

11. Name of the Community : (✓ the appropriate box)

ST	SC	SC(A)	MBC&DNC	BC(M)	BC(O)	OC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. Particulars for ST, SC(O), SC(A), MBC / DNC, BC(O) / BC(M) only

(Attach a **Xerox** with attested Copy of the permanent community certificate card)

(i) Name of the Caste :

(ii) Sl. No. of the Community Certificate :

(iii) Name of the Revenue Division / Taluk :

Division	Taluk
<input type="text"/>	<input type="text"/>

(iv) Issuing Officer's Designation : (✓ the appropriate box)

Sub Collector	RDO / PA (G)	Tahsildar	Dy. Tahsildar
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. Examination Passed : (✓ the appropriate box)

	S.S.L.C. (10 yrs.)	S.S.L.C. (11 yrs.)	P.U.C. (Failed)	P.U.C. (Passed)	H.S.C.	I.S.C.	Others
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13.(a) Details of Studies :

Name of School last studied (Address)	State	Register No.	Month & Year of Passing
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

14. Marks obtained in SSLC / Equivalent Examination :

(False information will lead to cancellation of Admission and Criminal Action)

Sl. No.	Subject	Marks			Month and Year of Passing
		Scored		Maximum	
(i)	Tamil or any other Language	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(ii)	English	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(iii)	Mathematics	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(iv)	Science	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(v)	Social Science	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(vi)	Elective (if any)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(vii)	Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

15. Distance in Km. from the place of present employment to the Polytechnic College where you seek admission (not exceeding 60 Kms.) ...

16. Details of Employment (Enclose copies of Certificates for the Employment Periods):

Name of Organisation / Institution	Place of Employment	Capacity in which Employed	Pay	Period		Total Service		
				From	To	Y	M	D

DECLARATION BY THE APPLICANT

I,.....(Name in full) Son / Daughter of.....hereby solemnly declare that the information furnished and the statements given in the application, and the enclosures are true, correct and complete. I further declare that should it be found otherwise, I will be liable to forfeit my seat and or removed from the rolls of the Institution at whatever stage of study I may be, besides making me **Liable for Criminal Prosecution.**

Place :

Date :

Signature of the Applicant

OFFICE USE ONLY

IMPORTANT PARTICULARS

1. Name ...
2. Qualifying Examination ...
3. Marks obtainedout of.....marks
4. Marks reduced to a base of 80 ...
5. Total years of Experience ...

Y	M	D			
6. Marks for Experience (Maximum 20) ...
7. Total (4 + 6) ...
8. Community ...

ST	SC	SC(A)	MBC&DNC	BC(M)	BC(O)	OC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Certificate of Social Status ... Yes / No
10. Distance in K.M. from the place of working to the Institution (not exceeding 60 Kms.) ...
11. Whether Application is complete in order ... Yes / No
12. Particulars filled and verified by ...
13. Originals verified by ...
14. Countersigned by ... Institution Seal

PRACTICAL EXPERIENCE CERTIFICATE

1. Name of Candidate (as per S.S.L.C. Book) ...
2. Month and year of passing the Examination (S.S.L.C.) ...
3. Name of Firm / Company / Workshop and Address / presently working Firm with Regd. No. SSI / Factory Act / Labour Act / Company Act (with the date of Registration) ...
[Xerox copy of Registration as evidence should be enclosed]
4. Post held and scale of pay ...
5. Field experience (Civil, Mechanical, Electrical, Electronics) ...
6. Nature of work done. ...
7. Date of joining and confirmation in the present service ...
8. Employment / Service particulars ...

Note: Details should be furnished in the order of his / her service in various establishments.

Sl. No.	Name of Establishment	Date of commencement of service	Date of discontinuation of service	Total regular service as on 1-7-2010			Designation held and nature of work
				Y	M	D	
(1)	(2)	(3)	(4)	(5)			(6)

Note: Enclose Xerox copies of Employment Certificates in various establishments in support of your statement made above.

Signature of the Candidate

Note :

1. Under Col. (6) of 8th item give details of the designation held under each establishment and the nature of work done by you to each case briefly.

2. Period spent as apprentice/trainee will not be taken into account for computing the total period of service/experience.

3. Service as part-time worker, Daily Wages, NMR or Workcharged Establishment, Apprentice Helper, Service in a Wiring Contractor/Building Contractor/Contract/Welding Shop/Lathe Shop, Electrical Shop etc, will not be counted as experience.

4. The candidate should be working in the respective Engineering Field as on date of application 1-7-2010 as full time employee and shop means a workshop registered under Labour Act / Factory Act / SSI which include technical educational Institutions and ITI (Recognised) "Experience will be computed only from the date of registration of the firm in SSI and Date of Registration should be specified".

5. Probation period in Government Department will be counted as experience. Probation period in private concerns can be counted if nature of work, along with pay details are given.

CERTIFICATE BY THE PRESENT EMPLOYER

Thiru / Ms.....Son / Daughter of.....
is a permanent employee of this firm / department. He / She is working at present as.....
from.....as a regular / permanent employee. He / She has been under the
service of this firm from.....under various capacities as per details below on a permanent / regular
basis and in normal course shall continue to hold such employment at the place of duty throughout the period
of his / her Part-time course. This organisation / department has no objection to permit the candidate to do
Part-time Diploma Course.

Scale of pay of the post ...
His / Her present pay ...
His / Her conduct and character are ...
Details of service under various capacities (Furnish
period of service in each category) ...

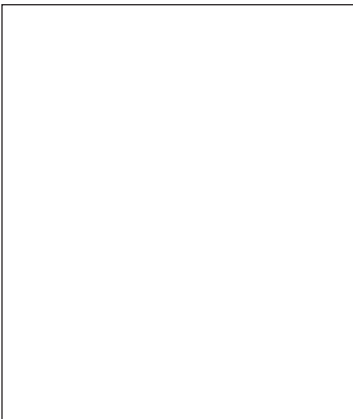
Date :

Office Seal :

Signature of the Present Employer

Name of Concern / Department (with seal)

Passport size photo, to be
attested by the employer



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- Note :** (1) The employment certificate should be issued with reference to the records etc. of the Employer / Department.
(2) The certificate is subject to verification. If it is found to be false on verification, through proper authorities, appropriate criminal action (under IPC 420 etc.) against the person responsible who has issued the certificate will be taken in addition to removal of the candidate from rolls.



Admission to Part-time Diploma Courses, 2010 – 2011

INFORMATION AND INSTRUCTIONS TO CANDIDATES

1. Application for admission to the Part-time Diploma courses should be submitted to the respective Principal of Polytechnic Colleges to which the candidate seeks admission.

All entries in the application form must be made legibly by the candidate in his own handwriting.

2. Name of the Institutions, courses of study duration, etc.

Sl. No.	Name of the Institution & Courses of Study	Duration
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1.	Central Polytechnic College Chennai 600 113 Civil, Mechanical, Electrical & Electronics, Electronics & Communication Engineering	4 years
*2.	Thanthai Periyar E.V. R. Government Polytechnic College, Vellore 632 002 Civil, Mechanical, Electrical & Electronics	4 years
3.	Tamilnad Polytechnic College Madurai 625 011 Civil, Mechanical, Electrical & Electronics	4 years
4.	Government Polytechnic College Coimbatore 641 014 Civil, Mechanical, Electrical & Electronics	4 years
*5.	Government Polytechnic College Nagercoil 629 004 Civil, Mechanical, Electrical & Electronics	4 years
*6.	Government Polytechnic College Trichy 620 022 Civil, Mechanical, Electrical & Electronics	4 years
*7.	Government Polytechnic College Tuticorin 628 003 Civil, Mechanical, Electrical & Electronics	4 years
*8.	Government Polytechnic College Krishnagiri 635 001 Civil, Mechanical, Electronics & Communication Engineering	4 years

Sl. No.	Name of the Institution & Courses of Study	Duration
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*9.	Alagappa Polytechnic College Karaikudi 630 004 Civil, Mechanical, Electrical & Electronics	4 years
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* The Director of Technical Education reserves the rights to cancel any course(s), if sufficient number of candidates are not available for admission to any course(s).

3. ELIGIBILITY FOR ADMISSION

A pass in SSLC Examination (*or*) Equivalent.

Note:

Weightage of Marks will be given for the service period in the relevant Engineering field.

Candidates should have been employed within a distance of 60 km., from the Institution to which applicant seeks admission within Tamil Nadu.

Exemption for the Distance :

1. Staff of Government offices and Public Sector undertaking at Thirunelveli and Palayamkottai are exempted from the distance rules for admission in Government Polytechnic, Tuticorin, vide G.O. Ms. No. 1542/Education, dt. 30-9-88.

2. Lab. Assistants working in Arasan Ganesan Polytechnic, Sivakasi are exempted from the distance rules for admission to Tamilnad Polytechnic, Madurai, vide G.O. Ms. No. 401 Education, dt. 10-4-89.

3. Skilled Assistants/Lab. Assistants working in Virudhunagar S. Vellaichamy Nadar Polytechnic, Virudhunagar are exempted from the distance rules for admission to Tamilnad Polytechnic, Madurai, vide G.O. Ms. No. 405, Education, dt. 21-4-93.

4. MODE OF SELECTION

- The marks secured in X Standard qualifying examination shall be reduced to a base of 80 Marks;
- Weightage be given for every completed year of service after passing the qualification with a maximum of 20 marks in the following manner.
 - For every completed year - 4 Marks. Selection shall be made as per ranking based on the total Marks secured in items (i) and (ii) above (80 + 20 = 100) (Subject to reservation as per Government orders).

Note:

Marks secured in SSLC or equivalent alone shall be taken into account, for the purposes of selection irrespective of higher qualification possessed by the candidate.

பகுதிநேர பட்டய சேர்க்கைக்கு விண்ணப்பிக்கும் முன்னாள் படைவீரர்களுக்கு இடஒதுக்கீடு.

1. அரசாணை எண். நிலை 371, உயர்க்கல்வி (ஜே2) துறை, நாள் 29-7-1999.
2. பகுதிநேர பட்டய படிப்புகள் நடத்தப்படும் அரசு / அரசு நிதி உதவி பெறும் பயிலகங்களில் முன்னாள் இராணுவத்தினருக்கு ஒவ்வொரு பயிலகத்திலும் ஒரு இடம் ஒதுக்கப்படுகிறது.
3. அரசாணை (நிலை) எண். 227 / உயர் கல்வித் துறை (பி 2) / நாள் 9-6-2000).

Note:

1. The candidates should enclose xerox copies of certificate in various capacities under various employer in support of claim for experience.

2. The period of service as Unpaid / Paid Apprentice Trainee / Helper / NMR / Under work charged establishment will not be taken as service and such candidates are not eligible for admission.

3. Services under Wiring Contractor / Building Contractor / Welding Shop / Lathe / Electrical Shop etc., are not recognised as Services in Engineering Field.

4. Candidates possessing higher qualifications should also satisfy the conditions above.

5. Commercial Assistant (TNEB) and persons working in similar positions in the Government Departments and Government undertaking are eligible to join Part-time Diploma Courses in Polytechnics. (G.O. Ms. No. 1055, Education (EJ2) dated 5-11-92).

6. Recognised workshop means a workshop registered under Labour Act / Factories Act / SSI which includes Technical Educational Institutions, ITI etc.

7. Experience will be computed only from the date of registration of the firm in SSI etc.

8. Experience mark will be counted according to be proper S.S.I. Certificate produced.

5. Selection will be made under the following categories:

1. Open Competition
2. Backward Class (Others)
3. Backward Class (Muslim)
4. Most Backward Class / Denotified Communities
5. Scheduled Caste
6. Scheduled Caste (Arunthathiyar)
7. Scheduled Tribe

The percentage of seats under the above categories will be as per the orders of Government of Tamil Nadu.

5.1. Candidates seeking admission against BC (O) / BC (M) / MBC & DNC / SC / SC(A) / ST quota should obtain a certificate of social status in the prescribed form (which is a duly numbered and printed one) available with the Revenue Authorities concerned.

The candidates should furnish the particulars invariably for Item No. 12 of the application form without fail. The candidates who have not furnished the particulars for Item No. 12 at the time of submission of the application will be treated as belonging to OC.

The candidates should produce at the time of admission, the original community certificate along with a xerox copy of the community certificate duly attested by Officers of Grade A or B.

Note:

1. No person who professes a religion different from the Hinduism or Sikh religion shall be deemed to be a member of a Scheduled Caste.

2. A member of a Scheduled Caste on conversion to Christianity will be considered only under Backward Class Christian and not under Scheduled Caste.

3. A member of the Scheduled Tribe will however continue to be treated as such a member, irrespective of whether he is a convert to any religion or he is the candidate descended from such a convert.

4. A candidate who claims to belong to Scheduled Caste by virtue of reconversion should give all and full details regarding date of reconversion and with the candidate on such reconversion is accepted by members of the particular community of the locality where he / she resides as belonging to the particular community which he / she claims to belong. Reconversion from Christianity to Hinduism will be considered only if notified in the Gazette before **1st July of the year of admission.**

5. Candidates are warned that if the community recorded in the certificates produced by them from the competent authority is not included in the list of Scheduled Tribe or Scheduled Caste or Scheduled Caste (Arunthathiyar) or Denotified Community or Most Backward Class or Backward Class (Others) or Backward Class (Muslim) or if the community certificate is not issued / signed by the competent authority, they will not be considered as belonging to Scheduled Tribe, Scheduled Caste, Scheduled Caste (Arunthathiyar), Denotified Community, Most Backward Class, Backward Class (Others) Backward Class (Muslim) as the case may be. They will be in that case, considered only along with 'Other' and the privilege that have been given, on the presumption that the candidate belongs to ST / SC / SC(A) / MBC & DNC / BC(O) / BC(M) as per the details given under the Item No. 4(a) of the application form will be withdrawn. The selection made already on the basis of community privilege will be cancelled and they will be ranked along with others. If they are not qualified to be considered along with 'Others' their application will be treated as rejected.

6. The selection of ST / SC / SC(A) / MBC & DNC / BC (O) / BC (M) candidates under Open Competition is in addition to the reservations made for them.

7. Permanent community certificate to ST should be obtained only from the RDO concerned.

6. GENERAL INFORMATION

6.1 Fees

Detailed information can be had from the Principals of the respective Polytechnic College.

6.2 The following original certificates should be produced at the time of admission or when required by the Principal :

- (i) Transfer certificate & Conduct certificate in original from the Head of the Educational Institution in which the candidate had last studied.
- (ii) SSLC Book or equivalent record.
- (iii) Experience certificates obtained from various establishments as per practical experience certificate.

6.3 Other Important Points

(i) The Register Number should be quoted in all correspondences connected with the application.

(ii) Applicants belonging to Tamil Nadu only will be considered for admission. However the following categories of candidates are also eligible to apply on par with Tamil Nadu candidates.

Candidates working in Central Government Departments, Registered Stock Companies, Private or Public Sector Undertakings and also in Government Recognised Institutions, though not domiciled in this State may also apply and compete with other candidates for admission provided a certificate is produced from the Management/ Department/Employer along with the application that the candidate is a permanent employee of the Department/ Firm/Institution concerned and working in Tamil Nadu continuously for the past 5 years, at the time of submission of application.

(iii) The applicants are informed that filled in application should be sent only through their Department/ Employer concerned. The applications should reach the Principals concerned within the due date prescribed. No candidate can be considered for selection / admission whatsoever in the absence of receipt of such applications through proper channel and the candidate cannot be considered for selection/admission on the basis of advance copy of the applications, if any, sent by the candidate.

(iv) Applications received after the prescribed date and applications which are not in the prescribed form or which are not correctly filled in or in respect of which the prescribed certificates and documents are not received within the due date or the certificate which are not in accordance with the certificate prescribed and applications which do not otherwise fulfil the terms of these Instructions will be considered as defective and are liable for rejection. The department will not be responsible for any delay in posts or otherwise in respect of issue / receipt of applications.

(v) The Register Number of the selected candidates will be published in the Notice Board of the Polytechnic concerned. Intimation of selection will be sent to the selected candidates by the Principal of the Polytechnic concerned under Certificate of Post.

(vi) Certificate of industrial experience should contain the passport size photo, attested by the Employer.

(vii) A candidate should send only one application for admission. If more than one application is received from the same candidate, all his applications are liable for rejection.

(viii) The last date for receipt of filled in application is 10-6-2010.

Warning :

Production of Bogus Mark Sheet / Bogus Experience Certificate / Bogus Community Certificate will lead to criminal action.

**Commissioner of Technical Education
Chennai 600 025**