



**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 Bhavan, 4<sup>th</sup> & 5<sup>th</sup> Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700 160

No. - SCTVSD- 14014/2/2021-AO(WBSCTVESD) – WBSCTVESD/2024-25/200 Dated : 21.10.2024

To : The Head of the Institution (HOI) of VTCs running (X+2) Level Higher Secondary (Vocational) Courses.

**Sub: Commencement of Online Examination Form Fill Up of the Class XII students of Higher Secondary (Vocational) Examination of the session 2024-25.**

Sir / Madam,

The Head of the Institute (HOI) of Vocational Training Centres is hereby informed that the Online Examination Enrolment Form Fill Up for Higher Secondary (Vocational) Examination 2025 of Class XII for the eligible Regular/continuing/casual students will be commenced on and from 22.10.2024

The online portal will be available and live at <https://sctedved.wb.gov.in/hsvoc> from 22.10.2024. The detailed programme of online examination enrolment form fill up of Class XII is given below:-

a)	The duration of the online examination enrolment form fill up of Class XII including payment of fees etc. <b>by the Vocational Training Centre (VTC) (without late fine)</b>	From 22.10.2024 To 29.10.2024
b)	Examination enrolment form fill up of Class XII students through online portal including payment of fees etc. by the Vocational Training Centre (VTC) (with late fine)	From 30.10.2024 To 09.11.2024
c)	Submission of online generated exam, enrolment forms duly signed by the students, sealed/signed by HOI along with online generated exam, summary sheets etc. duly sealed/signed by HOI & e-receipt to the respective Nodal Centres by the concerned VTC.	Within 14.11.2024
<b>“Please be noted that nodal has to confirm the examination form fill up status of students of VTCs through online as soon as the hard copies of the same are received.”</b>		Within 20.11.2024

You are requested to display the notification at your school's Notice Board for the convenience of the concerned students. In case of any query please call at (033-2340-3671/2324-7564) [within office hours] of the Council. Alternatively, email may be sent to [wbscvetexamhs@gmail.com](mailto:wbscvetexamhs@gmail.com).


**[For details of payment of fees process through SBI ePay are shown in ANNEXURE-I is enclosed herewith]**

  
Chief Administrative Officer  
WBSCTVESD

No. SCTVSD- 14014/2/2021-AO(WBSCTVESD) – WBSCTVESD/2024-25/200 (3) Dated : 21.10.2024

Copy forwarded for information & necessary action to:-

1. The Chairperson, WBSCT&VE&SD
2. DVET, Dept. of TET & SD, Govt. of W.B.
3. Sr. Administrative Officer (TED), WBSCTVESD
4. Administrative Officer (VE), wbsctvesd
5. All Nodal Officers are to take necessary action in this regard

  
Chief Administrative Officer  
WBSCTVESD

**Annexure I**

**(A) Details of examination fees to be paid by students of Class XII.**

1)	Examination Fee	:	Rs.200.00	
	Processing Fee	:	Rs. 10.00	
	<u>Total examination Fees</u>		<u>Rs.210.00</u>	(Rupees Two Hundred Ten only per student without late fine)
2)	Examination Fee	:	Rs.200.00	
	Processing Fee	:	Rs. 10.00	
	<u>Late Fine</u>	:	<u>Rs. 20.00</u>	
	<u>Total examination fees</u>		<u>Rs.230.00</u>	(Rupees Two Hundred Thirty only per student without late fine)

(Please note that the exam forms & summary sheets can only be printed after successful payment of fees through SBI ePay.

**(B) List of items to be submitted by the VTCs at Nodal Centres**

- Examination forms of all students enrolled with duly signed by the student & sealed and signed by the HOI.
- Examination summary sheet(s) with duly sealed and signed by the HOI of the VTC.
- e-receipt of enrolment fees of SBI ePay.