



**MAHARASHTRA STATE BOARD OF TECHNICAL EDUCATION**

(Autonomous) (ISO 9001:2015) (ISO/IEC 27001: 2013)

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No. MSBTE/D-40/Exam form/W-2019/ **138**

Date: **19 OCT 2019**

**Important Circular**

To,  
Principal  
All Polytechnics affiliated to MSBTE

Sub: - **Special provision for filling examination form for winter 2019 Exam**

The last date for filling and confirmation of exam form for winter 2019 examination for all the students was **19/09/2019**. However there are many requests from candidates and institutes for filling of examination form for winter 2019 exam.

In the interest of student community, a special provision is made to fill and confirm the examination form as per schedule below;


Date	Activity	Time
15/10/2019	<b>Filling of examination form by the candidates and confirmation by institute with requisite exam fees &amp; penalty and undertaking as per Annexure-I.</b>	<b>From 11.00 a.m. to 5.30 p.m.</b>
16/10/2019	<b>RBTE confirmation of exam forms already confirmed by Institute on 15/10/2019 with requisite exam fees &amp; penalty and undertaking as per Annexure-I &amp; Annexure-II.</b>	<b>From 10.00 a.m. to 4.00 p.m.</b>

The filling of examination form under special provision is permitted subject to following conditions.

1. The penalty for each examination form is Rs.5000/-
2. The candidate has to submit an undertaking as per **Annexure-I**
3. Institute shall check availability of question paper code for which the candidate is appearing for exam in winter-2019 Time table.
4. The institute has to submit an undertaking in the form of self-declaration on the institute letter head along with the list of students who has filled the examination form in special provision.
5. Hall ticket and separate non-theory e-mark sheets for these candidates will be made available in institute login on **18/10/2019**.
6. Institute can conduct the non-theory term end exam for these candidates even before the availability of e-mark sheets. Mark sheet shall be filled & confirmed once made available in the login.

All concerned are hereby instructed to strictly adhere to the conditions in this circular.

**Enclosed: Annexure I and Annexure II**

  
(V. R. Jadhav)  
Secretary.

M.S. Board of Technical Education. Mumbai

**Copy to:**

1. Hon. Director, M. S. Board of Technical Education. Mumbai for information.
2. Dy. Secretary, M. S. Board of Technical Education. Regional Office. Mumbai /Pune /Nagpur /Aurangabad for necessary action.
3. MSBTE Web portal.

**Annexure I**

**Proforma for undertaking from candidate**

**(To be submitted on plain paper)**

I (Name of Candidate) \_\_\_\_\_ Enrollment number \_\_\_\_\_

Instt. Code \_\_\_\_\_ hereby submit this undertaking for submission of winter 2019 examination form under special provision.

I am aware of the fact that.

1. I am eligible to attend the examinations which are scheduled after the date of generation of my hall ticket for winter 2019 examinations.
2. Because of late submission of exam form if I get two theory examinations on the same day and same session, it is binding on me to choose any one of the examination.
3. If the question paper code for which I have done late submission of examination form is not available at the examination center on the date of examination, I will not get a chance to attend the examination.
4. Due to late submission of examination form, problems may arise in the generation of pre-examination documents resulting in RHR status in my examination result.

I accept all the above condition and will not raise any complaint against the examination body i.e. M.S.B.T.E.

Date -

Place -

Signature -

Name -

Enrollment No -

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**Endorsement by parent of the candidate submitting winter 2019 examination form under special provision.**

I \_\_\_\_\_ Father / Mother / Guardian  
of \_\_\_\_\_ Enrollment No. \_\_\_\_\_ is  
clearly aware of the undertaking given by my ward and accept all terms & conditions  
laid down for submission late examination form for winter 2019.

Date:

Place:

Signature:

Name :

**Annexure II**

**Proforma for undertaking by Institute**

**(To be submitted on Institute letter head)**

I have personally verified that, the question paper code for the following candidates who have filled the winter 2019 exam form under special provision is available in winter 2019 exam time table. The candidate/ s is made aware of the conditions laid down by MSBTE under special provision, as mentioned in Annexure I.

The exam form of following candidate/ s is verified by me and found correct.

S.N.	Name of Candidate	Enrollment No.	Course/ Year/ Master	Status (R/X)
1				
2				
3				

Date:

Place:



Signature of Principal

Institute Name & Code: