



**THE PUNJAB STATE BOARD OF TECHNICAL  
EDUCATION AND INDUSTRIAL TRAINING**

PLOT NO. 1-A, SEC. 36-A, CHANDIGARH PH. : 615385, 622584-85 FAX : 660734

No.PSBTE&IT/DA/2017/ 1958

Date:- 18.9.17

To

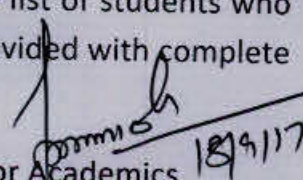
Principal  
All Affiliated Institutes with PSBTE&IT  
Punjab & Chandigarh

**Subject:- Regarding Providing of details of student admitted in your institute during the 1<sup>st</sup> & 2<sup>nd</sup> Counseling –(for reconciliation of fee accounts).**

In reference to subject matter, the details of students admitted in your institute during 1<sup>st</sup> & 2<sup>nd</sup> Counseling along with fee detail of each students may be sent in the format given below through e-mail but not later than 20<sup>th</sup> Sept (5P.m.)

Sr. No	Name of Student	Category Gen/SC/ST/BC/OBC etc.	Date of Birth	Father Name	Branch of Student	Counseling 1 <sup>st</sup> or 2 <sup>nd</sup>	Transaction ID	Date & Amount of fee deposited in Bank	Whether under CM Scholarship Scheme, If yes mention Percentage category under which student admitted

This detail of students is needed for reconciliation of accounts. Please note that the students who did not report in the college after 1<sup>st</sup> or 2<sup>nd</sup> Counseling & have applied for fee refund are not to be included in this list. A separate list of students who have applied for 'online fee refund' up to 14/09/2017 should be provided with complete details to academic office by 20/09/2017.

  
Director Academics 18/9/17

Mangt 15/9/17