

**Government of West Bengal
Department of Higher Education,
Science & Technology and Biotechnology
Technical Branch
Bikash Bhavan, 6th floor, Salt Lake, Kolkata – 700 091**

No: 246-Edn(T)/10M-33/16

Dated: 29.03.2018

Whereas a proposal was received from the St. Mary's Technological Foundation, Authority of the St. Mary's Technical Campus, Kolkata, a Christian Minority Private Self-Financing Professional Academic Institution stating that, as an individual Christian Minority Institution, it wants to conduct a separate Common Entrance Examination for admission to the approved seats (AICTE approved and University affiliated) in Engineering courses in the St. Mary's Technical Campus, Kolkata, Saibana, North 24 Parganas, for the academic session 2018-19.

AND

Whereas the State Govt. in the Department of Higher Education, Science & Technology and Bio-Technology shall allow only 50% of the AICTE approved & University affiliated seats of the St. Mary's Technical Campus, Kolkata to be filled up through their own Common Entrance Examination subject to further examination of all necessary details so as to ensure merit basis, transparency and fairness in the said examination and admission process. The remaining 50% of the approved seats of the institute have to be handed over to the State Admission Authority.

AND

Whereas the Department of Higher Education, Science & Technology and Bio-Technology, Government of West Bengal has constituted a State-Level Permanent Academic Advisory Committee with Hon'ble Justice Pradipta Roy (Retired) as its Chairman vide Govt. Order No.49-

Edn(T) dated 03.02.2014, for the purpose of examining the details of such proposal, overseeing and monitoring the conduct of such separate Common Entrance Examination and the Admission Process through the proposed Common Entrance Examination;

AND

Whereas its own separate Common Entrance Examination will be held for admission to 50% of approved seats in Engineering courses in the said Institution, and the remaining 50% of approved seats would be filled up through the State-Level Joint Entrance Examination conducted by the West Bengal Joint Entrance Examinations Board;

Now, the St. Mary's Technological Foundation is hereby permitted to conduct separate Common Entrance Examination for the academic session 2018-19 for admission to 50% of the approved seats (AICTE approved and University affiliated) of Engineering programme of St. Mary's Technical Campus, Kolkata subject to terms and conditions enumerated below following the guidelines and directions issued by the State Level Permanent Academic Advisory Committee from time to time:

1. Immediately (within two days) after publication of result of aforesaid separate Common Entrance Examination, the full merit list of the examination has to be submitted to the State Govt. and the Affiliating University. i.e. MAKAUT positively.
2. The said Foundation shall complete its own common entrance examination followed by counseling, allotment and admission process for different courses strictly under the observation

and guidelines of the State-Level Permanent Academic Advisory Committee and a **complete Status Report** on admission to all such courses shall be submitted to the State-Level Permanent Academic Advisory Committee, the Director of Technical Education, Govt. of West Bengal and the MAKAUT by the date which is prescribed by the DTE in this regard. A format of the said Status Report is given hereunder:

Sl No.	Name of the candidate with full particulars	Registration No. and Admit Card No.	Category (mentioning minority status) and rank	Date of Admission	Name of the Institution where allotted	Name of course allotted
(1)	(2)	(3)	(4)	(5)	(6)	(7)

3. Out of the said 50% of approved seats, proposed to be filled up by the Association through its own entrance examination, unfilled or vacant seats, if any, too may be surrendered to the State-Level Admission Authorities, for allotment and admission through State conducted admission system. The seats are to be surrendered by 3rd week of May, 2018 tentatively for B.Tech. Programme i.e. prior to submission of Seat Matrix by the DTE in compliance with the schedule of West Bengal Joint Entrance Examinations Board.

4. All the steps followed in conducting separate Entrance Examinations for different courses/programs as well as steps followed in counseling, allotment and admission procedure must be approved by the **State-Level Permanent Academic Advisory Committee** well in advance/prior to commencement/implementation of any of such procedures.

5. The Merit List published by the Association based on separate Common Entrance Examination shall be used only for the purpose of allotment and admission in the stipulated 50% of the approved seats in respective courses. The said Merit List cannot be used for any other purpose including the process of de-centralized counseling. All the terms and conditions as stipulated by the State-Level Permanent Academic Advisory Committee in this regard must strictly be adhered to.

6. Last date of admission for the Merit listed candidates of CEE St. Mary's 2018, (to the 50% seats earmarked as the quota seats of ST. Marys' Technical Campus, Kolkata) shall be the last date fixed by the affiliating University (i.e. MAKAUT), if no seat is surrendered from the quota of St. Mary's Technical Campus, Kolkata.

7. For the proposed Common Entrance Examination for admission to B. Tech. courses, once the lists of the eligible Christian Minority students will be exhausted, remaining vacant seats within the purview of the St. Mary's Technical Campus, Kolkata (i.e. within the 50% quota), if any, shall be allotted to merit listed students of other minority and then non-minority category.

8. St. Mary's Technological Foundation is hereby asked to take necessary steps for conducting the separate Common Entrance Examination. The other terms and conditions as well as necessary guidelines are given below:

- i) That the name of the said common entrance examination shall be the Common Entrance Examination for Christian Minority Students conducted by St. Mary's Technological Foundation, and may be termed as "CEE St. Mary's 2018".
- ii) St. Mary's Technological Foundation shall nominate suitable person / persons to act as the Convener of the said separate Common Entrance Examination, who will be responsible for reporting to the State-Level Permanent Academic Advisory Committee regarding conduct of the said examination as well as other post – examination matters in all respect.
- iii) St. Mary's Technological Foundation may engage an outside agency of repute, with sound credentials and credibility in conducting such common entrance examination so as to ensure fairness and transparency in the conduct of the said examination.
- iv) The Convener of the CEE St. Mary's 2018 shall arrange for publishing the necessary Notification at least in two leading newspapers inviting candidates to submit their application for the examination. The Notification must mention the purpose and nature of the examination, availability of seats, schedule of dates, details of the syllabi, marking and ranking methodology along with other details so as to ensure that all relevant information will be available in the public domain.
- v) St. Mary's Technological Foundation shall have a specific website for conduct of the proposed examination, particulars of which shall be communicated to the Academic Advisory Committee and widely publicized for the guidance of the applicants.

vi) St. Mary's Technological Foundation shall have a specific Bank Account for dealing with financial matters pertaining to the admission of students through the CEE St. Mary's 2018.

vii) The Convener of the CEE St. Mary's 2018 shall take prior approval on different issues, pertaining to the conduct of such separate entrance examination, as given below:

- a) The details of Centres along with location, to be used as venue for the CEE St. Mary's 2018.
- b) Date and time of examination along with security arrangement and monitoring system to be followed during examination.
- c) Eligibility criteria, mode of applications, mode of examination (subjective/objective), evaluation and ranking methodology, cut-off rank for admission, if any; etc.
- d) Counseling and allotment methodology, along with schedule of dates.
- e) Particulars of the fees to be charged from the students for the Application Kit for examination as well as counseling purpose, etc.


9. It shall be the responsibility of the Convener to maintain strict confidentiality and secrecy throughout the whole process apart from taking all such safeguards and steps necessary to ensure that the said examination is fair and transparent. Adequate security will have to be ensured for keeping the question papers safe and secure, and to prevent any laxity or malpractice at any stage of the examination. Failure to do so shall render St. Mary's Technological Foundation liable to such steps as the said Committee may decide which may even include cancellation of the examination.

10. Admission shall be based strictly on inter-se merit list.

11. That the Convener of the CEE St. Mary's 2018 shall also submit institution's discipline-wise status of surrendered seats (if any) so that those vacant seats can be filled up by the West Bengal

Joint Entrance Examination Board (WBJEEB) through its centralized on-line counseling process of 2018-19. This must be done well in advance so as to enable the Director of Technical Education, West Bengal to finalize the Seat-Matrix for 2018-19 for the Centralized on-line Counseling.

12. St. Mary's Technological Foundation shall submit in writing to the State Government in the Higher Education Department that the entire expenses for CEE St. Mary's 2018 shall be incurred by the St. Mary's Technological Foundation.


Deputy Secretary

Copy forwarded for information and further necessary action to :

1. Hon'ble Justice (Retired) Sri Pradipta Roy, The Chairman, Academic Advisory Committee, Department of Higher Education, Government of West Bengal, Bikash Bhavan, 5th Floor, Salt Lake, Kolkata – 700 091.
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3. The Chairman, West Bengal Joint Entrance Examinations Board, AQ-13/1, Sector-V, Salt Lake City, Kolkata – 700 098.
4. The Vice-Chancellor, Maulana Abul Kalam Azad University of Technology, BF-142, Sector-III, Salt Lake, Kolkata – 700 064.
5. The Registrar, Maulana Abul Kalam Azad University of Technology, BF-142, Sector-III, Salt Lake, Kolkata – 700 064.
6. Private Secretary to the Hon'ble Minister in Charge, Deptt. of Higher Education, Science & Technology & Bio-Technology, Government of West Bengal.
7. Senior P.A to the Additional Chief Secretary, Department of Higher Education, Science & Technology and Bio-Technology, Government of West Bengal.
8. Chairman-cum-Managing Director, St. Mary's Technological Foundation, Saibona Village, Ichapur, Nilgunge Road Gram Panchayat (Opposite West Bengal State University).


Deputy Secretary to the Government of West Bengal