

# **E.T.T. Admission Session 2011-13**

## **ADMISSION POLICY**

Continuation to public notice published by this Association of Punjab Self Financed Colleges of Education, E.T.T. Regd. in daily newspapers 'The Tribune and The Ajit' as empowered by hon'able Punjab and Haryana High Court vide CWP No. 19194 & 2196 decision to devise their own procedure of admission of students to ETT course for the academic session 2011-2013. Thus the Association of Punjab self-Financed Colleges of Education E.T.T. Regd. has formulated the following guidelines for the ETT admission session 2011-2013, for Self-Financed Colleges of Education or ETT colleges located in the state of Punjab, Dully recognized by NCTE/Punjab Govt. as per NCTE and Haryana Govt./SCERT norms. The following scheme is notified for information of all concerned.

Procedure of Admission for ETT course session 2011-2013:-

(a) The admission to ETT course session 2011-2013 will be done by the Association of Punjab Self-Financed Colleges of Education E.T.T. Regd. through online counseling process.

b) The eligible candidates aspiring for admission to ETT course for Session 2011-2013 shall submit their application online on the format given in the website of this Association i.e. [www.ettpunjab.org](http://www.ettpunjab.org) designed for admission ETT course.

The admission to ETT course shall be done through online centralized counseling by admission committee constituted by the Association of Punjab Self-Financed Colleges of Education (ETT) Regd.

No entrance test will be conducted. The admission to ETT course shall be made on the basis of merit of qualifying examination.

The candidates aspiring for ETT admission 2011-2013 will get online registration in any of the listed recognized Self Financed Colleges on the website of the Association.

After online registration and choice filling, the provisional merit list will be declared. Student's complaints will be attended on any day before releasing final merit list and allotment of seats to the candidate.

g) Each recognized college listed in the website of Association shall create help desk for ETT admission 2011-2013.

(h) After online registration and choice filling, the provisional merit will be declared. Students' complaints will be attended for one day before releasing final merit list and allotment of the seats to the candidate in the colleges.

## Eligibility

Candidates with at least 50% marks in Senior Secondary (10+2) or its equivalent examination are eligible for admission. The reservation for SC/ST/OBC and other categories shall be as per the Punjab Govt. NCTE policy/ guidelines. There shall be relaxation of 5% marks in favour of SC/ST/OBC and other categories of candidates. No candidate with reappear/ compartment /result late shall be eligible to apply.

Seats will be equally allotted into Humanities, Science, Commerce and vocational stream as per the norms. Vacant seats after first counseling shall be converted into other streams if needed.

(c) Student will avail the benefit of opted category only.

(d) Percentage of marks 12<sup>th</sup> (10+2) will be considered as the basic marks of the candidate. An additional weightage of 5 marks will be given to those candidates who have successfully completed education in any discipline and additional 5 marks to those having post graduation in any of the school subjects. An additional 5 marks will be given to Candidates belonging to the rural area (who have passed 8<sup>th</sup> & 10<sup>th</sup> class examination from rural school)

Candidates who belong to Punjab but due to their school education outside Punjab or for any other reason, have not cleared Punjabi examination or higher examination by other board/language department, shall not be granted ETT diploma Certificate unless they pass the same as private candidate and submit a proof thereof to the examining body.

(f) In case of a tie, the candidate(s) with higher age will be considered for admission.

(g) Admission Process will be based on purely merit and online counseling will be held as per the dates notified by the association. Candidates can select any of above cited institutions for submitting the application and verification of the Certificates.

h) The Application processing fee paid by the candidate will not be refunded in any circumstance.

**Application processing fee for general category students Rs. 800 (non refundable)**

**Application processing fee for reserved category students Rs. 400 (non refundable)**

(i) There shall be no migration of admitted candidate from one institute to another under any circumstances..

Admission to the course is not granted to the government job

Any seat falling vacant after second Phase of counseling or any drop out vacancy will be filled by the college on the basis of merit with in stipulated time , in a transparent manner.

(l) The admission of any candidate shall be liable to be cancelled at any stage if found submitting fake ,false forged fabricated or tempered documents, besides registering a criminal case and black listing him/her for readmission in the ETT course for a period of three years.

The norms, rules and regulation, curriculum shall be of NCTE/S.C.E.R.T and Punjab government, the S.C.E.R.T is the examining body in the state of Punjab for ETT diploma course

## DIVISION OF SEATS

85% seats Shall be filled through online counseling from the Punjab domicile / resident candidates.

15% seats shall be the management quota.

### Reservation of Seats:- For the state of Punjab

Category Code	Category	% age of seats to be reserved
02	Scheduled Caste/Scheduled Tribe	25%
03	Backward Classes	5%
04	Boarder Areas/ Backward Area (2% each)	4%
05	Sports-Person	2%
06	Children/Grand Children of Freedom Fighters	1%
07	Disabled person	
	a) Blind	1%
	b) Deaf & Dumb	1%
	C) other Handicapped	1%
	<b>.(f suitable candidates are not available in any one of those sub-categories seats available will be filled up by the candidates from the other sub category of disabled candidates and if they are not available in any sub-category, the seats shall be filled up from general/open category candidates)</b>	
08	Wards/ widow of defense personnel killed or disabled to the extent of 50% or more in action; wards of gallantry awardees of serving defense personnel/ ex- servicemen (1%) Wards of ex-servicemen./serving personnel (1%)  <b>Note: If any seat (s) remains vacant from (a) or (b) category the same can be filled up by way of interchangeability also.</b>	2%
09	wards/widows of Para-military forces personnel Punjab police, PAP & Punjab Home guards killed or disabled in action to the extent of 50% or more (1%) wards of Para-military forces personnel/ex-paramilitary forces personnel and Punjab police /PAP/Punjab	2%

## Counseling Scheme

The admission to ETT course shall be made through online counseling by constituted admission committees by the Association of Punjab Self financed colleges of education (ETT) AS PER MERIT IN TWO PHASES.

### ADMISSION TO MANAGEMENT QUOTA SEATS:-

(1) In pursuance of the Hon'ble Supreme Court of India's Judgment in T.M.A Pai Foundation and others verses State of Karnataka and others and in view of the interim Policy Regulations Notification, Dated 10<sup>th</sup> June, 2003 issued by the University Grants Commission 15% of the seats out of 85% state quota seats in un-aided private self-financing Institutions shall be treated as management quota seats and shall be brought out of the purview of centralized counseling to be conducted by the association.

(2) The Association shall exclude the management quota seats from centralized counseling and accordingly publish the details of these seats on the option of the respective institute.

(3) The seats under the management quota (15%) shall be filled by the concerned institute in the following manner.

a. Each institute duly authorized by the association, conducting the counseling shall publish an advertisement, mentioning the name of the institute and seats in two leading newspapers (i.e. one in English, and one in Punjabi language) after completion of first counseling.

b. The management of the institute shall fill up management quota seats on the basis of merit list through on counseling in a transparent manner.

c. There shall be no reservation, what so ever, in respect of the prescribed management quota seats.

d. The basis eligibility criteria regarding educational qualification etc. shall remain the same available on the website of the association i.e. [www.ettpunjab.org](http://www.ettpunjab.org)

## GENERAL CONDITIONS

The merit of each candidate shall be determined on the basis of marks secured by him/her in the qualifying examination 10+2. There will not be any Entrance test.

When two or more candidates have secured equal marks in the counseling their Inter-se merit admission will be decided on the following criteria in the order of preference:

Candidate older in age

Candidate with higher percentage of marks in +2

If a sufficient number of candidates belonging to reserve category (ies) is not available, the vacant seats will be offered to candidates in open category.

The candidates are required to bring all certificates in original along with one set of photocopies of each document and two copies of their photograph identically to be pasted on the application form at the time of eligibility check. In case any candidate fails to produce the required original certificates shall not be considered for admission in ETT course.

The successful candidate will report in the allotted college within three days to deposit the prescribed fee for E.T.T. course to confirm the allotment. Otherwise admission to ETT course session 2011-13 shall stand cancelled automatically.

The Principal of the college shall be responsible to ascertain the eligibility of the candidate and authenticity of document before the admission of the candidate.

The fee for the ETT course for the session 2011-13 shall be notified as recommend by the duly constituted fee fixation committee and approved by the Association of Self-Financed Colleges of Education, Punjab (ETT) Regd.

The classes for ETT course, in the colleges under this counseling process will start soon after second round of counseling.

### **Appellate Authority**

Any dispute arising in respect to the allotment of college or choice of the college shall be referred to the Appellate Authority appointed by the Chairman of the Association of Punjab Self-Financed Colleges of Education (ETT) Regd. Jurisdiction of the court shall be Nawanshahr. (S.B.S. Nagar)

# **IMPORTANT INSTRUCTIONS FOR THE COLLEGES PARTICIPATING IN THE STATE LEVEL CENTRALIZED ONLINE COUNSELING FOR ETT course 2011-2013**

The college participating in the counseling must have the approval of NCTE and should be notified by the Punjab Govt. for admission of session of 2011-13. It is the sole responsibility of the college to be eligible for making admission for this session.

The college must submit the soft copy of the mandatory form of association and affidavit by 18/9/2011, failing which the college shall not be allowed to participate in the admission process.

The college will verify the original documents of candidate when he reports along with application form. It is the responsibility to the college to check the eligibility, category, rural class and stream as per the Punjab Govt. and NCTE norms. If the candidate found eligible, the college will take the hard copy of the application, along with the necessary documents and will issue acknowledgement to the candidate. The college will issue Pin Number of Rs.800/- for general category candidate and Rs.400/- of SC/ST candidates and will guide the candidate to enter choices. The candidate must have to fill minimum 5 choices of different colleges.

Any mistake in verification of documents claims would be sole responsibility of the verifying college. Colleges shall be held responsible for any discrepancy found in eligibility criteria.

College shall maintain proper record, deposit application form and other relevant information in specific format and to update the online information within the given period of stipulated time.

In case of rural area candidates the college will check the certificates of 8<sup>th</sup> and 10<sup>th</sup> class and a certificate should be countersigned by Dist. Education Officer. The rural area weightage will be given 5marks. The weightage will be given to eligible candidates only.

No college will deny to accept the application forms/ to give acknowledgement to issue Pin number.

If any college do not admit the allotted students then the college itself will bear the consequences not the association.

All colleges should advertise the management quota seats in two leading newspapers & fill these seats after the first counseling.

The college is supposed to check the following set of certificates:-

Certificate & Detail marks card of metric (10<sup>th</sup>)

Certificate & Detail marks card of 10+2

Character certificate (from the institute last attended)  
Resident Certificate

Reservation Category Certificate

Rural area claim (Certificates should be duly countersigned by Distt. Education Officers))

Any other relevant Certificate

The hard copy of the application form along with attested copies of certificates is to be submitted to the eligibility checking college, by the student.

Note: - All the colleges are requested to visit website [www.ettpunjab.org](http://www.ettpunjab.org) and check college e-mail regularly to be in touch with the admission process.

## **INSTRUCTIONS FOR THE CANDIDATES**

1. Only those eligible candidates should apply which are interested to take admission in the member colleges of association Punjab of self financed colleges of education which are enlisted on the website.
2. The eligible candidates will fill the online application form on the official website of the association of self financed colleges of education, Punjab i.e. w.e.f. 15<sup>th</sup> September, 2011.
3. After filling the online application form, the candidates will approach the first preference to nearest college with hard copy of the application form along with Certificates in Original for eligibility verification.
4. The candidates will Procure the Pin Number after verification of eligibility form any of the enlisted colleges by depositing non-refundable processing fee i.e. Rs. 800/- (Eight hundred only) for General category candidates and Rs. 400/- (four hundred only) of SC/ST candidates.
5. The Pin Number will contain a Serial Number & ID Number. After filling form no, Password serial no. & ID Number on Website, the candidates will enter his choices of colleges.
6. The Candidates must have to fill minimum 6 choices of different colleges, / 15 total choices (colleges' candidate can fill more than one choice if He/She is eligible for the same.

**NOTE:** - The admission process is in light of judgment of CWP 19994 and 2196. The processing fee paid by candidates will not be refundable in any case/circumstances.