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State Board of Technical Education, Bihar, Patna

Diploma
Examination Rules

Applicable for Affiliated

Three Years Diploma Level Courses / Programmes

With Effect from Academic Session (2023-24)

30/5/23 30/05/23 30.5.23 30/5/23 30.5.

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Diploma Examination Rules

In exercise of powers vested with State Board of Technical Education (S.B.T.E.), Bihar vide Letter No. 539 dated 04.05.2005 (in para 15) and to improve the standards of Technical Education in Bihar, the competent authority hereby frames rules for Examination of Affiliated Three-Years Diploma Courses / Programmes in the State.

This document contains the rules for Diploma in Engineering Examinations, henceforth called **"DER 2023".** It stipulates eligibility of students to appear in examinations of each of the six semesters and the conduct of examinations leading to Diploma. These rules will be applicable to all the affiliated Courses / Programmes of the Govt. Polytechnics / Private Polytechnics under SBTE, Bihar.

Secretary
State Board of Technical Education,
Bihar, Patna

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Rule-1 **Applicability: -**

1.1 Applicability of Rules: -
These rules are applicable to all Diploma Courses / Programmes affiliated to State Board of Technical Education, Bihar.

Rule-2 **Definitions of Important Terms:-**

1) "Board" means State Board of Technical Education, Bihar (SBTE, Bihar).
2) "Secretary" means the Secretary of State Board of Technical Education, Bihar.
3) "Bye-Laws" means Bye-Laws made by the Board.
4) "Polytechnic or Institution" means an Institution imparting Diploma in Engineering affiliated to SBTE, Bihar.
5) "Admission" means the process adopted by the competent authority for the entry of students to the Diploma Course / Programme affiliated to the Board.
6) "Course" means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
7) "Registration" means the process through which a student admitted to a course / programme in first semester (and in third semester for L.E.) is registered in the records of the Board by allotment of unique registration number.
8) "Semester Enrolment" means the process through which a student admitted to subsequent semester in the records of the Board to get enrolled in a particular semester course for appearing in Board Examinations.
9) "Examination" means one or more end semester examinations conducted by the Board.
10) "Supplementary Examination" means a student who fails in the appearing semester are allowed to appear again in the examination conducted by Board in all the theory/practical/term works papers
11) "Compartmental Examination" means a student who was promoted in the next semester are allowed to appear in the examination conducted by Board in the carry papers (Theory / Practical) only.
12) "Carry papers" means a paper in which a student doesn't pass in the examination and got prompted in higher semester with backlog subject/s.
13) "Evaluation" means Evaluation of Term Work / Theory / Practical through Progressive Assessment and end semester examination as per teaching and examination scheme of the Board.
14) "Exemption" means opportunity to a student entering the Diploma course / programme with additional qualifications than the basic eligibility criteria to skip the obligation of passing of some courses specified by the Board.
15) "In-plant Training / Industrial training" means an opportunity provided to the student after attaining core competencies of the course / programme to get conversant with experience in real life situation of Industry.
16) "Practical" means course work delivered through laboratory / drawing / workshop sessions or field work.
17) "Oral" means mode of assessment wherein the assessor evaluates the student's learning through verbal interaction.
18) "Programme" means the field of Technical Education, i.e. Engineering and Technology, and such other Programmes/ areas as notified by the AICTE.
19) "Online Examination" means computer-based test / On-Line test of learning outcomes.
20) "Progressive Assessment" means Assessment methodology in which the student's learning outcomes are assessed continuously throughout the term based on rubrics.
21) "Project" means the performance of a student at application level wherein he/she applies the competencies attained to compile / analyze data or synthesize a model or prototype pertaining

to some emerging concept in the field of the programme of Diploma course.

22) "Seminar" means the performance of a student wherein he / she presents in a report form, a compilation of information / analysis / case study of an existing concept in a new perspective or in an emerging trend.
23) "Theory" means subject / course work delivered through class room and tutorial learning.
24) "Term Work" means practical inputs reflected through journal writing / job work / drawing etc.
25) "Teacher Assessment" means overall performance of students reflected through Discipline / Attendance / Assignments / behavior / Dress code / quiz / oral / Rapid-fire question.
26) "COE" means Controller of Examinations in the office of the State Board of Technical Education, Bihar.
27) "Centre Superintendent" means superintendent of the Examination centre to be appointed by the Board.
28) "Observer" means the officer / faculty / appointed by the Board to observe all the activities at Examination centre and report to COE.
29) "Evaluation Director" means the officer appointed by the Board responsible for all the activities of Evaluation centre to evaluate the answer sheets"
30) "Regular Candidate" means a candidate who has enroll themselves and undergo full semester course of all theory/practical/term work papers in that semester.
31) "Private Candidate" means a candidate who appear in the supplementary / compartmental examination without enrolling themselves in that semester.

Rule-3 **Teaching and Examination scheme**

The teaching and examination scheme of a Diploma in Engineering and such other disciplines shall be as per the respective prescribed curriculum subject to the revisions and modifications made by the Board, from time to time.

3.1 **Course and Heads of passing**

A course may have some or all of the following heads of passing, as may be prescribed in the teaching and examination scheme of the curriculum.

- Theory
- Practical
- Term Work
- Project and Seminar
- In-plant Training

Theory, Practical and Term Work heads may have further separate heads for progressive assessment and end semester examination each head shall have separate marks. The maximum marks and minimum passing marks for each passing head of course shall be given in corresponding teaching and examination scheme.

3.2 In light of student faculty ratio and number of courses in Ist and IInd semester, the Ist and IInd semester course shall be divided into two group named as Group A and Group B as per annexure 15.

Rule-4 **Rules for Admission to a Course / Programme**

4.1 **Eligibility**- No candidate shall be admitted to a course for Diploma in Engineering or any other Diploma approved by the Board unless he/she has passed the qualifying examination or an equivalent examination as prescribed for admission to the course by the Government of Bihar / AICTE norms.

Rule-5 **Registration / Enrollment in Diploma Courses**

A Student shall be registered in the Diploma courses with state Board of Technical Education, Bihar only after meeting the following criteria or as directed by Department of Science and Technology, Govt. of Bihar from time to time.

	5.1		A student is admitted as per Govt. of Bihar rules / AICTE norms.
	5.2		A student has to register online with the Board only in Semester-I (and Semester-III in case of Lateral Entry) as per the schedule notified by SBTE, Bihar. The hard copy of the application form downloaded from SBTE, Bihar portal along with the prescribed Board fees and the documents (self-attested photocopy of Matriculation Original Passing Certificate, marks sheet, admit order of admission authority, Photographs of students etc.) shall be submitted by the student to the Principal of the concerned institute. After proper verification of identity and genuineness, the Principal shall forward these documents to the Board for registration through online mode.
	5.3		If a student does not register himself / herself with the Board in the same semester to which he/she is admitted, no further chance shall be admissible to such a student after the lapse of the semester (i.e. end of the first Semester) or in case of Lateral Entry, end of the third Semester of that session.
	5.4		Registration with the Board shall be cancelled in case genuineness of student's identity is not established or their document related to admission are not found genuine at any later stage after registration.
	5.5		Enrollment to next higher semester for pass / promoted students will be necessary as per schedule notified by SBTE, Bihar.
Rule-6	**Eligibility for end semester (I to VI) examinations-**		
	6.1		A student must be registered / enrolled with SBTE, Bihar.
	6.2		A student has maintained good conduct.
	6.3		A student has attended at least 75% of lectures, tutorials and has completed practical / Term Work classes (as may be applicable) for each subject satisfactorily.
	6.4		A student will be responsible to fill up the online examination form as per schedule declared by the Board, after reconciliation of online examination fees / late fees.
	6.5		An eligible candidate shall fill the examination form separately for each semester he / she wishes to appear in with separate Board fee wherever applicable as per rule.
	6.6		Online examination forms filled by the student after online payment of examination fee. Admit card shall be generated only after verification of candidature ship by the Institute.
	6.7		Must be certified by the Principal concerned with respect to rule 6.1, 6.2 and 6.3.
Rule-7	**Specific Eligibility conditions for different Semesters.**		
	7.1	**Eligibility for semester I examinations**	
		7.1.1	Registration of all eligible candidates shall be mandatory in semester I for appearing in class tests and end semester examinations.
		7.1.2	A student has completed regular course of study of semester I.
		7.1.3	A student has fulfilled criterion as mentioned in rule-6.
	7.2	**Eligibility for semester II examinations.**	
		7.2.1	A student has appeared completed / partially in the prescribed theory / practical end semester examinations of semester I.
		7.2.2	A Student has enrolled in semester II.
		7.2.3	A student has completed regular course of study of semester II.
		7.2.4	A student has fulfilled criterion as mentioned in rule-6.
	7.3	**Eligibility for semester III examinations.**	
		7.3.1	A student having failed in more than four Theory / Practical Papers of semester I and II taken together or remained absent in more than four Theory / Practical Papers of semester I and II taken together shall be declared Fail. Such fail students will not be eligible for enrolment in semester III until he / she passes in Theory / Practical papers of semester I and II taken together or promoted with carry papers up to maximum four papers.

		7.3.2	A student may appear in the end semester examinations of semester III if he / she fulfills the conditions of rule- 7.3.1.
		7.3.3	A student has enrolled in semester III.
		7.3.4	A student has completed regular course of study of semester III.
		7.3.5	A student has fulfilled the criterion as mentioned in rule-6.
	7.4	**Eligibility for semester IV examinations.**	
		7.4.1	A student having failed in more than two Theory / Practical papers of semester III or remained absent in more than two Theory / Practical papers of semester III shall be declared fail and will not be eligible for enrollment in semester IV until the student passes in Theory / Practical papers of semester III or promoted with carry papers up to maximum two papers.
		7.4.2	A student has carry in maximum four Theory / Practical papers (including absent in Theory / Practical Papers) of semester I and II taken together.
		7.4.3	A student has enrolled in semester IV.
		7.4.4	A student has completed regular course of study of semester IV.
		7.4.5	A student has fulfilled the criterion as mentioned in rule-6.
	7.5	**Eligibility for semester V examinations.**	
		7.5.1	A student having failed in more than two Theory / Practical papers of semester IV or remained absent in more than two Theory / Practical papers of semester IV shall be declared fail and will not be eligible for enrollment in semester V until the student passes in Theory / Practical papers of semester IV or promoted with carry papers up to maximum two papers.
		7.5.2	A student has carry in maximum two Theory / Practical papers (including absent in Theory / Practical papers) of semester III.
		7.5.3	Both the rule 7.5.1 & 7.5.2 can be taken separately.
		7.5.4	A student must pass in all Theory / Practical papers of semester I and semester II completely.
		7.5.5	A student has enrolled in semester V.
		7.5.5	A student has completed regular course of study of semester V.
		7.5.6	A student has fulfilled the criterion as mentioned in rule-6.
	7.6	**Eligibility for semester VI Examinations.**	
		7.6.1	A student having failed in more than two Theory / Practical papers of semester V or remained absent in more than two Theory / Practical papers of semester V shall be declared fail and will not be eligible for enrollment in semester VI until the student passes in Theory / Practical papers of semester V or promoted with carry papers up to maximum two papers.
		7.6.2	A student has carry in maximum two Theory / Practical papers of semester IV.
		7.6.3	A student has enrolled in semester VI.
		7.6.4	A student has completed regular course of study of semester VI.
		7.6.5	A student has fulfilled the criterion as mentioned in rule-6.
		7.6.6	A student having failed in one or more Theory / Practical papers or remained absent in one or more Theory / Practical papers in semester VI shall be declared fail.
		7.6.7	A student may be awarded Diploma if he/she passes in all the Theory / Practical papers of all the semesters (I to VI).
Rule-8	**Adoption of Examination Reform Policy 2018 of AICTE**		
	SBTE, Bihar will adopt Examination Reform policy 2018 of AICTE for Polytechnics of Bihar state from session 2022-23. Outcome Based Education (OBE), Programme Outcomes (POs), Course outcomes (COs), Learning Outcomes (LOs), Mapping etc. as mentioned in AICTE Examination Reform Policy 2018 will be provided in detailed curriculum of SBTE, Bihar. The institution shall have to follow AICTE examination reform policy 2018.		

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Rule-9	**Conduct of Examinations and Marks Distribution**		
	9.1	The Board shall conduct one examination at the end of each academic semester i.e I, III & V in odd semester and II, IV & VI in even semester. There will be supplementary / compartmental examination for III[rd] to VI[th] semester within a month after declaration of result.	
	9.2	Each theoretical paper provided under the courses of study for I[st] to VI[th] semester examination shall be evaluated as per following marks distribution. Evidence of same shall be available in Learning Management software (LMS).	
		9.2.1	20% marks for internal institutional test ie. Class Tests (CT). In case a candidate remains absent in class tests, zero marks shall be awarded. Answer books of class tests shall be examined by the teacher of the institution and the examined answer books shall be shown to the students after keeping a copy of marks foil concerned. Class tests should be conducted as per SBTE Academic Calendar notified from time to time.
		9.2.2	10% marks for Teacher's Assessment (TA) on the basis of attendance, quiz test assignments, oral test etc.
		9.2.3	70% marks for end semester examination (ESE) to be conducted by the Board as per scheme of examination printed on courses of Study. Phase-wise computer-based test (CBT) will be adopted by the Board and institution should have to prepare for it so that all eligible candidates can appear in examination through CBT phase wise in future examinations. OMR based answer sheets may also be provided in case institutional facility is not sufficient to organize CBT in future, however stepwise it shall have to be converted based on CBT in future.
	9.3	Practical paper examinations will be conducted by the Board as per the scheme of teaching and examination.	
	9.4	Only multiple-choice question (MCQ) may be provided for end semester theoretical papers examinations and no subjective question will be given in theoretical paper examinations in future.	
	9.5	Printing of question papers will be done only at examination center on the schedule provided by the Board.	
	9.6	No question paper for practical Board examination will be supplied by the Board. Institute will conduct the practical examination as per the scheme of teaching and examination.	
	9.7	**Medium of Examination** Candidates appearing in an examination of the Board shall have to write and communicate answers to the questions in written or oral examinations through the medium of English / Hindi language unless otherwise specified.	
Rule-10	**Practical / Term Work: -** All Practical/Term Work performed by the students including virtual lab work must be uploaded in Learning Management software (LMS).		
	10.1	The progressive assessment of practical work of students shall be examined as per the scheme of teaching and examination and internal marks shall be provided by the subject teacher of the institution during the conduct of the term work throughout the semester. The Board shall get the students examined for external marks as per the scheme of teaching and examination by external examiners.	
	10.2	The progressive assessment of term work records of students shall be examined as per the scheme of teaching and examination and internal marks shall be provided by the subject teacher of the institution during the conduct of the term work throughout the semester. The Board shall get the students examined for external marks as per the scheme of teaching and examination by external examiners.	
Rule-11	**Pass criteria:-** A candidate must obtain following minimum marks to pass I[st] semester to VI[th] semester examinations.		
	11.1	40% marks in each theoretical paper (Minimum 28 Marks out of 70 marks in end semester	

		examinations must be obtained and minimum total 40 marks aggregate out of 100 marks.
	11.2	Minimum 40% marks in each practical.
	11.3	Minimum 40% marks in each term work paper (Internal Progressive Assessment and External evaluation taken together).
Rule-12	**Promotion to higher semester and award of Class:-**	
	12.1	A candidate shall be awarded with class for the semester if he/she has passed all theory / practical / term work papers of that semester.
	12.2	A candidate shall be promoted to the subsequent higher semester if he/she meets all the criterion of rule 7 as applicable with carry papers.
	12.3	Candidates as mentioned in rule 12.2 shall not be placed in any Grade/Class. Such candidates may appear to clear the carry papers through compartmental / supplementary examinations as private candidate. However, candidates will pursue their studies in his/her semester, if applicable.
	12.4	A candidate who fails in any one or more term work shall be declared fail. Such Candidate have to enrolled as a regular candidate and appear in the next examination along with the upcoming session.
Rule-13	**Special Grace Scheme:-**	
	13.1	If a candidate who has appeared in all theoretical and practical papers in one lot in any end semester examination and has passed in all theoretical, practical and term work individually and in aggregate except one theoretical paper by a maximum of 5 marks (in Board), he/she will be declared to have passed the examination after adding the marks by which he has failed and the marks thus added will be deducted from the marks of the subject in which he has obtained the highest marks.
	13.2	If a candidate who has appeared in all theoretical and practical papers in one lot in any end semester examination and has passed in all theoretical, practical and term work individually and in aggregate except two theoretical papers by not more than 5 marks in both subjects taken together, he/she will be declared to have passed the examination after adding the marks by which he has failed two subjects and the marks thus added will be deducted from the marks of the paper in which he/she has obtained the highest marks.
	13.3	Special Grace scheme is applicable for only fresh candidates and shall not be applicable to students appearing in compartmental / supplementary examinations.
Rule-14	**Compartmental / Supplementary Examinations:-**	
	If a student has failed in any of the Ist to VIth semester examinations of the Diploma course or has failed to appear therein even after having completed the regular course of study but fulfills other necessary requirements, may appear again in the end semester / compartmental / supplementary examination (for III, IV, V and VI semester only) as a private candidate without further attendance of theory, practical and term work subject to the following conditions:	
	14.1	Candidate has good moral character.
	14.2	Candidate has satisfied the necessary conditions as per the rules for appearing at the examination in any previous semester.
	14.3	Candidate has passed in the term work (where applicable).
	14.4	Certification of the concerned Principal with respect to rules 14.1, 14.2, and 14.3.
Rule-15	**Limitations of Compartmental / Supplementary examinations.**	
	15.1	A student can pass the semester I and II examination in maximum three academic session (maximum six chances of consecutive examination). Failing which the students should be declared Not Fit for Technical Education (NFT), if he / she doesn't pass semester I and II

		examination in altogether six consecutive end semester examination conducted by Board and counted semester I and II examinations separately. However, Board may grant a chance to such "NFT" students for appearing in next three consecutive end semester examinations as final attempt.
	15.2	Semester III, IV, V, and VI student can pass the examination in maximum three academic session (i.e., maximum six chances of including compartmental / supplementary examination). However, Board may grant a chance to such failed students for appearing in next three consecutive end semester examinations as final attempt after readmission in the institutions to pursue the course of study of that semester as a fresh student.
	15.3	A candidate who appeared in I to VI Semester examinations in all papers in one attempt and passed in all the term works but failed in one or more theory / practical papers of semester I to VI, may be allowed to appear in subsequent regular semester examination as per rule-7. In calculating the aggregate marks for such candidates for award of class, the total marks obtained by him / her in the paper passed compartmentally will be considered. However, for candidates appearing in supplementary examinations from semester III to VI, total marks obtained by the candidate will be counted.
Rule -16	**Marks Carried for Supplementary/ Compartmental Examination**	
	16.1	In supplementary examination, marks of end semester examination shall be awarded as obtained by candidate if, he/she appears in all papers as per teaching and examination scheme of that semester.
	16.2	In compartmental examination of carry paper, marks of end semester examination shall be awarded as obtained by candidate if, he/she appears in carry papers as per teaching and examination scheme of that semester.
Rule -17	**Improvements of Marks**	
	17.1	The students may apply for Improvement examination in semester III, IV, V and VI after the publication of results by filling the Improvement examination forms as per SBTE norms.
	17.2	Students can avail the chance of improvement in maximum of two theory papers and shall have to appear in the supplementary/ compartmental examination conducted by the Board immediately after publication of result of even/odd semester in the current academic session only.
	17.3	Benefits of the Grace Marks will not be given while improving the marks.
	17.4	If a student appears for Improvement Examination, Maximum marks shall be considered.
	17.5	The improved marksheet / certificate if any, will be given to the students only after the submission of previous marksheet / certificate to the Board through Institute.
Rule-18	**Marks of Private candidate to be carried forward-**	
	In case of private candidate, the marks obtained in different heads of passing in the previous examination of the same course in which he has claimed exemption shall be carried forward for deciding his/her total marks.	
Rule -19	**LOSS / DAMAGE of Answer Book(S)**	
	Average marks may be granted by Examination Board in case of missing answers book after fixing the	

	responsibility by Committee duly constituted for the same.	
Rule-20	**Successful passing of VI Semester Exam and award of Diploma:-**	
	20.1	For award of Diploma, CGPA (Cumulative Grade Point Average) obtained by Candidate in Ist to VIth Semester Examinations shall be considered as per Examination grading scheme.
	20.2	For the award of Diploma, a student shall be required to pass all the subjects of Ist to VIth Semester Examinations conducted by the Board as per rule.
	20.3	In case a candidate has passed the final Semester Examination but has carry in any lower semester examinations, his / her result shall be withheld till he / she clears all the papers of lower semester examination, in which he / she had failed.
	20.4	Marks sheet will be furnished to the candidate through the institution immediately after publication of the results. A candidate may get them directly from the Board by paying a Board fee through online mode or Bank Draft **(payable to the Secretary, State Board of Technical Education Bihar, Patna)** along with the application.

Rule-21 **Courses offered in different Government / Private Polytechnics of Bihar affiliated to SBTE, Bihar.**

As mentioned in annexure enclosed.

Rule-22 **Duration of the Courses-**

22.1 A full time Diploma courses shall be of three years duration comprising of six semesters.

Rule-23 **Board of assessment, examination and certification.**

23.1 There shall be a Board of Assessment, Examination and Certificate henceforth referred to as "SBTE, Bihar"

23.2 The Board shall have the following powers and functions related to examinations unless otherwise directed by the Department of Science and Technology, Govt. of Bihar.

23.2.1	To arrange for holding of Examinations.
23.2.2	To arrange for evaluation of answer sheets.
23.2.3	To publish examination results.
23.2.4	To award certification / Diploma.
23.5.5	To place the examination related issues before the Examination Board.
23.2.6	To assess the entire examination system time to time and suggest ways and means for its improvements.
23.2.7	To consider any other matter related to conduct of examinations and infrastructure / disciplinary action thereof.
23.2.8	The Board will prepare academic Calendar for effective and smooth running of Institutions.
23.2.9	The Board will prepare / revise / modify the detailed syllabus / curriculum as and when required based on need analysis. COE based Courses will be introduced as per Deptt. Of Sc. & Technology, Govt. of Bihar directives.

Rule-24 **Re-evaluation of Result:-**

Application for Re-evaluation of the result in any subject or subjects of the Board Examination shall be submitted to Controller of Examinations, S.B.T.E., Bihar along with the requisite Board fee per subject (as decided by the Board time to time.) payable to Secretary, S.B.T.E., Bihar through institution head / online mode. Such application shall be accepted only if it is received within 10 days of the result publication of that examination ie. If a Candidate fails to apply for Re-evaluation of result within the prescribed time, he / she shall lose the right to Re-evaluation. Such answer books will be jointly Re-evaluated by moderation board.

Rule-25 **Loss of Original Diploma Certificate/Issue of Duplicate Certificate:-**

In the event of loss of original Diploma Certificate, a candidate can apply for the Duplicate copy with the requisite fee through the Principal concerned along with an affidavit detailing therein the circumstances under which it was lost. The affidavit must be made in the presence of a First-Class Magistrate/Oath Commissioner. Further, the copy shall be marked as 'DUPLICATE'. Further copy to duplicate copy shall be superscripted as 'TRIPLICATE', 'QUADRAPLICATE' & likewise, as the case may be.

Rule-26 **Preservation of Examination Records:-**

The answer script and related documents (viz. registration form, examination application form, marks foil etc.) of each semester examination shall be preserved by the Board / examination centre / evaluation

	centre only for one years after the publication of the result.	
Rule-27	**Unfair Practices in Examinations:-**	
	27.1	In case of walkout or stay out or cancellation of examination due to any disturbance created at the centre for which the examinees are responsible or in case of cancellation of examination due to mass scale use of unfair means, neither there shall be any re-examination nor shall average marking be done. Zero marks shall be awarded to the examinees in the paper / papers concerned.
	27.2	Willing students who resist and do not come out of the examination hall shall be permitted by the Centre Superintendent to continue their examinations or to write afresh where answer book is torn, and in that case the time wasted in disturbance shall be duly compensated.
	27.3	If there is any report of use of unfair means by the Centre Superintendent, or by the observers or by the members of the Flying Squad or any Inspecting Officer of the Board, the examination of concerned room / rooms / center will be cancelled. However, the re-conduct of examination shall be considered on case-to-case basis.
	27.4	If the Examination Board is satisfied that there have been connivance and encouragements by the teachers / invigilators working at the Centre, for creating disturbance at the Centre or in case of denial / refusal of any examination work without valid reason, the Chairman of the Board will recommend to the State Govt. for taking disciplinary action against the persons concerned.
Rule-28	**Amendment in Declared Results:-** In case, the declared result of an examination is later on found affected by an error (except those covered under malpractice, fraud or improper conduct). The matter shall be placed before the Special Committee for scrutiny. Board shall have the power to amend such result according to the recommendation of the Special Committee. No result shall, however, be amended after one year from the date of declaration of such result or after declaration of the result of the next examination at the same level, whichever is earlier. The special Committee shall be constituted by the Secretary, S.B.T.E. Bihar.	
Rule-29	**Name correction on documents:-** Documents shall normally have the name of a candidate as contained in his SSC Board certificate. In case of any discrepancy appearing in the name of a candidate in document issued by S.B.T.E, the candidate shall duly apply for correction immediately after the declaration of the result of the very first examination of the Board he appears in. Board shall carry out the sought correction in the statement of marks for the said examination, following the prescribed procedure, expeditiously, definitely before the next examination. The candidate shall apply for correction in his name through the Principal of his institute, who shall ascertain that the candidate's name appears in the related list of admitted students and shall duly certify on the application and forward it to the Board.	
Rule-30	**Migration Certificate:-** A Candidate will get Migration Certificate from the Board along with Diploma Certificate. Requisite fee will be taken from the Candidate. After issuance of the migration Certificate, the Candidate will no longer remain a bonafide student of the Board.	
Rule-31	**Permission for Writer:-** Permission for writer in the end semester examination would not be granted in any circumstances.	
Rule-32	**Amendments:-** Notwithstanding anything contained herein, The Examination Board may amend the rules as and when required with a view to maintain high standards of Technical Education of Bihar State.	

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Rule-33	**Annexure:-**		
	1.	Teaching and Examination Scheme	**(Annexure 01)**
	2.	Examination Grading/Percentage of Marks/Division	**(Annexure 02)**
	3.	Role and Duties of observer for Diploma Examinations	**(Annexure 03)**
	4.	Scale of Punishment for use of unfairness means	**(Annexure 04)**
	5.	Guidelines for the Centre Superintendent of Examinations	**(Annexure 05)**
	6.	Guidelines for External Examiner / Internal Examiner / Centre suptt / Evaluation Director for External Evaluation.	**(Annexure 06)**
	7.	Duties & Responsibilities of Co-Examiner	**(Annexure-07)**
	8.	Duties & Responsibilities of Head Examiner	**(Annexure-08)**
	9.	Directions to Assistant Centre Superintendents / Invigilators	**(Annexure-09)**
	10.	Courses offered in different Govt./Private Polytechnics of affiliated to SBTE, Bihar.	**(Annexure-10)**
	11.	SOP (Standred operating procedure) for external Examiner / CS for external evaluation of practical & Term Work papers.	**(Annexure-11)**
	12.	User Manual for Registration.	**(Annexure-12)**
	13.	User Manual for Registration Verification (Institutional)	**(Annexure-13)**
	14.	User Manual for SBTE-EMS Login.	**(Annexure-14)**
Rule-34	**Dispute Resolution:-** All the disputes (if any) that arise shall be decided by the Examination Board. The decision of the Board in all such matters shall be final and binding on all stakeholders.		

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30/05/2023

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Secretary
State Board of Technical Education,
Bihar, Patna.