



**WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION
AND SKILL DEVELOPMENT**

(A Statutory Body under Government of West Bengal Act XXVI of 2013)

Department of Technical Education, Training & Skill Development, Government of West Bengal
Karigari Bhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

Memo No.: WBSCTVESD/TED/2025-26/0194

Dated, Kolkata, 15th May, 2025

NOTIFICATION

The WBSCT&VE&SD (Council) invites application through the web-portal (<https://sctvesd.wb.gov.in/polytechnic/affiliation>) in the website sctvesd.wb.gov.in from the existing/new Institutes seeking renewal of affiliation/new affiliation for their Diploma courses in Engineering & Technology in the Academic Session 2025-26, from **16th May, 2025**. Last date of submission of application (both hard copy & Online application) is **31st May, 2025**.

Individual Institutes must also submit hard copy of their application to the Council addressing the Chief Administrative Officer, WBSCT&VE&SD, Karigari Bhawan, Action Area-III, Newtown, Rajarhat, Kolkata-700160.

The application should carry the following documents duly attested by the Institute authority.

1. Copy of the completely filled in online application form
2. Copy of AICTE approval for 2025-26
3. Land documents from the Banglar Bhumi Portal
4. Copy of the Lease deed of the land (If applicable)
5. Copy of the Trust Deed/Society Registration document
6. Copy of the Board Resolution of the Society/Trust
7. Copy of the Fire & Safety certificate for the building facility
8. Copy of Building Insurance Certificate
9. Copy of Building Completion Certificate (for new institutions)/Building Stability Certificate (for existing institutions)

AICTE approved Institutions applying for Working Professional courses need to follow the guidelines for Working Professional courses as specified in the Annexure.


Chief Administrative Officer
WBSCTVE&SD