

Approved by the Hon'ble Minister, Education etc. Government of Assam cum Chairman, SCTE, Assam
(File no. SCTE-08/25/Part-I)

EXAMINATION RULES (AMENDED) 2024-25

**3 Years Diploma Programme in Engineering &
Technology**



**Under the
State Council for Technical Education (SCTE), Assam
Directorate of Technical Education, Assam**

1. INTRODUCTION: As envisioned in the NEP 2020, the State Council for Technical Education (SCTE), Assam will be responsible for mentoring its affiliated Polytechnics so that they develop capabilities and achieve minimum benchmarks in academic and curricula matters, teaching and assessment.

1.1. Salient features

Salient features which are considered for developing the curriculum aligned to NEP-2020 are as follows:

- Reduced number of credits.
- Introduction of Student Induction Program.
- Well defined learning objectives & outcomes for each course.
- Inclusion of courses on socially relevant topics.
- Built-in flexibility to the students in terms of Programme Elective and Open Elective courses.
- Mandatory internship to equip the students with practical knowledge and provide them exposure to the real time industrial environments.
- Virtual Labs.
- Mapping of Courses to its equivalent NPTEL/SWAYAM Course.
- Course on 'Entrepreneurship and Startups' to encourage entrepreneurial mindset.
- Introduction of Design Thinking and Universal Human Value course.

1.2. Basic Guidelines:

- An academic year is divided into two semesters as per AICTE guidelines.
- A semester consists of approximately a minimum of 90 working days. One working week will have approximately 40 hours of instructional time.
- There shall also be a Winter Internship Program for a duration of 4 weeks/one month after completion of the End Semester Examination as notified by the Secretary, SCTE, Assam.
- Summer term courses may be offered on a fast-track mode to enable students to complete arrears/special courses as and when necessary.
- Teachers may avail semester end vacations after the end of each semester, subject to completion of all kinds of examination and academics related work.
- The Polytechnics under the Directorate of Technical Education can decide on the kind of courses to be offered in the summer term, based on the requirements and also based on the availability of teaching faculty.
- Students who wish to exit after 1st year or 2nd year of study shall have to undergo mandatory bridge courses as defined in the course structure and as per exit guidelines of SCTE, Assam.

1.3. Programmes offered:

Currently total 22 Programmes are offered in the 26 Government Polytechnics of Assam.

SL No	Programme/Branch Name
1	CIVIL ENGINEERING
2	ELECTRICAL ENGINEERING
3	MECHANICAL ENGINEERING
4	ELECTRONICS & TELECOMMUNICATION ENGINEERING
5	COMPUTER ENGINEERING
6	COMPUTER SCIENCE & ENGINEERING
7	CHEMICAL ENGINEERING
8	TEXTILE TECHNOLOGY
9	FASHION TECHNOLOGY
10	GARMENT TECHNOLOGY
11	BIO-MEDICAL ENGINEERING
12	MECHANICAL (AUTOMOBILE) ENGINEERING
13	AGRICULTURAL ENGINEERING
14	INSTRUMENTATION TECHNOLOGY
15	INDUSTRIAL & PRODUCTION ENGINEERING
16	PRINTING TECHNOLOGY
17	ARCHITECTURAL ASSISTANTSHIP
18	TEXTILE DESIGN
19	MINING ENGINEERING
20	FOOD PROCESSING TECHNOLOGY
21	MEDICAL ELECTRONICS
22	MODERN OFFICE MANAGEMENT*

**The Modern Office Management programme offered by PCPS Girls' Polytechnic, Guwahati has been discontinued from the academic session 2025-26 after approval from the competent authority.*

**New Programme for Diploma in Engineering and Technology under Government Polytechnics of Assam may be introduced after approval from competent authority.*

1.4. Institution wise Intake Capacity

Sl No	Institute/ Branch	Total intake	Total intake without other state	Total Seat without Supernumerary and other state
1	ASSAM ENGINEERING INSTITUTE (CIVIL ENGINEERING)	99	88	79
2	ASSAM ENGINEERING INSTITUTE(CHEMICAL ENGINEERING)	38	36	33
3	ASSAM ENGINEERING INSTITUTE(COMPUTER ENGINEERING)	44	44	40
4	ASSAM ENGINEERING INSTITUTE(ELECTRICAL ENGINEERING)	45	42	37
5	ASSAM ENGINEERING INSTITUTE (ELECTRONICS)	45	45	40

Sl No	Institute/ Branch	Total intake	Total intake without other state	Total Seat without Supernumerary and other state
	& TELECOMMUNICATION ENGINEERING)			
6	ASSAM ENGINEERING INSTITUTE(MECHANICAL ENGINEERING)	44	44	40
7	ASSAM TEXTILE INSTITUTE(FASHION TECHNOLOGY)	22	22	20
8	ASSAM TEXTILE INSTITUTE(GARMENT TECHNOLOGY)	22	22	20
9	ASSAM TEXTILE INSTITUTE(TEXTILE TECHNOLOGY)	34	34	30
10	BAKSA POLYTECHNIC(CHEMICAL ENGINEERING)	67	67	60
11	BAKSA POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
12	BAKSA POLYTECHNIC(MECHANICAL ENGINEERING)	67	67	60
13	BARPETA POLYTECHNIC(BIO-MEDICAL ENGINEERING)	67	67	60
14	BARPETA POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
15	BARPETA POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
16	BONGAIGAON POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
17	BONGAIGAON POLYTECHNIC (ELECTRICAL ENGINEERING)	33	33	30
18	BONGAIGAON POLYTECHNIC (MECHANICAL (AUTOMOBILE) ENGINEERING)	33	33	30
19	CHIRANG POLYTECHNIC(AGRICULTURAL ENGINEERING)	66	66	60
20	CHIRANG POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
21	CHIRANG POLYTECHNIC(ELECTRICAL ENGINEERING)	66	66	60
22	DHEMAJI POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
23	DHEMAJI POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
24	DHEMAJI POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
25	DIBRUGARH POLYTECHNIC(CIVIL ENGINEERING)	65	61	56
26	DIBRUGARH POLYTECHNIC(ELECTRICAL ENGINEERING)	45	43	38
27	DIBRUGARH POLYTECHNIC(MECHANICAL ENGINEERING)	45	45	40
28	DIPHU POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
29	GOALPARA POLYTECHNIC(CIVIL ENGINEERING)	66	66	60

Sl No	Institute/ Branch	Total intake	Total intake without other state	Total Seat without Supernumerary and other state
30	GOALPARA POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
31	GOALPARA POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
32	GOLAGHAT POLYTECHNIC(BIO-MEDICAL ENGINEERING)	67	67	60
33	GOLAGHAT POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
34	GOLAGHAT POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
35	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(AGRICULTURAL ENGINEERING)	22	22	20
36	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(CIVIL ENGINEERING)	68	65	57
37	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(ELECTRICAL ENGINEERING)	44	44	40
38	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(ELECTRONICS & TELECOMMUNICATION ENGINEERING)	44	44	40
39	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(INSTRUMENTATION TECHNOLOGY)	33	33	30
40	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(MECHANICAL (AUTOMOBILE) ENGINEERING)	33	33	30
41	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY(MECHANICAL ENGINEERING)	46	46	40
42	HAILAKANDI POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
43	HAILAKANDI POLYTECHNIC(COMPUTER SCIENCE & ENGINEERING)	66	66	60
44	HAILAKANDI POLYTECHNIC(ELECTRICAL ENGINEERING)	66	66	60
45	KAMRUP POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
46	KAMRUP POLYTECHNIC(ELECTRONICS & TELECOMMUNICATION ENGINEERING)	66	66	60
47	KAMRUP POLYTECHNIC(MECHANICAL (AUTOMOBILE) ENGINEERING)	66	66	60
48	KARIMGANJ POLYTECHNIC(CIVIL	67	67	60

Sl No	Institute/ Branch	Total intake	Total intake without other state	Total Seat without Supernumerary and other state
	ENGINEERING)			
49	KARIMGANJ POLYTECHNIC(ELECTRICAL ENGINEERING)	66	66	60
50	KARIMGANJ POLYTECHNIC(INDUSTRIAL & PRODUCTION ENGINEERING)	67	67	60
51	LAKHIMPUR POLYTECHNIC(CHEMICAL ENGINEERING)	67	67	60
52	LAKHIMPUR POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
53	LAKHIMPUR POLYTECHNIC(MECHANICAL ENGINEERING)	67	67	60
54	MORIGAON POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
55	MORIGAON POLYTECHNIC(ELECTRICAL ENGINEERING)	66	66	60
56	MORIGAON POLYTECHNIC(MEDICAL ELECTRONICS)	66	66	60
57	NALBARI POLYTECHNIC(COMPUTER SCIENCE & ENGINEERING)	66	66	60
58	NALBARI POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
59	NALBARI POLYTECHNIC(PRINTING TECHNOLOGY)	67	67	60
60	NOWGONG POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
61	NOWGONG POLYTECHNIC(COMPUTER ENGINEERING)	33	33	30
62	NOWGONG POLYTECHNIC(ELECTRICAL ENGINEERING)	45	45	40
63	NOWGONG POLYTECHNIC(MECHANICAL ENGINEERING)	44	44	40
64	PCPS GIRLS POLYTECHNIC(ARCHITECTURAL ASSISTANTSHIP)	44	44	40
65	PCPS GIRLS POLYTECHNIC(CIVIL ENGINEERING)	44	44	40
66	PCPS GIRLS POLYTECHNIC(COMPUTER ENGINEERING)	44	44	40
67	RESIDENTIAL GIRLS POLYTECHNIC(ELECTRONICS & TELECOMMUNICATION ENGINEERING)	34	34	30
68	RESIDENTIAL GIRLS POLYTECHNIC(TEXTILE DESIGN)	33	33	30
70	SIBSAGAR POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
71	SIBSAGAR POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
72	SIBSAGAR POLYTECHNIC(MECHANICAL ENGINEERING)	67	67	60

Sl No	Institute/ Branch	Total intake	Total intake without other state	Total Seat without Supernumerary and other state
73	SILCHAR POLYTECHNIC(CIVIL ENGINEERING)	100	100	90
74	SILCHAR POLYTECHNIC(ELECTRICAL ENGINEERING)	44	44	40
75	SILCHAR POLYTECHNIC(ELECTRONICS & TELECOMMUNICATION ENGINEERING)	44	44	40
76	SILCHAR POLYTECHNIC(MECHANICAL ENGINEERING)	56	56	50
77	SONITPUR POLYTECHNIC(CIVIL ENGINEERING)	67	67	60
78	SONITPUR POLYTECHNIC(ELECTRICAL ENGINEERING)	67	67	60
79	SONITPUR POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
80	TINSUKIA POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
81	TINSUKIA POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
82	TINSUKIA POLYTECHNIC(MINING ENGINEERING)	66	66	60
83	UDALGURI POLYTECHNIC(CIVIL ENGINEERING)	66	66	60
84	UDALGURI POLYTECHNIC(FOOD PROCESSING TECHNOLOGY)	66	66	60
85	UDALGURI POLYTECHNIC(MECHANICAL ENGINEERING)	66	66	60
	TOTAL	4859	4834	4360

1.5. Intake capacity of Other State Quota

Sl No.	Institution Name	Actual Seat
1	H.R.H THE PRINCE OF WALES INSTITUTE OF ENGINEERING & TECHNOLOGY, JORHAT	3
2	ASSAM ENGINEERING INSTITUTE, GUWAHATI	16
3	DIBRUGARH POLYTECHNIC, DIBRUGARH	6
	Total	25

2. ELIGIBILITY CRITERIA FOR ADMISSION:

For enrolment in to 3-Years Diploma programme in Engineering and Technology under SCTE, a candidate must fulfill the following conditions: -

- Must register through www.dte.assam.gov.in for admission into 3-Years Diploma Courses' offered by SCTE, Assam as notified by the State Council for Technical Education, DTE, Assam.
- The candidate must pass the H.S.L.C. or equivalent examination with Mathematics and Science as compulsory subject in a single sitting (without grace marks in Science and

Mathematics) and also have to pass individually in both theory and practical/ Internal Assessment with minimum –

- 40% marks on Average in Mathematics and Science for General/OBC/MOBC candidates.
- 35% marks on Average in Mathematics and Science for SC candidates.
- 33% marks on Average in Mathematics and Science for ST Candidates.

c) No compartmental candidate will be allowed to take admission.

d) AGE:

- Maximum Age Limit: There is no maximum age limit. Maximum age limit restriction has been removed from the academic session 2025-26 as per approval of the competent authority.
- Minimum age is 16 years on 31st December of the admission year.

2.1. Physical Fitness: A candidate must be physically and mentally fit. A candidate will have to produce fitness Certificate at the time of admission from a registered Government medical practitioner.

2.2. Residential Eligibility:

Candidates must be an Indian Citizen and a permanent resident of Assam. Permanent Resident Certificate (PRC) from competent authority of Assam is required to be submitted at the time of admission.

*Candidates seeking admission under OBC/MOBC category are required to produce valid Non Creamy Layer (NCL) certificate from the competent authority of Assam.

3. INDUCTION PROGRAM:

The Induction program for newly admitted students is to be offered right at the start of the first year. The duration of the Induction program should be three weeks and should focus on the following areas:

- Physical Activity
- Creative Arts
- Universal Human Values
- Literary
- Proficiency Modules
- Lectures by Eminent People
- Visits to local Areas

Note: The Essence and Details of Induction program can be found from the 'Detailed Guide on Student Induction program', as available on AICTE Portal, (Link:<https://www.aicteindia.org/sites/default/files/Detailed%20Guide%20on%20Student%20Induction%20program.pdf>)

4. MANDATORY VISITS/WORKSHOP/EXPERT LECTURES:

- A.** It is mandatory to arrange one industrial visit every semester for the students of each branch/program.
- B.** It is mandatory to conduct a One-week workshop during the winter break after fifth semester on professional/ industry/ entrepreneurial orientation.
- C.** It is mandatory to organize at least one expert lecture per semester for each branch by inviting resource persons from domain specific industry.

5. ACADEMIC CALENDAR AND EXAMINATION SCHEDULE:

- i. Academic Calendar will be as per SCTE for three -year diploma Programme in Engineering and Technology and as notified by SCTE.
- ii. Even semester examination will be completed tentatively by the end of June and the odd semester examination will be completed by the third week of December every year. The exact dates of examinations and related information will be notified by the Controller of Examinations (CoE), SCTE, Assam.

6. EXAMINATION COMMITTEE:

The examination Committee consists of the following members:

- i. Secretary of SCTE as Chairman
- ii. Controller of Examinations as Member Secretary
- iii. All Principals of Polytechnics as Members
- iv. Deputy Controller of Examinations as Member
- v. One HOD of Polytechnic (as selected/nominated by Secretary, SCTE) as Member
- vi. Assistant Controller of Examinations as Member

6.1 Duties and functions of the Examination Committee:

The examination committee will have the following duties and functions:

- i. Any matter prior to declaration of result.
- ii. Result analysis.
- iii. Dispute resolution and initiating action on matters brought to the notice of the Committee by the Controller of Examinations both before and after the declaration of result.
- iv. Ensuring conduct of examination following Academic calendar in a time bound manner as per the guidelines of SCTE.
- v. Approval or withdrawal of permission for Practical Examination on Practical Examination Centres.
- vi. Remedial measures of permission for Examination Centre based on report from head of Institution and zonal head.
- vii. To decide on any other examination related matter, as and when necessary, depending on the exigency.
- viii. To supervise any kind of examination related matter as and when informed by the Controller of Examination, SCTE.
- ix. Any change and modifications as approved by the members of SCTE in the annual meeting of SCTE.

7. EXAMINATION RULES AND REGULATIONS:

7.1 Enrollment/registration:

- i. Students must register themselves in the student's portal (www.dte-assam.samarth.edu.in) of Samarth e-Gov suite after taking admission into the Government Polytechnics of Assam under SCTE.
- ii. Students are required to link their APAAR IDs to their respective Samarth portal account. Grade Reports can be downloaded by the students only after linking their APAAR ID.
- iii. APAAR IDs are created in bulk by SCTE after receiving data from the institutions. However, students can also create their own APAAR IDs. Existing APAAR ID holders need not create new APAAR ID and the existing ID can be linked to the Samarth portal.

7.2 Mobility:

- i. Students have to take all the subjects of the respective semester.
- ii. Students may choose subject of open elective as given in the curriculum.
- iii. A student has to attain a minimum attendance in each subject to appear in the examination.
- iv. A student has to obtain the minimum pass marks in internal assessment prescribed to appear in the examination and to pass in the examination. If a student fails in internal assessment, he/she will not be allowed to appear in the examination for that subject. The concerned Institute has to check these matters thoroughly so that no such student is allowed to fill up the form for that particular subject. If a student fails in internal assessment of a particular subject, the student will be considered as Not Eligible for the Subject (NES) and the student will have to complete all the activities related to internal assessment before the next supplementary/retest examination for that subject.
- v. A student failing to attain the minimum attendance even in a single subject will be considered as Dis-collegiate (DC) and will not be allowed to appear in the semester end examination and he/she has to repeat the semester again by attending the regular classes. Such types of candidate will not be allowed to move to the higher semester without sitting in the previous semester end examination.
- vi. A student must get himself/herself duly admitted to each semester of classes which he/she is allowed to attend on satisfying relevant clauses of this regulation and payment of the prescribed fees.
- vii. A student will be eligible to be admitted and allowed to attend classes in the next higher semester subject to satisfying clauses above.
- viii. If a student is marked DC or does not complete the examination form fill-up for 1st semester regular examination, he/she will not be promoted. However, the student will be allowed to take fresh admission in 1st semester in the next academic session provided the student has attended a minimum of 20% of classes in aggregate during the previous 1st semester.
- ix. Students studying in new (NEP) syllabus can appear for a maximum 15 credits of supplementary/retest subjects across all previous semesters along with their regular semester subjects. The same will be applied for the outgoing students as well.
- x. While attempting to clear the Re-Test subjects, students are advised to appear subjects of lower semester first then attempt the higher semester subjects to avoid year loss.
- xi. A student must clear all the subjects of 1st semester for promotion to 5th semester, similarly clear all the subjects of 2nd semester for promotion to 6th semester.
- xii. Those students who are not promoted and cannot take admission in 5th and 6th semester, can appear in Re-Test subject of the lower semesters.
- xiii. To pass in a subject a candidate must secure pass marks in both theory and practical/viva component individually.
- xiv. A student failing in any one component of a subject (either theory or practical) will have to reappear in that component only as Re-Test candidate which he/she has failed.
- xv. Total marks and pass marks of a subject will be as per course structure and scheme of examination.
- xvi. If a student has passed a semester examination/subject, he/she shall not be permitted to reappear in that examination/subject for improvement/betterment or

any other purpose.

Maximum permissible period for completion of Diploma course by a student shall be 7 academic calendar years from the date of admission. In this context seven years means seven academic sessions from the date of admission in the first semester. If any student fails to do so, he/she will have to take fresh admission in the first semester.

7.3 Important Notes:

- The maximum duration for passing of the 3 years diploma programme is 7 years. No separate time will be given to students for medical or any reason whatsoever. Those students who are unable to clear their 3 years diploma programme in the stipulated period, will be struck off from the enrollment of SCTE, Assam.
- If such student decides again to enroll himself/herself for any of the diploma programme, he/she will have to seek fresh admission as per the existing rules of SCTE for admission. Such students will not be entitled for any credit or exemption from SCTE for the courses cleared by them in the previous diploma programme of study.

7.4 Pre-examination:

- i. Time table of the End Semester Examinations will be released 21 days before the commencement of the examination.
- ii. The candidates appearing in any of the examinations shall obey such rules of the examination, as may be prescribed from time to time by the Examination Committee of the SCTE.
- iii. Institutions must submit the Non-Collegiate, Dis-Collegiate and NES list as per the date mentioned in academic calendar published by SCTE or any other revised date notified by SCTE in due course of time.
- iv. Student has to fill-up the form to appear in the ESE/RETEST Examinations as per the date notified by SCTE. Student who fails to fill-up form on time due to some unavoidable reason may fill-up with late fee as notified by SCTE. The date of examinations form fill-up will not be extended once it is closed as per the notification or any changes as per the notification by SCTE.
- v. Admit card will be issued to the students after successful completion of online form fill-up and payment.
- vi. The faculties assigned to each course/subjects must display and share information related to attendance, internal assessment etc. with the students during the last working week of each month for a particular semester.

7.5 During examination:

- i. Student must appear in the examination with the admit card. Without the admit card no student will be allowed to appear in the examination. If a student is unable to download his/her admit card, he/she has to contact the examination superintendent of the concerned Institute.
- ii. Student has to sign in the attendance sheet in the examination hall.
- iii. Mobile Phones, Digital Watch and other Electronic Gadgets should be strictly prohibited inside the Examination Centres/Halls. If the aforesaid items are found in possession of any of the candidates inside the Examination Hall, the same should be dealt strictly as per the Examination rules of SCTE.
- iv. If any candidate is apprehended using unfair means during examination, the centre in charge/Principal may expel the student from that examination as well as from the

upcoming examinations for that End Semester Examination session in consultation with the examination committee of the Institution {As per notice no. SCTE-13/2017/Pt-I/704(A) dated 12/12/2025}. The details of such cases are to be sent to the Secretary, SCTE (refer to Annexure-II)

- v. Students will be allowed to enter the examination hall 15 minutes before commencement of the examination.
- vi. No student will be allowed to enter the examination hall after 30 minutes of commencement of the examination.
- vii. Students are allowed to go out of the examination hall only once to attend their natural call after one hour of commencement of examination.
- viii. No student will be allowed to go out of the examination hall during last half an hour (30 minutes) of the examination without final submission of their answer scripts.
- ix. Final submission of answer scripts is allowed only after completion of first one hour of the examination.

NOTE: If a student does not fill the form for End Semester Examination as and when notified then he/she will not be allowed to take admission in the next semester. They will be considered as year loss students and have to take Re-admission in existing semester and attend regular classes and activities related to Internal Assessment. Fresh Internal Assessment marks will be given by concerned teacher.

7.6 Post examination:

- i. In case where the result of an examination is affected by any reason whatsoever such matters be placed before the Secretary of SCTE with the duly recorded views of the Examination Committee of the State Council for decision before declaration of the result and his due decision shall be final and binding.
- ii. In case any anomaly is detected at any stage during the whole process up to publication of result, such matter must be brought to the notice of the Secretary, SCTE by the Principal in consultation with internal examination committee for necessary action and his decision will be final and binding.
- iii. After declaration of result, a student may apply to the Principal of concerned Polytechnic to view his/her answer scripts. Examination Superintendent of the concerned polytechnic may arrange for this in the Polytechnic premise within 3 days after declaration of result. Students will not be allowed to bring mobile phones etc. and copy the answer scripts. One faculty member may be engaged to monitor the process. The answer scripts will be collected by the appointed faculty and he/she will submit it to the Examination Superintendent immediately after viewing by the students.
- iv. The complaints of candidates, if any, in respect of results shall not be entertained if such complaints are made to the SCTE after 15 days from the date of declaration of result.
- v. For re-checking of answer script student have to apply to the Principal of the Polytechnic within 15 days from the declaration of result. Re-checking means re-totalling of marks and scrutiny of any answer not valued already.
- vi. After rechecking if a student wants to re-evaluate his/her answer script he or she may apply to the Secretary of SCTE through Principal along with re-evaluation fees per paper as prescribed within 15 days from the date of declaration of results.
- vii. For re-evaluation, Principal with prior permission of Secretary, SCTE may engage faculty of other Polytechnics or as per instruction of Secretary, SCTE.

- viii. The verification of marks shall be done by any Officer authorized by the Secretary, SCTE in confidence and not in presence of the candidate. In case where there shall occur an omission of any nature affecting the results, the same shall be rectified and the results modified and declared accordingly.
- ix. Migration of students registered under SCTE, Assam to another board/ state council/ University etc. will be allowed only after completion of three years diploma. Student may apply to the Secretary, SCTE with requisite documents and prescribed fees as per existing rules.
- x. All Government Polytechnics of Assam will keep the answer scripts of End Semester (Regular/Retest) Examination for both odd and even semester examinations with the respective polytechnics safely, for a period of 6 months after the publication of the results.
- xi. Duplicate marksheet/Grade report may be issued to a candidate after an online/offline application is submitted by the candidate with required documents such as newspaper advertisement for loss and police verification report and prescribed fees as per existing rules. (The process may be changed as per order from Secretary, SCTE, Assam from time to time.

7.7 Merit list:

- i. Merit list of top ten candidates/students having CGPA more than 8 shall be declared at the end of each semester from each discipline/programme amongst the students who have cleared in first attempt without any retest subject (backlog).
- ii. Final merit list in each discipline/programme shall be declared after the main examination of 6th and final semester on the basis of integrated performance of all the 3 years. The merit list shall include the first ten candidates/students in each discipline securing at least 8 CGPA and passing all semesters in a single attempt without any retest subject (backlog).

7.8 Miscellaneous:

- i. All the records and evidences of internal assessment will be duly maintained by the respective Polytechnics and made available to the Controller of Examinations as and when asked for.
- ii. Examinations, whether internal or external, theory or practical, would be counted separately for the purpose of considering a student as passed or failed
- iii. If a student does not appear in a paper (internal or external, theory or practical) in an examination, the student will be considered as failed in the examination of that paper. Any failed paper will be called “Retest”.
- iv. In case, a student fails in any one or more papers in an end-semester examination he/she can appear {Students studying in new (NEP) syllabus} for retest for a maximum of 15 credits across all previous semesters along with their regular semester subjects. The same will be applied for the outgoing students as well. While attempting to clear the Re-Test subjects a student is advised to appear subjects of lower semester first and then the higher semester.
- v. No “betterment” shall be allowed in the theory/ practical/internal examinations in any Semester.
- vi. A student must pass all his/her semester examinations, including “retest” and “regular” within seven years from the date of admission to the First Semester of three years diploma in engineering and technology.

7.9 Procedure for internal assessment: class test

- i. The 1st, 2nd and 3rd class tests will be of one hour duration and of 20 marks each. It will be conducted by the concerned teacher for each subject.
- ii. Setting of question paper, invigilation duty, evaluation of answer scripts for each paper will be done by the concerned teacher(s) as a part of his/her normal duty without hampering normal classes.
- iii. The teacher(s) concerned will fix the exact date of the class test in each paper.
- iv. After evaluation, the answer scripts shall be shown to the students in presence of concerned teacher and corrections regarding evaluation, if any, should be made. After this, the answer scripts should be collected back from the students in the same day.
- v. The entire process of evaluation of the sessional examination should not take more than two weeks from the date of the class test.
- vi. Out of the three, best two class tests marks will be considered for internal assessment. There is no provision for “betterment” in the sessional examination. If a student fails in an internal examination, he/she will be allowed one more attempt to clear it in a special class test to be conducted within the same semester. In case a student fails to clear the sessional examination in three attempts in a particular semester and marked as NES for the particular subject, he/she will be given one final opportunity to clear it before the next similar semester examination (regular/retest) so that the student can appear for retest.
- vii. If a student fails to appear in sessional examination for valid reason(s) supported by medical certificate or other authentic documents submitted to the Principal, then the teacher concerned in consultation with internal academic/examination committee shall allow the student to appear in a separate class test in a suitable date fixed by the respective teacher before the commencement of the end semester examination.
- viii. If a paper is taught by more than one teacher, then the concerned teachers will cooperate in conducting the internal evaluation.
- ix. At the end of the semester and before the final semester examination, the concerned department will notify the internal assessments marks to students.

7.10 Procedure for external evaluation/end semester examination

- i. The Controller of Examinations, SCTE will make necessary arrangement for announcing the date of end semester examinations and other necessary procedures as per SCTE Rules.
- ii. The affiliated polytechnic should send the answer scripts of the ESE examinations to the Zonal head as directed by the Controller of Examinations.
- iii. The Evaluation Zone shall arrange everything needed for the evaluation and scrutiny of the final examination answer scripts as per guidelines.
- iv. Internship/apprenticeship credits will be transferred subject to fulfillment of the following:
 - a) Internship/apprenticeship will be carried out with due approval of the concerned Polytechnic. The training and placement Cell of the concerned Polytechnic will facilitate these activities.
 - b) A report on the activities carried out during the Internship/apprenticeship has to be submitted to the institute.
 - c) A certificate of completion from the institution/organization where Internship/apprenticeship was carried out is to be submitted.

- d) A panel of faculty members selected by the zonal head and concerned principals will evaluate the work done during Internship/apprenticeship through a presentation on the same by the students.
- v. List of approved skill courses will be notified by the SCTE from time to time.
- vi. Skill Courses/training may be both in online (e.g., from INFOSYS SPRINGBOARD/SWAYAM or other recognized digital platforms) and offline mode.
- vii.

8. **EVALUATION SCHEME:**

8.1 For Theory Courses:

(The weightage of Internal assessment is 40% and for End Semester Exam is 60%) The student has to obtain at least 40% marks individually both in internal assessment and end semester exams to pass.

8.2 For Practical Courses:

(The weightage of Internal assessment is 60% and for End Semester Exam is 40%) The student has to obtain at least 40% marks individually both in internal assessment and end semester exams to pass.

8.3 For Summer Internship / Projects / Seminar etc.

Evaluation is based on work done, quality of report, performance in viva-voce, presentation etc.

Note: The internal assessment is based on the student's performance in mid semester tests (two best out of three), quizzes, assignments, class performance, attendance, viva-voce in practical, lab record etc.

9. **MAPPING OF MARKS TO GRADES:**

Each course (Theory/Practical) is to be assigned 100 marks, irrespective of the number of credits, and the mapping of marks to grades may be done as per the following table:

Range of Marks	Assigned Grade
91-100	A+
81-90	A
71-80	B+
61-70	B
51-60	C+
46-50	C
40-45	D
< 40	F (Fail due to less marks)

- a) **Grading System followed by SCTE from 2024-25 (NEP) batch is Absolute Grading System.**
- b) **Conversion factor from Cumulative Grade Point Average (CGPA) to Percentage (%) is 10 from 2024-25 (NEP) batch.**

10. DEFINITION OF CREDIT:

1Hr. Lecture (L) per week	1credit
1Hr. Tutorial (T) per week	1credit
1Hr. Practical (P) per week	0.5credit
2 Hours Practical (P) per week	1 credit

10.1 Range of Credits & Marks:

Sl No.	Semester	Marks	Credit
1	1 st Semester	1000	20
2	2 nd Semester	1000	20
3	3 rd Semester	1000	20
4	4 th Semester	1000	20
5	5 th Semester	1000	20
6	6 th Semester	1000	20
Total		6000	120

10.2 Internship:

Internship will be arranged after 3rd and 5th semester. Internship 1 will carry 100 marks and 2 credits. Internship 2 will also carry 100 marks and 2 credits. Duration of Internship will be of 4 weeks.

The marks and credits will be as per the following table:

Internship	Marks	Credit
Internship I	100	2
Internship II	100	2

10.3 Projects:

There will be one Minor and two Major Projects. The marks and credits will be as per following table:

Project	Marks	Credit
Minor	100	2
Major 1	100	2
Major 2	200	4

10.4 Skill Course:

Skill Course or Exit Course will contain 4 credits consisting of either one or two subjects. Two courses of similar nature will contain 2 credits each.

11. BREAKUP OF INTERNAL ASSESSMENT MARKS

11.1 Internal Assessment for Theory (TA+HA&CT)

Component	Teacher's Assessment (TA)			Home Assignment & Class Test (HA&CT)				Total
	Attendance	Discipline	Class Participation	Home Assignment	Presentation/Seminar	Quiz	Class Test	
Maximum Marks	5	1	2	4	6	2	20	40

Note: Three (3) class tests must be conducted for each course. For calculation of Internal Assessment, best two (2) class tests out of the three (3) conducted is to be considered.

11.2 Internal Assessment for Practical (PA)

Component	Maximum Marks
Teacher's Assessment (TA)	
Attendance	10
Discipline	2
Practical Assignment	
Practical Work and/or Laboratory Report	30
Presentation	10
Viva	8
Total	60

11.3 Range of Attendance with Marks:

Sl No.	Range of Attendance	Marks
1	96% and above	5 Mark
2	91% to 95%	4 Mark
3	86% to 90%	3 Mark
4	81% to 85%	2 Mark
5	76% to 80%	1 Mark
6	75%	Only permitted to appear in the exam
7	Between 60% to 75%	NC: May appear in the exam if there are genuine reasons
8	Below 60%	DC: Cannot appear in the exam
9	Failed in Internal Assessment	NES: Not Eligible for Subject (Course wise)

Note: Student marked as NES will not be allowed to appear in the certain subject. He/she will be allowed to appear the subject as retest after clearing the sessional examination.

11.4 Valid Grounds for consideration:

- i. Medical grounds
- ii. Participation in a competition, including the journey period
- iii. Participation in a seminar, workshop or conference, including the journey period
- iv. Participation in voluntary programmes conducted by the Institute/Directorate.
- v. Any other grounds which the Examination Committee, in consultation with the DTE may approve.

11.5 Structure of Diploma Engineering program:

The structure of Diploma Engineering program shall have essentially the following categories of courses with the breakup of credits as given:

Sr. No.	Category	Suggested Breakup of Credits
1.	Humanities & Social Sciences courses	8*
2.	Basic Science courses	19*
3.	Engineering Science courses	15*
4.	Program Core courses (Branch specific)	45*
5.	Program Elective courses (Branch specific)	12*
6.	Open Elective courses (from other technical and/or emerging subjects)	9*
7.	Project work, seminar and internship in industry or elsewhere	12*
8.	Audit Courses [Environmental Sciences, Induction training, Indian Constitution, Essence of Indian Traditional Knowledge etc.]	(non-credit)
	Total	120*

*Minor variation is allowed as per need of the respective disciplines.

11.6 Course code and definition:

Course code	Definitions
L	Lecture
T	Tutorial
P	Practical
HS	Humanities & Social Sciences Courses
BS	Basic Science Courses
ES	Engineering Science Courses
PC	Program Core Courses
PE	Program Elective Courses
OE	Open Elective Courses
AU	Audit Courses
SI	Summer Internship
PR	Project
SE	Seminar

***Credit and Marks Distribution of Open Elective courses: Annexure-I**

Note: For Syllabus of other semesters visit the website: **1. www.dte.assam.gov.in**

2. www.scteassam.com

12. EQUIVALENCY OF THREE-YEAR DIPLOMA IN ENGINEERING:

Three-year Diploma in Engineering awarded by the State Council for Technical Education (SCTE), Assam is equivalent to Higher Secondary qualification (10+2) plus one year of Educational Qualification. Official Memorandum of Government of Assam, Higher Education Department regarding this is enclosed as Annexure-III.

Note: The above guidelines may be changed/modified as per directives from All India Council for Technical Education (AICTE) and Government of Assam notification from time to time.
