



GOVERNMENT OF ASSAM
DIRECTORATE OF TECHNICAL EDUCATION, ASSAM
KAHILIPARA, GUWAHATI - 781019

No. TE(Ex) Admn-1/2023/ 702

Dated Guwahati, the 19/8/2023

**GUIDELINE & SCHEDULE FOR ADMISSION INTO 3rd SEMESTER OF B. TECH
(LATERAL ENTRY) PROGRAMMES IN THE ENGINEERING COLLEGES OF
ASSAM FOR THE ACADEMIC SESSION 2023-24**

Acceptance of Allotment of seat:

1. The registered candidates who have completed choice filling and document uploading will be considered for allotment of seats as per merit of the candidate. The allotment will be made against one seat & the allotment of seats will be purely provisional. The candidates belonging to ST & SC category will have a relaxation i.e. Candidate must secure a minimum of 45% (40% in case of SC and ST) marks in the Polytechnic Course.
2. The candidates who get the seat allotment must accept it through the portal. Otherwise he/she will not be considered for further counselling process, if any.
3. If no seat is allotted, the eligible candidates will automatically be considered in the next counselling.
4. If a candidate does not accept an allotted seat within the specified time period as mentioned in the schedule, his/her candidature will be forfeited from the entire admission process and will be omitted from the entire counselling process as well.

Allotment letter:

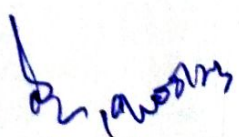
5. In order to download the provisional allotment letter, candidates must sign the acceptance letter generated at the time of accepting the allotment and upload it to the portal.
6. If a candidate wishes to exit from the counselling process he may do so by selecting the appropriate option, in that case, his/her candidature will be forfeited for the entire counselling process. However, the candidate must have to submit an undertaking.

Report to the Colleges:

7. The candidates must visit the allotted colleges with the required documents for physical verification. Colleges will check and verify their documents physically. Any document deemed ineligible may be rejected by the college, and the candidature may be forfeited from the entire verification process.
8. If a candidate accepts the allotted seat but does not report to visit the institution for document verification within the specified time, his/her candidature will be forfeited from the entire counselling process.

Document verification & Fee payment:

9. The candidates have to visit the allotted colleges with the required documents for physical verification only on the 1st allotment. Candidates who receive seat allotments in colleges must get their documentation validated once and for all.
10. The candidates must pay the token fee of Rs.10000/- at the time of reporting at the college where they get the 1st seat allotment.
11. Candidates who choose a better option won't have to pay the token fee each time they are allotted a seat. They will have to pay the college 10% of the total fee amount when they finally freeze their seats and take admission and pay the necessary admission fees.
12. Candidates having discrepant documents (PRC) may be considered provisionally verified, but the candidate will have to make the discrepancy correct within the specified time, visit the college for verification of the discrepant documents and regularize his/her admission where the candidate gets the latest seat allotment.
13. Document Verification will be done at the college level at the time of reporting. The checklist of documents for document verification is mentioned in **Annexure - I**
14. The hostel and mess expenses will be collected at the college level after the allotment of the hostel to the candidates as per prescribed guidelines.
15. There may be spot counselling only for those colleges where the vacancy arises after counselling is over.


Director of Technical Education, Assam,
Kahilipara, Guwahati-19.

Annexure-I

Candidates will have to produce for verification the following documents in original at the time of admission and submit the self-attested photocopies of the same along with 2 (two) recent passport size photographs with their signature.

DOCUMENTS REQUIRED FOR ALL CANDIDATES:

1	AGE PROOF	H.S.L.C. OR ITS EQUIVALENT EXAMINATION ADMIT CARD.
2	QUALIFYING EXAMINATION MARK SHEET & CERTIFICATE	CERTIFICATE & MARKSHEET FROM POLYTECHNIC INSTITUTE OF ASSAM UNDER STATE COUNCIL FOR TECHNICAL EDUCATION (SCTE) OR CIPET, GUWAHATI OR ASSAM ENERGY INSTITUTE, SIVSAGAR OR CIT UNDER (SCTE)
3	PERMANENT RESIDENT CERTIFICATE	PERMANENT RESIDENT CERTIFICATE OF ASSAM [PRC]
4	PROVISIONAL ALLOTMENT LETTER	TO BE DOWNLOADED FROM THE WEBSITE
5	PART-A FORM	ATTACHED WITH THE PROVISIONAL ALLOTMENT LETTER
6	JLEE RANK CARD	TO BE DOWNLOADED FROM ASTU WEBSITE

IN ADDITION TO THE ABOVE THE OTHER DOCUMENTS ARE REQUIRED AGAINST THE BELOW-MENTIONED CASTE/ CATEGORY AS FOLLOWS:

1	SC/ST[P]/ ST[H]	CASTE CERTIFICATE
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Upgradation of seat:

1. Candidates who accept the allotted seat but still wish to take part in the subsequent round of counselling to find a better option as per the choice filling orders will be permitted, but they must submit an undertaking at the time of reporting for Document Verification at allotted college.
2. The candidate does not have to visit personally for document verification where he or she gets a new allotment under upgradation after getting verified with confirmed status in the college where the candidate was allotted at first, since, the documents have already been examined by the college where he or she was allotted first and marked as "Verified" on the portal. The next college can retrieve the documents from the portal itself.
3. Candidates getting new seat allotment under upgradation must accept the newly allotted seat. Because once a new seat is allotted to a

candidate his/her previous seat will automatically be cancelled. If the candidate does not accept the newly allotted seat, he/she will lose the previous seat and will be omitted from the subsequent round of counselling.

4. If a candidate has been verified on a provisional basis and got allotment in another institute as per the chosen preferences as a better option, the candidate must visit the new institute to have any discrepant documents verified. However, until the discrepant documents are verified, his/ her verification will continue to be provisional.
5. The candidates who have been verified provisionally to an institution and still have not received the required documents such as PRC but want to go for further upgradation he can do so by selecting the auto upgradation option. Then the candidate has to submit a self-declaration through the portal without going personally to the institution stating his/her inability to procure the required document. In that case, the verification status of the candidate to the upgraded institution will also remain provisional.

The above instructions may subject to change if necessary. The final decision regarding all the processes of counselling and admission will be taken by the Directorate of Technical Education as and when necessary.

The candidates are requested to check **News & Events** daily in the admission portal.

ELIGIBILITY FOR ADMISSION INTO 4 YEARS B.TECH. COURSES (LateralEntry)

To be eligible for Admission to any of the Colleges a candidate must fulfil the following conditions:

- i. The Candidate must be an Indian Citizen and a Permanent resident of Assam [with a valid PRC of Assam issued by the competent authority].
- ii. Candidates must have a recognized Diploma of a Minimum of 3 years duration from any Polytechnic Institute of Assam under State Council for Technical Education (SCTE) or CIPET, Guwahati or Assam Energy Institute, Sivsagar or CIT under SCTE.
- iii. Candidate must secure a minimum of 45% (40% in case of SC and ST) marks in the Polytechnic Course.
- iv. The Candidate must have a valid rank in the Entrance Examination (JLEE2023) for admission.
- v. The Candidate must possess a good moral character.
- vi. The Candidate must be physically and mentally fit.