

# DIPLOMA e-ADMISSION-2022

## INFORMATION BROCHURE

FIRST SEMESTER/ FIRST YEAR  
DIPLOMA IN ENGINEERING/  
TECHNOLOGY/ ARCHITECTURE/



LATERAL ADMISSION TO 2ND YEAR  
(3RD SEMESTER) DIPLOMA IN  
ENGINEERING/ TECHNOLOGY

NON-ENGINEERING COURSES



In  
Govt. & private engg.schools/ polytechnics/  
Private engineering colleges of odisha

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<b>Admission Timeline (Government &amp; Private Institutions)</b>			
<b>Diploma Admission – 2022</b>			
<b>SL#</b>	<b>Activities</b>	<b>Timeline (Diploma Admission 2022)</b>	
		<b>3rd Semester (LE)</b>	<b>1st Semester/ 1st Year</b>
1	Availability of ONLINE Common Application Form (CAF) on the SAMS Portal <a href="http://skill.samsodisha.gov.in">http://skill.samsodisha.gov.in</a>	27.06.2022	27.06.2022
2	Last date for applying ONLINE Common Application Form (CAF)	23.07.2022	24.07.2022
3	Commencement of document verification of applicants at selected NCCs, whose required documents have not been validated online	29.06.2022	29.06.2022
4	Last date of document verification of applicants at selected NCCs as applicable	25.07.2022	27.07.2022
5	Error free validation certificates from the NCCs	27.07.2022	29.07.2022
6	Selection of medical standard certificates of physically challenged (PC) candidates at SCB Medical College & Hospital, Cuttack	28.07.2022 to 30.07.2022	30.07.2022 to 02.08.2022
7	Verification of Merit List	04.08.2022	10.08.2022
8	Publication of Merit list	05.08.2022	12.08.2022
9	Online choice filling of institutions and branch by eligible applicants	05.08.2022 to 10.08.2022	12.08.2022 to 17.08.2022
10	Provisional Allotment of Seats (First Round)	18.08.2022	24.08.2022
11	Online payment of Part Admission fees (First Round)	19.08.2022 to 22.08.2022	24.08.2022 to 29.08.2022
12	Applicants, who are allotted first choice in the first round, after payment of part admission fee, will download the final allotment letter and report at the allotted institution	19.08.2022 to 22.08.2022	24.08.2022 to 29.08.2022
13	Online Choice Filling by left out SC/ST Candidates	23.08.2022	30.08.2022
14	Provisional Allotment of Seats (Second Round)	30.08.2022	09.09.2022
15	Online payment of Part Admission fees (Second Round)	30.08.2022 to 03.09.2022	09.09.2022 to 14.09.2022
16	Availability of final allotment letter to the applicants, except those, who have been issued final allotment letter in the first round.	13.09.2022	23.09.2022
17	Reporting of the final allotted candidates of second round only at the allotted institution	13.09.2022 to 17.09.2022	26.09.2022 to 30.09.2022
18	Redressal of Grievances of the applicants raised during admission process for settlement	19.09.2022	01.10.2022
19	Publication of institute/branch wise vacancy report on the website	22.09.2022	10.10.2022

**NB: The Date may be changed according to the AICTE revised Academic Calendar received, if any. All the Govt. Polytechnics of the State will function as NCC (Except ITT Choudwar & IGIT Sarang) for Diploma Admission 2022.**

## **IMPORTANT NOTES**

**Candidates desirous of admission to various Diploma courses during the Academic Year 2022-23 have to apply through ONLINE mode ONLY. There will be no OFFLINE mode for submission of Application Form.**

1. This Information Brochure is for admission to Diploma Engineering / Diploma Engineering (Lateral Entry) / Diploma Non-Engineering courses for the Academic Year 2022-23 only. Its contents are subject to change without prior notice.
2. Admissions to 1<sup>st</sup> semester Diploma Engineering, Non-Engineering, and 3<sup>rd</sup> semester Diploma Engineering (Lateral Entry) Courses shall be made according to the merit rank drawn on the basis of the marks obtained by a candidate in the qualifying examination through web based e-counseling.
3. **Application fee for applying on-line application form:**

For admission to various Diploma Courses for the Academic year 2022-23, the candidate has to apply through **ONLINE** mode only and make payment of application fee (Non-Refundable) amounting to (i) **Rs.200/- (Rupees Two Hundred)** only for **SC/ST/FEMALE** candidates, (ii) **Rs.300/-(Rupees Three Hundred)** only for **Male** candidates only through **ATM-cum-Debit Card/ Credit Card/ Net Banking/UPI payment (excluding service charges as applicable for different payment mode)**. **The physically challenged (PC) and transgender category of applicants are exempted from payment of application fee.**

4. Original certificates, mark sheets and other documents, if not validated online, will be verified at the time of document verification at the allotted NCC, with respect to eligibility, category and reservation claimed by the candidate.
5. The admission shall be cancelled at any time if certificates / mark sheets/ any other documents are found to be forged or manipulated.
6. A candidate will not be considered for admission, if he/she fails to substantiate his/her claim with respect to stated eligibility criteria.
7. Submission of application does not automatically confirm right of admission to Diploma Courses.
8. The details of the Counseling Procedure shall be available in local News Paper and in our official website ([www.dtetodisha.gov.in](http://www.dtetodisha.gov.in)) & <http://skill.samsodisha.gov.in> before commencement of the counseling schedule.
9. The candidates are advised to remember the **Application Number, User ID and Pass Word** for future correspondence and shall keep it confidential.

**Note: The Courts at Cuttack alone shall have the jurisdiction to settle and decide all matters and disputes related to Diploma Admission-2022.**

## **CONTENTS**

<b>CHAPTER</b>	<b>DESCRIPTION</b>	<b>PAGE NO.</b>
1	INTRODUCTION, ABBREVIATIONS AND TERMS USED	5
2	GENERAL INFORMATION	7
3	ELIGIBILITY FOR ALL DIPLOMA COURSES	9
4	SCHEDULE FOR DIPLOMA ADMISSION-2022	12
5	HOW TO APPLY DIPLOMA ADMISSION-2022 THROUGH ONLINE MODE & USER MANUAL	13
6	AVAILABILITY OF COURSES WITH INTAKE CAPACITY AND INSTITUTION DETAILS	17
7	RULES FOR ADMISSION FOR THE SESSION 2022-2023	36
8	DOCUMENT VERIFICATION FOR VALIDATION	43
9	MODALITY FOR SUBMISSION OF REGISTRATION PROPOSAL TO SCTE&VT, ODISHA	44
10	REDRESSAL OF GRIEVANCE	44

### **FORMS**

Form-I	Certificate of Employment of Candidate's Parents/ Spouse
Form-II	Certificate of Authenticity of Odias belonging to outlying Odia Speaking Tract(L- Category) (Part-I & Part-II)
Form-III	Certificate of Physical Fitness only for HMCT candidates



## CHAPTER-1

### 1.1 INTRODUCTION:

In India Technical Education is imparted generally at three levels i.e. **ITI, DIPLOMA and DEGREE** in a massive scale. Some passed out graduates are also prosecuting Post-Graduate courses and undertaking Research work. Diploma level institutions play a vital role in producing Diploma holders in various fields of Engineering & Technology, Pharmacy, Architecture, and Medical related Diploma courses. These Diploma pass outs render their services in the capacity of skilled technicians, supervisors and middle level technical trained man-power as per the need of Industries/ Govt. Dept./ Public Sectors undertakings/ Defence/ Railways and all other sectors. Due to rapid industrial growth in the sector like Steel, Sponge Iron, Power, Aluminum, IT etc. by leading Private sectors like Arceller Mittal Group, Jindal, Vedanta, ESSAR STEEL etc. in addition to capacity expansion of existing public sector units like RSP, NALCO, NTPC, IB VALLEY PROJECT etc., Odisha is becoming an industrial hub in the Eastern Zone. Seeing this high potential of employment for Diploma holders large number of institutes were established as per norms and standards of AICTE and approved by AICTE / State Govt. and affiliated to SCTE&VT, Odisha, Bhubaneswar. As per AICTE approval for 2021-22 academic session, there are **155 Engineering Schools/ Polytechnics (34 Govt./ Govt. Aided + 121 Private)** in the state with approved intake of **46,405 in 37 disciplines** of Engineering, Non-Engineering courses. The Govt. is very keen to expand polytechnic education and to produce quality technician manpower through polytechnics in the State. An integrated approach for Technical Education has been adopted i.e. provision for admission of ITI pass out to 3<sup>rd</sup> Semester Diploma and Polytechnic pass out to 3<sup>rd</sup> Semester Degree Engineering made under lateral entry scheme.

### 1.2 ADMINISTRATION AND CERTIFICATION:

The Government Polytechnics/ Engineering Schools of the State are under the administrative control of the **Directorate of Technical Education & Training (DTE&T), Odisha, Cuttack**, under the Department of Skill Development and Technical Education, Government of Odisha, Bhubaneswar. **IGIT, Sarang & ITT, Choudwar** are fully aided polytechnics managed by Registered Societies. All the Diploma Courses of the state are affiliated to the **State Council for Technical Education & Vocational Training (SCTE&VT), Odisha**. Semester Examination is conducted at the end of each semester except for the course in **Pharmacy** which is in yearly pattern. Diploma is awarded after passing the final examination conducted by SCTE&VT, Odisha.

### 1.3 TRAINING AND PLACEMENT:

In order to facilitate recruitment of the final year / passed out students in different Industries/ Organizations through off campus/ in campus, Training & Placement Cell has been established in each Diploma Institute. One **Central Placement Cell (CPC)** has been functioning since 2014 under the direct supervision of DTE&T, Odisha for conducting recruitments centrally. Besides getting placement in various Central/ State Govt. Departments/ Defence / Paramilitary forces, our Polytechnic students are continuously getting employed with attractive package, in the industries/ organization like **TATA Steel, Mando India, Gavrial India, Spicer India, Mattex Infra Ltd, TATA Telex Service Ltd., ACC Cement Ltd., HINDAL Co. Ltd, TRL- Belpahar, Mahindra & Mahindra, Add Soft, Gupta Power Infrastructure, JK Papers Ltd, Sewa Paper Ltd, Mahle Filter System, Sipla-Pune, Jayashree Chemicals, Johnder-Pune, ESSEL Mining, MESCO Steel, IMFA group, Adani Group, Jindal Poly films, Nasik , Arcelor Mittal Nippon Steel India, Chennai, Vedanta Aluminium , Jharsuguda, TATA Advance System , Hyderabad, Suzki Motor, Gujarat, MRF Tyres, Gujarat, CEAT Tyres, Tamil Nadu, Hero Cycle, Punjab, Ralson Thyres, Gurgaon, Subros Air Conditioning Systems, Gurgaon, Heterlo Labs, Hyderabad.** The provision of one-year Post Diploma Apprenticeship Training by Board of Practical Training (ER), Government of India is optional for the passed out students.

## 1.4 CURRICULAR DEVELOPMENT ACTIVITIES:

Constant Endeavour is being made to update the syllabus as per the need of the Industry and advancement of the technology. Seminar and co-curricular activities are regularly conducted among the students for an all-round development of future technicians. It ensures a fundamental and common approach to equip future technicians to face the emerging challenges of Industries in particular & Society in general and at the same time provides uniform basic knowledge and skill competencies relevant to service Industries, Engineering and Technology with vertical and horizontal mobility of the students for their professional growth. Special emphasis is being given for development of communication skills and personality. Communication Skill Laboratories have been set up in all Govt. Polytechnics. With a view to inculcate the habit of team spirit, emphasis is being given for Sports and allied activities like NCC, NSS, Short-Term educational tours, sports at institute level, facilities for Volleyball/Football/Cricket/Athletics, etc.

## 1.5 WELFARE AND MOTIVATIONAL SCHEMES:

The following scholarships/ assistance are being awarded to the students reading in Diploma Institutes as per their eligibility criteria.

- AICTE Pragati Scholarship (205 nos) for girl students (for Freshers) @Rs.50,000/Annum for all category having parental income Rs.8 lakh or less, which will be renewed in the subsequent year.
- AICTE Saksham Scholarship for differently able students having disability 40% or more (for Fresher) @Rs.50,000/Annum for all category having parental incomers. 8 lakh or less.
- Merit-cum-poverty scholarships for 10% students in every discipline in every Govt. institute.
- Post-metric scholarships & other financial assistance sanctioned by Govt. from time to time for ST/SC/OBC/ SEBC/ Minority Community students in all institutions
- Financial assistance to complete the study, if the parents/ financial guardian of the student dies during study period.
- One time scholarship of **Rs.6000/-** to eligible **Topper students** in each semester examination.
- Tuition Fee Waiver Scheme for admission to 5% supernumerary seats in all institutes for the sons and daughters of parents whose annual income from all sources is less than **Rs.8.00** Lakh or the amount fixed by Govt. from time to time.
- Provision for 10% supernumerary seats for Economically Weaker Section (EWS) quota for admission in technical institutions from the academic session 2020-21.
- Provision for 02 Nos. of supernumerary seats per course per institute in 1<sup>st</sup> Semester/ 1<sup>st</sup> Year under PM Cares for Children Scheme-2021 for taking care of children, who have lost both parents and issued PM Cares Certificates during COVID pandemic. They will be eligible for SWANATH scholarship.
- National Scholarship/ Junior Scholarship basing on HSC Marks.
- Financial Assistance for Girl Toppers.
- **Any other welfare scheme as notified by the Government from time to time.**

The admission to all Diploma level programmes in the State (All intakes of Govt. Engineering Schools, Odisha Quota in outside State Polytechnics or outside State quota in Govt. Polytechnics of Odisha decided by MHRD and all seats of Private Engineering Schools & Polytechnics) are made through Diploma Admission Committee.

## 1.6 ABBREVIATIONS AND TERMS USED

“AICTE”	means “All India Council for Technical Education”
“Allotted Seat”	means “Seat allotted during counseling”
“BSE”	means “Board of Secondary Education, Odisha”
“CAF	Common Application Form
“CBSE”	means “Central Board of Secondary Education”
“CHSE”	means “Council of Higher Secondary Education, Odisha”
“CPC”	Central Placement Cell
“DAC”	means “Diploma Admission Committee”
“Department”	means “Skill Development & Technical Education Department, Govt. of Odisha, Bhubaneswar”
“DTE&T”	means “Director of Technical Education & Training, Odisha”

“ES”	means “Ex-Servicemen and their Wards” of Odisha
“EWS”	means “Economically weaker Section”
“HSC”	means “High School Certificate” examination.
“ICSE”	means “Indian Certificate of Secondary Education”
“Intake”	means “Sanctioned Intake”
“MHRD”	means “Ministry of Human Resource Development, Government of India”
“NC”	means “National Cadet Corps”
“NCC”	means “Nodal Centre for Counseling”
“NRI’s Seats”	means “the Seats meant for son & daughters of Non-Resident Indian”
“OCAC”	means “Odisha Computer Application Centre”
“PC”	means “Physically Challenged” of Odisha.
“PCI”	means “Pharmacy Council Of India”
“PwD”	means “Persons with Disability”
“QE”:	means “Qualifying Examination”, refer to Chapter 3.
“Reported Seat”	means “allotted seat confirmed after physical reporting at the allotted institute.”
“SAMS”	means “Student Academic Management System”
“SCTE&VT”	means “State Council for Technical Education & Vocational Training (Affiliating Board)”.
“SC” / “ST”	means “Scheduled Caste / Scheduled Tribe of Odisha”
“SF”	means “Self Financing scheme”
“State Govt.”	means “Government of Odisha”
“SP”	means “Sports Category of Odisha”
“TFW”	means “Tuition Fee Waiver” Scheme.

## CHAPTER-2

### 2.1 GENERAL INFORMATION

1. The **ONLINE** Common Application Form (**CAF**) for all Diploma Courses is available in the website ([www.dtetodisha.gov.in](http://www.dtetodisha.gov.in)) and <http://skill.samsodisha.gov.in>, which may be filled up correctly and should be submitted **ONLINE** on or before due date & time.
2. Any candidate who has been disqualified or debarred by the University or Board or any other Statutory Board shall not be eligible for admission to the Engineering Schools/ Polytechnics of Odisha State for the period he/ she has been debarred.
3. Canvassing in any form is strictly prohibited. Further, if any candidate, person or official engages himself/ herself in any unlawful Act or indulges in any kind of unfair means in the admission process, he/she shall be liable to prosecution under relevant law / Indian Penal Code.
4. The Principal of the concerned Polytechnic/ Institute shall satisfy himself regarding the authenticity of all documents/certificates submitted by the candidates for the purpose of their admission in the Engineering Schools/ Polytechnics, which shall be verified by the institution from the issuing authority. The Principal/ Authority of the verifying institution shall be held solely responsible for any ineligible/ irregular admission made in the Engineering Schools/ Polytechnics.
5. If a candidate is admitted on the basis of the information submitted by him/ her, which is found to be incorrect/ false later on, his/ her admission shall be cancelled and all fees/ dues paid by him/ her shall be forfeited. The DTE&T, Odisha/ Institute may also take further action, as deemed fit, against the candidate and his/ her guardian in accordance with provisions of law.
6. Fulfilling eligibility for Diploma Engineering/ Diploma Engineering (Lateral Entry)/ Non-Engineering courses with respect to qualification shall be proved by the candidate at the time of document verification at NCC, if not validated online, and counseling. The candidate may seek admission at his/her own risk and cost and if he/ she is found ineligible at any time, his/ her entire dues shall be forfeited and his/her admission shall be cancelled for which he/she shall have no claim, whatsoever.
7. Candidates seeking admission in private unaided institutions are advised to ensure that they are lawfully admitted failing which, they shall not be authenticated by the DTE&T and shall not be registered by the State Council for Technical Education & Vocational Training (SCTE&VT), Bhubaneswar and they themselves shall be responsible for any such lapse.

8. The decision of the DTE&T, Odisha in all matters relating to the admission shall be final and binding.
9. All disputes pertaining to counseling and selection for making admissions to all Diploma Courses for the session 2022-23 are subject to the jurisdiction of Courts at Cuttack only. The DTE&T, Odisha shall be the legal authority in whose name the State may sue or may be sued for this purpose. No suit, prosecution or other legal proceedings shall lie against the State of Odisha or any Officer of the State Govt. or the Counseling Agency or SCET&VT, Odisha for anything which is done in good faith or intended to be done for the purpose of Diploma Admission and Counseling .
- 10. Always quote your Common Application Form (CAF) Number & User-ID while making correspondence regarding admission to Diploma Courses.**

## **2.2 IMPORTANT INFORMATION FOR CURBING RAGGING:**

1. **The following will be termed as the act of ragging : Any disorderly conduct whether by words spoken or written or by an act, which has the effect of teasing, treating or handling with rudeness any other student(s), indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher or junior student(s) or asking the student(s) to do any act or perform something, which such student(s) will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.**
2. **Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take the shape of (i) withholding scholarships or other benefits, (ii) debaring from representation in events, (iii) withholding results, (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/ cannot be identified, collective punishment can be awarded to act as a deterrent.**
3. **In pursuance to the order of the Hon'ble Supreme Court passed in Civil Appeal No. (S) 24295/2004, if any incident of ragging comes to the notice of the Authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the Institution.**
4. **Directions of the Hon'ble Supreme Court passed in the judgment of Civil Appeal No.887/2009 to control ragging in Educational Institutions should be strictly followed. As per the order of the Hon'ble Supreme Court some of the salient measures shall be taken for information of students/ guardians.**
  - a. **The serious view taken by the Hon'ble Supreme Court of India on ragging may be brought to the notice of all students**
  - b. **All senior students should be made aware of punishment to be awarded to them if they are found to be involved in ragging.**
  - c. **All students shall submit two affidavits (One by the student & other by his/her Parent/ Guardian) in the AICTE prescribed format collecting from the Institution, (duly verified by OATH COMMISSIONER) within a week of reporting to the effect that they will never be involved in ragging to their junior students during their study in the institute.**
  - d. **At the time of counseling students should be made aware to file complaints if seniors are indulging in ragging.**
  - e. **An institutional frame work should be put in place where the students can file complaint against ragging.**



## CHAPTER-3

### 3.1.A. ELIGIBILITY CRITERIA FOR ADMISSION TO 1<sup>ST</sup> SEMESTER DIPLOMA IN ENGINEERING/ TECHNOLOGY

Sl. No	COURSE	DURATION	ENTRY QUALIFICATION	AGE AS ON 1.7.2022.
1	1 <sup>st</sup> semester diploma courses (All Engineering except Mining & Drilling)	3 years	Pass in HSC examination conducted by BSE, Odisha/ 10 <sup>th</sup> standard examination declared equivalent by BSE, Odisha.	Lower age 14 years and Upper age – No bar
2	1 <sup>st</sup> semester diploma courses (Mining & Drilling Engineering)	3 years	Pass in HSC examination conducted by BSE, Odisha/ 10 <sup>th</sup> standard examination declared equivalent by BSE, Odisha.	Lower age 16 years and Upper age – No bar

### 3.1.B. ELIGIBILITY CRITERIA FOR ADMISSION TO 1<sup>ST</sup> SEMESTER/ 1<sup>ST</sup> Year DIPLOMA IN NON- ENGINEERING

Sl. No	COURSE	DURATION	ENTRY QUALIFICATION	AGE AS ON 1.7.2022.
1	Modern Office Management (MOM).	3 years	Pass in 10+2 Examination from CHSE, Odisha or its equivalent examination in Science/ Arts/ Commerce/ Vocational recognized by CHSE, Odisha.	Lower age 16 years and Upper age – No bar
2	Hotel Management & Catering Technology (HM&CT)	3 years	Pass in +2 Examination from CHSE, Odisha or its Equivalent examination in Science/ Arts/ Commerce/ Vocational recognized by CHSE, Odisha.	Lower age 16 years and Upper age – No bar
3	Pharmacy	2 years	“A Pass in 10+2 examination (Science academic stream) with Physics, Chemistry & Biology or Mathematics or Any other qualification approved by Pharmacy Council of India as equivalent to the above examination”.	-do-
4	Beauty Culture	3 Years	Pass in HSC examination conducted by BSE, Odisha/ 10 <sup>th</sup> standard examination declared equivalent by BSE, Odisha.	Lower age 14 years and Upper age – No bar

**3.1.C. ELIGIBILITY FOR ADMISSION TO 3<sup>RD</sup> SEMESTER DIPLOMA IN ENGINEERING/ TECHNOLOGY UNDER LATERAL ENTRY**

1	Third semester diploma courses (Lateral admission for eligible branches only)	2 years	Pass in +2 Science Examination from CHSE, Odisha or its equivalent examination with PCM / +2 Vocational (2 years course) in any Engineering Trades / 2 years ITI in Engineering Trade or COE Trade with pass in HSC examination conducted by BSE, Odisha/ 10 <sup>th</sup> standard examination declared equivalent by BSE, Odisha.	Lower age 14 years and Upper age – No bar (For Mining & Drilling Engg-Lower Age 16 years & no bar in upper age)
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**3.1. D. The outside state candidates who have prosecuted their study for the qualifying examination in an Institution located in the State of Odisha having approval from the Competent Authority are allowed for admission under Lateral Entry. A separate merit list shall be drawn for such outside state candidates and they will be allowed for admission in the remaining vacant seats, if any, after the state merit list is fully exhausted through web based e-counseling conducted by the Diploma Admission Committee.**

**N.B.**

- A. *The list of 10<sup>th</sup> standard / HSC examinations of other Boards, declared equivalent by BSE, Odisha is available in its website i.e. [www.bseorissa.in](http://www.bseorissa.in) as well as [www.dtetodisha.gov.in](http://www.dtetodisha.gov.in).*
  - B. *In case of compartmental pass, the marks secured in first chance examination shall be considered for calculating the merit percentage marks at the qualifying examination.*
1. **Pass in +2 Science Examination from CHSE, Odisha or its equivalent examination with PCM / +2 Vocational (2 years course) in any Engineering Trades / 2 years ITI in Engineering Trade or COE Trade with pass in HSC examination conducted by BSE, Odisha/ 10<sup>th</sup> standard examination declared equivalent by BSE, Odisha shall be admitted against 10% supernumerary seats under Lateral Entry in Government / Private Institutions.**
  2. **ITI (Engineering Trade or COE Trade) / +2 Vocational (2 years course) pass out students in any Engineering Trades are eligible for admission to 80% seats of Lateral Entry in any discipline of Diploma Engineering Programme. For the rest 20% seats, +2 Science Pass out with PCM are eligible under Lateral Entry in Diploma Engineering programme (vide G.O. No. IXTTI-8/2009/4624/I, dt.26.03.2010)**
  3. **Seats remaining vacant in either of the aforesaid category will be filled up from other category and vice-versa as the case may be.**
  4. **In case of under Matric 2 years ITI Engineering Trade courses, the candidates should have passed HSC examination conducted by BSE, Odisha/ 10<sup>th</sup> standard examination declared equivalent by BSE, Odisha at the time of the application for admission to Diploma courses under Lateral Entry.**
  5. **Regarding COE Trade, the candidate should have passed one year BBT & 6 months Advanced Module. He/she has to produce the completion certificate of Specialized Module issued from the concerned Principal.**
  6. **The ITI candidates having Computer Operator and Programming Assistant (+2 entry level qualifications) are eligible for admission to only Computer Science & Engineering and Information Technology branches under lateral entry.**
  7. **The ITI candidates passing 2 years duration dual system training in engineering trade duly approved by NCVT are also eligible for admission into lateral entry.**
  8. **No admission will be done under Lateral Entry in Architecture Assistantship and all non-engineering courses.**
  9. **The percentage of marks shall be arrived at by dividing the total marks obtained by the candidate in all the subjects irrespective of optional/ additional optional subject if any, by the total maximum marks of all the subjects.**

**C.**

1. *To avail reservation, the candidate must be resident/native of Odisha, however, the children/ ward of All India Civil Service Officers serving in the State can avail reservation in all categories except ST & SC.*
2. *For admission to 3<sup>rd</sup> Semester Diploma Courses under Lateral Entry, the candidate must be a resident/native of Odisha. However the outside state candidates are allowed for admission to 3<sup>rd</sup> semester Diploma courses under lateral entry subject to fulfilling the criteria mentioned above at 3.1 D.*
3. *The Govt. of Odisha / Diploma Admission Committee-2022 will not be responsible for any regulation of service/ employment where different requirement of age & other eligibility criteria exists. The candidate should take admission at his / her own risk as regard to age & other eligibility criteria regarding regulation of service.*
4. *Some seats in Diploma Courses outside the State are allotted by MHRD / AICTE for Odisha State Candidates. Minimum eligibility criteria and age limits as applicable in the concerned States / Institutes will be followed for admission to those seats. The candidates are advised to visit their website before participating in the admission process. The allotted seats in different states during 2021-22 are reflected at Chapter-6 as an indicator. However the latest allotted seats during 2022-23 will be reflected in our website: [www.dtetodisha.gov.in](http://www.dtetodisha.gov.in) and <http://skill.samsodisha.gov.in> before commencement of counseling.*

**CHAPTER-4**

<b>Admission Timeline (Government &amp; Private Institutions)</b>			
<b>Diploma Admission – 2022</b>			
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7	Verification of Merit List	04.08.2022	10.08.2022
8	Publication of Merit list	05.08.2022	12.08.2022
9	Online choice filling of institutions and branch by eligible applicants	05.08.2022 to 10.08.2022	12.08.2022 to 17.08.2022
10	Provisional Allotment of Seats (First Round)	18.08.2022	24.08.2022
11	Online payment of Part Admission fees (First Round)	19.08.2022 to 22.08.2022	24.08.2022 to 29.08.2022
12	Applicants, who are allotted first choice in the first round, after payment of part admission fee, will download the final allotment letter and report at the allotted institution	19.08.2022 to 22.08.2022	24.08.2022 to 29.08.2022
13	Online Choice Filling by left out SC/ST Candidates	23.08.2022	30.08.2022
14	Provisional Allotment of Seats (Second Round)	30.08.2022	09.09.2022
15	Online payment of Part Admission fees (Second Round)	30.08.2022 to 03.09.2022	09.09.2022 to 14.09.2022
16	Availability of final allotment letter to the applicants, except those, who have been issued final allotment letter in the first round.	13.09.2022	23.09.2022
17	Reporting of the final allotted candidates of second round only at the allotted institution	13.09.2022 to 17.09.2022	26.09.2022 to 30.09.2022
18	Redressal of Grievances of the applicants raised during admission process for settlement	19.09.2022	01.10.2022
19	Publication of institute/branch wise vacancy report on the website	22.09.2022	10.10.2022

**NB: The DAC-2022 will not be held responsible for non-receipt of ONLINE application form submitted through the website [www.dtetodisha.gov.in/](http://www.dtetodisha.gov.in/) & <http://skill.samsodisha.gov.in> Portal for any reason what so ever may be.**

## CHAPTER – 5

### **HOW TO APPLY FOR DIPLOMA ADMISSION 2022 THROUGH ONLINE MODE**

Before applying, applicants are advised to read the eligibility criteria at **Chapter-3** of Information Brochure carefully. An applicant can apply for Diploma Admission-2022 through ONLINE mode only. If an applicant does not fill the category option to which he/she belongs, then he/she will be deemed to be a 'GENERAL' category applicant.

1. To apply ONLINE application form for Diploma Admission-2022, the applicant has to visit the website <http://www.dtetodisha.gov.in> or <http://skill.samsodisha.gov.in>.
2. Download "Information Brochure for Diploma Admission-2022" available on the Home page to know the detailed information about Diploma Admission-2022.
3. Read the Information Brochure for Diploma Admission-2022 carefully before filling & submitting online application form.
4. You must keep ready the soft copy of your scanned PHOTO, signature (in jpg/png/jpeg format size between 20-100kb) and other relevant documents before filling the ONLINE application form.
5. An applicant has to complete three steps for completion of his/her application, i.e. Registration, Application Form and Fee payment.
6. At the Home page <http://www.dtetodisha.gov.in>, there is a tab named **DIPLOMA NEW ASPIRANT** for Diploma Admission Page. By clicking the tab, you will go to the next page where there is options for "**Online Admission 2022 for Diploma Courses**". By clicking on this Tab, you will be directed to the **SAMS Portal** i.e. <http://skill.samsodisha.gov.in> to apply DIPLOMA ONLINE CAF.
7. The applicant is advised to read the 'Information Brochure' carefully and follow the steps listed below for filling an online application.

#### **STEP-1**

##### **APPLICANT REGISTRATION**

- a. Name of the Applicant(As in HSC/10th standard)
- b. Mobile Number (Type only the 10 digit mobile number)  
Email ID (Optional)
- c. An OTP will be sent to the provided mobile number. Applicant is required to validate by providing the OTP.
- d. The applicant can generate the password for logging into the system.

##### **APPLICANT LOGIN**

- a. Username (Mobile Number provided during registration)
- b. Password (Self assigned password during registration)
- c. Type the CAPTCHA and Click on login.

#### **STEP-2**

##### **APPLICATION FORM**

##### **ACADEMIC DETAILS**

Course Details – Select as per provided list.

Exam Name - Select the 'exam name' from the provided list.

Board/Council Name - Select the 'Board/Council Name' from the provided list.

Year of Passing - Select the 'Year of Passing' from the provided list.

Exam Type - Select the 'Exam Type' as per the provided list.

Roll Number – Select the 'Roll Number' as per the provided list.



### **MARK Secured in each subject in 10<sup>th</sup> Examination –**

***N.B.: Students passed from BSE, Odisha and CHSE Odisha on or after 2014 need not require entering the examination mark details. Their information will automatically populate in the application, once they entered 'Examination Name', 'Year of Passing', 'Exam Type' & 'Roll Number'.***

Except such Boards or incase due to any reason, the marks could not be fetched from BSE or CHSE, Odisha, applicants are required to enter marks manually as below.

Maximum Mark & Secured Mark needs to be provided for 10th Examination:

Total marks secured in each subjects - Provide Maximum & Secured Mark

Have you passed compartmentally? Yes/No, If yes, then provide the mark secured in the in the first attempt.

Then enter the Subject wise Mark(s) – Select subject name, provide the Maximum & Secured Mark along with compartmental status

### **PERSONAL INFORMATION**

Applicant's Name – Name will be auto filled for students passed from BSE, Odisha and CHSE Odisha on or after 2014, if matched with available result database / otherwise, applicant has to fill all the information asked in the CAF.

Father's Name – Father's Name will be auto filled for students passed from BSE, Odisha and CHSE Odisha on or after 2014, if matched with available result database / otherwise, applicant has to fill all the information asked in the CAF.

Mother's Name – Mother's Name will be auto filled for students passed from BSE, Odisha and CHSE Odisha on or after 2014, if matched with available result database / otherwise, applicant has to fill all the information asked in the CAF.

Blood Group – Select 'Blood Group' from the provided list.

Gender – Select 'Gender' from the provided list.

Religion – Select the 'Religion' from the provided list.

Date of Birth – 'Date of Birth' will be auto filled for students passed from BSE, Odisha and CHSE Odisha on or after 2014, if matched with available result database / otherwise, applicant's has to fill all the information asked in the CAF.

AADHAAR Number/ EID Number –Select the "AADHAAR" / EID Number to provide related number. Applicant has to provide his/her "AADHAAR" / EID Number.

Do you belong to the BOC beneficiary? – Select Yes or NO, if 'Yes' Provide BOC Registration Number.

### **Address for Correspondence –**

- a. State – Select 'State' from the drop down list.
- b. District – Select 'District' from the drop down list.
- c. Block/ULB – Select 'Block/ULB' from the drop down list.
- d. House No- Street/ Village, Post Office, Police Station Name – Type the details.
- e. Pin code – Type the Pin code. It is optional.
- f. Mobile Number – The Mobile Number will be displayed automatically same as registered.
- g. WhatsApp Mobile No – If the registered mobile number is same as the Whatsapp no. then Tick.
- h. E-mail – e-Mail ID will be displayed automatically same as registered.

### **UPLOAD IMAGE& SIGNATURE**

Upload scanned image of a recent color photograph of the applicant (100KB size maximum)

Upload scanned image of Full Signature of the applicant (100KB size maximum)

### **DOMICILE & RESERVATION DETAILS**

#### **DOMICILE –**

- a. Are you an applicant under ("**S**" Domicile), as per the clause no. 7,1(I) of the Information Brochure? – Select Yes/No. If yes, then select "S-Domicile Category". As per the category please provide the information.
- b. Are you Outside Odisha State Applicant ("**Z**" Domicile), as per the clause no. 7,1(II) of the Information Brochure? – Select Yes/No. If yes, select "please select the State name".
- c. Are you an Odia Living in outlying Odia Speaking tracts ("**L**" Domicile), as per the clause no. 7,1(III) of the Information Brochure? – Select Yes/No. If yes, please select the State name.

**Reservation Details (Reservation is applicable only for “S” Domicile applicants)**

- a. Caste Certificate Barcode Number – As mentioned in your Caste Certificate issued through e-District Odisha. It will be verified online, otherwise such candidate have to upload the certificate.
- b. Schedule Caste (SC) – It will be automatically filled after verification of Barcode Number.
- c. Schedule Tribe (ST) – It will be automatically filled after verification of Barcode Number.
- d. Others – If the applicant doesn't belong to SC/ST, then click others.
- e. Green Card (GC) – If the applicant belongs to GC, then Tick.
- f. Physically challenged (PC) – If the applicant belongs to PC, then Tick.
- g. Children/Wards of Ex-servicemen (ES) – If the applicant belongs to ES, then Tick.
- h. Sports – If applicant belongs to SP, then Tick.
- i. National Cadet Corps (NC) – If the applicant belongs to NC, then Tick.

**Other Information –**

- a. Nationality –Select Nationality from the drop down list.
- b. Annual Income – Select Annual Income from the drop down list.
- c. TFW – Yes / No (Choose “YES” if eligible for **TFW Scheme**), such candidates have to upload the Income certificate, if the certificate is not verified online.
- d. **Do you belong to EWS category? Yes / No (Choose if eligible for EWS Scheme)**, such candidates have to upload the Income certificate (if the certificate is not verified online) and EWS certificate.
- e. **PM CARES for children scheme – 2021 (Choose “YES” if eligible for PM Cares Scheme)**, such candidates have to upload the **PM CARES** certificate.
- f. Do you come under Orphan Category? (Yes/No), If Yes, such candidate has to upload the certificate issued by the competent authority in Odisha

**TUITION FEE WAIVER (TFW) Scheme**

- a. The scheme shall be mandatory for all Institutions approved by the AICTE.
  - b. 5% of the sanctioned intake per course shall be available for these admissions. These seats shall be supernumerary in nature. **These supernumerary seats shall be available only to such Course(s) in an Institution, where a minimum of 50% of “Approved Intake” are filled up in last Academic year.**
  - c. Sons and daughters of parents whose annual income from all sources is less than Rupees **8.0 Lakh** or the amount fixed by the Government from time to time, shall only be eligible for seats under this scheme. The candidate has to submit a certificate issued by the competent authority of the Revenue Department, Govt. of Odisha at the time of document verification at NCC.
  - d. The waiver is limited to the Tuition Fee as notified.
  - e. The scheme is only for “S” Domicile candidates who are permanent residents of Odisha.
- N.B.: Candidates admitted under TFW scheme shall not be allowed to change their Branch & Institution to which they are originally admitted.

**ECONOMICALLY WEAKER SECTION (EWS) quota for admission in technical institutions.**

In accordance with SD&TE Department Notification No. 3594 dtd.29.07.2019, 10% EWS quota will be made operational from the academic session 2020-21 without disturbing the existing reservation percentage being followed in these institutions. Persons not covered under the existing scheme of reservations for the Scheduled Castes and the Scheduled Tribes and whose family has gross annual income below Rs.8 Lakh are identified as EWS. The amount of admission fees and part admission fees to be deposited by such candidates shall be in line with TFW applicants. Such applicants have to produce Income & Asset Certificate issued by competent authorities of Govt. of Odisha.

**PM CARES for children Scheme 2021** : PM CARES for children scheme has been launched by the Prime Minister for taking care of children who lost both parents during COVID pandemic. Such children who are issued “PM CARES Certificate” shall be eligible for admission in Engineering Schools / Polytechnics under supernumerary quota. There shall be 02 (two) supernumerary seats per course / per institute in **1<sup>st</sup> Semester/ 1<sup>st</sup> year**. They shall be eligible for SWANATH SCHOLARSHIP.

**Any other welfare scheme duly approved by the Government from time to time.**

## UPLOAD DOCUMENT

**(IN THE CASE OF THOSE CANDIDATES WHOSE DOCUMENTS DO NOT GET VALIDATED ONLINE)**

Based on the selection of the reservation category, applicant needs to upload the legible scanned PDF copies,

Upload scan copy of the below supporting documents.

- Only pdf files are allowed
- Min/Max Size: 50/500KB
- File name can only contain alphanumeric characters, numbers, hyphens(-), commas(,), spaces and underscore(\_)
- File name should not contain more than 30 characters

The applicant will fill-up the CAF in 4 parts (i.e. Academic details, Personal Information, Domicile & Reservation Details and Upload Documents). After filling all the data, the applicant needs to click on 'Save & Preview' to save the entered data and view the contents of the filled-in application. The applicant can edit in any part (except the auto-validated data) of the filled-in application and make necessary changes prior to submitting the application. To submit the application, the applicant has to click on 'Submit Application' button. Once CAF is submitted, any further changes will not be allowed. The applicant will move to the Fee Payment Page.

### STEP 3:

#### FEE PAYMENTS

After completion of Step 2 proceed to Step 3 i.e. Fee Payment.

You will find payment options of ATM-cum- Debit Card / Credit Card / Net Banking / **UPI Payment** of the Banks available in the portal.

Once the payment is confirmed, all steps required for submission of application are completed. The Applicant can take print out of the application form and Money Receipt by clicking on the "Print CAF" and Print Receipt" respectively. Any application which is incomplete i.e. all three steps are not completed will be rejected and the applicant cannot take part in the admission process.

8. Any discrepancy in fee payment may be intimated to: **ccrdiploma2022@gmail.com**

**For any specific query, please contact Diploma Admission call centre:**

**Phone No: 155335/1800-345-6770(Toll Free)-(From 9AM to 6PM)**

## CHAPTER-6

### AVAILABILITY OF COURSES WITH INTAKE CAPACITY AND INSTITUTION DETAILS

1. The seats shown below in different disciplines in Govt. & Private Institutes are as per the AICTE approval for 2021-22 affiliated by SCTE&VT, Odisha. Admissions for 2022-23 shall be made according to approval of AICTE for 2022-23 duly approved by Govt.
2. Counseling shall be done for all seats of Govt. and Private Engineering Schools / Polytechnics except some seats reserved at ITT, Choudwar, OSME, Keonjhar, IGIT, Sarang according to Govt. instructions from time to time.
3. Admission to new Diploma Institutes will be made according to approval of AICTE for 2022-23 duly approved by Govt. and admission will only be conducted through DAC-2022 for the session 2022-23.
4. There are some seats reserved for ODISHA STATE students in Polytechnics of other state. The details of such discipline/ seats will be notified at the time of counseling schedule subject to receipt of confirmation from the MHRD/ AICTE, New Delhi in time. The seats approved by MHRD and its eligibility criteria during 2021-22 are reflected below for the reference of the students. However, the seats and eligibility criteria during 2022-23 will be notified before counseling.

List of Seats approved by MHRD during 2021-22				
Sl. No.	Name of the Course	Name of Institution / State	No of Seats	Eligibility Criteria
1.	Printing Technology	Regional Institute of Printing Technology (RIPT), Jadavpur, Kolkata, West Bengal-700032	06	Age: Should not be born after 01.07.2006 (The candidate must have passed 10 <sup>th</sup> standard examination and must have been placed in the merit list of Diploma Admission-2022)

INTAKE CAPACITY OF GOVERNMENT ENGINEERING SCHOOLS/ POLYTECHNICS (DIPLOMA ENGINEERING & NON-ENGINEERING) DURING 2021-22																										
Sl. No.	NAME OF THE INSTITUTION	YEAR OF ESTT	CIVIL	ELECTRICAL	MECHANICAL	ELECTRONICS & TC	AUTOMOBILE	APP. ETC.& INST.	MINING ENGG	CHEMICAL	METALLURGY	COMP. SCIENCE	TEXTILETECH.	TEXT.ENGG.	CERAMICS ENGG.&TECH.	ARCH. ASST.	BEAUTY CULTURE	FOOD TECH	DRILLING ENGG	INFORMATION TECH.	MOM	HM&CT	PHARMACY	BIO TECHNOLOGY	MECHATRONICS	TOTAL
1	BHUBANANADA ORISSA SCHOOL OF ENGG., CUTTACK	1923	180	140	120	40	40	40				40								20						620
2	BIJU PATNAIK INSTITUTE OF TECHNOLOGY(Govt. Polytechnic), BRAHMA GIRI, PURI	2014	60	60	60																					180







## INSTITUTION DETAILS:

Sl. No.	Inst. Name & Address	Website	Contact Nos.	Institute Email ID
1	2	3	4	5
1	BHUBANANANDA ORISSA SCHOOL OF ENGINEERING, SCB MEDICAL COLLEGE ROAD, MANGALABAG, CUTTACK - 753007	www.bosecuttack.in	6712414092 / 9853274417	principalbose@rediffmail.com
2	GOVERNMENT POLYTECHNIC ,BARGARH, AT-TENTLA PO-KATAPALI VIA-BARDOL DIST-BARGARH PIN-768038	www.govtpolytechnicbargarh.in	9437483394 / 9437221290	dtetorissa@gmail.com
3	GOVERNMENT POLYTECHNIC NUAPADA, AT-NUAPADA TOWN BHERA, PO-GODPHULA, DIST-NUAPADA, ODISHA, PIN-766105	www.gpnuapada.in	9437620754	principalgpnuapada@yahoo.co.uk
4	GOVERNMENT POLYTECHNIC BERHAMPUR, GOVERNMENT POLYTECHNIC BERHAMPUR ENGINEERING SCHOOL ROAD BERHAMPUR PIN-760010 DIST-GANJAM ODISHA	www.gpberhampur.org.in	9937318821	govtpolytechnicberhampur@gmail.com
5	GOVERNMENT POLYTECHNIC JAGATSINGHPUR, PRINCIPAL, GOVERNMENT POLYTECHNIC, JAGATSINGHPUR, AT JAMUGAON, VIA- ALANAHAHAT, PIN-754107, JAGATSINGHPUR	www.gpjagatsinghpur.ac.in	9437421888	principalgpjspur@gmail.com
6	GOVERNMENT POLYTECHNIC KENDRAPARA, AT/PO-CHATRA CHAKADA, VIA-DERABISH, DIST-KENDRAPARA PIN-754289	www.gpkendrapara.org	9938841639 / 9437228218	principalgpk1@gmail.com
7	GOVERNMENT POLYTECHNIC MAYURBHANJ, AT-TIKARPADA, P.O-PODA ASTIA, VIA-SHAMAKHUNTA, MAYURBHANJ PIN-757049, ODISHA	https://gpmayurbhanj.org.in	7608823055 / 9937871621	principalgpmayurbhanj@gmail.com
8	GOVERNMENT POLYTECHNIC, ANGUL, GOVERNMENT POLYTECHNIC, ANGUL AT-KUSASINGHA, PO-KARADAGADIA DIST-ANGUL, PIN-759132	www.gpangul.org	9439932295 / 9437389508	principalgpangul@gmail.com
9	GOVERNMENT POLYTECHNIC,KANDHAMAL,PHULBANI, AT-GOVERNMENT COLLEGE ROAD, P.O-PHULBANI, DIST-KANDHAMAL, ODISHA 762001	gpkandhamal.org	9437166064	gpkandhamal@gmail.com
10	GOVT POLYTECHNIC BALANGIR, AT-LARKIPALI, PO-RAJENDRA COLLEGE, DIST- BOLANGIR, PIN-767002, ODISHA	www.gpblgr.ac.in	9437307190	polytechnic.bolangir@gmail.com
11	GOVT POLYTECHNIC BALASORE, GOVERNMENT POLYTECHNIC BALASORE AT-BIDYADHARPUR PO-REMUNA DISTRICT- BALASORE ODISHA-756019	http://gpbalasore.org.in/	9437569481	govtpolytechnic.bls@rediffmail.com
12	GOVT POLYTECHNIC BHADRAK, AT/PO- TENTULIGADIA, RAHANDIA HAT, DIST-BHADRAK, PIN-756135	www.gpbhadrak.org	9438806922 / 9438176656	principalgpbhadrak@gmail.com
13	GOVT POLYTECHNIC BHUBANESWAR, GOVERNMENT POLYTECHNIC PLOT NO-1,CHANDRASEKHARPUR, BHUBANESWAR (NEAR ORSAC), KHORDHA-751023, ODISHA	http://www.gpbhubaneswar.org	9437404277	principalgpbbsr@gmail.com
14	GOVT POLYTECHNIC BOUDH, AT-NUAPALI PO-KHUNTIAPADA VIA-BAGHIAPADA BOUDH-762026	www.gpboudh.in	9861268864	principalgpboudh@gmail.com

15	GOVT POLYTECHNIC DEOGARH, GOVT. POLYTECHNIC DEOGARH AT/PO-PURUNAGARH,DIST-DEOGARH,PIN-768119	www.govtpolytechnicdeogarh.com	8480506468 / 9437255742	principalgpdeogarh@gmail.com
16	GOVT POLYTECHNIC DHENKANAL, MAHISAPAT, DHENKANAL, ODISHA, 759001	www.gpdhenkanal.org	8249793163	wpdhenkanal@rediffmail.com
17	GOVT POLYTECHNIC GAJAPATI, AT- BETAGUDA, PO- JHAMI, VIA- PARALAKHEMUNDI,DIST- GAJAPATI, PIN-761201	https://govpolytechgajapati.org	8763687848	gadamaharana@gmail.com
18	GOVT POLYTECHNIC JAJPUR, AT/PO - RAGADI, VIA- JAJPUR ROAD,DIST -JAJPUR , ODISHA PIN-755019	www.gpjajpur.org	9437155107	principalgpjajpur@rediffmail.com
19	GOVT POLYTECHNIC KORAPUT, AT-RONDAPALLI,P.O.- AMBAGUDA / JEYPORE DIST:- KORAPUT	www.govtpolytechnickoraput.org	9439104199	principalgpkoraput@gmail.com
20	GOVT POLYTECHNIC MALKANGIRI, AT-PRADHANIGUDA PO/DIST-MALKANGIRI, PIN-764045	www.gpmalkangiri.co.in	9861405328	principalgpmalkangiri@gmail.com
21	GOVT POLYTECHNIC NABARANGPUR, AT/PO- AGNIPUR,DIST- NABARANGPUR, 764059, ODISHA		9437478730 / 7978955960	principal_gpn@yahoo.in
22	GOVT POLYTECHNIC NAYAGARH, PLOT NO. 715, AT- GHASADEIPUR, PO-NANDIGHORE, PS-ODAGAON, DIST- NAYAGARH, PIN-752081	www.govtpolytechnicnayagarh.org	9437207538	principalgpnayagarh@gmail.com
23	GOVT POLYTECHNIC PURI, AT-MOTTO, PO-CHAPAMANIK, VIA- BRAHMAGIRI, DIST-PURI-752011	www.gppuri.in	7682965843 / 9437462769	governmentpolytechnicpuri@rediffmail.com
24	GOVT POLYTECHNIC SAMBALPUR, NEAR BLOCK OFFICE,SALAD ROAD, RENGALI-768212,SAMBALPUR,ODISHA	http://www.gpsambalpur.com	8763871726 / 9937823658	gpsambalpurprincipal@gmail.com
25	GOVT POLYTECHNIC SONPUR, AT-BADAJHINKI, P.O/DIST.- SONEPUR-767 017	govtpolysonepur.org	9438076622	principalgpsonepur@rediffmail.com
26	GOVT. POLYTECHNIC KALAHANDI, AT/PO- PARAMANANDAPUR, VIA- BHAWANIPATNA, DIST- KALAHANDI STATE-ODISHA, PIN-766002	http://gpkalahandi.in/	9437424241	principalgpkalahandi@gmail.com
27	INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG, AT/PO-SARANG, DIST-DHENKANAL, PIN-759146	www.igitsarang.ac.in	9937418434 / 9437211582	principal@igitsarang.ac.in
28	INSTITUTE OF TEXTILE TECHNOLOGY CUTTACK, AT:GANDHI CHHAK PO CHOUDWAR DIST: CUTTACK ODISHA 754025	www.ittechoudwar.org	9437365731	itt.cdr@gmail.com
29	JHARSUGUDA ENGINEERING SCHOOL, BADHEIMUNDA CHOWK, PO-KALIMANDIR ROAD, JHARSUGUDA,, PIN-768202	www.jesjsg.org.in	6645272605 / 9439209917	principal_jes@rediffmail.com
30	ORISSA SCHOOL OF MINING ENGINEERING, AT/PO/DIST- KEONJHAR PIN-758001	www.osme.co.in	9439780099 / 9437655446	osme_keonjhar@yahoo.com
31	SKDAV GOVT POLYTECHNIC, SKDAV GOVT.POLYTECHNIC, BASANTI COLONY, ROURKELA - 769012	www.skdavpolytech.ac.in	9937713781	principal_skdav@rediffmail.com
32	UMA CHARAN PATNAIK ENGINEERING SCHOOL, BERHAMPUR DIS- GANJAM, PIN- 760010, ODISHA	www.ucpesbam.in	9437549007	principalucpes@gmail.com

33	UTKAL GOURAB MADHUSUDAN INSTITUTE OF TECHNOLOGY, BACK SIDE OF S.P. OFFICE , AT/PO/DIST. - RAYAGADA, ODISHA, INDIA, PIN - 765001	www.ugmit.org	6856222073 / 9439197212	ugmit1979@yahoo.com
34	UTKALMANI GOPABANDHU INSTITUTE OF ENGINEERING, JAIL ROAD, NEAR STI CHOWK, ROURKELA-769004	www.ugierkl.ac.in	6612401130 / 9437861589	ugie_principal@rediffmail.com

INTAKE CAPACITY OF PRIVATE ENGINEERING SCHOOLS/ POLYTECHNICS (DIPLOMA ENGINEERING) DURING 2021-22																											
Sl. No.	Name of the Institute	YEAR OF ESTT	AE&IE	AERONAUTICAL	AIRCRAFT MAINTENANCE	ARCH. ASST	AUTOMOBILE	CHEMICAL	CIVIL	COMP SCIENCE	ELECTRICAL	ELECTRICAL & ELECTRONICS	ELECTRICAL(INST.&CONT)	ELECTRICAL MECHANICAL	ETC	ELECTRONICS & COMM ENGG.	INF. TECH	MECHANICAL	MECHANICAL(INDUSRY INTRG)	MECHANICAL ENGG. (Maint)	MECHANICAL ENGG. (Prod.)	DIPLOMA IN MECHANICAL	Mechatronics	METALLURGY	MINING	MLT	Total
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1	ADARSHA COLLEGE OF ENGINEERING, ANGUL	2013									60							60								120	240
2	ADARSHA SCHOOL OF ENGG. & INTERNATIONAL POLYTECHNIC, ANGUL	2009							120	60	150				15			210								150	705
3	AMRAVATI POLYTECHNIC, RAIRANGPUR, MAYURBHANJ	2017							60		60				60			120									300
4	ARYAN INST. OF ENGG. & TECH. POLY, SUNDARGRAM, CUTTACK	2008							120	30	120				30			120									420
5	ARYAN SCHOOL OF ENGG.& TECHNOLOGY, BARAKUDA, KHURDHA	2017							60	60	60							60							60	300	
6	ASIAN SCHOOL OF TECH., BANTALA, MUKTAPUR, KHURDA	2009							90		120				60			120									390
7	AUMSAI INSTITUTE OF TECHNICAL EDUCATION POLY, BERHAMPUR	2008							120		120							180									420
8	B.I.T. POLYTECHNIC, BALASORE	2009							30	30	60				30			120									270
9	BADRI PRASAD INST. OF TECH., DEBAIPALI, SAMBALPUR	2009							90		120				30			120									360
10	BAJIROUT INST. OF ENG. & TECH. (POLY), GOBINDPUR, DHENKANAL	2012							60	60	60				30			120							60	390	
11	BALAJI INST. OF TECH. & SCIENCE, KNOWLEDGE CENTRE, GUNUPUR	2009							120		60				60			120									360

















**AE – Aeronautical Engineering ; AE&I – Applied Electronics & Instrumentation ; Arch. Asst. – Architecture Assistantship ; Auto – Automobile Engineering ; Bio-Tech – Biotechnology ; Chem. – Chemical Engineering ; DME – Diploma in Mechanical Engineering ; E&CE – Electronics & Communication Engg. ; EEE-Electrical & Electronics Engg.;Elect.I (Inst.&Cont.) – Electrical (Instrumentation and Control) ; E&ME – Electrical & Mechanical Engineering ; IT – Information Technology ;Mechanical Engg.(Prod.);Mechanical Engg. (Maintenance); Mech.(Ind. Intgr.) – Mechanical (Industry Integrated) ; Meta – Metallurgy ; Min – Mining ; MOM – Modern Office Management ; Phar. – Pharmacy ; HMCT – Hotel Management & Catering Technology ; MLT – Medical Laboratory Technology**

## **INSTITUTION DETAILS:**

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2	ADARSHA SCHOOL OF ENGG AND INTERNATIONAL POLYTECHNIC, AT-SARADHAPUR, PO-KUMURISINGHA, DIST-ANGUL, ODISHA, 759122	www.adarshadiploma.com	7008147247 / 7608098874	adarsha.polytechnic@gmail.com
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4	ARYAN INSTITUTE OF ENGINEERING & TECHNOLOGY (POLYTECHNIC), VIDYA VIHAR, SUNDARGRAM, CUTTACK-754002	https://aryanpoly.ac.in/	9937005103 / 9937407733	dadhichi2004@gmail.com
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6	ASIAN SCHOOL OF TECHNOLOGY, AT-BANTALA, PO-MUKTAPUR, KHURDA, PIN-752057	www.astorissa.in	7381009630 / 9583009617	purusottam_ast@yahoo.in
7	AUM SAI INSTITUTE OF TECHNICAL EDUCATION, NARAYANPUR, GOPALPUR, GANJAM	www.aumsaiengineering.co.in	9437127721 / 8895770400	aumsite@gmail.com
8	B I T POLYTECHNIC, ARMALA ,SOMANATHPUR, BALASORE	www.bitpolytech.org	9861947995 / 9438047875	bit_balasore@rediffmail.com
9	BADRIPRASAD INSTITUTE OF TECHNOLOGY, AT- DEBAIPALI, MAJHIPALI CHOWK, PO - SASON, DIST - SAMBALPUR, PIN - 768200	www.bitsambalpur.in	9437056259 / 7978022514	bitechsbp@gmail.com
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96	SAI SCHOOL OF ENGINEERING, AT-A KATAPALI, PS: BURLA, DIST-SAMBALPUR, ODISHA PIN-768006	www.saiinstitutions.in	7978345125 / 9437104507	sseburla@gmail.com
97	SAKUNTALA SUDARSHAN INSTITUTE OF TECHNOLOGY(POLYTECHNIC), AT- KALAKAD,PO- PATBIL, VIA-KARANJIA, DIST- MAYURBHANJ,ODISHA, PIN-757037	http://ssitpolytechnic.com	9938247308 / 8908401052	ssitpolytechnic2016@gmail.com
98	SAMANTA CHANDRASEKHAR INSTITUTE OF TECHNOLOGY & MANAGEMENT SEMILIGUA, AT-JANIGUDA, PO-SEMILIGUDA, DIST-KORAPUT, ODISHA 764036	scitm.org.in	9437094588 / 7008793123	scitmdiploma@gmail.com
99	SANJAY MEMORIAL INSTITUTE OF TECHNOLOGY, BRUNDABAN BIHAR, AT/PO: ANKUSHPUR, GANJAM, ODISHA, PIN:761100	www.smitdiploma.org	9348889653 / 7008291810	principal_smitdiploma@rediffmail.com
100	SATYASAI SCHOOL OF ENGINEERING, SRIKONA, PANJIBAG, CHANDIPUR ROAD, BALASORE ,ODISHA-756002	www.satyasaischoolofengg.edu.in	9437570100 / 9937531923	satyasaischoolofengg@rediffmail.com
101	SEEMANTA ENGINEERING COLLEGE, AT-MAYURVIHAR, PO-JHARPOKHARIA, DIST-MAYURBHANJ, PIN-757086	http://www.seemantaengg.ac.in/	9861119192	principal@seemantaengg.ac.in
102	SHIBANI INSTITUTE OF TECHNICAL EDUCATION, AT/PO-CHHATABAR, VIA-JANLA, DIST- KHORDHA PIN- 752054	www.shibaniinstitute.org	9776293140 / 9437578934	principal.site.bhubaneswar@gmail.com
103	SIDDHARTH INSTITUTE OF ENGINEERING & TECHNOLOGY, AT-SURYAVIHAR, EKTAGUDA, PO-MOHADEIPUT, DIST-KORAPUT, PIN-764021	www.sietkoraput.in	9437699009 / 7751894519	sietkoraput@gmail.com
104	SORO SCHOOL OF ENGINEERING SORO BALASORE, AT-BRAHMANSARI, PO-SARASANKHA, PS-SORO, DIST-BALASORE, PIN-756045	www.soroschoolofengineering.in	9437100009 / 9938569781	soroschoolofengg@gmail.com
105	SPINTRONIC TECHNOLOGY AND ADVANCE RESEARCH, STAR VALLY, NEAR IIT, AT/PO-TARABOI, JATANI, KHURDA-752050	WWW.SPINTRONICBBSR.ORG	9438694203	dean.spintronic@gmail.com
106	SRI POLYTECHNIC, AT/PO- KOMAND, PS- ODAGAON, DIST-NAYAGARH, PIN-752090, ODISHA.	www.srisikhya.com	9437074433 / 9853000030	chairmansripolytechnic@gmail.com
107	SSB REGIONAL INST OF SCIENCE & TECHNOLOGY, CHITRADA, MAYURBHANJ, AT/PO-CHITRADA, VIA-CHITRADA, DIST-MAYURBHANJ, PIN-757018, ODISHA	http://ssbristchitrada.org.in/	6371272231 / 7978373847	ssbrahmaednt@rediffmail.com
108	SUDDHANANDA ENGINEERING & RESEARCH CENTRE, BHUBANESWAR, AT - NACHHIPUR, PO - BHATAPATANA, BHUBANESWAR, DIST - KHURDA, 752115	www.sgoi.org	9237003444	principalserc@rediffmail.com
109	SUDDHANANDA RESIDENTIAL POLYTECHNIC, AT - NACHHIPUR, PO - BHATAPATANA, DIST - CUTTACK, 752115	www.sgoi.org	9937171258 / 7978064722	principalsrp@gmail.com
110	SUNDERGARH ENGINEERING SCHOOL, AT/PO-KIREI, DIST-SUNDARGARH, ODISHA -770073	SESSNG.ORG	9437344368	sessng@gmail.com
111	SUSHREE INSTITUTE OF TECHNICAL EDUCATION(SITE), AT-PALLISHREE VIHAR, PO-CHANDANBHATI, DIST-BALANGIR, PIN-767065, ODISHA	www.sushreetech.com	9437093174 / 7077704723	sushreediploma2000@gmail.com



112	SWAMI VIVEKANANDA SCHOOL OF ENGINEERING AND TECHNOLOGY, AT-CHAITANYAPRASAD, PO- MADANPUR, BHUBANESWAR, KHURDA, PIN-752054	www.swamivivekanandaschool.ac.in	9437061363 / 9338761490	svset_in@yahoo.com
113	SYNERGY POLYTECHNIC PHULNAKHARA, AT-BHIMPUR, PHULNAKHARA, DISTRICT-KHORDHA, ODISHA, PIN-752101	http://www.synergyinstitute.ac.in/polytechnic	8658478735 / 7655826945	contact.diploma@synergyinstitute.ac.in
114	SYNERGY SCHOOL OF ENGINEERING DHENKANAL, BANAMALIPRASAD, BY THE SIDE OF NH- 55, DHENKANAL, ODISHA,759001, INDIA	www.synergyinstitute.net/sse	9437027019	sse-dkl@synergyinstitute.net
115	TEMPLECITY INSTITUTE OF TECHNOLOGY AND ENGINEERING, AT/PO-TARABOI, PS-JATNI, DIST-KHURDA, ODISHA, PIN-752050.	http://www.titediploma.in/	7894322266 / 8917373558	titeprincipal@gmail.com
116	THE TECHNO SCHOOL, PLOT NO 361(A), PATRAPADA, PO DUMUDUMA, BHUBANESWAR, DIST KHURDA, PIN -751019	www.tts.ac.in	8917210695 / 9853276765	principal_diploma@tts.ac.in
117	UTKAL INSTITUTE OF ENGINEERING & TECHNOLOGY, AT-GYANVIHAR, RATHIPUR, PO-KANTIA, PS-JATANI, DIST-KHORDA, PIN-752050, ODISHA	YES	9439264467 / 9861837744	uieetech@gmail.com
118	VEDANG INSTITUTE OF TECHNOLOGY, AT-DURGAPRASAD, PO-RAMACHANDI, DIST-KHURDA, PIN-752010	www.vedang.in	9437176863 / 9439202413	info@vedang.in
119	VENUS GROUP OF EDUCATIONAL AND REASERCH INSTITUTES, AT - BAHANAGA, PO- BAHANAGA, VIA - BAHANAGA, DIST - BALASORE, ODISHA - 756042	www.venusgroupssmt.edu.in	9437977877	venusdiploma@gmail.com
120	VIJAYANJALI SCHOOL OF ENGINEERING, AT: GADAVANGA, NO-4, PO/PS: KHANTAPADA, DIST: BALAOSRE-756043, ODISHA	www.vsebalasore.com	9338272030 / 7064413333	vse.edu.bls@gmail.com
121	VIKASH POLYTECHNIC, AT-VIKASH KNOWLEDGE HUB, BARAHAGUDA CANAL CHOWK, PO-TORA, DIST-BARGARH, ODISHA-768028.	www.orissavikash.com	8280008111 / 9437158858	vikashpolytechnic@yahoo.com
122	ZENITH INSTITUTE OF SCIENCE & TECHNOLOGY, AT-PITAPALLY, PO-KUMARBASTA, PS- JATNI , DIST-KHORDHA, PIN-752055	www.zist.ac.in	8908018085	zistorissa@gmail.com

## CHAPTER-7

### RULES FOR ADMISSION

#### 7.1 DOMICILE:

##### (I) Odisha State Candidates (S – Domicile)

**For admission to Engineering Schools/ Polytechnics under “S” Domicile, a candidate has to satisfy at least one of the following criteria.**

- i) The Candidate must have passed H.S.C. examination of BSE, Odisha/ 10<sup>th</sup> examination declared equivalent by BSE, Odisha from any of the recognized institution within the State.

**OR**

- ii) Parents of the candidate must be resident/native of Odisha. To claim benefit under “S” Domicile, candidate shall furnish a Residential/Nativity Certificate (**not issued prior to 01.07.2017**) in the prescribed form of the Revenue Department from any authorized Officer of the Govt. of Odisha of the area where his/her parents have residence.

**OR**

- iii) Sons/ daughters/ spouse of the employees of the Government of Odisha/ Government of India/ Government of Odisha undertakings/ Government of India undertaking serving in the State of Odisha at the time of application. To claim benefits under **S-Domicile**, candidate has to submit a certificate from the Employer of his/her parents/spouse in the prescribed form in **Form-I**.

**OR**

- iv) Besides above, the reservation facility will be made available to the children / wards of All India Civil Service Officers serving in the State at par with the natives of Odisha except the reservations being extended to ST, SC and SEBC categories so far as admission to Professional / Technical Institutions in the State is concerned.

***N.B. A candidate coming under “S” Domicile, but not a resident/native of Odisha is not eligible to claim reservation. However, the children/ ward of all India Civil Service Officers serving in the State can avail the reservation in all categories except ST, SC & SEBC.***

##### (II) Outside State Candidates (Z – Domicile)

- A. Any candidate who does not satisfy any of the criteria for the ‘S’ Domicile will be treated as outside State Candidate “Z” Domicile. 15% seats are reserved for “Z” Domicile candidates in 1<sup>st</sup> Semester of Private Polytechnics /Engineering Schools only.
- B. “Z” domicile candidates are also eligible to take admission under Lateral entry provided they have prosecuted their study for the qualifying examination in an institute inside the State of Odisha having approval from the competent authority after exhaustion of state merit list.
- C. “Z” Domicile candidates need not submit Residential/Nativity certificate. The institution address mentioned in the 10<sup>th</sup> Pass Certificate issued by any Board outside Odisha and declared equivalent by BSE, Odisha shall be treated as their place of residence.

##### (III) Odias living in the Outlying Odia Speaking Tracts ( L – Domicile)

0.5% seats are reserved for Odia students living in the outlying Odia speaking tracts in 1<sup>st</sup> Semester/ year only. Candidates claiming reservation/ benefits under “L” Domicile shall have to submit the certificate of authenticity of Odias belonging to outlying Oida speaking tract in prescribed Form-II (Part-I) issued by competent authority of the concerned State Government of the area where his parents/spouse have the residence and the certificate having passed Odia as MIL in the M.E./HSC/equivalent examination in prescribed Form-II (Part-II) issued by the Headmaster/ Headmistress of the institution, where the applicant has studied.

## 7.2 SUBMISSION OF RESIDENTIAL/NATIVITY CERTIFICATE UNDER “S” DOMICILE:

- (i) The Applicants will submit the certificate of HSC or its equivalent examination passed from any Board within the State of Odisha in lieu of residential/nativity certificate and the local address of the educational institution will be treated as the place of residence and need not submit separate Residential/Nativity Certificate. Such candidates shall get benefit under “S” Domicile.
- (ii) If, a candidate passing 10th standard examination outside the State from any Board declared equivalent by BSE, Odisha claims reservation / benefit under "S" Domicile, he/she has to submit Residential/Nativity Certificate (which will be valid for 5 years from the date of issue and not issued prior to 01.07.2017) from a Revenue Officer authorized by the Govt. of Odisha of the area where his/her parents have residence in Odisha.
- (iii) If, the parents/spouse of the candidate is employee(s) of Govt. of Odisha/ Govt. of Odisha Undertaking/ Govt. of India/ Govt. of India Undertaking and not a resident/native of Odisha, then the candidate shall submit the Employer Certificate of his/her parents/spouse to be considered under “S” Domicile only.

## 7.3 (A) RESERVATION OF SEATS UNDER “S” DOMICILE:

There are some seats as mentioned below reserved for SC/ST/Son & Daughter of Green Cardholders / ES / PC / Women / SP / NCC category wise as per Govt. directives from time to time.

1.	For SC	16.25%
2.	For ST	22.50%
3.	For Children of Green Card Holder	5%
4.	For Children/Wards of Ex-Servicemen	2%
5.	For Physically Challenged	3%
6.	For Women students in all Co-ed polytechnics Engineering Schools in each category	30%
7.	The sports candidate representing the state during last two years	0.5%
8.	Candidate passing NCC(A or B or C certificate examination)	1%

**N.B. :** (1) In case of change in percentage/ condition of reservation of seats mentioned above on the basis of order/ instruction of competent authority, it will be intimated to the candidates before commencement of counseling and admission shall be made accordingly.

(2) All reservations are applicable for candidates, whose parents are resident/native of Odisha State only. However the children/ ward of all India Civil Service Officers serving in the State can avail the reservation in all categories except ST, SC.

### **CANDIDATES CLAIMING RESERVATION UNDER SC/ST/GC/ES/PC/NCC/APORTS CATEGORIES.**

***The documents submitted under clause 7.2(i) or 7.2(ii) above shall be treated as a proof of residence/nativity of the candidates for the following reservation category.***

- (a) Candidates claiming reservation under SC/ST categories must be resident/native of Odisha and shall have to submit the corresponding category certificate issued by the competent authorities of Odisha only.
- (b) Candidates claiming reservation under GC/ES/PC/SP/NCC categories must be resident/native of Odisha or children/wards of AICS Officers serving in the state at par with the natives of Odisha and shall have to submit the corresponding category certificates issued by the competent authorities of Odisha only.

## INFORMATION ON RESERVATIONS:

- i. **The reservations are applicable for all seats in Government Engineering Schools/ Polytechnics except some seats at IGIT, ITT, OSME and 80% seats of Private Engineering Schools/ Polytechnics with the provision of 5% intake to be filled up by NRIs.**
- ii. **No reservation of seats is available against the seats located outside the State by MHRD/ AICTE.**
- iii. **Reservation of seats at IGIT, Sarang & OSME, Keonjhar : 24 seats** (i.e. Civil-08, Electrical-08 & Mechanical-08) at IGIT, Sarang & **16 seats** in Mining Engineering at OSME, Keonjhar are reserved for the children of Coal Mines workers. Such candidates may apply directly to the **CHIEF PERSONNEL MANAGER, MAHANADI COAL FIELDS LTD., JAGRUTI BIHAR, PO-UCE BURLA, SAMBALPUR-768 018** for selection. The sponsored candidates of MCL need not apply to **DAC-2022**. Any change made in regard to reservation of seats in the Institutions shall be notified at the time of counseling.
- iv. **Reservation of seats in Textile Tech. in ITT, Choudwar: 05 seats** in Textile Technology at ITT, Choudwar are reserved for the Weavers' Community, sponsored by Director of Textile, Odisha. Candidate with requisite qualification desirous of selection under this provision may apply directly to the Director of Textiles, Odisha, Bhubaneswar. Any changes made in regard to reservation of seats in the Institutions shall be notified at the time of counseling.
- v. **Women & Physically Challenged candidates are not eligible for admission to Mining Engineering & Drilling Engineering Courses.**
- vi. The Selected Candidates other than Physically Challenged shall have to produce a Medical Fitness Certificate from a Government Doctor not below the rank of Asst. Surgeon to the effect that the candidate is fit to prosecute studies in engineering courses of Polytechnics. However Government of Odisha / DAC will not be responsible if a candidate faces difficulty during the course of study or during employment on medical ground. A candidate intending to take admission in **HM&CT** will have to furnish a separate medical fitness certificate in **Form-III**.
- vii. **Eligibility Condition for different Reserved Category**
  1. **SC/ST Category**
    - (a) Candidates belonging to SC/ST (**by birth not by marriage or adoption**) reserved category shall furnish original Caste Certificate in the prescribed format of the Revenue Department, Govt. of Odisha from the competent authority not below the rank of Tahasildar at the time of document verification.
    - (b) Scheduled Caste / Tribe persons who have migrated from the State of Origin to some other state for the purpose of seeking education, employment etc. will be deemed to be Scheduled Caste / Tribe of the State of his origin and will be entitled to derive benefits from the state of origin and not from the State to which he has migrated (Vide Govt. of India letter No. BC/16084, 1.82-SC and BCS/dated 22.02.1985).
  2. **GC Category** - Candidates applying under Green Card reservation shall submit original Green Card at the time of document verification. The Green card must have been issued by Family Welfare Department, Government of Odisha and should not have been used more than once prior to claiming admission under this reservation.
  3. **ES Category** – Candidates, whose father/mother is the Ex-Servicemen and applying under Ex-Servicemen reservation shall have to furnish original certificate in the prescribed format issued in favour of their parents by Zilla Sainik Board/ Rajya Sainik Board of Odisha at the time of document verification. **The admission under Ex-Serviceman category shall be strictly on merit basis.**
  4. **PC Category** - In case of Physically Challenged candidates, the candidates with disability 40% or above in consonance with section 39 of Persons with Disability (equal opportunities, protections of rights and full participation) Act 1995 are eligible to be considered under PC category for admission to Diploma Courses. The Medical Standard of PC candidates will be decided by a Medical Board specifically constituted with Senior Professors of SCB Medical College and Chairman **DAC-2022** or his representative under the chairmanship of Principal, SCB Medical College or his nominee. The candidate should not therefore submit any Medical Certificate to this effect during document verification at NCC.
  5. **SP Category** - Candidates applying under sports reservation shall submit original sports certificate issued/countersigned by Director of Sports and Youth Services, Odisha or any competent authority

as declared by Government from time to time at the time of document verification. Such candidates must have represented the state in the sports events at the national level within two years time prior to the year of admission (**i.e. not earlier than 01.07.2020**) vide G.O. No. 81376 dt.11.12.1996, Govt. of Odisha and letter No.24875 dt.13.12.1993 and as per clarification received from Government from time to time.

### SPORTS EVENTS (Admissible)

Archery	Hand Ball	Weight Lifting	Tae-Know-Do
Athletics	Hockey	Wrestling	Tennikoit
Badminton	Judo	Ball- Badminton	Yatching
Basket Ball	Kabadi	Chess	Throw Ball
Boxing	Kho-Kho	Karate-Do	Base-Ball
Cricket	Swimming	Power Lifting	Body- Building
Cycling	Table Tennis	Rifle Shooting	Yoga
Foot Ball	Lawn Tennis	Roller Skating	
Gymnastics	Volley Ball	Soft-Ball	

6. **NC Category** - Candidates applying under NCC reservation must submit original NCC A or B or C certificate as applicable from competent authority of Odisha at the time of document verification.
  7. **“Z” Domicile** - Candidate applying under **Z** category shall have to submit the original HSC / 10<sup>th</sup> standard certificate along with mark sheet of the institute located in their State which is declared equivalent by the Board of Secondary Education, Odisha, Cuttack. They need not submit Residential Certificate of their State, as the institution address mentioned in the 10<sup>th</sup> standard certificate shall be treated as the place of residence of the candidate.
  8. **“L” Domicile** - Candidates applying under **L** category shall have to submit original certificate in the prescribed **Form-II (Part-I & II)** at the time of document verification.
  9. **Women Category** - As per RESOLUTION No.5267/etet, dt.19.12.2012, 30% of the seats in all categories (except outside state and Odias living in the outlying Odia speaking tracts) have been kept reserved for Women candidates in all Govt. and Private Diploma co-education Institutes w.e.f. the academic session 2013-14. No Residential/Nativity certificate is required to be produced for General Category Women candidates.
- viii. **The procedure for refund of fees will be as per AICTE guide lines / instructions issued by Govt. from time to time.**
- ix. **Admission under Tuition Fee Waiver (TFW) Scheme**
- a. The scheme shall be mandatory for all institutions approved by the AICTE.
  - b. 5% of the sanctioned intake per course shall be available for these admissions. These seats shall be supernumerary in nature. These supernumerary seats shall be available only to such Course(s) in an institution, where a minimum of 50% of the seats in Approved Intake are filled up in the last Academic year.**
  - c. Sons and daughters of parents whose annual income is less than Rupees **8.0 Lakh** or the amount fixed by Govt. from all sources shall only be eligible for seats under this scheme.
  - d. The waiver is limited to the Tuition Fee as notified by Government.
  - e. This scheme is only for ‘S’ Domicile candidates who are residents/natives of Odisha.
- xix. **ECONOMICALLY WEAKER SECTION (EWS) quota for admission in technical institutions.**

In accordance with SD&TE Department Notification No. 3594 dtd.29.07.2019, 10% EWS quota have been made operational from the academic session 2020-21 without disturbing the existing reservation percentage being followed in these institutions. Persons not covered under the existing scheme of reservations for the Scheduled Castes and the Scheduled Tribes and whose family has gross annual income below Rs.8 Lakh are identified as EWS. The amount of admission fees and part admission fees to be deposited by such candidates shall be in line with TFW applicants. Such applicants have to produce **Income & Asset Certificate** issued in the prescribed format by the competent authority of Odisha.

- xx. 5% of seats within sanctioned intake is reserved for admission of sons and daughters of Non-Resident Indians (NRIs). In the event of non availability of candidates under NRI, the seats meant for them shall be filled up by the general candidates as per the AICTE guidelines issued in this regard

**N.B. : In respect of any other matter relating to admission, the decision of the DAC-2022 shall be final.**

#### **7.4 FEE STRUCTURE**

##### **GOVERNMENT AND PRIVATE INSTITUTIONS:**

(a) **1<sup>st</sup> YEAR** : Admission fee for **Government Institutions & Textile Technology Branch** at ITT, Choudwar is **Rs.5,800/- per year** and for **Private Institutions & OTHER Branches i.e. Civil/ Electrical/ Mechanical/ Mechatronics courses under Self-Financing Scheme** at ITT, Choudwar is **Rs.26,500/- per year, except 17 Private Diploma Institutions whose fee structure has been enhanced and the list of such institutions is available in DTE&T website**. Similarly, for admission fee under Tuition Fee Waiver (TFW) scheme/ EWS/ SC & ST category candidates is **Rs.3,300/-** per year for Government Institutions and Textile Technology branch at ITT, Choudwar. For Private Institutions & OTHER branches at ITT, Choudwar (under Self Financing scheme), the fee under TFW scheme/EWS scheme is **Rs.6,500/- per year**.

**NB: The prescribed enhanced fee structure in respect of 17 Private Diploma Institutions from the session 2018-19 vide Govt. in SD&TE Department Notification No:2927/SDTE, dated 25.6.2018 is available in DTE&T, Odisha website i.e. [www.dtetodisha.gov.in](http://www.dtetodisha.gov.in).**

(b) For **2<sup>nd</sup>/3<sup>rd</sup>YEAR**:The admission fee shall be collected at the institute level by deducting the caution money i.e. **Rs.500/-**, student welfare fee **Rs.300/-**, **Registration fee i.e Rs.50/-** and **Migration Fee i.e Rs.50/-** or any One Time Fee as fixed in 1<sup>st</sup> year.

(c) **Besides this, one time additional amount of Rs.100/- shall be paid by the student towards enhanced Registration fee and issue of Migration Certificate by the SCTE&VT, Odisha, BBSR. For verification of qualifying examination certificate & marks sheet, charges as applicable for different Boards will be collected from the students. Besides, for examinations etc. fees as charged by the State Council for Technical Education & Vocational Training, BBSR shall have to be paid by the candidates at the Institution.**

**HOSTEL FACILITIES (Government Institutions):** Limited hostel facilities, subject to vacancy, are provided to the Boys in Co-educational Govt. Engineering Schools/ Polytechnics and Women students in UGIE, Rourkela, BOSE, Cuttack., UCPEs Berhampur, JES Jharsuguda, O.S.M.E, Keonjhar, ITT, Choudwar, IGIT, Sarang, UGMIT, Rayagada. Besides, limited seats in Women hostels are also available in all Govt. Polytechnics. The **Hostel Fees @ Rs.3,000/- (Rupees Three thousand) per annum** will be collected which may be changed as per the Orders of the Government from time to time.

## 7.5 MERIT LIST:

### a) "S" Domicile:

Separate merit list for all applicants shall be drawn on the basis of marks secured by a candidate in the qualifying examination.

- i. One "General Merit List" for all candidates seeking admission to Diploma Engineering/Technology courses.
- ii. In addition, separate Merit lists will also be drawn for candidates qualifying under each of the reservation category.
- iii. **Similarly a merit list will be drawn for lateral admission category for ITI / +2 Vocational candidates.**
- iv. **A merit list will be drawn for Lateral Admission for +2 Science with PCM as stated above.**
- v. Separate merit list of all qualifying candidates for Non-Engineering courses shall be drawn.

### b) "Z" Domicile:

- i. Separate merit list will be drawn for outside State Candidates to take admission in 1<sup>st</sup> semester diploma Engineering / Non- Engineering courses. 15% seats are reserved for "Z-Domicile" candidates effective from 2010-11 as approved vide **G.O. No.IXTTI-8/2009/ 4624/I, Dt.26.03.2010**, which is applicable to **Private Polytechnics/ Engineering Schools** only.
- ii. The "Z" domicile candidates who have prosecuted their study for the qualifying examination in an Institution having approval from the competent authority are allowed for admission to 3<sup>rd</sup> Semester LE courses. A separate merit list shall be drawn for such 'Z-Domicile' candidates and they will be allowed to take admission in the remaining vacant seats, if any, after the state merit list is fully exhausted.

### c) "L" Domicile:

- i. Separate merit list for admission to 1<sup>st</sup> semester Engineering/ Non-Engineering courses will be drawn for L candidates for admission to seats reserved for them. However they will also be included in the merit list of Z candidates.
- ii. The L domicile candidates having the eligibility criteria mentioned above at **b) (ii)** will be included in the merit list of Z candidates for admission to 3<sup>rd</sup> semester LE courses.

## 7.6 Procedure for preparing the merit list (% of Marks rounded up to 2 decimal points)

- i. **1<sup>st</sup> Semester Diploma in Engg./ Technology, Non-Engg. (Beauty Culture only) :**  
For candidates having equal marks in qualifying examination, the candidates with higher percentage of marks in Mathematics will be placed at higher rank. If the candidates have same percentage of marks in Mathematics, the candidates having higher percentage of marks in Science will be placed at higher rank. If the candidates have the same percentage of marks in Science, then the candidates having higher percentage of marks in English will be placed at higher rank. For candidates having same percentage of marks in English, the senior in age will be placed at higher rank.
- ii. **1<sup>st</sup> Semester/ Year Diploma in Non-Engineering (Except Beauty Culture):**  
For candidates having equal marks in qualifying examination, the candidates with higher percentage of marks in English will be placed at higher rank. For candidates having same percentage of marks in English, the senior in age will be placed at higher rank.
- iii. **3<sup>rd</sup> Semester (LE) Diploma in Engineering:**  
**For Two (02) years ITI passed candidates:** a) For candidates having equal marks in the qualifying examination, the candidate securing higher percentage of marks in Trade Theory will be placed at higher rank. b) For the candidates having same percentage of marks in Trade Theory, the senior in age will be placed at higher rank.  
**For (+2) Vocational (2 years) in Engineering Trade passed candidates :** a) For candidates having equal marks in the qualifying examination, the candidate securing higher percentage of marks in Physics, Chemistry & Mathematics or Basic Science Foundation Course will be placed at higher rank. b) For the candidates having same percentage of marks in Physics, Chemistry & Mathematics or Basic Science Foundation Course, the senior in age will be placed at higher rank.  
**For (+2) Science with PCM passed candidates:** a) For candidates having equal marks in the qualifying examination, the candidate securing higher percentage of marks in Physics will be placed

at higher rank. b) For the candidates having same percentage of marks in Physics, the candidate securing higher percentage of marks in Chemistry will be placed at higher rank. c) For the candidates having same percentage of marks in Chemistry, the candidate securing higher percentage of marks in Mathematics will be placed at higher rank. d) For the candidates having same percentage of marks in Mathematics, the senior in age will be placed at higher rank.

**For ITI (COPA) passed candidates:** For candidates having equal marks in the qualifying examination COPA (Computer Operator and Programming Assistant), the candidate securing higher percentage of marks in Trade Theory will be placed at higher rank. For the candidates having same percentage of marks in Trade Theory, the senior in age will be placed at higher rank.

## 7.7 CHANGE OF DISCIPLINES and TRANSFER OF STUDENTS

### (a) CHANGE OF DISCIPLINES

- i. Students admitted in the 1st Year in any branch shall have to continue in the same branch. However, change of branch is permissible during 1st year on the basis of inter-se merit of the students within the institution considering his/her performance in the HSC(10th) examination. The Principals of the concerned institutions are authorized to allow such changes before end of May without exceeding the sanctioned strength of any branch.
- ii. Students admitted under supernumerary seats shall not be allowed to change their branch to which they were originally admitted. Similarly, students admitted in Non-Engineering branches & Part time Engineering courses are also not eligible to change their branches.
- iii. Branch change is not allowed between disciplines of different shifts of an institution (e.g. between one branch of 1st Shift and another branch of 2nd shift)
- iv. In case of closure of an institution, readmission can be done in the same branch at the nearest Institution as decided by the Council.

### (b) TRANSFER OF STUDENTS

Transfer of students shall be within the jurisdiction of the DTE&T, Odisha and the following norms shall be adhered to while transferring any student. Rules of SCTE&VT shall be followed in such cases.

- i. No transfer shall be allowed in the same headquarters.
- ii. No transfer from Govt. institution to Private institution or vice versa shall be allowed.
- iii. Transfer from one institute to another shall be considered only in medical grounds of self on the production of the medical certificate from a government doctor not below the rank of C.D.M.O.
- iv. Transfer can also be allowed on ground of transfer of parents working in central government/State Government offices/Public sector undertakings to another place after the admission of the students.
- v. Transfer may be allowed after consent is given by the Principals of both the institutes concerned and subject to availability of vacancy.
- vi. In case of more than one student applying for transfer to the same institute, the inter-se merit among the applicants, based on their HSC marks is to be considered.
- vii. Students admitted under supernumerary seats shall not be allowed to change their institution to which they were originally admitted.
- viii. The DTE&T, Odisha shall be the competent authority to effect such transfer under intimation to SCTE&VT, Odisha.
- ix. The DTE&T, Odisha can transfer a student on administrative ground as per recommendation of the Principal.
- x. Transfer process will be purely online based & time bound. No transfer will be considered beyond scheduled period to be notified by the DTE&T. The transfer process will complete within 20th May of each year, but it will be operative at the beginning of 3rd Semester only.



## CHAPTER – 8

### DOCUMENT VERIFICATION FOR VALIDATION

#### 8.1 ORIGINAL DOCUMENTS TO BE BROUGHT ON THE DAY OF REPORTING AT THE NODAL CENTRE FOR COUNSELLING (NCC):

Applicants, **whose required documents have not been validated online**, shall have to report personally with downloaded application form and registration slip exactly at the time, date and venue as per the schedule of e-Admission. He/ She is also required to produce the following original documents as applicable at the time of reporting at the NCC.

- i. Pass certificate of High School Certificate (HSC) examination awarded by BSE, Odisha /10<sup>th</sup> standard examination certificate declared equivalent by BSE, Odisha in support of qualifying examination.
- ii. Mark sheet of HSC examination awarded by BSE, Odisha/10<sup>th</sup> standard examination declared equivalent by BSE, Odisha securing minimum marks as per the eligibility criteria. (Refer Chapter-3).
- iii. Caste Certificate (SC/ST) in the prescribed format from the competent authority of Odisha.
- iv. Sports Certificate issued/countersigned by the Director of Sports & Youth Services, Odisha or by the competent authority as declared by the Govt. from time to time (in case of candidates claiming reservation under Sports).
- v. NCC certificate (A, B or C) from appropriate authority (in case of candidates claiming reservation under NCC)
- vi. Green Card certificate of parents issued by the CDMO of concerned districts of Odisha (in case of candidates claiming seats under Green Card category).
- vii. Certificate in the prescribed format from the competent authority for reservation under Ex-Servicemen quota.
- viii. **Z-Domicile** candidates have to produce the following original certificates :  
HSC equivalent 10<sup>th</sup> pass Certificate and Mark sheet of 10<sup>th</sup> standard examination of the institute located in their State, declared equivalent by BSE, Odisha as per the eligibility criteria. (Refer Chapter-3).
- ix. **L** candidates have to produce the following original certificates :
  - a. Residential Certificate from the Revenue Officer duly authorized by the Govt. of concerned States that he/she belongs to outlying Oriya speaking tracts in **Form-II (Part-I)**.
  - b. Mark sheet of M.E. or H.S.C examination in support of having Oriya as a subject at M.E. or H.S.C examination in **Form-II (Part-II)**.
- x. Employers' certificate in Form-I as applicable.
- xi. Residential/Nativity Certificate in the prescribed format as applicable,
- xii. ITI Pass/ +2 Science (PCM) / +2 Vocational pass certificate & mark sheet issued by SCTE&VT, Odisha/CHSE, Odisha/ 12<sup>th</sup> standard examination declared equivalent by CHSE, Odisha respectively.
- xiii. Annual Income Certificate **in the prescribed format** from the competent authority in case of candidate claiming seats under TFW category issued not earlier than **01.07.2019 / as per circular issued by Revenue & Disaster Management Department, Govt. of Odisha from time to time.**
- xiv. Income & Asset Certificate **in the prescribed format** from the competent authority issued not earlier than **01.07.2019**, in case of candidate claiming seats under EWS category.
- xv. **Aadhaar Card of the candidate for verification of Aadhaar/EID Number**

#### 8.2 ORIGINAL DOCUMENTS TO BE SUBMITTED ON THE DAY OF REPORTING AT THE FINALLY ALLOTTED INSTITUTE.

- i. Final downloaded Seat Allotment Letter from the website.
- ii. Fee deposit slip (institute copy) in respect of seat allotment.
- iii. Conduct Certificate and SLC / CLC from the institution last studied.
- iv. Recent passport size photographs duly attested.

- v. Migration Certificate in case of candidates passing 10th standard from any Board other than Board of Secondary Education, Odisha.
- vi. Balance Fees to be deposited at the institute.
- vii. Medical fitness certificate from Government Doctor not below the rank of Asst. Surgeon in the prescribed format of the concerned Hospital/Health Department, Govt. of Odisha. A candidate intending to take admission in **HM&CT** will have to furnish a separate medical fitness certificate in **Form-III**.

***N.B. Each polytechnic will conduct the entire verification process of TC/CLC of the admitted students at the institution level and approval of students on the SAMS Portal within the stipulated time after which the current admission cycle will be completed and the admission of such students will be valid. Approval/disapproval of the reported candidates shall be made by the polytechnic on the basis of original TC/CLC submitted/not submitted respectively. However, the Principal of the Engineering School/ Polytechnic shall ensure and be held solely responsible for the authenticity/ genuineness of the TC/CLC of the approved students verified at the institution level.***

**8.3 All original certificates are subject to verification by issuing authorities. The candidate should be very careful in submitting the certificates during counseling. The head of the Institutes are being instructed to get all documents verified within Six (06) months, failing which the candidates will not be allowed to continue in 3<sup>rd</sup> / 5<sup>th</sup> Semester / 2<sup>nd</sup> year.**

## **CHAPTER – 9**

### **Modality for submission of registration proposal by the Institutes to State Council for Technical Education & Vocational Training (SCTE&VT), Odisha, Bhubaneswar**

- i. DTET shall collect the list of reported candidates from OCAC, Bhubaneswar within **20** days of last date of reporting of finally allotted candidates.  
DAC-2021 shall furnish the list of admitted candidates in respect of Engineering, Non-Engineering, MHRD, Director of Textiles, MCL, PWD sponsored candidates to SCTE&VT, Odisha within one month of last date of reporting of finally allotted candidates.
- ii. SCTE&VT, Odisha shall invite the proposal of finally reported candidates out of admitted candidates furnished by DAC-2021 within 7 days of receipt of list of admitted candidates from DTE&T. All the principals shall submit the proposals along with required registration fee within one month.
- iii. They have to submit an affidavit duly sworn in before Executive Magistrate along with the proposal.
- iv. The format of affidavit is to be prepared by SCTE&VT, Odisha in line with the AICTE approval process Hand Book.
- v. Registration Fees of the admitted students as applicable shall be paid to the SCTE&VT, Odisha, BBSR by each polytechnic.

## **CHAPTER – 10**

**Redressal of Grievance :** Any genuine grievance of the candidate concerned shall be sent from the registered mail ID of the candidate to the mail ID **ccrdiploma2022@gmail.com**. Grievances received from unauthorized / unregistered mail IDs shall not be entertained. All the grievances shall be redressed on the schedule date mentioned in the Admission Timeline at page-2 of the Information Brochure.

**CERTIFICATE OF EMPLOYMENT OF CANDIDATE'S PARENTS / SPOUSE**

**Employer-Government of Odisha / Government of India/ Universities of Odisha/ Govt. of India undertaking & Govt. of Odisha undertaking located in Odisha at the time of application.**

<p>1. Name and address of Organization /Office in which employed :</p> <p>2. Name and designation of the certifying authority (Employer/Head of Office/ Organization) :</p> <p>3. a) Name in full and designation of employee to whom certificate is being issued. :</p> <p>b) Whether in permanent employment :</p> <p>c) Present Place and State of Posting :</p> <p>d) Permanent address as per service records :</p> <p>4. Name of the candidate in full :</p> <p>5. Relationship of the employee with the candidate :</p> <p>6. Particulars of employment of the employee :</p>	<p>Father/Mother/Husband/Wife</p> <p>(Delete whichever is not applicable)</p>
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**Place**

**Date of Joining**

**Period of Service**

**Signature of Employee**

**Signature of Employer/ Head of Office/ Organisation**

**Date:**

**Designation (With Seal of Office)**

**Note:** In case of the employee is on deputation either from Govt. of Odisha or Govt. of India, the above certificate should be signed by the Employer.

**CERTIFICATE OF AUTHENTICITY OF ODIAS BELONGING TO  
OUTLYING ODIA SPEAKING TRACT**

**[L CATEGORY]**

**(Part-I)**

This is to certify that Mr./Ms.....Son/ Daughter/  
Spouse of Mr./Mrs.....in the district of  
..... in the State of .....whose full  
signature is given below is an Odiand a permanent resident of the outlying Odiaspeaking tractsdefined in  
ResolutionNo.13411-Gen.Dated 8<sup>th</sup>August,1969 of Government of Odisha erstwhile Political &Services  
Department ( Now : G.A.Department ).

*Full Signature of the applicant*

*Signature of the Officer not below the Rank of Tahasildar*

Date.....

Seal of Office.

**CERTIFICATE OF HAVING PASSED ODIA M.I.L. IN THE H.S.C. OR  
EQUIVALENT EXAMINATION FOR ODIAS BELONGING TO  
OUTLYING ODIA SPEAKING TRACT**

**[L-CATEGORY]**

**(Part-II)**

This is to certify that Mr./Ms.....Son/  
Daughter/ Spouse of Mr./ Mrs.....in the district of  
.....in the state of.....Has/ had OdiasM.I.L. in the  
H.S.C./M.E. or equivalent Examination conducted by.....  
..... (Name of the Board/ University) from.....  
.....

(Name of the Institution) In the year.....

Signature of Headmaster/Headmistress

Full signature of the applicant

Date.....

Seal of Office

(ONLY FOR CANDIDATES OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

**CERTIFICATE OF PHYSICAL FITNESS.**

**(Medical Certificate to be filled in by Medical Practitioner)**

The certificate is necessary as the training in the institute involves large amount of food handling. The final admission will be subject to a medical check-up by the Medical Officer.

Name of the Student :.....

Father's name:.....

Address:.....

.....

.....

**MEDICAL HISTORY.**

Certified that the above student is not suffering from any of the following diseases:

- a) Infectious skin diseases
- b) Psoriasis Follicle
- c) Tuberculosis
- d) Venereal Diseases
- e) Epilepsy
- f) Trachoma
- g) Convulsions due to any cause.

She has not suffered from the above diseases or any other major disorder during the past 5 years.

Signature of Student attested.


Signature of the Medical Officer,




## Directorate of Technical Education & Training, Odisha

Killamaidan, Buxibazar, Cuttack – 753001, Phone :0671-2305655 /

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 Sanjog Helpline (Toll Free):  
155335 or 1800 345 6770