WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION AND SKILL DEVELOPMENT

(A Statutory Body under Government of West Bengal Act XXVI of 2013)
Department of Technical Education, Training & Skill Development, Government of West Bengal
Karigari Bhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata–700160

Memo No. WBSCTVESD/TED/SNB/2020-21/0187   **Dated, 13th April, 2022**

NOTICE

Guidelines in respect of filling-up of the ONLINE APPLICATION FORM of External Theoretical Examinations for the 1st semester diploma students in Engineering & Technology/Architecture/MOPM (Academic Session 2021-22)

GUIDELINES FOR THE STUDENTS	
	Guidelines
Online Application & Fee Payment for the External Theoretical Examinations for the 1st Semester Students	• All eligible 1st semester diploma students (Academic Session 2021-22) of Engineering & Technology/Architecture/MOPM will have to fill up Application Form for the upcoming External Theoretical Examinations through the web-portal of the Council at **www.webscte.co.in** by paying requisite fee. • A link captioning "***Apply Online for External Theoretical Examinations for the 1st Semester Students of Diploma in Engineering & Technology/Architecture/MOPM (April-2022)***" will be activated in the Home Page of the Council's website, www.webscte.co.in on **14th April, 2022** for the concerned students. • Eligible students will have to enter their **Registration Number** after clicking the above-mentioned link for initiating the process of form fill-up. • Students will have to provide their mobile number and email id in the given space and will have to click the tab "**Submit and Pay Fees**". • For payment of the fee, students have to select "**Mode of Payment**" from Net Banking, Debit Card, Credit Card or UPI and pay the fee. • Regular students will have to pay fee of **Rs. 250/- (Rupees two hundred and fifty)** only and Casual students will have to pay fee of **Rs. 150/- (Rupees one hundred and fifty)** only. • Last date for submission of online form and payment of fee by the concerned students for the External Theoretical Examinations is **18th April, 2022 (Up to 11.30 PM).**

	• After successful payment of the examination fee, application details of the students will automatically reach their respective Institute portal for online validation by the Institute authority.
	• During payment of the fee, if online transaction of any student shows **'PENDING'** for a prolonged time, he/she has to write immediately to the Council at helpdesk@webscte.co.in with full details and a screen shot of the transaction made.
	• Last date for online validation of the eligibility of the students by the Institute authorities is **20th April, 2022 (Up to 12 Noon).**
Downloading of e-Admit Card	• e-Admit card of the validated students will be available in the official website of the Council (www.webscte.co.in) on and from **21st April, 2022** from the link "*e-Admit Card for External Theoretical Examinations for the 1st Semester Students (April-2022)*".

All eligible diploma students are advised to contact their respective Institutes / HODs / Subject Teachers in case of facing any difficulty in filling-up of the online application form for the aforesaid examinations.

Koushik Bandyopadhyay
Senior Administrative Officer (Examination)
WBSCT&VE&SD

Memo No. WBSCTVESD/TED/SNB/2020-21/0187(2/6)   **Dated, 13th April, 2022**

Copy forwarded for information to:

1. Chairperson, WBSCT&VE&SD
2. CAO, WBSCT&VE&SD
3. PS to Hon'ble MOS(IC), Department of TET&SD for kind information of Hon'ble MOS(IC)
4. Sr. PA to the Principal Secretary, Department of TET&SD for kind information of the Principal Secretary of the Department
5. SAO (TE), WBSCT&VE&SD
6. AO (Examination), WBSCT&VE&SD

Koushik Bandyopadhyay
Senior Administrative Officer (Examination)
WBSCT&VE&SD