personnel (ex-servicemen)

Dispatch No.....

Dated.....

This is Certified that No..... Rank Name is a resident of Village/Town..... and has served in the Indian Armed Forces from to and has been released / retired vide order No. dated

or discharge certificate, issued by _____ is an ex – serviceman.

Mr. / Miss / Smt..... wife / son / daughter of is residing with him and is wholly dependent upon him.

This certificate has been issued for admission purpose only to Mr./Miss/Smt. to apply for (name of the class course) in (name of the educational Institution)

(Strike out which is not applicable)

No. : _____

Deputy Director, Sainik Welfare

Place : _____

Dated : _____

Certificate to be Furnished by Wards of Military/para – Military Personnel (in-service)

Certified that Sh./Smt. an applicant to Degree level Engg./Architecture Course is a son's/daughter or daughter's son/daughter/spouse of Sh. Rank Employed in Unit

Dated :

Signature of Commanding Officer of the Unit
Official Seal

Certificate of Army Deserters Aftermath Operation Blue Star

Dispatch No.....

Dated.....

Certified that Mr./ Ms an applicant for admission to Degree Level Engg./Architecture Course, is the son/daughter/spouse of Mr./Ms..... Rank..... who deserted Army Aftermath Operation Blue Star.

Place :

Dated :

Deputy Director Sainik Welfare

Certificate of Gallantry Award to Police Personal

Dispatch No.....

Dated.....

Certified that Mr./ Ms..... an application for Admission in Degree level Engg. Course is the son/daughter/spouse of Shri..... who was awarded President's Police Medal/ Police Medal for gallantry

Dated :

Signature of Inspector General of Police
Official Seal

Format of Death Certificate to be issued by the Concerned Sub Divisional Officer (civil) in respect of innocent Civilians Killed/100% physically injured by Terrorists/security Forces Acting in aid of Civil Power

Dispatch No.....

Dated.....

It is certified that Mr./Ms.....son/daughter/wife of Shri/Smt..... resident of..... (Name of Village, Tehsil in case the deceased belongs to Rural area/House number, name of Mohalla and area of town in which he/she belongs) was killed/100% physically disabled by the terrorists/security forces acting in aid of civil power on.....in Village/Mohalla Tehsil/Town.....District. He was neither terrorist nor having any links with such elements.

APPLICABLE TO GOVT. EMPLOYEES ONLY

1. He/She was working as.....in the Department of
2. This certificate is issued on the basis of the report of..... (Name of Police authority).
3. The Certificate is issued on the request of Shri..... (Name and relationship of applicant with deceased).

Signature of the SDO (C) concerned with Seal

Certificate of Death / Incapacitation of Military /Para-Military Personnel

Dispatch No.....

Dated.....

Certified that Mr./ Miss/Mrs..... an applicant for admission to Degree Level Engineering / Architecture Course is the son/daughter/spouse of Mr..... who was killed / hundred percent incapacitated in terrorist action on

Dated:
Headquarter

Signature of Authorised Officer
Official Seal

Reservation of seats for Candidates Belonging to Rural Area in Guru Nanak Dev Engineering College, Ludhiana

RESIDENCE CERTIFICATE

All the seats (except seats offered to other state candidates) are for bonafide residents of Punjab who have passed their 10+2 examination or qualifying examination from schools & colleges situated in the area of Punjab. They should produce a 'Punjab Residence' Certificate.

Over all 70% seats shall be filled by the students hailing from rural area in Punjab.

1. Rural area means area located outside the limits of Municipal Corporation, Municipal Committee Notified Area Committee, Cantonment Board Township & any University Campus in the State of Punjab. Provided – that the village included is converted into or declared Municipal Corporation, Municipal Committee, Notified Area Committee Cantonment Board, Township & University campus after January, 1997 shall be treated as rural area for the purpose of these rules.
2. A student hailing from rural area means
 - (i) His / Her parents are permanently residing in the rural area as defined in clause (1) above.
 - (ii) He / She has studied for a minimum period of 5 years from a recognized / affiliated school located in rural area.
 - (iii) He/ She has passed 5th / 8th / 10th or 10+2 from a school / college located in rural area. Sons / Daughters of defence personnel / Ex-defence personnel residing permanently in rural area are exempted from clause (ii) & (iii).
3. The following additional certificates / attested copies (if applicable should be submitted alongwith the application form by the candidates who wish to seek admission in Guru Nanak Dev Engineering College, Ludhiana and Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib. The format of these certificates are given below :
 - (I) Undertaking by candidate belonging to Rural Area.
 - (ii) Certificate of Rural Education.

NOTE : Unfilled seats, if any, shall be converted to General Category.

Certificate of Rural Education

(Only for GNDEC, Ludhiana)
(Required from Rural Reservation Category Candidates)

Certified that son / daughter of has studied in (Name of School/College) from (date) to and has passed his / her 5th / 8th / 10th / 10+2 examination(s) from this school / college and this school / college is recognized and is located in the rural area. His / Her school / college Registration No. is

Dated :

Signature of Headmaster / Principal
With seal

Undertaking by Candidates Belonging to Rural Area (only for GNDEC, Ludhiana)

- (1) Name of the candidate.....
- (2) Father's Name.
- (3) Residence of parents / guardians for the last six years.

Place of Residence	Period of stay	Rural or Urban Area

- (4) Father's profession for the last 10 years

Place	Period	Profession

(5) If the candidate or his father or mother is a voter for election of village panchayat, legislative assembly, please fill in below. He must bring voter's list at the time of Counselling.

Name of constituency..... village.....
 Voter list of year for Panchayat / Assembly.

Vote No.	Name of Voter	Name of Father / Husband	Age of Voter with applicant	Relationship

I solemnly affirm and declare that I hail from rural area and the particulars mentioned above are true and correct, and that I reside in Village situated in the rural area of District for the last years.

SIGNATURE OF FATHER / MOTHER

SIGNATURE OF CANDIDATE

Certificate Regarding Passing Of Qualifying Examination

It is certified that Mr./ Ms S/o D/o Sh. and Smt. has passed examination as a regular candidate from our Recognized school / college which is located in the State of Punjab.

Place:
Dated:

Signature of Principal /
Head of the Institution with seal

Medical Fitness Certificate

I certify that I have carefully examined Sh./Km.....

son/daughter of Shri

His/Her age is about

His Chest Measurement is

Unexpanded.....cm

Expanded.....cm

His/her eyesight is upto the prescribed standards.

Details of glasses, (if worn)..... He/she has no disease or mental or bodily infirmity unfitting or likely to unfit him/her in the future for active outdoor service.

Marks of identification

Thumb impression

Dated.....

Paste Passport size photograph first with gum and then get attested by M.O. conducting medical test.

(Signature of Gazetted Medical Officer)
Official Seal

SIGNATURE OF THE CANDIDATE

Specimen of Gap Certificate

**SELF DECLARATION REGARDING DISCONTINUITY IN STUDIES (GAP CERTIFICATE)
 ON MINIMUM OF Rs. 15/- STAMP PAPER) attested by a Notary Public or Executive Magistrate**

UNDERTAKING

I, S/D/o Sh. do hereby solemnly affirm and declare as under:-

1. That I discontinued my study from..... to.....
2. That during the above period I was not involved in any offence or in any illegal activity and
3. That no criminal case is pending against me in any court.

Deponent

Verification

Verified that the above said contents are correct and true to the best of my knowledge and belief and nothing has been concealed therein.

Deponent

Public Notice - University Grants Commission

UNIVERSITY GRANTS COMMISSION
NEW DELHI

F.NO.1-3/2007 (CPP-II)

23rd April, 2007

PUBLIC NOTICE

1. It has come to the notice of the University Grants Commission that Institutions and Universities including institutions Deemed to the Universities are admitting students to various programmes of studies long before the actual starting of the academic session; collecting full fee from the admitted students; and retaining their schools /institutions leaving certificate in original. The Institutions and universities are also reportedly confiscating the fee paid if a student fails to join by such dates.
2. The Commission is of the view that the Institutions / Universities, by way of retaining the certificate in original, force retention of admitted students which limit the opportunities for the candidates from exercising other options of joining other institutions of their choice. However, it would not be permissible for Institutions and Universities to retain the School / Institution Leaving Certificate, mark sheet, caste certificate and other documents in original.
3. The Ministry of Human Resource Development and University Grant Commission have considered the issue and decided that the Institutions and Universities, in the public interest, shall maintain a waiting list of students / candidates. In the event of a student / candidate withdrawing before the starting of course, the waitlisted candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (one thousand only) shall be refunded and returned by the Institution / University to the student / candidate withdrawing from the programme. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.
4. The Universities / Institutions are requested to abide by the instructions issued by the UGC. The UGC shall on its own or on receipt of specific complaints from those affected, take all such steps as may be necessary to enforce these directions.
5. Institutions / Universities are also required to convey these instructions to the college affiliated to them.

Sd/-
(Tilak R. Kem)
Secretary

Public Notice - Ministry of Human Resource Development

14-4/2007-U.3(A)
Government of India
Ministry of Human Resource Development
Department of Higher Education
[U.3 (A) Section]

Whereas it has come to the notice of the Government of India that Institutions and Universities, including Institutions Deemed to be Universities, are admitting students to technical education programmes long before the actual starting of an academic session; collecting full fees from the admitted students; and, retaining their school / institution's leaving certificate in the original;

And Whereas, Institutions and Universities are also reportedly confiscating the fee paid if a student fails to join by such dates.

And, Whereas, certificates in original are being detained by institutions and universities to force retention of admitted students;

And, Whereas the time-limit for students to join the courses / programmes is also being advanced in some cases unrealistically so as to pre-empt students / candidates from exercising other options of joining other institutions of their choice.

Now, therefore, in exercise of the powers conferred in it by Section 20(1) of the University Grant Commission Act and Section 20(1) of the All India Council of Technical Education Act, the Central Government hereby directs the UGC and the AICTE to instruct Institutions and Universities in the public interest to maintain a waitlist of students / candidates. In the event of a student / candidate withdrawing before the starting of the course, the wait listed candidates should be given admissions against the vacant seat. The entire fees collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (one thousand only), shall be refunded and returned by the Institution / University to the student / candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the School / Institution Leaving Certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant gets filled by another candidate by the last date of admission, the Institution must return the fees collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.

Any violation of instructions issued, by the UGC, and the AICTE, shall call for punitive action including withdrawal of approval and recognition of erring institutions and Universities. The UGC and the AICTE shall on their own or on receipt of specific complaints from those affected, take all such steps as may be necessary to enforce these directions.

Sd/-

(Sunil Kumar)

Joint Secretary (Higher Education)

1. PS to HRM
2. PS to MOS
3. Secretary, Higher Education
4. Joint Secretary (T)
5. Chairman, UGC
6. Chairman, AICTE
7. PIO, PIB

Public Notice of AICTE Regarding Refund of Fees

PUBLIC NOTICE

Advt. No. AICTE/Legal/04(01)/2007

Sub: Instructions to Technical Institutions, Universities including Deemed to be Universities imparting Technical Education regarding matters concerning charging of fees, refund of fees and other student related issues.

All India Council for Technical Education (AICTE) has been empowered inter alia under section 10 (n) of AICTE Act to “take all necessary steps to prevent commercialization of technical education”. In compliance with the provisions under AICTE Act and in the light of directions of Govt. of India issued under section 20 (1) of AICTE Act vide Letter No. (U.1 (A) Section), it has been decided to issue instructions to the Technical institutions, Universities including Deemed to be Universities imparting Technical Education in the matters concerning students.

Whereas it has come to the notice of the AICTE that Technical Institutions and Universities including Deemed to be Universities, are admitting students to technical education programmes long before the actual starting of an academic session; collecting full fee from the admitted students; and, retaining their school/institution’s leaving certificates in the original;

And Whereas, Institutions and Universities are also reportedly confiscating the fee paid if a student fails to join by such dates;

And, Whereas, certificates in original are being detained by institutions and Universities to force retention of admitted students;

And, Whereas the time-limit for students to join the courses/programmes is also being advanced in some cases unrealistically so as to pre-empt students/candidates from exercising other options of joining other institutions of their choice.

In the event of a student/ candidate withdrawing before the starting of the course, the wait listed candidates should be given admissions against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs.1000/- (Rupees one thousand only) shall be refunded and returned by the Institution/ University to the student/candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the School/Institution Leaving Certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.

Any violation of instructions issued by the AICTE, shall call for punitive action including withdrawal of approval and recognition of erring institutions and Universities. AICTE shall on its own or on receipt of specific complaints from those affected take all such steps as may be necessary to enforce these directions.

Sd/-
(Dr. K. Narayana Rao)
Member Secretary