



GOVERNMENT OF NCT OF DELHI
BOARD OF TECHNICAL EDUCATION
MUNI MAYA RAM MARG
PITAMPURA: DELHI- 110088
PH: - 01127322460



NO. F.53(G)/EXAM/BTE/2012/1164
To

Dated: 31-10-2022

The Principal/ Campus Director,
All the Polytechnics/Institute of Technology

Sub: Submission of 5th & 7th semester Examination Form for December-2022 Examination.

Sir/Madam,

It is to inform you that the Examination forms of the students for appearing in 5th & 7th semester Examination scheduled to be held in the month of December-2022 will be received by Board as per given schedule: -

S.N.	Particulars	Date	Time
1.	Submission of Examination form by the student in their Institute without late fee.	01/11/2022 To 10/11/2022	-
2.	Submission of Examination form by the institute in the BTE without late fee.	11/11/2022	4:00 PM
3.	Submission of Examination form by the student in their Institute with late fee of Rs. 100/-	11/11/2022 To 16/11/2022	-
4.	Submission of Examination form by the institute in the BTE with late fee of Rs. 100/-	17/11/2022	4:00 PM
5.	Submission of Examination form by the student in their Institute with late fee of Rs. 300/-	17/11/2022 To 23/11/2022	-
6.	Submission of Examination form by the institute in the BTE with late fee of Rs. 300/-	25/11/2022	4:00 PM

You are requested to send the list of Regular students in prescribed enclosed Performa in triplicate to the Board along with **GREEN COLOUR filled** Performa of Admit Card. A similar **Blue Colour** Performa is for Institute only.

The details of Improvement/Ex-student should be furnished in separate Performa along with **RED COLOUR filled** performa of Admit Card, otherwise the forms will not be accepted by the Board. A similar **Violet Colour** Performa is for Institute only.

The list of the students shall be arranged in the prescribed performa in ascending order of Board roll no. of students.

S.P. Mohan

The Board will not entertain further correspondence for extension of date of form submission or to waive off the late fee charges.

- Note:**
1. The Proctor's/In-Charge/ Principal should ensure that the student has affixed latest photo with name pla-card & Date of photograph, on the Examination/Admit Card forms & are duly checked and verified.
 2. It should also be ensured that there should be no mixing among the list of students who are going to appear in 5th & 7th semester Regular, improvement and Ex-student for December-2022 examination.
 3. The Examination forms, duly checked and verified by the Principal of concerned Institute will be accepted by the Board of Technical Education, Delhi as per given schedule. If any discrepancy is found in the particulars filled in by the student in the examination form duly checked and verified, then the responsibility lies on the verifying authority of the institute.
 4. It must be ensured that the candidate has filled up BTE roll number at all places provided for the purpose on Admit Cards and Examination form.
 5. The Proctor/HOD/In-charge Academic/Principal must check the decision of Unfair Means Cases which have already been conveyed to Principals of Concerned Institutes by BTE before submission of exam forms at BTE.
 6. The Proctors are requested to mark 'LE' against lateral entry student in the proforma that will be forwarded to BTE by the Institute.

S.P. Meher
(Sh. S.P. Meher)
CONTROLLER, BTE

No. F.53(G)/EXAM/BTE/2012/ 1164

Dated: 31-10-2022

Copy to:

1. PS to Director (TTE), DTTE (HQ), Pitam Pura, Delhi.
2. PA to Jt. Director (TTE), DTTE (HQ), Pitam Pura, Delhi.
3. Registrar/Asst. Registrar, BTE
4. System Analyst, DTTE with the request to upload the same on website.
5. DDO/AAO, BTE
6. Record Keeper, BTE
7. Guard File.

S.P. Meher
(Sh. S.P. Meher)
CONTROLLER, BTE