



F. No. 25-15/NBER(AIOAT)/RCI/2016

Dt. 14.09.2018

### CIRCULAR

**Sub:** Commencement of classes of Diploma level courses for the academic session 2018-19 from 17<sup>th</sup> September, 2018 - reg.

With reference to completion of online admission to all Diploma level courses approved by the Council for the academic session 2018-19, it is to inform all concerned that the classes of Diploma level courses will be commenced from 17<sup>th</sup> September, 2018 onwards. Accordingly, respective training institutions are advised to make necessary arrangements for commencement of classes for the admitted candidates for the academic session 2018-19 irrespective of number of candidates admitted for this session.

2. In addition to this, the training institutions are advised to arrange additional classes in the weekends to ensure the completion of syllabus of 1<sup>st</sup> semester of the respective courses of 4 semesters (2 years duration) well before the commencement of 1<sup>st</sup> semester examination.
3. The training institutions have to ensure the completion of minimum 75% attendance each in theory and practical classes from the date of commencement of course/instructional days which will be compulsory for students to be eligible to appear in the final theory and practical examination. The rest of the conditions as mentioned under the Regulations of the Scheme of Examination, NBER have to be complied by the training institutions.
4. Training Institutions are advised **NOT** to send the list of admitted candidates either to the Council or the respective National Institutes as this information is available in online admission portal of the Council which will be sent to the respective National Institutes latest by September, 2018.
5. The respective National Institutes are advised to issue the enrolment number to the admitted candidates at the earliest after verification of the eligibility conditions of the admitted candidates at 10+2 level i.e. 50% marks for the General candidates along with relaxation for SC/ST/PwD etc., caste certificate and other relevant documents which are required by the respective National Institute. The soft copy of the list of the candidates with enrolment number also be provided to the Council by the respective National Institute for verification of records and future reference.
6. The syllabus of diploma level courses is available on the Council's website. Admitted candidates are advised to download the above said syllabus for their references.

(Dr. Kamlesh Kumar Pandey)  
Chairperson