



WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION
AND SKILL DEVELOPMENT

(A Statutory Body under Government of West Bengal Act XXVI of 2013)
Department of Technical Education, Training & Skill Development, Government of West Bengal
KarigariBhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

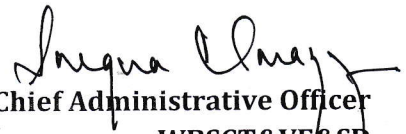
Memo No.: WBSCTVESD/TED/2022-23/0662

Dated, Kolkata, the 17th October, 2022

NOTIFICATION

SUB: GUIDELINES TO THE PRINCIPAL/PRINCIPAL IN CHARGE OF THE POLYTECHNICS UNDER WBSCTVESD - REGARDING 1ST SPOT COUNSELING ON 19th OCTOBER, 2022.

1. Final list for admission of the candidates through 1st SPOT COUNSELING will be available for each institution as per the existing merit list of JEXPO/VOCLET - 2022 entrance examinations.
2. All the candidates are to report by **1:00 pm at the Institution applied/selected** by the candidate through online portal for 1st SPOT COUNSELING on **19th October, 2022**.
3. The candidates will stand in queue and a numbered slip according to their arrival be handed over to them. Attendance register of Candidates to be sent to Council by 1:30pm via mail.
4. Institute gate to be closed at 1:00 pm. **No candidate will be allowed** to participate at the 1st SPOT COUNSELING **after the reporting time**.
5. Institute will call out the students as per Merit list based on number of vacancies. Once the Vacancies are filled as per number of candidates present and eligible no further student's name will be called out.
6. All documents related to admission as per Annexure - I to be verified by the institute for every candidate eligible for admission.
7. After admission, Institute to validate the admission of the candidate on the portal within the end of day on 19th October, 2022.
8. Counseling fee of Rs 500/- along admission fee, tuition fee and other related charges of the Institution as applicable related to admission to be collected from each candidate.
9. Counseling fee collected from the candidates must be submitted to the Council after 2nd SPOT Counseling as per the directive issued by the Council.
10. Attendance list of the reporting candidates and the list of the admitted candidates must be sent to the Council after the completion of 1st SPOT Counseling on 19th October, 2022.


Chief Administrative Officer
WBSCT&VE&SD

ANNEXURE – I

DOCUMENTS FOR VERIFICATION

1. One copy of recent passport size photograph.
2. Admit Card of Madhyamik or equivalent examination or Birth Registration Certificate.
3. Mark sheet and/or Certificate of Madhyamik / equivalent examination in original for those seeking admission in 1st Year.
4. Mark sheet and/or Certificate of Higher Secondary / equivalent examination OR ITI 2 Years Consolidated Mark Sheet in original for those seeking admission in 2nd Year (Lateral Entry).
5. JEXPO / VOCLET Admit Card as applicable.
6. SC/ST Certificate in original (for candidates applying in SC/ST quota only) issued by competent authority of the Government of West Bengal.
7. Physically Challenged (PC) Certificate in original (required if the category is PC quota only) issued by competent authority.
8. Category certificate of the candidate to be verified.
 - Certificate in original with respect to Land Loser issued by competent authority of Government of West Bengal (required if allotted through LLQ quota only).
 - Certificate in original with respect to Tuition Fee Waiver (TFW) Scheme issued by competent authority (required if allotted through TFW quota only).
 - Certificate in original with respect to Wards of Ex-serviceman issued by competent authority (required if allotted through EX Serviceman quota only).
 - Certificate in original with respect to Economically Weaker Sections issued by competent authority (required if allotted through EWS quota only).
9. A set of Xeroxed copies of all documents.
10. Admission Fees and other charges as applicable for admission to Government & Government Sponsored / Private Institutions.