



GOVERNMENT OF NCT OF DELHI  
**BOARD OF TECHNICAL EDUCATION**  
MUNI MAYA RAM MARG  
PITAMPURA: DELHI- 110088  
PH: - 01127322460



NO. F.53(G)/EXAM/BTE/2012/1985

Dated: 21-2-2022

To

The Principal,  
All the Polytechnics/Institute of Technology

**Sub: Submission of First Semester Examination Form for March-2022 Examination.**

Sir/Madam,

It is to inform you that the Examination forms of the students for appearing in First Semester Examination scheduled to be held in the month of March-2022 will be received by Board as per given schedule: -

S.N.	Particulars	Date	Time
1.	Submission of Examination form by the student in their Institute without late fee.	23/02/2022 to 03/03/2022	-
2.	<b>Submission of Examination form by the institute in the BTE without late fee.</b>	<b>04/03/2022 to 07/03/2022</b>	<b>4:00 PM</b>
3.	Submission of Examination form by the student in their Institute with late fee of Rs. 100/-	04/03/2022 to 10/03/2022	-
4.	<b>Submission of Examination form by the institute in the BTE with late fee of Rs. 100/-</b>	<b>11/03/2022 to 14/03/2022</b>	<b>4:00 PM</b>
5.	Submission of Examination form by the student in their Institute with late fee of Rs. 300/-	11/03/2022 to 16/03/2022	-
6.	<b>Submission of Examination form by the institute in the BTE with late fee of Rs. 300/-</b>	<b>Upto 17/03/2022</b>	<b>4:00 PM</b>

You are requested to send the list of Regular students in prescribed enclosed Performa in triplicate to the Board along with **GREEN COLOUR filled** Performa of Admit Card. A similar **Blue Colour** Performa is for Institute only.

The details of Improvement/Ex-student should be furnished in separate Performa along with **RED COLOUR filled** performa of Admit Card, otherwise the forms will not be accepted by the Board. A similar **Violet Colour** Performa is for Institute only.

105

The list of the students shall be arranged in the prescribed performa in ascending order of Board roll no. of students.

The Board will not entertain further correspondence for extension of date of submission or to waive off the late fee charges.

- Note:** 1. The Proctor's/In-Charge/ Principal should ensure that the student has affixed latest photo with name pla-card & Date of photograph, on the Examination/Admit Card forms & duly checked and verified.
2. It should also be ensured that there should be no mixing among the list of students who are going to appear in First Semester Regular, improvement and Ex-student for March 2022 examination.
3. The Examination forms, duly checked and verified by the Principal of concerned Institute will be accepted by the Board of Technical Education, Delhi as per given schedule. If any discrepancy is found in the particulars filled in by the student in the examination form duly checked and verified, then the responsibility lies on the verifying authority of the institute.
4. It must be ensured that the candidate has filled up BTE roll number at all places provided for the purpose on Admit Cards and Examination form.
5. The Proctor/HOD/In-charge Academic/Principal must check the decision of Unfair Means Cases which have already been conveyed to Principals of Concerned Institutes to BTE before submission of exam forms at BTE.
6. The Proctors are requested to mark 'LE' against lateral entry student in the proforma that will be forwarded to BTE by the Institute.

  
(Dr. GHANSHYAM)  
CONTROLLER, BTE

No. F.53(G)/EXAM/BTE/2012/ 1985

Dated: 21-3-2022

Copy to:

1. PS to Director (TTE), DTTE (HQ), Pitam Pura, Delhi.
2. PA to Jt. Director (TTE), DTTE (HQ), Pitam Pura, Delhi.
3. DD(Acad.)/Registrar/Asst. Registrar, BTE
4. OSD(BTE)
5. ✓ System Analyst, DTTE with the request to upload the same on website.
6. DDO/AAO, BTE
7. Record Keeper, BTE
8. Guard File.

  
(Dr. GHANSHYAM)  
CONTROLLER, BTE