

# Contents

Message	01
Introduction	02
Sindh TEVTA Programs / Courses	03
Diploma of Associate Engineering (DAE)	04
Admission Policy For DAE	04
Admission Process	07
Admission Schedule	08
Full / Half Free-Ship (Morning Shift Regular Program Only)	08
Scholarship	09
Timing of the Institutions	09
Students Affairs	09
Fees Structure (Morning , DSEP & SHEP)	10
Region-Wise List of Institutes with Technologies offered	12
General Instructions to Candidate	18
City & Guilds	19
Diploma in Commerce (D.COM)	21
Admission For Diploma In Commerce	21
Admission Schedule	21
Eligibility For Admission	21
Merit Order	21
General Rules	21
Number of Seats In GIBCE	22
Fees Structure	23



**Syed Mumtaz Ali Shah**

Managing Director

Sindh Technical Education  
and Vocational Training Authority (Sindh TEVTA)

In recent years, role and importance of Human Capital around the globe has changed due to advancements in technology, changes in political, social, & economic environment. Globalization has created vast opportunities for skilled workforce in the domestic and international markets.

Reducing unemployment and poverty is the fore most challenge of the present Government. This challenge can only be met through enhancement of skill levels of the youth through Technical Education & Vocational Training.

Globally, Technical Education and Vocational Training (TEVT) is considered as a major tool for reducing unemployment and poverty. Unfortunately, in Pakistan, blue-collar employees are not given appropriate social status. Thus, majority of students join TEVT as a last option, being leftovers from the streams of his / her education. Therefore, there is a greater need to change this perception and give better acceptability and social status to these blue-collar employees.

Sindh TEVTA has been endeavouring to increase the awareness level to attract more & more of our youth towards Technical Education and Vocational Training. This we are trying to achieve by improving our Programmes, institutional infrastructure, and transparency in admission process. After the successful centralized admissions policy, the Sindh TEVTA is introducing transparent admissions through a recognized 3<sup>rd</sup> party. This has given more credence to our selection process and made our graduates relatively more acceptable to the employers.

I am confident that through sustained efforts, we will be able to continuously attract best of the best youth towards Technical Education and improve the overall acceptability perception of blue-collar workforce in our society.



## 1. Introduction

Twenty-first century presents new challenges for a radically transformed economy that is likely to have profound implications for the Technical Education and Vocational Training (TEVT). The TEVT system in Pakistan must adapt to the key features of emerging economic world order that includes Globalization and Information & Communication Technology (ICT) Revolution.

Globalization generates new demands, structures, and systems requiring new skills and knowledge. In today's global economy driven by knowledge, the foremost wealth of a firm is its human capital. Therefore, the Economic Development of a country strongly depends on the level of Human Development that in turn depends on the level of technically trained labour. Skilled labour results in improved productivity for Industry. A country with wide ranging Industrial base generates greater employment opportunities and reduced un-employment and poverty. For optimum performance by Industry, productive work force is needed to meet economic and social objectives.

Pakistan with a labour surplus economy, on one side has rapidly increasing unemployed youth while on the other end its public and private sector employers desperately look for technically educated and trained workforce. The shortage of skilled labour is due to a mismatch between academic Programmes and market oriented skills and trainings. To meet these challenges, Sindh TEVTA, like global best practices, is attending to these issues through improving efficiency of TEVT administration and introducing market oriented academic Programmes, trainings, and developing industrial linkages.

### 1.1 TECHNICAL EDUCATION & VOCATIONAL TRAINING (TEVT) IN SINDH

At the time of Independence, Technical Education and Diploma courses were offered in Engineering Colleges with total annual intake capacity of about 350 students in three main fields of Engineering (Civil, Electrical and Mechanical). In Sindh, first Govt. Polytechnic Institute (now known as Govt. College of Technology, Karachi) was established in 1955 with the assistance of Ford Foundation, USA. Now, there is a widely spread network of Technical Education and Vocational Training (TEVT) institutions all over Sindh.

In 2001, with the introduction of scheme of Devolution of Powers in the country, most of the TEVT institutions were devolved to District Governments and City District Government. In Punjab, however, the TEVT institutions were not devolved to the District Governments and remained under the administrative control of Punjab TEVTA resulting in consolidation of industrial base through skilled workforce. Similarly, in the provinces of Baluchistan and Khyber Pakhtunkhwa (formerly NWFP), TEVT Institutions were also placed under respective TEVTAs.

### 1.2 SINDH TECHNICAL EDUCATION & VOCATIONAL TRAINING AUTHORITY (SINDH TEVTA)

In Sindh, TEVT education (prior to establishment of Sindh TEVTA) was offered in a fragmented manner under three departments viz. Education & Literacy, Labour and Social Welfare. The Education & Literacy department controlled 182 institutions, Labour 36 institutions, and Social Welfare 16 institutions. The departments were performing overlapping functions, especially in the area of vocational training. Moreover, the infrastructure of these institutions in terms of buildings, equipment & machinery and teaching faculty did not meet national and international standards/requirements.

Keeping in view of the changing domestic and international labour market requirements and in line with the scheme of reorganization of TEVT Institutions adopted by other provinces, Sindh Technical Education and Vocational Training Authority (Sindh TEVTA) was established through Sindh TEVTA Ordinance, 2007 (Ordinance XVII of 2007) to streamline the Technical Education and Vocational Training in the province. After the approval of the Sindh Cabinet in its meeting held on 28<sup>th</sup> February 2009, the administrative control of all TEVT Institutions has been entrusted to Sindh TEVTA. And subsequently in 2009, the Sindh Assembly has passed the Sindh TEVTA Bill 2009 on March 29, 2010, and enacted on April 20, 2010.

Keeping in view of the changing domestic and international labour market requirements and in line with the scheme of reorganization of TEVT Institutions adopted by other provinces, Sindh Technical Education and Vocational Training Authority (Sindh TEVTA) was established through Sindh TEVTA Ordinance, 2007 (Ordinance XVII of 2007) to streamline the Technical Education and Vocational Training in the province. After the approval of the Sindh Cabinet in its meeting held on 28<sup>th</sup> February 2009, the administrative control of all TEVT Institutions has been entrusted to Sindh TEVTA. And subsequently in 2009, the Sindh Assembly has passed the Sindh TEVTA Bill 2009 on March 29, 2010, and enacted on April 20, 2010.

In order to extend complete autonomy for reorganization and effective management, the policy making task has been entrusted to the Sindh TEVTA Board. The Sindh TEVTA board has been constituted from eminent professionals, public sector officials, representatives from Private Sector with representation from leading industries like Siemens, and Engro Corporation Limited (formerly Engro Chemical Pakistan Limited) besides representation from Chamber of Commerce and Industry.

### 1.3 VISION

Skill for employability and sustainable socio-economic development.

### 1.4 MISSION

Provide demand driven, flexible and inclusive skills training to develop a globally competitive workforce for local and international labour market including informal economy.

### 1.5 OBJECTIVES

- Promote employability and lifelong learning through competency-based, high quality and relevant skills training.
- Strengthen linkages with industry and promote Public Private Partnership (PPP).
- Promote access and equity in training for specific groups including those in the informal economy and rural areas.

## 2. Sindh TEVTA Programmes / Courses

Sindh TEVTA institutions offer Programmes ranging from 3-months certificate course to 4 years B. Tech degree Programme:

S#	Programme / Courses Category	Type of Institutions
i	Bachelor of Technology (B. TECH)	Government Colleges of Technology
ii	Diploma of Associate of Engineering (DAE)	Government Colleges of Technology / Polytechnics / Monotechnic Institutes
iii	Diploma in Commerce (D. Com) / Certificate in Commerce (C. Com)	Government Institute of Business & Commercial Education (GIB & CE)
iv	Technical School Certificate (TSC) / Matric Technical	Technical Schools / Government Vocational Institutes
v	Diploma in Information Technology / Certificate / Short Courses	Government Vocational Institutes / Schools, Vocational Training Institute and Vocational Training Centres
vi	Vocational Diploma / GII & GIII Certificate / other Certificate Courses	Vocational Training Institute and Vocational Training Centres

For detail of Programmes and courses, please visit our website at [www.stevta.gos.pk](http://www.stevta.gos.pk)



## 2.1 DIPLOMA OF ASSOCIATE ENGINEERING (DAE)

Industry largely depends on technicians for production, efficient maintenance, and back-up support. An Associate Engineer can translate scientific knowledge for improved productivity. The Diploma of Associate Engineering (DAE) is awarded by Sindh Board of Technical Education (SBTE) in 26 disciplines. The Government of Pakistan recognizes DAE as equivalent to Inter-Science (Pre-Engineering) for further studies purpose.

After successful completion of Diploma of Associate Engineering (DAE), students can either continue further Engineering Studies or get employment as *Supervisors, Foremen, Sales Engineers, Shift Engineers, Sub-Engineers, Senior Draughtsman, Service Station Managers, Auto Engineers, Agricultural Overseers, Farm Managers, Junior Instructors, Workshop Superintendents* etc.

### 2.1.1 HIGHER EDUCATION

DAE is equivalent to Intermediate (Pre-Engineering). Diploma holders are eligible to the following opportunities of further education:

- Bachelor of Technology
- Bachelor of Engineering offered by Engineering Universities as per their respective policy.
- B. Sc / B. C. S / B. Com / B. B. A / B. P. A / B. A.
- Registration for A. M. I. E. (Pak) through the Institute of Engineers (Pakistan).

## 2.2 DIPLOMA IN COMMERCE (D. COM)

Besides technically trained labour, the Industry requires services of *Administrators, Managers, Accountants, Secretaries, Cashiers, Office / Accounts Assistants, Sales Representatives, and Computer Programmers / Operators, System Analysts* etc. The demand in modern offices has shifted from *Typist or Stenographer to Computer Operator*. Command over different types of software is considered an additional qualification, which a person skilled in office automation must acquire. In our Programme for Diploma in Commerce, Computer Information Technology subjects have been included as per the needs and demand of modern time.

Two-years Diploma in Commerce (D. Com) is recognized as equivalent to Intermediate (Commerce) by all the Universities and Boards in Pakistan. This provides opportunity for further academic advancement to those possessing holders of Diploma in Commerce.

## 2.3 VOCATIONAL DIPLOMA / G-II & G-III COURSES

Vocational diploma and other short courses are offered in vocational institutes / centers. The admission in vocational institute starts from 1st week of January every year.

# DIPLOMA OF ASSOCIATE ENGINEERING (DAE)

## 3. Admission Policy for DAE

### 3.1 ADMISSION PROCEDURE

The admissions shall be centralized for each district. All candidates will specify their preference for **Institute and Technology** in the order of priority.



## 2.1 ALLOCATION OF SEATS

S #	Category	Percentage Distribution		Distribution of 50 seats
		Percentage	Detailed Breakup	
1	Open merit (District of Admission)	60%	i SSC (Science)	18
			ii TSC / GIII with SSC (Science)	06
			iii HSC (Pre-Engineering)	06
2	All Sindh basis (excluding District of Admission)	30%	i SSC (Science)	09
			ii TSC/GIII with SSC (Science)	03
			iii HSC (Pre-Engineering)	03
3	Reserved Seats	10%	For distribution of seats please see 3.2.1	05

**NB:**

- Any seats remaining un-utilized in **All Sindh Basis & Reserved Seats** categories shall be merged into **Open Merit Seats** and Vice Versa.
- For gender equivalence, **Girls** are also allowed equal opportunities for admission into **Boys** Institutions as per merit / policy.
- For **Khawaja Sara / She-Male** 2% seats are reserved. They shall be allowed admission subject to fulfilment of minimum admission requirements.
- National Testing Services (NTS) test is mandatory for candidates applying on **Open Merit Seats** and **All Sindh Basis** categories in regular Programme.
- Candidates with HSC (Pre-Engineering) qualification shall only be consider for admission against the quota reserved for HSC (Pre-Engineering).
- For G-III, overall percentage will be calculated by adding total marks in SSC (Science) and G-III schemes.

### 3.2.1 DISTRIBUTION OF 10% RESERVED SEATS (ALL OVER SINDH BASIS)

S#	Percentage	Category / Group	Number of Seats
a	5%	Children of Defence personnel	i) Army = 30 seats ii) Navy = 10 seats iii) Air Force = 10 seats
		Reserved seats	i) Makran Zone (Baluchistan) = 50 seats ii) Azad Kashmir = 02 seats iii) FATA = 02 seats iv) Northern Areas = 01 seats
		Reciprocal basis	i) Punjab = 22 seats (Boys = 20 , Girls = 2) ii) KPK = 12 seats (Boys = 10, Girls = 2) iii) Baluchistan = 12 seats (Boys = 10, Girls = 2)
		Disabled candidates	1% of the total 5% of reserved seats
b	3%	Real Sons / Daughters / Sisters / Brothers of the employees of Sindh TEVTA Employees of Sindh TEVTA and Sindh Board of Technical Education	3% of the total seats
c	2%	Khawaja Sara / She-Male	2% of the total seats

**NB:**

- All applicants for admission on reserved seats should apply through their respective agency / administrative department / provincial TEVTA.
- In each class, not more than one candidate will be allowed admission from each category.
- The admission to nominated candidate will be allowed on merit within category / group.



### 3.2.2 SEATS PER TECHNOLOGY

S#	Program	No. of Seats per technology
i	Morning Regular Programme / Semi-Self Help Basis Programme (SSHBP)	50
ii	Double Shift Program (DSP), Evening	50
iii	Self Help Evening Program (SHEP)	50

#### NB:

- Admission policy / criteria / eligibility for admission in Semi-Self Help Basis Programme will be similar to the Morning Regular Programme.
- Self Help Evening Programme / Semi-Self Help Basis Programme shall only be offered, subject to minimum enrolment of 25 students in a class. In case of student's enrolment is less than 25, the Programme will be cancelled and student's fee will be returned. Student's transfer into other Programme will be allowed on merit only.
- Semi-Self Help Basis Programme will be offered after filling the seats in regular Morning Programme

### 3.3 MERIT ORDER

Merit will be developed on the basis of 60% marks obtained at SSC / HSC level and 40% marks in NTS test. In case of tie marks in Matriculation / Intermediate, first preference will be given to the candidate who possesses:

- Higher marks in *English, Physics, Maths & Chemistry*.
- Higher marks in Pre-Admission Entry test.
- Older in age.

### 3.4 AGE LIMIT

Programme	Maximum Age
Morning	22 years
Semi-Self Help Basis Programme (SSHBP)	22 years
Double Shift Programme (DSP)	22 years
Self Help Evening Programme (SHEP)	35 years

### 3.5 POWERS FOR UPPERAGE RELAXATION.

- Age relax-able up to **02 years in Morning Regular, SHBE, SSHB and in Double Shift Program** will be allowed by the concerned Principal.
- Age relax-able up to **07 years only in SHEP**, will be allowed by the concerned Regional Directors of Sindh TEVTA.

#### NB:

Overage candidates should submit Age Relaxation Certificate at the time of submission of admission form.

### 3.6 ENTRY QUALIFICATION

- SSC (Science), or
- TSC / GIII with SSC (Science), or
- HSC (Pre-Engineering)



### 3.7 DEDUCTION OF MARKS FOR CANDIDATES FROM PREVIOUS YEAR(S) FOR MORNING REGULAR PROGRAMME/SEMI-SELF HELP BASIS PROGRAMME

For candidates from previous year(s), marks will be deducted as per following table:

Gap	Deduction from Total marks obtained in SSC / TSC / HSC
1 year	1%
2 year	2%
3 year	3%
4 year	4%
5 year	5%

### 3.7 INELIGIBILITY

- E-Grade or less than 45% marks in SSC (Science)/ TSC / HSC (Pre-Engineering)
- Failing in English / Physics / Chemistry and Maths in SSC (Science)/ TSC / HSC (Pre-Engineering)
- Not within age brackets specified above.
- (in case of overage candidate only) Failure to submit Age Relaxation Certificate with admission form

### 3.8 DISQUALIFICATION

- Any NTS Registration form without the attachment of original NTS paid deposit voucher.
- Any attempt to directly or indirectly influence admission authorities.
- If any entry in the application form is found to be incomplete or illegible.
- Any alteration or manipulation in the Admission Form / Documents.
- Parallel Admission in any other Educational Institution or Board.

## 4. Admission Process

### 4.1 PURCHASE & SUBMISSION OF ADMISSION FORMS

Candidate shall obtain and submit Admission Forms to any Sindh TEVTA institutes or RD Office, all over the province, for admission to any of Sindh TEVTA institutes. For further detail, please visit Sindh TEVTA website ([www.stevta.gos.pk](http://www.stevta.gos.pk)).

- a. Candidate shall obtain admission pack (including Prospectus, Admission form, NTS Registration form and Deposit slip) from the institute or RD Office on cash payment of Rs 600/-.
- b. The registrar / clerk responsible for issuing admission pack will fill the deposit slip and issue candidate copy to candidate as a receipt of Rs 600/= by signing and institute stamping.
- c. Institute shall deposit **Rs. 600/-** in any branch of **Habib Bank Limited (HBL)** or **United Bank Limited (UBL)** through the Deposit Slip.
- d. The Institute will submit the paid NTS Deposit Slip to NTS with the candidate NTS Registration form and will retain the institute copy of the deposit slip with Admission form for institute record.
- e. At the time of submission of Admission Form and NTS Registration Form by the candidate, the **Principal/ Registrar** of the Institute shall verify the desired Documents and Forms.
- f. The **Principal** of the institute shall sign and stamp the NTS Registration Form and send it to NTS, whereas, the duly verified Admission Form with documents will be retained by the institute.





- g. The Admit Card for Pre-admission Test shall be issued and dispatched to the candidate by NTS via courier service at the postal address mentioned by the candidate in the Admission form. Additionally, the Admit Card will also be available for download from NTS website ().
- h. The candidate shall make sure that his/her address and contact details mentioned on the Admission and NTS Registration Form is correct and up to date. The Institute or NTS will not be responsible for any wrong/incorrect information provided by the candidate.

#### 4.2 PRE-ADMISSION ENTRY TEST

Pre-admission entry test will be conducted by National Testing Services (NTS) and shall be compulsory for candidates (DAE Morning / SSHBP / DSP/SHBP). Passing the test is mandatory, and minimum 20% marks are required to pass the test. The Test will be given 40% weightage in preparation of merit.

#### 4.3 PROCEDURE FOR ADMISSION AGAINST RESERVED SEATS

Candidates seeking admission on seats reserved for Other Provinces, / Northern Areas / FATA / Makran Division (Baluchistan) / Children of Defence Personnel must apply through respective Technical Vocational Education Authority (TEVTA) Headquarters / Section Officer (Estate & F. R. Division), Govt. of Pakistan / Secretary (Nomination Board) Muzafarabad, Azad Kashmir / Concerned Defence Headquarters.

Candidates applying for Staff Quota will submit their applications to Regional Directorate through Head of respective institute by the 13 September 2014. Only nomination sent through proper channel will be accepted.

#### 4.4 DOCUMENT SCRUTINY & VERIFICATION BY INSTITUTES

Provisional Selection of candidates by NTS will be subject to verification of Documents from concerned Board of Education or certificate issuing authority. **Rs 600/-** (Document Scrutiny fee Rs. 300 + Verification fee Rs. 300) will be paid by the candidate in addition to admission fee to the institute.

## 5. Admission Schedule

Activities	Dates
Advertisement for Admission	Sunday, August 03, 2014
Open House Week	Monday, August 04 –10, 2014
Last date for submission of Admission Forms	Saturday, September 13, 2014
Date of Pre-Admission Entry Test	Sunday, September 28, 2014
Display of Merit List	Saturday, October 04, 2014
Last date of deposit of fee (1st Merit)	Friday, October 17, 2014
Commencement of Classes	Monday, October 20, 2014

## 6. Full / Half Free-ship (Morning Shift Regular Program Only)

Fee concession of full and half free-ship in Tuition fee will be available for up to 10% of total enrolment per class. These Free-ships are awarded on yearly basis to the deserving students according to the existing government rules.

## 7. Scholarship

### 7.1 MERIT SCHOLARSHIP

Merit Scholarship may be awarded to the meritorious / deserving students as per policy approved by the Government of Sindh / Sindh TEVTA from time to time.

### 7.2 MOZU SCHOLARSHIP

Auqaf, Religious Affairs and Zakat & Ushr Department, Government of Sindh, in collaboration of Ministry of Zakat & Ushr (MOZU) Islamabad, is offering handsome stipend to the Mustehaq students of TEVT institutes from Zakat funds each year. Mustehaq candidates can apply for MOZU scholarship through respective institutes just after getting admission.

## 8. Timing of the Institutions

Working Days	Contact Hour	Number of Periods	Timing
Weekdays (Mon – Thu & Sat)	40 Minutes	07	8:30 AM - 01:10 PM
Fridays		06	8:00 AM - 12:30 PM

## 9. Students Affairs

### 9.1 DISCIPLINE

Students are required to observe proper Institutional discipline within and outside the institutions. Any breach of discipline will render the students liable to expulsion. The Institutional Head / Disciplinary Committee shall be the final authority in matters pertaining to disciplinary action / expulsion, imposition of special fines, interpretation of rules and all such matters.

### 9.2 RULES AND REGULATIONS

Students are required to abide by rules and regulations in force in respective institutions. The decision of the Head of Institution / Committee regarding matters pertaining to students' affairs will be final and binding on all concerned. The timetable as well as academic Programme of the institutions may be altered without assigning any reason at any time keeping in view the exigencies of the situation.

### 9.3 LEAVE RULES

Prior permission / sanction for Leave must be obtained from the concerned Head of the Institution or in his / her absence from respective HOD except in cases of emergency such as sickness etc. In case of illness, the Heads of Institutions may require a medical certificate from a registered medical practitioner. Leave, even if granted, will in not exempt the student from any test, examination or other specifically assigned task, workshop assignment or fulfilment of mandatory attendance requirement of the Board.

### 9.4 ATTENDANCE RULES

The students shall be liable to regular attendance checks. A weekly attendance report shall be submitted by the Institutional Heads to the Regional Director, Sindh TEVTA. The attendance for the purpose of minimum attendance requirement of Board shall be based on the report generated by MIS, Sindh TEVTA as consolidated through weekly attendance reports. Admission of the students having less than 50% attendance for three consecutive months shall be terminated.



## 9.5 BOOKS AND INSTRUMENTS

Every student shall be required to purchase necessary books and instruments at his / her own expenses. The list of books shall be obtained from the concerned subject teachers. Reference books and lending facility are available in library of Institutes.

## 9.6 INSTITUTE UNIFORM AND PROTECTIVE CLOTHING IN LABORATORIES / WORKSHOPS

Students are required to wear prescribed Institute uniform. When working in workshops and laboratories, all students shall be required to wear protective Safety Goggles and clothing (i. e. Apron of grey colour for both Boys and Girls). Students are required to purchase Apron and Safety Goggles at their own expense.

## 9.7 ASSESSMENT AND PROMOTION RULES

Assessment and promotion rules (2009) of Sindh Board of Technical Education are applicable.

## 9.8 REFUND OF SECURITY DEPOSIT

Application for refund of Security deposit along-with clearance certificate should be made within one year from the date, a student discontinues his / her studies. Students failing to claim their refund within the prescribed time shall forfeit their claim.

## 9.9 POWERS OF THE HEAD OF INSTITUTION

The Head of the institution on the recommendation of Discipline Committee shall have absolute powers to expel any student from the institute or reject his / her examination form on disciplinary grounds.

## 10. Fees Structure (Morning, DSEP & SHEP)

S. #	Fees Heads / Sub Heads	Morning / DSP	SHEP
1.	Admission Fees (at the time of admission)	75	100
2.	i. Tuition fee (Per Annum)	600	n/a
	ii. Training Charges (Per Annum)	n/a	7000
3.	Identity Card fee (at the time of admission)	50	50
4.	Security Deposit- Refundable (at the time of admission)	200	200
5.	College / Institute development Funds (at the time of admission)	225	500
6.	Lab Equipment / Raw Material Fee (Per Annum)	800	1000
7.	Medical Fee (First Aid) (Per Annum)	50	85
8.	Institute Examination Fee (Per Annum)	100	150
9.	Gymkhana / Sports (Per Annum)	100	150
10.	Computer Repair & Maintenance Fee (Per Annum)	300	500
11.	PTA (now) Institute Management Committee funds (Per Annum)	500	800
12.	Utilities Service Charges (Per Annum)	150	200
13.	Library Fees (Per Annum)	100	100
14.	Institute Affiliation / Registration Fee	25	50
15.	Industrial Visit	200	500
	Grand Total (At the time of Admission) =>	Rs. 3,475	Rs. 11,385

**NB:**

- a. The fees of SSHBP will be half rate of SHEP.
- b. Additional charges will be payable by the students in respect of Transportation (**Rs 1000 / year**), Canteen, Uniform etc. (**depending on the facilities provided by the institution**).
- c. All fees are payable to the institution before the commencement of Academic Year.

**Other Charges:**

- |    |  |                             |
|----|--|-----------------------------|
| a. | Duplicate Identity Card                              | Rs. 50.00                   |
| b. | Provisional Certificate                              | Rs. 50.00                   |
| c. | Appearance Certificate                               | Rs. 25.00                   |
| d. | Other certificates such as Bonafide / Character etc. | Rs. 25.00                   |
| e. | Registration & Examination fees                      | (As prescribed by the SBTE) |



## 11. Region-Wise List of Institutes With Technologies Offered

KARACHI REGION							
#	District	Name Of Institutions	TECHNOLOGY	MRP (Mor.)	DSP (EVE.)	SSHB	SHEP (EVE.)
				No. Of Seats	No. Of Seats	No. Of Seats	No. Of Seats
1	Karachi	GCT (B), SITE	Architecture	N/A	N/A		50
			Auto Diesel	50	50		50
			Chemical	50	N/A		50
			Civil	50	50		50
			Computer Inf. Tech.	N/A	N/A		50
			Electrical	50	50		50
			Electronics	100	100		50
			Instrumentation & Watch	20	N/A		N/A
			Mechanical	50	100		100
			Petroleum	N/A	N/A		50
			Power	50	50		50
			Ref. & Aircond.	50	50		50
			Telecom.	N/A	N/A		50
			Textile Dyeing & Printing	50	N/A		50
Textile Weaving	50	N/A		50			
2	Karachi	GCT (G), Karimabad	Architecture	50	N/A		N/A
			Computer Inf. Tech.	N/A	N/A		50
			Electronics	50	N/A		N/A
			Food Preservation	50	N/A		N/A
			Garment	50	N/A		N/A
			Secretarial	50	N/A		N/A
3	Karachi	GJMPI (B), Malir	Bio Medical	50	N/A		50
			Civil	50	N/A		100
			Computer Inf. Tech.	N/A	N/A		50
	Karachi		Electrical	N/A	N/A		100
			Mechanical	N/A	N/A		50
			Electronics	50	N/A		100
			Instr.& Proc. Control	50	N/A		50



4		GMI (B), Baldia Town	Auto Diesel	50	N/A		50
			Mechanical	50	N/A		50
5		GMI (B), Federal B Area	Computer Inf. Tech.	N/A	N/A		50
			Electronics	50	N/A		50
6		GMI(B), Gulistan-e-Jauhar	Electrical	N/A	N/A		50
			Electronics	50	N/A		N/A
7		GMI (B), Malir Colony	Com. Inf. Tech	50	N/A		N/A
			Electrical	50	N/A		50
			Mechanical	N/A	N/A		50
			Electronics	N/A	N/A		50
8		GMI (B), Memon Goth	Civil	50	N/A		50
			Computer Inf. Tech.	50	N/A		50
			Electrical	50	N/A		N/A
			Electronics	50	N/A		50
9		GMI (B), New Karachi	Computer Inf. Tech.	50	N/A		50
			Electrical	50	N/A		N/A
			Electronics	50	N/A		50
10		GMI (B), Razzaqabad	Computer Inf. Tech.	50	N/A		N/A
			Electrical	N/A	N/A		50
			Electronics	N/A	N/A		50
11		GMI (B), Sector 11-C, Orangi Town	Computer Inf. Tech.	50	N/A		N/A
			Electrical	N/A	N/A		50
			Electronics	50	N/A		N/A
12		GPI (B), Asu Goth	Computer Inf. Tech.	N/A	N/A		50
			Mechanical	50	N/A		50
			Ref. & Air Cond.	50	N/A		50
13		GPI (B), Korangi	Electrical	50	N/A		50
		Sector 51-A	Mechanical	50	N/A		100
14		GPI (B), Landhi	Civil	50	N/A		100
			Computer Inf. Tech.	N/A	N/A		100
			Electrical	N/A	N/A		100
			Mechanical	50	N/A		100
			Textile Dyeing & Printing	50	N/A		N/A
15		GPI (B), Lyari	Auto Diesel	50	N/A		N/A
			Com. Inf. Tech	N/A	N/A		50
			Mechanical	50	N/A		50
			Ref. & Aircond.	50	N/A		50



16	Karachi	GPI (B), Sector 7-C, Orangi Town	Chemical	N/A	N/A		50
			Computer Inf. Tech.	N/A	N/A		50
			Electrical	N/A	N/A		50
			Textile Dyeing & Printing	50	N/A		N/A
			Mechanical	N/A	N/A		50
17	Karachi	GPI (G), Korangi	Garment	50	N/A		N/A
			Secretarial	50	N/A		N/A
18	Karachi	GPI (G), Landhi	Computer Inf. Tech.	50	N/A		50
			Garment	50	N/A		50
			Secretarial	N/A	N/A	50	N/A
19	Karachi	GPI (G), Lyari	Computer Inf. Tech.	50	N/A		N/A
			Garment	50	N/A		N/A
20	Karachi	GPI (G), Saudabad Malir	Computer Inf. Tech.	N/A	N/A		50
			Electronics	50	N/A		50
			Garment	50	N/A		50
21	Karachi	GPSIT (B), Landhi	Electrical	100	N/A		100
			Electronics	N/A	N/A		50
			Garment	50	N/A		50
			Mechanical	50	N/A		50
	Karachi		(Machinist)				
			Mechanical (Welding)	50	N/A		50
			Mechanical (Wood Working)	50	N/A		50
			Printing & Graphic Art	50	N/A		50
22	Karachi	GSEZCT (B), North Nazimabad	Civil	100	N/A		100
			Computer Inf. Tech.	N/A	N/A		50
			Electrical	100	N/A		100
			Electronics	50	N/A		50
			Mechanical	100	N/A		140
			Telecom.	N/A	N/A	50	N/A
23	Karachi	VTI, AHyderi, North Nazimabad	Civil	N/A	N/A		50
			Electrical	N/A	N/A		50



HYDERABAD REGION							
#	District	Name Of Institutions	TECHNOLOGY	MRP (Mor.)	DSP (EVE.)	SHEP (EVE.)	
				No. Of Seats	No. Of Seats	No. Of Seats	
1	Badin	GMI (B), Golarchi	Civil	50	N/A	N/A	
2		GMI (B), Matli	Civil	50	N/A	50	
3		GMI (B), Tando Bago	Electrical	50	N/A	N/A	
4		GPI (B), Badin	Electrical	50	N/A	N/A	
	Mechanical		50	N/A	N/A		
	Petroleum		50	N/A	N/A		
	Civil		N/A	N/A	100		
5	Dadu	GPI (B), Dadu	Civil	50	N/A	100	
			Electrical	50	N/A	100	
			Computer Inf. Tech.	50	N/A	N/A	
6		GPI (B), Mehar	Auto Diesel	50	N/A	N/A	
			Civil	50	N/A	100	
7	Hyderabad	GCT (B), Hyderabad	Auto Diesel	50	50	N/A	
			Chemical	50	50	N/A	
			Civil	100	N/A	150	
			Computer Inf. Tech.	50	N/A	50	
			Electrical	100	N/A	150	
			Electronics	100	N/A	50	
8		GMI (B), Khohsar Latifabad	Civil	50	N/A	50	
			Mechanical	50	N/A	50	
9		GMI (B), Pretabad	Electrical	50	N/A	50	
			Ref. & Aircond.	50	N/A	50	
10		GMI (B), Tando Jam	Computer Inf. Tech.	N/A	N/A	50	
			Electrical	50	N/A	50	
11	Hyderabad	GPI (G), Latifabad	Computer Inf. Tech.	50	N/A	N/A	
			Garment	50	N/A	N/A	
12	Jamshoro	GMI (B), Sehwan Sharif	Mechanical	50	N/A	N/A	
			Civil	N/A	N/A	50	
13		GMI (B), Hala	Civil	N/A	N/A	50	
			Computer Inf. Tech.	50	N/A	N/A	
14	Matiari	GPI (B), Matiari	Civil	50	N/A	50	
			Electrical	N/A	N/A	50	
15	Tando Allah Yar	GMI (B), Tando Allah Yar	Electronics	50	N/A	N/A	
			Civil	50	N/A	50	
16	Tando Muhammad Khan	GPI (B), Tando Muhammad Khan	Civil	50	N/A	50	
			Electronics	50	N/A	N/A	
17	Thatta	GMI (B), Mirpur Bathoro	Civil	50	N/A	50	
18			GPI (B), Thatta	Electronics	50	N/A	N/A
				Mechanical	50	N/A	N/A
				Civil		N/A	70
	Electrical	N/A		N/A	70		





SUKKUR REGION						
#	District	Name Of Institutions	TECHNOLOGY	MRP (Mor.)	DSP (EVE.)	SHEP (EVE.)
				No. Of Seats	No. Of Seats	No. Of Seats
1	Benazirabad	GHCT (B), Nawabshah	Chemical	50	N/A	N/A
			Electrical	50	N/A	50
			Mechanical	50	N/A	N/A
			Civil	50	N/A	50
2		GMI (B), Sakrand	Civil	50	N/A	50
			Electrical	N/A	N/A	50
3		GMI (G), Nawabshah	Computer Inf. Tech.	50	N/A	N/A
4	Ghotki	GMI (B), Dharki	Electrical	50	N/A	50
5		GPI (B), Ghotki	Civil	50	N/A	75
			Mechanical	50	N/A	50
6	Khairpur	GCT (B), Khairpur Mir's	Auto & Farm	25	N/A	N/A
			Auto Diesel	25	N/A	N/A
			Civil	50	N/A	200
			Electrical	50	N/A	100
			Mechanical	50	N/A	50
			Ref. & Aircond.	50	N/A	N/A
			Electronics	50	N/A	N/A
7		GMI (B), Faiz Gung	Civil	50	N/A	75
8		GMI (B), Thari Mirwah	Electrical	50	N/A	N/A
9		GPI (B), Khuhra	Electrical	50	N/A	75
			Civil	50	N/A	75
10		GPTTI (B), Khairpur	Petroleum	N/A	N/A	50
			Chemical	N/A	N/A	50
11	Naushahro Firoze	GMI (B), Kandiaro	Civil	50	N/A	50
			Computer Inf. Tech.	50	N/A	N/A
12		GMI (B), Mehrabpur	Electrical	50	N/A	N/A
13		GMI (B), Padidan	Civil	50	N/A	50
			Computer Inf. Tech.	N/A	N/A	50
14		GMI (B), Pano Akil	Mechanical	50	N/A	50
			Electrical	50	N/A	50
15	Sukkur	GPI (B), Sukkur	Civil	50	N/A	80
			Electrical	50	N/A	80
			Electronics	50	N/A	N/A
			Mechanical	50	N/A	50
			Computer Inf. Tech.	50	N/A	N/A
16		GPI (G), Sukkur	Computer Inf. Tech.	50	N/A	N/A
			Electronics	50	N/A	N/A
			Garment	50	N/A	N/A



## LARKANA REGION

#	District	Name Of Institutions	TECHNOLOGY	MRP (Mor.)	DSP (EVE.)	SHEP (EVE.)
				No. Of Seats	No. Of Seats	No. Of Seats
1	Jacobabad	GPI (B), Jacobabad	Civil	50	N/A	50
			Electrical	50	N/A	50
			Mechanical	50	N/A	50
			Computer Inf. Tech	N/A	N/A	50
2	Kambar Shahdadkot	GMI (B), Shahdadkot	Electrical	50	N/A	50
3		GMI (B), Warah	Computer Inf. Tech	50	N/A	N/A
4		GPI (B), Kamber Ali Khan	Electrical	50	N/A	N/A
			Civil	50	N/A	N/A
5	Kashmore	GMI (B), Kandhkot	Mechanical	50	N/A	N/A
6	Larkana	GCT (B), Larkana	Ref. Air Cond. Tech	50	N/A	N/A
			Civil	50	N/A	50
			Electrical	50	N/A	50
			Mechanical	50	N/A	N/A
7		GMI (B), Rato Dero	Civil	50	N/A	50
8	Shikarpur	GMI (B), Garhi Yaseen	Civil	50	N/A	N/A
9		GPI (B), Shikarpur	Civil	50	N/A	N/A
			Electrical	50	N/A	50

## MIRPURKHAS REGION

#	District	Name Of Institutions	TECHNOLOGY	MRP (Mor.)	DSP (EVE.)	SHEP (EVE.)
				No. Of Seats	No. Of Seats	No. Of Seats
1	Mirpurkhas	GPI (B), Mirpurkhas	Civil	50	N/A	50
			Electrical	50	N/A	50
2	Sanghar	GMI (B), Khipro	Electrical	50	N/A	N/A
3		GMI (B), Shahdadpur	Civil	50	N/A	100
			Computer Inf. Tech.	N/A	N/A	50
4		GMI (B), Tando Adam	Electronics	50	N/A	N/A
5		GPI (B), Sanghar	Civil	50	N/A	50
			Electrical	50	N/A	50
6	Tharparkar	GPI (B), Mithi	Civil	N/A	N/A	80
			Computer Inf. Tech.	N/A	N/A	50
			Electrical	50	N/A	N/A
			Mining	50	N/A	N/A
7	Umerkot	GMI (B), Umerkot	Civil	50	N/A	50
			Electrical	N/A	N/A	50



**Legend:**

<b>GCT</b>	Government College Of Technology
<b>GHCT</b>	Government Habib College Of Technology
<b>GJMPI</b>	Government JamiaMillia Polytechnic Institute
<b>GMI</b>	Government Monotechnic Institute
<b>GPI</b>	Government Polytechnic Institute
<b>GPSIT</b>	Government Pakistan Swedish Institute Of Technology
<b>GPTTI</b>	Government Petroleum Technical Training Institute
<b>GSEZCT</b>	Government Saifee Eid-E-Zahabi College Of Technology

## GENERAL INSTRUCTIONS TO CANDIDATE

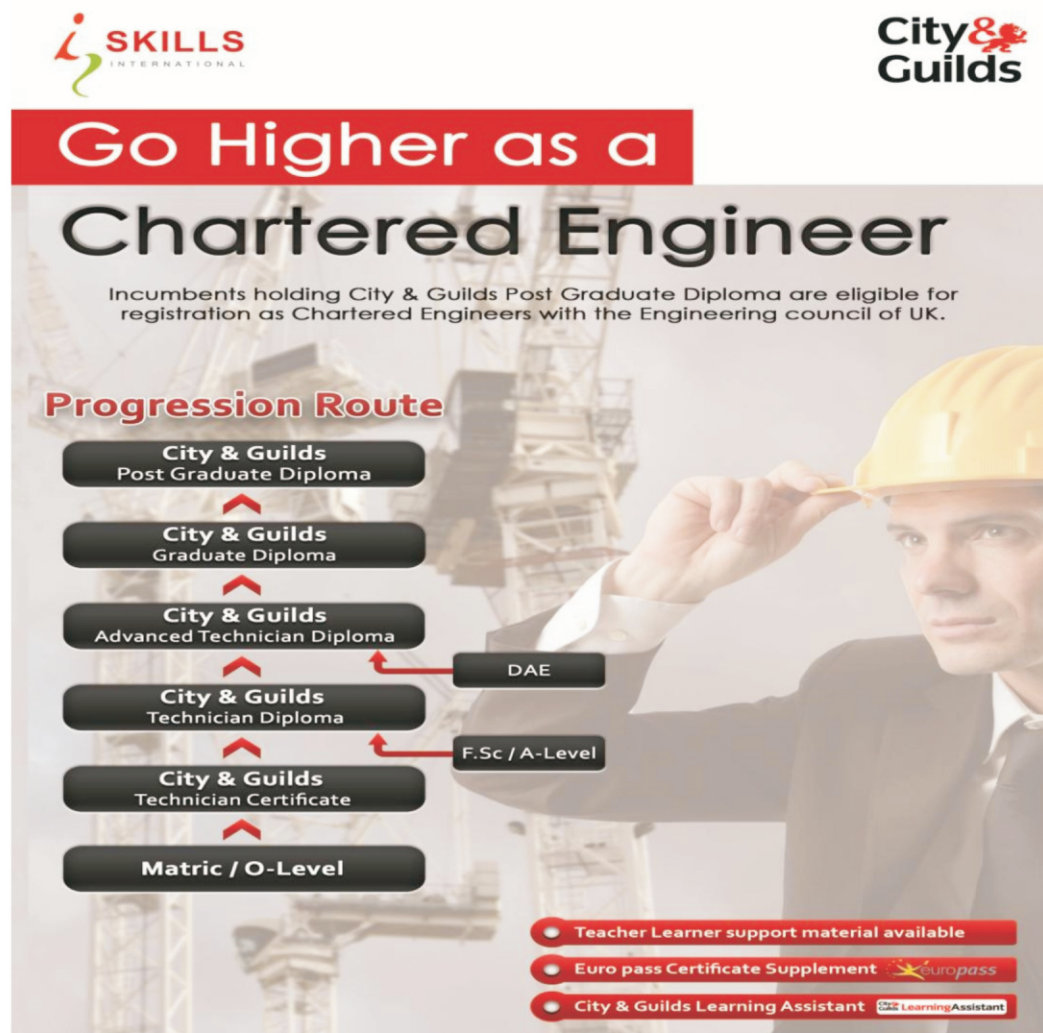
- a. Please fill in the application form in your own handwriting neatly and carefully.
- b. Please fill in your "CATEGORY" as per status of Domicile / P. R. C.
- c. Please attach undertakings (given in Admission Form) on the court stamp paper of Rs. 20/-.
- d. Photocopy of Admission Form is not acceptable.
- e. Attach the attested copies of all the following Documents / Certificates (in duplicate):
  1. College Leaving Certificate, if applicable.
  2. Matriculation Certificate, showing age or date of birth (Original / Provisional).
  3. Marks Sheet of HSC (Pre-Engineering) / Matriculation (Technical / Science) Examination or its equivalent from the relevant Board.
  4. G-III certificate for candidates seeking admission on the basis of G-III with Matric (Science).
  5. Six photograph recently taken and duly attested.
  6. Domicile Certificate of the Applicant / Father's (including Candidate's Name) and Permanent Residence Certificate.
  7. Hafiz-e-Quran Certificate, if applicable.
  8. Migration Certificate (after admission).
  9. Original NTS Deposit slip of Rs.600/- for Pre-Admission test.



## City & Guilds

City & Guilds (UK) is world's foremost International Technical & Vocational qualification awarding body operating in over 80 countries worldwide. City & Guilds qualifications are widely accepted by employers around the world. City & Guilds International Vocational qualifications (IVQs) are designed to measure the knowledge and the practical skills of learners and specifically for the international marketplace.

City & Guilds is now playing a fundamental role in reshaping vocational education and training both in the UK and internationally. The City & Guilds qualification are flexible, provides pathway and upward progression as follow:





## SKILLS INTERNATIONAL (PVT.) LIMITED

SKILLS being the authorized representative of City & Guilds in Pakistan- is providing active support to implement City & Guilds International Qualifications at various training Institutes located all over Pakistan. Their support areas include; Capacity Building programmes, Marketing activities, Teaching Learning Material development, designing and conducting assessments and creating employment opportunities etc.

## SINDH TEVTA - CITY & GUILDS AFFILIATION

From this academic session (2014-15) nine (09) Institutes of Sindh Technical Education & Vocational Training Authority are accredited by City & Guilds to offer various International Vocational Qualifications at Certificate and Diploma level. These courses of International standards are widely accepted as a benchmark for workplace excellence. The following institutes offered the City & Guilds Certification courses:

1. Government College of Technology, SITE, Karachi.
2. Government College of Technology, Hyderabad.
3. Government College of Technology, Larkana.
4. Government College of Technology (Girls), Karimabad, Karachi.
5. Pakistani Swedish Institute of Technology, Landhi, Karachi.
6. Government Vocational Training Institute, Kotri.
7. Government Polytechnic Institute, Mirpurkhas.
8. Government Vocational Training Institute, Al-Hyderi, Karachi.
9. Petroleum Technical Training Institute, Khairpur.

## ELIGIBILITY FOR CERTIFICATE LEVEL COURSES:

- Secondary School Certificate (Matric Pass), O-Levels or equivalent
- Age Limit: 15 years & above

## ELIGIBILITY FOR DIPLOMA LEVEL COURSES:

- City & Guilds Certificate in related Technology
- Higher Secondary School Certificate (FA/F.Sc) / A- Levels or equivalent
- Age Limit: 16 Years & above

## CITY & GUILDS QUALIFICATIONS AND FEE STRUCTURE

For detail information about qualifications/courses/Program and fee structure please contact institute affiliated with City & Guilds.

## DIPLOMA IN COMMERCE (D.COM)

### 1. Admission for Diploma in Commerce

Admission for Diploma in Commerce (D. Com) shall be conducted at respective Government Institute of Business & Commercial Education (GIB & CE). Candidates shall obtain Admission Form and Prospectus from institutes on payment of Rs. 100/-. The duly-filled Admission Form shall be submitted in the institute

### 2. Admission Schedule

Activities	Dates
Advertisement for Admission	Sunday, August 03, 2014
Open House Week	Monday, August 04 –10, 2014
Last date for submission of form Admission Forms	Saturday, September 13, 2014
Display of Merit List	Saturday, October 04, 2014
Last date of deposit of fee (1 <sup>st</sup> Merit)	Friday, October 17, 2014
Commencement of Classes	Monday, October 20, 2014

### 3. Eligibility for Admission

#### 3.1 Minimum Qualification

Matric or Equivalent Qualification.

#### 3.2 Age

Minimum: 15 Years

Maximum: 28 Years

(Relax-able up-to 2-Years in case of Rural / Under-developed area by the respective Regional Director, Sindh TEVTA)

#### 3.3 Domicile

Admission on Open Merit, students possessing Domicile and PRC of Sindh Province.

### 4. MERIT ORDER

Admission is granted according to merit determined by the Institute Admission Committee on the basis of Percentage of Marks obtained, in Matric / Intermediate. In case of tie, the candidate older in age will be given preference.

### 5. General Rules

Otherwise than the specifically mentioned rules, General Rules including Attendance Promotion Rules for Diploma of Associate Engineering are applicable.



## 6. Number of Seats in GIB & CE

Karachi				
S. #	District	Name of institutes	Maximum Intake Capacity	
			Morning	Evening / Short Course
1	Karachi	GIB & CE, Azizabad	150	200
2	Karachi	GIB & CE, Gulistan-e-Jauhar	100	N/A
3	Karachi	GIB & CE, Lyari	100	N/A
4	Karachi	GIB & CE, Malir	100	N/A
5	Karachi	GIB & CE, Orangi Town Sector 11 <sup>1/2</sup>	100	N/A

Hyderabad				
S. #	District	Name of institutes	Maximum Intake Capacity	
			Morning	Evening / Short Course
1	Badin	GIB & CE, Badin	50	N/A
2	Dadu	GIB & CE, Dadu	50	N/A
3	Dadu	GIB & CE, Mehar	50	N/A
4	Hyderabad	GIB & CE, Latifabad	100	N/A
5	Hyderabad	GIB & CE, Qasimabad	50	40
6	Jamshoro	GIB & CE, Sehwan Sharif	50	N/A
7	Matari	GIB & CE, Hala	50	N/A
8	Tando Allah Yar	GIB & CE, Tando Allah Yar	50	N/A
9	Thatta	GIB & CE, Sujawal Mirpur Bathoro	50	N/A
10	Thatta	GIB & CE, Thatta	50	N/A

Sukkur				
S. #	District	Name of institutes	Maximum Intake Capacity	
			Morning	Evening / Short Course
1	Benazirabad	GIB & CE, Kazi Ahmed	50	N/A
2	Benazirabad	GIB & CE, Nawabshah	50	N/A
3	Ghotki	GIB & CE, Ghotki	50	N/A
4	Khairpur	GIB & CE, Khairpur	50	N/A
5	Khairpur	GIB & CE, Pir-Jo-Goth	50	N/A
6	Khairpur	GIB & CE, Thari Mirwah	50	N/A
7	Naushahro Firoze	GIB & CE, Kandiaro	50	N/A
8	Naushahro Firoze	GIB & CE, Naushahro Firoze	50	N/A
9	Sukkur	GIB & CE, Rohri	50	N/A
10	Sukkur	GIB & CE, Sukkur	50	N/A

Larkana				
S. #	District	Name of institutes	Maximum Intake Capacity	
			Morning	Evening / Short Course
1	Jacobabad	GIB & CE, Jacobabad	50	N/A
2	Kambar Shahdadkot	GIB & CE, Mirokhan	50	N/A
3	Kambar Shahdadkot	GIB & CE, Shahdadkot	50	N/A
4	Kashmore	GIB & CE, Kandhkot	50	N/A
5	Larkana	GIB & CE, Larkana	50	N/A
6	Shikarpur	GIB & CE, Lakhi	50	N/A
7	Shikarpur	GIB & CE, Shikarpur	50	N/A

Mirpurkhas				
S. #	District	Name of institutes	Maximum Intake Capacity	
			Morning	Evening / Short Course
1	Mirpurkhas	GIB & CE, Digri	50	N/A
2	Mirpurkhas	GIB & CE, Mirpurkhas	50	N/A
3	Sanghar	GIB & CE, Khipro	50	N/A
4	Sanghar	GIB & CE, Sanghar	50	N/A
5	Sanghar	GIB & CE, Tando Adam	50	N/A
6	Tharparkar	GIB & CE, Mithi	50	N/A
7	Umerkot	GIB & CE, Umerkot	50	N/A

## 7. Fees Structure

S. #	Particulars / Head of Fees	Amount (in Rupees)	
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year
1.	Admission Fees	50	N/A
2.	Tuition Fees	200	200
3.	Internal Examination Fund	40	40
4.	Sports Fund	50	50
5.	Institute Development Fund	100	100
6.	Security Deposit (Refundable)	100	N/A
7.	College Identity Card	10	10
8.	CMC / IMC (Old P.T.A)	150	150
9.	Library Books	50	50
10.	Utilities Service Charges	50	50
11.	Repair & Maintenance of Computers	300	300
12.	Scrutiny of Documents	100	N/A
13.	Verification of MarksSheet from concerned Board	100	100
14.	Institute Affiliation / Registration Fee	25	N/A
<b>Total fee</b>		<b>1,325</b>	<b>1,050</b>

**NB:**

- a. Fees & Funds will only be deposited through Pay orders into respective GIB & CE Bank Account.
- b. In addition to above Fees & Funds, the students will have to pay the registration Fees, Examination Fees and Certificates Fees of SBTE, as fixed by the Sindh Board of Technical Education, Karachi.