



MUTHIAH POLYTECHNIC COLLEGE

Annamalainagar - 608 002.

ADMISSION TO SECOND YEAR (LATERAL ENTRY) DIPLOMA COURSES, 201 - 201

INSTRUCTIONS TO CANDIDATES

Application for admission to the courses offered in this Polytechnic College should be submitted to the Principal of this Polytechnic College to which the candidate seeks admission only by designation and not by name.

1. The last date for submission of filled in application in respect of Higher Secondary Course (Academic/Vocational/2 Years I.T.I) candidates, seeking admission to III Semester Diploma course is **5.45 p.m. on** _____

2. Applicants belonging to **Tamil Nadu** only will be considered for admission.

However the following categories of candidates are also eligible to apply:

Children of Central Government employees and children of persons employed in Registered Joint Stock Companies, Private

or Public or Government Recognised Institutions not domiciled in this State may also apply and compete with other candidates for admission irrespective of their domicile provided the parent or guardian of the candidate is employed for a period of 5 years (continuously) in this State at the time of submission of application which should be supported by a certificate from the employer of the parent or guardian. (The certificate should also state that the person is a permanent employee of the Firm or Institution concerned.)

Certificate of permanent residence should be produced by the candidates who have passed their IX, X and HSC or their equivalent examinations from Schools situated outside Tamil Nadu for considering them as candidates belonging to Tamil Nadu.

Note:

The name of the guardian should be mentioned only if both the parents of the candidates are deceased.

3. QUALIFYING EXAMINATION

3.1 A pass in HSC (Academic) or (Vocational) courses mentioned in the Annexure - 1 offered in the Higher Secondary Schools in Tamil Nadu affiliated to the Tamil Nadu Higher Secondary Board with eligibility for University Courses of Study or 10th Std. and 2 years I.T.I. or equivalent Examination.

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Should have studied the following Subjects

Sl. No.	Course	H.Sc. Academic	H.Sc. Vocational		10th Std. + 2 Years ITI
		Subjects Studied	Subjects Studied		Subjects Studied
			Related Subjects	Vocational Subjects	
1	Engineering Courses	Maths, Physics & Chemistry	Maths / Physics / Chemistry	Related Voc. Subjects Theory & Practicals	Related Trade

4. DIFFERENTLY ABLED QUOTA :

3% of the Seats in each Branch is reserved for candidates with the following Physical disabilities.

- Visually Impaired
- Hearing Impaired
- Orthopaedically Disabled

The selection of candidates under this quota will be made as per G.O. Ms. No. 98, Higher Education (J2) Department, dated : 23-3-2005.

5. AGE LIMIT : No Age Limit

6. Selection will be made under the following categories :

- Open Competition
- Backward Class (Others)
- Backward Class (Muslim)
- Most Backward Class / Denotified Communities
- Scheduled Caste
- Scheduled Caste (Arunthathiyar)
- Scheduled Tribe

The percentage of seats under the above categories will be as per the orders of Government of Tamil Nadu.

Note:

i. A member of the Scheduled Caste on conversion to Christianity will be considered only under Backward Class and not under Scheduled Caste.

ii. No person who professes a religion different from the Hinduism or Sikh religion shall be deemed to be a member of a scheduled Caste.

iii. A member of Scheduled Tribe will however continue to be treated as such a member, irrespective of whether he is a convert to any religion or he is descended from such a convert.

iv. A candidate who claims to belong to Scheduled Caste by virtue of reconversion should give all and full details regarding date of reconversion and whether the candidate on such reconversion is accepted by members of the particular community of the locality where he/she resides as belonging to that particular community which he claims to belong. Reconversion from Christianity to Hinduism will be considered only if notified in the Gazette before 1st July of the year of admission.

v. Candidates are warned that if the community certificate is not issued/signed by the competent authority, they will not be considered as belonging to ST/SC/SC(A)/MBC & DNC/BC/BC(M) as the case may be. They will be in that case considered only under "Others" and privilege that have been given, on the presumption that the candidate belongs to ST/SC/SC(A)/MBC & DNC/BC/BC(M) as per the details given under the Item No. 9(b) of the application form will be withdrawn. The selection made already on the basis of community privilege will be cancelled and they have to compete for a seat under Open Competition along with others. If they are not qualified to be considered under "Others" their application will be treated as rejected.

7. The selection of ST/SC/SC(A)/MBC & DNC/BC (Muslims), BC (Others) candidates under Open Competition is in addition to the reservation made for them. Permanent Community Certificate to ST should be issued only by the R.D.O. or Sub-Collector or Assistant Collector of their native division or Collector of their districts or PA (General) to Collector of Chennai. Permanent Community Certificate alone shall be valid. The community certificate is valid only with State Gopuram Seal.

The list of Communities is mentioned in the Annexure – 2.

7.1 MODE OF SELECTION

(HSC and 10 Std. + 2 years I.T.I.)

Selection of candidates shall be done by ranking of all candidates put together. The candidates are selected on the

basis of total marks secured in the +2 Examinations. (i.e., out of 1200). 10th Std. passed + 2 years I.T.I. are selected on the basis of Total Marks secured is the Qualifying Examinations, upto a maximum of 20% sanctioned intake.

8. GENERAL INFORMATION

1. Fees, Scholarships, Educational Loans, Hostel Facilities etc.: Detailed information can be had from the Principal

Note :

Separate Hostel facilities available for both Boys & Girls

2. The following original certificates should be produced at the time of admission or when required by the Principal :

(i) Conduct Certificate & Transfer Certificate in original obtained from the Head of the Educational Institution in which the candidate has last studied;

(ii) SSLC Book or equivalent ;

(iii) HSC mark sheet or mark sheet issued by the concerned educational authority for the qualifying examination ; and

(iv) Original Community Certificate along with a Xerox of a Community Certificate duly attested.

9. OTHER IMPORTANT POINTS

i. Filled in Applications should be sent to the Principal Muthiah Polytechnic College, Annamalainagar - 608 002.

ii. The Register Number should be quoted in all correspondences connected with the application and admission.

iii. **Branch will be allotted according to merit through counselling by the Principal as per communal reservation.**

iv. Do not enclose Original Certificates and enclose Xerox copy of the Mark Sheet and Community Certificate along with the Application.

v. Applicants should affix required value of Stamps in each of the Covers and Acknowledgement Card enclosed with the Application.

vi. Applications received after the prescribed date and applications which are not in proper form or which are not correctly filled in or not received on or before the due date and applications which do not fulfil the terms of the "Instructions to Candidates" will be considered defective and are liable for rejection.

vii. The Register Number of the selected candidates will be published in the Notice Board of the Polytechnic. Intimation of selection will be sent to the selected candidates by the Principal under Registered Post.

Principal,
Muthiah Polytechnic College,
Annamalainagar - 608 002.

ANNEXURE 1

DETAILS OF VOCATIONAL COURSES

Sl. No. (1)	Name of the Vocational Course Studied in HSC (2)	Sl. No. (1)	Name of the Vocational Course Studied in HSC (2)
(a) Technical		22.	Maintenance and Servicing of Electrical Machines including Generators
1.	Building Maintenance	23.	Textile Technology
2.	Soil Conservation and Rural Construction Technology	24.	Leather Technology
3.	Draughtsman (Civil)	25.	Maintenance and Servicing Textile Machinery.
4.	Electrical Domestic Appliance	26.	Letter Press Printing
5.	Electrical Motor Re-Winding	27.	Printing Technology (Lithographic)
6.	Domestic Electronic & Projection Equipment	28.	Composing & Printing Technology (Letterpress)
7.	Radio and Television Maintenance and Re - pairs	29.	Computer Science
8.	Farm Machines and Post Harvest Technology	30.	Electronics
9.	General Machinist	Non-Technical	
10.	Auto Mechanic	(b) Commerce & Business	
11.	Repair and Maintenance of Two Wheelers	31.	Accountancy & Auditing
12.	Tractor Repairs and Maintenance	32.	Banking Assistant
13.	Diesel Mechanic	33.	Business Management for Small Scale Industries
14.	Business Machines and Computer Programming	34.	Co-operative Management
15.	Draughtsman (Mechanical)	35.	Marketing & Salesmanship
16.	Refrigeration and Air-conditioning Equipments	36.	Material Management
17.	Sheet Metal Works	37.	Office Secretaryship with Shorthand or Accountancy
18.	Foundry/Foundry Technology	38.	Insurance/General Insurance
19.	Welding	39.	Banking
20.	Fitting	40.	Economics
21.	Metal Finishing	41.	International Trade