



**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/2025/ 2693

Dated: 11/08/25

Circular

ਬੋਰਡ ਦਫਤਰ ਵੱਲੋਂ ਨਾਮਜ਼ਦ ਕੀਤੀਆਂ ਗਈਆਂ ਨੋਡਲ ਸੰਸਥਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ ਨੂੰ Counselling ਵਿੱਚ ਭਾਗ ਲੈਣ ਵਾਲੇ ਵਿਦਿਆਰਥੀਆਂ ਦੇ ਦਸਤਾਵੇਜ਼ਾਂ ਦੀ ਵੇਰੀਫੀਕੇਸ਼ਨ ਸਬੰਧੀ ਪਹਿਲਾਂ ਤੋਂ ਅਲਾਟ ਕੀਤੀਆਂ ਗਈਆਂ ਸੰਸਥਾਵਾਂ ਦੇ ਨਾਲ ਹੇਠ ਦਰਸਾਈਆਂ ਬਹੁਤਕਨੀਕੀ ਸੰਸਥਾਵਾਂ ਅਲਾਟ ਕੀਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ:-

Sr.No.	Nodal Institute	Institutes allocated to Nodal Institute
1.	Shaheed Nand Singh Govt. Poly. College, Bareta, Mansa	Vidya Ratan Polytechnic, Khokhar, Lehragaga, Sangrur
2.	Sant Baba Attar Singh Govt. Poly College, Badbar, Barnala	Asra College of Engineering and Technology, Sangrur

All the Nodal officers are hereby informed that:-

1. All the Nodal officers shall check the qualifying examination certificates as per the eligibility criteria defined in Notification issued by Government of Punjab.
2. It is also clarified that if any candidate is unable to submit the original certificate(s) at the time of verification, then in that case a self-declaration / undertaking may be obtained from the concerned candidate to submit the original certificate on or before last date of admissions, failing which his/her admission will be cancelled.
3. Further, the Nodal officers shall check and verify the record of the eligibility of the candidate from the attested photocopy of the certificate/ from the official website of the respective Boards / from DigiLocker.
4. Nodal officers shall not reject the cases on the basis of minor mistakes (i.e. correction in name / father's Name / Mother's Name / Marks etc.-if the seats are still vacant in the respective course). Mention such mistakes in the remarks column.
5. Nodal officers shall not reject the cases on the basis of not producing the medical certificate/ character certificate/ **Old dated category certificate/ Residence certificate, etc.** which are not the part of eligibility criteria for admissions. And shall procure/consider an undertaking as per Sr. No. 2.
6. **Procedure for the online verification of the documents at the level of Nodal institutes is as below:-**
 - (i) A separate Login ID will be created for the Nodal Institutions on the institute's online portal and the information regarding the Login will be sent to the concerned Nodal Institutions through e-mail.
 - (ii) Officials from the respective Institutes will visit the nodal institution for the verification of documents. Please ensure that No candidate shall be called by the Nodal institute for document verification.
 - (iii) Only the admission of those candidates which are verified and **Approved** by the Nodal officer on the online portal will be considered confirmed.
 - (iv) The candidates whose certificates are not found to be correct will be immediately informed by the nodal officer to the concerned institute with the remark and a valid reason.
 - (v) It is the responsibility of the Nodal centers to ensure that no candidate is left pending (without remarks) before the last date of admissions.
 - (vi) Verification of certificates/documents should be done in a transparent manner and within the stipulated time.

- (vii) Nodal Institutes are requested to submit the verified list on the online portal very carefully as once submitted no correction shall be allowed thereafter.

ਉਪਰੋਕਤ ਦਰਸਾਏ ਨੋਡਲ ਸੈਂਟਰਾਂ ਵਿੱਚ ਜੇਕਰ ਕਿਸੇ ਸੰਸਥਾ ਦੀ ਅਲਾਟਮੈਂਟ ਰਹਿ ਜਾਂਦੀ ਹੈ ਤਾਂ ਸਬੰਧਤ ਸੰਸਥਾ ਜਲਦ ਤੋਂ ਜਲਦ ਬੋਰਡ ਦਫ਼ਤਰ ਨੂੰ ਸੂਚਿਤ ਕਰੇ ਤਾਂ ਜੋ ਦਾਖਲਿਆਂ ਸਬੰਧੀ ਕਾਰਵਾਈ ਸਮਾਂ ਰਹਿੰਦੇ ਮੁਕੰਮਲ ਕੀਤੀ ਜਾ ਸਕੇ।

ਉਪਰੋਕਤ ਅਨੁਸਾਰ ਹਦਾਇਤਾਂ ਦੀ ਇੰਨ ਬਿੰਨ ਪਾਲਣਾ ਕਰਨਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।

ਇਹ ਪਤੱਰ ਸਮੱਰਥ ਅਧਿਕਾਰੀ ਜੀ ਦੀ ਪ੍ਰਵਾਨਗੀ ਅਨੁਸਾਰ ਜਾਰੀ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।


Director Academics

For Secretary, PSBTE&IT, Chd

