

OFFICE OF THE PRINCIPAL GOVT. POLYTECHNIC, JHAJJAR

Office Order No. 03

Dated:- 4/1/22

The next State Board Diploma Examination is scheduled to be held in Feb - 2022. Examination fees for Feb-2022 Diploma examination is **Rs. 350/- per semester & for 2018, 2019 & 2020 batch reappears 1st year Rs. 700 per student.** The schedule for PCA to be filled prior to the start of the State Board Examination is as detailed below:
Schedule of submission of permission cum admission (PCA) form:

Sr. No.	Filling of PCA Forms	Dates
1.	Last date of Submitting PCA form by the student without late fee (Rs. 350/- per student per semester for semester system. Exam Fee under annual system: Rs. 700/- for 2018 & 2019, 2020 batch 1 st year) fees will be deposited online HDFC portal (eduqfix.com)/ Online through cashier	upto 20.01.2022 (Thursday)
2.	Last date to submit PCA form by the student in their institute with additional late fee of Rs. 50/- per student per form	upto 27.01.2022 (Thursday)
3.	Last date to submit PCA form of Mercy Chance by the students of 3yr Diploma courses (prior to 2016 batch) in their institute with requisite fee of Rs.1000/- per subject.	upto 27.01.2022 (Thursday)

All regular students are informed that they must enclose their receipts of semester fees of present and previous semester alongwith their PCA form otherwise their PCA form will not be accepted.

1. *The HOD/Tutor must ensure that for any student, PCA / Examination form should be uploaded only upto 12 subjects (regular + reappears) as per point no. 2 of standing instructions issued by the Board vide memo no. 366-94/Exam dated 27/02/2003.*
2. *The candidate will not be promoted to next semester if he / she fails to submit PCA / Examination Form for the respective semester exam as per Instructions conveyed by the Board vide Memo No. 2552 /Exam/HSBTE dt. 21.03.2017 (also available on hsbte.org.in) and such students shall be considered as 'Dropped Students'~*
3. *The candidate must check their Re-appears and correct subject IDs/Subject Codes from "student Marks Register" (SMR) which is available on the website of the Board to ensure the correct subject code while filling reappears in PCA.*

The subject code will not be edited/corrected once the PCA submitted.

Passout students of all branches may send their PCA on: gpjexam2021@gmail.com (Contact No.8059486272)

Principal
Govt. Polytechnic, Jhajjar

Endst No:-GPJ/ 14

Dated:- 4/1/22

A copy of the above is forwarded to the following for information and necessary action.

1. All HOD/ O/I's Ceramic, Civil, Computer, Electrical, ECE, Mechanical, (through E-mail) 2. O/I Exam
3. O/I Cash 4. O/I Web site 5. Guard File 6. Institute Notice Board

Principal
Govt. Polytechnic, Jhajjar
Daba
3/1/2022