



**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/2025-26/0531

Dated 25th July, 2025

**NOTIFICATION FOR STUDENTS TRANSFER FOR GOVERNMENT /
GOVERNMENT SPONSORED POLYTECHNICS WITH DIPLOMA IN
ENGINEERING & TECHNOLOGY OF WB ONLY**

Currently the students of second semester who will be promoted to third semester in Diploma in Engineering & Technology of Government / Government Sponsored Polytechnics may apply in the portal of transfer for **Change of Institution**, in the same discipline to any other Government/Government Sponsored institution only, within West Bengal (except Central Govt institutions). NO discipline change is allowed.

The transfer portal will be opened from **25th July, 2025** to accept applications from the above specified students. Students will have to submit **TWO CHOICES** in the portal within the last date of submission. **Registered Students of 1st year** of Government Polytechnic / Government Sponsored Polytechnics of the **academic session 2024-2025** may apply online for transfer in the Council's website setvesd.wb.gov.in – (setvesd.wb.gov.in - Online Application – Student Transfer)

Details of the Transfer policy are as follows:

1. Approximate collegewise vacancies will be displayed in the portal for transfer of student for the entire period mentioned above.
2. Transfer will be allowed against the available vacant seats only.
3. The allotment will be made on Merit basis. Criteria of the merit - list will be as follows:
 - a. All the applicants who have passed their 1st & 2nd semester examinations will only be eligible for transfer. Students with any kind of failure or back in any of the subjects of 1st & 2nd semester will not be considered.
 - b. The merit will be based on student's score in 1st semester examination Madhyamik or Equivalent examination marks and 1st semester examination marks in 2024 on a 50:50 weightage.
 - c. After the students admitted through Counselling are exhausted, other non-counselling students will be considered with the same criteria as mentioned in sl.no 3(b).
4. Based on the merit list, allotment will be as per following preferences: -
 - i. 1st priority to be given to all TFW & EWS students

- ii. 2nd priority will be given to PWD/Physically Challenged students
- iii. 3rd priority will be given to Girl Students
- iv. 4th priority will be given to students based on their own/guardian's (i.e. father or mother) incurable medical conditions (on submission of authentic documents certified from registered physician or government hospital)
- v. In case of a tie; allocation will be decided on the category to which the candidate belongs in chronological order of ST/SC/Others.
- vi. In case of further tie, priority will be given to the student who is older in age.

The Principal/Principal-In-Charge are to take maximum effort to ensure that this notification gets wide publicity among students. NO application for Transfer will be considered after the due date is over.

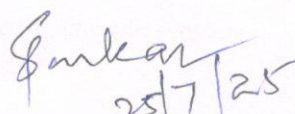
Guidelines for Transfer

1. Only registered & regular students of Government & Government sponsored institutions (except Central Govt institutions) of WB, from Diploma in ET course, will be allowed for transfer. Respective Principal / Principal -in-Charge of the polytechnics must ensure registration & regularity of a transfer applicant before validation of the student's online transfer application.
2. Willing students have to login into the portal by entering their Registration No.
3. Applicants have to upload relevant scanned documents (as mentioned in the web-portal)
4. In case, any student is found not eligible for TFW/EWS/Medical/PC/Quota then the priority option of the candidate will not be considered.
5. Without fulfilling the eligibility criteria and availability of vacancies, transfer shall not be allowed.
6. The transferred candidates are not allowed to join in the new institutes after the last date of transfer as it be notified.
7. The Result of the List of transferees will be displayed in the Council portal setvesd.wb.gov.in and will be sent to the polytechnics so that the same can be displayed on their Notice Boards.
8. Concerned Principal / Principal-In-Charge **must validate/approve** each valid online transfer application by confirming "**Transfer Out**" (for valid willing students moving out of the institution) and "**Transfer In**" (for valid willing student moving into the institution from some other institution) **through institute login**. Otherwise online applications will not reach the central database and will not be considered.
9. Institute login shall remain active for validation of online applications upto 20/8/25.
10. Transfer memo to the students by the respective Polytechnics shall be issued to the Approved List of students sent from the Council only after obtaining written consent from the individual transferees against the transfer order.
11. Once transferred students cannot opt for any other institutes.

Schedule of the entire Transfer Process is as follows:

Sl. No	Activity	Date
1	Date of Application by the student for Transfer	25/07/2025 to 8/08/2025
2	Result Declaration	11/08/2025
3	Date of Validation and Admission of the student to the New Allotted Institute.	20/08/2025

NOTE: Application for transfer does not necessarily ensure transfer of a student.


 25/7/25
Chief Administrative Officer
WBSCTVESD