

# Shaheed Bhagat Singh State Technical Campus, Ferozepur (Polytechnic Wing)

Dated: 6 Dec, 2013

Ref.: SBS/POLY/ 781

## REGISTRATION NOTICE

### For Session Jan-June, 2014

#### Stage-1 Fee Voucher

Blank Fee Voucher (Poly Wing) can be downloaded from college website 'www.sbsstc.ac.in' and can be filled by hand after mentioning requisite registration fee.

#### Stage-2 Fee deposit

Fee [Localite / Day Scholar Registration Fee] can be deposited in any branch of **State Bank of Patiala** in India using Fee Voucher **20 Dec, 2013 onwards**. Poly Wing Fee Account Number (**65119586962**) and IFSC Code of SBoP, (SBSSTC Branch) (**STBP0001175**) have been mentioned on the Fee Voucher. Hostel related fee will be deposited in cash in concerned hostels after allotment of the rooms.

#### Stage-3 Registration Form

The set of Registration forms (consisting of Department copy, Hostel copy and student copy) can be obtained from Mr Amritpal Singh (Lab Attd - Poly Wing) after 20<sup>th</sup> Dec, 2013 onwards or can be downloaded from website 'www.sbsstc.ac.in'.

#### Stage-4 No Dues

Get required No dues on the Registration Forms at earmarked locations.

#### Stage-5 Registration

Submit your completed Registration Forms along with

- (i) Passport size colored photograph pasted at earmarked location on each form
- (ii) Copy of Fee Voucher/College Fee Receipt
- (iii) Original copy of Affidavit regarding Anti-ragging by the student and his/her parents separately in prescribed performa (can be downloaded from 'www.sbsstc.ac.in' for 2013 admitted students (**2<sup>nd</sup> Sem and 4<sup>th</sup> Sem LEET**)).
- (v) College Receipt of late fee, if applicable.

- NOTE:**
1. **Date of completing Stage-5 of registration process will be considered as the date of registration. Late fee to be deposited by a student will be determined on the basis of date of registration/submission of completed Registration Form to concerned Deptt I/c or Academic Incharge.**
  2. **Hostel related fee will be deposited in cash in hostels after allotment of the rooms.**
  3. **UMC Cases:** The Students against whom UMC cases are pending will be registered provisionally on submission of an affidavit in this regard.

#### Registration Fee details are given below:--

Class	Date of Registration Without fine	Hosteller / Localite	Fees	Registration with fine	Start of classes
2 <sup>nd</sup> Sem & 4 <sup>th</sup> Sem (LEET)	8 <sup>th</sup> Jan, 2014	Day Scholar (Localite)	Rs.16,989/-	Registration will be allowed after due date by paying late registration fine of Rs. 1000/-per week  <b>Last date of Registration is 8<sup>th</sup> Feb, 2014</b>	Classes will start w.e.f. 9 <sup>th</sup> Jan, 2014
		Tuition Fee Waiver (Localite)	Rs.5,989/-		
		SC/ST PMSS	Rs.5,939/-		
		Hostel Fee (to be deposited in concerned Hostel)	Rs.2,751/-		
4 <sup>th</sup> Sem (Non LEET) & 6 <sup>th</sup> Sem	8 <sup>th</sup> / 9 <sup>th</sup> Jan, 2014	Day Scholar (Localite)	Rs.14,164/-		
		Tuition Fee Waiver (Localite)	Rs.3,164/-		
		SC/ST PMSS	Rs.4,389/-		
		Hostel Fee (to be deposited in concerned Hostel)	Rs.2,751/-		
Fee for 2010 Batch students (Detainee students – Reverse case) Day Scholar			Rs.13,764/-		

- (A) Detainee students (Jan-June, 2013 session) seeking re-admission in the current session must deposit demand draft of Rs.100/- in favour of "Secretary, Punjab State Board of Technical Education & Ind Trg, Chandigarh", payable at Chandigarh and an application form for re-admission along with Registration Form to their concerned Deptt I/c's on 8<sup>th</sup> Jan, 2014
- (B) Fee with late fee after the date of Registration will be collected in the Poly Wing Accounts Section.
- (C) **The Registration will be done only if the student comes in person.**
- (D) The students admitted during 2013 academic session who have deposited excess fee during admission are advised to submit balanced fee at the time of Registration.
- (E) All the students are advised to get themselves registered on the date of their Registration, and start attending classes from the date of start of classes, as their attendance will be considered from the date of start of classes, even if they get their Registration later than the prescribed date of Registration. As per the State Board's rules, students having attendance less than 75 % of all lectures and tutorials and less than 75 % of practicals respectively in each session separately and further has secured less than 60% attendance in each subject (theory and practical separate by in each session) will be detained on the basis of attendance. Such students will not be eligible to appear / sit in the final Board Exams of May, 2014 and will have to repeat the entire semester along with their immediate junior batch as regular students, by depositing fee afresh.

**(Principal – Poly Wing)**

- CC:**
1. Director Sir, for kind information please
  2. Registrar, for kind information please
  3. Librarian (for providing list of students with pending dues by 20<sup>th</sup> Dec, 2013)
  4. Warden – Ganga Bhawan, Satluj Bhawan, Beas Bhawan, Saraswati Bhawan (for providing list of students with their father name and Registration No. with pending dues latest by 20<sup>th</sup> Dec, 2013)
  5. Dean Academics
  6. ERP Coordinator
  7. Supdt – Workshop
  8. Officer I/c (Accounts)
  9. All Deptt I/c's – Poly Wing
  10. Manager, SBoP, SBS Branch
  11. Mr Ashok Kumar (PW)
  12. Dr Tejeet singh (O-I/c Time Table)
  13. Display on Poly Wing and all Hostel Notice Boards