No: TX-18/2127/2012

Office of the
Controller of Technical Examinations
Thiruvananthapuram
Dated: 05/09/2012

CIRCULAR

Sub: Education- Technical- Examination Wing- **KGCE – 2012-2014 admission Permanent register number - reg.**

Ref: KGCE 2012-2014 admission – Institution wise students detail published in www.tekerala.org.

Certain discrepancies and errors are noticed in uploading the details of students by some of the KGCE institutions. The institutions should register the branch wise student's details only as per the latest sanctioned intake. Hence all **the Heads of the KGCE institutions are directed to make corrections, if any, in the students list of 2012-2014 admission published in this office website www.tekerala.org and get it approved by the Regional Directorates / Deputy Director (Office of the Director of Technical Education) concerned (with the performa for verification) and send to this office through registered post on or before 15th October 2013** for allotting permanent register numbers to the 2012-2014 batch. **The performa for verification report is available in www.tekerala.org. The admission register of the institution is to be produced for verification.** Permanent register numbers will be granted only after receiving the approved list by the concerned Regional Directorates. **If any student discontinued the course the matter should be reported within one week to this office through the concerned Regional Directorates / by Director (Office of the Director of Technical Education) for cancelling the registration. Change of branch of students is not permitted. No corrections are permissible at the time of exam registration.** Disciplinary action will be taken against those institutions not following the above rules.

The details of students of 2013-2015 admission are to be uploaded to the website on or before 30-09-2013.

Enclosure: Performa for verification   **V. SIVARAMAN**
                                                             JOINT CONTROLLER OF
                                                             TECHNICAL EXAMINATIONS

To

1. All the Heads of KGCE institutions.

Copy to

1. The Director of Technical Education, Directorate of Technical Education, Thiruvananthapuram (with C/L)
2. The Joint Director, Regional Directorate of Technical Education, Kothamangalam.
3. The Joint Director, Regional Directorate of Technical Education, Kozhikode.
4. Computer section (requested to publish in www.tekerala.org)
5. Office copy/ Stock file.

KGCE (Engineering) Courses – Students Verification Report

1	Institution Code	
2	Name of Institution	
3	Address with PINCODE	
4	Phone &Mobile No	

Admission Details

Academic Year:

Branch	Sanction Order No & Date	Period	Sanctioned Intake	No of Students Admitted	No. of SC/ST Students
Civil					
Mechanical					
Electrical					
Automobile					
R & AC					
E & C					
R & TV					

Enclosure : **(1) Students list download from website(*www.tekerala.org*)signed by Head of the Institution & Counter signed by Deputy Director/Assistant Director of DTE/RDTE**
(2) Copy of the Sanction Order.

Declaration

I ………………………………………………………………………….(name) do hereby solemnly declare that the information furnished above are correct to the best of my knowledge. The name & date of birth of the candidates were verified with their SSLC/Equivalent records and the Original Transfer Certificates were kept in my Institution under safe custody. At any stage, if any of the above information is found incorrect, I agree to accept all the consequences and punishments awarded.

Place:

Date   (Office Seal)   **Signature with Name & Designation**

Verification Report

Certified that I have personally verified the students list (downloaded from the www.tekerala.org) of the academic year   ………………….   with the original admission register and the recognition order and hereby recommend to issue permanent register number to these students.

Date   (Office Seal)   **Signature of DD/AD**   (with Name)