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
KarigariBhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata–700160

Memo No: WBSCTVESD/TED/2024-25/3125   Dated, Kolkata, 6th January, 2025

NOTIFICATION
Subject: Online Registration, 2024-25

- Diploma in Hotel Management & Catering Technology (HMCT)
- Post-Diploma in Medical Electronics/ Petrochemical Engineering (PDME/PDPC)
- Diploma in Vocational (DVOC)
- Advanced Diploma in Industrial Safety
- Advanced Diploma in Fire Safety Management (Domestic & Industrial)
- Advanced Diploma in Construction Safety
- Advanced Diploma in Environmental Management & Sustainability
- Advanced Certificate Course in Boot, Short & Leather Goods Manufacture
- Post Graduate Diploma in Human Resource Development & Labour Welfare

Kind attention: Principals / Principals-in-Charge / Institutional Heads

All concerned Polytechnics/Institutions

This is for information of the Principals/Principals-in-Charge/Institutional Heads of all Institutions under the academic control of this Council that Online Registration of the students admitted in the academic session 2024-25 will be held as per the following schedule.

Activity	Date
Start of Online Registration (by the students)	06.01.2025
Closing of Online Registration (by the students)	15.01.2025
Closing of VALIDATION of registration through Institute Panel by the authority of Polytechnics / Institutions / Centers	15.01.2025

Students who have taken admission to the above-mentioned courses in the Academic Session 2024-25, will have to register themselves by clicking on the **"Student Registration under Online Application"** tab of the Council's website **sctvesd.wb.gov.in** by providing necessary information.

They have to fill in the registration form online, upload recent colour photo, upload the required documents. **(scanned from ORIGINALS only)** and deposit the registration fee of Rs.200/-(Rs.100/- for Kanyashree) for all courses other than HMCT and Rs.300/- (Rs.150/- for Kanyashree) for candidates of HMCT course, through **online payment gateway (Debit Card/ Credit Card/ Net Banking/ UPI).** Registration fees will have to be submitted through online Portal of the Council only.

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Student's admission will be considered as cancelled if any declaration is found to be false.

There will be no collection of registration fee at the Institute level. Polytechnics / Institutes can see the list of students applied for registration through "Institute Login" panel of the Council's website setvesd.wb.gov.in and they will have to validate registration of each and every student after due verification of the data provided by them. For the Kanyashree candidates, original document in respect of Kanyashree is to be verified at the Institute level prior to validation of registration.

Polytechnics / Institutes will have to validate the registration of the students through 'Institute Login' as instructed. User-id & Password of each institution shall be the same as used by them earlier for Affiliation or registration in the same portal.

Validity of Registration Number issued to the students by the Council depends on fulfillment of the admission eligibility criteria. In case, any falsification is found at any point of time even after issuance of the Registration Number in any of the submitted eligibility documents by a student, his/her Registration shall be declared as cancelled without any prejudice and No claim of refund of deposited fees shall be entertained.

Accordingly, concerned Polytechnics / Institutes are requested to give a suitable notification on the notice boards advising their newly admitted students to participate in the online registration process within the specified last date. Online registration by the admitted students is mandatory. Registration certificate will be issued only to the validated (approved) students of respective Polytechnics / Institutes. Principals / Principals-in-Charge / Institutional Heads are requested to take note of the above and do the needful.

Chief Administrative Officer
WBSCTVESD