



**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
Karigari Bhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

Memo No.: WBSCTVESD/TED/2022-23/0716


Dated: 10th November, 2022

NOTIFICATION

**Guidelines for 3rd & Final Spot Counseling for admission in Polytechnics
for the academic session 2022-23 which will be held on 16/11/2022**

The 3rd & Final Spot Counseling for admission in Polytechnics for the academic session 2022-23 will be held on 16/11/2022 in decentralized manner in the respective Polytechnic institutes. For the said purpose following are to be followed :

- 1) Institute-wise vacancy list is available in the website www.webscte.co.in.
- 2) Candidates will report to the Polytechnic by 12:00 noon on 16/11/2022 with all relevant documents.
- 3) Candidates will stand in queue and a numbered slip according to their arrival be handed over to them. All candidates who come till 12:00 noon on 16/11/2022 to be allowed to fill up application form.
- 4) Institute gate to be closed at 12:00 noon.
- 5) Hand out blank Application Form to candidates (best would be to give a number to the Application Form which is the same as the queue number with institute stamp and signature & date of official).
- 6) A list of filled in application form submitted is to be maintained in a **log** indicating application form no., candidates' name and candidates' signature.
- 7) The copy of the serial entry in log is to be sent to the Council till the forms are submitted (on hourly basis).
- 8) Merit List will be prepared by respective institutes for all candidates who filled-up and submitted their application form on the basis of admission eligibility criteria and send the same to the Council within 02:00 p.m. latest.
- 9) Fill up of seats on merit basis @ 1 seat/ candidate with top of Merit listed candidate getting first choice.
- 10) The Head of the Institute will send the admission status report to the Council by email within 17th November, 2022 by 02:00 p.m. positively.
- 11) No candidate will be admitted if he/she is already admitted / registered with any other institute or is engaged full time / part time in any job.


Chief Administrative Officer
WBSCT&VE&SD

Encl.: ANNEXURE-1

ANNEXURE-1

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. SC/ST Certificate in original (for candidates applying in SC/ST quota only) issued by competent authority of the Government of West Bengal.
6. Physically Challenge (PC) Certificate in original (required if the category is PC quota only) issued by competent authority.
7. 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).
8. Required Medical certificate & Affidavit as per Council shall be submitted by the student maximum by within one months' time period.
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.