

Order No: 328

Dated: 06.11.2020

Sub: PCA schedule for Next State Board examination.

It is for the information of all the students that PCA schedule for next State Board examination is as under. The PCA form will be accepted through Digital Mode.

Sr. No.	Submission of filled PCA form and exam fee	Last Date
1.	Last date to submit PCA form without Late fee The Exam fee is Rs 350/- per student per semester	Upto 19-11-2020
2.	With additional late fee of Rs. 50/- per student	Upto 25-11-2020
3.	Mercy Chance: Prior to 2015 Batch students Rs. 1000/- per student per subject	Upto 25-11-2020

INSTRUCTIONS TO FILL UP THE PCA FORMS:

- The students will not be promoted to next semester if he/she fails to submit PCA form along with requisite exam fee for the respective semester exam.
- The students may download the PCA form from the Institution web-site i.e. www.gpsirsa.ac.in under the link Download.
- For improvement, only students of 2015, 2016 & 2017 batch can apply for next State Board examination in maximum four subjects with requisite fees of Rs. 500/- per subject.
- The re-appear exam of 1st year subjects of 2018, 2019 batch students will be held in **July 2021**. So, the students of 2018 2019 batch should not apply for their re-appear subjects of 1st year now.
- Students having re-appear in 1st/2nd/3rd/4th/5th & 6th sem. should fill the PCA form as per the new syllabus/ subject codes as some of the old ID's have been merged to new ID's
- The student can deposit the EXAM fee in the AXIS Bank, Sirsa (**Name** : Principal Government Polytechnic, Sirsa **Account No**: 913010000333278, **IFSC** : UTIB0000609)
- Every student must enter their valid email and mobile number in PCA form.**
- 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.
- Students can apply for maximum 12 subjects (regular + reappear).
- Students are directed to visit HSBTE web site (www.hsbte.org.in) and institute web site.
- The students must send the scanned copy (in pdf format) of completely filled PCA form, scanned copy of self-attested 10th certificate, proof of previous exam results and proof of fee deposit to the concerned Branch e-mail ids in the pdf format only as given below. The subject of the email should be written as "PCA form of Roll No:.....".**

a. Agri. Engg.	Email id: agripca@gmail.com
b. Civil Engg.	Email id: civilpca.gps@gmail.com
c. Computer Engg.	Email id: comppca@gmail.com
d. Electrical Engg.	Email id: electpca@gmail.com
e. ECE Engg.	Email id: ecepca.gps@gmail.com
f. Mechanical Engg.	Email id: mechpca@gmail.com

Principal

Endst. No. GPS/EXAM/2020/

Date: 06.11.2020

CC:

- HOD (Agri / Civil/ Comp / Elect / ECE / Mech Engg) They are directed to verify the photos, email ids, mobile no. and result / subject code of the students before submitting PCA to exam branch.
- O/I (Exam)
- O/I (web-site)
- Cashier

Principal