

# **INFORMATION BULLETIN**

**For**

**Admission in Diploma Courses for the**

**Academic Session - 2022-2023**

**in Government Aided and Privately Managed Institutes affiliated to**

**Board of Technical Education, Delhi**

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**1. DETAILS OF INSTITUTES**  
**GOVERNMENT AIDED INSTITUTE**

**Sarada Ukil School of Art (SU)**  
66/1, Janpath, New Delhi – 110 001  
Tel: 23322917  
e-mail id: [ukil@gmail.com](mailto:ukil@gmail.com), saradaukil@gmail.com

Sh.Rajdeep Singh Sinhmar

**PRIVATELY MANAGED INSTITUTES AFFILIATED TO BTE DELHI**

- |  |                         |
|--|-------------------------|
| <b>1 Aditya Institute of Technology (AI)</b><br>107/9, Kishan Garh, Vasant Kunj,<br>New Delhi-110 070<br>Tel: 26125195, 9315592415, 26121328<br>e-mail id: <a href="mailto:ait.newdelhi@gmail.com">ait.newdelhi@gmail.com</a><br>Website: <a href="http://www.aitdelhi.in">www.aitdelhi.in</a>   | Sh. Devendra Gupta      |
| <b>2 Baba Hari Dass College of Pharmacy (BH)</b><br>Jharoda Kalan, Najafgarh Road, New Delhi – 110 072<br>Tel: 25315268, 9312344539, 07027, 446000, 9313882445<br>e-mail id: <a href="mailto:bhpc_94yahoo.com">bhpc_94yahoo.com</a>  | Mrs. Indu Singh         |
| <b>3 Subramania Barathi College of Science &amp;Technology (SB)</b><br>Holambi Khurd, Delhi – 110 082<br>Tel : 32561050,32561010, 9210826930, 98108<br>e-mail id: <a href="mailto:sbcst1992@gmail.com">sbcst1992@gmail.com</a><br>Website: <a href="http://sbcstcollege.com">sbcstcollege.com</a>  | Smt. Sanju Singhal      |
| <b>4 Guru Teg Bahadur Polytechnic Institute (GT)</b><br>(An institute of Delhi Sikh Gurdwara Management Committee)<br>G-8 Area, Rajouri Garden, New Delhi-110064.<br>Ph. No. 011-25120002, 25120003, 25120004<br>E-mail: <a href="mailto:directorgtbpi@gmail.com">directorgtbpi@gmail.com</a><br>Website: <a href="http://www.gtbpi.in">www.gtbpi.in</a> | Sh. Kulbeer Singh Wazir |
| <b>5 Chhotu Ram Rural Institute of Technology (CR)</b><br>Kanjhawala (Ghevra), Delhi – 110 081<br>Tel: 25953892, 9910389206, 9310062597, 9312274022<br>e-mail id: <a href="mailto:crrit.principal@gmail.com">crrit.principal@gmail.com</a>   | Sh. Somvir Deswal       |
| <b>6 International Polytechnic for Women (IN)</b><br>171 A, Khirki Road, Malviya Nagar<br>New Delhi –110 017<br>Tel: 24624048, 24699855, 9810612406<br>e-mail id: <a href="mailto:intpoly@yahoo.com">intpoly@yahoo.com</a><br>Website: <a href="http://www.intpoly.org">www.intpoly.org</a> .  | Smt. Richa Srivastava   |
| <b>7. Apeejay Institute of Design (AID)</b><br>54,Tughlakabad Institutional Area<br>Mehrauli, Badarpur Road<br>New Delhi : 110062<br>Tel: 29955459, 29957050<br>e-mail id: <a href="mailto:aid.del@api.edu">aid.del@api.edu</a>  | Smt. Reetu Betala,      |

## 2. COURSE DETAILS

**Group-A                      Engineering and Non-Engineering Diploma Courses for students who have passed 10<sup>th</sup> class**

1. Applied Art
2. Architectural Assistantship
3. Art for Drawing Teachers
4. Automobile Engineering
5. Civil Engineering
6. Computer Engineering
7. Digital Electronics
8. Electrical Engineering
9. Electronics & Communication Engineering
10. Fashion Design
11. Information Technology Enabled Services & Management (ITES&M)
12. Instrumentation & Control Engineering
13. Interior Design
14. Mechanical Engineering
15. Medical Electronics
16. Medical Laboratory Technology
17. Textile Design

**Group-B                      Diploma Course in Pharmacy**

Diploma Course in Pharmacy for students who have passed XII class in Science stream with the subjects Physics, Chemistry and Mathematics/Biology

**Group-C                      For Lateral Entry (For admission directly in 2<sup>nd</sup> Year/3<sup>rd</sup> Semester)**  
for students who have passed 2 Years ITI in relevant Trades or 12<sup>th</sup> Science Stream or 12<sup>th</sup> Vocational Stream

NOTE: 1. Passed 10+2 Examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/Biology (Botany and Zoology) OR 10+2 Science (with Mathematics as one of the subjects) OR 10+2 Science with Technical Vocational OR 10th + ITI (2 years) in analogous trade shall be eligible for Admission to second year/third semester Diploma Course(s).

2. Candidates should submit separate online application form for each Group i.e. Group A (Diploma Course), Group B (Pharmacy) and Group C (Lateral Entry). The candidates have to submit Registration/Counselling Fee as notified by DSEU.

### 3. PROGRAMMES OFFERED & INTAKE

3.1 Brief details of various Diploma level Programmes, Institutes and tentative intake are given in the Table-I and II. However exact course-wise intake, shall be available at the website: <http://dseuonline.in> and <http://dseu.ac.in> at the time of the counseling describing reservations for various categories including EWS reservations as directed vide MHRD OM No. 12-4/2019-U1 dated 17<sup>th</sup> January, 2019 and AICTE letter No. AICTE/AB/CR/EWS/2019 dated 8.5.2019. All courses in the under mentioned list for which duration has not been mentioned are of three years' duration except Pharmacy (Two years' duration).

**Abbreviations for Institute's Name:** AID-Apeejay Institute of Design, SU-Sarada Ukil School of Art, BH-Baba Haridass College of Pharmacy & Technology, SB-Subramania Barathi College of Science & Technology, AI-Aditya Institute of Technology, GT-Guru Teg Bahadur Polytechnic Institute, CR-Chhotu Ram Rural Institute of Technology, IN-International Polytechnic For Women.

**Table-I**

<b>FULL TIME DIPLOMA COURSES-INTAKE (EXCLUDING SEATS AS SUPERNUMERARY &amp; EWS QUOTA)</b>										
Name of the Course	Institutes and number of seats									
	AID	SU	CR	IN*	BH	GT		SB	AI	Total Seats
						M	E			
Applied Art	30									30
Architectural Assistantship			60							60
Art for Drawing Teacher		20								20
Automobile Engineering						120	60			180
Civil Engineering			120							120
Computer Engineering						60	60		40	160
Digital Electronics			60							60
Electrical Engineering			120							120
Electronics & Communication Engineering			60			60	60		40	220
Fashion Design	30			30						60
Information Technology Enabled Services & Management									40	40
Instrumentation & Control Engineering			60							60
Interior Design	30									30
Mechanical Engineering			60							60
Medical Electronics			60							60
Medical Laboratory Technology					60				40	100
Textile Design				60						60
Pharmacy (2 Years)					60			60		120
Total	90	20	600	90	120	240	180	60	160	1560

**\*Only for girls**

**Note:** Seat as mentioned above are subject to approval of Competent Authority.

**Table – II**

List of Courses offered under Lateral Entry in Diploma Courses (Second Year/Third Semester) during Academic Year 2022-23 applicable for Candidates passing their ITI/10+2 from Delhi Schools only								
Name of the courses	Institutes and number of seats							Total Seats
	SU	BH	CR	*IN	GT		AI	
					M	E		
Architectural Assistantship			6					6
Art for Drawing Teachers	2							2
Automobile Engg.					12	6		18
Civil Engg.			12					12
Computer Engineering					6	6	4	16
Electrical Engg.			12					12
Electronics& Communication Engg			6		6	6	4	22
Digital Electronics			6					6
Fashion Designing				3				3
ITES&M							4	4
Instrumentation & Control Engg			6					6
Mechanical Engg.			6					6
Medical Electronics			6					6
Medical Lab. Technology		6					4	10
Textile Design				6				6
Total								135

Intake for admission against the seat marked for **Lateral Entry (LE)** is restricted to 10% of intake in analogous disciplines and is over and above the sanctioned intake, approved by the AICTE. Candidates passing 10+2 with PCMB/ITI from **NCR and Outside Delhi are not eligible for admission under Lateral Entry scheme.** Seats as mentioned above are subject to approval of the Competent Authority.

**NOTE: The students admitted in 3<sup>rd</sup> Semester through Lateral Entry shall have to pass the Applied Physics, Applied Mathematics, Applied Chemistry & Applied Science theory subjects of 1<sup>st</sup> year Diploma Course of the respective discipline.**

## **4. ABOUT THE DIPLOMA PROGRAMMES**

### **4.1.1 APPLIED ART (Offered at AID)**

The three year diploma in Applied Art focuses on development of creative ability and understanding of human psychology in different media and professional skills through study of subjects like Basic Design, Lettering & Typography, Press Layout, Poster Design, Illustration, Computer Graphics, Elementary Knowledge of Photography, Sketching, Study of Life/Nature and objects. Diploma holders from this department can choose to work as Graphic Designer in government organizations, advertising agencies, design studio, publishing houses, TV channels, art and craft teacher and can also work as freelance artist.

### **4.1.2. ARCHITECTURAL ASSISTANTSHIP (Offered at CR)**

This three years diploma course develops students into architectural professionals. The syllabus has been revised as per current industry requirements. The architectural professionals organize spaces and design houses, office buildings, skyscrapers, landscapes, and even design interior and execute projects. They are trained in many areas like designing & constructional aspects, climate and environment considerations, building services, bylaws, graphics and rendering material usage and importantly working on municipal drawings. Besides they are taught surveying, basic structural design and inputs for running and managing offices. They are also given deep insights into relevant computer software usage, model making etc. They may be involved with designing the total built environment from how a building integrates with its surrounding landscape to architectural construction details that involve the interior of the buildings. This training may lead to a wide variety of job opportunities like Job in Govt. departments, MNCs, and Private Architect's office etc. They may go for higher studies also.

### **4.1.3 ART FOR DRAWING TEACHERS (Offered at SU)**

After obtaining three years Diploma in Art for Drawing Teachers, the candidates may have job opportunities as Art/Drawing Teachers in the Senior Secondary Schools, Government of Delhi, MCD, NDMC and Public Schools as well as Artist in the Govt. Department and Advertising Agencies.

### **4.1.4 AUTOMOBILE ENGINEERING (Offered at GT)**

Automobile Engineering, being an advanced and emerging area of technology, has shown an unprecedented growth due to the increasing demand of automotive vehicles. A conscious attempt has been made to design the three years Diploma course as per the requirement of the industry. Specific core subjects on Automobiles are being taught besides basic sciences and allied subjects. Eight weeks of industrial training for the students has been made an integral part of the curriculum whereby students can correlate their theoretical knowledge with the practical approach of problem solving. The Department of Automobile Engineering has well-equipped laboratories and workshops. Placement opportunities are more for Automobile diploma holders as Delhi and NCR are hub of automobiles industries. Even Transport Department, Roadways & various Govt. organizations demand Automobile diploma holders.

### **4.1.5 CIVIL ENGINEERING (Offered at CR)**

Curriculum for Civil Engineering has been designed for catering to the current as well as future needs of the Civil Engineering applications, such as Surveying, Concrete Technology, Soil Mechanics, Transport Engineering, Public Health and Environment Engineering, Computer Aided Design and

Valuation with a view to generate the required competency profile of the diploma holders after the completion of the Diploma.

#### **4.1.6 COMPUTER ENGINEERING (Offered at AI, GT)**

Computer Engineering, an advanced and emerging area of technology has shown an unprecedented growth in every sphere of activity. A conscious attempt has been made to design the curriculum as per the requirement and need of the industry. Elective subjects like Object Oriented Programming (OOP), Data Base Management System (DBMS), Multi Media, etc. are being taught besides basic sciences and allied subjects. Industrial training and project have been made an integral part of the curriculum to enable the students to correlate their theoretical knowledge with the practical approach of problem solving. With equal importance given to hardware and software subject, most of the institutes maintain well-equipped and modernized DBMS Lab, Multi Media and Networking Lab with Internet facility, software lab, CAD lab and Hardware lab. After successful completion of the course, students can secure jobs as Software Engineer, Network Engineer, Programmer, Hardware Engineer, Maintenance Engineer, System Analyst etc.

#### **4.1.7 ELECTRICAL ENGINEERING (Offered at CR)**

This course has been designed to provide practical and theoretical knowledge of conventional and emerging areas of electrical engineering with emphasis on electronics and software engineering. Most of the institutes have well-established laboratories that include electrical machine lab, electronics, electrical workshop, instrumentation and measurement lab, computer lab etc. After completion of the course, students are able to work in the areas like production of machines, installation, maintenance and servicing of electrical systems. The students are employed in areas that include Electrical power generation, transmission, Railways, Installation & Commissioning of power equipment, SCADA (Supervisory Control and Data Acquisition) etc. The students are equally placed in Computer hardware and Electronics sectors.

#### **4.1.8 ELECTRONICS& COMMUNICATION ENGINEERING (Offered at AI, GT, CR)**

Electronics and Communication is now a part of our everyday life, from our pocket FM radio to televisions, computers, mobile phones and even high-end satellites that are helping us in every path. This course has been designed to provide in-depth knowledge of theory & practical in the emerging & latest areas of electronics that include communication system, advanced communication, microprocessor, telecommunication, mobile communication, internet technologies etc. This course aims at making the students capable of testing & using different electronic devices, fabricating & maintaining professional and medical instruments, making and interpreting technical drawings, maintaining communication systems, understanding industrial processes and communicating effectively. After the completion of the course, students become eligible to get jobs in Electronics, Communication & Computer industries as technicians, supervisors, production engineers, sales & service Engineers etc. The Diploma holders can become successful entrepreneurs in the field of repair and maintenance of electronic items.

#### **4.1.9 DIGITAL ELECTRONICS (Offered at CR) MEDICAL ELECTRONICS (Offered at CR)**

Diploma in Electronics with specialization have been defined and designed to meet the challenges of continuous technological changes and sound knowledge of latest areas. Various elective subjects like Advanced Microprocessor, Digital System Design, Microprocessor based System Design, Communication Engineering, Principles of Instrumentation and Transducers, Product Design and Development, Imaging Techniques and Medical Electronics are offered. Departments maintain well-equipped and well-established labs for different electronics and allied subjects e.g., Digital and Microprocessor Lab, Medical Electronics Lab, Communication Lab, Project Lab etc. Facility to undertake project related activities with industry has been made an integral part of curriculum, which enables students to develop skills and know the work culture of an industry. After successful completion of the course, students are absorbed as technicians in the fields like production, customer support, servicing, development, sales and marketing, in various reputed companies like Tata Consultancy Services, C-Dot, Siemens, Tektronics, Philips etc.

#### **4.1.10 FASHION DESIGN (Offered at IN) *Only for Girls***

The Diploma in Fashion Design helps students to develop the technical expertise and theoretical knowledge about fashion and apparel design industries. The Diploma in Fashion Design offers intensive training in fashion design processes including basics of textile, concept of design, fashion illustration, design development pattern development, draping, grading, marker planning, computer aided designing, garment construction, production management, quality control, project preparation and presentation, fashion retailing, apparel merchandising etc. The students shall undergo the industrial training in various activities of fashion designing and processes of apparel manufacturing. After completion of the diploma, students are able to work in the different position in the fashion industry such as fashion coordinator, fashion illustrator, fashion merchandiser, fashion forecaster, costume designer etc.

#### **4.1.11 INFORMATION TECHNOLOGY ENABLED SERVICES & MANAGEMENT (Offered at AI)**

Diploma in ITES & M has been designed to meet the growing need of KPOs, BPOs and other organizations providing IT Enabled Services. Course Content has been designed to fill the vacuum between academics, Computers and IT Enabled Service Sector. Department develops professional competency in students by combining theory with exhaustive practical training. Communication Skills have been given due importance. Elective subjects like IT Laws and Patents, Cyber Crimes, Computer Graphics and Multimedia are being taught besides basic science and core subjects. Department maintains well equipped and modern labs like DBMS, Computer Networking, Multimedia, Software Lab, Web Site Designing Lab, Hardware Lab, English Language Lab. After successful completion of the programme, students can secure jobs at various levels like Programmer, Web Designer, Network Administrator, System Administrator and Database Administrator in KPOs, BPOs and other industries providing IT Enabled Services.

#### **4.1.12 INSTRUMENTATION & CONTROL ENGINEERING (Offered at CR)**

This Diploma course has been started with a view to train students in the emerging industries of India, using new areas like Petro Chemical Engineering, Manufacturing Engineering, and Aviation etc. All engineering industries connected with above areas have to rely on instruments for measurement & instrumentation, quality control, calibration & testing etc and these are very much essential to set up any industry. To cope - up with the modernization of Indian industry and quality control, the syllabus and objectives of teaching have been formulated to encompass the areas of computers, manufacturing engineering, robotics and industrial automation, which are now important areas of the curriculum.

#### **4.1.13 INTERIOR DESIGN (Offered at AID)**

Interior Design is an advanced and emerging area with a high employment potential because of an unprecedented consciousness and an urge for good living in the modern society with the availability and awareness of new materials and technologies in the field of interior design.

A conscious effort has been made to design this three-year diploma course as per needs of the industry. The course content includes CAD training on computers using the latest software, workshop practice in carpentry, fitting, welding, painting and polishing. Six weeks industrial training is an integral part of the course. To enhance the entrepreneurial skills and generate self-employment specific subjects like Entrepreneurship and Elements of Business Management are being taught apart from basic subjects related to the field of Interior Design. Thus, the students are also prepared for self-employment.

#### **4.1.14 MECHANICAL ENGINEERING (Offered at CR)**

The Mechanical Engineering department has well equipped labs conforming to the norms and standards laid down by the AICTE. These include thermal engineering lab, strength of materials lab, Fluid mechanics and machines lab, Materials and Metallurgy lab, CAD lab. etc. The departments comprise of various categories of Mechanical workshops that includes Welding, foundry, fitting, carpentry, painting, sheet metal and machine shops which are equipped with some of the latest & most sophisticated machines & tools like CNC machine, all geared central lathe, HMT lathe machine, Sigma milling machine, tool grinder etc. Industrial Training has been made an integral part of the curriculum.

#### **4.1.15 MEDICAL LABORATORY TECHNOLOGY (Offered at AI, BH)**

Diploma programme in Medical Laboratory Technology primarily aims at imparting training to enable the students to conduct various examinations on body fluids/ tissues and prepare reports. They are also taught to use, manage different laboratories and maintain equipment used in the clinical labs of the hospitals, to communicate effectively with doctors, patients and representatives of business organizations. A diploma holder can be appointed as a laboratory technician in laboratories of various departments in medical colleges, hospitals and private laboratories. They can also join pharmaceutical concerns.

#### **4.1.16 PHARMACY (Offered at BH and SB)**

Diploma course in Pharmacy imparts knowledge of manufacturing, synthesis, mode of action, uses and toxic effects of medicine. It deals with the study of medicinally important drugs from natural sources. A practical training of 500 hours in different hospitals and dispensaries is given to students after completion of two years course. Then they are registered as Pharmacist. The trained diploma holders are absorbed in pharmaceutical companies as marketing personnel or as pharmacists in hospitals, dispensaries, health centers and different pharmaceutical organizations.

#### **4.1.17 TEXTILE DESIGN (Offered at IN) *Only for Girls***

This course enables the students to explore drawing, color imagery, and surface pattern through a wide range of print processes. Creative solutions are designed for a diverse range of fashion and interior applications. The course has a business-oriented focus with emphasis on retail management in the final year of study. Modules in buying, marketing and visual merchandising developed research, written and oral presentation skills. CAD is an integral part of the course. Workshops are equipped with traditional looms to explore design a concept using weave and knits. The students can pursue careers as house designer's stylists, free-lance designers, visual merchandisers and retail managers in the textile mills, in design studios with fashion designers. They can work independently as entrepreneurs.

## 5. ELIGIBILITY CONDITIONS FOR ADMISSION TO DIPLOMA PROGRAMMES, 2022-23

Group	PROGRAMME	MINIMUM ELIGIBILITY FOR ADMISSION *
<b>Group-A</b>	For candidates applying for Diploma Courses in Architectural Assistantship, Art for Drawing Teachers, Automobile Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Electronics & Communication Engineering, Digital Electronics, Medical Electronics, Fashion Design, Information Technology Enabled Services & Management (ITES&M), Instrumentation & Control Engineering, Mechanical Engineering, Medical Laboratory Technology, Textile Design.	Please refer DSEU website: <a href="http://dseuonline.in">http://dseuonline.in</a> and <a href="http://dseu.ac.in">http://dseu.ac.in</a>
<b>Group-B</b>	For candidates applying for Diploma in Pharmacy	
<b>Group-C</b>	For candidates applying for Lateral Entry to the Diploma Course ( <b>For Delhi region candidates only</b> ). **	

\* For admission in various diploma courses, the candidate should have qualifications as per minimum eligibility criteria (with or without grace marks).

\*\*ITI pass-outs of trades for which the entry level qualification for admission to ITI is VIII pass or the duration of ITI trade is less than TWO years shall not be considered for lateral entry.

**NOTE:** Delhi Skill Entrepreneurship University (DSEU) has been designated agency for conducting Common Entrance Test for all Diploma Level admissions in Govt. Aided/Private Institutes affiliated to Board of Technical Education (BTE), Delhi. *If a candidate has passed his / her qualifying exam from board other than CBSE or State board (India), it will be sole responsibility of the candidate to produce equivalence certificate (CBSE) of qualifying exam (10<sup>th</sup>/12<sup>th</sup> as applicable) at the time of Admission, failing which, the candidature will not be considered.*

### 5.1 ANALOGOUS COURSES FOR ADMISSION IN SECOND YEAR / THIRD SEMESTER

2 YEARS ITI TRADES FOR WHICH MINIMUM QUALIFICATION IS 10 <sup>TH</sup> PASS (with Mathematics and Science) under NCVT/SCVT	
TRADE	ANALOGOUS DIPLOMA COURSES
Mechanic Motor Vehicle, Automobile Sector (CoE). Instrument Mechanic, Ref. & Air-conditioning Mechanic, Draughtsman (Mechanical), Tool and Die Maker (Press Tools, Jigs and Fixtures), Tool & Die Maker (Die & Moulds), Turner, Fitter, Machinist, Machinist Grinder, Production and Mfg. Sector (CoE)* Tool & Die Maker, Press Tools, Jigs & Fixtures (DST), Fitter (DST), Machinist (DST), Technician Mechatronics	Automobile Engineering. Mechanical Engineering
Electrician, Instrument Mechanic, Refrigeration & Air-conditioning Mechanic, Electrical Sector (CoE)*, Technician Power Electronics System, Mechanic Consumer Electronics Appliances	Electrical Engineering

Surveyor, Draughtsman (Civil), Architectural Draughtsman, Painter (General)	Civil Engineering, Architectural Assistantship
Radio and TV Mechanic, Instrument Mechanic, Mechanic Medical Electronics, Information Technology & Electronic Maintenance System, Electronics Mechanic, Technician Power Electronics System, Technician Mechatronics, Mechanic Consumer Electronics Appliances, Technician Medical Electronics	Electronics & Communication Engineering, Digital Electronics, Medical Electronics
Information Technology (CoE)*, Information Technology, Information & Communication Technology System Maintenance	Information Technology Enabled Services & Management (ITES&M), Computer Engg.

\* Those who have passed all the three examinations i.e., (1) Broad Based Basic Training (BBBT), (2) Advanced Module, (3) Specialized Module, as certified by the industries in Information Technology Sector, Production and Manufacturing Sector, Electrical Sector, and Automobile sector are eligible for admission under Lateral Entry Scheme

**Abbreviations:** CoE: Center of Excellence; DST- Dual System of Training

**Note:**

- 1 All the candidates will have to produce the proof of having acquired minimum prescribed qualification at the time of admission otherwise their candidature will be cancelled.
- 2 **Candidates**, who were **earlier expelled** or **rusticated** from any of the Institutes of Technology/Polytechnics/Institutes, **are not eligible** for fresh admission.
- 3 The subject “Science” is specific for the subjects of Physics, Chemistry and/or Biology/Natural Science but **does not include Home Science**, etc.
- 4 The criteria for deciding the State of Eligibility (Delhi/Outside Delhi) of the candidate for admission to diploma programmes, who have passed/appeared in the qualifying examination through National Institute of Open Schooling, will be the location of the **study centre** (school). The candidate must have got himself/herself registered with any school in Delhi for this purpose. The candidates who have passed/appeared in the qualifying examination through the schools located outside Delhi will be treated as outside Delhi candidates for admission for the year 2022-23.
- 5 The candidates who have passed their qualifying exam through Patrachar/Correspondence shall have to produce the proof of study centre with address for claim of the region for verifying the State of Eligibility (Delhi for study centre in Delhi/Outside Delhi for study centre in outside Delhi).
- 6 It will be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfill all conditions prescribed for admission.
- 7 The candidate must bring all documents in original and ONE set of self-attested copies on the date of reporting in the allotted Institute for verification purpose and final Admission Formalities.
- 8 In case Candidate fails to produce the Original Documents and copies of the same that were uploaded at the time of Online Registration/Online Application form for Admission to Diploma Programmes 2022-23, his/her Candidature will Stand Cancelled.

## 5.2 AGE LIMIT

Group and Category wise maximum age limit as on October 1, 2022.

Group	Gen. (Boys)	Gen. (Girls)	OBC (Boys)	OBC(Gi rls)	SC/ST/P WD(Boys )	SC/ST/PW(G irls)
A (Full Time Diploma)	21	23	24	26	26	28
B (Diploma in Pharmacy)	24	30	27	30	29	35
C (Lateral Entry)	24	30	27	30	29	35

**Note:** Age limit for transgender is maximum upper age limit in each category.

## 5.3 PHYSICAL FITNESS

All the students shall be required to submit a Medical Fitness Certificate from a Registered Medical Practitioner (Annexure- III) at the time of admission.

**Note:** Admission of the student shall stand cancelled, if any information supplied or document submitted is proved to be false/ fake at any stage even after admission.

## 5.4 SEAT ALLOCATION

Seat allocation shall be made according to the provision under Delhi Diploma Level Technical Education Institutions (Prohibition of Capitation Fee, regulation of admission, fixation of non-exploitative fee and other measures to ensure equity and excellence) Act 2007; Notification no. 161/12/ADMN/POI / DEP/2007/DDTE/ 520 dated 17 July 2007.

## 5.5 QUALIFYING EXAMINATION SCHOOL LOCATION (REGION) BASED QUOTA OF SEATS

**85%** of the total sanctioned intake of Government aided and Government sponsored Institutions shall be **filled-up by candidates** who have passed the **qualifying examinations** from **schools located in Delhi**.

**15%** seats shall be filled-up by **candidates passing the qualifying examinations from the schools located in NCR and Outside Delhi**.

If you have passed your qualifying examination from a school located in Delhi, select 'Delhi' while filling the application form. Select 'Outside Delhi' if you have passed your qualifying examination from a school located in NCR and Outside Delhi in your form. Regarding the criteria for deciding the eligibility for admission to diploma programme for Academic Session 2022-23 who have passed in the qualifying examination through Patrachar/Correspondence/Open School, the following will be considered:

- If a candidate has passed qualifying exam from National Institute of Open Schooling (NIOS), the state of location of the study centre (school) will be considered as the region/state of the candidate.
- The candidates who have passed qualifying examination through distance education, open education system of any recognized board/university or NIOS must submit identity card of study centre stating name and address at the time of admission as the proof for claiming seats under Delhi region seats. .

## 6 RESERVATION

Reservations applicable in respect of Government aided, private self-financing Institutions/ polytechnics for the Academic Year 2022-23 shall be as per the policy of the Delhi Government, which is described in following paragraphs. However, any changes notified by the Government authorities will be implemented as per procedures.

### 6.1 GOVT. AIDED INSTITUTES

The proposed reservations in various categories during 2022-23 shall be as follows: -

- 6.1.1 **SC Category:** 15% seats of total sanctioned intake in each of Delhi and Outside Delhi quota in each course of each polytechnic / Institute for fresh admission are reserved for candidates belonging to Scheduled Caste.
- 6.1.2 **ST Category:** 7.5% seats of total sanctioned intake in each of Delhi and Outside Delhi quota in each course are reserved for candidates belonging to Scheduled Tribe.
- 6.1.3 **OBC Category:** 27% seats of total sanctioned intake in each of Delhi and outside Delhi quota in each course are reserved for **OBC** candidates belonging to **NON-CREAMY LAYER**.

**Horizontal and Vertical reservation shall be followed as per the policy of Government prevailing at the time of counseling.**

#### NOTE 1:

- a) For admission to a seat reserved for Scheduled Castes/Scheduled Tribes/OBCs, the candidate should produce a certificate in original at the time of admission/counselling from the approved district authority, indicating the Scheduled Caste/Tribe/OBC, to which the candidate belongs.
- b) All reservations relating to SC/ST/OBC/DP/PWD/TFW etc. shall be applicable for Delhi and Outside Delhi students separately in respect of each discipline in each Institute.
- c) **Reservation category certificate of candidate claiming reservation under Delhi category seats will be from the competent authority of Delhi jurisdiction.** Certificate of candidates claiming reservation against seats allocated for outside Delhi candidates, will have to furnish the certificate from the competent authority to establish their eligibility for reservation under the concerned reservation category.
- d) **A list of approved authorities is given below:**
  - (i) District Magistrate / Additional District Magistrate / Deputy Commissioner / Collector / Additional Deputy Commissioner / Deputy Collector / 1<sup>st</sup> Class Stipendiary Magistrate / City Magistrate (not below the rank of 1<sup>st</sup> Class Stipendiary Magistrate), Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Assistant Commissioner.
  - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar.
  - (iv) Administrator / Secretary to Administrator / Development Officer (Lakshadweep & Minicoy Island).

#### NOTE 2:

- a) Caste certificate in the name of the applicant from competent authority will have to be produced at the time of admission/counseling failing which the candidate will be considered under general category. In case SC/ST certificate of the candidate is on father's name, admission of the candidate will be provisional. The candidate will have to produce caste certificate in the name of candidate within 03 months from the date of provisional admission.
- b) **For availing reservation under OBC category in Delhi State, Delhi OBC list shall be considered.** Candidates passing qualifying examination from institutes located in Delhi and having OBC certificate from Outside Delhi shall be considered as Delhi General Candidate.
- c) **The creamy layer amongst OBCs has been excluded from benefit of reservation from OBC category.**
- d) **For availing reservation under OBC category, the candidate is required to bring OBC certificate from competent authority clearly indicating that he/she belongs to non-creamy layer. Statement of Family income for the previous year from all sources should also be mentioned in the certificate. The OBC (Non-Creamy Layer) certificate is to be issued on or after 1<sup>st</sup> October, 2020. If it is issued prior to 01-10-2021, it should be accompanied with Valid family Income certificate issued on or after 01-10-2021 from the competent authority mentioned in the list of approved authorities as mentioned above vide Note 1 (d).**

**6.1.4 Person with Disabilities/Divyang (PWD):** 5% seats of the sanctioned intake of each course in each polytechnic/ Institute in each of Delhi and Outside Delhi quota for fresh admission are reserved for Person with Disabilities/Divyang (PWD). A certificate of suitability as to whether the applicant is fit for undergoing the course applied for, has to be furnished from the **Vocational Rehabilitation Centre for Handicapped, 9-11 Vikas Marg, Karkardooma, Delhi-110092. (Annexure IV A- from Vocational Rehabilitation Centre for Handicapped)- before he/she fills in online choice submission for admission. Candidates, at their own interest, should ascertain from the VRC, identify the courses for which they will be eligible to apply. For dyslexia (Annexure IV B) Candidate** a certificate of suitability as to whether the applicant is fit for undergoing the course applied for has to be furnished from the competent authority/IHBAS(Institute of Human Behavior and Allied Sciences, Dilshad Garden, Delhi).

**Further it is clarified that the allocation of reservation schemes for person with disability/Divyang (PWD Category) will be as follows:**

- (a) **Blindness and low vision.**
- (b) **Deaf and hard of hearing.**
- (c) **Locomotor disability including cerebral palsy, leprosy cured dwarfism, acid attack victims and muscular dystrophy.**
- (d) **Autism, intellectual disability, specific learning disability and mental illness;**
- (e) **Multiple disabilities from amongst person under clauses (a) to (d) including deaf-blindness.**

**6.1.5 Defense Personnel:** 5% seats of sanctioned intake of each course in each Institute of Technology/Polytechnic for both Delhi and Outside Delhi quota, are reserved for widows / wards of Military / Para Military personnel (CRPF, ITBP, BSF, CISE, NSG & Assam Rifles) in the following order of preference:

**Priority I -** Widows/wards of Defense personnel killed in action.

**Priority II –** Wards of disabled in action and boarded out from service

**Priority III -** Widows/wards of Defense personnel who died while in service with death attributable to Military service.

**Priority IV** – Wards of disabled in service and boarded out with disability attributable to military service

**Priority V** – Wards of Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards:

- i) **Param Vir Chakra**
- ii) **Ashok Chakra**
- iii) **MahaVir Chakra**
- iv) **Kirti Chakra**
- v) **Vir Chakra**
- vi) **Shaurya Chakra**
- vii) **Sena, Nau Sena, Vayu Sena Medal**
- viii) **Mention-in-Despatches**

**Priority VI** - Wards of ex-servicemen

**Priority VII** - Wives of:

- i) Defense personnel disabled in action and boarded out from service
- ii) Defense personnel disabled in service and boarded out with disability attributable to military service
- iii) Ex-servicemen and serving personnel who are in receipt of Gallantry Awards

**Priority VIII** – Wards of Serving Personnel

**Priority IX** – Wives of Serving Personnel

**Candidates seeking admission under Defense Personnel quota will have to get their candidature certified by any of the following authorities in the prescribed Performa given at Annexure VI : -**

- I. Secretary, Kendriya Sainik Board, Delhi.
- II. Secretary, Rajya/Zila Sainik Board.
- III. Officer-in-Charge, Record Office of concerned service for serving personnel.

1. **NCC Cadets:** 0.5% seats in this category are reserved on the basis of the merit among the National Cadet Corps (NCC) certificate holders of a given certificate level. Candidates with ‘C’ Certificate will be given higher priority over those candidates having ‘B’ certificate, who in-turn, will be given a higher priority over those with ‘A’ Certificate.

2. **Wards of persons with liability of transfer outside Delhi:** 0.5% seats of total sanctioned intake in a programme of study are reserved for the wards of employees working in the Government/Legislature/Judicial Services of Delhi and having liability for transfer outside Delhi.

## **6.2 RESERVATION IN PRIVATE SELF-FINANCING INSTITUTIONS**

Proposed reservations in various categories during 2022-23 are stated under:

6.2.1 10% seats of total sanctioned intake in an unaided institution shall be allocated as management seats except the minority institution, namely GTB Polytechnic Institute, where reservation is available for Sikh Minority students.

6.2.2 85% seats of total sanctioned intake, except the management seats, shall be allocated for Delhi students and the remaining 15% seats for the outside Delhi students.

6.2.3 **For Delhi candidates:** 17% seats for the candidates belonging to the **Scheduled Castes** category, 1% seats for the candidates belonging to the **Scheduled Tribes** category, 27% seats for candidates belonging to **Other Backward Classes** as notified by the Government.

6.2.4 **For outside Delhi candidates:** 15% seats for candidates belonging to the **Scheduled Castes** category, 7.5% seats for the candidates belonging to the **Scheduled Tribes** category, 27% seats for the **other backward classes**.

- 6.2.5 5% seats for PWD candidates (Persons with Disabilities/Divyang)
- 6.2.6 5% of the seats under each programme of studies are reserved for Defense personnel. (Refer para 6.2.1.5).
- 6.2.7 0.5% for the candidates for the National Cadet Corps category.

**Note: All Reservation shall be as per the Delhi Government policy at the time of counseling.**

### **6.3 SUPERNUMERARY SEATS**

#### **6.3.1 Kashmiri Migrants and Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrant) living in Kashmir Valley (As per MHRD letter no. F.No.3-4/2017-NER dated 15.10.2019):**

- 6.3.1.1** One seat, which will be supernumerary seat, is earmarked for Kashmiri migrants in each institute (Morning Shift only).
- 6.3.1.2** Admission will be based on merit list prepared as per merit preparation rules (at para 5.1 above) based on marks secured in qualifying examination.
- 6.3.1.3** First preference will be given to Kashmiri migrants registered in Delhi up to 11.6.2001.
- 6.3.1.4** Second preference will be given to Kashmiri migrants registered in Delhi After 11.6.2001.
- 6.3.1.5** Third Preference - Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrant) living in Kashmir Valley.
- 6.3.1.6** Fourth Preference - Kashmiri migrants settled outside Delhi will be considered.
- 6.3.1.7** A certificate from the competent authority for getting admission against Kashmiri migrant quota is to be uploaded (May be required to be produced) by the candidates at the time of filling of Online Registration/Online Application form. Such a certificate should be issued by the concerned Deputy Commissioner of Delhi or the Competent Authority outside Delhi as per Annexure-VIII.
- 6.3.1.8** Photo Identity Card/Ration Card of the migrant must be uploaded (May be required to be produced) by the candidates at the time of filling of Online Registration/Online Application form.
- 6.3.1.9** Kashmiri Pandits/Kashmiri Hindu Families (Non-Migrants) living in the Kashmir Valley need to have the Domicile Certificate which need to be uploaded (May be required to be produced) by the candidates at the time of filling of Online Registration/Online Application form.

**6.3.2 Tuition Fee Waiver (TFW):** 5% of sanctioned intake under TFW Scheme of AICTE, for candidates with family Income up to Rs. 8 Lakh per annum. The candidate should produce valid income certificate issued by competent authority on or after 01-10-2021 (Annexure IX). Tuition fees for such candidates will be waived off for all subsequent semesters i.e. 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> semesters and 6<sup>th</sup> semesters.

**6.3.3 Economically Weaker Section (EWS):** 10% of sanctioned intake under EWS Scheme of MHRD/AICTE, for candidates with family Income up to Rs. 8 Lakh per annum and assets as per the Family Income and Asset Certificate. The candidate should produce Valid Family Income & Asset certificate issued by competent authority on or after 01-10-2022 (Annexure X).

### **6.4 ADDITIONAL INFORMATION REGARDING RESERVATION:**

1. Reservation of seats will be as per the policy of the State Govt. and will be subject to any change/amendment made by the Government.
2. Any unfilled seat reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa. The seats will be de-reserved for General Category only after exhausting the complete list of SC/ST candidates.
3. Any seat (reserved or general) remaining unfilled in Outside Delhi category will be transferred to Delhi seat of the same category. The order of conversion shall be Outside Delhi (Reserved Category)→Delhi (Reserved Category)→Outside Delhi (General)→ Delhi (General).
4. Any seat under reserved category remaining unfilled in Delhi category will be transferred to Delhi General Category.
5. Benefit of reservation shall be available only if the category to which a candidate belongs to as mentioned in the original application form. If nothing is mentioned by the candidate in the application form, he/she may not be considered of reserved category.
6. Any seats remaining unfilled under reserved category will be transferred to general category.

## 6.5 SEAT DISTRIBUTION

Detailed seat distribution for Government aided and Privately Managed Polytechnics / Institutes for the academic year 2022-23 shall be as per the reservation for different categories.

## 7. ONLINE APPLICATION FORM PARTICULARS

The Candidate can participate in online counseling process by registering through accessing the website <http://dseuonline.in> and <http://dseu.ac.in> from any internet access point. All Guidelines will be available on Website.

### 7.1 Availability of Information Bulletin for Admission to Diploma Programmes on the Website.

A copy of the Information Bulletin can be seen on and downloaded from the website <http://dseuonline.in> and <http://dseu.ac.in>.

### 7.2 Rules and Regulations of Common Entrance Test

All the rules, regulations and guidelines related to the Common Entrance Test will be available on the Web portal <http://dseuonline.in> and <http://dseu.ac.in>.

## 8. FEE STRUCTURE

**8.1 For Government aided Institute of Technology/Polytechnics annual fee structure in respect of first year students admitted for academic session 2022-23 shall be as under:**

Institute of Technology /Polytechnic (s)	SC/ST/PWD (Boys/Girls)/TFW	All other categories (Girls)	All other categories (Boys)
SUSA	Rs.2000/- (refundable security including library security) + Rs. 3200/- (towards Govt. account) and Rs. 800/- (towards Non-Govt. account)	Rs.2000/- (refundable security including library security) + Rs. 4200/- (towards Govt. account) and Rs. 800/- (towards Non-Govt. account)	Rs.2000/- (refundable security including library security) + Rs. 5200/- (towards Govt. account) and Rs. 800/- (towards Non-Govt. account)

**8.2 For Private Institute/Polytechnics, fees structure as of now** is as under for all categories i.e. SC/ST (Boys/Girls), all other categories girls, & all other category Boys. The fee for **academic year 2022-23 will be notified soon with approval of competent authority:**

Sl. No.	Name of the Institute	Name of the courses	Fee Structure of 2021-22 (in Rs.)	Fee Structure of 2022-23
1	Subramania Bharathi College of Science & Technology (B category)	Pharmacy	22,400/-	Will be notified soon.
2	Baba Haridass College of Pharmacy (B category)	a) Pharmacy b) Medical Lab. Technology	26,550/- 21,250/-	
3	Aditya Institute of Technology (C category)	a) Medical Lab. Technology b) Other courses i. Elect. & Comm. Engg. ii. Computer Engg. iii. IT Enabled Services & Management	18,800/- 17,400/- 17,400/- 17,400/-	
4	Guru Tegh Bahadur Polytechnic Institute (B Category)	i. Automobile Engineering ii. Computer Engineering iii. Electronics & Communication Engineering	32,000/- 32,000/- 30,500/-	
5	Chhotu Ram Rural Institute of Technology (A category)	a) Electronics & Communication b) Digital Electronics c) Medical Electronics d) Instrumentation & Control e) Electrical Engg. f) Civil Engg. g) Arch. Assistantship h) Pharmacy i) Mech. Engg.	33,450/- 33,450/- 33,450/- 33,450/- 33,450/- 33,450/- 33,450/- 33,450/- 33,450/-	
6	Apeejay Institute of Design	a) Applied Art b) Fashion Design c) Interior Design	33,450/- 33,450/- 33,450/-	
7	International Polytechnic for women (B category)	Fashion Design & Textile Design	18,200/-	

**9 DOCUMENTS REQUIRED AT THE TIME OF REPORTING IN THE ALLOTTED INSTITUTE FOR FINAL ADMISSION:**

- i. Payment receipt of Online Part payment made by candidate.
- ii. Copy of **CANDIDATE PROFILE** of Registered Candidate (from the website: <http://dseuonline.in> and <http://dseu.ac.in>)
- iii. Copy of choices submitted by Candidate (from the website: <http://dseuonline.in> and <http://dseu.ac.in>)
- iv. Copy of Provisional Allotment Letter (from the website: <http://dseuonline.in> and <http://dseu.ac.in>)
- v. Proof of Date of Birth (Secondary School Certificate) (Original and One self-attested Photocopy).
- vi. Certificate and Mark Sheet of the qualifying examination issued by the Board (Original and One self-attested photocopy). In case the original certificate is not awarded at the level of the School, Provisional Certificate /Downloaded copy of marks sheet duly authenticated by concerned School Principal may be considered.
- vii. SC / ST / Person with Disabilities/Divyang (PWD)\* (Annexure-IV) /OBC<sup>#</sup> certificate issued by the competent authority/Defense Category (Annexure – VI) / Kashmiri Migrants (Annexure – VIII) / TFW (Annexure IX) / Minority Status Certificate(s) / EWS (Annexure XI) whichever applicable, on the basis of which reservation is claimed (Original and One self-attested photocopy).
- viii. Conduct and Character Certificate from the Head of the Institution from where the qualifying examination has been passed/or from a Gazetted Officer (Original and One self-attested Photocopy).
- ix. Certificate of Medical Fitness to be signed by a Registered Medical Practitioner in the format as given in Annexure - III in the Information Bulletin (Original).
- x. Undertaking regarding prohibition of ragging (Annexure VII)
- xi. Transfer Certificate/School leaving Certificate/Migration Certificate (Original and two self-attested copies).
- xii. Declaration/Undertaking for non-migration (inter-polytechnic/institute) after admission. (Annexure-V)
- xiii. Undertaking by the student for maintaining Discipline in the Institute during the course of study. (Annexure-XI)

\*All the candidates seeking admission under Person with Disabilities (PWD) quota are required to bring a certificate from Vocational Rehabilitation Centre (VRC) for Handicapped, 9-11 Vikas Marg, Karkardooma, Delhi-92, and for Dyslexia a certificate from Institute of Human Behavior and Allied Sciences (IHBAS), Tahirpur Road, Dilshad Garden, Delhi-110095, only as to whether he/she is fit for undergoing the course applied for. No other certificate in this regard shall be entertained.

<sup>#</sup> The OBC (Non-Creamy Layer) certificate should be issued on or after 01-10-2021. If it is issued prior to 01-10-2021, it should be accompanied with valid family Income certificate issued on or after 01-10-2021 from the competent authority mentioned in the list of approved authorities.

- 9.1 Submission of self-attested copies of certificate:** The candidates are required to produce their original certificates for verification along with One set of self-attested copies to be submitted at the time of counseling/admission. Original certificates shall be returned after verification.

## **10 ADMISSION AGAINST MANAGEMENT QUOTA SEATS**

10% of the total intake i.e. Management Quota Seats shall be filled by Self-Financing Privately Managed Institutions as per the following procedure: -

- (i) The institute shall advertise the admission notice for management quota seats in at least two daily newspapers, one in Hindi and the other in English in addition to displaying the same on the institute's website and the institute's notice board, kept at a conspicuous place. A copy of the notice shall also be sent to the Chief Admission Officer, so that the same may be displayed on notice board of Delhi Skill and Entrepreneurship University and BTE. This admission notice shall be displayed at least a fortnight before the last date of closing of admission for the concerned course, and shall include therein information necessary for the students seeking admission against the management quota seats. The admission notice shall include therein the place from which admission forms will be available, the date, time and manner for submission of completed applications and the schedule for various admission processes and counselling. The Prospective applicants shall be given a period of at least 18 days to apply for seats under the management quota, in the manner mentioned above.
- (ii) While calculating the management seats, fraction less than 0.5 shall be ignored and above that (0.5) converted into one full seat.
- (iii) Based on the CET rank obtained by qualified applicants, the institute concerned shall prepare and display the "rank ordered" merit list of such applicants on the institute's website and on the notice board kept at a conspicuous place of the institute. A copy of the list shall also be sent to the Chief Admission Officer. The criteria for rank ordering of applicants with a tie in the qualifying examination's aggregate marks shall be the same as laid down by the designated authority at para 12.
- (iv) Based on the merit list so drawn up, the institute concerned shall conduct admission counselling for allotment of branches/courses to qualified applicants within a period of three days of drawing up of the merit list of qualified management quota applicants. Such admission counselling will, however, be subject to the condition that there shall not be more than two rounds of counselling. The list of applicants who will be called for a given round of admission counselling shall be displayed on the institute's website and notice board, kept in a conspicuous place.
- (v) Following the conduct/ counselling for admission, the list of applicants admitted against the management quota seats made on the basis of the merit list drawn up in the aforementioned manner and the balance of the management quota seats in each course shall be displayed/ published at the end of each round of counselling on the website of the respective institute as well as that of the designated agency. The list of the candidates being called for the first round of counselling shall be displayed in the aforementioned manner along with the merit list, indicating therein the date, time, place at which the counselling will be held. The date, time and place of the second round of counselling will be displayed along with the list of candidates admitted in the first round of counselling. Provided that the second round of counselling shall commence at least twelve hours after publication of the list of applicants admitted in the first round of counselling and the discipline/course-wise balance of seats.
- (vi) The last date to fill-up the management quota seats will be nine calendar days after the last date for regular admissions in the course concerned, as per procedure mentioned in the foregoing pages.
- (vii) All admissions made to the management quota seats shall be provisional subject to ratification by the designated agency, which will convey its decision within a day of being informed by the institute of the list of successful candidates and the basis of their selection as per the procedure mentioned herein before.
- (viii) The affiliated institute shall not be authorized to admit candidates against the management quota seats after the cut-off date fixed as mentioned in sub-clause (vi) above.

- (ix) If any dispute arises with regard to the admission under the management quota seat(s), the designated agency or the Government, as the case may be, shall have the overriding power to issue directions to the institute, and the same shall be binding upon the institute concerned.

## 11. MODE OF THE COMMON ENTRANCE TEST

Instructions regarding Mode of the Common Entrance Test is available on the website: <http://dseuonline.in> and <http://dseu.ac.in>

## PUNISHMENT FOR USING UNFAIR MEANS PRACTICES

During the course of online proctored examination, if a candidate is found indulging in any unfair practices (as per instructions given to candidates) will be booked under unfair means case adopted. Unfair means practices and breach of the instructions will lead to cancellation of candidature.

## 12. PREPARATION OF MERIT LIST

- (i) Based on the marks obtained in the entrance test, the CAO-2022 will prepare a list of candidates in order of merit in each category, for test. For being eligible for admission, a general candidate must secure a minimum of 10% marks, and reserved category (SC/ST/OBC/PWD) must secure minimum of 5% marks in CET-2022. The candidates belonging to reserved category, who qualify on the basis of relaxation in cut off percentage, i.e., 5%, will not be eligible for admission against general category seats.
- (ii) The inter-se merit of candidates securing equal aggregate marks in the entrance test will be determined according to the following criteria:

Test No.	Order of Priority in case of a Tie
Group-C (For Lateral Entry)	Candidates having more marks in Mathematics in CET shall rank higher. In case of a further tie, the order of rank should be marks obtained in Physics in CET, followed by marks obtained in Chemistry in CET, followed by marks obtained in Biology in CET, followed by marks obtained in English and General Aptitude in CET and then the Date of birth* shall be considered for drawing the merit list.

\* The candidate older in age shall rank higher.

## 13. DECLARATION OF RESULT

**The decision of result committee regarding question papers and result preparation is final. The CAO-2022 shall declare the rank of qualified candidates only. No separate intimation shall be sent to the candidates in this regard.** All the admissions shall be made by the CET 2022 based on the merit ranking in the tests and fulfillment of minimum eligibility conditions prescribed for test. The result of the Common Entrance Test (CET-2022) will be displayed on the website <http://dseuonline.in> and <http://dseu.ac.in> as per schedule **The candidates are advised to check the website regularly for updates.**

## 14. COUNSELLING PROCEDURE

Counselling Procedure is available on the website: <http://dseuonline.in> and <http://dseu.ac.in>

## 15. POST ADMISSION INFORMATION

**Medium of instruction in the Institute/Polytechnic is English.**

### 15.1 FEE PAYABLE

Following shall be the details of fees for subsequent semesters / terms, to be paid before the specified dates.

The annual fee structure for students to be admitted during the academic year 2022-23 for their 2nd year and 3rd year shall be notified later. However, the annual fee structure for 2nd Year & 3rd Year for students admitted during the academic year 2022-23 was as follows:

#### (a) SUSA.

Category	Annual Fee		
	Govt. Fund	Non-Govt. Fund	Total
SC/ST/PWD/TFW (Boys/Girls)	Rs.3200/-	Rs.800/-	Rs.4000/-
All other categories (Girls)	Rs.4200/-	Rs.800/-	Rs.5000/-
All other categories (Boys)	Rs.5200/-	Rs.800/-	Rs.6000/-

#### (b) Privately Managed Polytechnics

For Private Institutes/Polytechnics, the amount of fees to be remitted for academic year 2022-23 is as follows and for subsequent years (2<sup>nd</sup> and 3<sup>rd</sup> year) will be notified soon.

For the latest fee structure, Candidates are advised to check website – <http://dseuonline.in> and <http://dseu.ac.in> regularly.

#### (c) Payment of Dues

All dues shall be paid by the dates as notified by the Principal.

### 15.3 STRIKING OFF THE NAME FROM THE ROLLS OF INSTITUTE/POLYTECHNIC.

**The name of the student will be deemed struck off the rolls on account of:**

- 1) His/her own request endorsed by his/her parent/guardian;
- 2) Non-payment of tuition fee and other dues for 15 days after the last date for payment. The Principal may, **however, grant not more than 10 days of grace** in deserving cases on application by the parent or guardian.

**The name of the student may also be struck off from the roll-on account of: -**

- a) Continued absence without obtaining leave for ten consecutive working days;
- b) Irregular attendance and poor progress in studies;
- c) If ordered to be expelled or rusticated from the institute.

The parents/guardian may in their own interest keep in touch with the concerned authority/Principal regarding conduct, progress and attendance of their ward.

### 15.4 Documents in the personal files of students: -The institute will ensure that one set of self-attested photocopies of documents are available in the personal file of the student.

### 15.5 RE-ADMISSION

The students whose names have been struck off in the first semester (semester pattern)/year (annual pattern) shall not be eligible for re-admission. They are required to appear for CET afresh next year. However, the re-admission of students who are detained in the first semester (semester pattern)/ year (annual pattern) shall be eligible for re-admission at the discretion of the Principal on payment of re-admission fees of Rs.500/- along with the dues and penalty, if any.

In case of detention/struck off in subsequent semester/years (annual pattern), re-admission of such students shall be at the discretion of the Principal on payment of re-admission fees of Rs.500/-along with the dues and penalty, if any.

### 15.6 FINANCIAL ASSISTANCE

The financial assistance available at Government aided/Polytechnics/privately managed Institutes for students of full-time courses in accordance with relevant rules is as follows:

**15.6.1 Scholarship: (FOR GOVERNMENT AIDED INSTITUTE OF TECHNOLOGY/POLYTECHNICS ONLY)** The Government has introduced scholarships for meritorious students and for students belonging to **ECONOMICALLY WEAKER SECTIONS** of the society studying in the Government aided institutes as per details given below:

Name of Scholarship	Amount (In Rs. per month)		Eligibility Criteria
	Hostellers	Day Scholars	
Merit Scholarship	-	Rs. 950/-	80% and above marks in the previous years' examination
Merit-cum-Means Scholarship	Rs. 1025/-	Rs. 700/-	70% and above marks in the previous year's examination.

**Note:**

- The scholarship will be given for only ten months for final year students.
- Other Scholarship Schemes, if any, shall be notified by the Institutes.

### 15.6.2 Merit Scholarship and Post Matric Scholarships to SC/ST/OBC/Minority Students\*\*

The Department for the Welfare of SC/ST/OBC/Minorities is providing scholarships to SC/ST and OBC students Merit Scholarship & Post Matric Scholarship.

\*\*For further details and latest updates, please visit the website at [www.scstwelfare.delhigovt.nic.in](http://www.scstwelfare.delhigovt.nic.in)

### 15.7. BTE EXAMINATION

The students admitted to a programme will have to undergo a regular course of study as per the syllabus laid down by the Board of Technical Education, Delhi and have to appear in the examinations at the end of the term/semester. A student shall be eligible to get the Diploma from the Board of Technical Education after passing such examinations as prescribed by the Board of Technical Education, Delhi.

- 15.8** For examinations conducted by the Board of Technical Education, the Board's rules shall be applicable. The rules are subject to modification/alteration by the Board of Technical Education. **The students will be eligible to appear in the Board Examination only if they fulfill the minimum requirement of attendance etc. A student shall have to attend not less than 66% of the prescribed periods in any individual subject, theory and practical taken separately**

during the session last attended and minimum 75% of the aggregate of all lectures, tutorial classes and practicals as prescribed by the Board under the study scheme of the course concerned, failing which the student will be detained in the same class / semester.

**NOTE:** Relaxation from minimum requisite attendance may be allowed on the following grounds:

S.No.	Ground	Relaxation
I	Genuine prolonged illness during the session for aggregate and individual subject.	Up to the extent of 15% both.
II	Death of Father / Mother / Guardian	Up to the extent 10% of both.
III	Disability to attend classes due to Natural calamities like flood, fire, Storm etc. beyond control of human being.	Up to the extent 10%
IV	Disadvantage due to non-holding Classes in one particular or more Subjects due to non – appointment of Teachers.	Up to the extent of 10%

#### 15.9 Exemption in BTE Exam for Lateral Entry Students admitted through Group C:

The students admitted in 3<sup>rd</sup> Semester in any Institute of Technology/ Polytechnic through Lateral Entry shall have to pass the **Applied Physics, Applied Mathematics, (I and II as applicable) Applied Chemistry & Applied Science theory subjects of 1<sup>st</sup> year Diploma Course of the respective discipline.** Such candidates are not required to write internal sessional test for Applied Physics, Applied Chemistry, Applied Mathematics (I and II as applicable) & Applied Science theory subjects of 1st Year Diploma. They have to study these subjects themselves and shall have to pass these subjects from BTE Delhi within a total period of the course duration for lateral entry plus two years. However, if a candidate has passed 12<sup>th</sup> in science with vocational /10+2 (Science)/10+2 Technical with Physics, Chemistry, Mathematics & Applied Science before admission, then candidate is not required to pass Applied Physics, Applied Chemistry, Applied Mathematics & Applied Science respectively from Board of Technical Education.

#### 15.10 BTE EXAMINATION FEE (As per Scheduled Dates of BTE)

Activity	Fee
Semester Examination Fee(Inc. Mark Sheet)	Rs. 200/-
Annual Examination Fee (Incl. Mark sheet)	Rs. 400/-
Back Paper Fee (Incl. Mark Sheet)	Rs. 100/- per paper with a maximum of Rs. 400/- for semester pattern and Rs. 500/- for annual pattern.
Late Fee after due date within 15 days	Rs. 100/-
Late Fee after 15 days	Late fee after 15 days of due date till 07 days before commencement of the examination Rs. 300/-
Fee for Duplicate Mark Sheet	Rs. 100/-
Fee for Duplicate Diploma/Certificate	Rs. 200/-
Fee for Re- totaling	Rs. 200/- Per paper (Within 30 days from the

	date as printed on the result notification).
Fee for Issue of Duplicate Admit Card	Rs. 100/-
Fee for issue of Migration certificate	Rs. 100/-
Norms for Issue of Duplicate Mark Sheet/Certificate/Diploma	In addition to the existing norms the student shall have to give a press-release/notification regarding loss/destroy of his/her mark sheet/certificate in one of the leading newspapers and produce the original copy of this press release/notification along-with his/her application. The mode of payment shall be as per approval of Finance Department from time to time.
Photocopy of Answer Sheet	Rs. 500/- Per Subject after 45 days of Result Notification Date (date as printed on the result notification), up to maximum 90 days from the date of notification of result.

NOTE: (a) Examination Fees once paid shall not be refunded.

(b) The above fee may be revised subject to the approval of competent authority.

#### 15.11 Improvement Examination (Theory/Practical)

A student irrespective of his/her failing or passing a paper(s)/Practical Exams, will be allowed the facility to take exam of that paper(s), again to improve his performance, subject to the following conditions:

- (i) The mark sheet/certificate of the exams in which the student has already appeared will be surrendered by him/her to the Board, before issuing the admit card. The revised certificate/mark sheet with the revised score of marks obtained by him/her in the exams will be issued, which will supersede the earlier one and the student will not be allowed to retain the earlier score of marks.
- (ii) The facility to improve the performance will be available within a period of course duration + 2 Years from the session of his/her admission in the course.
  - a. The student shall be given only one chance in each subject for improvement of his/her marks.
  - b. The student shall be allowed to appear for the odd semester papers in the odd semester examination and for even semester paper in the even semester examination.
  - c. The student of any course will have to pass the requisite examination within a maximum period of course duration plus 2 years.

#### 15.12 Punishment for using Unfair Means in the BTE Examination

The penalty imposed as per prevailing BTE rules to a student found guilty of adopting unfair means during the BTE examination ranges:

- (i) Cancellation of the Examination in the paper of the day of incident only.
- (ii) Cancellation of the Entire Examination.
- (iii) Cancellation of the Entire Examination during the year and further debarring from the institute and from appearing at any Examination of the BTE within a span of one year.
- (iv) Cancellation of the Entire Examination and further debarring from the institute and from appearing at any Examination of BTE during the span of two years.

- (v) Cancellation of the Entire Examination and further debarring from the institute and from appearing at any Examination of BTE during the span of three years.
- (vi) Cancellation of the Entire Examination and further debarring from the institute and from appearing at any Examination of BTE during the span of five years.

### 15.13 TIME LIMIT FOR PASSING THE DIPLOMA COURSE

The students admitted in a Diploma Course will have to pass the requisite Diploma examination within a maximum period of **Course duration plus 2 years with 40% marks in each subject. The Diploma Certificate will be awarded only if a candidate obtains overall 40% marks in aggregate.**

**Limit for Vocational (Engineering.)/ITI:** The students seeking admissions through Lateral Entry will have to pass the requisite examination within a maximum period of course duration (for Lateral Entry) plus two years with 40% marks in each subject.

Parents are advised to keep in touch with the institution for information on progress and attendance of their wards.

The detailed rules & regulation on the subject may be obtained from the office of Board of Technical Education.

### 15.14 DISCIPLINE

All the students admitted to an institution will be under the complete disciplinary control of the Principal of the institute or any other officer(s) appointed by the competent authority for the purpose and must obey the rules of institution as framed and notified by the Principal.

Under the rules, following are the forbidden practices:

#### a) RAGGING CONSTITUTING ONE OR MORE OF THE FOLLOWING ACTIVITIES

- If any student found guilty of teasing, threatening or handling rudely (by words, spoken, written or any other act).-
- Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- Any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;

- Pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- b) Disfiguring or otherwise damaging institutional property;
- c) Smoking in the class room, workshop, laboratory, premises of the Institute or during field training;
- d) Use of drugs or intoxicants except for those prescribed by a registered medical practitioner and under the knowledge of Principal of the institution;
- e) Not following the prescribed dress code
- f) Use of Mobile Phone in the classroom
- g) Any form of gambling;
- h) Rowdy and rude behavior;
- i) Use of violence in any form;
- j) Offence of cognizable nature;
- k) Casteism, communalism, or practice of untouchability; or
- l) Any other conduct that may cause unbecoming of a student of the institution

Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging or any sort of indiscipline at the institution level shall be any one or any combination of the following:

- Fine
- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing scholarship/fellowship and other benefits.
- Debarring from appearing in any test/examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/expulsion from the hostel.
- Rustication from the institution for period ranging from 1 to 6/8 semesters.
- Expulsion from the institution and consequent debarring from admission to any other institution.
- Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.
- The Institutions may be requested to make it compulsory for each student and every parent to submit an online undertaking every academic year at [www.antiragging.in](http://www.antiragging.in) and [www.amanmovement.org](http://www.amanmovement.org).

The candidates for admission will be required to undertake that they will abide by the rules and regulations prescribed by the Principal and any action taken in this regard on the student by the Principal shall be final.

**ANNEXURE – I**

**TENTATIVE SCHEDULE FOR ONLINE REGISTRATION AND WEB-BASED COUNSELLING  
FOR ADMISSION-2022-23**

Counselling Schedule is available on the website: <http://dseuonline.in> and <http://dseu.ac.in>

**Note:** The candidates are requested to visit the website regularly for any updates.

**ANNEXURE - II**

**FORM OF MEDICAL CERTIFICATE**

(To be signed by a Registered Medical Practitioner)

**(TO BE SUBMITTED AT THE TIME OF ADMISSION)**

I certify that I have carefully examined Shri./Smt./Km.  
..... son/daughter/wife of Shri/Smt.  
..... whose signature is given  
below. As a result of his/her examination, I certify that nothing has been found which may disqualify  
him/her from admission to a course in a technical institution under the Government of NCT of Delhi. I  
have further to report that:

- 1) His/her eyes appear to be .....
- 2) His/her heart & lungs are clear/ .....
- 3) His/her chest measurement is normal ....., expanded .....
- 4) His/her weight is .....
- 5) His/her height is .....
- 6) He/she wears glasses/does not wear glasses with ..... vision.
- 7) He/she has no disease, mental and bodily infirmity, which makes him/her, unfit in the near future  
for an active life and studies.

Marks of Identification .....

Signature of Candidate .....

Name & Signature of the  
Medical Officer with Stamp  
and Registration . No.

Date:

**ANNEXURE III**

**CERTIFICATE FOR AVAILING ADMISSION AGAINST  
PERSON WITH DISABILITIES QUOTA**

Photograph of  
the Candidate.

**(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)**

This is to certify that I have examined Mr./Ms. \_\_\_\_\_  
Son/Daughter/Wife of \_\_\_\_\_

Mr./Ms. \_\_\_\_\_ is Person With Disabilities/Divyang  
due to \_\_\_\_\_ and the percentage of disorder is \_\_\_\_\_. He/she  
is fit for undergoing all the course(s)/ only  
\_\_\_\_\_ courses, at Board of Technical  
Education, Delhi without any special concessions and exemptions.

Signature of the Candidate

Name & Signature of the Officer In-charge,  
Vocational Rehabilitation Centre for Handicapped  
Karkardooma, New Delhi.

(Office Seal)

Date:

ANNEXURE IV

**CERTIFICATE FOR AVAILING ADMISSION AGAINST  
PERSON WITH DISABILITIES QUOTA**

Photograph of  
the  
Candidate

**(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)**

This is to certify that I have examined Mr./Ms \_\_\_\_\_  
Son/Daughter/Wife of \_\_\_\_\_

Mr/Ms \_\_\_\_\_ is Person suffering from Dyslexia due  
to \_\_\_\_\_ and the percentage of disorder is \_\_\_\_\_. He/she is fit  
for \_\_\_\_\_ undergoing \_\_\_\_\_ all \_\_\_\_\_ the \_\_\_\_\_ course(s)/ \_\_\_\_\_ only  
\_\_\_\_\_ courses, at Board of Technical  
Education, Delhi without any special concessions and exemptions.

Signature of the Candidate

Name & Signature of the Officer In-charge,  
Institute of Human Behaviour and Allied Sciences, (IHBAS)  
Dilshad Garden, Delhi.

(Office Seal)

Date:

**ANNEXURE-V**

**DECLARATION/UNDERTAKING FOR NON-MIGRATION OF STUDENTS AFTER  
ADMISSION**

I, \_\_\_\_\_ son/ \_\_\_\_\_ daughter of Shri.  
\_\_\_\_\_ resident of \_\_\_\_\_  
State \_\_\_\_\_ hereby declare/undertake that I will not ask/request for Inter-Institute/Polytechnic  
migration within the same branch or out of the branch in which I have been admitted.

Place:

Signature of the Candidate

Date:

Signature of Parents/Guardian

**Annexure VI**

**CERTIFICATE FOR AVAILING ADMISSION AGAINST DEFENCE QUOTA  
OFFICE OF THE ZILA/RAJYA SAINIK BOARD**

This is to certify that Master /Miss. ....Son/daughter of  
.....resident of  
.....

the above named officer/ JCO / OR pertains to the category marked below:- (Select one from below)

- (a) Killed in Action on .....during .....
- (b) Disabled in Action on .....during.....
- (c) Died in peace time on .....with death attributable to military service
- (d) Disabled in peace time with disability attributable military service.
- (e) Gallantry Award Winner (.....)
- (f) Ex-Serviceman.
- (g) Serving Soldier

(Category \_\_\_\_\_above)

Master/Miss. ....son/daughter of the above named officer/JCO/OR  
is eligible for

Admission in .....Course in  
.....Board against the Defence quota under priority .....

His/Her Ex-Serviceman Widow Identity Card No. is DLH-01...../RSB

(Round stamp of Office)

**SECRETARY**  
(Zila/Rajya Sainik Board)

**UNDERTAKING ON PROHIBITION OF RAGGING**

I, \_\_\_\_\_ son / daughter of Shri.  
\_\_\_\_\_ resident of \_\_\_\_\_  
State, hereby declare that I am aware of the law regarding prohibition of ragging as well as the  
punishments, and that, if found guilty of the offence of ragging and/or abetting ragging, I am liable to  
be punished appropriately.

Place:

Signature of the Candidate

Date:

Name of the candidate:

I, -----Father/Guardian of Shri./Ms. \_\_\_\_\_  
\_\_\_\_\_ resident of \_\_\_\_\_ hereby declare that I  
am aware of the law regarding prohibition of ragging and I agree to abide by the punishment meted out to  
my ward in case the later is found guilty of ragging.

Signature of Parent/Guardian

---

Name of Parent/Guardian

---

NOTE: Each student and every parent must submit an online undertaking every academic year at  
[www.antiragging.in](http://www.antiragging.in) and [www.amanmovement.org](http://www.amanmovement.org).

**Annexure VIII**

**CERTIFICATE FOR AVAILING ADMISSION AGAINST  
KASHMIRI MIGRANT QUOTA  
(To be submitted at the Time of Counselling/Admission)**

Certified that Shri./Km./Smt. \_\_\_\_\_ son/daughter/wife of  
Shri./Smt. \_\_\_\_\_  
resident of \_\_\_\_\_ is registered as  
migrant from Jammu & Kashmir.

The Registration number is \_\_\_\_\_ dated  
\_\_\_\_\_.

It is also certified that Shri./Km./Smt. \_\_\_\_\_ is registered in  
Delhi as J & K Migrant on \_\_\_\_\_.

Name & Signature of  
Deputy Commissioner/  
Competent Authority  
(Office Stamp)

Place :

Date :

**ANNEXURE-IX**

**CERTIFICATE TO BE PRODUCED AT THE TIME OF ADMISSION  
BY THE CANDIDATE SEEKING ADMISSION UNDER TUITION FEE WAIVER SCHEME**

This is to certify that Shri./Smt./Km. \_\_\_\_\_  
son / daughter of Shri./Smt. \_\_\_\_\_ is the  
resident of \_\_\_\_\_.  
The occupation of his/her parents/guardian is \_\_\_\_\_ and the  
total family income from all sources is Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_)  
per annum.

District Magistrate /  
Deputy Commissioner

**ANNEXURE-X**

**UNDERTAKING BY ITI EXAM APPEARED CANDIDATE**

I hereby under take that I have appeared in the exam held in the month of \_\_\_\_\_ year \_\_\_\_\_ and also undertake to submit the proof of my ITI pass certificate / mark sheet on or before 30<sup>th</sup> Nov. 2022, failing which my admission stands cancelled. I will not claim refunds of admission fee.

Signature of Candidate (With Name)

Signature of Parents / Guardian (With Name)

Government of NCT of Delhi

(Name &amp; Address of the authority issuing the certificate)

**INCOME & ASSET CERTIFICATE TO BE PRODUCED BY  
ECONOMICALLY WEAKER SECTIONS<sup>#</sup>**

Certificate No. -----

Date: -----

VALID FOR THE YEAR -----

This is to certify that Shri/Smt./Kumari ----- son/daughter/wife of -----  
----- permanent resident of -----, Village/Street -----  
----- Post Office ----- District ----- in the State/Union/Street -----  
----- Pin Code ----- whose photograph is attested below belongs to Economically  
Weaker Sections, since the gross annual income\* of his/her “family” is below Rs. 8 lakh (Rupees Eight  
Lakh only) for the financial year ----- His/her family does not own or possess any of the  
following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq.ft. and above;
- III. Residential plot of 100 sq.yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in area other than the notified municipalities.

2. Shri/Smt./Kumari ----- belongs to the ----- caste which is  
not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes.

Recent passport  
size attested  
photograph of  
the applicant

Signature with seal of Office -----

Name -----

Designation -----

#As applicable for Delhi State

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term “Family” for this purpose includes

/8. .g the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years  
as also his/her spouse and children below the age of 18 years.

\*\*\* Note 3: The property held by a “Family” in different locations or different places/cities have been  
clubbed while applying the land or property holding test to determine EWS status.

## INSTITUTES' PROFILES

### CHHOTU RAM RURAL INSTITUTE OF TECHNOLOGY

KANJHAWALA, GHEVERA DELHI 110081

Website: [www.crritonline.com](http://www.crritonline.com)

email.-crrit.principal@gmail.com

Principal: Mr. Sombir Deswal  
M.Tech (Elex. & Comm)  
[crrit.principal@gmail.com](mailto:crrit.principal@gmail.com)  
9312274022

Helpdesk No. 9310062597

This Institute was established in 1985 by Sir Chhotu Ram Educational Trust at Kanjhawala, Delhi and is the FIRST INSTITUTE of its kind in a rural area of Delhi and is affiliated to Board of Technical Education, Delhi. Initially, the Institute was offering Diploma Courses in three subjects but now it offers Diploma in 8 courses. This Institute has taken long strives to provide quality engineering education to the students.

This Institute imparts Diploma education in following Eight branches.

- 1 Electronics & Communication Engineering
- 2 Digital Electronics
- 3 Medical Electronics
- 4 Electrical Engineering
- 5 Instrumentation & Control
- 6 Civil Engineering
- 7 Architecture Assistantship
- 8 Mechanical Engineering

This Institute is spread over 10 Acres of land and located at Delhi - Narela Road, Kanjhawala, Delhi-110081. CRRIT Campus having Wi-Fi connected to provide internet facilities.

The Institute aim is to provide best laboratories/Workshop facilities to the students. At present the Institute has separate well equipped labs for all departments.

The Institute has installed 51 KW Solar Power Plant and Reverse Osmosis Water Plant.

The Institute has homogeneous mixture of experienced and fresh faculty to explore new ideas. All members are well qualified as per AICTE norms.

This Institute provides excellent training programmes to the students during semester and summer vacations. The Placement Cell also arranges industrial visits for the students, organize interviews.

## **ADITYA INSTITUTE OF TECHNOLOGY**

**107/9, KishanGarh, Vasant Kunj, New Delhi 110070**

**W: [www.aitdelhi.in](http://www.aitdelhi.in) | FB/ Insta: @AitNewDelhi**

**Helpdesk Numbers: 9315592415, 01126125195, 01126121328**



**SH. DEVENDRA GUPTA, FOUNDER-CUM-CHAIRMAN**

Aditya Institute of Technology (AIT) was established in the year 1995, under the aegis of prestigious Dr. R. N. Gupta Technical Educational Society, duly approved by AICTE, Ministry of HRD, Govt. of India and affiliated to BTE, Govt. of NCT of Delhi.

Aditya Institute of Technology offers following 3 years diploma courses:

<b>S. No.</b>	<b>Diploma Course (Duration -3 years)</b>
1	Computer Engineering (CE)
2	Electronics & Communication Engineering (ECE)
3	Information Technology Enabled Services & Management (ITESM)
4	Medical Laboratory Technology (MLT)

Other than providing a multi-disciplinary curriculum and a unique pedagogy, we believe in preparing our students for industry and providing them with the skills, tools and advice to bring their ideas to market.



### **DEDICATED FACULTY**

Our eminent expert faculty members are a diverse collection of scholars, experts, professionals, and teachers who bring their depth of knowledge to our strategically-crafted programs to enlarge the learning experience.

### **EXCELLENT LABORATORY FACILITIES**

AIT Campus is designed & equipped with Hi-Tech Laboratories with good quality tools / equipments / instruments / training kits / machineries to help students perform practicals and apply their theoretical knowledge gained in the classroom sessions.

**TRAINING AND PLACEMENT CELL** -The Institute has a training and placement cell headed by a placement officer who maintains regular connectivity with the industries/ organizations. In addition, our faculty members visit various organizations/ industries/ hospitals where our students undergo practical training, and interact with the concerned person in-charge at the organizations/ industries/ hospitals regarding possible job opportunities for our students. With a large alumni network of AIT, current students have an advantage of getting information about more job opportunities.

# **Subramania Bharathi College of Science and Technology Holambi Khurd, Delhi-110082**

**Approved by PCI and Affiliated BTE (Govt. of NCT, Delhi)**

## **Principal Profile:**

Principal's Name: - Sanju Singhal

Principal's Qualification: - M. Pharm (Pharmaceutics)

Principal's Mobile Number: - 9210826930

**Course:** - Diploma in Pharmacy (2 years)

**Email Id:** - [sbcst1992@gmail.com](mailto:sbcst1992@gmail.com)

**Web Site :-** [www.sbcstcollege.in](http://www.sbcstcollege.in)

**Ph.no.** 9810801687

**Help desk No. of the institute:-** 9810801687, 9667032888, 9891211180



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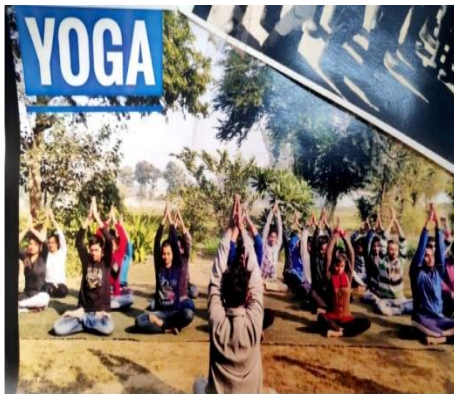
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**BABA HARIDASS COLLEGE OF PHARMACY & TECHNOLOGY**

**JHARODA KALAN, NEW DELHI – 110072**

**INDU SINGH**  
**PRINCIPAL**  
**(B. PHARM, M. PHARM.)**

Baba Haridass College of Pharmacy and Technology is one of the leading co-ed institutes duly approved by AICTE, PCI, Board of Technical education Delhi, conducting Diploma courses in the area of technology and healthcare. The institute has a sprawling campus of 1.5 acres in lush green campus and cacophony free environment. The institute has well developed infrastructure to provide adequate educational facilities to the students. There is a regular academia interactions among the faculties and students. Companies like Apollo Pharmacy, 1mg, FDC Ltd, Systopic, Intas Pharmacy, Guardian Pharmacy regular visit the institute to interact with the students and faculty. It is well connected with all parts of Delhi through DTC and private transport. The institute was established in 1994 and runs the following courses.

**1. Diploma in Pharmacy:-**

The two year Diploma course has been started with a view to train students in the vastly emerging pharma industries of India using new technologies. Total intake of students in this course is 60 excluding supernumerary seats.

**2. Diploma in Medical Lab Technology:-**

Diploma in medical Lab Technology course has been defined and designed to meet the challenges of continuous technological changes and sound knowledge of latest area of Para Medical and Health care. Total intake of students in this course is 60 excluding supernumerary seats.

**PRINCIPAL PROFILE :-** Ms. Indu Singh has over 21 years of academic and administrative experience. She has always in front role in improving the academic excellence of the institute. She holds B. Pharma from MDU (Rohtak) and M. Pharma from Jamia Hamdard.

**HELPDESK NO. :-** 09312344539, 07027446000, 09313882445, 011- 25315268

**www.bhpc.co.in, Email :-** bhpc\_94@yahoo.com



## APEEJAY INSTITUTE OF DESIGN

54, TUGHLAKABAD INSTITUTIONAL AREA, MEHRAULI BADARPUR ROAD, NEW DELHI-110062

Phone : +91 11 29955459, 29957050 Email: [aid.del@apj.edu](mailto:aid.del@apj.edu)

Website: [www.apeejay.edu/aid](http://www.apeejay.edu/aid)

**APPROVED BY AICTE**

**AFFILIATED TO BOARD OF TECHNICAL EDUCATION, DELHI**



### ABOUT THE INSTITUTE:

Apeejay Institute was established in 1991 under the Aegis of RajeshwariSangeet Academy Trust, Jalandhar to mould it into **“A Premier Design Institute of the Country”** with a mission to nurture and promote “Art, Culture & Design”. We are the pioneers in the field of Design Education. AID impart professional education at par with the global standards in the area of Design. We do not focus on gathering information or completing a syllabi. We make future professional sensitive to Design in everyday life and the environment around them. We encourage our students at every step to adopt a research oriented approach for methodical data leading to identification of problem area that needs to be addressed. With a team of dedicated and highly qualified staff, AID continues this journey by shaping Design Professionals and Entrepreneurs each year.

Ms. Reetu Betala, Founder Director

Advisor- Design Education

### COURSES OFFERED:

Apeejay Institute of Design offers following 3 years Full Time Diploma Courses:

Sl.No.	Diploma Course	No. of Seats
1.	INTERIOR DESIGN	30
2.	APPLIED ART	30
3.	FASHION DESIGN	30

## OUR USP:

- Pioneers in the field of Design Education.
- Apeejay is a **Brand** of its own in the field of Design.
- International Internships and Placements.
- 100% Placement Record.
- Global acceptance of students.
- Student focused co-curricular activities is a part of student's life at AID.

## AMBIENCE:

Any creative pursuit can only flower in a conducive atmosphere and ambience. The mind is set free in such an environment where one gets the opportunity of exploring, understanding and developing one's own talent and aptitude. To achieve this, there cannot be anything better than getting lost in the land of nature.

## SPACE AND INFRASTRUCTURE:

Design Studios, Workshops, Theory Rooms, Library cum Resource Center, Computer Labs/ Language Lab, Audio Visual Room/ Smart Class Room, Display Gallery, Sculpture Courtyard, Amphi Theatre and Canteen

## VALUE ADDITION:

- Exposure by organising **INDUSTRIAL VISITS** to sites and commercial setups.
- Conducting specialised **WORKSHOPS** by professionals and experts.
- Inviting professionals & Companies from the industries as **GUEST SPEAKERS**.
- All together about **35 ACTIVITIES** are being conducted to give extensive exposure to the student in about 8 months.
- Research based assignments
- Socially relevant Projects, Consultancy Projects, Market Research



**GURU TEGH BAHADUR POLYTECHNIC INSTITUTE**  
**G-8 AREA, RAJOURI GARDEN ( NEAR SWARG ASHRAM , HARI NAGAR ),**  
**NEW DELHI-110064. ( Ph – 01125120002-04 )**

Website : [www.gtbpi.in](http://www.gtbpi.in), Email Id – [directorgtbpi@gmail.com](mailto:directorgtbpi@gmail.com)

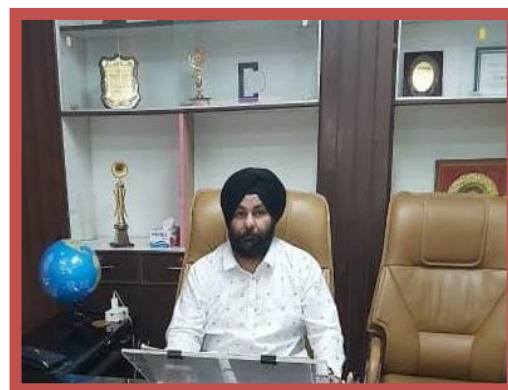
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**Kulbeer Singh Wazir**  
Principal  
Mobile No – 9873192026  
Mail Id – [kulbeerwazir@gmail.com](mailto:kulbeerwazir@gmail.com)

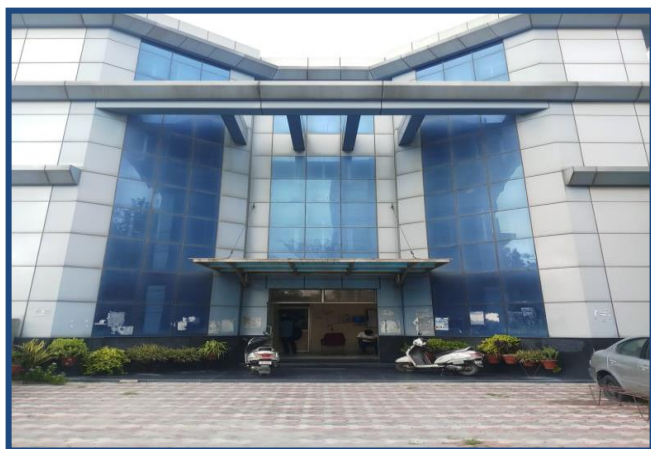
Helpdesk – 011-25120002,  
Representatives - 9873192026, 9818308299,  
9313106543, 9582125727.

### **PRINCIPAL'S PROFILE**

Mr. Kulbeer Singh Wazir has a total 25 years of Industrial, Academic and administrative experience with a primary aim of improving the education standards as per the current market needs with no stone unturned. He has done his education from Jamia Milia Islamia (Central University) with a vision to exercise in aiding the Nation's growth through blended learning programmes, skill based education etc to provide quality learning engineering education to the aspiring children of our country.



### **INSTITUTE PROFILE**



Guru Tegh Bahadur Polytechnic was established in 1994 by Delhi Sikh Gurudwara Management Committee (DSGMC) constituted under Delhi Sikh Gurdwara Act 1971 and is running a large number of Educational Schools/ITIs/ Polytechnics/ Engineering colleges/ Dispensaries etc. besides other religious and social activities.

This Institute is a minority educational Institute covered under section 2(g) of the National Commission for Minority educational institution Act 2004.

## **CAMPUS**

GTBPI is a Diploma level Technical Institute, approved by AICTE and affiliated to Board of Technical Education, Govt. of NCT of Delhi. It has as a sprawling campus

and is centrally located in G-8 Area, Rajouri Garden, New Delhi (Near Swarg Ashram Hari Nagar) . Students of GTBPI get the best of facilities, a conducive environment for studies and dedicated faculty to guide them and lead them to success.

Guru Tegh Bahadur Polytechnic Institute offers following courses in Morning shift and Evening Shift

- ▶ 3 Years Diploma in Computer Engineering – 120 Seats
- ▶ 3 Years Diploma in Electronics & Communication Engineering – 120 Seats
- ▶ 3 Years Diploma in Automobile Engineering – 180 Seats

The Institute is facilitated by state of art laboratories, smart classrooms, an exhaustive library with latest collection of books, high speed Internet accessible to students. The campus has an Auditorium, Drawing halls and workshops with latest equipment. The campus has its open play ground, indoor facility for extracurricular activities available to students. Besides all this, the students are provided with highly qualified faculty to enhance the knowledge and skill of the students by regular FDP's.

The Institute has formulated an expert Advisory committee with all eminent personalities as member of its advisory committee to provide their expertise in upgrading and uplifting the Institute.

### **TRAINING & PLACEMENT CELL**

- ▶ The Institute has a dynamic Training & Placement Cell headed by a qualified placement officer. Campus interviews are conducted in T&P Cell. The Institute organizes seminars and workshops on regular basis in Auditorium/Seminar Hall.
- ▶ Personality Development sessions are conducted for students to equip them for interviews and build a strong industry oriented psyche of the students .
- ▶ The institute has tied up 'MOU's with various Industries.
- ▶ Summer Training / internship program of the student through regular curriculum are conducted. Valuable inputs in teaching / training methodology are given by the Industries so that the students fit into the industrial scenario meaningfully.
- ▶ Training is provided to students on emerging technologies in order to bridge the skill gap and make them industry ready.
- ▶ Guest lectures are delivered by experts on latest technology trends.



## **HCL TECHNOLOGIES, NOIDA DD MOTORS, MAYAPURI**

### **STRESS MANAGEMENT & SOFT SKILL DEVELOPMENT**

- ▶ The institute focuses on stress management and soft skill development amongst students.
- ▶ One to one counseling sessions are conducted for solving various problems of students.
- ▶ Conducting special seminar on distressing and building confidence of students across Various facets of life.



### **SESSIONS WITH COUNSELLORS / HAPPINESS STUDIO . SPORTS FACILITES & EXTRA CURRICULAR ACTIVITES**

Students are encouraged to participate in various sports activities like cricket, basketball, badminton, chess, carom etc. Extracurricular activities like debates dance competitions etc are also conducted on regular basis.

## **INDOOR ACTIVITIES**

### **VISION**

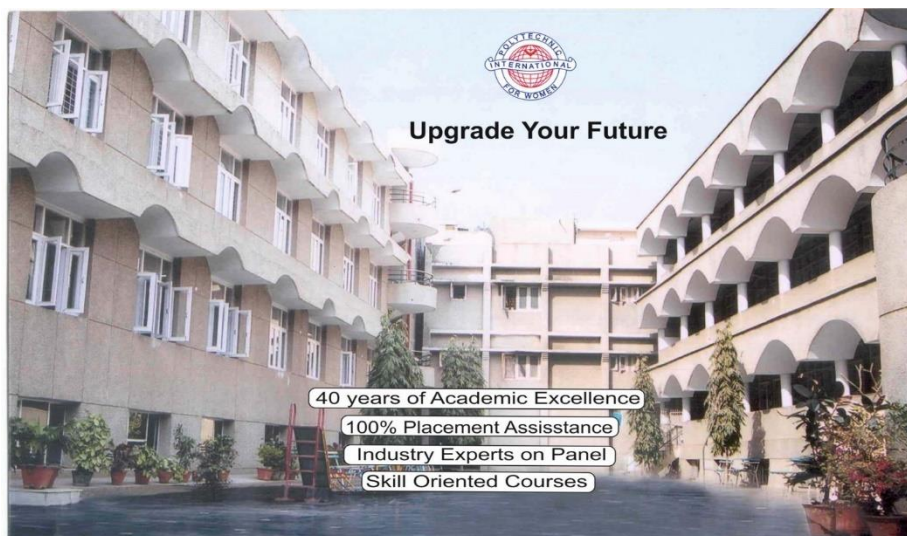
The Institute has a vision of social transformation through dynamic education. GTBPI is more than 25 years old Institute of its glorious journey and has a feather on the cap for Silver Jubilee and has done growth in all dimensions of engineering education. Sincere efforts have been made to create all state of the art infrastructure, build a team of excellent teachers, and adopt world level teaching learning practices. The management and administration is continuously striving hard to provide student focused activities and best teaching learning practices. This Institute offers an abundance of opportunities for students to explore, experience, learn and find their strengths to serve across the Globe.

## **INTERNATIONAL POLYTECHNIC FOR WOMEN**

171-A, KHIRKI EXTN., MALVIYA NAGAR , NEW DELHI -110017

Phone : 011-24624048, 24699855 Email: [intpoly@yahoo.com](mailto:intpoly@yahoo.com)

Website: [www.intpoly.org](http://www.intpoly.org)



### **INSTITUTE PROFILE**

International Polytechnic for Women is a premier institute established in the year **1979**, exclusively for women. IPW offers full-time diploma courses in design related courses under the Department of Training and Technical Education, Govt. of NCT of Delhi. The polytechnic is approved by the All India Council for Technical Education (AICTE) since **1984**.

International Polytechnic for Women offers Full time diploma(3 years) in Textile Design and Fashion Design.

At IPW, great emphasis is laid on soft skills development\personality grooming of each student, to better their career prospects & enhance their confidence. The students get the opportunity to take part in various competitions, seminars etc., at regional and national levels. IPW has well-experienced , dynamic faculty who are experts in their own fields. We have state of the art infrastructure & latest teaching technology with well stocked library, well equipped CAD labs with the latest software, laboratories etc.

### **COURSES OFFERED**

Course Name	Intake (Full Time Diploma )	Intake (Lateral Entry to 2 <sup>nd</sup> & 3 <sup>rd</sup> Sem)	Shift
Textile Design	60	6	Single Day Shift
Fashion Design	30	3	Single Day Shift



THE POLYTECHNIC IS WELL-EQUIPPED WITH THE LATEST EQUIPMENT

## PRINCIPAL PROFILE



### Dr.(H) Richa Srivastava

An Educationist with about 20 years of experience having expertise in the field of Education Administration and Management, Capacity Building, Curriculum Development, Fashion Design, Costume Styling, Garment Manufacturing, Textile Design, Sustainable Fashion, Skill Development. Dr. Srivastava is a Post Graduate in Clothing and Textiles. She has been awarded an Honorary Doctorate Degree in Design Development and Empowerment through Education for her distinguished work in the field of Education and Design and contribution to the society in the relevant field .

Email: [richasri.ipw@gmail.com](mailto:richasri.ipw@gmail.com) Phone: 9810612406

## FROM THE PRINCIPAL'S DESK

At IPW, education is looked upon as holistic learning experience to develop qualities of head, hand and heart . We firmly believe that today's youth is capable of bringing great changes, helping the nation progress in every field. It is with this hope and faith that we seek to instil in our students quality of leadership ,management and the passion to follow their dreams.

As we witness drastically changing times that have upended years of practice, we continue to move forward with commitment towards more focused and well-research methodologies and training sessions to ensure that we stay abreast with the latest developments and requirements of the fast changing economical and sociological aspects of the industry.

**SARADA UKIL SCHOOL OF ART**  
**(Governed & Financed By Govt. of**  
**N.C.T Delhi)**  
**Course :- 3 Years Diploma in Art for Drawing**  
**Teacher (Affiliated by Board of Technical**  
**Education Delhi Since 1969)Address: - 66/1**  
**Janpath, New Delhi-110001**  
**Email: [saradaukil@gmail.com](mailto:saradaukil@gmail.com)**

**Phone: 011-23322917**

## **Sarada Ukil School of Art (SUSA)**

### **INTRODUCTION**

**3 years Diploma in Art for Drawing Teacher (Governed & Financed by Govt. of NCT Delhi) affiliated by Board of Technical Education Govt. of Delhi since 1926.**

The institution was accepted for Grant-in-Aid under Department of Training and Technical Education w.e.f. 1973. The Three year Diploma in Art for Drawing Teacher (recognized by BTE, Delhi), and approved by AICTE three year program offered by Sarada Ukil School of Art (SUSA), an institution inspired and dedicated to the artistic legacy of one of the great artists of our times, SUSA, is unique in the National Capital Region of Delhi, which provides instruction and training to those interested in the teaching of Fine Art to school-going children. In its long years of service to the nation, the SUSA has produced a large number of teachers, independent artists and media professionals who were committed to their profession. SUSA was also associated with the great cartoonist Late Shankar of Shankar weekly. It has its advisor like Elizabeth Brooner, Shashi Brooner and legendary Amrita Shergill. A road "Barada ukil" is named after Late Barada ukil, a patron of SUSA by NDMC. The three year Diploma in Art for Drawing Teacher course (Full – time) is recognized and affiliated with the Board of Technical Education, Delhi. Subsequently, a Part-time Diploma course in Commercial Art was also added for the part time students, who were engaged in the profession of Art. In the one year part time diploma course, Sarada Ukil Techniques was also taught, however the same was discontinued by the Board of Technical Education due to some administrative reasons ignoring its utility and importance. As per the aims and objectives laid down in the Memorandum of Association of the Sarada Ukil School of Art Society it is

essential that “Sarada Ukil Techniques” may be taught to the artist to keep alive this techniques of a great artist.

three year Diploma course being run by SARADA UKIL SCHOOL OF ART of art is an important and most useful course which caters to the requirements of Drawing Teacher in about two thousand Sr. Secondary, Middle and Primary School in the Union Territory of Delhi. It is the only potential employment oriented course in this field in the metropolitan region.

This course has also been approved by the Central board of Secondary Education as a professional qualification for Drawing Teacher as Trained graduate teacher. And several students are employed in central school , Navoday vidyalay, NDMC and MCD Schools.

**Objective: -**

The institute envisages becoming a center of High Quality creative resource in the field of Art & culture especially art education and skill Development to meet the creative needs of the society as a whole.

**Vision:**

Sarada Ukil School of Art is conceived with the objective of producing large number of teachers, independent artist and media professionals in the field of Art & Craft. The objective is to add different programmes at Diploma level to meet the requirement of industries by enhancing skill of the trainees from the weaker sections of the society for availing employment.

**Course Offered.**

Discipline	Intake	Full-time.
Art for Drawing Teacher	20	Full-time

**Placement Record:**

The SUSA has placement cell which provides opportunity pass out students and as a result 80% of the students are gainfully employed in reputed public school as well as schools of (Govt of NCT of Delhi ) central schools , Navoday Vidyalaya, NDMC and MCD schools. While rest are working as freelance artist and opted for further studies.

**Contact Address**

**SARADA UKIL SCHOOL OF  
ART 66/1, JANPATH, NEW  
DELHI-110001**

**Telephone no. 011-23322917,**

**E-mail. [saradaukil@gmail.com](mailto:saradaukil@gmail.com)**

