

## **NOTICE**

### **Instructions for the polytechnic institutions seeking extension of provisional affiliation from HSBTE for academic session 2017-18.**

The Haryana State Board of Technical Education Act, 2008 is, *“to provide for establishment and constitution of the Haryana State Board of Technical Education for coordinated development of technical education in polytechnic institutes in the State of Haryana and for matters connected therewith or incidental thereto.”* Under this Act HSBTE grants *affiliation to Polytechnics.*

The guidelines to be followed by the existing polytechnics seeking extension of provisional affiliation from HSBTE for the academic session 2017-18 are as under:

1. For extension of provisional affiliation 2017-18 login with the institutional user ID and password at [affiliation.hsbte.com](http://affiliation.hsbte.com).
2. Affiliation Fee must be deposited **only through Payment Gateway** at [affiliation.hsbte.com](http://affiliation.hsbte.com).
3. Applications be submitted online up to **3<sup>rd</sup> May, 2017** only. No application regarding extension of provisional affiliation shall be allowed to be submitted online after **3<sup>rd</sup> May, 2017**.
4. After filling the online application and deposition of affiliation fee through Payment Gateway, click 'Submit' button to generate the report.
5. Attach the following documents with the **"Affiliation Report"**:
  - a. Undertaking on the letter head of the Educational Society/Trust duly signed by the Chairman/President (Proforma available on the affiliation portal)
  - b. Supplementary Information (available on the affiliation portal)
6. Approval letters for the session 2017-18 issued by regulatory bodies viz. AICTE / PCI / CoA / NCHMCT etc. may be submitted to HSBTE as soon as available but not after the cut off date. The board may also verify approval letter from the AICTE web portal.
7. Print out / Hardcopy of this application duly signed by the Secretary / Chairman of the institute alongwith Undertaking and Supplementary Information must reach Secretary, HSBTE, Bays 7-12, Sector-4, Panchkula through registered post / by-hand latest **by 3<sup>rd</sup> May, 2017**.

8. Incomplete applications shall be out rightly rejected and HSBTE will not make any communication in this regard with any such institution(s).
9. The schedule for extension of provisional affiliation for the existing polytechnics for the academic session 2017-18 is as follows:

<b>Event</b>	<b>Schedule</b>
Submission of provisional affiliation proforma; AICTE, PCI, CoA, NCHMCT etc., approval letter(s) and affiliation fee prescribed by Board.	Within week of receipt of AICTE approval letter but not later than 3 <sup>rd</sup> May, 2017
Processing of application & decision of the Board for grant or refusal of affiliation.	Upto 15 <sup>th</sup> May, 2017

10. The affiliation fee for Govt. Aided (for unaided courses only) / Self-Financing polytechnics is as under:

<b>Affiliation Fee</b>	
Processing Fee (Annual)	40,000/-
Course Fee (Annual)	25,000/-@60 seats 40,000/-@90 seats 50,000/-@120 seats 80,000/-@180 seats

**Secretary**  
**Haryana State Board of Technical Education**  
**Panchkula.**