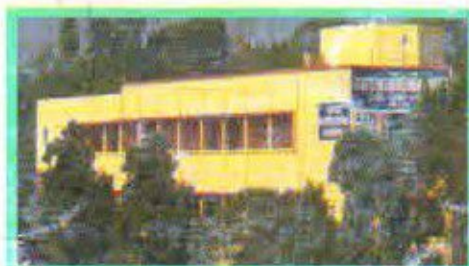


INFORMATION BROCHURE

Approved by Govt. of Assam, Higher Education (Technical) Department,
Dispur vide No. ATE-78/2011/26 Dated Guwahati, the 4th April/2011

POLYTECHNIC ADMISSION TEST 2018



For Admission into
DIPLOMA IN ENGINEERING & TECHNOLOGY COURSES
IN THE GOVERNMENT POLYTECHNICS OF ASSAM
(Under State Council for Technical Education, Assam)

Issued by
DIRECTORATE OF TECHNICAL EDUCATION
KAHILIPARA, GUWAHATI - 781019, ASSAM

INFORMATION FOR ADMISSION INTO DIPLOMA COURSES IN GOVERNMENT POLYTECHNICS OF ASSAM FOR THE YEAR 2018-19

Directorate of Technical Education, Assam

IMPORTANT INFORMATION

I. Important Dates for Admission into 3-Years Diploma Courses for the year 2018-19:

A. Polytechnic Admission Test (PAT) - 2018

Online Registration starts on	:	20.03.2018
Online Registration closes on	:	30.04.2018
Issue of Online Admit Card	:	10.05.2018 onwards
Date of Admission Test, i.e., PAT	:	20.05.2018
Date of Counseling & Admission	:	To be announced later

B. Admission Test for admission into Diploma Course in Modern Office Management (MOM) -2018 for girls only

Online Registration starts on	:	02.04.2018
Online Registration closes on	:	25.04.2018
Issue of Online Admit Card	:	20.05.2018
Date of Admission Test	:	27.05.2018
Date of Counseling & Admission	:	To be announced later

II. 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 | (v) Silchar Polytechnic, Silchar |
| (ii) Nowgong Polytechnic, Nagaon | (vi) Bongaigaon Polytechnic, Bongaigaon |
| (iii) HRH the PoWIET, Jorhat | (vii) Diphu Polytechnic, Diphu |
| (iv) Dibrugarh Polytechnic, Dibrugarh | (viii) Assam Textile Institute, Guwahati |

- | | |
|--|---|
| (ix) PCPS Girls' Polytechnic, Guwahati | (xvii) Kamrup Polytechnic, Baihata Chariali |
| (x) Baksa Polytechnic, Belguni Pathar | (xviii) Sibsagar Polytechnic, Demow |
| (xi) Barpeta Polytechnic, Barpeta | (xix) Sonitpur Polytechnic, Dhekiajuli |
| (xii) Dhemaji Polytechnic, Silapathar | (xx) Golaghat |
| (xiii) Karimganj Polytechnic, Maizgaon | (xxi) Mangaldoi |
| (xiv) Lakhimpur Polytechnic, Bihpuria | (xxii) Tezpur |
| (xv) Goalpara Polytechnic, Goalpara East | } Centres to be notified later |
| (xvi) Nalbari Polytechnic, Chandkuchi | |

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

IV. Instruction for all candidates:

1. No separate call letter will be issued to candidates for appearing in Counseling. 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.
2. 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.

V. For seats reserved outside Assam:

1. 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.
2. For Girls: Home Science, Computer Aided Costume Design and Dress Making, Interior Decoration, Library Science and Beauty Culture.

For eligibility criterion and other conditions, please download and read the Information Brochure & Notifications very carefully.

INFORMATION BROCHURE 2018-19 FOR ADMISSION INTO DIPLOMA COURSES IN GOVERNMENT POLYTECHNICS OF ASSAM

1. INTRODUCTION:

The Polytechnics provide facilities for study in three year Diploma Courses in Engineering & Technology after H.S.L.C. (10+) and Modern Office Management (for girls only) after HSSLC (12+). This brochure aims to inform and guide young boys and girls for getting themselves admitted into various courses available at the Government Polytechnics of Assam.

The Diploma Courses offered by the Polytechnics, affiliated to the State Council for Technical Education, Assam are recognized for the purposes of recruitment to posts and services under the State Governments and Central Government in appropriate fields. All the Diploma courses conducted in the Polytechnics are approved by the AICTE.

2. THE POLYTECHNICS AND THEIR LOCATIONS:

At present there are altogether twenty one State Polytechnics situated in different places of Assam. Academic programme in 3 more new polytechnic will be started from session 2018-19 subject to necessary approval. These are:

- 1) Assam Engineering Institute, Chandmari, Guwahati.
- 2) PCPS Girls' Polytechnic, Bamunimaidan, Guwahati.
- 3) Assam Textile Institute, Ambari, Guwahati.
- 4) Nowgong Polytechnic, Nagaon.
- 5) H.R.H. the Prince of Wales Institute of Engineering and Technology, Jorhat.
- 6) Dibrugarh Polytechnic, Lahowal, Dibrugarh.
- 7) Silchar Polytechnic, Meherpur, Silchar.
- 8) Bongaigaon Polytechnic, Bongaigaon.
- 9) Residential Girls' Polytechnic, Golaghat.
- 10) Diphu Polytechnic, Diphu.
- 11) Baksa Polytechnic, Belguri Pathar.
- 12) Barpeta Polytechnic, Barpeta.
- 13) Dhemaji Polytechnic, Silapathar.
- 14) Karimganj Polytechnic, Maizgaon.
- 15) Lakhimpur Polytechnic, Bihpuria,

16) Golaghat Polytechnic, Furkating, Golaghat.

17) Goalpara Polytechnic, Goalpara East.

18) Nalbari Polytechnic, Chandkuchi.

19) Kamrup Polytechnic, Baihata Chariali.

20) Sibsagar Polytechnic, Demow.

21) Sonitpur Polytechnic, Dhekiajuli.

22) Tinsukia Polytechnic, Tinsukia.

23) Morigaon Polytechnic, Morigaon.

24) Udaiguri Polytechnic, Udaiguri.

} to be started from session 2018-19

3. AFFILIATION:

The State Polytechnics of Assam are affiliated to the State Council for Technical Education (SCTE), Assam. The SCTE, Assam is a Council of members appointed by the Government of Assam to advise the Government in all matters relating to Technical Education in the State. The Examination Committee of the SCTE is responsible for conducting the Diploma Examinations in different disciplines in Engineering and Technology offered by the Polytechnics of Assam and also to Central Institute of Technology, Kokrajhar and Dr. Bhupen Hazarika Regional Government Film and Television Institute, Guwahati.

	Courses Offered	Duration	Entry Qualification
1.	Civil/Mechanical/Electrical/ Electronics and Telecommunication/ Computer Engineering./Instrumentation Technology/Chemical/Textile Technology/Agricultural Engineering/Architectural Assistantship/ Textile Chemistry and Design/Mechanical(Auto) Engineering./Bio Medical/Printing Technology/Industrial & Production Engineering/ Fashion Technology / Garment Technology/ some new branches may be introduced subject to necessary approval	3 years (six semesters) Final examination in each semester end.	Pass in 10th/ H.S.L.C. Examination or its equivalent Examination with the condition in Point No.6.3. from the Board of Secondary Education Assam or its equivalent Examination or from any other recognized Board with Science and Mathematics as a compulsory subject or T.S.L.C. Examination of S.C.T.E., Assam in a single sitting.
2.	Modern Office Management (for girls only)	3 years	Pass in 12th/ H.S.S.L.C Examination or its equivalent

4. ADMISSION:

4.1 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)

4.2 Registration Process:

Step 1:

- 1) Log on to <https://dte.assam.gov.in> and click on **PAT 2018** for registration for Courses of Engineering/ Technology and click on **Modern Office Management-2018** for the course on Modern Office Management
- 2) Down load the information Brochure and read it carefully before filling up the online registration form.

Step 2: Fill the Application form properly. Don't leave any field blank entry if it is mandatory to fill.

Step 3: Upload the photograph & signature and save the Application form by clicking the 'Submit' button.

Step 4: Once the Application form is saved, your '**Application Number**' will be generated. Note down the number and keep it securely for the next step and for future use. Read the provided instructions carefully and click on "Next" to continue, the next step of the application process shall take you to the Payment Portal of State Bank Collect, you will be asked to enter your:

- (i) Application number
- (ii) Centre of Examination
- (iii) Candidate Name
- (iv) Contact number
- (v) Date of Birth

Step 5: Provide your details correctly and proceed to pay an application fee of Rs. 400 (plus bank charges) from the payments options available:

(i) Online payments can be made by Net Banking, Debit Card & Credit Cards.

"or"

(ii) Offline payments at any branch of State Bank of India can also be opted by selecting the Pay at SBI Branch option and printing the generated Bank Challan.

You may close the window now and proceed for depositing the "Application Fee" with the generated Bank Challan at any Branch of "State Bank of India (SBI)".

Step 6: Retain/Printouts of the receipt generated by State Bank Collect, for future reference. The "State Bank Collect" step is the last step of the application and is required to be completed for successful application process.

No Application (hard-copy) need to be physically submitted at the Directorate of Technical Education, Assam.

Candidates who have successfully completed the above steps can check their status at any time by using the Applicant Login area.

Payments made/received shall be reflected and updated in the applicant login after receiving payment confirmation from Bank.

Note 1:

Candidates can sign in to their account using 'Application Number' & 'Date of Birth' to authenticate themselves.

4.3 HOW TO DOWNLOAD THE ADMIT CARD:

1. Log on to www.dte.assam.gov.in and click on PAT 2018. In the next page, click on "Applicant Login" situated in the top Menu bar, an Applicant Login Screen will appear. Sign in your account using your 'Application Number' & your 'Date of Birth'. You'll be taken to the Applicant Login Page.
2. Click on 'Download Admit Card' (available for PAT after 10-05-2018 and available for MOM after 20-05-2018).
3. Your Admit Card will be generated. You can now take the Print out of your **ADMIT CARD**.

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 fulfill 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.

6. AGE:

Courses		Candidates must born on or after	
		UR/OBC/MOBC	SC/ST(P/H)
1	For all Engineering & Technical courses	01-08-1998	01-08-1995
2	Modern Office Management	01-08-1996	01-08-1993

7. PHYSICAL FITNESS:

A candidate should be physically and mentally fit. A candidate may be asked to appear before a Medical Board duly constituted if required.

8. RESIDENTIAL ELIGIBILITY:

Candidates must be an **Indian Citizen** and **Permanent resident of Assam**.

9. RESERVATION OF SEATS:

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**)

9.1 Seats are reserved for the following categories as per Govt. Rules:

- Scheduled Caste specified in relation to the State of Assam
- Scheduled Tribes (Plains) specified in relation to the State of Assam
- Scheduled Tribes (Hills) specified in relation to the State of Assam
- O.B.C. (including M.O.B.C.) specified in relation to the State of Assam
- Tea Garden & Ex Tea Garden Labour Community specified in relation to the State of Assam
- Son/Daughters/Grandson/Daughters of Freedom Fighters specified in relation to the State of Assam
- Son/Daughters of Retired Defence Persons specified in relation to the State of Assam
- Sportsperson

- 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 2. Candidates applying under category (l) 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 3. 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 4. 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.

10. **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 5 : 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 6 : 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 7 : 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 8: 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.

12. Documents to be submitted during counseling

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.
- (x) Certificate from the employer as per Annexure-III, if applied against quota of Central Government employees etc.
- (xi) For Differently Abled Candidates (PWD): Identity Card as Differently-Abled issued by Social Welfare Department. Minimum disability 40% and not exceeding 80%.
- (xii) 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.

13. ADMISSION TEST:

Admission test will be held in all the Polytechnics of Assam on the subject Science and Mathematics on the date and time as notified by the Directorate Technical Education. There will be one question paper of Science and Mathematics of 100 marks of 2 hours duration. The question paper will be of H.S.L.C. level.

The questions will be of objective type with multiple choices Answer for the Examinations.

Candidates are to bring **black ball pen** for marking OMR sheet. Sample as Annexure-VI.

14. COUNSELLING AND SELECTION:

An Interview will be held centrally to select the candidates provisionally for admission into the Polytechnics of Assam. The date and venue of which will be published along with the result of the Polytechnic Admission Test.

Choice of Polytechnic and branch of Engineering of a candidate will be determined on the basis of merit of the admission test at the time of interview.

Final selection against the quota reserved for the categories of N.C.C and Sports shall be made by a Selection Board.

If discontinued studies in between passing the last examination of Board/ University a gap certificate must be produced at the time of Interview.

Candidates can not undertake any other course of study once admitted in a Polytechnic.

Note 12 : Candidate sponsored by other States, Union Territories need not appear in the PAT however they are required to submit their applications in prescribed forms completed in all respects, when called by the D.T.E., Assam.

15. GAP PERIOD CERTIFICATE:

If a candidate discontinued his/her studies after the qualifying examination, he/she shall have to furnish a gap period certificate from the head of institute where he studied last or from the Notary in the format as at (Annexure-IV).

16. ADMISSION :

- 16.1 Candidates selected for admission must get themselves admitted on payment of all institutional fees and dues at the time of counseling and final admission, failing which their selection shall automatically be treated as cancelled.
- 16.2 Students failing to report in their classes within ten days from commencement of class shall automatically forfeit their seats and the vacancies caused thereof shall be filled up from the waiting lists.
- 16.3 Admission to all Polytechnics shall be closed on dates to be communicated to all Principals by an Official Order of the Director of Technical Education, Assam.

17. TEACHING

17.1 The System

The semester system consisting of six semesters is followed in the Polytechnics for all the programmes.

Examinations are held twice a year at the end of each semester. The examination comprises of two parts – Theory and Practical. A student has to pass both in theory and practical separately.

A student shall also have to appear in quizzes/tests and do Home assignments during a semester.

Re Test is conducted within 1 (one) month after Semester Examinations.

Final Diploma is awarded on Relative Grading System as given below.

- Top 1/8th of the pass students in a course will be awarded A+ grade.
- Next 1/8th of the pass students in the course will be awarded A grade.
- Next 1/4th of the pass students in the course will be awarded B grade.
- Next 1/4th of the pass students in the course will be awarded C grade.
- Next 1/4th of the pass students in the course will be awarded D grade.

18. ATTENDANCE:

A student is to maintain a minimum of 75% attendance separately for theory and practical in each course failing which he/she is debarred from appearing in the **semester** end examination. A student who is found absent from classes continuously for 10 (ten) days from the date of commencement of the semester or from the date of admission into the institute without due permission from the Principal, his/her admission will be cancelled.

19. COMMENCEMENT OF SESSION:

The academic session of the Polytechnics of Assam normally commences in the month of August/September.

20. MEDIUM OF INSTRUCTION:

The medium of instruction is English.

21. STUDENT UNIFORM:

Each student is required to have his/her own Institute uniform after enrolment.

22. FEES AND DUES:

Currently the fees payable for different courses under various heads are indicated below. The fees and charges mentioned under this clause are subject to revision as and when necessary. The students shall have to pay the amount as detailed below at the time of admission at the Polytechnics.

The Fees and Dues in polytechnics:-

Sl. No.	Name of Item	Diploma Course
		New rate
A	Tuition Fees (per annum)	1,000.00
B	Library Fees (per annum)	100.00
	Student Fund :	
	1. Medical (per annum)	100.00
C.	2. Games and Sports (per annum)	200.00
	3. Magazine (per annum)	100.00
	4. Student activity Fee (per annum)	150.00
	Misc Fee :	
	1. Admission Fee (once)	20.00
	2. Admission Fees Semester	20.00
D.	3. Identity Card	20.00
	4. Electricity and Water charges (per annum)	200.00
	Total for Institute (per annum)	1910.00
	Science-caution money (once) (refundable)	200.00

E.	Hostel	
	1. Enrolment Fee	30.00
	2. Seat Rent (per annum)	360.00
	3. Establishment Charges (per annum)	150.00
	Total Hostel Fees	540.00
	4. Electricity and Water Charges (as per meter reading)	
	5. Hostel caution money	100.00
	6. Mess Advance	As per the rate fixed by the respective Institute

The above rates are subjected to revision. In addition hostel boarders have to pay the mess as per the rules fixed by the mess committee.

23. SCHOLARSHIP:

Eligible students are awarded scholarships/stipend & book grant as per Government Norms.

There are provisions of scholarship by the Department of Welfare of Plains Tribes and Backward Classes, Assam to OBC/ST/SC students. However, a student shall be entitled to receive only one scholarship at a time.

Continuation of scholarship shall depend on the maintenance of overall satisfactory progress in studies, regular attendance and good conduct of the student and on such other terms and conditions as laid down from time to time.

24. RE ADMISSION:

A student who leaves the institute with permission from the Principal after completion of the requirement of at least one semester may be readmitted subject to availability seats after a break of not more than two subsequent semesters on payment of prescribed admission fee.

25. EXTRA CURRICULAR:

The students are expected to actively participate in different extracurricular, social activities of a institute. The Student's Union of each institute publishes magazine to encourage creativity, show events and achievements of the students, faculty and staff of the institute.

26. HOSTEL ACCOMMODATION:

Hostel accommodation is available for both boys and girls in some of the Polytechnics. Hostel seats are allotted on merit only.

27. LIBRARY AND BOOK BANK:

The Polytechnics are equipped with the necessary facilities of library and reading room to cater the needs of the student. Besides text Books, the collections include periodical, pamphlets reports, proceeding maps, dailies and journals on various topics, Information on development of Science, Engineering and other technical and non-technical fields. Book- Banks has been established in all Polytechnics to serve the needs of the poor and deserving students. Students may borrow books on long term basis.

28. MEDICAL AND HEALTH SERVICE:

Provision exists for medical attendance to hostel boarders in a dispensary attached to each Polytechnic.

29. EDUCATIONAL EXCURSION AND SURVEY CAMPS:

There is provision for Educational Excursions and Survey Camping which is held at such time as may be fixed within the academic calendar of the institute. The Survey Camping and Educational Excursions are important part of the curriculum.

30. N.C.C.:

All students are expected to join the NCC and attend parades regularly and also to attend camps at least twice during the full course of study.

31. VACATION AND HOLIDAYS:

The institute enjoys semester-end vacations after each semester. No student is allowed to remain in the hostel during these vacations without prior permission of the Principal.

32. TRAINING:

Apprenticeship trainings are facilitated by the Board of Practical Training, Government of India, under National Apprenticeship Training Scheme after successful completion a Diploma Course by a student.

33. LATERAL ENTRY for BE/B TECH :

Students obtaining diploma from S.C.T.E., Assam securing at least 60% marks are eligible to appear in entrance examination for admission into Government Engineering Colleges in 3rd semester in appropriate branch of 4 year under-graduate course. Number of seats is limited to 10% of annual intake capacity of each branch of Engineering.

34. ORIENTATION:

In order to make the students conversant with the requirements and working of the course system of instruction followed in the Polytechnics, an orientation programme is arranged on the dates specified by the respective Polytechnics. **Attendance in Orientation programme is compulsory for all the students and their parents/guardians.** The candidates who fail to attend the orientation classes without permission from the Principal will forfeit their seats .

35. DISCIPLINE:

The students admitted to the Institutes must abide by all rules and regulations as prescribed by the Institute authorities. Violation of the institute rules, unsatisfactory progress, irregular attendance, irregular payment of Institute and hostel fees and dues, showing discourtesy to the teachers and staff members in any form, consumption of alcohol, smoking in the Institute campus and/or in presence of teachers, using their own electric heaters in the hostel rooms, tampering with electric connections, causing damage to the institute and hostel property, using unfair means in the examination, irregular attendance in N.C.C. parades, resorting to strikes, ragging, using mobile phone in examination hall/ classroom etc. are some of the offences which may make students liable for disciplinary action in the form of fine, suspension and even expulsion from the Institute. **Ignorance of any rules will not be treated as excuse.**

36. ANTI RAGGING:

Ragging is completely banned in the institutes. On the date of orientation each of the selected students and their parents shall be required to submit affidavit in accordance with the AICTE regulations on "Curbing the menace of ragging in higher educational institutions, 2009". Copy of the said Regulation shall be provided to the candidates selected at the time of admission.

37. DISCLAIMER:

The statement made in this information brochure and all other information contained herein is believed to be correct at the time of publication. However, the authority reserves the right to make changes in the rules and any other information/statements contained in this brochure any time without prior notice.

No responsibility will be accepted by an institute for the hardship and/or expenses encountered by a student or any other person(s) for such changes, additions etc., no matter how they are caused.

38. DISPUTE:

Any dispute arising out of anything connected with the Polytechnics and its activities including admissions/ operation of any rules will be subject to jurisdiction of the Courts situated at Guwahati.

Annexure -I

COMPETENT AUTHORITY TO ISSUE CASTE CERTIFICATE

Only the Caste Certificates issued by the following Authorities (Countersigned by Authorities if required as shown below) will only be considered

Scheduled Caste Scheduled Tribe (P)	(a) Deputy Commissioner	No counter signature is required
	(b) S.T.(P) M.P.	
	(c) S.T.(P) M.L.A.s	
	(d) Members Advisory Council for Welfare of S.T.	Countersigned by Deputy Commissioner/ Additional Deputy Commissioner Or Sub-Divisional Officer
	(e) President/Vice President All Assam Tribal Sangha.	
	(f) President/Vice President of District Units of Assam Tribal Sangha	
	(g) Chairman, PIC of Integrated Tribe Development Projects,	
	(h) Chairman, Sub-Divisional Welfare Board for ST(P)	
Scheduled Tribe (Hills)	(i) D.C.	No counter signature is required
	(j) S.T.(H) M.L.A.	
	(k) S.T. (H) M.P.	

N.B. : (a) to (k) are authorized to issue caste certificates within their respective jurisdiction only.

Persons authorized for identification of S.C. candidate:

1. Member of Advisory Council for Welfare of S.C.
2. Chairman of Sub-Divisional Scheduled caste Development Board.
3. President/Vice President, Assam Anusuchit Yuba Jati Parishad.
4. President of different Dist. & Sub-Divisional Units of Assam, Anusuchit Yuba Jati Parishad.
5. Assam Mali Samaj, Mirza, Kamrup and their local Units. (President/ Secretary may countersign as a mark of their identification of the candidates only).
6. The President & Vice President of All Assam Scheduled Caste Dhobi People's Welfare Council and President of different Districts & Sub Divisional Committees of All Assam Scheduled Caste Dhobi People's Welfare Council.

OTHER BACKWARD CLASS/MORE OTHER BACKWARD CLASS [OBC/MOBC]:

- (i) OBC, MLAs & MPs within the jurisdiction of the respective district.
- (ii) Member of Advisory Council for Welfare of OBCs within the jurisdiction of the respective district.
- (iii) President and General Secretary of All Assam OBC's Association in respect of the entire State.
- (iv) President and Secretary of District Units of All Assam OBC's Association within the jurisdiction of the Sub-Division.
- (v) Chairman of Sub-Divisional Development Board for OBC's within the jurisdiction of respective Sub-Division.
- (vi) Sub-Divisional Welfare Officer within the jurisdiction of respective Sub-Division.

All such certificates are required to be countersigned by the respective D.C.'s or SDO's (Civil

**Ministry of Human Resource Development (MHRD), Govt. of India Special Scheme
for Persons with Disabilities to undergo 3 year Diploma course at
Assam Engineering Institute, Guwahati (MHRD), Govt. of India Special Scheme
for Persons with**

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.

Eligibility & Other Conditions:

1. Candidates must qualify in Polytechnic Admission Test -2018

2. Candidates with disabilities must be Permanent Resident of Assam and have appeared/passed HSLC or equivalent examination in a single sitting with 35% marks in Mathematics and Science in average.

3. The following categories of PWDS will be considered for admission: Visually Impaired (VI), Hearing Impaired (HI) and Orthopedically Handicapped (OH).

4. The minimum disability is 40% and not exceeding 80%.

5. The upper age limit is 21 years as on 1st August, 2018

The Ministry of Human Resource Development, Govt. of India, will sponsor the selected candidates with disability by providing Scholarships, Book Grant, Educational Materials, Uniform. Free Boarding and Lodging for Boarders and Travelling allowances for day Scholars, Exemption from Payment of Admission Fee, Tuition Fee Excluding Examination fee, etc.