

Institute-wise Open Online Counseling(s) – 2021

For Govt./ Govt. Aided (Aided branches only) Polytechnics

A. Important Information/ Instructions for Institute-wise open online Counseling(s):

1. Instructions issued by Government regarding COVID-19 should be followed.
2. The concerned institute to advertise widely for institute-wise open online counseling including TFW, EWS, HGST, KM, SDB and MAR categories at their own level.
3. Applications alongwith relevant documents (like category certificate, income certificate, Haryana Domicile etc.) will be invited through official email ID of the institute.
4. The schedule of institute-wise open online counseling should be displayed on the website of the institute for the information of aspiring candidates.
5. For admissions in Diploma (Engg.), Diploma (Pharmacy) & Diploma (Engg.) Lateral Entry Courses institute-wise open online counseling shall be conducted on the basis of fresh Inter-se-Merit/ Rank of qualifying examination prepared by the respective concerned institute and Inter-se-Merit/ Rank of qualifying examination declared by HSTES (for centralized online counselings) shall not be considered.
6. The institute-wise open online counseling for diploma courses shall be done as per the information/ instructions mentioned in Diploma Prospectus-2021.
7. The merit of the concerned course should be hosted online on the website of the institute alongwith the contact no. of the institute for resolving the queries.
8. After the declaration of merit the respective fees as mentioned for the course in the Diploma Prospectus will be collected from the candidates through online/ offline as per the facilities available with the institute (like through institute account, Google Pay, Paytm etc.).
9. Before admitting the candidates through the institute wise open online counseling, the institute shall ensure that the previously allotted seat during the centralized/ institute-wise open online counseling to the said candidates has been cancelled.
10. After checking of all relevant documents as mentioned in Diploma Prospectus, the institute shall provide the **provisional admission slip** to the candidate through the email/ physically and upload the details of the admitted candidates online on the intra portal of HSTES **simultaneously**.
11. Institute-wise open online counseling shall be conducted on the basis of seat matrix of vacant/ leftover seats of the institutions and **No sliding is allowed in institute-wise open online counseling to avoid violation of merit**. The category wise vacant seats (after 2nd online counseling) will be available online at **www.intrahstes.gov.in** on 24.09.2021.
12. The entire exercise of institute-wise open online counseling and admission has to be completed upto the cut-off date as mentioned in keydates of Diploma Prospectus – 2021.
13. All the admissions shall be uploaded online on intra portal of HSTES upto the cut-off date as mentioned in keydates of Diploma Prospectus – 2021 positively.
14. The principal has to certify that the admissions have been made as per merit. And for any legal/ court case he/ she will be responsible.

B. Procedure to fill seats under Special Categories/ Schemes

1. For admissions in TFW Category

The admission/ counseling of TFW quota seats, if vacant, may also be done in Govt./ Govt. Aided Polytechnic by following the previous year practice by filling vacant seats under TFW quota at their level through institute level committee to be constituted by the concerned Principal.

Also, institute shall update their TFW admissions online on “tuition fee waiver” link at institute level admissions on intra portal of HSTES. The date of inviting applications for TFW category shall be fixed by the Institute and admissions shall be done accordingly before the last cut-off date for Diploma admissions as mentioned in keydates.

2. For admissions in EWSs Category

The admission/ counseling of EWSs category seats, if vacant, may also be done in Govt./ Govt. Aided Polytechnic by following the instructions as mentioned in Diploma Prospectus – 2021 at their level through institute level committee to be constituted by the concerned Principal.

Also, institute shall update their EWSs admissions online on “economically weaker sections” link at institute level admissions on intra portal of HSTES. The date of inviting applications for EWS category shall be fixed by the institute and admissions shall be done accordingly before the last cut-off date for Diploma admissions as mentioned in keydates.

3. **For admissions in HGST and KM Category**

The seats of HGST & KM category shall be got filled on the basis of fresh Inter-se-Merit/ Rank of qualifying examination prepared by the respective concerned institute. However, it is responsibility of the institutions to check their eligibility and prepare their merit on the basis of qualifying examination. The date of inviting applications shall also be fixed by institute and admission shall be done accordingly before the last cut-off date for Diploma admissions as mentioned in keydates.

4. **Admissions in SDB Category at GP, Morni and MAR Category at GP, Uttawar**

If the seats of SDB and MAR still remain vacant/ leftover, then, the concerned institutions will fill up vacant/ leftover seats at institute level in a fair and transparent manner as per guidelines as mentioned in Diploma Prospectus – 2021.

C. Schedule of Institute-wise open online counseling(s):

Date	Event
29.09.2021	Declaration of Inter-se-Merit/ Rank for Institute-wise open online counseling
30.09.2021	Institute-wise open online counseling for all categories
01.10.2021	Institute-wise open online counseling without any reservation (by merging all reserved categories)
After Institute-wise open online counseling as per above schedule, all Govt./ Govt. Aided Polytechnics are also allowed to conduct another round of Institute-wise open online counseling(s) for filling up of remaining vacant seats (if any) upto the cut-off date as mentioned in keydates of Diploma Prospectus – 2021.	