



MUTHIAH POLYTECHNIC COLLEGE,

Annamalai Nagar - 608 002.

INSTRUCTION TO CANDIDATE

ADMISSION TO PART-TIME DIPLOMA COURSES, 20 - 20

1. Application for admission to the Part-time Diploma Courses should be submitted to the respective Principal of Polytechnic Colleges to which the candidate seeks admission.

All entries in the application form must be made legibly by the candidate in his own handwriting.

2. ELIGIBILITY FOR ADMISSION

A pass in SSLC Examination (or) Equivalent.

Note:

Weightage of Marks will be given for the service period in the relevant Engineering field.

Candidates should have been employed within a distance of 60 km., from the Institution to which applicant seeks admission within Tamil Nadu.

Exemption for the Distance :

1. Staff of Government offices and Public Sector undertaking at Thirunelveli and Palayamkottai are exempted from the distance rules for admission in Government Polytechnic, Tuticorin, vide G.O. Ms. No. 1542/Education, dt. 30-9-88.

2. Lab. Assistants working in Arasan Ganesan Polytechnic, Sivakasi are exempted from the distance rules for admission to Tamilnad Polytechnic, Madurai, vide G.O. Ms. No. 401 Education, dt. 10-4-89.

3. Skilled Assistants/Lab. Assistants working in Virudhunagar S. Vellaichamy Nadar Polytechnic, Virudhunagar are exempted from the distance rules for admission to Tamilnad Polytechnic, Madurai, vide G.O. Ms. No. 405, Education, dt. 21-4-93.

3. MODE OF SELECTION

(i) The marks secured in X Standard qualifying examination shall be reduced to a base of 80 Marks;

(ii) Weightage be given for every completed year of service after passing the qualification with a maximum of 20 marks in the following manner.

(a) For every completed year - 4 Marks. Selection shall be made as per ranking based on the total Marks secured in items (i) and (ii) above (80 + 20 = 100) (Subject to reservation as per Government orders).

(iii) Minimum of two years full time work experience in a registered Firm / Company / Industry / Educational and / Government Autonomous Organisations on the relevant find on which admission is sought. [OR] Passed 10th Std. and 2 years I.T.I. after 10th Std. Examination

Note:

Marks secured in SSLC or equivalent alone shall be taken into account, for the purposes of selection irrespective of higher qualification possessed by the candidate.

பகுதிநேர பட்டய சேர்க்கைக்கு விண்ணப்பிக்கும் முன்னாள் படைவீரர்களுக்கு இட ஒதுக்கீடு

1. அரசாணை எண். நிலை 371, உயர்க்கல்வி (ஜெ2) துறை நான் 29.07.1999

2. பகுதிநேர பட்டய படிப்புகள் நடத்தப்படும் அரசு/அரசு நிதி உதவி பெறும் பயிலகங்களில் முன்னாள் இராணுவத்தினருக்கு ஒவ்வொரு பயிலகத்திலும் ஒரு இடம் ஒதுக்கப்படுகிறது

3. அரசாணை (நிலை) எண். 227 / உயர் கல்வித் துறை (நி 2) / நான் 09.06.2000).

Note:

1. The candidates should enclose xerox copies of certificate in various capacities under various employer in support of claim for experience.

2. The period of service as Unpaid / Paid Apprentice Trainee / Helper / NMR / Under work charged establish- ment will not be taken as service and such candidates are not eligible for admission.

3. Services under Wiring Contractor / Building Contractor / Welding Shop / Lathe / Electrical Shop etc., are not recognised as Services in Engineering Field.

4. Candidates possessing higher qualifications should also satisfy the conditions above.

5. Commercial Assistant (TNEB) and persons working in similar positions in the Government Departments and Government undertaking are eligible to join Part-time Diploma Courses in Polytechnics. (G.O. Ms. No. 1055, Education (EJ2) dated 5-11-92).

6. Recognised workshop means a workshop registered under Labour Act / Factories Act / SSI which includes Technical Educational Institutions, ITI etc.

7. Experience will be computed only from the date of registration of the firm in SSI etc.

8. Experience mark will be counted according to be proper S.S.I. Certificate produced.

5. Selection will be made under the following categories:

1. Open Competition

2. Backward Class (Others)

3. Backward Class (Muslim)

4. Most Backward Class / Denotified Communities

5. Scheduled Caste

6. Scheduled Caste (Arunthathiyar)

7. Scheduled Tribe

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

5.1. Candidates seeking admission against BC (O) / BC (M) / MBC & DNC / SC / SC(A) / ST quota should obtain a certificate of social status in the prescribed form (which is a duly numbered and printed one) available with the Revenue Authorities concerned.

The candidates should furnish the particulars invariably for Item No. 12 of the application form without fail. The candidates who have not furnished the particulars for Item No. 12 at the time of submission of the application will be treated as belonging to OC.

The candidates should produce at the time of admission, the original community certificate along with a xerox copy of the community certificate duly attested by Officers of Grade A or B.

Note:

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

2. A member of a Scheduled Caste on conversion to Christianity will be considered only under Backward Class Christian and not under Scheduled Caste.

3. A member of the 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 the candidate descended from such a convert.

4. A candidate who claims to belong to Scheduled Caste by virtue of reconversion should give all and full details regarding date of reconversion and with the candidate on such reconversion is accepted by members of the particular community of the locality where he / she resides as belonging to the particular community which he / she 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**.

5. Candidates are warned that if the community recorded in the certificates produced by them from the competent authority is not included in the list of Scheduled Tribe or Scheduled Caste or Scheduled Caste (Arunthathiyar) or Denotified Community or Most Backward Class or Backward Class (Others) or Backward Class (Muslim) or if the community certificate is not issued / signed by the competent authority, they will not be considered as belonging to Scheduled Tribe, Scheduled Caste, Scheduled Caste (Arunthathiyar), Denotified Community, Most Backward Class, Backward Class (Others) Backward Class (Muslim) as the case may be. They will be in that case, considered only along with 'Other' and the privilege that have been given, on the presumption that the candidate belongs to ST / SC / SC(A) / MBC & DNC / BC(O) / BC(M) as per the details given under the Item No. 4(a) of the application form will be withdrawn. The selection made already on the basis of community privilege will be cancelled and they will be ranked along with others. If they are not qualified to be considered along with 'Others' their application will be treated as rejected.

6. The selection of ST / SC / SC(A) / MBC & DNC / BC (O) / BC (M) candidates under Open Competition is in addition to the reservations made for them.

7. Permanent community certificate to ST should be obtained only from the RDO concerned.

6. GENERAL INFORMATION

6.1 Fees

Detailed information can be had from the Principals of the respective Polytechnic College.

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

- (i) Transfer certificate & Conduct certificate in original from the Head of the Educational Institution in which the candidate had last studied.

- (ii) SSLC Book or equivalent record.

- (iii) Experience certificates obtained from various establishments as per practical experience certificate.

6.3 Other Important Points

- (i) The Register Number should be quoted in all correspondences connected with the application.

(ii) Applicants belonging to Tamil Nadu only will be considered for admission. However the following categories of candidates are also eligible to apply on par with Tamil Nadu candidates.

Candidates working in Central Government Departments, Registered Stock Companies, Private or Public Sector Undertakings and also in Government Recognised Institutions, though not domiciled in this State may also apply and compete with other candidates for admission provided a certificate is produced from the Management/ Department/Employer along with the application that the candidate is a permanent employee of the Department/ Firm/Institution concerned and working in Tamil Nadu continuously for the past 5 years, at the time of submission of application.

- (iii) The applicants are informed that filled in application should be sent only through their Department / Employer concerned. The applications should reach the Principals concerned within the due date prescribed. No candidate can be considered for selection / admission whatsoever in the absence of receipt of such applications through proper channel and the candidate cannot be considered for selection/admission on the basis of advance copy of the applications, if any, sent by the candidate.

- (iv) Applications received after the prescribed date and applications which are not in the prescribed form or which are not correctly filled in or in respect of which the prescribed certificates and documents are not received within the due date or the certificate which are not in accordance with the certificate prescribed and applications which do not otherwise fulfil the terms of these Instructions will be considered as defective and are liable for rejection. The department will not be responsible for any delay in posts or otherwise in respect of issue / receipt of applications.

- (v) The Register Number of the selected candidates will be published in the Notice Board of the Polytechnic concerned. Intimation of selection will be sent to the selected candidates by the Principal of the Polytechnic concerned under Certificate of Post.

- (vi) Certificate of industrial experience should contain the passport size photo, attested by the Employer.

- (vii) A candidate should send only one application for admission. If more than one application is received from the same candidate, all his applications are liable for rejection.

- (viii) Filled Application should reach the respective Institution before due date.

Warning :

Production of Bogus Mark Sheet / Bogus Experience Certificate / Bogus Community Certificate will lead to criminal action.

Principal