

GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION

Office of the Commissioner of
Technical Education,
Vidya Bhavan, Nampally,
Hyderabad

Circular Memo

- Sub:- Academic – T.E. – Readmissions of students from the A.Y.2019-20 -
Instructions – Issued – Reg
- Ref:- 1. Lr.No. SBTET/B3/1268/2008 of the CTE/Chairman, State Board of
Technical Education & Training, Hyderabad, dt:06.07.2009
2. CTE's Procs.No.CTE-EST3/TSMS/24/2018-ESTT-3-CTE, dt:14.12.2018

With the integration of the O/o Regional Joint Director of Technical Education in the O/o Commissioner of Technical Education vide ref.2nd cited, the Principals of Government/Aided & Private Polytechnics including 2nd shift Polytechnics in Engineering Colleges are hereby delegated with the powers to effect re-admissions without referring the cases of re-admissions to Regional Joint Director of Technical Education, duly adhering to the following guidelines, while according permission for re-admission of the Diploma candidates:-

1. The percentage of attendance to a readmitted candidate is to be calculated from the first day of beginning of the class work of that year / semester, but not from the date, a readmitted candidate reports for class work, after given readmission.

S No	Year/Semester	No. of Working days	No. of working days required for 75% attendance	No. of working days required for 65% attendance
1	First Year	180	135	117
2	Any Semester	90	67.5	58.5

2. The Principals of all Polytechnics shall ensure that the readmission cases should be considered and granted (along with biometric entry):-
 - a) Within 15 days after commencement of class work in any semester
 - b) Within 30 days after commencement of class work in any year (i.e. II Year course in case of D. Pharmacy or First Year of the course in Engg. & Non-Engg. Diploma streams.
3. After that date such cases shall not be permitted for biometric for readmission for that Semester/year, and the candidates concerned may be advised to seek readmission in the next subsequent semester/year.

4. The readmission should be given only if the candidate can complete the Diploma in twice the duration of the course from the date of the first admission
5. Before issuing readmission orders, an undertaking letter from the student is to be obtained, stating that he/she will agree to the rule that the percentage of attendance to him/her shall be calculated from the first day of beginning of the regular class work for that year / semester, as officially announced by DTE/SBTET but not from the day on which he/she has actually reported to the class work, after readmission is granted, and that he/she will complete the Diploma in twice the duration of the course from the date of the first admission, otherwise he/she will forfeit the claim for qualifying for the award of Diploma.
6. The proceedings issued by the Principals should also clearly stipulate the above points and acknowledgement of the student should be obtained accordingly.

These orders shall come into force from the Academic Year 2019-20.

Signature valid

Digitally signed by NAVIN
MITTAL IAS
Date: 2019.05.21 16:47:02 IST
Reason: Approved

Commissioner

To

All the Principals/OSDs of all Government/Aided & Private Polytechnics including 2nd Shift Polytechnics in Engineering Colleges

Copy the Secretary, State Board of Technical Education & Training, Hyderabad for information