

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

**(Department of Training & Technical Education)**

No.161/12/Admn.Pol/Deg/2007/DDTE

Dated the \_\_\_\_\_, 2007

**NOTIFICATION**

No.161/12/Admn.Pol/Deg/2007/DDTE - In exercise of the powers conferred by sub-section (1) of section 23 of the Delhi Diploma Level Technical Education Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007, (Delhi Act 7 of 2007), the Government of National Capital Territory of Delhi hereby makes the following rules, namely:-

1. *Short title and commencement.*- (1) These rules may be called the Delhi Diploma Level Technical Education Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Rules, 2007.

(2) They shall come into force with effect from the date of their publication in the Delhi Gazette.

2. *Definitions* .- In these rules, unless the context otherwise requires,-

(a) “Act” means the Delhi Diploma Level Technical Education Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007(Delhi Act 7 of 2007);

- (b) “admission brochure” means the bulletin or booklet or prospectus mentioning various details pertaining to various activities regarding the Board of Technical Education, its affiliated institutes, details of courses therein, their eligibility criteria for admission, etc. and issued by or with the approval of the designated agency for an academic year and other details with respect to diploma level technical courses;
- (c) “admission counselling” means the process of calling upon qualified applicants to give their choices of preferred branches/courses and allotting seats based on relative merits and preferences of applicants;
- (d) “Chairperson” means the Chairperson of the Admission Regulatory Committee constituted under section 4 or the Chairperson of the Fee Regulatory Committee constituted under section 6, as the case may be;
- (e) “member” means a member of the Admission Regulatory Committee constituted under section 4 or a member of the Fee Regulatory Committee constituted under section 6, as the case may be;
- (f) “persons with disabilities” means persons with disabilities as defined in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996);
- (g) “programme of study” includes all the units of a discipline of study in an institute;
- (h) “qualified applicants” means those applicants who fulfill the qualifications as laid down under section 13,
- (i) “qualifying examination” means the examination specified in the admission brochure and approved by the designated agency as the qualifying examination for a specific course of study;
- (j) “rank ordering” means ordering of qualified applicants in descending order of merit;
- (k) “section” means a section of the Act;
- (l) Words and expressions used but not defined in these rules and defined in the Act shall have the same meanings respectively assigned to them in the Act.

3. *Terms and conditions of service of the Chairperson and members of the Admission Regulatory Committee* .- (1) The Chairperson of the Admission Regulatory Committee shall be entitled to receive such allowances and at such rates as may be fixed by the Government.

(2) The members of the Admission Regulatory Committee shall be paid sitting fees for attending the meetings thereof at such rates as may be fixed by the Government, from time to time.

(3) The Chairperson and members of the Admission Regulatory Committee shall be entitled for travelling allowances and daily allowances at the rates as applicable to Group 'A' officers of the Government.

4. *Meetings of the Admission Regulatory Committee*.- The Admission Regulatory Committee shall meet at such intervals as may be decided by the Chairperson of the said Committee or as may be resolved by at least one-half of its members.

5. *Terms and conditions of service of the Chairperson and members of the Fee Regulatory Committee* .- (1) The Chairperson of the Fee Regulatory Committee shall be entitled to receive such allowances and at such rates as may be fixed by the Government from time to time.

(2) The members of the Fee Regulatory Committee shall be paid sitting fees for attending the meetings thereof at such rates as may be fixed by the Government from time to time.

(3) The Chairperson and members of the Fee Regulatory Committee shall be entitled for travelling allowances and daily allowances at the rates admissible for Group 'A' officers of the Government.

6. *Meetings of the Fee Regulatory Committee* .- The Fee Regulatory Committee shall meet at such interval as may be decided by the Chairperson of the said Committee or as may be resolved by at least one-half of its members.

7. *Educational qualification for admission to diploma level technical courses*.- The educational qualifications for admission to various courses shall be as specified in the admission brochure for admission to the concerned course. In case of courses not affiliated to the Board, the guidelines, instructions and norms, if any, of the concerned statutory bodies or the Government shall be applicable.

8. *Allotment of seats* .- (1) Allotment of seats in an un-aided diploma level technical education institutes shall be made institution-wise for each course.

(2) Every diploma level technical education institution, other than a minority institution, shall provide for seats in respect of management quota, wards of defence personnel, persons with disability, National cadet corps category and others in the manner as described below :-

(a) Management Quota. – (i) The Chairman or Secretary of the highest management body of the diploma level technical education institution shall furnish an affidavit to the designated agency, mentioning therein that they have followed the procedure laid down in the Act and these rules in a transparent manner and that they have done so without any prejudice or undue favour. Such an affidavit shall accompany the list of successful candidates under the management quota, to be lodged with the designated agency in the manner as laid down in clause (viii) herein after.

(ii) The institute shall advertise the admission notice for management quota seats in at least two daily newspapers, one in Hindi and the other in English in addition to displaying the same on the institute's website and the institute's notice board, kept at a conspicuous place. A copy of the notice shall also be sent to the designated agency. This admission notice shall be displayed at least a fortnight before the last date for

closing of admission for the concerned course, and shall include therein information necessary for the students seeking admission to the management quota seats. The admission notice shall include therein the place from which admission forms will be available, the date, time and manner for submission of completed applications and the schedule for various admission processes and counselling. The Prospective applicants shall be given a period of at least eighteen days to apply for seats under the management quota, in the aforementioned manner.

(iii) While calculating the management seats, fraction less than 0.7 shall be ignored and above that converted into one full seat.

(iv) Based on the aggregate marks obtained by qualified applicants at the qualifying examination, the institute concerned shall prepare and display the 'rank ordered' merit list of such applicants on the institute's website and notice board kept at a conspicuous place of the institute, within two days of the closing date for receipt of the management quota applications. A copy of the list shall also be sent to the designated agency. The criteria for rank ordering of applicants with a tie in the qualifying examination's aggregate marks shall be the same as those laid down in the admission brochure or as laid down by the designated authority.

(v) Based on the merit list so drawn up, the institute concerned shall conduct admission counselling for allotment of branches/courses to qualified applicants within a period of three days of drawing up of the merit list of qualified management quota applicants. Such admission counselling will, however, be subject to the condition that there shall not be more than two rounds of counselling. The list of applicants who will be called for a given round of admission counselling shall be displayed on the institute's website and notice board, kept in a conspicuous place.

(vi) Following the conduct of admission counselling, the list of applicants admitted to the management quota seats made on the basis of the merit list drawn up in the aforementioned manner and the balance of the management quota seats in each course shall

be displayed/published at the end of each round of counselling on the website of the respective institute as well as that of the designated agency. The list of the candidates being called for the first round of counselling shall be displayed in the aforementioned manner along with the merit list, indicating therein the date, time, place at which the counselling will be held. The date, time and place of the second round of counselling will be displayed along with the list of candidates admitted in the first round of counselling:

Provided that the second round of counselling shall commence only twelve hours after publication of the list of applicants admitted in the first round of counselling and the discipline/course-wise balance of seats.

(vii) The last date to fill up the management quota seats will be nine calendar days after the last date for regular admissions in the course concerned.

(viii) All admissions made to the management quota seats shall be provisional subject to ratification by the designated agency, which will convey its decision within a day of being informed by the institute of the list of successful candidates and the basis of their selection as per the procedure mentioned herein before.

(ix) The affiliated institute shall not be authorized to admit candidates against the management quota seats after the cut-off date fixed as mentioned in sub-clause (vii) above.

(x) If any dispute arises with regard to the admission under the management quota seat(s), the designated agency or the Government, as the case may be, shall have the overriding power to issue directions to the institute which shall be binding upon the institute concerned.

(b) Physically Challenged candidates. - Three percent of seats in each programme of study shall be reserved for persons with disability, duly certified by the prescribed authority.

(c) National Cadet Corps category,-Half percent of seats in this category will be filled-up on the basis of inter-se merit among the National Cadet Corps certificate holders of a given certificate level. Candidates with 'C' certificate will be given higher priority over those candidates having 'B' certificate, who in-turn, will be given a higher priority over those with 'A' certificate.

(d) Wards of persons with liability of transfer outside Delhi. - 0.5% of the seats in a programme of study shall be kept reserved for the wards of employees working in the Government/Legislature/Judicial Services of Delhi and having liability for transfer outside Delhi.

(e) Wards of Defence Personnel. - Five percent of the seats under each programme of study shall be reserved for the widows/ wards of personnel of Armed Forces in the order prescribed by the Rajya Sainik Board from time to time.

(f) Supernumerary seats. – (i) Subject to the clearances as may be required from the competent statutory authorities, five percent supernumerary seats in each programme will be earmarked for the wards of non-resident Indians in institutes which are being run from permanent campuses having adequate space and infrastructure and in institutions which have received specific 'No Objection Certificate' to that effect from the Government for admitting students from non-resident Indians category. Admissions to non-resident Indian quota seats shall be strictly on merit as per procedure to be notified by the Government.

(ii) One seat supernumerary seat will be earmarked for Kashmiri migrants in each institute. The designated agency will earmark the course and unit in which such supernumerary seat is to be provided by the institute concerned. Admission shall be based on merit through common entrance test conducted by the designated agency. The first preference will be given to a kashmiri migrant registered in Delhi upto the 11<sup>th</sup> day of June, 2001. A certificate from the competent authority for availing admission against this quota shall be produced by the candidate at the time of counselling or

admission.

(3) For minority institutions, percentage of seats to be filled up on the basis of merit shall be decided by the management of the respective institute and the remaining seats shall be filled up as per the laid down procedure prescribed for the non-minority institutes. The percentage of seats so decided shall be communicated to the designated agency by the management of the institute at least a month before the commencement of the counselling for the concerned programme of study.

9 Removal of Doubts:- If any doubt arises as to the in Interpretation of any of the provision of these rules, the matter shall be referred to the Government as such other officer as may be specified by the Government by a general or special order in this behalf, and the Government or such other officer shall decide the same, which shall be final and binding.

**By order and in the name of the Lieutenant Governor of the  
National Capital Territory of Delhi,**

***(DR. G. NARENDRA KUMAR)***  
***Secretary (Training and Education)***

