ADMISSION PROCEDURE

The Candidates who have successfully passed the qualifying examination shall be eligible to apply for admission to various courses mentioned in the prospectus. All candidates desirous of admission to diploma courses shall be required to register their details on the counselling website (www.psbte.gov.in) to participate in the online counselling.

I. ELIGIBILITY FOR ADMISSION

1. The admission to diploma level courses shall be made on the basis of the merit of the subjects Maths, Science and English with overall status pass in the matriculation examination.

2. The admission to First year of the four year Part Time Diploma Courses shall be made on the basis of relative merit of total marks obtained in Mathematics, Science and English subjects with overall pass in matriculation examination; and the candidate should be in employment at the time of admission with two years of work experience in a registered firm/company/industry on full time basis.

3. Apart from the above basic educational qualifications, the general eligibility criteria shall be as contained in Punjab Government, Department of Technical Education and Industrial Training, Chandigarh Notification Nos. 8/27/2019-4TE2/1458413/1 Dated 08/04/2019 for diploma level courses and No. 8/27/2019-4TE2/1458517/1 Dated 08/04/2019 for Part Time Diploma Level Courses which can be seen in Part-II of the Prospectus.

4. There is no lower or upper age limit for admission.

5. Reservations of seats in the affiliated institutions situated in Punjab shall be as per the policy of Government of Punjab, and for the institutes located at Chandigarh, the reservation shall be as per the policy of Chandigarh Administration.

II. PROCEDURE FOR ON-LINE COUNSELLING

National Informatics Centres (NIC), New Delhi has been entrusted with the task of implementing ON-LINE OFF CAMPUS counselling. The procedure to be followed for ON-LINE OFF CAMPUS counselling is as under.

Objectives
The Board has adopted ON-LINE OFF CAMPUS counselling with following objectives:

1 To bring 100% transparency in seats allotment and admissions.

2 To build strong public interface to minimize travel burdens on the students and their parents for counselling.

3 To providing enough time to students for submission, change, delete, selection of multiple choices courses/institutes from anywhere any time.

4 To make provide of required information, answers to queries, reports at different levels through the counselling website.

5 To organize centralized database and centralized monitoring.

6 To achieve Paper-Less counselling.

7 To make secured and controlled data access at every level.

Strategies

NIC has been entrusted to accomplish the task of Software development, testing and implementation of Web based ON-LINE OFF CAMPUS counselling for admissions to all AICTE approved technical diploma level courses being run in all technical institutions in the State. To achieve the said objectives, a website shall be launched by National Informatics Centres (NIC), the premier Science & Technology organization of Government of India under Union Ministry of Information Communication and Technology. The website shall entail all the information, procedures, instructions and guidelines for online counselling.

1. Admissions shall be made through ON-line counselling by NIC, in collaboration with the Board. Detailed instructions for online admission procedure will also be available on Board's websites www.punjabteched.net and www.punjabteched.com.

2. To participate in ON-LINE counselling, it shall be mandatory for every candidate to register through counselling website www.psbte.gov.in as per the counselling schedule available on the website.

3. The candidates who participate successfully in the counselling will be required to exercise their initial choices of branches and Institutes through Internet from places of their convenience or the designated polytechnics.

4. The procedure for exercising choices or seeking other information is simple and menu driven. It shall guide the candidates by appropriate messages on the computer screen.

5. After declaration of the result of the 1st counselling, the candidates shall be directed to report in the allocated institute for verification of requisite testimonials in original. The admission of the candidates shall be confirmed after online payment of the requisite admission fee.

6. After joining of a candidate at the allocated Institute, the institute shall update the status of joining/ non reporting online. Students joining the Institutes can also see the list of admitted students under one particular Institute at the counselling site "www.psbte.gov.in"

7. The candidates who would like to upgrade their earlier allocated seat in the 1st counselling, are also permitted to participate in the subsequent counselling. In such cases, if candidate is allotted a seat in subsequent counselling, his/her previous allotment of seat shall stand automatically cancelled and the candidate shall not have any claim whatsoever on the previous allotment.

8. At the time of reporting for verification of certificates and confirmation of the seat, the institute shall confirm the admission of candidate only after verifying his/her testimonials in original and proof of fee deposited.

Candidates must bring the following certificates at the time of admission (reporting to the institute) :

1. **Original Certificates:**
   - Qualifying Examination Detail Marks Sheet
   - Matriculation Certificates (Date of Birth)
   - Character Certificate from institutions last attended
   - Proof of Residence/Domicile Certificate
   - Certificate in support of claim under reserved category.
   - Income Certificate, if admitted under Tuition Fee waiver seat / Reserved Category in support of claim under reserved category.
   - **Candidates, who fail to produce the requisite documents, will not be admitted.**
2. **Attested copies** of above certificates.
3. One recent stamp size **photograph**.