



WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION  
AND SKILL DEVELOPMENT

(A Statutory Body under Government of West Bengal Act XXVI of 2013)  
Department of Technical Education, Training & Skill Development, Government of West Bengal  
Karigari Bhawan, 4<sup>th</sup> & 5<sup>th</sup> Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

Memo No. WBSCTVESD/TED/2022-23/0719

Dated, 14<sup>th</sup> November, 2022

**NOTICE**

**Guidelines in respect of filling-up of the ONLINE APPLICATION FORM  
of External Theoretical Examinations for the 2<sup>nd</sup> & 4<sup>th</sup> semester diploma students in  
Engineering & Technology/Architecture/MOPM  
(Academic Session 2021-22)**

**GUIDELINES FOR THE STUDENTS**

**Guidelines**

**Online Application  
& Fee Payment for  
the External  
Theoretical  
Examinations for  
the 2<sup>nd</sup> & 4<sup>th</sup>  
Semester Students**

- All eligible 2<sup>nd</sup> & 4<sup>th</sup> semester diploma students (Academic Session 2021-22) of Engineering & Technology/Architecture/MOPM will have to fill up Application Form for the upcoming External Theoretical Examinations through the web-portal of the Council at [www.webscte.co.in](http://www.webscte.co.in) by paying requisite fee.
- A link captioning "*Apply Online for External Theoretical Examinations for the 2<sup>nd</sup> & 4<sup>th</sup> Semester Students of Diploma in Engineering & Technology/Architecture/MOPM (November-2022)*" will be activated in the Home Page of the Council's website, [www.webscte.co.in](http://www.webscte.co.in) on **16<sup>th</sup> November, 2022** for the concerned students.
- Eligible students will have to enter their **Registration Number** after clicking the above-mentioned link for initiating the process of form fill-up.
- Students will have to provide their mobile number and email id in the given space and will have to click the tab "**Submit and Pay Fees**".
- For payment of the fee, students have to select "**Mode of Payment**" from Net Banking, Debit Card, Credit Card or UPI and pay the fee.
- Regular students will have to pay fee of **Rs. 250/- (Rupees two hundred and fifty)** only and Casual students will have to pay fee of **Rs. 150/- (Rupees one hundred and fifty)** only.
- Last date for submission of online form and payment of fee by the concerned students for the External Theoretical Examinations is **19<sup>th</sup> November, 2022 (Up to 11.30 a.m.)**.

	<ul style="list-style-type: none"> <li>• After successful payment of the examination fee, application details of the students will automatically reach their respective Institute portal for online validation by the Institute authority.</li> <li>• During payment of the fee, if online transaction of any student shows '<b>PENDING</b>' for a prolonged time, he/she has to write immediately to the Council at <a href="mailto:helpdesk@webscte.co.in">helpdesk@webscte.co.in</a> with full details and a screen shot of the transaction made.</li> <li>• Last date for online validation of the eligibility of the students by the Institute authorities is <b>19<sup>th</sup> November, 2022 (Up to 11.30 p.m.)</b>.</li> </ul>
Downloading of e-Admit Card	<ul style="list-style-type: none"> <li>• e-Admit card of the validated students will be available in the official website of the Council (<a href="http://www.webscte.co.in">www.webscte.co.in</a>) on and from <b>20<sup>th</sup> November, 2022</b> from the link "<b><i>e-Admit Card for External Theoretical Examinations for the 2<sup>nd</sup> &amp; 4<sup>th</sup> Semester Students (November-2022)</i></b>".</li> </ul>

All eligible diploma students of are advised to contact their respective Institutes / HODs / Subject Teachers in case of facing any difficulty in filling-up of the online application form for the aforesaid examination.

  
**Chief Administrative Officer**  
 WBSCT&VE&SD

Memo No. WBSCTVESD/TED/2022-23/0719

Dated, 14<sup>th</sup> November, 2022

Copy forwarded for information to:

1. Chairperson, WBSCT&VE&SD
2. PS to Hon'ble MOS(IC), Department of TET&SD for kind information of Hon'ble MOS(IC)
3. Sr. PA to the Principal Secretary, Department of TET&SD for kind information of the Principal Secretary of the Department
4. SAO (TE), WBSCT&VE&SD
5. SAO (Examination), WBSCT&VE&SD

  
**Chief Administrative Officer**  
 WBSCT&VE&SD