

Office of the
Controller of Technical Examinations
Thiruvananthapuram.
Dated: 01/03/2019

No: C3/ 980 /2019

NOTIFICATION No. 10 / 2019

Sub: - PGDCA/PDSE I, II and III Semester (Revision 2007 Scheme)
Examinations ó January- 2019.

It is hereby notified that the I, II and III Semester PGDCA/ PDSE Examination (Revision 2007) will commence during the month March 2019. Selected Polytechnic colleges will be the examination Centres. The centres of Examination will be intimated after getting registration details.

1. Candidates who have undergone the prescribed course of study satisfactorily and who have secured **not less than 80% attendance in each semester and a minimum 50% of Sessional marks in each semester are eligible** to appear for the examination. However condonation for shortage of attendance up to 15% can be obtained from **Controller of Technical Examination, Thiruvananthapuram** for valid reasons on payment of condonation fee of Rs.150 /- on recommendation of the respective Head of institutions.

2. Rate of Examination fee

Examination fee: Rs. 900/- per semester (for Regular appearance)
Rs. 150/- per paper (for supplementary exam)
Rs. 250/- per semester (for Cancellation of the Exam)
Rs. 500/- (permission for the revision change)
Rs. 50/- (for duplicate hall ticket)

Last date of remittance of fee :20/03/2019.

Candidates **will not be allowed** to register for the examination in piecemeal. **They shall register for all papers both theory and practical for which they have to pass in each semester.**

3. Candidates under Revision 1999,2000,2001 and 2004 scheme can write the equivalent subjects under Revision (2007) scheme if they desire so. List of equivalent subjects are available with the head of institutions or in the web site telerala.org.
4. Those who appear for equivalent subjects should obtain new register number under Revision 2007 scheme. For revision change prior sanction is to be obtained from JCTE with a fees of Rs . 500/- remitted to **Head of Account 0202-02-800-94 other receipts.**
5. Application form for examination registration is available in the web site telerala.org (from home page -> down loads). All the candidates are requested to use this application form to register for the examination. All entries made by the candidate in the application form are to be carefully verified by themselves. After filling the application form it is to be submitted to the institution concerned with original chalan receipt for the fee remitted. The fee for the examinations shall be remitted to **Head of Account 0202-02-800-94 other receipts.** The original chalan

receipt is to be forwarded along with the nominal list to this office from institutions concerned.

6. The Head of institution where the candidate had undergone the course will scrutinize the applications and certify that the entries made by the candidates are correct and agree with the records of the Institution. Applications of examinations need not be forwarded to this office.

The Head of institutions are requested to collect the filled up application form along with the original chalan receipt in proof of fee remitted , from the candidates and upload the details in the website (www.tekerala.org) through their respective institution login. After uploading the registration details of all candidates of your institute, take the printout of the uploaded details from the site and forward the printout to the JCTE office along with the original chalan receipt. All the institutions have been provided a unique login ID. The head of the institutions are requested to contact this office if the login ID is not obtained from this office. The original application obtained from the candidate need not be send to this office. However this shall be retained one year for further verification if necessary from this office.

7. Only uploaded details of registration will be entertained and the **last date for uploading is**

...20/03/2019..... Hard copy of the list of candidates with fee details should reach this office on or 30/03/2019.....

8. A regular candidate desired to cancel his candidature for the Examination; he/she should apply in the prescribed form for cancellation within 7 days after the completion of theory Examination with the prescribed fee of Rs. 250/- per semester. Head of Institutions should forward the application, duly recommended, so as to reach the **Office of the Controller of Technical Examination, Thiruvananthapuram within 10 days after the completion of theory Examinations.** Only the candidates who had applied for cancellation as stated above are eligible to get next appearance as Regular appearance. Absentee without cancellation will be treated as chance.
9. Hall Tickets will be issued to the candidates through the concerned Head of Institutions before the commencement of the examination. Candidates should preserve the admission tickets until they receive pass certificates
10. Practical examinations will be conducted at the respective institutions/ LBS centres where the candidate has undergone the course, after the theory examinations are over. The head of the institution will fix the dates of practical examinations and they will publish the time table. After the practical examinations the mark lists should be send to the JCTE office in the prescribed format from each examination centre
11. The Chief Superintendent shall follow the Rules and instructions contained in the Notification.
12. Extra time up to 30 minutes per paper for all the papers of the Examination of 3 hours duration and proportionate reduction of time for the papers of shorter durations to **physically handicapped candidates with 40% and above disability** is sanctioned as per **G.O.(MS) No. 9/92/H.Edn.dated: 6.1.1992.**



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