

1. Punjab Government notification regarding admission to B. Tech. (2nd Year) Course

**GOVERNMENT OF PUNJAB
DEPARTMENT OF TECHNICAL EDUCATION & INDUSTRIAL TRAINING
(TECHNICAL EDUCATION BRANCH – II)**

NOTIFICATION

No. 13/60/2008-1TE2/200**Dated: 18-03-2015**

1.0 The Governor of Punjab is pleased to appoint the **Punjab Technical University, Jalandhar (PTU)** as the authority competent to make **admission of Diploma Holder / B.Sc. to the 2nd year /3rd semester** of the graduate programme Engineering & Technology in its affiliated Institutions located in the State of Punjab for the **Session 2015 - 2016**.

Note 1: The number of colleges and the number of seats shall be approved by AICTE.

Note 2: The resultant vacant seats of first year of B. Tech. and B. Engineering of session 2014 – 2015 shall also be filled on the inter-se merit of qualifying marks in addition to above.

2.0 The Governor of Punjab is also pleased to further issue the following criteria for making admissions:-

B. Eligibility Criteria for Diploma Holders

- I. All those candidates who have passed Diploma examination from an AICTE approved institution and have obtained at least 45% marks (40% in case of Candidates belonging to reserved category) in appropriate branch of Engineering / Technology shall be eligible to apply.
- II. All those candidates who have passed B. Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% in case of Candidates belonging to reserved category) and passed XII standard with mathematics as a subject shall be eligible to apply.
 - a) Students, who have passed B. Sc. Degree from a recognized University as defined by UGC, shall clear the subject of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with second year subjects.
 - b) Students belonging to B. Sc. Stream may further note that they shall be consider only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
- III. It is further provided that students, who have passed Diploma in Engineering & Technology from an AICTE approved Institution for B. Sc. Degree from a recognized University as defined by UGC, shall also be eligible for admission to the first year Engineering Degree courses provided there are vacancies in the first year of Engineering Degree. This shall be considered only after the vacancy at lateral entry are exhausted.

List of Diploma holders eligible for admission

- 3 years / 4 years diploma in Civil Engineering
- 3 years / 4 years diploma in Electrical Engg.
- 3 years / 4 years diploma in Electronics & T.V. Technology
- 3 years / 4 years diploma in Electronics & Microprocessor
- 3 years / 4 years diploma in Electronics & Comm. Engineering
- 2½ years diploma after 10+2 in Electronics & Communication Engineering from SLIET, Longowal
- 3 years / 4 years diploma in Instrumentation and Control
- 2½ years diploma after 10+2 in Instrumentation and Process Control from SLIET, Longowal
- 3 years / 4 years diploma in Mechanical Engineering
- 3 years / 4 years diploma in Production and Industrial Engineering
- 3 years / 4 years diploma in Refrigeration & Air Conditioning
- 2½ years diploma after 10+2 from SLIET, Longowal in any one of the following:
 - (a) Foundry Technology
 - (b) Industrial / Production Engineering
 - (c) Maintenance of Plant Engineering
 - (d) Welding Technology
- 3 years / 4 years diploma in Mech. Engg. (Refrigeration & Air Conditioner)
- 3 years / 4 years diploma in Chemical Engineering
- 3 years / 4 years diploma in Plastic Technology
- 3 years / 4 years diploma in Textile Technology (Weaving)
- 3 years / 4 years diploma in Garment Technology

- 3 years / 4 years diploma in Textile Processing
- 3 years / 4 years diploma in Textile Technology
- 3 years / 4 years diploma in Mechanical Engg. (Tool & Die)
- 3 years / 4 years diploma in Computer Engg.
- 4 years diploma in Tool & Die Technology from Central Tool Room, Ludhiana
- 2½ years diploma after 10+2 from SLIET, Longowal in any one of the following:
 - (a) Computer Programming & Application
 - (b) Computer Servicing & Maintenance
- 3 years / 4 years diploma in Microprocessor Applications
- 3 years / 4 years diploma in Information Technology
- 3 years / 4 years diploma in Leather Technology
- 3 years / 4 years diploma in Leather Technology (Footwear)
- 3 years / 4 years diploma in Textile Chemistry
- 3 years / 4 years diploma in Knitting Technology
- 2½ years diploma after 10+2 from in Chemical Technology from SLIET, Longowal.
- 3 years / 4 years diploma in Computer Science & Engg.
- 3 years / 4 years diploma in Architectural Assistantship.
- 3 years / 4 years diploma in Garment Technology
- 3 years / 4 years diploma in Fashion Technology
- 3 years / 4 years diploma in Automobile Engineering
- 3 years diploma from Lovely Professional University, Phagwara

Any other diploma of the duration of 2½ or more recognized by State Board of Technical Education.

C. GENERAL ELIGIBILITY CRITERIA FOR ADMISSION TO DEGREE LEVEL ENGINEERING, TECHNOLOGY COURSE:

1. The admission of candidates to the Engineering courses under this scheme shall only be given to those, who fulfill all other conditions for admission. In case of seats reserved for SC/ST, the relative merit of candidates shall be determined within the reserved category.
2. Candidates who have appeared / are appearing in the qualifying diploma examination to be held during the current session shall also be eligible for submission of admission form but they will have to pass the diploma before the date of counselling, otherwise, they will not be considered for admission. Such candidates will not have any claim, whatsoever, with regard to the admission to the courses.
3. The guidelines issued for the grant of resident certificates / bonafide resident of Punjab by Department of Personnel and Administrative Reforms (PP-2 Branch) vide No. 1/3/95-3PP-2/9619 dated the 6th June, 1996, and I.D. No. 1/2/96-3PP-2/8976 dated 7th July, 1998 and No. 1/3/95-3PP-2/80 dated 1st January 1999, and further instructions, issued by that Department, if any, will be adhered to in letter and spirit while making admission to the Degree Courses in the Engineering Colleges. However, children of defence personnel posted in Punjab are exempted from this condition to the extent that they should have passed only qualifying examination from a recognized institution situated in Punjab.
4. Apart from the basic educational qualifications prescribed above, the general eligibility criteria shall be as contained in Punjab Government, Department of Technical Education & Industrial Training, Memo No. 35/44/95-1T(2)/978 dated 21st March, 2003, which is annexed to this notification. This communication shall be treated as a part and parcel of this notification, for all purposes, and all the provisions of this notification shall be read along with the contents of the said communication.

Exemption

5. Children / Wards / Dependent (whose parent are not alive) of all those regular Punjab Government Employees, members of All India Service borne on Punjab Cadre, Serving Judges and the employees of the Punjab and Haryana High Court, employees of Boards / Corporations / Statutory Bodies established by an Act of the State of Punjab who have been holding post outside Punjab on or before 1st January of the year of admissions that is on or before 1st January, 2015 and their children / wards / dependents may have done 10+1 and/or 10+2 outside Punjab.

C. Reservation:

- (i) The reservation of seats shall be as per Punjab Government, Department of Technical Education and Industrial Training **Memo. No. 13/2/05-1TE2/1987** dated 2nd July, 2013, which is attached as Annexure III. This communication shall be treated as a part and parcel of this notification for all purposes and all the provisions of this notification shall be read along with the contents of the said communication.
- (ii) The attention of the applicants desirous of claiming reservation under any category whatsoever is especially drawn to the condition and stipulation that only the certificates that have been produced at the time of admission shall be considered. The candidates are accordingly advised, in their own interest, to get the requisite certificates

issued well before the date of admission, otherwise, claim for reservation shall be summarily rejected. Candidates are required to claim reservation at the time of registering for online counselling. If no reservation is claimed the candidate shall be treated and considered as a "General Category Candidate".

- (iii) The PTU shall make a provision in the 2nd Year (3rd Semester) application form for a candidate to indicate the category, if any, under which he/she is seeking reservation. There shall also be a provision to indicate the sub-category of the category, if any, under which reservation is being sought, so that inter-se gradation can be facilitated. These sub-categories have been elucidated in the Punjab Government, Department of Technical Education and Industrial Training **Memo. No. 13/2/05-1TE2/1987** dated 2nd July, 2013, which is attached as Annexure IV. Punjab Government may also set up a committee to effect inter-se gradation of candidates claiming reservation under certain categories, as indicated in the aforesaid memo dated 2nd July, 2013.
- (iv) **A candidate shall be eligible to make claim for reservation in any of the reserved category. However, the procedure for counselling shall be as per Punjab Government, Welfare Department (Reservation Cell) Memo No.7/21/2004-RS1/1674-1677 dated 20th Dec, 2004.**

D. General Conditions:

- (i) There shall be centralized counselling by PTU. The Procedure for counselling shall be decided by the PTU.
- (ii) The students shall be liable to pay fee / development fee and other charges as per the rates of fee / development fee and other charges as fixed by the Government of Punjab/AICTE/Concerned University, from time to time.
- (iii) The management quota shall be as per Punjab Govt., Deptt. of technical Education and Industrial Training Memo no. 13/129/2003-1TE2/1247 dated 25th April 2008 and Partial notification no. 13/129/2003-1TE2/1892 Dated 20th June 2008 and partial notification no. 13/129/2003-1TE2/171 dated 18th January 2011, which are attached as Annexure.
- (iv) The allocation of seats through counselling shall be done as follows:
 - (i) Counselling for 85% seats for Punjab residents and 15% outside Punjab candidates shall be taken up simultaneously. However the reserved category candidates shall be considered in general category first before being considered in respective reserved category.
 - (ii) The seats still remaining unfilled even after the end of online counselling shall be filled on merit at the level of Institution. Admission to such unfilled/vacant seats as well as management quota shall be furnished to Punjab Technical University and details thereof shall be finalized within 15 days of the last date of counselling.
- (v) Any seat falling vacant after counselling or any drop out vacancy will be filled by the Institute on the basis of the criteria of admission under management quota. A seat once accepted shall not be changed.
- (vi) The guidelines for admission of Foreign Nationals/Person of India Origin shall be as per **Punjab Government Notification No. 13/75/2001-1TE2/296 dated Chandigarh the 23rd January, 2002.**
- (vii) The guidelines for admission of Kashmiri migrants shall be as per Punjab Government Notification No. 8/21/11-1TE2/1070 dated Chandigarh the 7th Jul 2014.
- (viii) Non refundable counselling fee of Rs. 2,000/- (Rupees Two Thousand only) will be collected by the University as counselling fee from each student one time only.
- (ix) In case a student changes his/her College/University during centralized counselling conducted by PTU his/her fee shall be refunded by the previous Institution after deduction of Rs 1000/- only the original documents will be refunded immediately.
- (x) In case a student surrenders his/her seat, within 7 days of the end of the online counselling, he/she must submit application to college and register online on PTU website www.ptuadmissions.nic.in. PTU shall only forward such cases to the concerned Colleges/ Universities and Colleges must refund his/her full fee after detection of Rs. 1000/- only.
- (xi) In keeping with the direction of Ministry of Human Resource Development Department, Govt. of India, all Institutions and Universities shall in public interest, maintain a waiting list of students/candidates. In the event of a student/ candidate withdrawing before the start of the course, the waiting list candidates should be given admissions against the vacant seat. The entire fees collected from the student, after a deduction of processing fee of not more than Rs. 1000/- (Rupees One Thousand Only) shall be refunded and returned by the Institution/University to the student/candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the School/Institution leaving certificates in original. If a student leave after joining the course and if the seat subsequently falling vacant gets filled by another candidate by the last date of admission, the Institution must return the fees collected with proportionate deduction of monthly fee and proportionate hostel rent, where applicable.
- (xii) All Institutions affiliated to PTU shall follow 'Fee Waiver Scheme' as prescribed by AICTE and notified by Government of Punjab vide its Notification No. 13/60/08-1TE2/1797 dated 23rd May, 2011, 13/60/08-1TE2/2007 dated 31.05.2012 and 13/60/08-1TE2/2092 dated 18.7.2013.

F. Over-riding Provision:

Nothing in this notification shall be operative in so far as it is inconsistent with the law of the land as laid down in the judgement of the Hon'ble Supreme Court of India in the case of **T.M.A. Pai Foundation and others Vs. State of Karnataka and others ((2002) 8 SCC 481:AIR 2003 SC 355)**. Any such inconsistency may be brought to the notice of the Government of Punjab, clearly highlighting the inconsistency, for immediate rectification.

**Dated, Chandigarh the
09.03.2015**

**M.P. Singh, IAS
Principal Secretary to Govt. of Punjab,
Deptt. of Technical Education & Indl. Training**

Endst. No.

Dated:

A copy is forwarded to Controller, Printing and Stationery, Punjab, Chandigarh for information and necessary action. It is requested that notification may be published in the State Government extra-ordinary Gazette and 20 copies of the notification may be supplied to Government for record.

**SD/-
Special Secretary to Govt. of Punjab,
Deptt. of Technical Education & Indl. Training**

Endst. No. 13/60/2008-1TE2/203

Dated: 18/3/15

A copy is forwarded to the following for information and necessary action:-

1. Director, Technical Education & Industrial Training, Punjab, Chandigarh.
2. Vice Chancellor, Punjab Technical University, Jalandhar
3. Incharge, Computer Section, Office of the Director, Technical Education & Industrial Training, Punjab, Chandigarh.
- 4.

**Sd/-
Superintendent**

2. Punjab Government notification regarding admission to B. Pharm. (2nd Year) Course

GOVERNMENT OF PUNJAB DEPARTMENT OF TECHNICAL EDUCATION & INDUSTRIAL TRAINING (TECHNICAL EDUCATION BRANCH – II)

NOTIFICATION

No.: 13/7/2014-1TE2/205

Dated: 18-03-2015

1.0 The Governor of Punjab is pleased to appoint the **Punjab Technical University, Jalandhar** (hereinafter PTU) as the competent authority to make **admission to 2nd year (3rd Semester) of B. Pharmacy**. The admission shall be made in its affiliated Institutions located in the State of Punjab for the **Academic Session 2015 - 2016**. The passed out diploma in Pharmacy are only eligible for this admission.

Note 1: The number of colleges and the number of seats shall be as approved by AICTE/PCI.

Note 2: **The vacant seats in 1st year of B. Pharmacy Course for the Academic Session 2014 - 15 shall also be filled on the inter-se-merit in qualifying examination.**

2.0 The Governor of Punjab is also pleased to further issue the following criteria for making admissions thereafter:

A. ELIGIBILITY CRITERIA

The minimum qualification for admission to 2nd year (3rd semester) of B. Pharmacy courses shall be as follows:

- (i) All those candidates who have passed the diploma in Pharmacy from an Institution affiliated to the Punjab State Board of Technical Education & Industrial Training / Punjabi University, Patiala or any other University or any State Board of Technical Education shall be eligible to apply. Further, the Diploma in Pharmacy and the Institute where the candidate has studied must be duly approved by the Pharmacy Council of India/AICTE. Also the candidate should have obtained atleast 45% marks (40% in case of candidate belonging to SC/ST category) in the above mentioned qualifying examination.
- (ii) Students directly admitted to the Pharmacy 2nd year have to pass those subjects of B. Pharmacy 1st year which have not been covered under D. Pharmacy.

B. ELIGIBILITY FOR ADMISSION TO B. PHARMACY COURSE

- (i) The admission of candidates of the Pharmacy course under this scheme shall only be given to those who fulfils all other conditions for admission. In case of seats reserved for SC/ST, the relative merit shall be determined within the reserved category.
- (ii) Candidates who have appeared / are appearing in the qualifying diploma examination to be held during the current session shall also be eligible for submission of admission form but they will have to pass the diploma in Pharmacy before the date of counselling. Otherwise, they will not be considered for admission to B. Pharmacy course.
- (iii) Apart from the basic educational qualifications prescribed above, the general eligibility criteria shall be as contained in Punjab Government, Department of Technical Education & Industrial Training memo No. 35/44/95-1T(2)/978 dated 21st March, 2003. This communication shall be treated, as a part and parcel of this notification shall be read along with the contents of the said communication.
- (iv) The guidelines issued for the grant of resident certificates / bonafide resident of Punjab by Department of Personnel and Administrative Reforms (PP-2 Br) vide No. 1/3/95-3PP-2/9619 dated the 6th June, 1996, and I.D. No. 1/2/96-3PP-2/8976 dated 7th July, 1988, and No. 1/3/95-3PP-2/80 dated 1st January 1999, and further instructions, issued by that Department, if any, will be adhered to in letter and spirit while making admission to the Degree Courses in the Colleges. However, children of defence personnel posted in Punjab are exempted from this condition to the extent that they should have passed only qualifying examination from a recognized Institution situated in Punjab.

Exemption under above Para

Children/wards/dependent (whose parents are not alive) of those regular Punjab Government employs ,members, of All India Service borne on Punjab cadre, Serving judges and the employs of the Punjab and Haryana high court, employs of Boards/Corporations/statutory Bodies established by an act of the state of Punjab who have been holding post outside Punjab on or before 1st January, of entrance test that is on or before 1st January 2015 and their children/wards/dependents may have done diploma outside Punjab.

C. RESERVATION:

- i. The reservation of seats shall be as per Punjab Govt., Department of Technical Education and Industrial Training **Memo. No. 13/2/05-1TE2/1987** dated 2nd July, 2013, which is annexed to this notification. This communication shall be treated as a part and parcel of this notification, for all purposes, and all the provisions of this notification shall be read along with the contents of the said communication.

- ii. The attention of the applicants desirous of claiming reservation under any category whatsoever is especially drawn to the condition and stipulation that only the certificates that have been produced at the time of admission shall be considered. The candidates are accordingly advised, in their own interest, to get the requisite certificates issued well before the date of admission, otherwise, claim for reservation shall be summarily rejected. Candidates are required to claim reservation at the time of registering for online counselling. If no reservation is claimed, the candidate shall be treated and considered as "General Category candidate".
- iii. The attention of the applicants desirous of claiming reservation under any category whatsoever is especially drawn to the condition and stipulation that only the certificates that have been issued on or before the last date of submission of application forms for admission to 2nd year / 3rd semester to PTU and have been annexed with the application forms, shall be considered. The candidates are accordingly advised, in their own interest, to get the requisite certificates issued well before the cut-off date, otherwise, their certificate shall not be considered and their claim for reservation shall be summarily rejected. No extension shall be granted in this regard, under any circumstances; this provision should be given wide publicity and also included conspicuously in the prospectus-cum-information brochure to be issued by the PTU.
- iv. The PTU shall make a provision in the application form for a candidate to indicate the category, if any, under which he/she is seeking reservation. There shall also be a provision to indicate the sub-category of the category, if any, under which reservation is being sought, so that *inter-se* gradation can be facilitated. These sub-categories have been elucidated in the Punjab Government, Department of Technical Education and Industrial Training **Memo. No. 13/2/05-1TE2/1987** dated 2nd July, 2013, which is annexed to this notification. Punjab Government may also set up a committee to effect *inter-se* gradation of candidates claiming reservation under certain categories, as indicated in the aforesaid memo dated 2nd July, 2013.
- v. A candidate shall be eligible to make claim for reservation in any of the reserved categories. However, the procedure for counselling shall be as per Punjab Government, Welfare Department (Reservation Cell) Memo No. 7/21/2004-RS1/1674-1677 dated 20th Dec, 2004.

D. GENERAL CONDITIONS:

- (i) There shall be centralized online counselling by PTU. The Procedure for online counselling shall be decided by the PTU.
- (ii) The students shall be liable to pay fee / development fee and other charges as per the rates of fees / development fee and other charges to the concern college as fixed by the Government of Punjab/AICTE/University, from time to time.
- (iii) The management quota shall be as per Punjab Government Department of Technical Education and Industrial Training Memo No. 13/129/2003-1TE2/1247 dated 25th April, 2008, partial Notification No. 13/129/2003-1TE/1892 Dated 20th June, 2008 and partial notification no 13/129/2003-1TE2/171 Dated 18th January, 2011 which are annexed to this notification.
- (iv) Processing for allocation of seats through counselling shall be done as follows:
 - a. General Category (Punjab Residents only)
 - b. Reserved Category (Punjab Residents only)
 - c. General Category (Outside Punjab for vacant seats only)
 - d. Reserved Category (Outside Punjab for vacant seats only)
 - e. Inter-se Merit in qualifying exam (For Vacant Seats only)

Seats remaining unfilled in any category shall be transferred to the respective category and the same shall be filled by the college strictly in the order as mentioned above.

 - f. The seats still remaining unfilled, even after the end of counselling shall be transferred to management quota seats, which shall be finalized within 15 days of the last date of counselling.
- (v) The guidelines for admission of Foreign Nationals / PIO shall be as per **Punjab Government Notification No. 13/75/2001-1TE2/296 dated Chandigarh the 23rd January, 2002.**
- (vi) Non refundable counselling fee of Rs. 2000/- (Rupees Two Thousand only) will be collected by the University as counselling fee from each student one time only.
- (vii) In case a student changes his/her College/University allotted during centralized counselling conducted by PTU his/her fee shall be refunded by the pervious Institution after deduction of Rs 1000/- only the original documents will be refunded immediately.
- (viii) In case a student surrenders his/her seat, within 7 days of the end of the counselling, he/she must submit application to college and register on PTU Website www.ptuadmissions.nic.in. PTU shall only forward such cases to the concerned Colleges/Universities and colleges must refund his/her full fee after deduction Rs 1000/- only.
- (ix) In keeping with the direction of Ministry of Human Resource Development Department, Govt. of India, all Institutions and Universities shall in public interest, maintain a waiting list of students, candidates. In the event of a student/ candidate withdrawing before the start of the course, the waiting list candidates should be given

admissions against the vacant seat. The entire fees collected from the student, after a deduction of processing fee of not more than Rs. 1000/- (Rupees One Thousand Only) shall be refunded and returned by the Institution/University to the student/candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the certificates in original. If a student leave after joining the course and if the seat subsequently falling vacant gets filled by another candidate by the last date of admission, the Institution must return the fees collected with proportionate deduction of monthly fee and proportionate hostel rent, where applicable.

- (x) All Institutions affiliated to PTU shall follow 'Fee Waiver Scheme' as prescribed by AICTE and notified by Government of Punjab vide its Notification No. 13/60/08-1TE2/1797, dated 23rd May, 2011, 13/60/08-1TE2/2007 dated 31.05.2012 and 13/60/08-1TE2/2092 dated 18.7.2013.

(E) OVER-RIDING PROVISION:

Nothing in this notification shall be operative in so far as it is inconsistent with the law of the land as laid down of the judgement of the hon'ble Supreme Court of India in the case of **TMA Pai Foundation and others vs. State of Karnataka and others** ((2002) 8 SCC 481: AIR 2003 SC 355). Any such inconsistency may be brought to the notice of the Government of Punjab, clearly highlighting the inconsistency, for immediate rectification.

**Dated, Chandigarh the
09.03.2015**

**M.P. Singh, IAS
Principal Secretary to Govt. of Punjab,
Deptt. of Technical Education & Indl. Training**

Endst. No. 13/7/2014-1TE2/

Dated:

A copy is forwarded to the Controller, Printing and Stationery, Punjab, Chandigarh for information and necessary action. It is requested that notification may be published in the State Government extra-ordinary Gazette and 20 copies of the notification may be supplied to Government for record.

**SD/-
Special Secretary to Govt. of Punjab,
Deptt. of Technical Education & Indl. Training**

Endst. No. 13/7/2014-1TE2/208

Dated: 18/3/15

A copy is forwarded to the following for information and necessary action:-

1. Director, Technical Education & Industrial Training, Punjab, Chandigarh.
2. Vice Chancellor, Punjab Technical University, Jalandhar
3. Incharge, Computer Section, Office of the Director, Technical Education & Industrial Training, Punjab, Chandigarh.

**Sd/-
Superintendent**

3. Punjab Government notification regarding Management Quota, NRI/PIO admission

GOVERNMENT OF PUNJAB
Department of Technical Education & Industrial Training
(Technical Education Branch – II)

No. 13/129/2003-1TE2/1030

Dated : 05.04.2004

In pursuance to the judgment dated 31st October, 2002 of Hon'ble Supreme Court of India's in the case of T.M.A. Pai Foundation and other versus State of Karnataka and others (2002) (8 SCC 481 : AIR 2004 SC 335) and the subsequent judgment dated 14th August, 2003 by constitution bench of the Hon'ble Supreme Court of India in the Writ Petition (Civil) No. 350 of 1993, Islamic Academy of Education and another versus State of Karnataka and the others and the order dated September 25, 2003 of the Hon'ble Punjab & Haryana High Court in C.W.P No. 12758 of 2003 in the case of Shri Guru Ram Das Charitable Hospital Trust, Amritsar versus State of Punjab and others, and after consulting all the stake-holders, the Government of Punjab is pleased to direct that "Management Quota" in all the Private Unaided Technical and Management Institutions (colleges as well as polytechnics) shall be 33 - 1/3% (one third of the total seats) and the remaining 66-2/3% (two thirds of the total seats) shall be treated as the "state quota" which must be necessarily filled through the Common Entrance Test to be conducted by an agency to be designated by the State Government.

The Governor of Punjab is further pleased to direct that out of the "Management Quota" a maximum of 5% of the total sanctioned seats of an institution shall be filled from amongst Non-Resident Indian (NRI) / Persons of Indian Origin (PIO) / Foreign National Students and other related categories, in accordance with procedure stipulated below :

- a) The candidates against NRI / PIO / NRI – Sponsored / Industry –Sponsored seats will be admitted on merit determined on the basis of marks obtained in the qualifying examination. They shall not be required to take the Common Entrance Test.
- b) First preferences shall be given those NRI/ PIO candidates who are having ancestral Punjab Resident background.
- c) Second preference shall be given to those NRI / PIO candidates who are having ancestral background relating to other States of India.
- iv) Third preference shall be given to those resident Indian Candidates who are sponsored by an NRI/PIO and the sponsorship letter is attached with their application.
- v) Fourth preference shall be given to those resident Indian Candidates who are ready to pay fees in Indian Currency.
- vi) The fee structure for those seats shall be notified earlier vide- **1/9/2000- ITE II/1188 dated 10/3/2003**. Miscellaneous charges like Admission Fee, Security, Student Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged. Admission of the candidates under NRI/ PIO/ NRI Sponsored/ Industry Sponsored category I) to iv) shall be made provided they fulfill other terms and conditions as laid down in this notification.
- vii) Any seats remaining vacant under NRI/ PIO/ NRI Sponsored/ Industry Sponsored quota till last date of admission in these institution shall stand transferred to the "management quota"

The Governor of Punjab is further pleased to direct that in case the Private Unaided Institutions, as an association, want to conduct their own Common Entrance Test in respect of the "Management Quota" seats, they shall submit a resolution to this effect to the **Director, Technical Education and Industrial Training, Punjab** within 10 days of the publication of this notification, failing which the seats under this "management quota" shall have to be filled up in the following manner:

1. Each Institution shall publish an advertisement in two leading newspapers (one in English and one in Punjabi language), with a clear fifteen days of period before the last date for making application for admission.
2. The Management shall fill these seats in accordance with the following order of preference:
 - i) **Merit in State-Level Entrance Test to be conducted by an agency to be designated by the State Government.**
 - ii) **Merit in All India Entrance Test, wherever applicable.**
 - iii) **Marks secured in the qualifying the examination.**
3. The fee of "Management Quota" seats shall be the same as the latest uniform rate of fee already notified vide No.- **13/30/2003- ITE2/1241 dated 1/4/2003**, until it is revised in accordance with procedure established by law, subject to the condition that there shall be no profiteering or charging or any capitation fee, directly or indirectly, Miscellaneous charges like Admission Fee, Security, Student Fund and Hostel Fee already fixed and conveyed vide memos dated 4/3/99 and 15/3/99 will continue be charged.

The Reservation policy of the State Government for the time being in force apply to the "State Quota" only and there shall be no reservation in respect of the "Management Quota" (including NRI quota).

The further guidelines for admission of Foreign Nationals/ PIO shall be as per Punjab Government notification No.- 13/75/2001- ITE2/ 296 dated the 23rd January 2003.

Any Institution not willing to avail their share of "Management Quota" seats, including NRI seats, wholly or partially, shall be allowed to surrender these seats to the "State Quota" to be filled through the Common Entrance Test, conducted by an agency designed by the State Government.

K.K. BHATNAGAR
Principal Secretary to Government of Punjab Department of Technical Education & Industrial Training

GOVERNMENT OF PUNJAB
Department of Technical Education & Industrial Training
(Technical Education Branch – II)

NOTIFICATION

No. 13/129/03-132/1892

Dated : 20.06.08

In partial modification of Punjab Government Notification No. 13/129/2003-1TE2/1247 dated 25th April, 2008 the Government of Punjab is pleased to amend the following conditions:-

"Para (i) May be read as:-

The candidate against NRI/PIO/Seats will be admitted on merit determined on the basis of marks obtained in the qualifying examination. They shall not be required to take the Common Entrance Test.

Tejinder Kaur, IAS
Principal Secretary to Govt. of Punjab
Deptt. Of Technical Education & Indl. Trg.

4. Punjab Government notification regarding General Eligibility Criteria for admission

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education-2 Branch)

1. **Vice Chancellor,**
Punjab Technical University,
Jalandhar.
2. **Chairman,**
Punjab State Technical Education Board,
Sector-36, Chandigarh.
3. **The Director,**
Technical Education & Industrial Training, Punjab,
Chandigarh.

Memo.No.35/44/95-1T(2)/978 Dated, Chandigarh, the 21st March, 2003

Subject:- General Eligibility Criteria for admission to Professional / Diploma / Degree / Post Graduate Degree level Engineering / Technical / Pharmacy and Architecture Courses for session 2003-2004.

Reference on the subject noted above. In supersession of this department memo No. 35/44/95-IT(2)/738. Dated 4th March, 2003, the following shall be the eligibility criteria for admission to Professional/Diploma/Degree/Post Graduate level Engineering/ Technical/ Pharmacy and Architecture courses in Punjab State for session 2003-2004:-

- (i) 85% seats will be reserved for the candidates from within the State and 15% will be open to candidates on All India basis. The eligibility criteria for 85% seats will be that the candidate must be resident of Punjab State in terms of Punjab Government, Department of Personnel and Administrative Reforms (PP-I Br.) letter No.1/3/95-3PP1/9619, dated the 6th June, 1996 and letter No.1/3/95-PP-II/81, dated the 1st January, 1999 and should have passed qualifying examination from any recognized Board/University.

In case, the residence certificate is found at any stage to be false or incorrect, the admission against Punjab quota shall be liable to be cancelled, without prejudice to any criminal proceedings that may be initiated. Furthermore, the fees or any other amount paid, including advance or security, shall be automatically treated as forfeited.

- (ii) The above condition regarding a candidate being resident of Punjab shall not be applicable to the following categories of candidates: -
- a. Candidates seeking admission under NRI quota; if eventually permitted:
 - b. Children, wards and dependents of Punjab Government employees and employees of Boards/Corporations/Statutory Bodies/Companies/Co-operative Societies set up or owned or controlled by the Punjab Government, including those established by or under an Act of the State of Punjab or a Central Act, by the Punjab Government, posted within or outside the state of Punjab.
 - c. Children, wards and dependents of members of All-India Services borne on Punjab Cadre, irrespective of where the officer is posted. This shall also include children, wards and dependents of members of All -India Services borne on cadres other than that of Punjab, provided the said officer is on deputation with Punjab Government or any of its Boards, corporations, statutory bodies, companies, co-operative Societies enumerated in sub-para (b) above, irrespective his place of posting.
 - d. Children, wards and dependents of the Central Government employees who have served for at least two years in connection with the affairs of the Punjab Government or any of its Boards, Corporations, Statutory Bodies, Companies, Co-operative Societies enumerated in sub-para (b) above out of 5 years preceding the year of entrance examination;
 - e. Children, wards and dependents of those Punjab Government pensioners settled outside Punjab.
 - f. Children, wards and dependents of military / para-military forces personnel belonging to the State of Punjab as per record at the time of their entry in service (A certificate on prescribed proforma by the Commanding officers of the Unit has to be furnished); and
 - g. Children, wards and dependents of the ex-employees of military / para military forces personnel belonging to the State of Punjab as per record at the time of their entry into service.

- (iii) **A candidate must have appeared in the All India Engg. Entrance Examination (AIEEE) conducted by the Punjab Technical University for admission of graduate courses and Joint Entrance Test (JET) conducted by the Punjab State Board of Technical Education.**

- (iv) The guidelines issued for the grant of residence certificates / bonafide resident of Punjab by the Department of Personnel and Administrative Reforms (PP-2 Br.) vide No.1/3/95-3P-2/9619, dated the 6th June, 1996 and I.D.No.1/2/96-3PP-2/8976, dated 7th July, 1998 and No.1/3/95-3PP-2/80, dated 1st January, 1999 and further instructions, issued by that Department, if any, will be adhered to in letter and spirit while making admission to the degree/Technological courses in the Engineering Colleges and in the University etc.

- (v) NRI seats were being previously filled as per guidelines issued by AICTE vide No.F.38-7/Legal/2001, dated 03.10.2001. However, the admission to NRI seats, if at all permitted by the Government of India and /or the AICTE, in light of the interpretation of the Judgement of the honourable Supreme Court of India in the case of **TMA Pai Foundation and others vs. State of Karnataka and others ((2002) 8 SCC 481: AIR 2003 SC 355)**, shall only be in accordance with the fresh guidelines to be issued by them, in due course.

Secretary,
Technical Education

5. Punjab Government notification regarding Reservation of seats for various categories of candidates for admission

Government of Punjab
Department of Technical Education & Industrial Training
(Technical Education – 2 Branch)

To

The Director,
Technical Education & Industrial Training, Punjab,
Plot No.1, Sector – 36-A, Chandigarh.

Memo No. 13/2/05–1TE2/1987
Dated Chandigarh, the 2/7/2013

Subject:- Reservation of seats for various categories of candidates for admission to the degree-level courses in Engineering and Technology in various Colleges, including MBA, MCA and B. Pharmacy as well as Diploma-level courses in Polytechnic Institutions and certificate courses in ITI's in the State of Punjab from the session 2013-14.

1. Reference to Punjab Government, **Memo. No. 13/2/05–1TE2/410 Dated 20.02.2006**, on the subject noted above.
2. The aforesaid Reservation Policy has been reviewed and it has been decided to retain the previous policy in terms of substantive percentages of reservation for the various categories. The percentage of reservation for each of the categories shall be as under:-

(i)	Scheduled Castes/Scheduled Tribes	25%
(ii)	Backward Classes.	5%
(iii)	Border Areas/Backward Areas (2% each)	4%
(iv)	Sports persons	2%
(v)	Children/Grand Children of Freedom Fighters.	1%
(vi)	Disabled Persons:	3%
	(a) Blind	1%
	(b) Deaf & Dumb	1%
	(c) Other Handicapped	1%

(If suitable candidates are not available in anyone of these sub-categories, the seats so available will be filled up by the candidates from the other sub categories of disabled candidates and if they are not available in any sub-category then seats shall be filled up from general category candidates).

- (vii) Children/widows of defence personnel killed or disabled to the extent of 50% or more in action, wards of gallantry awardees, children of serving defence personnel/ex-servicemen **(2%)**. **The priority to this category is given as under:**
 - (a) Killed in action
 - (b) Disabled in action & Boarded out of service.
 - (c) Died while in service & death attributable to military service.
 - (d) Disabled in service & Boarded out of service with disability attributable to military service
 - (e) Gallantry award / other award winners both serving / retired.
 - (f) Serving Defence Personnel / Ex-servicemen.
- (viii) Children/widows of Para-military forces personnel, Punjab Police, PAP and Punjab Home Guards killed or disabled in action to the extent of 50% or more; and children of paramilitary forces personnel/ex-paramilitary forces personnel, wards of Punjab Policemen decorated with Gallantry Medals **(2%)**.
- (ix) November 1984 riots-affected displaced persons, children of the Army deserters Killed/100% physically disabled, children of the families of persons killed as a result of terrorist violence or by security forces acting in aid of civil authorities and the children of innocent civilians who have sustained 100% disability in terrorist violence or during operation by Security forces acting in aid of civil authorities **(2%)**.
- (x) **Sibling (Single) girl child** or one of the girl of parents having two or more girls and having a no male child (an affidavit on a stamp paper worth Rs. 20/- duly attested by 1st Class Magistrate to be obtained from the parents of the girl child) **(1%)**.
- (xi) The reservation of T-sunami affect person shall be available for the children / grand children of original ex-serviceman settler of Campbell bay Island only **OR** Students suffering from **Cancer / AIDS/ Thalassemia** (The claimant candidate will have to submit a certificate as a proof from the National Medical Institute like PGI, AIMS etc. in support of his/her claim) **(1%)**

3. The aforesaid percentage reservation in respect of each category shall, however, be subject to the detailed clarifications and *inter se* gradation criteria as decided in the meeting chaired by Chief Secretary to the Government of Punjab on 13th March, 2003, the minutes of which are appended. These minutes and the decisions recorded therein shall be treated as a part and parcel of this communication.

4. Nothing in the aforesaid policy shall apply to the courses run by the three universities in the state, other than Punjab Technical University, Jalandhar, in respect of the courses offered by them in their campuses or their regional centres. Admission to these courses shall be governed by the reservation policy framed by the respective University.

5. These policy instructions shall be subject to the law laid down by the honourable Supreme Court of India in the case of **TMA Pai Foundation and others vs. State of Karnataka and others (2002) 8SCC 481 : AIR2003 SC 355**.

You are requested to implement the above reservation policy in all the Professional/Engineering Colleges/Polytechnic Institutions/Industrial Training Institutes and Technical Institutes in the State.

Principal Secretary,
Technical Education

Department of Technical Education and Industrial Training guidelines:

A. Sports Persons:

Joint Secretary Sports apprised that the Sports Department had already adopted a comprehensive policy regarding gradation of sports certificates. He clarified that the objective was to give preference to "A" category over "B" category, even if the marks obtained by the "A" category sportsmen were lower than those of "B" category sportsmen. He stated that if this were not done, the very objective of gradation would be defeated, and international level sportspersons would be clubbed with those who had represented only at the district level. He also clarified that even within the same category of sports certificates, preference had to be given to winners and runners up etc., and the policy instructions were comprehensive code in this regard. Only when the tie was not broken on the basis of these comprehensive sports gradation guidelines, the University/colleges take recourse to the marks/ rank in the entrance exam to break the tie.

The policy of the Sports Department which already has the approval of the Government, was found to be fair just and reasonable and it was, accordingly, decided that action may be taken exactly in accordance with the **Punjab Government, Department of Sports and Youth Services, letter No.47/26/83-5Edu/2036, dated 10th December, 1997**. It was also decided that a copy of these instructions may be appended to and circulated along with the minutes of this meeting.

B. Disabled Persons:

The Principal Secretary Social Security explained that unlike in case sportspersons, no preferential treatment could be given to a person with higher percentage disability. She explained that a person was certified to be handicapped, provided his disability was 40% or more. As such, she proposed that all the handicapped persons having disability of 40% or more, in the respective sub-category (i.e. blind, deaf and dumb etc.), should be regarded as at par and their *inter se* gradation should be effected in accordance with the rank in the entrance examination.

The proposal of the Principal Secretary Social Security was agreed and approved unanimously.

C. Children/Widows of Defence Personnel/Ex-servicemen etc.:

This matter was discussed threadbare. It was felt that the children, wards and winners of gallantry awards should be given over-riding preference over children/widows of the ordinary Defence Personnel/Ex-Servicemen. It was also felt that the children/wards of the posthumous awardees of the particular award should get precedence over other awardees of the same category.

It was, accordingly, decided that in this category of reservation of 2%, the following would be the priority, each higher sub-category being preferred to the exclusion of the lower ones:-

- (1) Gallantry awards winners in the following order: Param Vir Chakra (PVC), Ashok Chakra(AC), Sarvottam Yudh Seva Medal (SYSM), Maha Vir Chakra (MVC), Kirti Chakra (KC), Uttam Yudh Seva Medal (UYSM), Vir Chakra (VrC), Shaurya Chakra (SC), Yudh Seva Medal (YSM), Sena/ Nau Sena/ Vayu Sena Medal (gallantry only), Mention-in Despatches.
- (2) For the same medal/awards the children/wards of the posthumous awardees, would get preference as compared to those of other awardees of the same category.
- (3) Children/ wards of defence personnel killed or disabled to the extent of 50% or more "**in action**", including cases of Home Guards
- (4) Thereafter, children/widows of Serving Defence Personnel/Ex-Servicemen would be considered. However, the children/widows of personnel getting distinguished service awards such as PVSM, AVSM, VSM and Sena Medal/ Nau Sena medal and Vayu Sena Medal (distinguished service) would get over-riding priority in this sub-category, in the said order. Here also, the children/wards of the posthumous awardees would get preference over the children/wards of the normal awardees of the same category.
- (5) If there is more than one claimant within the same category/sub category as enumerated above, the tie is then to be broken with the assistance of the rank/marks in the entrance test.

In any case, it was decided that the higher sub-categories would be preferred, in exclusion to the lower categories as arranged above even when the marks obtained in the entrance test of a candidate of the former category is less than those obtained by a candidate of the lower category. The above proposal was also, accordingly, approved as such.

D. Children/Widows of Police/Para Military Forces:

This item was discussed threadbare. It was felt that the winners of President's Medal for Gallantry and the Police medal for Gallantry by the President need to be given over-riding preference. Similarly, those killed or disabled in action should be given such preference.

Accordingly, the special categorization/precedence in this category was adopted as under:

Children/wards of officers and jawans of Punjab Police, PAP and para-military forces who are:

- (a)** (1) Winners of President's Police Medal for Gallantry, including posthumous awardees.
- (2) Winners of the Police Medal for Gallantry, conferred by, the President of India, including posthumous awardees.
- (3) Killed or disabled to the extent of 50% or more "**in action**", including cases of Home Guards.
- (b)** (1) Children and wards for serving para-military personnel and ex-para-military personnel.
- (2) Remaining categories, already mentioned in the policy, if any.

In any case, it was decided that the higher sub-categories would be preferred, in exclusion to the lower categories as arranged above even when the marks obtained in the entrance test of a candidate of the former category is less than those obtained by a candidate of the lower category. The above proposal was also, accordingly, approved as such.

It was clarified that the children/ wards of the serving or retired Punjab Police Personnel are not entitled to any reservation under this category. It was also clarified that cases of S.P.O.s, killed and disabled in action, would not be considered in this category but rather in the next following category relating to terrorist-affected/ riot-affected families.

E. Riot-affected/ terrorist-affected families:

The matter was discussed threadbare. It was felt that the cases where the bread-winners of a family had died / been disabled to an extent of 100%, should get over-riding precedence. As such, the following categorization was decided to be adopted. Children/wards of persons:

- (1) persons killed in 1984 riots/killed as a result of terrorist violence or killed by the security forces acting in aid of civil authority, including innocent civilians and Army Deserters as well as those of these categories who have been disabled physically to the extent of 100%, in accordance with the policy already in place.
- (2) Persons of the above categories who were disabled to an extent less than 100%.
- (3) All other categories mentioned in the existing policy under this head.

In any case, the higher sub-categories would be preferred, in exclusion to the lower categories as arranged above even when the marks obtained in the entrance test of a candidate of the former category is less than those obtained by a candidate of the lower category. The above proposal was also, accordingly, approved as such.

F. Children/Grand Children of Freedom Fighters:

The Principal Secretary Freedom Fighters stated that all Freedom Fighters, "Tamra Patra" holders would be regarded at par. It was accordingly decided that relative gradation within the category may be decided in accordance with the rank/marks in the Entrance Test.

Any other item with the permission of the Chair:

(1) The Director Colleges, P.T.U. requested that it would be appropriate if a dead-line was adopted for the date of issue of the certificate in respect of these categories, since the candidates continue to submit certificates right up to the very day of the counseling. It was, accordingly, decided that **only** certificates issued up to the last date of submission of applications forms for the CET to PTU **and** annexed with the application forms would be considered. This decision should be given wide publicity and also included in the prospectus-cum- information brochure to be issued by the PTU.

(2) The Director, Colleges, PTU suggested that it would be appropriate that the relative and *inter se* gradation of the candidates in respect of categories discussed above should be effected at the level of the state headquarter. This proposal was approved and it was also decided that this would be done by a Committee headed by the Secretary Technical Education, having the following other members:

- a. Director, Technical Education (DTE), Punjab (Convenor);
- b. Director/ Additional Secretary/ Joint Secretary of the concerned Department;
- c. Representative of the PTU.

The P.T.U. shall send the particulars of these categories to the DTE after the last date of the receipt of application and also send the marks obtained/ rank obtained by such candidates after declaration of the result. The above committee, after verification and personal counseling, shall send the necessary order of gradation, category-wise to PTU, which shall effect the subsequent counseling / admission in accordance with this order.

The meeting ended with a vote of thanks to the chair.

Sd/-
(Y. S. Ratra)
Chief Secretary

6. Issue of Certificate: Guidelines Regarding

Given as Annexure - VI in Pb. Govt. Notification

(I) COMPETENT AUTHORITY TO ISSUE CERTIFICATES AND (II) CRITERIA FOR ELIGIBILITY OF CANDIDATES BELONGING TO VARIOUS RESERVED CATEGORIES

(These instructions shall be applicable only to the extent that these have not been modified or amended by subsequent Punjab Government Instructions. In case of any change, the later (more recent) Punjab Government Instructions shall prevail.)

1. RESIDENCE CERTIFICATE

Copy of letter No. 1/3/95-3PPH/9619 dated 06.06.1996 from the Deputy Secretary, Personnel, Government of Punjab, Department of Personnel and Administrative Reforms (Personnel Policies-II Branch) to

- (i) All the Financial Commissioners to the Government of Punjab.
- (ii) All the Principal Secretaries/Administrative Secretaries to the Government of Punjab.
- (iii) All Heads of Departments, Commissioners of Divisions, Registrars, Punjab and Haryana High Court, District and Session Judges, Deputy Commissioners, Sub Divisional Officers (Civil) in the Punjab State.

Subject: Bonafide resident of Punjab-Guidelines for grant of Residence Certificate.

Sir/Madam

I am directed to invite your attention to the Punjab Government Circular Letter No. 1/3/95-3PPH/2043, dated 29.1.1996 vide which the instructions were issued regarding simplification of procedure, for obtaining the certificate of **Domicile** for the purpose of admissions to educational institutions, (including technical / medical institutions). The matter has been reconsidered in the light of judgment delivered by Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421) wherein it was held that instead of the word '**Domicile**' the word 'Residence' be used in the instructions issued by the State Governments on the subject. Accordingly, it has been decided by the Government to revise the Government instructions referred to above as under:-

Sr. No.	Affidavit/Certificate Categories	Authorities competent to issue the same
(a)	Citizens of India	Affidavit of the parents/ Guardian to be attested by an Executive Magistrate / Oath Commissioner / Notary Public.
(b)	Produce an affidavit to the effect that they or their children/wards have not obtained the benefit of residence in any other States.	
(i)	Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission.	Certificate to be signed by the Headmaster / Principal of the recognised Schools/Colleges concerned.
(ii)	Children / Wards of: (a) The employee of Punjab Government posted in or outside Punjab State or working on deputation having atleast 3 years of service	Certificate to be issued by the respective Head of the Department
	(b) The employees of Government of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. for a period of 3 years.	
	(c) The employees of State Government Institutions/ Undertakings who are posted in Chandigarh or in Punjab in connection with affairs of the Punjab Government for a period of 3 years.	
	(d) The employees having atleast 3 years of service in autonomous bodies / companies in which Punjab Government has 20% or more shares.	
(iii)	Children/Wards of the pensioners of Punjab Govt. irrespective of the fact that the original home of the retiree is in a State other than Punjab or he has settled after retirement in or outside Punjab.	PPO issued by the Accountant General Punjab
(iv)	Children/Wards of the persons who have settled in Punjab or had resided in Punjab for a period of at least 5 years at any time prior to the date of the submission of the application either in pursuit of a profession or holding of a job.	Certificate to be issued by the DC, ADC(R), ADC (D) SDO (Civil), GA to DC, DORG DRO, EM, Tehsildar Commissioners of Municipal Corporation of Amritsar Jalandhar and Ludhiana
(v)	Children/Wards of persons who have held immovable property in Punjab for a period of five years. The property should be in the name of the parents/guardians or the candidate himself.	DC, ADC (R), ADC (D) SDO (Civil), GA to DC, EM, DORG, Tehsildar / DRO based on copies of Jamabandi Revenue Record, Municipal Record, Registered deeds of any other document to the full satisfaction of the DC
(vi)	Persons who were born in Punjab and produced a certificate to that effect.	As per category (iv) above

For the purpose of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the Competent Authorities, proforma have been prescribed which are enclosed herewith. After careful consideration it has also been decided to delete the D.T.O. included among the certifying authorities against category (iv) & (vi) of the policy instruction dated 29.01.1996. The receipt of this letter may please be acknowledged.

Sd/-
Karam Chand Ahuja
Deputy Secretary, Personnel

Specimen formats of Residence Certificate for some of the categories mentioned in guidelines issued by the Punjab Government are given as Annexure No. VI (ii) to VI (x).

2. SCHEDULED CASTE CATEGORY

The format for SC Certificate is given as **Annexure-VI (i)** and the competent authorities to issue the certificate are as under

- (i) M.Ps in respect of Scheduled Caste persons residing in their respective parliamentary constituencies.
- (ii) M.L.As in respect of S.Cs residing in their respective assembly constituencies.
- (iii) All gazetted officers of the State Government.

(Declared as such vide letter No. 460/WG/56/4799 dated 25-01-1956 and 1/19194-RCI/6045 dated 15-07-1994.

3. SCHEDULED TRIBE CATEGORY

The competent authority to issue Scheduled Tribe certificate is same as given for Scheduled Caste category.

4. BACKWARD CLASS

Seats reserved for Backward Class will be offered to a candidate who belongs to a caste declared as Backward in terms of Punjab Govt. letter No. 2662 GII-6316934 dated April 20, 1963. read with letter No. 9642-4SEI-74/24/ 24222 dated Nov. 26, 1974 and 81144/93 BS2/748 dated Jan. 25, 1994. Competent authorities to issue B.C. certificate are as follows:

- (1) S.D.O. (C); (2) Executive magistrate; (3) Tehsildar; (4) Naib Tehsildar; (5) Block Development and Panchayat Officer; (6) District Revenue Officer and (7) MLA of the concerned constituency.

(Declared as such vide letters No. 2/ 223/79-SWI/15045 dated 12.8.1980 and No. 1119194-RCI/6045 dated 15.7.1994. Specimen format is attached as per Annexure No. VI (xi).

5. BACKWARD AREA

The admission to the seats reserved for students belonging to the Backward Area in the Punjab will be considered as per instructions contained in letter No. 15595-GB-5614174 dated Sept. 7, 1956 from the Chief Secretary to Government, Punjab to all heads of Department etc. and as amended from time to time. Format is attached as per Annexure No. VI (xii).

6. SPORTS PERSONS CATEGORY

- (i) Admission to seats reserved for sports persons will be made on the basis of sports gradation certificate issued by the Sports deptt. Punjab in the light of instructions issued by 'the Punjab Government vide letter no. 47/26/83-155/2036 dt. 10.10.97. The instructions/guidelines contained in this letter are as under:
- (ii) The certificate shall be in the following descending order of merit;

GRADE-A:

Sportsmen/women of international standing i.e. Those who have represented India in the following international tournaments/meets/competitions/ championships conducted by recognised International Federation /Committee

- (a) Olympic Games.
- (b) World Cup.
- (c) Asian Games.
- (d) Commonwealth Games.
- (e) Davis Cup.
- (f) Test / One day Cricket Matches.

GRADE-B :

Sportsmen/women who have participated and achieved position in the following tournaments / meets / competitions / Championships. Gradation will be done for grade 1st, 2nd and 3rd position. Participation will be grade from (i) to (v) categories mentioned below:-

- a. International Tournament for Senior and Junior organised by International Federation of that discipline and where at least 10 Countries have participated, other than those mentioned against Grade-A.
 - * The Candidates belonging to SC/ST Category under 15% quota meant for Punjabis settled outside Punjab shall have to submit the relevant certificate issued by competent authority from Punjab only.
- b. All India Combined Universities teams which participated in Senior National / World University Championship /International competitions.

- (iii) National **Games** organised by **Indian Olympic Association**.
- (iv) **Senior** and **Junior National** Championships organised by recognised National **Federation of that game** under the banner of Indian Olympic Association where at least 15 States have participated.
- (v) National Championship for women organised by Sports Authority of India.
- (vi) Position Holder of All India Inter University Tournaments where atleast 15 Universities have participated, Participation in these competitions will not be graded.
- (vii) Position holder of Punjab School teams/Kendriya Vidyalaya Schools and Navodaya Sangathan Schools teams participated in **School** National Championships. Participation in these competitions will not be graded.
- (viii) Position holders of All India Rural meet under sixteen by SAI. Participation will not be **graded**.

GRADE-C :

Sportsmen/women who have achieved 1st, 2nd and 3rd position in the following tournaments /championships/meets will only be graded:

- (i) Position holder of Punjab State Championships for Senior and Junior organised by Punjab Sport Department /Punjab Olympic Associations.
- (ii) Position holders of Inter District State Championships organised for seniors and juniors under the banner of Punjab Olympic Association/Punjab Sports Department/State Sports Associations.
- (iii) Position holders of State School Games organised by Education/Sports Department.

GRADE - D :

Sports /women who have achieved 1st , 2nd and 3rd position in the following Tournaments / Championships /meets will only be graded

- (i) Position holder of Inter College Tournaments.
- (ii) Position holders of District Tournaments.
- (iii) Position holders of Inter School Tournaments.

3. Performance of following Sports disciplines will only be considered for the purpose of Sports gradation

Sr. No.	Sports Discipline	Sr. No.	Sports Discipline	Sr. No.	Sports Discipline
1	Athletics	2	Badminton	3	Basketball
4	Cricket	5	Cycling	6	Gymnastic (Artistic only)
7	Football	8	Hockey	9	Handball
10	Judo	11	Kabaddi (National Style Only)	12	Kho-Kho
13	Lawn Tennis	14	Boxing	15	Wrestling
16	Swimming	17	Table Tennis	18	Volley Ball
19	Weight-Lifting	20	Shooting	21	Archery
22	Equestrian	23	Fencing	24	Rowing
25	Softball	26	Net ball	27	Roller Skating
28	Canoeing	29	Power Lifting	30	Body Building
31	Yachting	32	Golf	33	Circle Kabaddi
34	Chess	35	Gymnastic (Rhythmic)	36	Gatka

4. For certification, Sport Department, Punjab only consider the cases who fulfill the following requisites

1. For gradation Sports Department, Punjab will only consider the claim of domicile of Punjab who actually participated in the competitions as nominee of Punjab Team. This will leave out the Sports residents of other States, Punjab domicile or even of Punjab and Chandigarh who do not represent Punjab in any competition as Punjab nominee
2. Claim of the resident of Union Territory of Chandigarh will only be entertained for Counter signature of certificate issued by the Department of Sports, Union Territory of Chandigarh for National School Games only provided, parents belong to the Punjab State Service and are posted at Chandigarh during the period or which gradation is being claimed for their wards. For Junior and Senior National Championships, they must play as nominee of the State of Punjab as is the case in para 1 above.
3. The certificates issued by the Sports Associations must be submitted for gradation to the concerned District Sports officer within 9 months from the date of issue of certificate. In the absence of this, any delay occurred will be the responsibility of the applicant. The application should be submitted as per the direction / requirements spelled out by the Department of Sports. Copy of the same can be had from the Distt. Sports Officer's Office.

4. The application for gradation received from the District Sports Officer's Office will be processed at the Head quarter for final checking of the performance participation record, if necessary interviews and field tests will be conducted to see the genuineness of the performance and participation level of the applicant.

5. The Directorate of Sports will not be responsible for any delay which occurs due to late submission of application or in furnishing incomplete requisite information / reply to queries by the Department from the individual concerned or the Sports Associations. The total processing time at District and the Headquarter, Chandigarh shall be 60 days in cases where all required formalities are completed.

6. In the matter of rating inter -se, the preference in the same grade will be given in the following descending order

- (i) Winner
- (ii) Runner Up
- (iii) Third position holder
- (iv) Number of participations

Regarding Senior and Junior tournaments/ Championships senior shall have precedence over Junior in the same performance i.e. for example Gold Medalist in Senior category shall have precedence over Gold Medalist in Junior Category and Gold medalist in Junior category over silver medalist in Senior category and so on which implies that participation in grade 'B' will be considered last of medalists of B category in the same orders of medalists, if after considering the performance criterias mentioned above, the candidate having higher marks obtained in the examination which is considered for admission will decide the seniority from highest to lowest marks obtained by the candidate.

7. Participation in, the lower grade as a playing member in team event and position holder in individual be a prerequisite for acceptability in the higher grade. i.e. for participation National, one has to be a member of the State in team games and position holder in individual games.

8. Performance achieved in individual event of any discipline and in team games, will be consolidated only if it *has* been achieved through a competition with 7 or more competitors (in individual event) and 15 or more units in team games.
9. Certificates issued by the concerned Sports body are properly signed in ink by the nominee of President and Secretary himself of State Unit along with signature of a Gazetted Officer not below than rank of Deputy Director Sports, Punjab for State Championship in whose Division the State Championship is conducted, and certificates of district championship must carry signatures of president and Secretary of District Association along with signature of Distt. Sports Officer of that District.
10. Only those certificates will be considered for gradation which are declared in the affidavit submitted to the Department with the application for gradation.
11. Director Sports, Punjab, who will issue the certificate will also have the authority to cancel certificate at any time, if it is found to have been issued on false information or record. Director Sports will also have *the* authority to correct any mistakes done by the office giving opportunity to the affected Sports men /women .
12. No certificate shall be graded after five years have lapsed in issuance of the certificates.
13. No sports gradation certificate shall be issued to the players who participated in Mini, Sub-junior and in the tournaments which are organized for the players under 15 years age.
14. In case difference of opinion / contest between the Sports Directorate and any Sports Association then the matter will be forwarded to the Govt. and the decision of the Secretary Sports Punjab will be final and binding on all concerned.
15. This entire State of Punjab will have uniform gradation policy as specified in this order. No educational / institution or otherwise will deviate or form a separate criteria or guidelines from the criteria / policy as laid down in this order. The final lists will be approved by the Directorate of Sports responsible for issuance of sports gradation certificates.
16. This order will come into force w.e.f. 01.01.1998. Whereby all earlier order would superseded.

7. **POLITICAL SUFFERERS/FREEDOM FIGHTERS**

2% seats reserved for Political Sufferers / Freedom Fighters will be filled in accordance with the instructions issued by the Punjab Govt. vide letter No. 9(13)-3 PII-81/5822 dated 4.4.1985.

The benefit of this category will be given only to those freedom fighters, and their wards who have either been granted a freedom fighter's pension from the Punjab Govt. or have been awarded Tamra Patra for their political sufferings during Pre-Independence Freedom Movements. The Deputy Commissioner of the District to which a freedom fighter belongs **will be the only** competent authority to provide an eligibility certificate to this effect. A specimen copy of certificate is given as in Annexure-VI (xiii).

8. **BORDER AREA**

Admission to this reserved category will be done in accordance with the instructions contained in Punjab Government letter No. 723-RR-70/7371 dated 31.3.1970 and as amended from time to time. The prescribed format of the Certificate to be furnished by the candidate is given in Annexure-VI (xiv).

9. **CHILDREN / WIDOWS OF DEFENCE PERSONNEL KILLED OR DISABLED TO THE EXTENT OF 50% OR MORE IN ACTION , WARDS OF GALLANTRY AWARDEES, CHILDREN OF SERVING DEFENCE PERSONNEL / EX-SERVICEMEN**

The admission to the seats reserved for the **children / widows of defence personnel killed or disabled to the extent of 50% or more in action, wards of gallantry awardees, children of serving defence personnel / ex-servicemen** will be done as per instructions contained in letter No. 32/1/86-1TEII/473-D dated 05.02.1996 of Govt. of Punjab, Deptt. of Tech. Edu. & Indl. Training (Tech. Edu. 2 Br.), Chandigarh. The prescribed format of the certificates to be furnished by the candidates are given in **Annexure – VI (xv to xvii)**.

10. **CHILDREN/WIDOWS OF PARA-MILITARY FORCES PERSONNEL, PUNJAB POLICE, PAP AND PUNJAB HOME GUARDS KILLED OR DISABLED IN ACTION TO THE EXTENT OF 50% OR MORE; AND CHILDREN OF PARAMILITARY FORCES PERSONNEL/EX-PARAMILITARY FORCES PERSONNEL, WARDS OF PUNJAB POLICEMEN DECORATED WITH GALLANTRY MEDALS**

The admission to the seats reserved for this category will be done as per instructions contained in letter No. 32/1/86-1TEII/473-D dated 05.02.1996 of Govt. of Punjab, Deptt. of Tech. Edu. & Indl. Training (Tech. Edu. 2 Br.), Chandigarh. See **Annexure – VI (xix)** for format of certificate for Gallantry Awardees.

11. **NOVEMBER 1984 RIOTS-AFFECTED DISPLACED PERSONS, CHILDREN OF THE ARMY DESERTERS KILLED/100% PHYSICALLY DISABLED, CHILDREN OF THE FAMILIES OF PERSONS KILLED AS A RESULT OF TERRORIST VIOLENCE OR BY SECURITY FORCES ACTING IN AID OF CIVIL AUTHORITIES AND THE CHILDREN OF INNOCENT CIVILIANS WHO HAVE SUSTAINED 100% DISABILITY IN TERRORIST VIOLENCE OR DURING OPERATION BY SECURITY FORCES ACTING IN AID OF CIVIL AUTHORITIES**

For candidates belonging to Sikh Migrants Category, only those shall be considered who posses RED identification cards issued by the concerned S.D.O. (Civil)/ D.C. An attested copy of the card should be attached with the Application Form in support of the claim under this category.

For candidates belonging to Terrorist / Riot Victims Category, only those will be considered, who migrated from Delhi and other states to Punjab after 31.10.1984 and got themselves registered with Deputy Commissioner(s) by 14.02.1986 and have been issued red identity cards by the concerned Deputy Commissioner(s). An attested copy of the card should be attached with the Application Form in support of the claim under this category. For this category, Punjab Domicile Certificate is not essential.

For candidates belonging to the category of Internal Migrants who migrated from the nearby cities / districts after 01.01.1986 have been issued WHITE Identity Cards by the concerned SDO (Civil). An attested copy of the card should be attached with the Application Form in support of the claim under this category.

For candidates belonging to the category of External Migrants who migrated from Villages / Cities to Delhi and other state after 01.01.1986 and returned to Punjab, have been issued WHITE Identity Card by the concerned SDO (Civil). An attested copy of the card should be attached with the Application Form in support of the claim under this category.

Children of army deserters who deserted army as an aftermath of Operation Blue Star will have to submit Certificate in the prescribed format given under Annexure VI(xviii).

12. WARDS OF POLICE PERSONNEL / PARA-MILITARY FORCES PERSONNEL / CIVILIAN GOVT. EMPLOYEE KILLED IN TERRORIST ACTION

The format of the certificate to be furnished by the candidates desirous of seeking admission under the reserved category of Police Personnel / Civil Govt. Employee killed or 100 percent incapacitated is given in Annexure – VI (xx).

13. CANDIDATES OF PUNJABI ORIGIN SETTLED IN OTHER STATES / ABROAD

The admission to the seats reserved for the wards of those persons who are of Punjabi origin and have settled in other states will be made on the submission of the Punjab Residence Certificate Annexure – VI (ii) to VI (x) .

14. DISABLED PERSONS

The admission of Disabled Persons (Blind, Deaf and Dumb and others) will be made in accordance with the decision contained in Pb. Govt. Notification No. 14/8/2000-FM-IIJ311 (DTE) Dated 4th March, certificate to be issued by the Chief Medical Officer of the District concerned which should indicate the extent of disability.

However, if suitable candidates are not available in any one of these sub-categories of disabled candidates, or are not found suitable for the Particular course, the seats so available will be filled up by the candidates from the other sub-categories of disabled candidates. The decision in such cases will be taken by the Admission Committee.

15. RURAL AREA

Rural Area specimen format of Certificate is given as **Annexure – VI (xxii)** to be followed by candidate desirous of seeking admission in Guru Nanak Dev Engineering College, Ludhiana and Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib.

Note : The amendments made in these regulations in the meeting held on 13th March, 2003 with the Chief Secretary regarding Sub-categories in the various main categories shall apply.

CERTIFICATE FOR SCHEDULED CASTES / SCHEDULED TRIBES

Dispatch No.....

Date

1. It is certified that Shri/Smt./Kumari son/daughter of Shri.....
of Village/Town District/Division
State of Punjab belongs to Caste which has been recognized as
Scheduled Caste as per "The Constitution (Scheduled Castes) Order, 1950".
 2. Shri / Smt. / Kumar..... and his / her family lives in village / town
.....District / Division of Punjab State.
- Place : Signature
Date : Designation
Seal of Officer

No. VI (ii)

***AFFIDAVIT OF THE PARENTS/GUARDIAN TO BE ATTESTED BY AN EXECUTIVE MAGISTRATE/ OATH COMMISSIONER/NOTARY PUBLIC IN CASE OF Part (a) & (b) of Annexure VI**

I..... Father / Mother / Guardian of Miss/Mr.....
resident of (full address to be given)..... do, hereby,
solemnly state and affirm as under:-

1. That I am a citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of Residence in any other state

Dated.....

DEPONENT**Verification :**

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Dated.....

DEPONENT

No. VI (iii)

****CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE GOVERNMENT/ RECOGNISED SCHOOL/COLLEGE CONCERNED IN CASE OF CATEGORY (b) (i)**

It is certified that Miss / Mr D/o,S/o Sh.....
has been a student of this School / College for a period of years, fromto
He/She left the School/College on.....

Dated.....

Signature of Principal/Head Master
of the School/College (with seal)

No. VI (iv)

****CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT IN CASE OF CATEGORY (b) (ii) (a)**

Certified that Mr/Ms..... S/o/W/o Sh father/mother of
Miss/Mr..... (name of the Child/Ward) is an employee of
the.....(name of Office) of Punjab Government. He/ she is working
as..... and is posted at He/she has more than three years
service at his/her credit.

Date.....

Head of Deptt. (Seal)

Place

OR

Certified that Mr./Mrs S/o / W/o Sh.....is Father / mother of Miss / Mr.....is an employee of the.....of Punjab Government. He/she is working as..... on deputation with the and is posted at..... He/She has more than three years service at his/her credit.

Place
Dated.....

Head of the Department
(With Seal)

* This affidavit is to be given by all candidates.

** Any one of these certificates, as applicable to the candidate according to the Punjab Govt. instructions, is to be given.

No. VI (v)

****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (b) (ii)**

Certified that Mr./Mrs..... S/o/W/o Sh.....is father / mother of Miss/Mr.....is an employee of Govt. of India and he/she is working as..... He/she has been Posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for the past three years.

Dated

Head of the Department
(With Seal)

No. VI (vi)

****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (b) (ii)**

Certified that Mr./Mrs.....S/o/W/o Sh.....is father/mother of Miss/Mr.....is an employee of..... (institution/Undertaking) of the Government of Punjab and is working as.....He/she has been posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for period of past three years.

Dated

Head of the Department
(With Seal)

No. VI (vii)

****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (b) (ii)**

Certified that Mr./Mrs.....S/o/W/o Sh.....is father/ mother of Miss/ Mr.....is an employee of in which the Punjab Government has 20% or more share. He/she is working as.....and is posted at.....It is also certified that he/she has three years service in the above said autonomous body/company.

Dated

Head of the Department
(With Seal)

****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDM, ASSTT. COMMISSIONER GENERAL, D.O.R.G, D.R.O., E.M., TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORIES (iv)**

Certified that Mr/Mrs (name of person).....S/o/W/o Sh.....
father/mother/guardian of Mr/Miss..... (name of the Child/Ward with full address) has
settled* in Punjab or has resided* in Punjab for a period of 5 years from.....to..... He /
she is working as.....

*Strike out whichever is not applicable

Signature of DC, ADC (R), ADC (D), SDM, Asstt. Commissioner
General, DORG, DRO, EM, Tehsildar, Commissioners of
Municipal Corporations of Asr., Jal. and Ldh.

No. VI (ix)

****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDM, ASSTT. COMMISSIONER GENERAL, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (v)**

Certified that Mr/Mrs. (name of person).....S/o/W/o Sh.....
father/mother/guardian of Mr./Miss..... (name of the Child/Ward with full address) hold
immovable property at (place & district)..... in the State of Punjab for the past.....years.

Dated

Signature of DC, ADC (R), ADC (D), SDM, Asstt. Commissioner General, DORG,
Tehsildar, based on copies of Jamabandhi, Revenue Record, Municipal Record,
Registered deed or any other document to the full satisfaction of the DC.

No. VI (x)

****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D) SDM, ASSTT. COMMISSIONER GENERAL, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS AMRITSAR, JALANDHAR AND LUDHIANA IN THE CASE OF CATEGORIES (vi)**

Certified that Miss/Mr.S/o / D/o Sh..... resident
of.....was born in Punjab as per Birth Certificate.

Dated

Signature of DC, ADC (R), ADC (D), SDM, Assitt. Commissioner
General, DORG, DRO, EM, Tehsildar. Commissioners of Municipal
Corporation. Asr., Jal. & Ldh.

No. VI (xi)

CERTIFICATE OF BACKWARD CLASS

1. This is to certify that Shri / Smt / Kumari..... son/daughter of
Village/Town..... in district/division.....of the State of Punjab
belongs to theCaste which is recognized as a Backward Class in terms of Punjab Govt. letter
No..... dated.....
2. This is also certified that he/she does not belong to any category of persons/sections mentioned in column 3 of the
schedule to Punjab Government. Department of Welfare letter No. 01/41/93-RCI/459 dated 17/01/1994 and No.
8/144/93-BS2/7017 dated 27.9.95
3. Shri / Shrimati / Kumari..... and or / his / her family ordinarily reside(s) in
Village/town.....of District/Division.....of the State of Punjab.

Place :
Date :
State :

Signature
Designation.....
(Official seal of the officer concerned)

No. VI (xii)

BACKWARD AREA CERTIFICATE

Dispatch No.....

Dated.....

Certified that..... son / daughter of Shri.....an applicant for admission to Degree level Engg./Architecture Courses is a permanent resident of Village.....which has been recognised as Backward Area in accordance with the Instructions issued by the Punjab Govt. from time to time.

Dated.....

DC/GA to DC/SDM/SDO (Civil)
Official Seal

No. VI (xiii)

CERTIFICATE TO BE FURNISHED BY CHILDREN/GRAND CHILDREN OF POLITICAL SUFFERERS/FREEDOM FIGHTERS

Despatch No.....

Dated.....

Certified that Mr./Ms..... an applicant to Degree level Engg./Architecture Course is a son/daughter/son's son/son's daughter or daughter's son/daughter's daughter of (delete whichever is not applicable). Shri..... Who is Tamra Patra holder/and drawing pension from.....treasury.

OR

Mr./Ms.....an applicant to Degree level Engg./Architecture Course, is son/daughter of Sh.....who had undergone three months' imprisonment in connection with Emergency/Punjabi Suba or Dharam Yudh Morcha for the demands of the State of Punjab.

Dated.....

Signature of Distt. Magistrate of the district concerned
Official Seal

No. VI (xiv)

CERTIFICATE FOR BORDER AREA

Despatch No.....

Dated.....

Certified that Mr./Ms..... son/daughter of Shri..... resident of..... District..... an applicant for admission to Degree level Engg./Architecture Course, is residing in Border Area and belongs to Area which has been recognised as border Area in accordance with the instructions contained in Punjab Govt. letter No. 723-RR-70/7371 dated 31-03-1970 as amended from time to time.

Dated.....

Signature DC/GA to DC/SDM/SDO (civil)
Official Seal

No. VI (xv)

CERTIFICATE OF DEATH / INCAPACITATION OF MILITARY PARA-MILITARY PERSONNEL

Despatch No.....

Dated.....

Certified that Mr /Ms..... an applicant for admission to Degree Level Engg./Architecture Course, is the son/daughter/spouse of Mr./Ms.....who was killed / incapacitated to the extent of 50% or more in action or died otherwise in service on /or incapacitated to the extent of 50% or more while in service during peace time.

Dated :.....

Signature of Authorised Officer Headquarter
Official Seal

CERTIFICATE TO BE FURNISHED BY WARDS OF MILITARY/PARA-MILITARY PERSONEL (EX-SERVICEMEN)

Dispatch No.....

Dated.....

This is Certified that No _____ Rank _____ Name _____ is a resident of Village/Town _____ and has served in the Indian Armed Forces from _____ to _____ and has been released / retired vide order No. _____ dated _____ or discharge certificate, issued by _____ is an ex – serviceman.

Mr. / Miss / Smt. _____ wife / son / daughter of _____ is residing with him and is wholly dependent upon him.

This certificate has been issued for admission purpose only to Mr./Miss/Smt. _____ to apply for (name of the class course) _____ in (name of the educational Institution) _____
(Strike out which is not applicable)

No. : _____

Deputy Director Sainik Welfare

Place : _____

Dated : _____

No. VI (xvii)

CERTIFICATE TO BE FURNISHED BY WARDS OF MILITARY/PARA – MILITARY PERSONNEL (IN-SERVICE)

Certified that Sh./Smt. _____ an applicant **to Degree level Engg./Architecture Course** is a son's/daughter or daughter's son/daughter/spouse of Sh. _____ Rank _____
Employed in Unit _____.

Dated : _____

Signature of Commanding Officer of the Unit
Official Seal

No. -VI (xviii)

CERTIFICATE OF ARMY DESERTERS AFTERMATH OPERATION BLUE STAR

Dispatch No.....

Dated.....

Certified that Mr./ Ms _____ an applicant for admission to Degree Level Engg./Architecture Course, is the son/daughter/spouse of Mr./Ms. _____ Rank _____ who deserted Army Aftermath Operation Blue Star.

Place :

Dated :

Deputy Director Sainik Welfare

No. VI (xix)

CERTIFICATE OF GALLANTRY AWARD TO POLICE PERSONAL

Dispatch No.....

Dated.....

Certified that Mr./ Ms _____ an application for Admission in Degree level Engg. Course is the son/daughter/spouse of Shri _____ who was awarded President's Police Medal/ Police Medal for gallantry

Dated : _____

Signature of Inspector General of Police
Official Seal

FORMAT OF DEATH CERTIFICATE TO BE ISSUED BY THE CONCERNED SUB DIVISIONAL OFFICER (CIVIL) IN RESPECT OF INNOCENT CIVILIANS KILLED/100% PHYSICALLY INJURED BY TERRORISTS/SECURITY FORCES ACTING IN AID OF CIVIL POWER

Dispatch No.....

Dated.....

It is certified that Mr./Ms.....son/daughter/wife of Shri/Smt..... resident of..... (Name of Village, Tehsil in case the deceased belongs to Rural area/House number, name of Mohalla and area of town in which he/she belongs) was killed/100% physically disabled by the terrorists/security forces acting in aid of civil power on.....in Village/Mohalla Tehsil/Town.....District. He was neither terrorist nor having any links with such elements.

APPLICABLE TO GOVT. EMPLOYEES ONLY

1. He/She was working as.....in the Department of at.....
2. This certificate is issued on the basis of the report of..... (Name of Police authority).
3. The Certificate is issued on the request of Shri..... (Name and relationship of applicant with deceased).

Signature of the SDO (C) concerned with Seal

No. – VI (xxi)

**CERTIFICATE OF DEATH / INCAPACITATION OF MILITARY /
PARA-MILITARY PERSONNEL**

Dispatch No.....

Dated.....

Certified that Mr./ Miss/Mrs. an applicant for admission to Degree Level Engineering / Architecture Course is the son/daughter/spouse of Mr. who was killed / hundred percent incapacitated in terrorist action on

**Dated:
Headquarter**

**Signature of Authorised Officer
Official Seal**

7. Reservation of Seats for Candidates Belonging to Rural Area in Guru Nanak Dev Engineering College, Ludhiana and Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib

RESIDENCE CERTIFICATE

All the seats (except seats offered to other state candidates) are for bonafide residents of Punjab who have passed their 10+2 examination or qualifying examination from schools & colleges situated in the area of Punjab. They should produce a 'Punjab Residence' Certificate.

Over all 70% seats shall be filled by the students hailing from rural area in Punjab.

1. **Rural area** means area located outside the limits of Municipal Corporation, Municipal Committee Notified Area Committee, Cantonment Board Township & any University Campus in the State of Punjab. Provided – that the village included is converted into or declared Municipal Corporation, Municipal Committee, Notified Area Committee Cantonment Board, Township & University campus after January, 1997 shall be treated as rural area for the purpose of these rules.
2. A student hailing from rural area means
 - (i) His / Her parents are permanently residing in the rural area as defined in clause (1) above.
 - (ii) He / She has studied for a minimum period of 5 years from a recognized / affiliated school located in rural area.
 - (iii) He/ She has passed 5th / 8th / 10th or 10+2 from a school / college located in rural area. Sons / Daughters of defence personnel / Ex-defence personnel residing permanently in rural area are exempted from clause (ii) & (iii).
3. The following additional certificates / attested copies (if applicable should be submitted alongwith the application form by the candidates who wish to seek admission in Guru Nanak Dev Engineering College, Ludhiana and Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib. The format of these certificates are given below :
 - (i) Undertaking by candidate belonging to Rural Area.
 - (ii) Certificate of Rural Education.

Note : Unfilled seats, if any, shall be converted to General Category.

CERTIFICATE OF RURAL EDUCATION

(Only for GNDEC, Ludhiana & BBSBEC, Fatehgarh Sahib)
(Required from Rural Reservation Category Candidates)

Certified that son / daughter of has studied in (Name of School/College) from (date) to and has passed his / her 5th / 8th / 10th / 10+2 examination(s) from this school / college and this school / college is recognized and is located in the rural area. His / Her school / college Registration No. is

Dated :

**Signature of Headmaster / Principal
With seal**

8. Undertaking by Candidates Belonging to Rural Area (Only for GNDEC, Ludhiana & BBSBEC, Fatehgarh Sahib)

(1) **Name of the candidate**.....

(2) **Father's Name.**

(3) **Residence of parents / guardians for the last six years.**

Place of Residence	Period of stay	Rural or Urban Area

(4) **Father's profession for the last 10 years**

Place	Period	Profession

(5) If the candidate or his father or mother is a voter for election of village panchayat, legislative assembly, please fill in below. He must bring voter's list at the time of Counselling.

Name of constituency..... village

Voter list of year for Panchayat / Assembly.

Vote No.	Name of Voter	Name of Father / Husband	Age of Voter with applicant	Relationship

I solemnly affirm and declare that I hail from rural area and the particulars mentioned above are true and correct, and that I reside in Village situated in the rural area of District for the lastyears.

SIGNATURE OF FATHER / MOTHER

SIGNATURE OF CANDIDATE

9. Certificate Regarding Passing of Qualifying Examination

It is certified that Mr./ Ms S/o D/o Sh.
and Smt. has passed examination as a regular candidate from
our Recognized school / college which is located in the State of Punjab.

Place:
Dated:

Signature of Principal /
Head of the Institution with seal

10. Medical Fitness Certificate

I certify that I have carefully examined Sh./Km.....

son/daughter of Shri

His/Her age is about

His Chest Measurement is

Unexpanded.....cm

Expanded.....cm

His/her eyesight is upto the prescribed standards.

Details of glasses, (if worn)..... He/she has no disease or mental or bodily
infirmity unfitting or likely to unfit him/her in the future for active outdoor service.

Marks of identification

Thumb impression

Dated.....

**Paste Passport
size photograph
first with gum and
then get attested
by M.O.
conducting
medical test.**

(Signature of Gazetted Medical Officer)

Official Seal

SIGNATURE OF THE CANDIDATE

11.Specimen of Gap Certificate

SELF DECLARATION REGARDING DISCONTINUITY IN STUDIES (GAP CERTIFICATE) ON MINIMUM OF Rs. 15/- STAMP PAPER) attested by a Notary Public or Executive Magistrate

UNDERTAKING

I, _____ S/D/o Sh. _____

r/o _____ do hereby solemnly affirm and declare as under:-

1. That I discontinued my study from _____ to _____
2. That during the above period I was not involved in any offence or in any illegal activity and
3. That no criminal case is pending against me in any court.

Deponent

Verification

Verified that the above said contents are correct and true to the best of my knowledge and belief and nothing has been concealed therein.

Deponent

**UNIVERSITY GRANTS COMMISSION
NEW DELHI**

F.NO.1-3/2007 (CPP-II)

23rd April, 2007

PUBLIC NOTICE

1. It has come to the notice of the University Grants Commission that Institutions and Universities including institutions Deemed to be Universities are admitting students to various programmes of studies long before the actual starting of the academic session; collecting full fee from the admitted students; and retaining their schools /institutions leaving certificate in original. The Institutions and universities are also reportedly confiscating the fee paid if a student fails to join by such dates.
2. The Commission is of the view that the Institutions / Universities, by way of retaining the certificate in original, force retention of admitted students which limit the opportunities for the candidates from exercising other options of joining other institutions of their choice. However, it would not be permissible for Institutions and Universities to retain the School / Institution Leaving Certificate, mark sheet, caste certificate and other documents in original.
3. The Ministry of Human Resource Development and University Grant Commission have considered the issue and decided that the Institutions and Universities, in the public interest, shall maintain a waiting list of students / candidates. In the event of a student / candidate withdrawing before the starting of course, the waitlisted candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (one thousand only) shall be refunded and returned by the Institution / University to the student / candidate withdrawing from the programme. Should a student leave after joining the course and if the seat consequently failing vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.
4. The Universities / Institutions are requested to abide by the instructions issued by the UGC. The UGC shall on its own or on receipt of specific complaints from those affected, take all such steps as may be necessary to enforce these directions.
5. Institutions / Universities are also required to convey these instructions to the college affiliated to them.

sd/-

(Tilak R. Kem)
Secretary

14-4/2007-U.3(A)
Government of India
Ministry of Human Resource Development
Department of Higher Education
[U.3 (A) Section]

Whereas it has come to the notice of the Government of India that Institutions and Universities, including Institutions Deemed to be Universities, are admitting students to technical education programmes long before the actual starting of an academic session; collecting full fees from the admitted students; and, retaining their school / institution's leaving certificate in the original;

And Whereas, Institutions and Universities are also reportedly confiscating the fee paid if a student fails to join by such dates.

And, Whereas, certificates in original are being detained by institutions and universities to force retention of admitted students;

And, Whereas the time-limit for students to join the courses / programmes is also being advanced in some cases unrealistically so as to pre-empt students / candidates from exercising other options of joining other institutions of their choice.

Now, therefore, in exercise of the powers conferred in it by Section 20(1) of the University Grant Commission Act and Section 20(1) of the All India Council of Technical Education Act, the Central Government hereby directs the UGC and the AICTE to instruct Institutions and Universities in the public interest to maintain a waitlist of students / candidates. In the event of a student / candidate withdrawing before the starting of the course, the wait listed candidates should be given admissions against the vacant seat. The entire fees collected from the student, after a deduction of the processing fee of not more than Rs.1000/- (one thousand only) shall be refunded and returned by the Institution / University to the student / candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the School / Institution Leaving Certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant gets filled by another candidate by the last date of admission, the Institution must return the fees collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.

Any violation of instructions issued, by the UGC, and the AICTE, shall call for punitive action including withdrawal of approval and recognition of erring institutions and Universities. The UGC and the AICTE shall on their own or on receipt of specific complaints from those affected, take all such steps as may be necessary to enforce these directions.

(Sunil Kumar)
Joint Secretary (Higher Education)

1. PS to HRM
2. PS to MOS
3. Secretary, Higher Education
4. Joint Secretary (T)
5. Chairman, UGC
6. Chairman, AICTE
7. PIO, PIB

PUBLIC NOTICE

Advt. No. AICTE/Legal/04(01)/2007

Sub: Instructions to Technical Institutions, Universities including Deemed to be Universities imparting Technical Education regarding matters concerning charging of fees, refund of fees and other student related issues.

All India Council for Technical Education (AICTE) has been empowered inter alia under section 10 (n) of AICTE Act to "take all necessary steps to prevent commercialization of technical education". In compliance with the provisions under AICTE Act and in the light of directions of Govt. of India issued under section 20 (1) of AICTE Act vide Letter No. (U.1 (A) Section), it has been decided to issue instructions to the Technical institutions, Universities including Deemed to be Universities imparting Technical Education in the matters concerning students.

Whereas it has come to the notice of the AICTE that Technical Institutions and Universities including Deemed to be Universities, are admitting students to technical education programmes long before the actual starting of an academic session; collecting full fee from the admitted students; and, retaining their school/institution's leaving certificates in the original;

And Whereas, Institutions and Universities are also reportedly confiscating the fee paid if a student fails to join by such dates;

And, Whereas, certificates in original are being detained by institutions and Universities to force retention of admitted students;

And, Whereas the time-limit for students to join the courses/programmes is also being advanced in some cases unrealistically so as to pre-empt students/candidates from exercising other options of joining other institutions of their choice.

In the event of a student/ candidate withdrawing before the starting of the course, the wait listed candidates should be given admissions against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs.1000/- (Rupees one thousand only) shall be refunded and returned by the Institution/ University to the student/candidate withdrawing from the programme. It would not be permissible for Institutions and Universities to retain the School/Institution Leaving Certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.

Any violation of instructions issued by the AICTE, shall call for punitive action including withdrawal of approval and recognition of erring institutions and Universities. AICTE shall on its own or on receipt of specific complaints from those affected take all such steps as may be necessary to enforce these directions.

(Dr. K. Narayana Rao)
Member Secretary