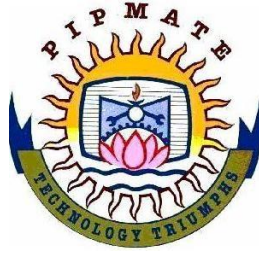


**PONDICHERRY INSTITUTE OF POST-MATRIC & TECHNICAL EDUCATION
(PIPMATE)**

**INDIRA GANDHI POLYTECHNIC COLLEGE, MAHE
CHALAKKARA, MAHE, POST NEW MAHE – 673 311**

(Affiliated to the Directorate of Technical Education, Chennai, Tamil Nadu)



INFORMATION BULLETIN

FOR THE ACADEMIC YEAR 2024-2025

FIRST YEAR/ LATERAL ENTRY

Mechanical Engineering

Electrical & Electronics Engineering

Instrumentation & Control Engineering

Computer Engineering

This Information Bulletin is only for general information and guidance for candidates seeking admission to the Indira Gandhi Polytechnic College and is not a legal document and is subject to alteration/change without notice.

INDIRA GANDHI POLYTECHNIC COLLEGE, MAHE
(An Institution of PIPMATE), DOTE Institution Code: 419
(Sponsored by the Government of Puducherry)

INFORMATION BULLETIN FOR THE ACADEMIC YEAR 2024-2025

I . GENERAL INFORMATION

In the Union Territory of Puducherry, Indira Gandhi Polytechnic College, Mahe is functioning under the control PIPMATE, Puducherry and is sponsored by the Government of Puducherry offering Three Year Diploma Courses in Four Engineering Disciplines.

- i) This Polytechnic is affiliated to the Directorate of Technical Education, Chennai, Tamil Nadu.
- ii) Admission to this Polytechnic is as per the rules and regulations laid down by the AICTE, New Delhi, Government of Puducherry and the Directorate of Technical Education, Chennai, Tamil Nadu.
- iii) When a candidate produces grade certificate, only the minimum marks applicable to the respective grades in the particular subjects will be taken into account.
- iv) Candidates who are qualified as on the last date of receipt of the application only will be eligible for admission.
- v) All admissions made to this Polytechnic are purely provisional, subject to final approval by the Directorate of Technical Education, Chennai. The candidate who is provisionally admitted to this institution, if not approved by the Directorate of Technical Education, Chennai, shall discontinue the course forthwith without any claim.
- vi) Candidates seeking admission to this Polytechnic should produce the required Puducherry Union Territory Residence Certificate as prescribed by the Government of Puducherry.
- vii) Details of Courses offered, the intake and the vacant seats available in the II year in Indira Gandhi Polytechnic College, Mahe is furnished below:

Sl. No.	Specialization in the Diploma	Regular seats	Lateral Entry Seats	
			Approved Intake	Vacancy in II year
1	Mechanical Engineering	21	2	4
2	Electrical and Electronics Engineering	27	3	3
3	Instrumentation and Control Engineering	27	2	2
4	Computer Engineering	27	3	3
TOTAL(102+10+12=124)		102	10	12

Definition of Puducherry State Resident

An applicant is considered to be a Puducherry resident if he / she is an Indian national and satisfies at least one of the following criteria:

- i) The applicant or his/her parents should have resided continuously in the Union Territory at least for **the last five years** as on or before 01.06.2024.
- ii) Those candidates who have passed the Matric / S.S.L.C. or any higher public examination and for that purpose had undergone academic studies continuously **for five successive classes** in a recognized educational Institution located in this Union Territory, with continuous residence in the Union Territory during the said 5 years.
- iii) Children of Puducherry State Government Employees who have declared any place in Union Territory as their home town and so certified by their Heads of Office Nativity Certificate in prescribed format has to be enclosed.(Go.No.MS No.64 dt 25 th May 2006)
- iv) Children whose parents are Central/ State Government Servants/ Defence Personnel/ Para military forces Employees of Public Sector Undertaking wholly or substantially owned either by the Central Government or by the Puducherry Administration posted and serving in Puducherry Union Territory at least a minimum continuous period of **Three** years prior to the last date of submission of the application (vide G.O.Ms. No. 4 dated 09/02/2016). Children of above said employees should have studied in the SSLC/Higher Secondary Courses of two years in any of the schools in the Union territory of Puducherry and should have also passed the SSLC/ Higher Secondary Examination from the same school.
- v) Children of Defence Personnel who were killed or disabled in action and children of the Central / Puducherry Government servants / Defence Personnel / Employees of Public Sector Undertaking as referred to in categories (iii) and (iv), who died while in Service, in Puducherry.
- vi) French nationals residing in the Union Territory of Puducherry and covered by the terms of the “Treaty of Cessation” shall be treated on par with that of candidates who produce the prescribed residence certificate of U.T. of Puducherry. Such French nationals will be required to produce residence certificate issued by Department of Revenue Disaster management, Puducherry, not below the rank of Deputy Tahsildar. In addition they should produce a certificate of registration issued for this purpose from the French Consulate, Puducherry.

Note: Children of this French Nationals shall not be considered for admission under the quota of Non-residents.

IV. ELIGIBILITY CONDITIONS

(A) For Regular admission:

For Regular admission to the First year of the 3 year Polytechnic diploma courses, the student should have passed in the S.S.L.C. examination or an examination equivalent thereto acceptable by the Directorate of Technical Education, Chennai, Tamil Nadu.

(B) For Lateral Entry to the 2nd Year of the 3 year Polytechnic Diploma Courses the student should have passed in:

- (a) **For Diploma in Engineering Courses:** HSC or an examination equivalent thereto acceptable by the Directorate of Technical Education, Chennai, Tamil Nadu with Physics and Mathematics as mandatory subjects and as per the AICTE Approval Process Handbook 2024-2025 (Table 8.4);

OR

- (b) ITI in respective specialisation with SSLC qualification.

Sl. No.	Specialization	Specialisation required in HSC (Vocational Stream) and ITI
1	Mechanical Engineering	2 years ITI in Fitter / Mechanic (Motor Vehicle) / Welder (Gas & Electric) / Auto rickshaw and Four Wheeler Driving and Mechanism / Refrigeration and Air Conditioning – Mechanic / Machinist / Turner / Mechanic (Diesel) or related trade.
2	Electrical & Electronics Engineering	2 years ITI in Electrician / Wireman or related trade.
3	Computer Engineering	2 years ITI in Information Technology & Electronic System Maintenance / Data Entry Operator / Computer Operator & Programming Assistant / Desktop Publishing Operator or related trade.
4	Instrumentation & Control Engineering	2 years ITI in Instrument Mechanic / Electronic Mechanic or related trade.

II. SELECTION CRITERIA

The total percentage of marks obtained by the candidates in the qualifying examination will determine the merit rank.

Where grades are awarded instead of marks in the qualifying examination, only the minimum marks applicable to the respective grades in the particular subject will be taken into account for determining the merit rank.

Order of Priority for Tiebreak

- Date of Birth (Earlier born)
- Random number assigned

Merit list

The merit list is prepared based on the total marks scored in the qualifying examination and applying tie breaker wherever applicable.

III. RESERVATION OF SEATS

The following reservations of seats are made under various categories as per G. O.Ms.No.23 dated 8th March 2001, G.O.Ms.No.2, dated 26th May 2003, G.O.Ms.No.75, dated 2nd June 2003, G.O.Ms.No.29, dated 11th March 2005 and G.O.Ms.No.126, dated 19th October 2005 of Chief Secretariat (Education), Puducherry, G.O.Ms.No.5/2009/WE/SW-V, dated 12-04-2010 and G.O.Ms.No.6/2010/WEL/SW-V, dated 09-06-2010 of the Chief Secretariat (Welfare), Puducherry G.O.Ms.No.8/2010/WEL/SW-V, dated 28-08-2010 of the Chief Secretariat (Welfare), Puducherry, G.O.Ms.No.9/2010-WEL/SW-V, dated 28-08-2010 of the Chief Secretariat (Welfare), Puducherry, G. O. Ms.No.199, dated 21-12-2006 of the Social Welfare and Nutritious Meal (SW8) Department, Tamil Nadu and G.O.Ms.No.05/2019/WEL/SCW-II dated 08.03.2019 of the Chief Secretariat(Welfare), Puducherry:

Sl. No.	Category	Percentage of Reservation
I. VERTICAL RESERVATION		
1.	Backward Tribe [BT]	0.5 %
2.	Scheduled Caste [SC]	16 %
3.	Scheduled Tribe [ST]	0.5%
4.	Most Backward Class [MBC]	18 %
5.	Extreme Backward Class [EBC]	2%
6.	Other Backward Class [OBC]	11 %
7.	Backward Class Muslims [BCM]	2%
Remaining 50% will be open for all candidates		
II. HORIZONTAL RESERVATION		
1.	Persons with Disability	5 %
2.	Wards of Ex-Servicemen	3 %
3.	Children/Grand Children of Freedom Fighters	4 %
4.	Meritorious Sports Persons	1 %

It is clarified that the reservation in favour of Backward Tribe, Scheduled Caste, Scheduled Tribe, Most Backward Classes, Other Backward Classes, Extreme Backward Class and Backward Class Muslims under Article 15(4) and article 16(4) of the constitution are called Vertical Reservation. The reservation in favour of children and grand children of freedom fighters, Meritorious Sports Persons, sons and wards of Ex-serviceman and Persons with Disability shall be Horizontal reservation as per G.O.Ms.No.23 dated 8th March 2001. To be more precise, the seats reserved in favour of Meritorious Sports Persons, children and grand children of Freedom Fighters, Wards of Ex-serviceman and Persons with Disability, will be placed against the General category.

Scheduled Caste Candidates (SC)

The candidates claiming admission under this category should belong to a caste which is recognized as Scheduled Caste under the Constitution (Puducherry) Scheduled Castes Order 1964 dated 05.03.1964, read with the Constitution (Scheduled caste) orders (Second Amendment) Act 2002 (Central Act 61 of 2002) **as per the directive/judgment of the Supreme court of India in civil appeals no. 10829-10830 of 2010, dated 07.08.2014** and should enclose the required certificate issued by an Officer of the Department of Revenue & Disaster Management, Puducherry not below the rank of Deputy Tahsildar.

Scheduled Tribe Candidates (ST)

The candidates claiming admission under this category should belong to a caste which is recognized as Scheduled Tribe under the Constitution (Puducherry) Scheduled Tribe G.O.Ms.No.05/2019/WEL/SCW-II dated 08.03.2019 of the Chief Secretariat (Welfare), Puducherry

OBC / BCM / MBC / EBC / BT Candidates

The candidates claiming admission under these categories should enclose the recent OBC/ MBC/BCM/EBC/BT certificate issued by an Officer of the Revenue Department not below the rank of the Deputy Tahsildar.

Freedom Fighter Category (FF)

The candidates claiming admission under this category should be children/ Grand Children of Freedom Fighter and they should enclose the necessary certificate issued by the **Officer-in-charge of the Freedom Fighter Cell, Puducherry.**

Ex-servicemen Category (ESM)

Ex-Servicemen / Widows of Ex-Servicemen/ Wards of Ex-Servicemen, come under this category. Candidates claiming admission under this category should enclose necessary certificate issued by the **Competent Authority from the Sainik Board** of the U.T. of Puducherry and strictly not from any other authority/ State.

Persons with Disability (PwD)

The persons suffering from **not less than forty percent** of any disability as certified by a Government designated Medical Authority is eligible under this category.

Meritorious Sports Personnel Category (MSP)

Candidates claiming admission under this category should have participated in State/ National/ International level sports and games, as listed in the G.O. Ms.No.53, dated 24-05-2012 of the Chief Secretariat, Puducherry, and to that effect should enclose all the necessary certificates, countersigned by the Inspector of Physical Education, Government of Puducherry.

To ensure that only Sports persons of excellent caliber and those who have showed consistency in sports activities get benefitted under the Sports Quota seats; the selection of candidates under Sports Quota will be considered in the order of priorities as given below.

Priority Order	Standing
1.	Medal Winners/ Rank Holders in International events
2.	Participants in International events
3.	National Level Medal Winners: a) Senior Level Medal Winners in National events b) Junior Level Medal Winners in National events c) Sub-Junior Level Medal Winners in National events
4.	State Level (Inter Schools) Medal Winners in Sports organized by the Education Department
5.	Participants in National and State Level Sports

Selection Guidelines for Sport Quota:

1. Participation in National/ State Level Sports shall be accompanied by evidence showing that they have been consistently taking active part in Sports.
2. For those who have taken part in more than one discipline of Sports, consideration will be given only to the highest priority standing attained as given above.
3. Only those who have taken part in the Sports events organized by Government and Federations recognized by the Sports Authority of India will be considered.
4. Participated up to qualifying Examination (SSLC or Matric) will be considered.
5. In case of a tie, consideration will be given to consistent/ regular participation.
6. Any further tie will be decided by taking into account the marks obtained in the Qualifying Examination.
7. The final authority to settle all disputes in selection under Sports Quota will be the Director of Higher and Technical Education, Puducherry or any Authority appointed for this purpose.
8. Participation/Achievements in Sports/ Games/ Events from 01-06-2017 to 01-06- 2020 alone will be taken into account for consideration

Special Allocation:

In Indira Gandhi Polytechnic College, there is regional horizontal reservation with prescribed number of seats. 15% of seats will be allocated for candidates hailing from regions of the Union Territory other than where the institution is located in the ratio of 23: 5: 1: 1 in the branches which are not offered in the respective regions of Pondicherry, Karaikal, Mahe and Yanam, respectively.

Special allocations for other regions are strictly for those who are residents of that respective region and who have also passed the qualifying examination through recognize institutions. These special allocations under horizontal reservation basis will become operational only for those seats if the above said minimum seats are not filled up under normal procedure by merit and other reservations.

Note : After filling the seats from the candidates who are residents of UT of Puducherry, vacant seats, if any will be filled up from the candidates from other states.

SEAT MATRIX**(A) FOR REGULAR MODE (FIRST YEAR)**

TOTAL SEATS	VERTICAL RESERVATION								HORIZONTAL RESERVATION				SPECIAL ALLOCATION			
	GEN 50%	OBC 11%	MBC 18%	SC 16%	EBC 2%	BCM 2%	BT 0.5 %	ST 0.5 %	PWD 5%	ESM 3%	FF 4%	MSP 1%	PDY	KKL	MAH	YAN
102	51	11	18	16	2	2	1	1	5	3	4	1	3	0	NA	3

SEAT MATRIX FOR I YEAR ENGINEERING BRANCH WISE

TOTAL SEATS (102)	VERTICAL RESERVATION								HORIZONTAL RESERVATION				SPECIAL ALLOCATION		
	GEN 50%	OBC 11%	MBC 18%	SC 16%	EBC 2%	BCM 2%	BT 0.5%	ST 0.5%	PWD 5%	ESM 3%	FF 4%	MSP 1%	PDY	KKL	YAN
MECHANICAL ENGINEERING (21)	11	2	4	3	0	1	0	0	1	1	1	0	0	0	1
ELECTRICAL & ELECTRONICS ENGG. (27)	13	3	4	5	1	0	0	1	2	0	1	0	0	0	1
INSTRUMENTATION & CONTROL ENGG. (27)	14	3	5	4	1	0	0	0	1	1	1	1	0	0	1
COMPUTER ENGINEERING (27)	13	3	5	4	0	1	1	0	1	1	1	0	3	0	0
TOTAL	51	11	18	16	2	2	1	1	5	3	4	1	3	0	3

(B) LATERAL ENTRY MODE**SEAT MATRIX FOR SECOND YEAR ENGINEERING**

TOTAL SEATS	VERTICAL RESERVATION								HORIZONTAL RESERVATION			
	GEN 50%	OBC 11%	MBC 18%	SC 16%	EBC 2%	BCM 2%	BT 0.5 %	ST 0.5 %	PWD 5%	ESM 3%	FF 4%	MSP 1%
22 (Approved Intake: 10) + (Vacancies in First Year : 12)	11	2	4	3	1	1	0	0	1	1	1	0
TOTAL : 22	11	2	4	3	1	1	0	0	1	1	1	0

TOTAL SEATS (38)	VERTICAL RESERVATION								HORIZONTAL RESERVATION			
	GEN	OBC	MBC	SC	EBC	BCM	BT	ST	PWD	ESM	FF	MSP
MECHANICAL ENGINEERING (2) + Vacancies in First Year : 4; Total : 6	3	1	1	0	1	0	0	0	0	0	1	0
ELECTRICAL & ELECTRONICS ENGG. (3) + Vacancies in First Year : 3; Total : 6	3	0	1	1	0	1	0	0	0	1	0	0
INSTRUMENTATION & CONTROL ENGG. (2) + Vacancies in First Year : 2; Total : 4	2	0	1	1	0	0	0	0	0	0	0	0
COMPUTER ENGINEERING (3) + Vacancies in First Year : 3; Total : 6	3	1	1	1	0	0	0	0	1	0	0	0
TOTAL : 22	11	2	4	3	1	1	0	0	1	1	1	0

V. INSTRUCTIONS TO CANDIDATES

1. The Prospectus and Application Form for Admission can be downloaded from the college website www.igptc-mahe.in
2. The candidate in his/her own handwriting should fill in the application form. Overwriting and erasing should be avoided. While filling up the application form, mistakes if any, should be struck off and rewritten clearly with attestation of the candidate by his/her signature.
3. The filled in applications along with required self-attested documents should be sent by Speed Post/Registered Post/ Courier so as to reach this office on or before **27-05-2024 (Lateral Entry Applications) and 03-06-2024(First Year Applications)**.
4. Separate application forms should be submitted for the admission of First Year (I Semester) different courses as given below:
 - i) Application form for admission to **First Year** Engineering.
 - ii) Application form for admission to **Second Year** Engineering.
5. Candidates should carefully go through the instructions and information given in the application form and prospectus before filling up the application.
6. Consideration of application will be purely on the particulars furnished by the candidates in his /her application form. **Xerox Copies of testimonials, i.e., Mark List or Grade sheet of the qualifying examination, Transfer Certificate issued by the institution last studied, Nationality Certificate, Residence Certificate, relevant Certificates in support of the claim for reservation under different categories (Community/ Physically Challenged/ Freedom Fighter/ Ex-servicemen/ Meritorious Sports) , if applicable, along with an attested passport size photo, need to be submitted along with the duly filled-in application.**
7. Application, which are found incomplete, defective or improper application form or application received after the due date and time prescribed will be summarily rejected and no correspondence will be entertained in this regard. Only Xerox copies of the certificates are to be enclosed along with the Applications.
8. Provisionally selected candidates and candidates in the waiting list will be called for an interview at the Office of the Principal of the Polytechnic for verification of the original testimonials and for selection / admission. The date and time of the interview will be intimated to the candidates in advance. No communication will be sent to the applicants who are not selected for admission. If the candidate is absent for interview, his/ her name will be deleted from the merit list. Original certificates are to be produced only at the time of Interview.
9. The provisional selection list of candidates under various categories will be hosted in the college website www.igptc-mahe.in
10. **The students have to check the College Website regularly. No responsibility will be taken for any non-receipt of communication.**
11. Particulars given in the Application form and in the Attestation form to be submitted at the time of interview should be one and the same. In case any discrepancy is noticed, the application of such candidates is liable to be rejected.

12. If a candidate submits more than one application form for a particular course, the application received later alone will be considered. Other applications received earlier will automatically stand cancelled.

Note: Though the candidates may mention their preferred branch of study in Engineering in the attestation form to be submitted at the time of interview, it does not ensure automatic selection and admission to the branch preferred. Allocation of branch is done during admission as per the criteria followed at the time and the decision of the Institution will be final.

13. At the time of interview, the candidates should produce the following certificates in ORIGINAL:

- (i) Residence Certificate in the prescribed form.
- (ii) Nationality Certificate in the prescribed form.
- (iii) Mark sheet of the Qualifying Examination.
- (iv) Transfer Certificate and Conduct Certificate issued by the Head of the Institution last attended.
- (v) SC/ MBC/ EBC/OBC/BT/BCM/ST certificates, if applicable.
- (vi) Medical fitness certificate issued by the students Health Officer of Puducherry/ Karaikal/Mahe/Yanam.
- (vii) Certificates supporting the CLAIM OF ADMISSION UNDER any **special quota**, if applicable, prescribed in the Prospectus.

14. Selected candidates should pay the prescribed fees immediately and submit all their original certificates. Failure to pay the fees in time will result in cancellation of admission and the next candidate in the waiting list will be accommodated immediately.

15. The original certificates submitted at the time of admission will not be available to the students as all those certificates will be sent immediately to the Directorate of Technical Education, Chennai, for verification and accordance of approval of admission. Hence, candidates are advised to take sufficient number of attested copies of these certificates for their use before submission of originals.

16. Tentative commencement of the classes will be intimated at the time of admission.

17. The Institution follows the Academic Calendar Schedule of the Directorate of Technical Education, Chennai. (<https://dte.tn.gov.in>). Candidates are advised in their own interest to see that they satisfy all eligibility conditions before they apply for admission.

VI. FEE STRUCTURE

(A) REGULAR AND LATERAL ENTRY MODE

The following fees and deposits are to be paid for admission to Diploma Courses:

Sl. No.	Nature of Fee	U.T. Residents	Other State(s)
1.	Tuition Fee	Nil	4500.00
2.	Caution Deposit (*)	100.00	100.00
3.	Admission Fee (*)	100.00	100.00
4.	Medical Examination Fee	10.00	10.00
5.	Medical aid Fee	10.00	10.00
6.	Athletics & Games Fee	100.00	100.00
7.	Calendar Fee	30.00	30.00
8.	Magazine Fee	50.00	50.00
9.	Students Association/Cultural Fee	200.00	200.00
10.	Stationery Fee	100.00	100.00
11.	Teaching Aid Fee	100.00	100.00
12.	Library Fee	150.00	150.00
13.	Library Deposit (*)	50.00	50.00
14.	Computer Charges	250.00	250.00
15.	Students Council Fee (*)	100.00	100.00
16.	Laboratory Fee	150.00	150.00
17.	Audio Visual Fee	Nil	Nil
	TOTAL	1500.00	6000.00

(*) Payable at the time of admission only

- a. Certificate verification fees per Mark sheet(SSLC/HSC) : Rs. 50.00
(To be remitted to the Director of Government of Examination, Chennai)
- b. Certificate verification fees per Mark sheet(CBSE) : Rs. 580.00
(To be remitted to the Secretary, Central Board of Secondary Education, Regional Office, Chennai)
- c. Certificate verification fees per Mark sheet(SSLC/H.Sc.) : Rs.100.00
(To be remitted to the Secretary to the Commissioner for Government Examinations, Pareeksha Bhavan, Poojappura, Thiruvananthapuram)
- d. Certificate Verification fee : Rs.15.00
(To be remitted to the Directorate of Technical Education, Chennai)
- e. Identity Card : Rs. 200.00
- f. Insurance Coverage : Rs. 150.00

Caution deposit shall be refundable on the completion or discontinuation of the course after the recoveries if any, on account of breakage or damage of the institution belongings, properties, etc.

The above fees are applicable to those who are admitted during 2024-2025

VII. MEDICAL EXAMINATION OF STUDENTS

The candidates who are called for interview shall get them medically examined by the Students' Health Officer of Puducherry UT and produce the Medical Certificates in ORIGINAL

VIII. RAGGING STRICTLY PROHIBITED

Ragging is strictly prohibited by the notification issued by the Ministry of Education, Government of India, and New Delhi with penalty ranging up to 2 years of imprisonment. If any student indulges in any form of ragging, he/she will be summarily rusticated from the institution

Canvassing in any form will be a disqualification for admission.

IX. DOTE REGULATIONS

Requirements of Progress and attendance: A Candidate shall be permitted to appear for Board Examination only, if;

1. He/She secures not less than 75% of attendance in the number of working days of each semester.
2. His/Her conduct has been satisfactory with satisfactory academic progress.

PRINCIPAL