

GOVERNMENT POLYTECHNIC MOKOKCHUNG

ADMISSION PROCESS GUIDE

Step-by-Step Instructions for Applicants

Programmes

Diploma in Computer Science & Engineering (CSE)
Diploma in Electronics & Communication Engineering (ECE)

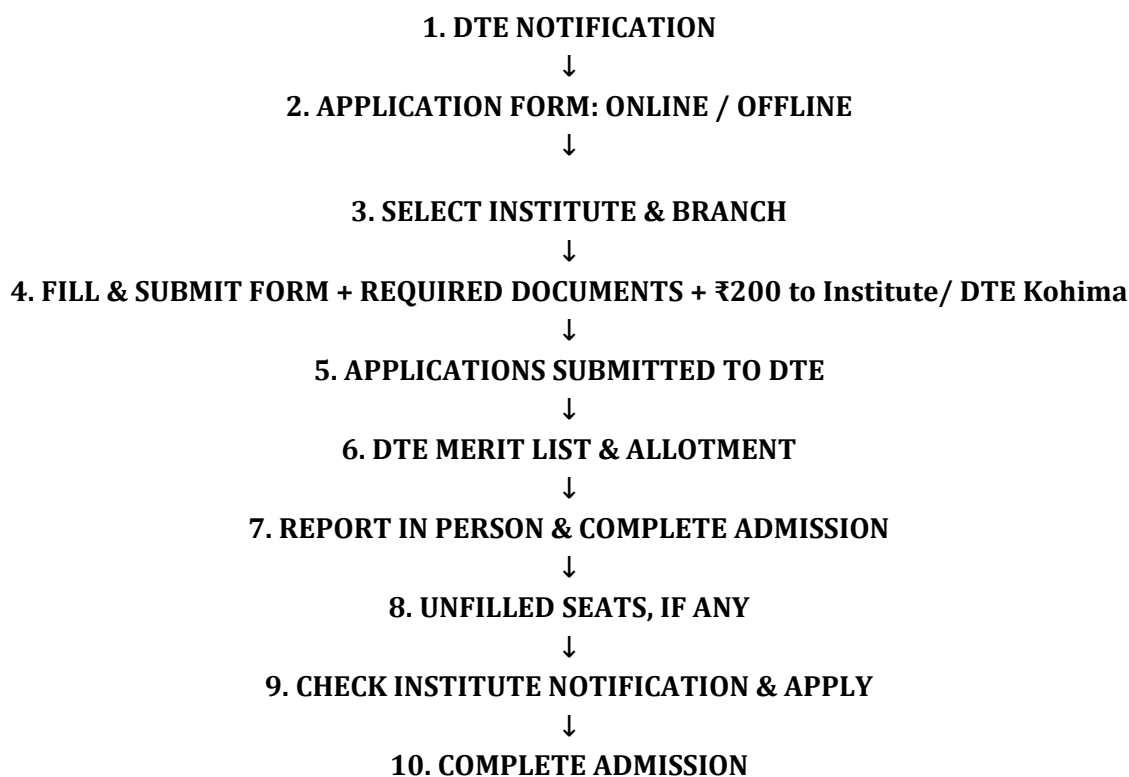
Eligibility

At least 45% marks each in Mathematics and Science in HSLC

Application Fee

₹200 (Non-Refundable)

Admission Process at a Glance



1. Programmes and Available Seats

Programme	Code	Maximum Seats
Diploma in Computer Science & Engineering	CSE	15
Diploma in Electronics & Communication Engineering	ECE	8

2. Check Your Eligibility

- Pass the HSLC examination.
- Score at least 45% in Mathematics in the HSLC examination.
- Score at least 45% in Science in the HSLC examination.

3. Step-by-Step Admission Instructions

STEP 1: Check the Admission Notification

Check the admission notification issued by the Directorate of Technical Education (DTE).

- Note the application dates, submission deadline and other instructions.
- Make sure you meet the prescribed eligibility requirements before applying.

STEP 2: Obtain the Application Form

Obtain the application form online or from the Institute.

- Read the instructions provided with the application form before filling it out.

STEP 3: Select Your Institute and Branch

Indicate your preferred institute and branch in the application form.

- Enter your choices carefully.
- Your institute and branch choices will be considered during the DTE merit-list and allotment process.

STEP 4: Fill and Submit the Application to Any Polytechnic / DTE, Kohima

Fill all other details in the application form completely and correctly.

- Attach all required documents.
- Pay the prescribed application fee of ₹200 (Non-Refundable) when submitting your application.
- Submit the completed application to the Institute within the stipulated time.
- Applications submitted to the Institute will be sent to the DTE within stipulated time as per official notification

STEP 5: Wait for the Merit List

- The DTE will prepare the merit list and provisional result based on the prescribed selection process.
- Your HSLC marks and your institute and branch choices will be considered during the allotment process.
- Check the merit list and allotment when published.

STEP 6: Report to the Institute for Admission

If you are allotted a seat at Government Polytechnic Mokokchung, report to the Institute in person to complete the admission process.

- Bring all required original documents.
- Submit the original documents for verification and admission formalities.
- The Institute will retain the original documents for a prescribed period during the admission process.
- Complete all remaining admission formalities as instructed by the Institute.

STEP 7: Check for Unfilled Seats

If seats remain vacant after the first round of admission, the Institute may fill the remaining seats at its discretion.

- Check the Institute's official website and official social media handles for leftover-seat notifications.
- Read the eligibility and other criteria specified in the notification.
- If you are interested and eligible, contact the Institute as instructed in the notification.

STEP 8: Complete Admission Against Unfilled Seat

If you are selected for an available unfilled seat, report to the Institute and complete the admission formalities.

- Meet the eligibility and other criteria prescribed by the Institute.
- Complete the admission before the commencement of the academic year.

4. Documents to Carry for Admission

Bring the original documents required by the admission notification. The following documents are currently required:

Document	Original	Photocopy
Passport size photographs (3.5cm / 3cm)	Required	2 copy
HSLC/HSSLC Admit Card and Marksheet	Required	1 copy
Indigenous Inhabitant of Nagaland Certificate	Required	1 copy
ST Certificate	Required	1 copy
Backward Tribe Certificate (if Applicable)	Required	1 copy

**Additional documents may be required as specified in the applicable admission notification.*

5. Important Instructions/Information

- Read the latest DTE admission notification carefully before applying.
- Enter your institute and branch choices carefully in the application form.
- Submit your completed application and required documents within the stipulated time.
- Submission of an application does not guarantee admission.
- If you are allotted a seat, report to the allotted institute in person with the required original documents.
- For leftover seats, follow the criteria and instructions announced by the Institute.
- Check the Institute's official website and official social media handles regularly for admission-related notifications.
- Submit your HSLC/HSSLC marksheet within 3 working days (or as specified in the latest Admission Notification from DTE) after the declaration of the HSLC/HSSLC result.
- In case of a tie in the merit list for Engineering, Architecture Assistantship and Interior Design categories, ranking will be determined on the basis of marks scored in Mathematics, Science and English of HSLC/HSSLC and then age.
- In case of a tie in the Fashion Technology merit list, ranking will be determined on the basis of marks scored in English, General Knowledge, Mathematics and Science of HSLC and then age.
- Selection to a Diploma Programme will be based on the HSLC/HSSLC merit list and availability of seats in the Diploma Programme(s) according to your stated preferences.
- Naga Indigenous inhabitants of the State will be accorded first preference for selection. Thereafter, preference will be accorded to children of non-Naga Indigenous inhabitants of the State and children of Non-Naga State Government Employees, Central Government/Agency Employees serving in the State, as per merit in HSLC/HSSLC.
- If there is any discrepancy in the merit list, selection or nomination, the Selection Committee will decide the course of action and recommend it to the competent authority for implementation.

6. Reservation Policy

The following reservation provisions apply as prescribed by the applicable admission rules:

- 15% reservation will be made for Backward Tribes on the basis of One Tribe One Seat as per merit in the Diploma Entrance Exam.
- 10% of the total intake in all courses will be reserved for Female Candidates.
- 5% special reservation will be made for Differently Able/Physically Handicapped students, subject to the disability conditions prescribed by the Medical Council of India/State in the relevant notification.
- Out of the remaining seats, 90% will be reserved for ST Indigenous of Nagaland and 10% will be reserved for General Category for the specified courses, including Computer Science & Engineering and Electronics & Communication Engineering, except Civil Engineering.
- If there are no takers from the categories specified above, the seats will be de-reserved to ST Naga candidates belonging to the State of Nagaland.

Important: Always follow the latest official admission notification issued by the Directorate of Technical Education and the instructions issued by Government Polytechnic Mokokchung.