



## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: www.dsec.ac.in Email: info@dsec.ac.in

Affiliated to MAKAUT and Approved by AICTE

Need to be

### Minutes of the 12<sup>th</sup> Meeting of Board of Governors held on 03rd July 2018

The 12<sup>th</sup> meeting of the Board of Governors (BoG) of Dr. Sudhir Chandra Sur Degree Engineering College, Dum Dum, Kolkata was held on 3rd July 2018 from 10:30 AM onwards at Regency-1 Hall of the Kenilworth Hotel, Kolkata-700071.

Members Present		
Serial No.	Name	Designation
1.	<i>Dr. Vir Singh, Professor, Dept. of Physics, Indian Institute of Technology, Roorkee</i>	Acting Chairman
2.	<i>Prof. Partha Ghosh, State Govt. Nominee, Govt. College of Engineering &amp; Ceramic Technology</i>	Member
3.	<i>Dr. Amalendu Basu, Representative of Director of Technical Education, Govt. of West Bengal</i>	Member
4.	<i>Prof. Narayan Banerjee, MAKAUT Nominee, MAKAUT, West Bengal</i>	Member
5.	<i>Mr. Taranjit Singh, Managing Trustee, JIS Foundation</i>	Member
6.	<i>Mr. Simarpreet Singh, Member, JIS Foundation</i>	Member
7.	<i>Mr. Amanjot Singh, Member, JIS Foundation</i>	Member
8.	<i>Mr. S. S. Duttgupta, Director, JIS Group</i>	Member
9.	<i>Mr. U. S. Mukherjee, Deputy Director, JIS Group</i>	Member



Principal  
B.E., M.E. (MBM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FMIEE, LMITEE, LWSIE, MCSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surer Math, Kolkata-700074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Suremath, Kolkata 700 074

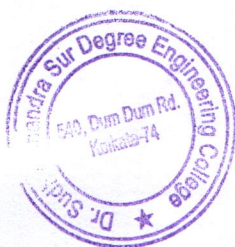
Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

10.	<b>Dr. Asit Guha</b> , Adviser, JIS Group and Educationist	Member
11.	<b>Mr. Amit Srivastava</b> , Managing Director, Hash Technology	Industrial Representative
12.	<b>Dr. Ranjit Roy</b> , Professor & HoD, Dept. of Electrical Engineering, Dr. Sudhir Chandra Sur Degree Engineering College	Faculty Member
13.	<b>Ms. Anuva Ganguly</b> , Assistant Professor Department of Electronics and Communication Engineering Dr. Sudhir Chandra Sur Degree Engineering College	Faculty Member
14.	<b>Dr. Om Prakash Sharma</b> , Principal, Dr. Sudhir Chandra Sur Degree Engineering College	Member Secretary

### Members Absent

Serial No.	Name	Designation
1.	<b>The Regional Director</b> , AICTE, Eastern Regional Office	Member
2.	<b>Dr. S. M. Chatterjee</b> , Ex-Vice Chancellor, IEST, Shibpur	Chairman
3.	<b>Mr. Kallol Datta</b> , Chairman & Managing Director, Andrew Yule & Company Ltd. (Industrialist)	Member
4.	<b>Mr. Haranjit Singh</b> , Trustee Member, JIS Foundation	Member
5.	<b>Mr. Amrik Singh</b> , Trustee Member, JIS Foundation	Member
6.	<b>Ms. Jaspreet Kaur</b> , Member, JIS Foundation	Member
7.	<b>Mr. Harjot Singh</b> , Member, JIS Foundation	Member
8.	<b>Dr. T.S. Lamba</b> , Director, Dr. Sudhir Chandra Sur Degree Engineering College, Dum Dum	Member



Principal  
B.E., M.E. (MBM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FIMET, LMITE, LICE, MOSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Suremath, Kolkata-700074





## **Dr. Sudhir Chandra Sur Degree Engineering College**

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

### **Introduction**

At the outset of the meeting, due to the absence of Hon'ble Chairman Dr. S. M. Chatterjee, it was decided that Dr. Vir Singh, Professor, Dept. of Physics, Indian Institute of Technology, Roorkee will act the Chairman of the 12<sup>th</sup> BoG meeting. The same was confirmed and accepted by all the members of the BoG.

At the beginning, Acting Chairman Dr. Vir Singh requested all the members of the Board of Governors to observe two minutes of silence for the sudden demise of Late Sardar Jodh Singh Ji. Further, he has requested the Member Secretary Prof. (Dr.) Om Prakash Sharma to send a letter to Mrs. Jodh Singh, as a mark of respect from the members of the Board of Governors of the institute.

The absence of the members due to unavoidable circumstances were granted by the Acting Chairman. The meeting continued afterwards with the pre-defined agendas. The Acting Chairman pointed out that the presentation of the Member Secretary should be attached with the agenda documents from the next meeting. Mr. Taranjit Singh, Hon'ble Managing Director, JIS Group of Educational Initiatives requested the Member Secretary to confirm the same from the next meeting onwards. With the permission of the Chair, Prof. (Dr.) Om Prakash Sharma, Member Secretary started the presentation and shared the detailed agendas of the meeting.

<b>Agenda 12.1</b>	<b>To confirm the minutes of the last (11<sup>th</sup>) BoG meeting held on 16.12.2017.</b>
<b>Resolution 12.1</b>	The minutes of the meeting of the last BoG held on 16 <sup>th</sup> December 2017 were approved and confirmed by all the members of the BoG. The meeting progressed further with the pre-decided agendas.
<b>Agenda 12.2</b>	<b>Action Taken Report (ATR) on the points raised during 11th meeting of BoG held on 16<sup>th</sup> December 2017.</b>
<b>Resolution 12.2</b>	The Action Taken Report on the suggestions made against the minutes of the last held meeting was presented for consideration, and, subsequently, was noted and approved by the Chair and other members.
<b>Agenda 12.3</b>	<b>To consider the report of the Member Secretary.</b>
<b>Resolution 12.3</b>	The annual progress report of the institute, including its major accomplishments and advancements, was presented by the Member Secretary. The Board of Governors carefully reviewed the report and extensively deliberated on all the significant aspects highlighted within it. The Chair, along with all attending members, conveyed their contentment with the institute's performance as outlined in the report.

**Dr. Om Prakash Sharma**  
Principal

B.E., M.E. (MBM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FNAE, LMITEE, IACETAS, MCSI  
Dr. Sudhir Chandra Sur Degree Engineering College





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

<b>Agenda 12.4</b>	<b>To report the admission status of students for the current academic year.</b>
<b>Resolution 12.4</b>	The Member Secretary presented the Admission Status of the Current Academic Year. The members were satisfied with the admission records and instructed the Member Secretary to move forward with the other agendas.
<b>Agenda 12.5</b>	<b>To approve and deliberate upon the newly defined Vision-Mission statements of the Institute.</b>
<b>Resolution 12.5</b>	The new institutional mission and vision statements of the institute were shared among the Board members. Since the affiliating university is going to implement a new curriculum from this Academic Year onwards, the Member Secretary proposed to change the existing mission-vision statements. The members accepted the proposal and endorsed the new vision-mission statements shared in the meeting. The new statements are shared herewith in Annexure- I.
<b>Agenda 12.6</b>	<b>To discuss the Vision-Mission-PEO-PSO statements of the individual Departments.</b>
<b>Resolution 12.6</b>	<p>After a comprehensive discussion on the existing mission-vision statements of all the departments, it was found that these statements weren't focusing on the true ideas of the Institution and its departments. The Acting Chairman suggested some actions to develop these statements, which are as follows:</p> <ul style="list-style-type: none"><li>• The departments should collect feedback from the Internal and External Stakeholders.</li><li>• The department should discuss and analyze this feedback in their respective Academic Committees and prepare new statements, which should be further approved by the Departmental Board of Studies and Academic Committee.</li><li>• Feedback should be taken from the BoG members also, while developing these statements.</li><li>• The modified Vision-Mission statements should be presented in the next BoG meeting. It was also instructed to the Member Secretary to present the Departmental PEOs and PSOs in the next meeting.</li></ul>





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: www.dsec.ac.in Email: info@dsec.ac.in

Affiliated to MAKAUT and Approved by AICTE

<b>Agenda 12.7</b>	<b>To report on publication of journal and conference papers.</b>
<b>Resolution 12.7</b>	<p>The Member Secretary delivered a presentation detailing the faculty members' accomplishments in peer-reviewed publications across journals, book chapters, and distinguished conference proceedings. Following this presentation, the Chair and other Board of Governors members acknowledged and commended the faculty members' efforts. They recommended devising strategies and plans aimed at boosting the volume of publications by involving students and fostering collaborations with State and Central Technical Institutes.</p>
<b>Agenda 12.8</b>	<b>To report on Anti-Ragging Measures &amp; Cases Registered.</b>
<b>Resolution 12.8</b>	<p>The Member-Secretary updated the Board that Ms. Dazy Rani, Assistant Registrar and Member Secretary of the Anti-Ragging Squad, oversees the efforts to prevent ragging and requested her to provide an overview to the Board. Ms. Dazy Rani, in her capacity as Assistant Registrar and Member Secretary of the Anti-Ragging Squad, briefed the Board on the institute's initiatives to prevent ragging. The key measures highlighted by her include:</p> <ul style="list-style-type: none"> <li>• Large-sized Anti-Ragging Posters have been printed and strategically displayed across the campus.</li> <li>• Reconstitution of the Anti-Ragging Committee and Squad, followed by regular monitoring and inspections.</li> <li>• Obtaining written undertakings from students and their guardians during admissions, as done in previous years.</li> <li>• Implementation of an online undertaking from students' post-registration.</li> <li>• Inclusion of anti-ragging messages in the college's student handbook.</li> <li>• Organizing multiple meetings with the anti-ragging squad and committee to strategize and implement measures against ragging.</li> <li>• Operational CCTV monitoring on the premises.</li> <li>• The Member-Secretary informed the Board that there have been no reported incidents of ragging within the college campus.</li> </ul> <p>The BoG Members appreciated the efforts made by the institution.</p>

**Dr. Om Prakash Sharma**  
Principal

B.E., M.E. (MDM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FIMET, LMITEE, LACRAE, MOSI

Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surermath, Kolkata-700074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

<b>Agenda 12.9</b>	<b>To report on Training &amp; Placement.</b>
<b>Resolution 12.9</b>	<p>The Member-Secretary presented the report in respect of the on-going batch of all the departments.</p> <p>Further, the Member-Secretary has also informed about the Board that the various measures taken by the institute to enhance employability such as</p> <ul style="list-style-type: none"><li>• Grooming</li><li>• Soft Skill Development and assessment</li><li>• Software Trainings</li><li>• Domain Knowledge</li><li>• Technical Knowledge beyond Syllabus</li><li>• Participation in Seminars &amp; Workshops</li><li>• Career Counseling</li><li>• Mentoring</li></ul> <p>The Acting Chairman has appreciated the efforts taken by the institute and requested the Member Secretary to present the records separately about the placement status of on-campus drive and off-campus drive from the ensuing meeting.</p> <p>Moreover, the Acting Chairman has also advised to invite nearby industry experts for various programs of the institute to upgrade the domain knowledge of the students.</p>
<b>Agenda 12.10</b>	<b>To approve the no. of reserved seats to be admitted through WBJEE for the AY 2019-20</b>
<b>Resolution 12.10</b>	<p>As per the Section 5.1 of the WBJEE Bulletin, published on 20<sup>th</sup> November, 2017, the reservation of seats for the SC/ST/OBC candidates in a self-financing private institution depends on the decision of the institution. Quoting the same, the Member Secretary proposed for a 10% reservation (Distributed as 5% SC, 1% ST, 2% OBC-A and 1% OBC-B) for the candidates to be admitted through West Bengal Joint Entrance Examinations and thereafter the Board of Governors approved the decision. The department-wise and category-wise details of seats reserved are provided on Annexure-III.</p>
<b>Agenda 12.11</b>	<b>To report the Academic Performance based on odd Semester Results</b>

B.E., M.E. (MEM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FNAE, FIMET, FIMSE, FIMT, FIMCSE  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surermath, Kolkata-700074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

<b>Resolution 12.11</b>	The Member-Secretary presented the report of odd semester 2017 results of various programs of the institute with detailed analysis. The Acting Chairman has appreciated the results of the students.
<b>Agenda 12.12</b>	<b>To report on joining &amp; resignation since the last BOG meeting.</b>
<b>Resolution 12.12</b>	The Member-Secretary presented the status of appointment and resignation of faculty members since the 11th BoG meeting. All the BoG Members noted the status of joining & resignation.
<b>Agenda 12.13</b>	<b>To report of surveillance prevention safety &amp; check adoption compliance</b>
<b>Resolution 12.13</b>	<p>The Member-Secretary presented the report on surveillance prevention and safety measures taken by the institute. The following measures are taken by the institute:</p> <ul style="list-style-type: none"> <li>• Refilling of fire extinguishers</li> <li>• Firefighting practice</li> <li>• Availability of first Aid Box in Workshops, Dept and central places</li> <li>• Patient Emergency Ramp</li> <li>• Sick Room</li> <li>• Testing of potable water</li> <li>• Use of Iron Guard in Water Supply Line</li> <li>• CCTV Surveillance</li> </ul> <p>The Board has noted all the measures taken.</p>
<b>Agenda 12.14</b>	<b>Specific Achievement and future activities</b>
<b>Resolution 12.14</b>	The Member-Secretary presented to the Board about the special achievements of our students and staff members since the 11th Board of Governors meeting. A few of them were about the felicitation of MAKAUT M. Tech toppers from Mechanical Engineering and Automobile Engineering by the Governor of West Bengal and patents registered by one of our technical assistants etc.

**Dr. Um Prakash Sharma**  
Principal

B.E., M.E. (MBM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FIMET, LMBIT, LMCTE, MCSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surermath, Kolkata-700074






## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

	<p>Further, the Member-Secretary presented the Board about the future activities are to be undertaken by the institute are:</p> <ul style="list-style-type: none"><li>● Centre of Excellence</li><li>● Blood Donation Camp</li><li>● Dental Checkup Camp</li><li>● Health Check-up Camp</li><li>● Automatic Napkin Vending Machine</li><li>● Coast Guard Seminar</li><li>● NSS Activities</li><li>● Cultural &amp; Tech Fest</li><li>● Farewell to Passing Out Students</li><li>● Football Tournament</li><li>● NCC Unit</li></ul> <p>The Board has noted the points.</p>
<b>Agenda 12.15</b>	<b>Presentation of budget for the financial year 2018-19.</b>
<b>Resolution 12.15</b>	<p>The proposed budget for the Financial Year 2018-19 was presented by the Member Secretary. The Board commented on the Budgets and thereafter, requested the Member Secretary to revise the budget accordingly and present it in the ensuing Board of Governors meeting.</p>
<b>Agenda 12.16</b>	<b>Approval regarding the sanctioned post of faculties for all departments, as required during the upcoming Academic Year 2018-19</b>
<b>Resolution 12.16</b>	<p>The Member Secretary briefed the board on the faculty needs for each department, following the AICTE guidelines to maintain a Student-Faculty Ratio of 20:1. The board agreed to appoint a total of 109 faculty members for the Academic Year 2018-2019, as discussed in the Institutional Academic Council Meeting. Details of the allocated faculty positions for each department are outlined in Annexure-II. Additionally, the Board delegated authority to the Principal to manage the faculty count in accordance with the approved positions, in consultation with the Board of Governors.</p>
<b>Agenda 12.17</b>	<b>Approval of the Service Rule book for the employees of the Institute.</b>

  
Principal  
B.E., M.E. (NEM, Jodhpur), Ph.D. (MNIT, Jaipur)  
540, Dum Dum Road, Surermath, Kolkata 700 074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

<b>Resolution 12. 17</b>	The Member Secretary presented the details about the 2018 amended Service Rule Book for the employees of Dr. Sudhir Chandra Sur Degree Engineering College. The BoG members had some queries about the newly introduced features of the Rule Book. Upon clarification, they approved the 2018 amended Service Rule Book.
<b>Agenda 12.18</b>	<b>Any other matter with the permission of the Chair.</b>
<b>Resolution 12.18</b>	<p>Dr. Vir Singh requested the institute to take initiative on <b><i>“Green Campus”</i></b> and the measures taken under this be reported to the next meeting.</p> <ul style="list-style-type: none"><li>• Further, he has also emphasized setting up a center of excellence on <b><i>“Automobile Engineering”</i></b>. Moreover, he has suggested submitting one project proposal by HOD of Automobile Engineering on <b><i>“Alternate Fuel”</i></b> to any Govt. agency of repute to explore the said emerging area of research.</li><li>• It was also suggested by him to undertake <b><i>more “Memorandum of Understanding (MOU)”</i></b> with nearby industries by various disciplines to increase more industry-institute interaction and to take up industry- institute joint project guidance for the benefit of students.</li></ul> <p>Moreover, it was suggested by him to encourage more faculty members to submit research proposals on Govt. agencies to promote research and consultancy work in the institute.</p>

The Acting Chairman in his closing remarks expressed his sincere thanks to all the members present in the meeting for their valuable presence, participation, and constructive criticism with meaningful contributions.

The meeting concluded with the vote of thanks to the Chair by Dr. (Col) Probhas Bose, Member Secretary, BoG.

**Prof. (Dr.) Om Prakash Sharma**  
Member Secretary

**Dr. Vir Singh**  
Acting Chairman





## **Dr. Sudhir Chandra Sur Degree Engineering College**

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

### **Annexure – I**

### **Institutional Vision and Mission statements**

#### **Institutional Vision Statement**

To be a top global technology institute that creates leaders & innovators and generates new knowledge for society & industry via transformative education.

#### **Institutional Mission Statements**


**IM 1. Excellence in Education:** Education of world-class quality, based on ethics and critical thinking, for the betterment of life.

**IM 2. Innovative Research:** An innovation ecosystem to advance knowledge and tackle pressing issues.

**IM 3. Impactful People:** Happy, accountable, compassionate, and effective employees and pupils.

**IM 4. Productivity Enhancement:** Active engagement with national and international companies, as well as institutions, to increase productivity and economic development.

**IM 5. Service to Society:** Providing knowledge and compassion to the region and the planet.

  
Dr. Sudhir Chandra Sur  
B.E., M.E. (MDM, Jodhpur), Ph.D. (MMU, U.K.),  
MIEEE, FIAMEE, LMIETE, MACE, MCSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surer Math, Kolkata-700074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074

Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)


Affiliated to MAKAUT and Approved by AICTE

### Annexure-II

#### Department wise details of sanctioned faculties

Academic Year: 2018-19

Serial No.	Department	No. of faculties sanctioned
1.	Automobile Engineering	09
2.	Civil Engineering	10
3.	Computer Science and Engineering	13
4.	Electrical Engineering	12
5.	Electronics and Communication Engineering	20
6.	Mechanical Engineering	18
7.	Basic Science and Humanities	27
Total		109

  
Dr. Chandra  
B.E., M.E. (MDM, Jodhpur), Ph.D. (BNK, Jodhpur)  
MIEEE, FNAE, LMIEE, LAMIEE, MOSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surermath, Kolkata-700074





## Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Surermath, Kolkata 700 074


Website: [www.dsec.ac.in](http://www.dsec.ac.in) Email: [info@dsec.ac.in](mailto:info@dsec.ac.in)

Affiliated to MAKAUT and Approved by AICTE

### Annexure III Department wise Details of Reserved Seats Academic Year: 2018-19

Department wise details of Reserved Seats					
Serial No.	Name of the Department	Distribution of Reserved Seats			Total
		SC	ST	OBC	
1	Department of CSE (B. Tech)	2	1	1	4
2	Department of ECE (B. Tech)	5	1	2	8
3	Department of ME (B. Tech)	5	1	2	8
4	Department of CE (B. Tech)	2	1	1	4
5	Department of EE (B. Tech)	2	1	1	4
6	Department of AUE (B. Tech)	2	1	1	4
Total		18	6	8	32

Apart from the department wise reserved category seat break-up, the selected and relevant pages of the WBJEE Bulletin is attached herewith for the detailed description of the Reservation Policies adopted by the WBJEE authorities for private or self-financing institutions.

  
Dr. Sudhir Chandra Sur, Principal  
B.E., M.E. (MDM, Jodhpur), Ph.D. (MNIT, Jaipur)  
MIEEE, FIAT, LMATE, NICEAE, MOSI  
Dr. Sudhir Chandra Sur Degree Engineering College  
540, Dum Dum Road, Surermath, Kolkata-700074



# INFORMATION BULLETIN

## WEST BENGAL JOINT ENTRANCE EXAMINATION-2018 (WBJEE-2018)

Date of Examination  
22.04.2018 (Sunday)

West Bengal Joint Entrance Examinations Board  
AQ-13/1, Sector V, Salt Lake City  
Kolkata 700091  
Phone: 1800-1023-781 (Toll free)

Release date: 20<sup>th</sup> November, 2017







### IMPORTANT INSTRUCTIONS FOR ON LINE APPLICATION

**Candidates are required to go through the Information Bulletin carefully before attempting for online application.**

Once an application is received, it will be construed that the candidate agrees to all terms & conditions, rules & regulations stipulated in the Information Bulletin and notices published by the Board for the said purpose.

**Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected.**

1.	Application for WBJEE-2018 has to be done online only. There is no printed application form available.
2.	Ensure filling genuine application form available on line at <a href="http://www.wbjeeb.nic.in">www.wbjeeb.nic.in</a>
3.	<p><b>It is essential to have a mobile number and a unique email ID.</b></p> <p>All future communications will be sent through the registered mobile number and email ID. WBJEEB will not be responsible for non-receipt of any communication by the candidates if the mobile number and/or the email ID are wrong/non-existing/changed.</p>
4.	<p>Once the registration details i.e. <b>name, father's name, mother's name, gender and date of birth</b> are entered and submitted, they <b>cannot be changed/modi fied/edited under normal circumstances.</b></p> <p>Also the information must match exactly with the school admit cards, mark sheets, certificates, photo identity cards, caste/category certificates etc. which a candidate has to produce at the time of entering the examination hall, during counselling, during admission and during registration with the University.</p>
5.	Do not attempt to make any duplicate application.
6.	Do not share your application number; pass word, security question/answer with anyone.
7.	Upload <b>scanned</b> copy of photograph and signature as instructions provided in the Information Bulletin.
8.	If any information <b>other than</b> name, father's name, mother's name and date of birth given in the application needs to be corrected then do the correction within the given window period of correction. The Board will not make any correction thereafter.
9.	If any candidate receives any SMS/email regarding discrepancy in photograph/signature uploaded by him/her, he/she must take corrective action immediately <b>within one day.</b>
10.	The amount of application fees to be paid for appearing in the <b>WBJEE-2018</b> is <b>₹500 (Rupees five hundred only) plus the Bank's Service Charges</b> as applicable. The Examination Fees can be paid either in <b>cash less mode</b> by 'Net Banking' / 'Debit Card' / 'Credit Card/Paytm' or <b>in cash</b> using Allahabad Bank e-



	<p>challan.</p> <p>Payment status is updated automatically and hence should show 'OK' immediately after the payment. But in some rare cases it may be delayed due to the Bank's network delay/failure or transaction failure at the Electronic Payment Gateway (EPG). If the payment status does not show 'OK' immediately after making the payment then the candidates are advised as follows,</p> <p>a) If the payment was made by e-challan, contact the bank branch immediately, where the cash payment was made.</p> <p>b) If the payment was made by net banking/debit card/credit card/Paytm, and the transaction failed at EPG, the candidate has to make payment once again.</p> <p><b>Do not wait for the last day to make fee payment in order to avoid payment failure by Bank or EPG.</b></p>
11.	Keep copies of <b>confirmation page, admit card</b> in safe custody. It is not possible to generate any duplicate copy.
12.	<p>For any query regarding the examination, contact:</p> <p><b>Controller of Examinations</b> <b>West Bengal Joint Entrance Examinations Board</b> <b>AQ-13/1, Sector -V, Salt Lake City, Kolkata-700091</b> <b>Examination Helpdesk:-1800-1023-781</b> <b>Email: Link &lt;Contact Us&gt; in <a href="http://www.wbjeeb.in">www.wbjeeb.in</a></b></p>



Section	CONTENTS	Page
1.0	Introduction:	8
2.0	The West Bengal Joint Entrance Examination-2018 (WBJEE-2018)	8
2.1	The mode of Examination	8
2.2	Subjects of Examination:	8
2.3	Syllabus of Examination:	8
2.4	Schedule of WBJEE-2018	9
2.5	Pattern of Question Papers in WBJEE-2018	9
2.6	Mode of answering in the examination	9
2.7	Scoring Methodology	10
2.8	Ranking Methodology and publication of Merit Lists	10
2.9	Tie-breaking Methodology in determination of Merit Rank:	11
2.9.1	Tie breaking Rule for GMR	11
2.9.2	Tie breaking Rule for PMR	12
2.9.3	Final Tie-breaking rule for GMR and PMR	12
2.10	Rules of the examination (WBJEE-2018)	12
3.0	Eligibility and academic qualification	12
3.1	Eligibility criteria for appearing in the WBJEE-2018	12
3.2	General Academic Qualifications for admission	12
3.2.1	For admission to Engineering courses	12
3.2.2	For admission to Pharmacy courses	13
3.2.3	Important consideration in terms of academic qualification	13
3.2.4	Important information regarding eligibility	13
3.3	Special eligibility criteria	14
3.3.1	Institute specific special eligibility criteria	14
3.3.1.1	University of Calcutta	14
3.3.1.2	Jadavpur University (Faculty of Engineering & Technology):	14
3.3.1.3	West Bengal University of Animal and Fishery Sciences	15
3.3.1.4	Neotia University	15
3.3.2	Course specific special eligibility criteria	15
3.3.2.1	The degree course in Marine Engineering	15
3.3.2.2	The Five Year degree Course in Architecture	16



3.4	Requirements in terms of Residential/Domicile Criteria	16
3.4.1	Criteria to be treated as domicile of West Bengal and applicable proforma of certificate	16
3.4.2	Competent authority to issue domicile certificate	17
4.0	Category of participating institutions and scope of admission	18
4.1	Categories of Institutions	18
4.2	State funded/State aided Universities / University Departments (U)	18
4.3	Government Engineering & Technology Colleges (G)	18
4.4	Private & Self Financing Universities (PU)	18
4.5	Private & Self Financing Engineering & Technology Colleges (P)	19
4.6	Private & Self Financing Engineering & Technology Colleges-Minority Institutions	19
5.0	Reservation of seats for students under Reserved Category	19
5.1	Reservation of Seats for SC/ST/OBC-A/OBC-B/PwD	19
5.1.1	Competent Authorities for the issuance of SC/ST Certificate	20
5.1.2	Competent Authorities for the issuance of OBC-A / OBC-B Certificate	20
5.1.3	Reservation of seats for PwD candidates	20
5.2	Reservation of Seats for admission of the wards of Defense Personnel (Defense Quota Seats)	21
5.3	Seats for admission through JEE (Main) 2018	22
6.0	Tuition Fee Waiver (TFW) Scheme	22
6.1	Availability of seats under the Tuition Fee Waiver (TFW) Scheme	22
6.2	Submission of Income Certificate in availing seat under the TFW Scheme	23
7.0	Legal jurisdiction	23
8.0	Procedure for submission of application Form , payment of Examination Fees and downloading/printing of the Confirmation Page	23
8.1	Application for WBJEE-2018	24
8.2	Filling up of Application Form	24
8.3	Uploading of images	24
8.4	Payment of Examination Fees	25
8.5	Confirmation Page	26
8.6	Correction of application form	26
9.0	Admit Card	26
10.0	Allocation of examination center	27
11.0	Evaluation and declaration of result	27



<b>12.0</b>	Counselling/seat allotment and admission	29
<b>APPENDIX -1</b>	Proforma-a1 for domicile certificate	30
<b>APPENDIX -2</b>	Proforma-a2 for domicile certificate	31
<b>APPENDIX -3</b>	Proforma-b for domicile certificate	32
<b>APPENDIX -4</b>	Proforma for income certificate	33
<b>APPENDIX -5</b>	List of Participating Institutes	34
<b>APPENDIX -6</b>	List of courses	55
<b>APPENDIX -7</b>	Syllabus	57
<b>APPENDIX -8</b>	Rules of the examination	65
<b>APPENDIX -9</b>	Examination Zones	67
<b>APPENDIX-10</b>	Important dates	68
<b>APPENDIX-11</b>	Guidelines for on line application	69
<b>APPENDIX-12</b>	Sample OMR	73
<b>APPENDIX13</b>	Sample attendance sheet	74





4.5	<p><b>Private &amp; Self Financing Engineering &amp; Technology Colleges (P)</b></p> <p>90% of the Seats shall be available for admission through the WBJEE-2018 and remaining 10% seats shall be available for admission through the All India Engineering Entrance Examination-2018 i.e. the JEE-Main-2018.</p> <p>Separate Fee-Structures are available for study in such Private &amp; Self Financing Institutions as may be defined by the Department of H. E., Govt. of W. B.</p>															
4.6	<p><b>Private &amp; Self Financing Engineering &amp; Technology Colleges-Minority Institutions</b></p> <p>50% of approved seats shall be open to all categories of candidates and is available for admission through the WBJEE-2018.</p>															
5.0	<p><b>Reservation of seats for students under Reserved Category</b></p>															
5.1	<p><b>Reservation of Seats for SC/ST/OBC-A/OBC-B/PwD (earlier Physically Handicapped) category of students</b></p> <p>Depending on the category of participating institutions, reservation of seats for such category of students shall be available following the guidelines as provided below:</p> <table><tr><td></td><td><b>Nature of Institutions</b></td><td><b>Applicability of Reservation Rules</b></td></tr><tr><td>1</td><td>State University/University Departments</td><td>Reservation rules of concerned University</td></tr><tr><td>2</td><td>Government Engineering/ Technology / Pharmacy Colleges</td><td>Reservation rules of the State Government</td></tr><tr><td>3</td><td>Private &amp; Self Financing Engineering / Technology / Pharmacy Colleges</td><td>As per the decision of the concerned Institution</td></tr><tr><td>4</td><td>Private &amp; self Financing Universities</td><td>As per the concerned University Act/Rules</td></tr></table> <p>a) However, availability of such reserve category seats shall be restricted to students domiciled in West Bengal only.</p> <p>b) Candidates claiming such seats must submit relevant Certificate issued from either of the competent Authorities as enlisted below.</p> <p>f) The certificate is to be produced during counselling, admission etc. If the certificate is then found to be invalid, the candidate will lose the opportunity of admission in reserve category. The system will automatically put him in general category and the facility will be</p>		<b>Nature of Institutions</b>	<b>Applicability of Reservation Rules</b>	1	State University/University Departments	Reservation rules of concerned University	2	Government Engineering/ Technology / Pharmacy Colleges	Reservation rules of the State Government	3	Private & Self Financing Engineering / Technology / Pharmacy Colleges	As per the decision of the concerned Institution	4	Private & self Financing Universities	As per the concerned University Act/Rules
	<b>Nature of Institutions</b>	<b>Applicability of Reservation Rules</b>														
1	State University/University Departments	Reservation rules of concerned University														
2	Government Engineering/ Technology / Pharmacy Colleges	Reservation rules of the State Government														
3	Private & Self Financing Engineering / Technology / Pharmacy Colleges	As per the decision of the concerned Institution														
4	Private & self Financing Universities	As per the concerned University Act/Rules														



	available from 2 <sup>nd</sup> round of counseling onward.
5.1.1	<p><b>Competent Authorities for the issuance of SC/ST Certificate for candidates claiming under such reserve category of seats</b></p> <p><b>SC/ST Certificates are to be issued by any of the following authorities:</b></p> <p>Within the respective local jurisdictions:</p> <p><b>A. In case the candidate ordinarily resides within such jurisdictions.</b></p> <ul style="list-style-type: none"> <li>(i) Deputy Collector of Land Revenue, Kolkata</li> <li>(ii) Collector of Stamp Revenue, Kolkata</li> <li>(iii) Metropolitan Magistrate, Kolkata</li> <li>(iv) Additional Chief Metropolitan Magistrate, Kolkata</li> <li>(v) Chief Metropolitan Magistrate, Kolkata</li> <li>(vi) 1<sup>st</sup> Class Stipendiary Magistrate</li> <li>(vii) Executive Magistrate</li> <li>(viii) Sub-divisional Magistrate</li> <li>(ix) Sub-divisional Officer</li> <li>(x) Deputy Collector</li> <li>(xi) Additional District Magistrate</li> <li>(xii) Collector and</li> <li>(xiii) District Magistrate.</li> </ul> <p><b>B. In case the candidate ordinarily resides in any part of West Bengal.</b></p> <ul style="list-style-type: none"> <li>(i) Deputy Director, Backward Classes Welfare Directorate, West Bengal.</li> <li>(ii) Commissioner, Backward Classes Welfare Department, Govt. of West Bengal.</li> </ul>
5.1.2	<p><b>Competent Authorities for the issuance of OBC-A / OBC-B Certificate for candidates claiming under such reserve category of seats:</b></p> <p>As per Notification vide No. 374(71)-TW/EC/MR-103/94 dated 27/7/1994, read with Memorandum No. 1204-SBCW/MR-67/10 dated 27/7/2015 issued by Backward Classes Welfare Department, Govt. of W.B., the Sub Divisional Officer of a Sub- Division in a District is the certificate issuing authority. In Kolkata such certificate is issued by such an officer as the State Government by modification authorizes. Accordingly, the District Welfare Officer, Kolkata and Ex-officio Joint Director, BCW has been notified to act as the certificate issuing authority in respect of Kolkata covering the jurisdiction of the Kolkata Municipal Corporation.</p>
5.1.3	<p><b>Reservation of seats for PwD (Persons with Disabilities)/ PC (Physically Challenged)/ PH (Physically Handicapped) candidates</b></p> <p>Reservation will be available for candidates with <b>40% to 70%</b> disabilities of following types subject to the condition that the candidate is capable of carrying out all activities related to theory and practical work as applicable to B.E/B. Tech/B. Arch/B. Pharm courses without any special concession</p>



and exemption.

- A. Locomotor disability
- B. Visual Impairment
- C. Hearing impairment
- D. Speech and language disability

**PwD certificates are to be issued by the any of the following authorities**

Oficer-in-Charge/ Head of Department/ Head of the institute of Sub-Divisional Hospitals, District Hospitals, Govt. Medical Colleges run by the Govt. of West Bengal.

5.2

**Reservation of Seats for admission of the wards of Defense Personnel (Defense Quota Seats)**

As per the Govt. Order vide No. 406(T), Dated, 09.06.2016 of the Higher Education Department, Govt. of West Bengal 13(thirteen) seats are available for admission of the wards of Defense Personnel through the WBJEE-2018.

Those seats are supernumerary in nature and separate allotment is done by the West Bengal Joint Entrance Examinations Board as per the following guidelines:

- A. For consideration under Defense Quota, intending candidates registered for the WBJEE-2018 will **have to apply** to the Rajya Sainik Board, Home Department, Government of West Bengal, Writers' Buildings, Kolkata - 700001 through the concerned Zila Sainik Board, W.B. (for ex-servicemen) and Units (for serving soldiers) in the prescribed form with an attested copy of WBJEE - 2018 Admit Card.
- B. Based on the recommendation of the said Rajya Sainik Board, a separate list shall be published by the WBJEEB for subsequent of line counselling and allotment of seats inter-se merit basis. Appearance in both Paper-I and Paper-II in the WBJEE-2018 is mandatory for such category of seat.
- C. **Allotment of seats under Defense Quota is not done through e-counseling.**
- D. Institution-wise and course-wise availability of such seats under Defense Quota for 2017 is given below. List for 2018 shall be published before counseling.

Sl. No.	Name of the Institution	Name of the available course(s)	No. of seats
1.	Jadavpur University	As decided by the University Authority	2
2.	Jalpaiguri Govt. Engg. College	1. Mechanical Engg. 2. Information Tech.	1 1
3.	Kalyani Govt. Engg. College	Electrical	1



		Engineering	
4.	Purulia Govt. Engg. College	1. Comp. Sc. & Engg. 2. Electronics & Comm. Enggg.	1 1
5.	Coochbehar Govt. Engg. College	1. Comp. Sc. & Engg. 2. Electronics & Comm. Engg.	1 1
6.	Govt. College of Engg & Leather Tech., Kolkata	Leather Technology	1
7.	Govt. College of Engineering & Ceramic Tech., Kolkata	Information Tech.	1
8.	Govt. College of Engineering & Textile Tech., Serampur	Information Tech.	1
9.	Govt. College of Engineering & Textile Tech., Berhampur	Comp. Sc. & Engg.	1
5.3	<b>Seats for admission through JEE (Main) 2018</b> Seats are available for students merit listed in <b>JEE (Main) 2018</b> up to the extent of 10% of the approved seats in all <b>Self Financed Engineering &amp; Technology Colleges</b> of West Bengal. Allotment of seats shall be strictly on the basis of merit and preference of students through the e-counselling process conducted by the WBJEEB. The eligibility and other criteria described in section 3 for admission to degree level Engineering / Technology /Pharmacy / Architecture courses, will be applicable for JEE (Main) 2018 merit listed candidates also.		
6.0	<b>Tuition Fee Waiver (TFW) Scheme</b>		
6.1	<b>Availability of seats under the Tuition Fee Waiver (TFW) Scheme</b> a) The Tuition Fee Waiver Scheme (TFW) has been implemented by the Government of West Bengal for <b>meritorious and economically backward students domiciled in West Bengal</b> for admission to all the participating universities/university departments / government colleges as well as private and self inancing colleges offering Engineering / Technology /Pharmacy/ Architecture Courses. However, for Universities/University Departments, quantum of availability of such seats is under the discretion of the University Authorities. b) For all the government as well as private & self inancing Engineering /Technology /Pharmacy colleges, <b>a maximum of 5%</b> of sanctioned intake per course is available <b>on supernumerary basis</b> (over and		