

- vii) The particulars of any arrangement that exists for consolation with, or representation by, the members of the public in relation to the formulation of its policy or administration thereof.**

For the transmission of information to the general public and concerned students, during the admissions and after the regular examinations the details regarding the students appearing in the examinations, the Admit Cards, the result cards are displayed on the website even before the relevant certificates are dispatched to the institutes. During the Joint Entrance Test admissions important informations concerning the rules of admissions, the availability of seats, the merit position of the seats already allotted etc. are displayed on Television / monitor computers at the venue of Central admissions.

### **Admission of students through Online Counseling**

1. To participate in online counseling, it is mandatory for every candidate to register himself/herself on the counseling website i.e., <http://www.psbte.gov.in>
2. Candidates can register themselves from the premises of the Participating Institutions (PIs) as given on website without payment of any charges or from any internet point of their choice.
3. The candidate shall log on to [www.psbte.gov.in](http://www.psbte.gov.in) where registration form shall be displayed on the screen with the following parameters mandatory for successful registration i.e., OMR Application No, Candidate Name, Father's Name and Date of Birth.
5. If all the four parameters are as per the database, then a new registration screen will appear and Candidate may register himself/herself.
6. Candidate shall be required to fill in basic details, which shall be used for choice filling and seat allotment including the candidate "User ID" which is his/her Roll No. and "Password" as generated by the candidate.
7. After successful registration he/she will get a confirmation message on the same page. In case the confirmation message is not displayed the candidate has to re-register himself.
8. Candidates are advised in their own interest to remember their Password and keep it confidential, to avoid misuse by another candidate, for which PSBTE shall not be responsible.
9. In case Candidate forgot his/her password then "Forgot Password" option will help to re-generate the forgotten Password using password hints.
10. After successful login, candidate's homepage will be opened and following options are displayed:
  - Ø Registration Details: Registration Detail is important for seat allotment and should be filled very carefully.
  - Ø Edit Registration: In case you have entered information by mistake, you can edit your entered information by "Edit Registration" option.
  - Ø Available Choices: You are provided with List of Colleges.

Ø Fill Choices: You can fill the College of your choice provided in the list in order of preferences.

Ø Display filled choices: Choices entered by the Candidate will be displayed on different form so that he/she can check the already entered information.

11. Allotment of seat : After the choice filling period is over, all filled choices of all registered candidates will be considered for allotment of seats as per merit (Rank) and category of the candidate. The allotment of seats is purely provisional and subject to verification of originals certificates, payment of semester fee etc, at the time of reporting at the allotted institute.

12. Candidates are required to report to their respective allotted institutions within the specified period(as per the counseling schedule) along with the documents/testimonials/certificates/ proof of deposition of semester fee as prescribed in the prospectus. If candidate does not report within the specified period, their allotted seats shall be cancelled and the candidate shall not have any claim on the seat, whatsoever.

### **2<sup>nd</sup> and 3<sup>rd</sup> Counseling Eligibility**

14. The Candidates, irrespective of whether they have been allotted a seat or not allotted seat or could not join the allotted institution or could not participate in the earlier counseling will be encouraged to participate in the second and third phase of counseling against the available seats.

15. The Detailed Instruction about the online counseling shall be available on the website [www.punjabteched.com](http://www.punjabteched.com) or [www.psbte.gov.in](http://www.psbte.gov.in) . The Candidate is requested to go through the details at these sites before registration.

### **MERGER OF SEATS**

16. At the end of first counselling the vacant seats of 15% other state category shall be merged into respective categories of 85% quota

17. At the end of second counselling all the vacant seats of different reserved categories shall be merged as open seats for the third counselling.

## **Procedure for dealing with unfair means cases**

The unfair means cases which are booked by the invigilators and the Flying squad teams during the examination are received in the Board's Office and presented before the UMC Committee for deliberations. At the time of discussions of the UMC cases the students who are involved in unfair means cases and also the invigilating team (*if required*) are summoned before the committee on a fixed date specified for the UMC meeting. The students are given an opportunity to explain their case before the members of the committee so that the justice is prevailed upon and accordingly the punishment are awarded as per rules for dealing unfair means cases. The detailed rules of UMC are available in the Examination rules of the Board.

The students are further given opportunity for appealing to the Chairperson of the Board against the decisions of the UMC Committee. Such appeals are placed in the meeting of the Examination Committee chaired by the Chairperson the Board. The students are once again called before the members of the Examination Committee to present their defence. The punishment awarded by the UMC committee may be reduced or kept status quo depending upon the defence presented by the Students.

The students awarded punishment for a specified period are debarred from attending the classes and appearing in the examination till such period.

### **A. INDUSTRIAL/PROJECT/PRACTICAL TRAINING**

The polytechnics train the human resource and supply the technical manpower of supervisory level to the Industrial units and projects, which is the very vital input for the industries. The success of the professional/technical institution depends on the quality and competency of the product supplied by the institutions to the industries. The success of the industrial units/projects is directly dependent on the qualitative product of the institution. Thus the technical manpower is to be trained according to the requirement and satisfaction of the industrial units and projects. This is only possible if the industry is closely associated with institutions vis a vis Board for the proper preparation of the curriculum and then its implementation at gross root levels. The theoretical aspects of the curriculum are to be taught in the class rooms and practical training in workshop and laboratories of the institution. The students are to be absorbed in the field for the jobs. They must be seasoned for the industry/ field work culture before they complete their course. The student trainees learn a lot and get their knowledge horizon widened when they take the floor training in the industry/project.

Industrial Training is a vast field and the following are the key area on which it can be stressed upon:

- i) Field/Practical Training for teachers and students.
- ii) Educational Tours.
- iii) Seminars and Extension Lecture by persons well versed with industry.
- iv) Assignment of the projects.

## **B. SELF EMPLOYMENT AND ENTREPRENEURSHIP**

Self Employment and Entrepreneurship is vital requirement of craftsmen and professionals of the present day when the opportunities of employment are shrinking fastly in the public sector in our country under the present circumstances the qualified trainees of ITIs and Polytechnics must know the art for their self employment and then become an entrepreneurs.

The present system of teaching provides bookish knowledge which is not tune with the requirement of present day industry and service sector. The system mainly prepares the students for Govt. and wage employment. It is negative for Self Employment and thus increases % of unemployment in educated youth. The unemployment is the mother of all the evils. This needs to be corrected by the Department of Technical Education and Industrial Training and the State Govt. The contents of curricula needs flexibility. These lack self employment art and encourage for white collar job. The aim of Technical Education should be now to provide gainful employment.

The Punjab State Board of Technical Education and Industrial Training has redrafted the curricula for all the disciplines accepting the recommendations of the curricula restructuring committee constituted by the Punjab Govt. headed by Sh. Sukhdev Singh Former Agriculture Commissioner of Govt. of India and Ex- Director of Agriculture , Punjab.

The subject of Self Employment and Entrepreneurship has been made essential component of curricula both for the ITI students and Polytechnic students in training and examination.

The subject is to be taught with collaboration/assistance of eighteen organizations agencies for providing guidelines for Self Employment and Entrepreneurship enlisted in the report related to their fields.

These agencies are to highlight areas of Self Employment and ways/methods to get finance.

The subject of Basic of Management and Generic Skills has been introduced since the year 2007.

For the follow up action and the execution of the Self Employment and Entrepreneurship scheme at grass root, the subcommittees are being constituted at District Levels as under:

- a. Sub Committee on Self Employment input
- b. Sub Committee on Vertical Mobility of education
- c. Sub Committee on Information from Foreign Institutions/ Countries
- d. Sub Committee for tie up with User Industry and Service Sector
- e. Sub Committee for Private Institutions
- f. Core-Committees for Technical Education and Vocational Training