



Prospectus cum Information Brochure

For Admission to

**M.TECH/M. PHARM./MBA/MCA COURSES
(SESSION 2014-15)**

IN

**GOVERNMENT/PRIVATE UN-AIDED COLLEGES AFFILIATED TO
HIMACHAL PRADESH TECHNICAL UNIVERSITY**

Last date for receiving Application Form Online : 28.06.2014 upto 5 p.m.

Last date for submission of the hard copy of Application Form in Himachal Pradesh Technical University Gandhi Chowk, Hamirpur, 177 001 (H.P.) by registered post or by hand : 05.07.2014 upto 5 p.m.

Note:-

1. Candidates are advised to read this prospectus carefully before applying for admission.
2. The University reserves the right to alter or modify the prospectus without any notice.
3. The candidate is required to deposit a sum of Rs. 600/- (Rupees six hundred only) as non-refundable application fee.

**HIMACHAL PRADESH TECHNICAL UNIVERSITY
(A STATE GOVERNMENT UNIVERSITY)
HAMIRPUR (H.P.)- 177 001
<http://www.himtu.ac.in>**

IMPORTANT ADDRESSES

1.	Prof. R.L. Sharma	Vice Chancellor, H.P. Technical University, Gandhi Chowki, Hamirpur 177 001 (H.P.)	Phone No. 01972-224152 Fax 01972-224150
2.	Sh. Manoj Kumar, H.A.S.	Registrar, H.P. Technical University, Gandhi Chowki, Hamirpur 177 001 (H.P.)	Phone No. 01972-224153
3.	Sh. Sanjeevan Mankotia	Assistant Registrar (Conduct) H.P. Technical University, Gandhi Chowki, Hamirpur 177 001 (H.P.)	Phone No. 01972-224159

IMPORTANT NOTICE:-

Ragging, inside/outside the institution, is an offence. As per the Himachal Pradesh Educational Institutions (Prohibition of Ragging) Act, 2009, every offence under this Act shall be cognizable, non-bailable and compoundable with the permission of Court. If any student is found indulging in ragging activities directly or indirectly, strict action will be taken against him/her as per law.

IMPORTANT DATES

1. Last date for receiving Application Form **Online** : 28.06.2014
2. Last date for receipt of the hard copy of Application Form in Himachal Pradesh Technical University, Gandhi Chowk, Hamirpur 177 001 (H.P.) by registered post or by hand : 05.07.2014
2. **Commencement of 1st Round of Counselling**
 - (a) M.Tech. : 11.07.2014
 - (b) M.Pharm. : 14.07.2014
 - (c) M.B.A. : 17.07.2014
 - (d) M.C.A. : 20.07.2014
3. **2nd Round of Counselling**
 - (a) M.Tech. : 25.07.2014
 - (b) M.Pharm. : 26.07.2014
 - (c) M.B.A. : 28.07.2014
 - (d) M.C.A. : 30.07.2014

On allotment of seat at the time of counselling, the selected candidate has to deposit counselling fee of Rs. 3,000/- (Rupees three thousand only) in the form of cash or demand draft in favour of the Finance Officer, H.P. Technical University, Hamirpur. The fee is non-refundable and, will be adjusted towards final payment of fee at the respective institute.

Counselling Schedules for admission to various Programmes

Sr. No.	Schedule	Date & Time	Venue/Place/Remarks
1st Round			
(a)	M.Tech. Programme		
	(i) All Reserved Categories	11.07.2014 10.00 A.M.	J.N. Govt. Engineering College, Sundernagar, District Mandi (H.P.)
	(ii) Other than Reserved Categories	12.07.2014 10.00 A.M.	
(b)	M.Pharm. Programme		
	(i) All Reserved Categories	14.07.2014 10.00 A.M.	-do-
	(ii) Other than Reserved Categories	15.07.2014 10.00 A.M.	
(c)	M.B.A. Programme		
	(i) All Reserved Categories	17.07.2014 10.00 A.M.	Government P.G. College, Dharamshala, District Kangra (H.P.)
	(ii) Other than Reserved Categories	18.07.2014 10.00 A.M.	
(d)	M.C.A. Programme		
	(i) All Reserved Categories	20.07.2014 10.00 A.M.	Government P.G. College, Una, District Una (H.P.)
	(ii) Other than Reserved Categories	21.07.2014 10.00 A.M.	
2nd Round			
(a)	M.Tech. Programme		
	All reserved and other than reserved categories (if seats remain vacant)	25.07.2014 10.00 A.M.	J.N. Government Engineering College, Sundernagar, District Mandi (H.P.)
(b)	M.Pharm. Programme		
	All reserved and other than reserved categories (if seats remain vacant)	26.07.2014 10.00 A.M.	-do-
(c)	M.B.A. Programme		
	All reserved and other than reserved categories (if seats remain vacant)	28.07.2014 10.00 A.M.	Government P.G. College, Dharamshala, District Kangra (H.P.)
(d)	M.C.A. Programme		
	All reserved and other than reserved categories (if seats remain vacant)	30.07.2014 10.00 A.M.	Government P.G. College, Una, District Una (H.P.)

Note:- The Principal of the respective colleges will declare and intimate the number of seats remained vacant after Ist round of counselling to the Chairman Admission Selection Committee by 23, July 2014 for filling the vacant seats in next round of counselling.

1. Introduction

The Himachal Pradesh Technical University is established in the year 2010 by an act of Legislative Assembly of Himachal Pradesh with an objective for value creation and welfare of society through technical education training, research, innovation, entrepreneurship and continuing education programs. At the same time, the University is responsive to the changing and exceptional requirements of our society and economy and contributes to find answers to global problems. The university is offering need-based technical education in different disciplines through public and private participation.

The programmes offered are designed to equip graduates with the necessary skills and expertise to be leaders in their chosen professions. The key to the success lies in the high premium it places on innovation, along with the work that is done by different role players and stakeholders to promote the University achievements in the fields of Science, Engineering and Technology. This is being achieved through a benchmarking system, which ensures that training and research programmes always meet the highest standards.

Presently the University is offering undergraduate and post graduate programs in the following areas:

- (a) Engineering (B.Tech & M.Tech)
- (b) Pharmacy (B.Pharm. & M. Pharm.)
- (c) Master of Business Administration (MBA)
- (d) Master of Computer Applications (MCA)

2. Programme Offered:-

2.1 Detail of Colleges offering M.Tech. Programmes and seats available along-with specialization:-

Sr. No.	Name of college & Address	Phone No. & Website	Specialization	Seats
1	Green Hills Engineering College, Gandhi Gram, Kumarhatti, Nahan Road, Solan 173 229 (H.P.)	01792-266772 01792-266773 www.ghec.co.in	Mechanical Engineering	18
			Electronics & Communication Engineering	18
2	L.R. Institute of Engineering & Technology, Jabli Kyar, Solan 173 223 (H.P.)	01792-252857 www.lrinstitutes.com	Electronics & Communication Engineering	24
			Computer Science & Engineering	24
			Mechanical Engineering	30

3	IITT College of Engineering, Trilokpur Road, Kala Amb, Distt. Sirmour, (H.P.)	Phone No. 01702-238915 & 238226 (fax) Website : www.iitt.india.com	Mechanical Engineering	24
			Electrical Engineering	18
4	Himalayan Institute of Engineering & Technology, Sadhora Road, Kala Amb, Tehsil Nahan, Distt. Sirmour (H.P.)	Phone No. 01702-308500 to 308508, 308502 (fax) Website: www.himalayaninstitution.com	Computer Science & Engineering	24
			Electronics & Communication Engineering	24
5	Sirda Institute of Engineering & Emerging Technologies, Village Tarot, P.O. Kanaid, Tehsil Sundernagar, Distt. Mandi (H.P.)	Phone No. 01907-262612, 262512 & 262312 (fax) Website : www.sirda.org .	Civil Engineering	24
			Computer Science & Engineering	24
6	Bells Institute of Management & Technology Group of Institutions, Knowledge City, Mehli Shimla (H.P.)	Phone No. 01772620213, 2620313, Website www.bells.ac.in	Computer Science & Engineering	24
7	Vaishno College of Engineering, Vill. Thapkour, P.O. Bhadroya, Nurpur, District Kangra (H.P.)	Phone No. 01893-233444, 233400 (fax) Website : www.vcoe.co.in	Computer Science & Engineering	24
			Electronics & Communication Engineering	18

2.2 Detail of Colleges offering M.Pharm. Programmes and seats available alongwith specialization:-

Sr. No.	Name of college & Address	Phone No. & Website	Specialization	Seats
1	Abhilashi College of Pharmacy, Village Tanda, P.O. Balt, Tehsil Sadar, District Mandi 175 008 (H.P.)	01905-248539 www.abhilashi-edu.org .	Pharmaceutical Analysis & QA	18
			Pharmaceutical Chemistry	18
2	Himachal Institute of Technology, Paonta Sahib, District Sirmour 173025 (H.P.)	01704-223298 www.hids.in	Pharmaceutics	24
			Pharmaceutical Chemistry	24

3	Himalayan Institute of Engineering & Technology, Kala Amb, District Sirmour 173 030 (H.P.)	01702-308500 www.himalayaniinstitution.com	Pharmaceutics	24
4	L.R. Institute of Engineering & Technology, JabliKyar, Solan 173 223 (H.P.)	01792-252857	Pharmaceutical Chemistry	24
5	Laureate Institute of Pharmacy, VPO Kathog, Tehsil Dehra, District Kangra 177 101 (H.P.)	01970-222847 www.laureateinstitute.in	Pharmaceutics	18
			Pharmaceutical Analysis & Quality Assurance	18

2.3 Detail of Colleges offering M.B.A. Programmes and seats available:-

Sr. No.	Name of College & Address	Phone No. & Website	Seats
1	Government P.G. College, Dharamshala, District Kangra (H.P.)	01892-224894 gdc dharamshala@gmail.com	60
2	Government P.G. College, Una, District Una 174 303 (H.P.)	www.gpgcuna.com	60
3	Gautam Girls College, Hamirpur, District Hamirpur 177 001 (H.P.)	01972-221493 www.gautamcollege.com	120
4	K.L.B. D.A.V. Girls College, Palampur, District Kangra 176 061 (H.P.)	01894-232587, 232587 www.kldavcollege.org	60
5	Abhilashi Institute of Management Studies, Ner Chowk, Tehsil Sadar, District Mandi 175 008 (H.P.)	01905-243328 www.abhilashi-edu.org	60
6	Bells Institute of Management & Technology, Knowledge City, Mehli, Sheila 171 009 (H.P.)	0177-2620213 chairman@bells.ac.in	180
7	Himalayan Institute of Engineering & Technology, Kala Amb, Tehsil Nahan, District Sirmour 173 030 (H.P.)	01702-308500 www.himalayaninstitution.com	90
8	H.P. Institute of Management Studies, Airport Road, Shimla (H.P.)	0177-2837711 Krishnaeducationalociety@yahoo.co.in	120
9	K.C. Group of Management, Pandoga, District Una (H.P.)	01975-241461	180
10	L.R. Institute of Management, Jabli Kyar, Solan 173 223 (H.P.)	01792-252857	120

2.4 Detail of Colleges offering M.C.A. Programmes and seats available:-

Sr. No.	Name of College & Address	Phone No. & Website	Seats
1	Government P.G. College, Una (H.P.)	www.gpgcuna.com	60
2	L.R. Institute of Management, Jabli Kyar, Solan 173 223 (H.P.)	01792-252857 www.lrinstitutes.com	60
3	Himalayan College of Computer Science, Kala Amb, Tehsil Nahan, District Sirmour 173 030 (H.P.)		60

Note :

1. Number of Institutions and intake for the session 2014-2015 may vary.
2. Admission of the candidates in the above mentioned institutions is subject to Affiliation, Continuation/Approval, timely deposit of relevant affiliation fee, inspection fee, other university fees and counselling fee etc. and satisfactory report to be submitted by the Expert Visit Committee.
3. The admission to all the above-mentioned Govt./Private Engineering Colleges in Himachal Pradesh will be subject to approval from AICTE/PCI/HPTU and affiliation from H.P. Technical University, Hamirpur for the session 2014-15.

3. Academic facilities at affiliating Colleges/Institutions

The prospective candidates are advised to visit the website of respective institute to have first hand information of the facilities available in the concerned College/Institute before seeking admission.

4. Attendance and Discipline

- 4.1 Students are expected to maintain discipline within the Institute campus & follow the instructions issued by the administration from time to time.
- 4.2 Students must attend 100% classes once registered for a course. Minimum attendance of 75% in all theory & practical courses separately is mandatory for all students to be eligible to appear in University examinations. A student who fails to maintain 75% attendance in any course/subject shall not be allowed to sit in end semester examination of the respective course.
- 4.3 No condonation on any ground shall be allowed.
- 4.4 No fine shall be imposed by any college/institute for absentees.

4.5 Ragging, inside/outside the institution, is an offence. As per the Himachal Pradesh Educational Institutions (Prohibition of Ragging) Act, 2009, every offence under this Act shall be cognizable, non-bailable and compoundable with the permission of Court. If any student is found indulging in ragging activities directly or indirectly, strict action will be taken against him/her as per law.

5. Placement Cell

Every institute offering technical and professional education degree must have a Placement Cell and Industry Institute Interaction Cell. The Placement Cell must have a Senior and qualified Officer as Head, who can render advice, assistance and guidance to students for industrial counselling, various facilities available from different Government and Quasi-Government Institutions for starting industrial projects, counselling for higher studies and foreign travel, project placement, short term industrial courses in various Government Undertakings, industrial visits, extension lectures, campus interviews and final placements. The details of the companies visiting the college for placements and the number of students placed through the Placement Cell of respective college can be checked by prospective students on the website of respective colleges. Each college is expected to maintain records of the placement of their students on the college website

6. Eligibility Criteria for various Courses

The admission to all the courses in affiliating colleges/institutions of Himachal Pradesh Technical University, Hamirpur (H.P.) shall be on the basis of rank/marks obtained in eligibility tests/examination conducted by different agencies and fulfilment of minimum percentage criteria as given below:-

Sr. No.	Programme	Minimum Eligibility		Test/Examination conducted by
1	M.Tech.	(i)	Valid GATE Rank/Marks	IIT, Khargpur
		(ii)	Recognized Bachelor's degree or equivalent in the relevant field obtaining at least 50% marks (45% marks in case of candidate belonging to reserved category) at the qualifying Examination	Recognized University
2	M. Pharm.	(i)	Valid GPAT Rank/Marks	AICTE
		(ii)	Recognized Bachelor in Pharmacy or equivalent degree obtaining at least 50% marks (45% marks in case of candidate belonging to reserved category) at the qualifying Examination	Recognized University

3	M.B.A.	(i)	Valid CMAT rank/score	AICTE
			Recognized Bachelor's degree of minimum three years duration with at least 50% marks (45% marks in case of candidate belonging to reserved category) at the qualifying Examination	Recognized University
4	M.C.A.	(i)	Score/marks obtained in State Level Common Entrance Examination	Himachal Pradesh Technical University
		(ii)	Recognized Bachelor's degree of minimum three years duration with Mathematics at 10+2 level or at Graduate level securing at least 50% marks (45% marks in case of candidate belonging to reserved category) at the qualifying Examination	Recognized University

7. Reservation of seats in Affiliating Institutions of H. P. Technical University

The reservation of seats for admission to various programmes in the colleges/institutes affiliated to H.P. Technical University, Hamirpur shall be subject to the following conditions:-

7.1 15% and 7½% seats shall be reserved for Scheduled Caste and Scheduled Tribe candidates respectively, having domicile of Himachal Pradesh irrespective of the institutions from where they have passed their qualifying examination.

7.2 The remaining 77½% seats shall be filled up as under:-

(a) 25% of the seats for admission shall be open for all the candidates-irrespective of the institution from where they have passed their qualifying examination.

(b) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from University/Institutions located in Himachal Pradesh subject to the following reservations:-

(i) 5% of the seats shall be reserved for outstanding sportsmen/women.

(ii) 5% of the seats shall be reserved for outstanding cultural activists.

- (iii) 3% of the seats shall be reserved for physically handicapped candidates. Physically challenged candidates will have to produce a certificate from the Competent Authority of minimum disability of 40% at the time of counselling to avail the reservation in PC category.
- (c) Provided that the minimum eligibility for admission to a course in case of SC/ST will be 5% lower than the eligibility conditions for other students.
- (d) Provided further that one seat (supernumerary) shall be reserved for the serving/retired defence service personnel, if they fulfil the minimum eligibility conditions prescribed for admission.
- (e) Provided further that one seat (supernumerary) shall be reserved for the single Girl Child of Himachali Domicile. (The parents have to submit an affidavit attested by the Executive Magistrate specifically stating that the parents have only single girl child and have no other living son/daughter. The scheme is applicable to Bonafide/domicile Himachali candidates only).

The roster for admission, showing reservations of various categories shall be 120 Points.

8. Fee Structure

8.1 H.P. Technical University, Hamirpur fees for the session 2014-15

(i)	University Fee	Rs. 3,000.00 per student per year (Non-Refundable)
(ii)	University Registration Fee	Rs. 1500.00 per student one time only
(iii)	University Examination fees	Rs.500.00 per student per semester

- 8.2. Fee/funds including hostel rent and mess charges for the academic session 2014-15 in respect of Government and Private Un-Aided Engineering Colleges affiliated with Himachal Pradesh Technical University are to be charged by the respective Institution in accordance with the notifications issued by the Government of Himachal Pradesh vide No. EDN(TE)A(1)-8/2005-II dated 25.04.2013. The notifications issued by the Government are available on the official website of the university i.e. www.himtu.ac.in. for ready reference.

9. The fees/funds/charges shall be subject to the following terms and conditions:-

- 9.1 No Institution will charge any amount over and above the fee fixed herein and any violation in this regard would tantamount to charging capitation fee inviting de-recognition and dis-affiliation of the defaulting institution.
- 9.2 The institution concerned has to appoint sufficient number of teaching, technical and other supporting staff strictly as per the norms of AICTE/HPTU.
- 9.3 The Institution has to ensure that quality and hygienic food is provided to the students and weekly menu is displayed on the Mess Notice Board. It may also be ensured that kitchen and dining hall are neat and clean.
- 9.4 Every institution is required to issue detailed receipt to every student indicating the different fee components for having received the fees and other charges.

10 Schedule for depositing fee and other charges

- 10.1 Counselling Fee: On allotment of seat, the selected candidate has to deposit counselling fee of Rs. 3,000/- in the form of cash or demand draft in favour of the Finance Officer, H.P. Technical University, Hamirpur. This fee is non-refundable and, will be adjusted towards final payment of fee at the respective institute.
- 10.2 The fee and other charges mentioned under Para 8 shall be deposited by the candidate as per the schedule given below:

1	University Registration Fee (One time only)	Before 15 th September 2014 to be sent to University along-with forms by the colleges.
2	University Examination fee	As per the academic calendar to be notified.
3	University Fee (Non-refundable) (For 1 st Year)	Before 15 th September, 2014 to be sent to the University through the concerned institute.
4	University Fee (Non-refundable) (For 2 nd year)	To be deposited in respective college between 15 th September to 30 th September 2014.
College Fees		
5	Odd Semester Fee	Between 1 st August to 31 st August
6	Even Semester Fee	Between 25 th January to 25 th February

- 10.3 The selected candidates have to deposit the fees and other dues in the respective institute at the time of admission as specified in schedule/selection letter.

- 10.4 The College will not charge higher fee or levy any charges other than those mentioned in the prospectus otherwise appropriate penalty will be imposed by the University.
- 10.5 The College shall be solely responsible for the settlement of any dispute, court case, etc. arising out of such admissions.
- 10.6 The University fee for the 1st Year shall be deposited by all colleges in H.P. Technical University latest by 15th September, 2014 and for 2nd Year the university fee shall be deposited by all the concerned colleges in the University latest by 10th October 2014, failing which a penalty as decided by University from time to time will be imposed.

11 Withdrawal of Seat and Refund of Fee

11.1 Procedure for withdrawal of seat

- (a) A candidate who has been allotted a seat in central counselling can surrender the seat by submitting an application to the Chairman, Admission Committee in person.

11.2 Refund of Fees:-

The following rules shall govern the refund of fee in case of withdrawal of admission:

- (a) If a candidate is allotted a seat in the central counselling and refuses/surrenders the same before the last date of counselling under intimation to the Chairman, Admission Committee, in writing, the entire fee except the initial processing fee of not more than Rs.1000/- (Rupees one thousand only) charged from the student, shall be refunded by the Institution to the student/candidate within three days from the date of issue of such directions by the University.
- (b) No fee and other charges except refundable securities will be refunded to the candidate who will surrender the seat after last round of counselling, subject to the condition that the seat vacated by him/her is not filled up.
- (c) In the event of a student/candidate withdrawing before the starting of the courses, the wait listed candidates should be given admission against the vacant seat. It would not be permissible for institutions to retain the certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, wherever applicable. This is as per AICTE's Public Notice Advt.No. AICTE/DGP/06(02)2009.

12. Instructions for filling up Online Application Form for admission to Post Graduate Degree Courses

All the applicants are advised to read the Prospectus-cum-Information Brochure of Himachal Pradesh Technical University carefully available in pdf format on the University website i.e. www.himtu.ac.in and also ensure his/her eligibility in terms of the conditions/provisions mentioned in the Prospectus-Cum-Information-Brochure.

12.1 General Instructions

- (a) Please ensure that you fill up the **online** application form correctly. Any data filled incorrectly in the **online** application form shall be sole responsibility of the candidate.
- (b) All the correspondence will be made on the given correspondence address only. The candidate is advised to ensure the correctness of his/her correspondence address (with PIN Code No.) wherever required. Please note that H.P. Technical University will not be responsible if the applicant cannot be contacted due to incomplete address or PIN code No. or telephone number.
- (c) The original certificates/documents along with one photocopied set of certificates duly attested by the Gazetted Officer are required to be produced before Admission Selection Committee at the time of counselling only.
- (d) Incomplete application or application filled in a language other than English is liable to be rejected.
- (e) The candidate is required to deposit a sum of Rs. 600/- (Rupees six hundred only) as non-refundable application fee.
- (f) The Registrar, H.P. Technical University has the right to amend/modify any inadvertent error in the prospectus. The schedule of counselling can be amended or modified by the Registrar, H.P. Technical University due to unavoidable circumstances and the candidates are advised to visit University website for any updates regularly.
- (g) All matter and disputes related to admission to Post Graduate Degree Courses for the session 2014-15 are subject to legal jurisdiction of Courts at Hamirpur only.
- (h) Please note that your parent/guardian's name and your date of birth should be exactly the same as in your High School or your first Board/University examination certificate. Any variation may lead to cancellation of your candidature, whenever discovered.
- (i) No application form will be entertained after the last date.

12.2 Important Dates

- (a) Online filling up of Application Form for admission to M.Tech./M.Pharm./MBA/MCA commences from 02.06.2014
- (b) Last date for receiving Application Form Online for admission to M.Tech./M.Pharm./MBA/MCA: 28.06.2014.
- (c) Last date for receipt of the hard copy of Application Form for admission to M.Tech./M.Pharm./MBA/MCA in Himachal Pradesh Technical University, Gandhi Chowk, Hamirpur, District Hamirpur 177 001 by registered post or by hand : 05.07.2014

12.3 Important Steps to fill Online Application Form

- (a) Before proceeding to apply, please ensure that you have:
 - (i) Scanned copy of applicant's recent photograph with following specifications:-
 - Photograph must be a passport size colour picture.
 - Photograph must be taken in full face view facing the camera.
 - Photograph should have no shadows and red eyes.
 - Maximum size 50 kb.
 - Photo format should be jpg, only.
 - (ii) Scanned copy of applicant's signature with following specifications:-
 - Applicant should sign with black ink on a white paper and get the signature scanned.
 - The signature must be signed only by the applicant and not by any other person.
 - Maximum size 30 kb.
 - Scanned signature format should be jpg, only.
- (b) Create an e-mail account if you already do not have.
- (c) You must give a mobile number in basic details. If you do not have mobile number, please enter your guardian's mobile number for any further correspondence in this regard.
- (d) Instructions for filling the ONLINE Application Form for admission to M.Tech./M.Pharm./MBA/MCA in the affiliated institutions of Himachal Pradesh Technical University

- (i) Initially, the candidate has to register himself/herself by clicking on “**Register Now**” to create an account. Once the new account is created online system will generate the unique application form number. Applicants are advised to note down the application form number for all future references.
- (ii) After account creation, click login and fill the username, password and application form no. to complete the application online. Online application form has the following subsequent information.
- Mode of Admissions (Select appropriate option for which the candidate is willing to take admission).
 - Basic Details Form
 - Upload Photo & Signature
 - Fees Payment
 - Payment Details
 - Confirmation Button
- (e) Applicants are required to fill their information in the above mentioned web pages. All mandatory fields are marked with red star.
- (f) To save the data please click on “**Save and Continue**” at the bottom of each screen before proceeding further.
- (g) Upload photo and signature. Photo and signature uploaded should be as per specifications and size listed in (a).
- (h) After successful uploading of photo and signature, the “**Fee Payment**” option will automatically appear on the screen.
- (i) Steps for making application fee payment

Once you click on Fees Payment Button new window of **PNB** will be open on your screen in which you have to complete the following steps for making the payment.

Click on the button “**Click here to get fee payment link**”. After clicking this button, Fee Payment options such as “**Offline link to generate PNB Challan**” and “**Online Fee Payment Link for PNB**” will appear.

In case the candidate clicks on “**Offline link to generate PNB Challan**”, PNB challan in triplicate (i.e. candidate copy, bank copy and university copy) will be generated and the applicant has to take the print out of that challan and has to deposit the application fee in the nearest PNB branch. After depositing the application fee, the bank will issue the “**transaction number**” on the challan.

In case the candidate clicks on “**Online Fee Payment Link for PNB**” e-receipt will be generated. The candidate has to take the print out of that e-receipt for completing the application form and retained for his/her record purpose also.

- (j) After depositing the fee in the bank, re-login to your account, atleast **after 24 hours to enter payment details** i.e. **transaction no.** as provided by the bank on the PNB Challan or e-receipt at the time of depositing the fee, in Payment details page. After making successful entry of “**transaction No.**” in Payment details page, click on “**Save Payment Details**”.
- (k) Thereafter, filled application form under the “**Confirmation**” button will appear. At the bottom of the application form two options i.e. “**Edit**” and “**Final Submit**” will appear. In case any candidate intends to make change in the application form, he/she has to click on “**Edit**” and thereafter he/she can make necessary changes/corrections, if any. Then click on ‘**Update Details**’ button. Before proceeding further please make sure that all the fields are filled in correctly in the application form before clicking the “**Final Submit**” button. Once the applicant clicks on the “**Final Submit**” button of his/her application page, he/she cannot Edit/Change the details entered.
- (l) After clicking on “**Final Submit**” button window will appear on the screen displaying full details of the applicant entered in the application form. Take the print out of the application form and attach the challan receipt (university copy) along with the application form and get it signed from your parents/guardian and send it by registered post with the quote on the envelope at the right side “**Application for Admission to M.Tech./M.Pharm./MBA/MCA**”, whichever is applicable at the following address:-

The Registrar,
Himachal Pradesh Technical University
Gandhi Chowk, Hamirpur
District Hamirpur 177 001 (H.P.)

Important Note:

- Do not make any changes with the pen on the details printed on the print out of your application form, otherwise your application form will be rejected straightforward.
- Before sending the form to Himachal Pradesh Technical University, Gandhi Chowk, Hamirpur, District Hamirpur 177 001 (H.P.), the applicant should make sure that Parent/Guardian has countersigned the application form in original on space provided in the application form.

12.4 Information to be filled up in the Online Application Form for admission to Post-Graduate Degree Courses

(a) Admission to M.TECH./M.PHARM./MBA/MCA Programme

Select appropriate option for which the candidate is willing to take admission.

(b) Name of the Candidate

Write your name in capital letters as given in Matric Certificate or your first Board/University Examination Certificate.

(c) Father's Name

Write your father's name in capital letters as given in Matric Certificate.

(d) Nationality

Select appropriate option, whichever is applicable to you.

(e) Sex

Select appropriate option, whichever is applicable to you.

(f) Date of Birth

The date of birth filled in by the candidate at the time of registration will automatically appear.

(g) Bonafide/Domicile of Himachal

Select appropriate option, whichever is applicable to you. If you are Bonafide/Domicile of Himachal then you are supposed to produce the concerned certificate at the time of counselling.

(h) Photograph

The candidate must upload his/her scanned photograph at the moment when asked to do so. It is expected that the candidate will have the same appearance at the time of counselling as in this photograph. In case your appearance changes, you are required to bring two new photographs at the time of counselling.

(i) Category

Select multiple appropriate options out of SC/ST/GEN/PC (Physically Challenged)/Sports/Cultural/Single Girl Child, whichever is applicable to you.

- (j) Qualifying Examination Graduation or its equivalent

Candidates are advised to enter the qualifying examination passed from Himachal Pradesh or outside, whichever is applicable and also the year of passing of Bachelor Degree.

- (k) Percentage of Marks or its equivalent

Enter the actual percentage of aggregate marks obtained in Bachelor Degree or equivalent qualifying examination, if the results are available otherwise leave blank.

The percentage should be calculated upto two decimal places.

- (l) Qualifying examination GATE/GPAT/CMAT/State Level Common Entrance Examination

Select appropriate option, whichever is applicable to you.

- (m) Score in GATE/GPAT/CMAT/State Level Common Entrance Examination

Write your score/marks obtained in GATE/GPAT/CMAT/State Level Common Entrance Examination as given in the Score Card, whichever is applicable to you.

- (n) Permanent Address

Write your complete permanent address. The address must include your name, father's name, village, post office, tehsil and district and everything else including the PIN Code.

- (o) Correspondence Address

Write your complete postal address to which any communication is to be sent along with PIN Code. The address must include your name, c/o name if required, and everything else including the PIN Code.

- (p) Signature and Declaration by the candidate

The candidate must sign this declaration with the digital signatures (for which the candidate simply needs to upload his/her scanned signature at the movement when asked to do so.

Applications without digital signature will be treated as incomplete and will be rejected.

13. Rules and Regulations for Admission

- 13.1 The instructions contained in this Prospectus should be read carefully along with the advertisement appearing in the newspapers separately.
- 13.2 No communication will be made to any applicant in case of change of schedule of admissions; the same will be notified through newspapers/website of H.P. Technical University only.
- 13.3 The merit list shall be displayed as per the admission schedule specified on the University website. All applicants should verify the correctness of their position in the merit list. In case of any discrepancy, the applicant should immediately inform the Controller of Admissions, in writing, failing which the applicant himself/herself shall be responsible for the consequences.
- 13.4 Every applicant should remain present during the counselling as per the schedule notified in this Prospectus and should immediately report to the Admission Selection Committee on calling.
- 13.5 The applicant must bring along all the original testimonials/certificates at the time of counselling.
- 13.6 No TA/DA will be paid to the applicant while appearing for counselling.
- 13.7 The applicant present during the counselling will be given an opportunity to choose from the seats available at his/her turn.
- 13.8 If the applicant fails to turn up for the counselling as specified in the counselling schedule or does not accept seat offered, he/she shall forfeit his/her claim over the seat as per his/her position in the merit list for that round of counselling and the seat will be offered to the next applicant in the merit list. In case the applicant reports late for admission during any round of counselling, his/her candidature shall be considered for the then available seats. The list/selection order of applicants already selected/admitted shall remain unchanged and under no circumstances, the late applicants shall be allowed to replace the applicants already selected/admitted.
- 13.9 All the applicants who have been selected for admission shall have to pay the requisite fee at the time of admission in respective college.
- 13.10 Applicants seeking admission to affiliating institutes need not apply again to the individual institute.
- 13.11 The certificates/documents attached, if any, alongwith hard copy of application form will not be returned to the candidate or his/her nominee, in case he/she does not get admission.

- 13.12 Applications received after the last date will not be considered. The University shall not be responsible for any postal delay for any reason.
- 13.13 Wrong or misleading or ambiguous entry in the application form may lead to the rejection of the application without assigning any reason.
- 13.14 No intimation will be sent to those applicants who fail to get admission and no correspondence in this regard will be entertained.
- 13.15 The applicant should clearly mention in his/her application form whether he/she belongs to any of the reserved categories and whether he/she is applying for seats reserved for that category. If, no category is mentioned then the application will be considered against General Category.
- 13.16 If no candidate is available in any category, in such case the seat will be offered/filled as per merit of rank/marks from amongst the next point/category falling in the roster.
- 13.17 If any candidate has concealed, suppressed or distorted any information/fact which would render him/her ineligible for admission, his/her admission shall stand cancelled and he/she will have no claim, whatsoever against the College/ Government/H.P. Technical University.
- 13.18 Only those applicants who have filled up Online application form and submitted the hard copy alongwith payment receipt to the Himachal Pradesh Technical University on or before the last date and time and satisfy the eligibility criteria on verification of the original certificates/documents and availability of seats at the time of counselling/admission, will be considered for admission to M.Tech., M. Pharm., M.B.A. and M.C.A. strictly in order of merit/rank obtained in GATE, GPAT, CMAT and SLCEE (State Level Common Entrance Examination) respectively conducted by the Competent Authority.
- 13.19 Admission shall be offered to the applicants of reserved categories before that of general category. Unclaimed/vacant seat if any from the reserved categories shall be transferred to the general category at the end of the admission round of reserved category. Claim of the applicants of reserved category who remain absent for any round of counselling, shall not be accepted for the seats so transferred.
- 13.20 An applicant getting higher rank/percentage of marks in the GATE/GPAT/CMAT/SLCEE shall rank higher in order of merit. In case of tie in the rank/percentage of marks obtained, the inter-se-merit of such applicants shall be determined as follows:-

Order of preference	M.Tech.	M.Pharm.	M.B.A.	M.C.A.
I	Older in age	Older in age	Older in age	Older in age

- 13.21 Physical presence of the applicant is necessary at the time of admission and counselling. The parents/guardian of the applicant will be allowed to accompany the applicant to enable him/her to select course and/or institution of his/her choice out of available courses.
- 13.22 An applicant listed in the merit list shall be eligible for all rounds of admissions/counselling, irrespective of whether he/she attended/availed admission in the earlier round or not.
- 13.23 An applicant who is eligible for admission in more than one category will be admitted in the category of his/her choice subject to availability of seats. However, he/she will be entitled for vertical mobility under all the eligible categories subject to availability of seats. The vertical mobility of the candidate will be from sub reserved category to corresponding Main Reserved Category and then to Main General Category.
- 13.24 If an applicant after having been admitted, cancels his/her admission to join any other course/institution not included in this prospectus he/she will forfeit his/her claim for re-admission or vertical mobility.
- 13.25 An applicant, who has been admitted to a particular course, later on changes his/her mind and does not take admission and again wants to join the same course, shall not be considered for re-admission in the same round of counselling.
- 13.26 The selection letter shall be issued only to the applicants selected for admission to a course of study on verification of original documents.
- 13.27 The selected candidates shall report to the Head of the College for admission on or before the specified date mentioned in the selection letter, failing which the admission shall stand cancelled and thereafter no request will be considered for re-admission.
- 13.28 In pursuance of the final judgement of the Hon'ble Supreme Court of India in order No. CA-9048 of 2012 dated 13th December, 2012, last date to which the students can be admitted against vacancies arising due to any reason (no student should be admitted in any institution after the last date under any quota) is 15th August, 2014. However, any round of counselling could be conducted depending on local requirements, but all the rounds shall be completed before 30th July, 2014.
- 13.29 The candidate must produce the following certificates/documents, in original, alongwith one photocopied set of certificates/documents stapled separately and duly attested by a Gazetted Officer before the Admission Selection Committee at the time of counselling:-
- (a) Certificate of having passed the Bachelor Degree.

- (b) Marks-sheet issued by the Board/University in respect of the Bachelor Degree.
- (c) Matriculation/Higher Secondary Part-I/Indian School Certificates showing the date of birth. No other certificate in respect of the date of birth will be entertained.
- (d) A certificate of good conduct and character from the Principal of the Institution where the candidate has studied last.
- (e) Certificate of being a bonafide/domicile resident of Himachal Pradesh issued by the Sub-Divisional Magistrate/Executive Magistrate of the area to which the father/guardian of the candidate belongs.
- (f) Certificate belonging to the particular reserved category issued by the Competent Authority.
- (g) Certificate of Physically Challenged Category certifying the candidate's disability issued by the Competent Authority.
- (h) Score Card of GATE/GPAT/CMAT/SLCEE whichever is applicable.

13.30 If the candidate who is unable to produce/bring original certificates at the time of counselling his/her candidature will be rejected without any notice there and then by the committee constituted for counselling.

14. Course wise complete lists of admitted candidates as per format given below, duly authenticated by the Head of the Institution with office seal, is required to be submitted by the college/institute alongwith necessary certificates through special messenger to the H.P. Technical University, Hamirpur (H.P.) by 20th August, 2014 positively. Lists not received by due date will not be considered for registration of students with University and further consequences related to non-registration of students with University will lie on the management of concerned institution:

Name of the Institution: _____ Branch _____ Session: _____

1	2	3	4	5	6	7	8
Sr. No.	Name of candidate	Father's / mother's name	Marks in GATE/GPAT /CMAT/ SLCEE	%age of marks in Bachelor Degree	Category/ sub-category	Admitted by HPTU	Remarks

15. Every college is required to display the admission data on the above proforma on the official website of the college, failing which strict action will be taken against the concerned college by the University.

16. The College shall not change any of the provision contained in the prospectus (including eligibility, fees or rules for refund) while admitting the students.
17. Any violations in admission norms by any institute may attract dis-affiliation of the institute.
18. **Penalty clause:** In case any institution admits candidates by violating the standard admission norms laid down in this prospectus, the concerned institution will be fined @ Rs. 10,000/- per candidate and the candidate admitted by the institution in violation of laid down admission norms will not be considered for registration with University.
19. The Technical University reserves all rights to make any changes in the eligibility criteria, number of available seats, reservations, fee, charges and other conditions of admission in accordance with its policy, directions of the Courts/State Government, and regulations of the AICTE without prior notice.