

**DIRECTORATE OF TECHNICAL EDUCATION, CHENNAI - 25**

**GUIDELINES**

**READMISSION AND INSTITUTION TRANSFER ACADEMIC YEAR 2022-23**

**Re-Admission:**

Students falling under the following category alone must apply for Re-admission.

- Students who have discontinued their studies in the previous years due to shortage of attendance only.
- Students who wish to apply for re-admission must not have completed 6 years (from their year of admission in the Diploma course) in case of full time course, and 6 ½ years (from their year of admission in Diploma course) in case of Sandwich course, and 7 years (from their year of admission in to Diploma course) in case of Part time course.

**Institution Transfer:**

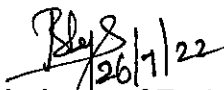
- Transfer from one institution to another will be permitted in the beginning of the academic year i.e. odd semester like III, V and VII.
- Transfer request from Government Polytechnic College to another Government Polytechnic College or Government Aided Polytechnic College and vice – versa alone will be accepted.
- Transfer request from Government or Government Aided Polytechnic College to Self-Financing Polytechnic College and vice-versa will not be accepted. However, students studying in self supporting courses conducted by Government Aided Polytechnic College may apply for transfer to other self-financing Polytechnic College and vice-versa.

- Transfer from DOTE affiliated Polytechnic College to DOTE affiliated Autonomous Polytechnic College will not be accepted.
- Transfer requested will be approved only based on the availability of vacancy in the institution to which transfer is sought.

**Document to be attached:** Supporting documents to establish genuineness of Transfer request.

**Note:**

- Hard copies of applications need not be sent to DOTE.
- Principals are Strictly informed to apply for Readmission and transfer of Institution form **27.07.2022** to **05.08.2022** only.
- Date will be not be extended for Submission of Application.
- Hard copies of applications received after this period definitely will not be accepted.

  
for Commissioner of Technical Education

  
26/7/22