



WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION
AND SKILL DEVELOPMENT

(A Statutory Body under Government of West Bengal Act XXVI of 2013)
Department of Technical Education, Training & Skill Development, Government of West Bengal
Karigari Bhawan, 4th & 5th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

Memo No. WBSCTVESD/TED/2022-23/0109

Date: 06.06.2022

NOTICE

**Guidelines in respect of filling-up of the ONLINE APPLICATION FORM
of External Theoretical Examinations for the Part-I, Part-II & Part-III diploma students in
Hotel Management & Catering Technology (HMCT)
(Academic Session 2021-22)**

GUIDELINES FOR THE STUDENTS

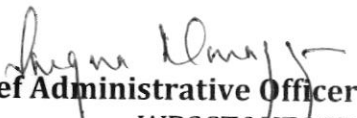
Guidelines

**Online Application
& Fee Payment for
the External
Theoretical
Examinations**

- All eligible diploma students (Academic Session 2021-22) of Hotel Management & Catering Technology (HMCT) will have to fill up Application Form for the upcoming External Theoretical Examinations through the web-portal of the Council at www.webscte.co.in by paying requisite fee.
- A link captioning "*Apply Online for External Theoretical Examinations for the Students of Hotel Management & Catering Technology (HMCT) (June-2022)*" will be activated in the Home Page of the Council's website, www.webscte.co.in on **9th June, 2022** for the concerned students.
- Eligible students will have to enter their **Registration Number** after clicking the above-mentioned link for initiating the process of form fill-up.
- Students will have to provide their mobile number and email id in the given space and will have to click the tab "**Submit and Pay Fees**".
- For payment of the fee, students have to select "**Mode of Payment**" from Net Banking, Debit Card, Credit Card or UPI and pay the fee.
- Regular students will have to pay fee of **Rs. 500/- (Rupees five hundred)** only and Casual students will have to pay fee of **Rs.150/- (Rupees one hundred and fifty)** only.
- Last date for submission of online form and payment of fee by the concerned students for the External Theoretical Examinations is **12th June, 2022 (Up to 11.30 PM)**.
- After successful payment of the examination fee, application details of the students will automatically reach their respective Institute portal for online validation by the Institute authority.

	<ul style="list-style-type: none"> • During payment of the fee, if online transaction of any student shows 'PENDING' for a prolonged time, he/she has to write immediately to the Council at helpdesk@webscte.co.in with full details and a screen shot of the transaction made. • Last date for online validation of the eligibility of the students by the Institute authorities is 13th June, 2022 (Up to 12 Noon).
Downloading of e-Admit Card	<ul style="list-style-type: none"> • e-Admit card of the validated students will be available in the official website of the Council (www.webscte.co.in) on and from 14th June, 2022 from the link "e-Admit Card for External Theoretical Examinations for the Students of Hotel Management & Catering Technology (HMCT) (June-2022)"

All eligible diploma students of are advised to contact their respective Institutes / HODs / Subject Teachers in case of facing any difficulty in filling-up of the online application form for the aforesaid examination.


Chief Administrative Officer
 WBSCT&VE&SD

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Date: 06.06.2022

Copy forwarded for information to:

1. Chairperson, WBSCT&VE&SD
2. PS to Hon'ble MOS(IC), Department of TET&SD for kind information of Hon'ble MOS(IC)
3. Sr. PA to the Principal Secretary, Department of TET&SD for kind information of the Principal Secretary of the Department
4. SAO (TE), WBSCT&VE&SD
5. SAO (Examination), WBSCT&VE&SD


Chief Administrative Officer
 WBSCT&VE&SD