











## METHOD FOR FILLING UP THE OMR APPLICATION FORM


1. The O.M.R. Application Form is supplied in a pre-addressed special envelope and the candidates are required to despatch/deposit this form (after filling it up) in the same envelope to the Board/Bank/Institutions. No other documents are required to be sent with this form. **However, SC/ST candidates must enclose attested photocopy of SC/ST certificate along with the OMR application form.**
2. The O.M.R. application form is to be folded in the same manner as it is supplied. No new folds/creases should be made.
3. Ovals/Circles and rectangles in the O.M.R. application form can be filled either with **HB pencil or with black ball point pen**. The candidate should fill the appropriate Ovals/Circles  with due care especially if filling in pen, as these marks cannot be erased. In case the application form is filled in pencil the candidate may change it by completely erasing wrongly filled Ovals/Circles. The erasure should be complete and without any smudges as partially erased mark may lead to wrong reading by the Optical Mark Reader (OMR) which is a computer based machine. Therefore, particular attention should be paid while filling in data in the application form. **The candidates are advised to write the address and after then signatures with a ball point pen instead of pencils.**
4. Completely darken the respective Ovals/Circles for your response as shown below. Darken the Ovals/Circles fully, so that the letter/number inside the circle is not visible.
6. The candidate must fill the rectangle boxes given for certain columns like name, father or mother's name, prospectus number, category, date of birth, choice of centre, sex and Punjab domicile . Only one letter/digit should be entered into each box. In case of a gap between words the relevant box and the Ovals/Circles given under it may be left blank. The candidates are advised to go through carefully the sample OMR form given in the Prospectus. A brief detail of each column is given on **page 8-9** as further illustration.
7. The OMR Sheet has two parts with perforation. These two parts should not get separated. In case of separation of these parts, both of these parts should be kept in same envelope supplied with the prospectus.
8. **Do not** staple, pin, wrinkle, scribble, tear, wet this OMR sheet. Please do not write or mark on this application form outside the demarcated areas, as it may invalidate your application form. Nothing is to be pinned, stapled, pasted, attached with the OMR application form.
9. **Do not** make any stray marks on the OMR Application Form. Barcode on OMR Application Form should not be tempered. Any form found tempered is liable to be rejected.
10. The candidate must fill the original OMR form. A Photocopy of the OMR form shall not be accepted by the Board.
11. The candidates are advised to keep a photocopy of the OMR application form and receipt issued by bank/post office/Institutions. However, such a photocopy shall not automatically entitle the candidate for issuance of a duplicate Admit Card to appear in the JET.
12. Registration of the candidates shall be based on the data given in this OMR form. The candidate shall be responsible for the correctness of the data.

CORRECT	WRONG	WRONG
		

WRONG	WRONG	WRONG	WRONG
			


5. Mark your response only in the space provided for the purpose. Response marked elsewhere will not be counted.

Fill the rectangles  in the form first and then proceed to darken relevant Ovals/Circles .



### ATTENTION SC/ST CANDIDATES

SC/ST candidates have to enclose photocopy of SC/ST certificate alongwith the OMR Application Form. Failure to do so may cause rejection of your Application.



## ATTENTION for CTR Candidates

1. Those candidates desirous of seeking admission to Four year diploma course in Mechanical Engineering (Tool and Die) at Central Tool Room, Ludhiana and Central Institute of Hand Tools, Jalandhar have to clear an additional mechanical aptitude test after passing the JET. This aptitude test will be held in the office of the Board on **21st June, 2008** (tentatively). An intimation regarding this test will be notified in the leading newspapers.
2. For claiming seats under a particular State quota, the candidate should be a resident of that State. The candidates are required to produce certificate of residence issued by the competent authority at the time of counselling.
3. Diploma in Mechanical Engineering (Tool and Die) is an annual course and annual examinations are held in May every year.
4. The fee structure of Central Tool Room, Ludhiana and Central Institute of Hand Tools, Jalandhar will be as per the guide lines of Government of India, which will be informed at the time of counselling.