



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

[A Statutory Body under West Bengal Act XXVI of 2013]

(Formally West Bengal State Council of Technical Education)

“ Karigori Bhavan”(4th Floor), Plot-B7, Rajarhat, New Town, Action area-III, Kolkata-160

Memo No.:WBSCTVESD/TED/I/2018-19/1595(20)

Date.02.08.2018

From: Saibal Mukhopadhyay,
Senior Administrative Officer (Tech.Edu.), WBSCTVESD

To: The Principal /Director/ Secretary
Global Institute of Science & Technology
Icare Complex, P.O.-Hatiberia, Haldia
Purba Midnapore - 721657

Subject: Permission to introduce D. Voc/ Skill Diploma w.e.f. the academic session 2018-19

Sir,

The West Bengal State Council of Technical & Vocational Education and Skill Development is pleased to accord permission in respect of conducting the following D. Voc/ Skill Diploma in your institutes w.e.f. the academic session 2018-19.

Sl. No.	Name of the Courses(Level)	Program	Specialization	Approved Intake	Period of Affiliation
1	Diploma in Vocation (D. VOC)	Management/IT /ITES	Software Development	25	2018-19
2	Diploma in Vocation (D. VOC)	Engineering & Technology	Automobile Servicing	25	
3	Diploma in Vocation (D. VOC)	Management/IT /ITES	Graphics and Multimedia	25	

This may be treated as Provisional Affiliation subject to deposition of affiliation fee, Rs 30,000/ to be made for conduct of Diploma in Vocational/ Skill Diploma Courses with specified intake approved by the AICTE for the academic session 2018-19. The affiliation fee is to be deposited in cash to the West Bengal State Council of Technical Education's account with State Bank of India(SBI) by means of generating deposit slip through ONLINE mode under the scheme STATE BANK COLLECT on SBI's website www.onlinesbi.com . The detailed guidelines of the scheme are available on the Council's website.

All norms and standards of AICTE and WBSCTVESD on permission shall have to be fulfilled by your institution, failing which permission shall stand withdrawn.

Special mention of the following points are made as under:

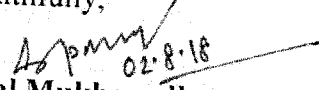
- 1. Admission:** The Institute shall publish in their brochure & website the details of this scheme and the specialization offered along with the approved intake. Similar to existing diploma courses of self-financed Institutions, Management Quota (MQ) is 25% of approved intakes for D-VOC courses. Admission of students to these seats shall be done on merit basis as per the Reservation Policy of Govt. of West Bengal. Institute level advertisement, processing of application forms, preparation of merit lists are allowed for 75% seats under State Quota (SQ). The Council may approve of the MERIT LISTs submitted by the Institutions. The Eligibility criteria for admission

to the programme is given below and shall be made in accordance with the notifications by the AICTE from time to time.

Courses	Eligibility
Diploma of Vocation(D. Voc)	Class X Passed
Diploma of Skill	Not passed Class X

2. **Counseling:** Institute level counseling is to be made if number of applicants is more than approved intake for any programme on the basis of merit. The Council will depute its representative from the nearby Government polytechnics to oversee the counseling process.
 3. **Curriculum:** As per recommendation of Board of Studies and Skilling(BOSS) of the Council, AICTE model curriculum for the programme is to be followed. On Job Training (OJT) is to be conducted as per the curriculum of selected Qualification Pack(QP) prescribed by the respective Sector Skill Council. Training under these courses must be aligned with the outcome at each level as prescribed under NSQF. The courses are to be conducted as per the guidelines issued under SAMVAY(Skill Assessment Matrix for Vertical Advancement of Youth).
 4. **Fees structure:** Fees structure of existing diploma courses in Engineering & Technology in self-financed Institutions is to be followed for D-VOC courses. The institute shall also display the tuition and other fees charged by them for these specialization on their brochure & website. Tuition fee for State quota is Rs 1500/ per month and for Management quota is Rs 2500/ per month.
 5. **Examination :** Education component is to be taught by the Institute and the skill component is to be covered by SKP/Training Provider approved by NSDC or Govt. Agency. The classes may be offered in flexi hours by the Institute. The Council will conduct examination for the Education Component. SKP/ Training Provider will do assessment for skill competency.
 6. **Certification:** The Skill Knowledge Provider/ Trainer(SKP) will submit necessary skill credits of the students to the Institute where student is registered. Both these credits will be transferred to the Council, which compiles the Vocational Skill credits and the formal education credits and if all such credits are available as required by the certification level, then the Council shall award the certification of that level. Credit calculation and certification will be as per SAMVAY, the skill credit framework notified by MHRD.
- Your institute is required to give declaration on a court paper vouching to continue the course for a full term.

Yours faithfully,


02.8.18
Saibal Mukhopadhyay,
Senior Administrative Officer (TED)
WBSCTVESD