

OFFICE OF PRINCIPAL; GOVERNMENT POLYTECHNIC, SIRSA

Notice No: 106

Dated: 15.12.2022

Sub: PCA schedule for upcoming Haryana State Board of Technical Education Examination (HSBTE).

It is for the information of all the students (**regular + reappear**) that the HSBTE has notified the schedule for the submission of PCA forms for the upcoming examinations. The PCA form submitted through email will not be accepted. The brief detail of schedule is as under:

S N	Exam Fee detail for PCA form	Key Dates
1	<b>Without Late Fee :</b> <b>Exam fee under Semester system:</b> Rs 600/- per semester per student (for Regular of 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> semester & Reappears of all Semester upto 2017 Batch) <b>Exam Fee under Annual system:</b> Rs 1200/- per student ( for Reappear of 1 <sup>st</sup> year for 2018, 2019, 2020 & 2021 Batch students )	Upto 16.01.2023 upto 05:00 PM
2	<b>With Late fee :</b> Rs 50/- per student per PCA form	Upto 23.01.2023 upto 05:00 PM
3	<b>Mercy Chance :</b> Rs 1000/- per subject ( for Students prior to 2017 Batch )	23.01.2023 upto 05:00 PM

**Note: All the regular students are advised to submit the PCA form to the respective Class Tutor by 30.12.2022 so that forms can be uploaded on the website in time.**

**Other Important Instructions:**

1. The Examination fee must be deposited **ONLINE** through State Bank Collect. Select the **option Examination Fee → PCA Fee under Govt. Polytechnic, Sirsa** ([www.onlinesbi.sbi](http://www.onlinesbi.sbi)). After successful payment, note down their reference number.
2. The regular student will not be promoted to the next semester if he / she fails to submit their PCA form for the respective regular class (vide memo no: 2552/Exam/HSBTE dated: 21/03/2017).
3. Students can apply upto maximum **12 theory subjects** of regular & reappear.
4. The **reappear students** will submit the PCA form after getting attested from the respective HOD along with self-attested copy of 10th certificate and proof of exam fee deposited/ reference number.
5. Students having re-appear in 1st/ 2nd/ 3rd/ 4th/ 5th/ 6<sup>th</sup> semester should fill the PCA form as per the new syllabus / subject codes as some of the old ID's have been merged into new ID's.
6. The students having re-appear in practical subjects of any semester also need to apply for that particular subject/ semester with exam fee.
7. Only students of 2017, 2018 & 2019 batch can apply for **improvement** in maximum **four subjects** with requisite fees of Rs. **500/-** per subject.
8. **Students must carry a Photo ID proof along with admit card while appearing in the examination.**
9. The students are advised not to carry books, bags, money and mobile etc during the Examination. The Institute authority will not be responsible for loss of bags, money and mobile etc of candidates'.
10. The students are advised to refer the "Student Marks Register" ([www.hsbte.org.in](http://www.hsbte.org.in)) while filling the PCA form. The students themselves will be responsible in case of any delay in this regard.
11. Students are directed to visit HSBTE web site ([www.hsbte.org.in](http://www.hsbte.org.in)) time to time for the detailed information & updates.

Notice Board (Institute / Hostel I / II )

Principal

Endst. No: GPS/EXAMS/2022/

7945

Date: 15.12.2022

CC:

1. TPO
2. HOD (Appl Sci / Agri / Civil / Comp / Elect / Elex / Mech Engg ) **to direct the respective Class Tutor to check and authenticate the PCA forms ( Photo , Roll No, Student's name, Father's Name, Mother's Name, valid contact no, valid email ID).**
3. Workshop Superintendent
4. O/I (Exam/ Website)
5. Cashier. *He is advised to collect the fee for G.P. Sirsa, Govt. Polytechnic, Dhangar (2016 Batch) and SBS Polytechnic separately and deposit the same to the bank account of HSBTE through separate challans as per the directions of HSBTE.*

Principal

# GOVERNMENT POLYTECHNIC, SIRSA

Permission cum Admission (PCA) form for HSBTE examination February-2023

(To be filled by BLACK pen)

Roll Number: \_\_\_\_\_

Branch: \_\_\_\_\_

Semester: \_\_\_\_\_

Name: \_\_\_\_\_

Father's Name (Sh.): \_\_\_\_\_

Mother's Name (Smt): \_\_\_\_\_

Email-Id: \_\_\_\_\_ DOB: \_\_\_\_\_ (DD/MM/YYYY)

Mobile No.: \_\_\_\_\_ Category: \_\_\_\_\_ (Gen/SC/ BC etc).

Correspondence address: \_\_\_\_\_

District: \_\_\_\_\_ Pincode: \_\_\_\_\_

Paste Recent  
Passport size  
colored Photo  
with white  
background

Attested by HOD/  
Class tutor

## THEORY & PRACTICAL:

Sem.	Write the codes of Theory and practical subjects	Number of theory Papers (max.=12)	Number of Practical papers
1 <sup>st</sup>			
2 <sup>nd</sup>			
3 <sup>rd</sup>			
4 <sup>th</sup>			
5 <sup>th</sup>			
6 <sup>th</sup>			

Total:

Note: The students are advised not to carry books, bags, money and mobile etc during the Examination. The Institute will not be responsible for any loss of bags, money and mobile etc.

Total Examination fee deposited: Rs. \_\_\_\_\_

Reference number of fee deposited \_\_\_\_\_

(Signature of Student)

### Note: Read the below instructions carefully before filling the PCA form.

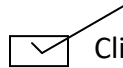
1. The Examination fee must be deposited **ONLINE** through State Bank Collect. Select the **option Examination Fee → PCA Fee under Govt. Polytechnic, Sirsa** ([www.onlinesbi.sbi](http://www.onlinesbi.sbi)). After successful payment, note down their reference number
2. **Every student must enter their valid email ID and mobile number in PCA form.**
3. Only passport size colored photograph with white/ light background and without wearing any cap will be accepted. The photo must not be taken from the mobile camera.
4. All the regular students are advised to submit the PCA form to the respective Class Tutor by 30.12.2022.
5. The **reappear students** will submit the PCA form after getting attested from the respective HOD along with self-attested copy of 10th certificate and proof of exam fee deposited/ reference number

# PROCEDURE TO SUBMIT THE EXAMINATION FEE

Visit Website : [www.onlinesbi.sbi](http://www.onlinesbi.sbi) and then select sb collect

Or

Scan QR Code



Click Check Box to Proceed for payment

State of Corporate / Institution *	Haryana
Type of Corporate / Institution *	Education Institution
	<b>Go</b>
Educational Institutions Name *	Govt. Polytechnic Sirsa
	<b>Submit</b>
Select Payment Category *	Examination Fee

After that, enter your personal detail and PCA Fee

**Submit**

Verify details and Confirm

**Submit**

Select Payment Mode

**Confirm Payment and submit**

Note :- VPA mean UPI id