



**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/2024-25/1992

Dated 28th June, 2024

**NOTIFICATION FOR STUDENTS TRANSFER FOR GOVERNMENT /
GOVERNMENT SPONSORED ONLY**

Currently the **students of second semester going to third semester** of Government / Government Sponsored Polytechnics **may apply for Transfer of Change of Institution to any other Government/Government Sponsored institution only, within West Bengal (except Central Govt. institutions).**

The Transfer portal will be opened from **3rd July, 2024 to 11th July, 2024 to accept applications from the above specified students.** Students will have the option to submit **TWO CHOICES** in the portal within the due date. Registered Students of 1st year of Government Polytechnic / Government Sponsored Polytechnics of the academic session **2023-2024** only may apply online for transfer in the Council's website sctvesd.wb.gov.in – (sctvesd.wb.gov.in - Online Application)

Details of the Transfer policy are as follows:

1. The collegewise vacancies will be displayed in the portal for transfer of student for the entire period of time mentioned above.
2. Transfer will be allowed against existing vacant seats only.
3. While considering the options, the allotment will be made on Merit basis.
 - a. Preference will be given to students who were admitted through JEXPO. For JEXPO students the merit will be drawn from JEXPO marks and 1st semester examination Marks on 50:50 weightage.
 - b. After JEXPO students are exhausted, other students will be considered. Merit List for the Non-JEXPO students will be based on the student's score in 1st semester examination held in 2023 and marks obtained in the qualifying exam i.e. Madhyamik or equivalent on a 50:50 weightage.
 - c. All the applicants who have passed their 1st & 2nd semester examinations will 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.
4. The allotment will be as per following preferences:-
 - i. 1st priority to be given to all TFW students
 - ii. 2nd priority will be given to PWD/Physically Challenged students
 - iii. 3rd priority will be given to Girl Students

5.
 - i. In case of a tie; allocation will be decided on the category to which the candidate belongs in chronological order of ST/SC/Others.
 - ii. In case of further tie, priority will be given to the student who is older in age.

The Principals and 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 will be allowed transfer. Respective Principals / Principal -in-Charge of the polytechnics have to ensure registration & regularity of a transfer-seeker before validation of the students 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. No Admission to the transferred institute after the specified period shall be entertained.
5. The Result of the List of transferees will be displayed in the Council portal sctvesd.wb.gov.in and will be sent to the polytechnics so that the same can be displayed on their Notice Boards.
6. Concerned Principal / Principal-In-Charge have to validate i.e. 'verify/reject' and 'accept/admit' each and every valid online transfer application through institute login. Otherwise online applications will not reach the central database and will not be considered.
7. Principal / Principal-In-Charge of the institution from where student shall get transferred from shall validate the candidate by verifying in the portal and Principal / Principal-In-Charge of the institution where the student shall get transferred to shall accept/admit the student in the portal.
8. Institute login shall remain active for validation of online applications upto **31st July, 2024**.
9. Transfer memo to the students by the respective Polytechnics shall be issued to the Approved List of students sent from the Council and only after obtaining written consent from the individual transferees against the transfer order.
10. Once transferred students cannot seek Re-transfer.

Schedule of the entire Transfer Process is as follows:

| Sl. No | Activity | Date |
|--------|---|--|
| 1 | Date of Application by the student for Transfer | 3 rd July, 2024 to 11 th July, 2024 |
| 2 | Result Declaration | 15 th July, 2024 |
| 3 | Date of Validation and Admission of the student to the New Allotted Institute | 16 th July, 2024 to 31 st July, 2024 |

NOTE: Application for transfer does not necessarily ensure transfer of a student. Without fulfilling the eligibility criteria and above all availability of vacancies, transfer shall not be allowed.

Gaekar

**Chief Administrative Officer
WBSCTVESD**