

Cc : secretary@hsbte.org.in

To

The Principal(s) of all Institutions offering Diploma Courses.

R / Sir,

As you are aware that in view of UGC guidelines, Reappears / Compartments were carried forward by the Board with a direction that Exams for Reappears will be held as and when feasible and as per UGC guidelines the students having Reappears are compulsorily be evaluated by conducting examinations as per feasibility and suitability. Further, students of Intermediate Semester / Year are being promoted by giving marks as per the UGC Formula and Examination for Terminal Semester / Year are being conducted successfully by following COVID guidelines from 09-08-2021 to 20-08-2021 in conventional/ Physical mode. Hence, Keeping in view the student's interest and feasibility, Board has decided to conduct the Special Exam in conventional/ Physical mode tentatively w.e.f. 17-09-2021 by taking due safeguards for corona as per SOPs prescribed by Govt. of India and

State Government from time to time. The following category of students are eligible for this Special Exam:

1. Students who filled PCA/Exam Forms for Reappears and their reappears were carry forwarded as per UGC guidelines. Such students need not to fill PCA/Exam Form again.
2. Students who could not appear in the regular Exams being conducted by the Board for Final Year/ Semesters from 09-08-2021 to 20-08-2021 or could not fill the PCA Form due to any reason, can appear in the above said special Exam by filling the PCA/Exam Form along with the requisite Fee.
3. After declaration of result of regular Exams being conducted recently by the Board from 09-08-2021 to 20-08-2021, Students who would have reappears in these Exams or who could not fill the PCA/Exam Forms earlier due to any reasons, can also appear in the above said special Exam by filling the PCA/Exam Form along with the requisite Fee.
4. As intimated earlier, the Regular students of 1<sup>st</sup> year & 4<sup>th</sup> Semester are being promoted by giving marks as per the UGC Formula and their result will be declared shortly. The Regular students of 1<sup>st</sup> year & 4<sup>th</sup> Semester who would have reappears in any subject could not fill the PCA Form earlier due to any reasons, can appear in the above said special Exam by filling the PCA/Exam Form along with the requisite Fee.
5. Students who could not clear their diploma in the prescribed double duration of time period, Mercy chance to such students is allowed and they may appear in the above said special Exam by filling the PCA/Exam Form to their respective Institute along with the requisite Fee of Rs. 1000/- per subject.

In view of the above, the Principals are requested to direct all the concerned students to submit their PCA/Exam forms along with the requisite Fee to their concerned Institutes immediately. Further the regular students, whose results are not declared by the Board, may be directed to submit their PCA / Exam Form(s) along with the requisite fee to their concerned Institutes immediately after declaration of their results. Due to shortage of time, the portal for uploading of PCA forms online shall be opened only for 03 days and notification for that shall be issued after declaration of the result of regular students. Accordingly, all the students are directed to start to submit their PCA/Exam Forms along with requisite fee to their concerned Institutes as **No chance to fill the PCA/Exam Form with late fee shall be given by the Board.**

Regards  
Controller of Exam,  
HSBTE, Panchkula