

REGULATIONS FOR UPGRADATION OF BRANCHES AND CATEGORY OF SEATS

The following procedure shall be followed for upgradation of the branches of engineering within College/ Institute affiliated to PTU:

- 1 The upgradation shall be carried out prior to commencement of the 3rd semester and shall be on the basis of the result of 1st and 2nd semesters.
- 2 Only those students who have passed all the subjects of 1st and 2nd semesters can participate in the upgradation process.
- 3 The Principal of the College shall invite applications from eligible students specifying the last date of submission. The date and time of upgradation shall be notified and displayed on the College Notice Boards. Date, time and venue of upgradation shall be clearly indicated in the notice.
- 4 The last date of submitting applications for change of branch shall be at least two days before the date of upgradation.
- 5 A merit list of all the applicants shall be prepared based upon the result of 1st and 2nd semester and displayed on the notice board of the College as soon as the result is available.
- 6 Branch – wise availability of seats shall be notified and displayed on the notice board of the College.
- 7 On the date of upgradation the applicants shall be called in the order of merit and upgradation of branch conducted.
- 8 If a student is not present at the time of upgradation, he/she will loose his/her chance for upgradation and shall have no claim to the seats converted.
- 9 After the above process has been completed, upgradation on record signed by the Principal /Director of the College must be notified on the notice boards of the College.
- 10 A copy of this upgradation shall be sent to the University for approval and record on the next working day.

Note: Upgradation of branch shall have precedence over Intra University and Inter University migration.