Information Bulletin

[for admission into 1st year B.E./B. Tech, M.B.B.S., B.D.S., Agriculture, Forestry, B.V.Sc. & A.H., Homeopathy Degree courses]



Availability of Application Form through all modes

16.04.2016

Fee details (Gen / BC-I/ BC-II) :-

PCM Group:- ₹ 1,100/-* PCB Group:- ₹ 1,100/-* PCMB Group:- ₹ 1,200/-* Fee details (SC / ST) :-

PCM Group:-₹ 550/-* PCB Group:-₹ 550/-* PCMB Group:-₹ 650/-* Last date for submission of Application Form

16.05.2016

Date of Examination

05.06.2016 [Sunday]

JHARKHAND COMBINED ENTRANCE COMPETITIVE EXAMINATION BOARD SCIENCE & TECHNOLOGY CAMPUS, SIRKHA TOLI, NAMKUM, RANCHI

IMPORTANT INSTRUCTIONS:

Candidates are required to go through the Information Bulletin carefully and acquaint themselves.

- 1. Applicant of J.C.E.C.E. 2016 have to apply through one method among of these three.
 - a. Online
 - b. ICR Application Form
 - c. Purchasing OMR Application Form through Post Office
- 2. Information Bulletin can be downloaded from the link "Information Bulletin for J.C.E.C.E.
 - 2016" which is available under "Downloads" column on the home page of the Board's website http://jceceb.jharkhand.gov.in.
- 3. Online submission of Application form may be made by accessing "Online Application for J.C.E.C.E. 2016" link available on the home page of the Board's website http://jceceb.jharkhand.gov.in. Instructions for Online submission of Application form are available in the Information Bulletin and on the website http://jceceb.jharkhand.gov.in.
- 4. The candidates should select the group of examinations as per their choice of PCM or PCB or PCMB according to courses as follows:-

Subject Group	Courses
PCM Group	B.E. / B. Tech / B.Sc. Agriculture / B.Sc. Forestry
PCB Group	M.B.B.S. / B.D.S. / B.Sc. Agriculture / B.Sc. Forestry / B.V. Sc. & A.H./ B.H.M.S.
PCMB	B.E. / B. Tech / M.B.B.S. / B.D.S. / B.V. Sc. & A.H. / B.Sc. Agriculture /
Group	B.Sc. Forestry / B.H.M.S.

- 5. Candidates are allowed to submit only one Application form. More than one application i.e. multiple Applications from a candidate will be rejected.
- 6. The name of the candidate and his/her parent's name in the Application form must exactly be the same as registered in class I.Sc./10+2/equivalent qualifying Examination. No prefix/title such as Mr/Shri/Fr/Dr/Mrs/Smt/Col etc should be used.
- 7. Application fee once paid will not be refunded (full or partial) under any circumstances.
- 8. No options can be changed at a later stage after submission of an application.
- 9. Those candidates who are applying through ONLINE mode need not require to send the hard copy of application. However, the candidates are advised to retain hard copy of application i.e. confirmation page for future reference, counselling purpose or

- correspondence, if any. But if any candidate applying through other than ONLINE mode, have to submit the filled up application form within the last date.
- 10. The Jharkhand Combined Entrance Competitive Examination 2016 will be conducted in one stage.
- 11. The offer of admission shall be subject to verification of Original certificates/documents, identity at the time of counselling. If any candidate is found ineligible at a later date even after examination, his/her candidature will be cancelled.
- 12. The candidates are advised to retain the same mobile number and email-id in use which they have furnished in the Application form because the important information may be given to the candidate(s) through SMS or e-mail. *The candidates are advised to have their own personal email id.*
- 13. Candidates must follow the instructions strictly as given in the **Information Bulletin** and on website. Candidates not complying with the instructions shall be summarily disqualified.
- 14. Examination Centre should be chosen carefully as changes are not allowed after submission of online application.
- 15. The candidates can download ONLINE ADMIT CARD for the Examination from the website http://jceceb.jharkhand.gov.in. Relevant information will also be hosted on the said website.
- 16. The candidates can download the Result from the Result column on the home page of the Board's website http://jceceb.jharkhand.gov.in.
- 17. For the latest updates, candidates must remain in touch with the website http://jceceb.iharkhand.gov.in and regularly check their e-mails till the completion of final round of counselling.
- 18. Candidates must preserve the ONLINE ADMIT CARD till the admission in College or Institution.
- 19. All correspondence related to J.C.E.C.E. 2016 should be addressed to :-

The Controller of Examination

Jharkhand Combined Entrance Competitive Examination Board Science & Technology Campus, Sirkha Toli, Namkum-Tupudana Road, Namkum, Ranchi - 834010

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INFORMATION BULLETIN

JHARKHAND COMBINED ENTRANCE COMPETITIVE EXAMINATION - 2016

1. INTRODUCTION

In compliance with the J.C.E.C.E. Board Act & requisition received from the concerned Departments of Govt. of Jharkhand, the Jharkhand Combined Entrance Competitive Examination Board would be conducting the Jharkhand Combined Entrance Competitive Examination - 2016, for the academic session 2016-17. This entrance test is being conducted for the admission in first year degree level professional courses like Engineering, M.B.B.S., B.D.S., B.Sc. Agriculture, B.Sc. Forestry, B.V. Sc. & A.H., B.H.M.S. & other same type of courses within the Jharkhand State or outside of the State Universities/Colleges/Institutions where there is need of recommendation to state, recommendation will be based on Merit-cum-Choice basis prepared from J.C.E.C.E. – 2016 Merit List.

2. DEFINITIONS

- a. "Professional Courses" means Engineering, M.B.B.S., B.D.S., B.Sc. Agriculture, B.Sc. Forestry, B.V. Sc. & A.H., B.H.M.S. etc or any other courses of similar type which is of Degree Level.
- b. "Examination" means Jharkhand Combined Entrance Competitive Examination conducted by JCECE Board.
- c. "Board" means Jharkhand Combined Entrance Competitive Examination Board i.e. J.C.E.C.E. Board
- d. "Government" means Government of Jharkhand.
- e. "Controller of Examination" means Controller of Examination, J.C.E.C.E. Board, appointed by Govt. of Jharkhand.
- f. "Jharkhand" means Jharkhand State after reorganization as defined in section-3 of Bihar Re-organization Act = 2000.
- g. "Qualifying Examination" means that examination on the basis of which a candidate is eligible to appear in Jharkhand Combined Entrance Competitive Examination.

3. GENERAL INSTRUCTIONS

- (a) Jharkhand Combined Entrance Competitive Examination will be governed by the rules and regulations specified by the Jharkhand Combined Entrance Competitive Examination Board, Ranchi, All India Council of Technical Education, New Delhi, Medical Council of India, New Delhi, Veterinary Council of India, New Delhi, Dental Council of India, New Delhi etc.
- (b) Appearance in J.C.E.C.E. 2016 does not confer any right to the candidate for admission in Degree Courses. The selection and admission to B.E. / B. Tech / M.B.B.S. / B.D.S. / B.Sc. Agriculture / B.Sc. Forestry / B.V.Sc. & A.H. / B.H.M.S. seats in any Institution is subject to fulfilling the admission criteria, eligibility, medical fitness and such other criteria as may be prescribed by the Government, respective Universities, respective council and Technical Institutions.
- (c) Applications of candidates submitting false and fabricated information will not be considered.
- (d) Incomplete application or applications not in accordance with instructions will not be considered and are liable to be rejected. The examination fee deposited will not be refunded in such cases.
- (e) Fee once paid will neither be carried forward to a future Examination nor could be refunded under any circumstances. Online applications and/or their confirmation of submission received after the due date will not be entertained and exam fee will not be refunded in such cases. Applications once submitted cannot be withdrawn.
- (f) Instructions in the Information Bulletin are liable to change based on decisions taken by the Board from time to time. There is no equity or any rights that are/or deemed to be arising in favour of candidates.
- (g) Board reserves the right to withdraw permission, if any, granted inadvertently to any candidate who is not eligible to appear in the J.C.E.C.E. 2016 even though the Roll Number and Admit Card have been issued by the Board.
- (h) Candidate's eligibility is purely provisional and is subject to fulfillment of eligibility criteria as prescribed by the Board.
- (i) In case of any ambiguity in interpretation of any of the instructions/terms/rules/criteria's regarding determination of eligibility/conduct of

examination/registration of candidates/information contained therein, the interpretation of the J.C.E.C.E. Board shall be final and binding.

4. Subject Group for J.C.E.C.E. – 2016

- 4.1 P.C.M. Group A candidate who has passed/appearing in I.Sc / 10+2 or equivalent examination with subjects Physics, Chemistry and Mathematics and is interested in appearing in the Competitive Examination with Physics, Chemistry and Mathematics, then he/she will be called PCM Group and He/She will have to give answer the question of Physics, Chemistry and Mathematics subjects in the examination.
- 4.2 P.C.B. Group A candidate who has passed/appearing in I.Sc / 10+2 or equivalent examination with subjects Physics, Chemistry and Biology and is interested in appearing in the Competitive Examination with Physics, Chemistry and Biology, then he/she will be called PCB Group and He/She will have to give answer the question of Physics, Chemistry and Biology subjects in the examination.
- 4.3 P.C.M.B. Group A candidate who has passed/appearing in I.Sc / 10+2 or equivalent examination with subjects Physics, Chemistry and Biology as well as keeping Mathematics as an extra subject and is interested in appearing in the Competitive Examination with Physics, Chemistry, Biology and Mathematics, then he/she will be called PCMB Group and He/She will have to give answer the question of Physics, Chemistry, Mathematics and Biology subjects in the examination.

Different courses as per subject groups are given in the table below:

Courses	Subject
Courses	Group
B.E. / B. Tech / B.Sc. Agriculture / B.Sc. Forestry	PCM
M.B.B.S. / B.D.S. / B.Sc. Agriculture / B.Sc. Forestry / B.V. Sc. & A.H. / B.H.M.S.	PCB
B.E. / B. Tech / M.B.B.S. / B.D.S. / B.Sc. Agriculture / B.Sc. Forestry / B.V. Sc. &	DC1 (D
A.H. / B.H.M.S.	PCMB

5. PATTERN & SCORING OF J.C.E.C.E. - 2016

i) Pattern of the Entrance Test:-

Subject Group	Subjects	No. of Questions	Type of Questions
РСМ	Physics, Chemistry & Mathematics	Physics – 50 Chemistry – 50 Mathematics - 50	Objective type (four options with single correct answer)
РСВ	Physics, Chemistry & Biology	Physics – 50 Chemistry – 50 Biology – 50	Objective type (four options with single correct answer)
РСМВ	Physics, Chemistry, Biology & Mathematics	Physics – 50 Chemistry – 50 Biology – 50 Mathematics - 50	Objective type (four options with single correct answer)

ii) Scoring and Marking

- (a) Each question carries 1 mark. For each correct response the candidate will get 1 mark. For each incorrect response, ¼ marks will be deducted from the total score. No deduction from the total score will, however, be made if no response is indicated for a question in the answer sheet. The candidates are advised not to attempt such question in answer sheet, if they are not sure of the correct response. More than one answer indicated a question will be deemed as incorrect response and will be negatively marked.
- (b) For the purpose of evaluation, the Question Booklet code as printed in the OMR Answer Sheet on side-2 will be accepted as final.

iii) Language of the Question Papers:-

- a. Question Paper consists of both English and in Hindi language.
- b. In case of any ambiguity in translation of any of the questions, its English version shall be treated as final.

6. DATE & TIMING OF ENTRANCE TEST

Jharkhand Combined Entrance Competitive Examination (J.C.E.C.E.) - 2016 will be

conducted on Sunday the 05.06.2016. The subject-wise timing & duration of examination are as follows:-

Subject - Time - Duration

Biology - 09:00 AM to 10:00 AM - 1hr

Physics & Chemistry - 10:15 AM to 12:15 PM = 2hr

Mathematics - 12:30 PM to 01:30 PM - 1hr

The Group-wise timing is as follows:-

PCM Group - 10:15 AM to 01:30 PM

PCB Group - 09:00 AM to 12:15 PM

PCMB Group - 09:00 AM to 01:30 PM

7. SYLLABUS FOR THE TEST:

The Question Papers for the Examination shall be based on a common syllabus notified by the CBSE. Please see Board's website for syllabus.

8. CENTRES FOR ENTRANCE TEST

- (i) List of district headquarters town where the J.C.E.C.E. 2016 (PCM Group) will be conducted are Ranchi, Jamshedpur, Dumka, Dhanbad, Hazaribagh and Bokaro. J.C.E.C.E. 2016 (PCB & PCMB Group) will be conducted only at Ranchi.
- (ii) The Candidate should select Two Convenient town for the entrance Test.
- (iii) Though every effort will be made to allot a centre in one of the towns selected by the candidate, yet the Board reserves its discretion to allot a centre other than the candidate's choice.
- (iv) Allotment of centre is made by Computer and there is no human intervention.

9. Use of Calculator and communication Aids

Use of electronic devices like mobile phone, calculator etc. is **NOT PERMITTED** in Examination. Materials like log table, book, notebook, etc. should **NOT** be brought into the examination hall.

10. ELIGIBILITY

10.1 Residential Criteria

The applicant must be a citizen of India and Local/Permanent resident of Jharkhand. The policy determination for issuing Local Resident certificate for admission in Educational Institutes has been laid down in the notification Memo No. 5/vividh –

09/2001(Domicile) Ka. 2691/Ranchi dated 29/4/02 of "Personnel, Administrative Reforms and Rajbhasa Department", Govt. of Jharkhand. The Notification copy is available on the home page of Board's website under Downloads column.

A candidate will have to submit/show Permanent or Local Resident certificate in proper format in ORIGINAL at the time of counselling, issued by competent authority [Sub Divisional Officer – (Civil) or Dy. Commissioner of Jharkhand State]. The Residential certificate issued by any other authority will not be considered and his/her claim will be refused.

10.2 Educational Criteria

- Engineering The candidate must have passed I.Sc. / 10+2 or equivalent examination with Physics and Mathematics as compulsory subjects along with Chemistry subject AND has obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
- M.B.B.S. / B.D.S. The candidate must have passed I.Sc. / 10+2 or equivalent examination with the subjects of Physics, Chemistry, Biology and English individually and must have obtained a minimum of 50% marks taken together in Physics, Chemistry and Biology at the qualifying examination (I.Sc. / 10+2) & J.C.E.C.E. 2016. In respect of candidates belonging to reserve category, the marks obtained in Physics, Chemistry and Biology taken together in qualifying examination & J.C.E.C.E. 2016 be 40% instead of 50% for General Candidates.

In respect of Physically Handicapped General candidates, the marks obtained in Physics, Chemistry and Biology taken together in qualifying examination & J.C.E.C.E. – 2016 be 45% instead of 50%. In respect of Physically Handicapped reserve category candidates it is 40%.

- B.Sc. Agriculture & B.Sc. Forestry The candidate must have passed I.Sc. / 10+2 or equivalent examination with Physics, Chemistry along with Mathematics or Biology.
- B.V.Sc. & A.H. The candidate must have passed I.Sc./10+2 with Physics, Chemistry, Biology and English and obtained 50% marks (40% in case of candidate belonging to reserved category) in aggregate of these subjects.
- B.H.M.S. The candidate must have passed I.Sc. / 10+2 or equivalent examination with English Physics, Chemistry & Biology.

10.3 Age Limit Criteria

- B. Tech. No maximum / minimum age limit
- M.B.B.S. / B.D.S. /B.H.M.S. completed age of 17 years at the time of admission or will complete the age on or before 31st December of the year of his/her admission.
- B.Sc. Agriculture & B.Sc. Forestry minimum 17 years and maximum 22 years as on 1st July 2016. (3 years age relaxation for SC/ST candidate in upper age limit)
- B.V.Sc. & A.H. Completed age of 17 years at the time of admission or will complete the age on or before 31st December of the year of his/her admission.
- 10.4 Physical Criteria: Medical Checkup of candidates recommended for admission in all courses will be done by the Board and/or Institution and after check-up, only fit candidate will be treated as eligible for admission.

11. Reservation

11.1 Reservation on Caste Basis

Up-to-date prevailing reservation policy of Govt. of Jharkhand will be followed in all courses of Govt. and Non-Govt. Institutes. But, candidates claiming against reserved seat will have to submit/show Caste certificate in proper format in ORIGINAL at the time of counselling, issued by competent authority [Sub Divisional Officer – (Civil) or Dy. Commissioner of Jharkhand State]. The caste certificate issued by any other authority will not be considered for claim of reservation and his/her claim for reservation will be refused and will be deemed to as General category [Ref. कार्मिक प्रशासनिक सुधार तथा राजभाषा विभाग, झारखण्ड सरकार के पत्रांक 7/आ0नि0-018-10/2003 का0 7072 दिनांक 30.12.2003]. Format of Caste Certificate is available on Act & Circular column on the Board's website. As per Memo no. 10007 dated 29.08.2013 of Deptt. Of Administrative, Personnel Reforms and Raibhasha, GoI, candidates belonging to BC - I & BC -II, have to submit/show the Caste certificate which includes Creamy Layer factor at the time of counselling. Caste certificate produced by BC - I & BC - II candidates will be valid only if he does not belong to creamy layer & it should be mentioned in caste certificate. The caste certificate format is available under **Downloads** column on the home page of the Board's website.

11.2 Service Man Quota (SMQ) (only in Govt. Engineering Institutes)

This facility will be given to only notify Army Personnel as per the guidelines in "A guide to Resettlement of Ex-Servicemen 1984", Ministry of Defence and Directorate General Resettlement.

Following will be the priority sequence for preparation of Merit List under Service Man Quota:-

- a. Widow/wards of Defence Personnel killed in action.
- b. Wards of Serving Personnel and Ex-Servicemen disabled in action.
- c. Widow/wards of Defence Personnel who died in peace time with death attributable to Military Service.
- d. Wards of Defence Personnel disabled in peace time with disability attributable to Military Service.
- e. Wards of Ex-Servicemen and serving Defence Personnel who are in receipt of Gallantry Awards.
- f. Wards of Ex-Servicemen.
- g. Wards of Serving Defence Personnel.

11.3 Reservation for Physically Disabled candidates

Seats are reserved for Physically Disabled candidates. The criteria & percentage of physical disability is given course-wise below:-

<u>Sl.</u>	Name of the		
No.	course	Extent of Physical Disability for consideration	Remarks
1.	B. Tech	Minimum 40% disability in low vision or hearing impairment or locomotors disability/cerebral palsy or all of them be together and whose lower part of body as well as upper part or both together be at least 40% partially incapable.	
<u>2.</u>	M.B.B.S. / B.D.S. / B.H.M.S.	Disability between 50% to 70% i.e. Locomotory disability of lower limbs. If seats are remaining vacant, then candidate with Locomotory disability between 40% to 50% will be entertained.	Disability of upper limb, visually handicapped and hearing disability shall not be allowed admission.
<u>3.</u>	B.V. Sc. & A.H.	Up to 50% disability of lower limb.	
4.	B.Sc. Agriculture & Forestry	Minimum 40% disability in low vision or hearing impairment or locomotors disability/cerebral palsy.	

Physically disabled candidates will have to submit full size photograph as well as

CERTIFICATE OF DISABILITY issued by the Chief Orthopedics Doctor of the District Hospital / Civil Surgeon of the Jharkhand State at the time of counselling.

11.3 Tuition Fee Waiver Scheme (ONLY in Engineering Institutes)

As per All India Council for Technical Education, New Delhi, additional 5% of intake capacity seats of all approved Institutions are provided for Tuition Fee Waiver scheme. The seats will be allotted to those candidates whose Family Total Annual Income from all sources is less than ₹ 6 lakh under this provision. For this, he will have to essentially submit an INCOME CERTIFICATE issued by Sub Divisional Officer – (Civil) or Dy. Commissioner of Jharkhand State at the time of counselling. INCOME CERTIFICATE must be issued within current 1 year. All seats will be unreserved under this scheme or there is no relation with reservation for such seats and seats will be allotted on the basis of Merit-Cum-Choice.

12. Methods for applying J.C.E.C.E. – 2016

Candidate may apply for J.C.E.C.E. – 2016 by using any method among of these methods:-

- a. Online
- b. ICR Application Form
- c. By purchasing OMR Application Form through Post Office
- a. Online: By accessing the "Online Application for J.C.E.C.E. 2016" on the home page of the Board's website i.e. http://iceceb.jharkhand.gov.in. Before applying through ONLINE method, be ready with Marks Sheet of Intermediate / 10+2, Scanned images of Photo, Signature & Left hand thumb impression. Instructions for submitting online application, payment of fee and computer generated Application Form printouts are mentioned in the INFORMATION BULLETIN.
- b. ICR Application Form :- By accessing the "Downloads" column from the home page of the Board's website i.e. http://jceceb.jharkhand.gov.in, candidates can able to download the "ICR Application Form for JCECE 2016". Filled up Form along with DD/CHALLAN of requisite amount as specified below must be sent to Board's office address within the last date.
- c. Purchasing the OMR Application Form through Post Office: Application Form can be purchased from the any Post Office specified below. Filled up Form should must reach at

Board's office address within the last date. Candidate is required to attach a D.D./I.P.O. of ₹ 100/- in case of selecting PCMB Group with Application Form.

राँची — 1. जी.पी.ओ., राँची, 2. डोरण्डा मुख्य डाकघर, 3. धुर्वा उप—डाकघर, 4. राँची विश्वविद्यालय उप—डाकघर, 5. हेहल उप—डाकघर, 6. बुण्डू उप—डाकघर, 7. कांके उप—डाकघर, 8. मांडर उप—डाकघर, 9. नेवरी विकास विद्यालय उप—डाकघर, 10. सिल्ली उप—डाकघर, 11. खलारी उप—डाकघर, 12. तमार उप—डाकघर, 13, बेड़ो उप—डाकघर

पूर्वी सिंहभूम — 1. जमशेदपुर मुख्य डाकघर, 2. आदित्यपुर मुख्य डाकघर, 3. साकची मुख्य डाकघर, 4. घाटशिला उप—डाकघर

बोकारो — 1. बोकारो स्टील सिटी मुख्य डाकघर, 2. चास उप—डाकघर, 3. बोकारो स्टील सिटी सेक्टर—9 उप—डाकघर, 4. चन्दनक्यारी उप—डाकघर

धनबाद — 1. धनबाद मुख्य डाकघर, 2. झरिया उप—डाकघर, 3. कतरासगढ़ उप—डाकघर, 4. आई०एस०एम० उप—डाकघर, 5. गोविन्दपुर उप—डाकघर, 6. धनबाद बाजार उप—डाकघर, 7. निरसा चट्टी उप—डाकघर, 8. सिन्दरी उप डाकघर, 9. टुण्डी उप—डाकघर

अन्य — 1. लोहरदगा मुख्य डाकघर, 2. सिमडेगा मुख्य डाकघर, 3. गुमला मुख्य डाकघर, 4. पालकोट उप—डाकघर, 5. सरायकेला मुख्य डाकघर, 6. चांडिल उप—डाकघर, 7. लातेहार मुख्य डाकघर, 8. गढ़वा मुख्य डाकघर, 9. नगर उटारी उप—डाकघर, 10. डालटेनगंज मुख्य डाकघर, 11. डालटेनगंज कॉलेज उप—डाकघर, 12. चतरा मुख्य डाकघर, 13. हजारीबाग मुख्य डाकघर, 14. बरही उप डाकघर 15. झुमरीतिलैया मुख्य डाकघर, 16. गिरिडीह मुख्य डाकघर, 17. राजधनवार उप—डाकघर, 18. जामताड़ा मुख्य डाकघर, 19. देवघर मुख्य डाकघर, 20. मधुपुर डाकघर, 21. दुमका मुख्य डाकघर, 22. पाकुड़ मुख्य डाकघर, 23. साहेबगंज मुख्य डाकघर, 24. राजमहल उप—डाकघर, 25. गोड्डा मुख्य डाकघर, 26. खूँटी डाकघर, 27. तोरपा उप—डाकघर, 28. रामगढ़ उप—डाकघर, 29. छतरपुर उप—डाकघर, 30. जपला उप—डाकघर, 31. चाईबासा मुख्य डाकघर, 32. चक्रधरपुर डाकघर, 33. बानो उप—डाकघर, 34. कूरडेग उप—डाकघर, 35. कोलेबिरा उप—डाकघर, 36. बगोदर उप—डाकघर, 37. सिसई उप—डाकघर, 38. भावनाथपुर उप—डाकघर, , 39. पतरातू उप—डाकघर, 40. जमुआ उप—डाकघर, 41. कोडरमा मुख्य डाकघर, 42. महेशपुर उप—डाकघर, 43. लिटीपाड़ा उप—डाकघर, 44. पोड़ैयाहाट उप—डाकघर, 45. महगामा उप—डाकघर, 46. शिकारीपाड़ा उप—डाकघर, 47. पालाजोरी उप—डाकघर

13. Fee Details:

Category		Subject Group		
	PCM	PCB	PCMB	
SC / ST	₹ 550*	₹ 550*	₹ 650*	
GEN / BC – I / BC – II	₹ 1,100*	₹ 1,100*	₹ 1,200*	

*:- Application fee once paid will not be refunded (full or partial) under any circumstances. Bank & Post Office Service charge extra.

Method for submitting the examination fee through ONLINE method:

After submitting all the information examination fee can be remitted through Payment Gateway, in which facility of Credit Card / Debit Card / Net Banking / Bank Challan will be given.

Service charge will be borne by the candidate using Credit Card / Debit Card / Net Banking. An extra Bank charge will be charged if examination fee will be remitted through Bank Challan.

Method for submitting the examination fee in case of downloaded ICR Application Form from Website:

Candidate can remit their fee in the form of DD or BANK CHALLAN. Demand Draft must be issued in the name of "Controller of Examination, JCECEB" payable at Ranchi. Bank Challan is also annexed with the Application Form. Examination fee through BANK CHALLAN can be deposited to any branches of United Bank of India or from any bank to Account of United Bank of India.

14. Important instruction for submitting the Application Form:

- <u>a. Online</u>: Candidates who are using the ONLINE method for applying J.C.E.C.E. 2016, need not require to send the Application Form to Board Office. But, keep 3 or 4 printout of it for future reference.
- b. ICR Application Form: Candidates who are using this method should fill the Application Form and along with requisite DD / BANK CHALLAN send it to Jharkhand Combined Entrance Competitive Examination Board, Science & Technology Campus, Sirkha Toli, Namkum Tupudana Road, Namkum, Ranchi 834010 through Speed Post/Registered Post in such a manner that it should must reach Board's office within the last date. Write "Jharkhand Combined Entrance Competitive Examination 2016" in Bold letter on the envelope containing the Application Form. Applications received after last date will not be considered under any circumstances.
- c. Purchasing the OMR Application Form through Post Office: Candidates who are using this method should fill the Application Form (attach DD/IPO if require) and send it to Jharkhand Combined Entrance Competitive Examination Board, Science & Technology Campus, Sirkha Toli, Namkum Tupudana Road, Namkum, Ranchi 834010 through Speed Post or Registered Post in such a manner that it should must reach Board's office within the last date. Applications received after last date will not be considered under any circumstances.

15. Admit Card:

The J.C.E.C.E. Board will provide the facility of downloading Online Admit Cards of J.C.E.C.E. – 2016 on the Board's website. Candidates are required to download the Online Admit Cards from the website and follow the instructions given therein. Candidate may please

note that **Admit Cards will not be sent by the post**. The Online Admit Card can be downloaded by accessing ADMIT CARD colomn on the home page of the Board's website i.e. http://jceceb.jharkhand.gov.in. The candidates are advised to download their Online Admit Cards from Board's website only.

The Admit Card will bear the candidate's Roll Number, Name, Father's Name, Category, SMQ, PH, Photograph, Date of Birth, Subject Group with Name and Address of J.C.E.C.E. – 2016 Examination centre allotted. The candidate should carefully examine the Admit Card downloaded by him/her for all the entries made therein. In case of any discrepancy, the candidate should immediately inform the Board. In such cases, candidates would appear in the examination with the already downloaded admit card. However, Board will take necessary action to make correction in the record later.

- o Candidate must not mutilate the Admit Card or change any entry made therein.
- o Candidates are advised to preserve their Admit Cards in good condition till admission in Colleges/Institutes is over.
- Candidates are advised to be in touch with the website of the Board for latest updates and information.

16. MERIT LIST :-

1. The Board will prepare the Combined Merit List as well as Category-Wise Merit List of the appeared candidates in J.C.E.C.E. – 2016.

A list of the appeared candidates in order of merit based on the score obtained in the examination will be prepared by the Board and used for the purpose of allotment of seats.

2. The inter-se-merit of candidates for tie-breaking:

• In case of two or more than two candidates obtaining equal marks in the JCECE-2016, the inter-se-merit of such candidates shall be determined in order of preference as follows:

1. Engineering (B. Tech.) Stream

- a. Candidates obtaining higher marks in Mathematics in the Examination.
- b. Candidates obtaining higher marks in Physics in the Examination.
- c. Candidates older in age
- d. As per English alphabetical order of First Name

2. M.B.B.S., B.D.S., B.V. Sc. & A.H. AND B.H.M.S. Stream

- a. Candidates obtaining higher marks in Biology in the Examination.
- b. Candidates obtaining higher marks in Chemistry in the Examination.
- c. Candidates older in age
- d. As per English alphabetical order of First Name

3. B.Sc. Agriculture (B.Sc. Agriculture/B.Sc. Forestry) Stream

- a. Candidates obtaining higher marks in Physics in the Examination.
- b. Candidates obtaining higher marks in Chemistry in the Examination.
- c. Candidates older in age
- d. As per English alphabetical order of First Name

17. DECLARATION OF RESULT:-

The Board will conduct the J.C.E.C.E. – 2016 Examination, evaluate the Answer Sheets and likely to declare the result by the **Last week of June**, 2016 and the same will be hosted on website http://jceceb.jharkhand.gov.in.

There will be Combined Merit List along with Category-wise Merit List for all the candidates participating in the said examination. As soon as the result is ready, the Board will host the results on the website and thereafter candidates may download the Result.

All Candidates appearing in J.C.E.C.E. – 2016 Examination must remain in touch with the website of the Board, till conclusion of final round of Counselling.

18. RULES FOR RE-CHECKING/RE-EVALUATION OF ANSWER SHEETS

The machine - gradable Answer Sheets are evaluated with extreme care and are repeatedly scrutinized. There is no provision for re-checking/re-evaluation of the answer sheets. No correspondence in this regard will be entertained.

19. INSTRUCTIONS FOR COUNSELLING:-

19.1 Counselling:

Computerized Distributed Parallel Counselling would be conducted by the Board. Information for counselling would also be available on the Board's website. Candidates placed in Merit List are advised to read the counselling information bulletin carefully and understand the course of action to be taken by them for appearing in the Counselling. Any query related to Counselling may be referred to the following address:

Controller of Examination,

Science & Technology Campus, Sirkha Toli,
Namkum-Tupudana Road, Namkum, Ranchi – 834010
Phone No. – 0651-6999170

19.2 Counselling will be conducted in two Rounds

- 1st Round of Counselling: After publication of Result, Candidates will be called for counselling as per Merit rank. Information regarding date of counselling, time and place will be given through the leading daily news papers of Jharkhand State as well as Board's website. In counselling, only after scrutiny of all the required original certificates/documents and satisfying from identity, candidate will be allowed to select Institute and Course/Stream on Merit-Cum-Choice at his/her Merit order.
- 2nd Round of Counselling: If seats remain vacant after admission of recommended candidates during the first round of counselling, second round of counselling will be held. Rest procedure is as mentioned above.

19.3 Other Important Information

- Neither any consideration will be done on any application regarding Institute and Branch change by the Head of concerned Institute nor any action will be taken against the decision of Controller of Examination after the end of admission process.
- Counselling Fee: Candidates of General/BC (I / II) category who have been called for counselling, will have to submit Challan / IPO of ₹ 750/- (₹ 500 in case of SC/ST Category) to participate in the counselling. Detailed information will be provided through advertisement advertised for counselling.
- Partial Admission Fee: Detailed information regarding partial Admission fee will be provided in advertisement, advertised for counselling.
- Controller of Examination on behalf of the Board will conduct all works corresponding to the Examination and all decisions taken by him/her will be final and binding.
- Please keep yourself in touch with Board's website i.e. http://jceceb.jharkhand.gov.in for counselling related up-to-date information.
- Government / Board reserves the full right of any correction/change in the

Rules/Provisions/Information included in this Information Bulletin. Its information will be given to the candidate through leading daily news papers of Jharkhand State and/or Board's website.

- It is essential for successful candidate to produce ONLINE ADMIT CARD at the time of counselling. So, keep the ONLINE ADMIT CARD safely.
- If the information provided by the Candidates, Identity is found false at any stage, his/her candidature will be CANCELLED at once and LEGAL ACTION will be taken against him/her under the appropriate sections of Jharkhand Examination Conduct Rules & Indian Penal Code in which there is provision up to Imprisonment also.
- The Candidate will be debarred from admission till final decision of the case in condition of arising Legal problem. If the decision is in favor of Jharkhand Combined Entrance Competitive Examination Board, then all the expenses occurred on case can be recovered from the candidate with interest.
- Any dispute connected with competitive examination procedure / Application / Allotment or other any type of claim will be filed within the jurisdiction of Hon'ble Jharkhand High Court, Ranchi/ Civil Court, Ranchi.
- The Controller of Examination of the Board will be the legal authority through which Board can file suit or against the Board suit can be filed.

20. Important direction and information's for counselling:-

- Candidate called for counselling must have to produce original copies and self-attested
 photo copy of following certificates/documents at the time of counselling. A candidate
 can be debarred from allotment of Seat/Branch/Institute in case of not producing any
 one of the following ORIGINAL certificates/document.
 - Admit Card, Mark Sheet, Passing Certificate (Original / Provisional) of Matric / 10th / Equivalent Examination.
 - Admit Card, Mark Sheet, Passing Certificate (Original / Provisional) of I.Sc. / 10+2
 / Equivalent Examination.
 - o Local Resident Certificate issued by S.D.O. (Civil) / D.C. of Jharkhand State.
 - Caste Certificate issued by S.D.O. (Civil) / D.C. of Jharkhand State (in case of taking the benefit of reservation). As per Memo no. 10007 dated 29.08.2013 of

Deptt. Of Administrative, Personnel Reforms and Rajbhasha, GoJ, candidates belonging to BC – I & BC – II, have to submit/show the Caste certificate in which it should be mentioned that he does not come under **Creamy Layer** at the time of counselling. Those BC – I & BC – II Candidates, who does not belongs to Creamy Layer, can avail the benefit of reservation.

- Income Certificate issued by S.D.O. (Civil) / D.C. of Jharkhand State who are claiming seat under TFW Quota
- One passport size photographs (made from the same negative of photograph uploaded at the time of filling up the online Application form)
- Admit Card of Jharkhand Combined Entrance Competitive Examination 2016 (if ADMIT CARD is lost then copy of F.I.R. in this regard)
- Dependency certificate issued by competent Army Officer (for serving Army Personnel/Officer) or Dependency certificate issued by District Soldier Board (for Ex-Servicemen) – who are claiming seat under SMQ Quota
- Discharge Certificate (if applicable) / Pension Book. who are claiming seat under SMQ Quota

Note:- F.I.R. copy will be entertained only in case of losing ADMIT CARD. In other case it will not be entertained under any circumstances.

- School/College Leaving Certificate is not required at the time of counselling. It is required to submit at the time of Admission in the concerned institute.
- If a candidate appears as per his merit serial and does not produce all required certificates during counselling and appears with required certificates during counselling later on, in such condition he will have to opt Seat/Institute available at that time.
- If any candidates does not appear in counselling or does not produce all required/prescribed certificate/document issued by competent authority on time or does not establish his identity or is being found unfit in Medical Check-up, then candidature of such candidates will be considered rejected automatically.
- Reserved candidates can get benefit of RESERVATION and FEE WAIVER SCHEME during General/Unreserved seat counselling. So, it is advised to come with your caste Certificate and Income Certificate.
- Before allotment of seat and institution, candidates original certificates, his/her

signature and identity will be verified. Appropriate legal action as per suitable sections of India Penal Code will be taken against candidates trying to take admission on the basis of duplicate certificate or false/improper identity and will be debarred for next three years from appearing in competitive examinations held by the Board as well. It will be essential to produce Medical certificate issued by registered doctor at the time of Admission of eligible & selected candidates in allotted institute. Admission will not be taken in absence of this.

- Allotment of Branch & Institute of candidate will be done on the basis of Merit-cum-Choice on simultaneous available vacant seats on his merit serial at the time of counselling. There is no any mark prescribed separately for counselling. There is no guarantee of admission of candidates included in the advertised merit list for counselling. Excess of candidates than available seats in every category / quota is being called for counselling.
- It will be essential for all candidates and their guardians to submit affidavit in prescribed format in their allotted institute in light of direction given in concern of Anti ragging by University Grant Commission at the time of admission. The format of affidavit is available in UGC regulation column on Board's website.
- After completion of counselling the vacant seat details will be displayed on Board's Website every day.

Controller of Examination

अनुसूची – 'क' झारखंड सरकार

कार्मिक, प्रशासनिक सुधार तथा राजभाषा विभाग।

विषय : शिक्षण संस्थानों में नामांकन हेतु ''स्थानीय निवासी'' प्रमाण-पन्न जारी करने के संबंध में नीति निर्धारण।

राज्य के व्यवसायिक / तकनीकी शिक्षण संस्थानों में नामांकन में स्थानीय निवासियों को ही नामांकन की सुविधा प्राप्त होती है, जो संविधान एवं विधि सम्मत है, परन्तु नवगठित झारखंड राज्य में 'स्थानीय निवासी'' पूर्ण रूप से परिमाषित नहीं होने के कारण कठिनाईयाँ आ रही है।

2. जपरोक्त संदर्भ में "स्थानीय निवासी" को परिभाषित करने संबंधी प्रश्न माननीय राँची उच्च न्यायालय में डब्लू, पी. (पी.आई एल.) संख्या-586/2002 में उठाया गया है, जिसमें अंतरिम आदेश पारित है कि राज्य सरकार इस संबंध में शीघ नीति निर्धारित करे।

3. 'स्थानीय निवासी' से संबंधित राज्य की स्पष्ट नीति निर्धारित करने के पूर्व कुछ राज्यां-यथा, मध्य प्रदेश, उड़ीसा, कर्नाटक, उत्तर प्रदेश एवं आन्ध्र प्रदेश-से उन राज्यों में लागू नीति से संबंधित सूचनाएँ एकत्रित की गई एवं उनका तुलनात्मक विवेचन किया गया। इसी संदर्भ में झारखंड संयुक्त प्रवेश प्रतियोगिता परीक्षा पर्षद द्वारा 'स्थानीय निवासी' की परिमाषा, जो बिहार में प्रचलित परिमाषा पर आधारित है, की भी समीक्षा की गई।

4. राज्य सरकार द्वारा सभी पहलुओं की सम्यक् समीक्षा एवं समुचित विचारोपरान्त, झारखंड राज्य में 'स्थानीय निवासी' की परिभाषा निम्न रूप से निरूपित करने का निर्णय लिया गया है जो मुख्य रूप से मध्य प्रदेश में लागू नीति पर आधारित है। इसके तहत उसी व्यक्ति को स्थानीय निवासी माना जायेगा, जो

(i) झारखंड में पैदा हुआ हो, अथवा

(ii) (क) वह, अथवा

(ख) उसके पालकों (Parents) में से कोई, अथवा

(ग) उसके पालकों (Parents) में से कोई जीवित न हो तो उसका वैध अमिभावक (गार्जियन)

झारखंड में निरंतर कम-से-कम 15 वर्ष से रह रहा हो, अथवा

(iii) उसके पालकों (Parents) में से कोई भी :-

(क) राज्य शासन का सेवारत या सेवानिवृत कर्मचारी हों, अथवा

(ख) जिनके पालकों (Parents) में से कोई भी भारत सरकार का कर्मचारी हो, और प्रतिनियुक्ति पर झारखंड राज्य में या झारखंड में स्थित मारत सरकार द्वारा संचालित उपक्रमाँ/संस्थानों का कर्मचारी हो, अथवा

(iv) (क) वह स्वयं, अथवा

(ख) उसके पालकों (Parents) में से कोई भी झारखंड में पिछले 5 वर्षों से कोई अचल सम्पत्ति, उद्योग अथवा व्यवसाय रखता हो,

(v) परन्त्, उपरोक्त के अतिरिक्त :-

(अ) उसने अपनी शिक्षा झारखंड के किसी भी शिक्षण संस्थान में कम-से-कम 7 वर्षों तक प्राप्त की हो. अथवा

(य) उसने झारखंड में स्थित किसी भी शिक्षण संस्थान में निम्नलिखित परीक्षाएँ उत्तीर्ण की हों, अर्थात

vi) यदि संस्थान में प्रवेश के लिए न्यूनतम शैक्षणिक योग्यता मान्यता प्राप्त विश्वविद्यालय की स्नातक उपाधि निर्धारित की गयी हो, तो उच्चतर माध्यमिक परीक्षा,

(vii) यदि किसी संस्थान में प्रवेश के लिए न्यूनतम शैक्षणिक योग्यता किसी भी विश्वविद्यालय या बोर्ड की इंटरमीडिएट, हायर सेकेण्डरी या कोई और समकक्ष परीक्षा निर्धारित की गयी हो, तो आठवीं कक्षा की परीक्षा

(viii) अन्य मामलों में चौथी कक्षा की परीक्षा

(ix) इसके अतिरिक्त झारखंड को आवंटित अखिल भारतीय सेवाओं के अधिकारियों की संतान एवं उनकी पत्नी प्रदेश की स्थानीय निवासी माने जायेंगे।

(X) राज्य सरकार द्वारा निर्धारित झारखंड के स्थानीय निवासी की परिभाषा के अंतर्गत आने वाले व्यक्तियों की पत्नी को भी प्रदेश का स्थानीय निवासी माना जायेगा।

(xi) छात्र का पिता यदि मूल निवासी की परिभाषा के अंतर्गत आता है और यदि वह सैनिक सेवा के कारण झरखंड में पदस्थापित नहीं हो सका है तो उसके पुत्र/ पुत्री को झारखंड का मूल निवासी माना जायेगा, मले ही उसने राज्य के किसी भी शिक्षण संस्थान में शिक्षा प्राप्त नहीं की हो। यह सुविधा केवल सैनिक सेवा के अधिकारियों/कर्मचारियों को उपलब्ध होगी।

(Xii) भूतपूर्व सैनिकों के बच्चों के लिए व्यवसायिक कॉलेजों/संस्थानों में प्रवेश हेतु मूल निवासी प्रमाण-पत्र में छूट अनुमान्य होगा।

(XIII) कश्मीर से आये हुए विस्थापित परिवारों की कठिनाइयों को घ्यान में रखते हुए उन प्रयोजनों के लिए जिनके संबंध में झारखंड के मूल निवासी होने की शर्त की पुष्टि होनी चाहिए, उससे इन परिवारों को मुक्त रखा जायेगा।

(xiv) जिसके पालकों (Parents) में से कोई झारखंड में शरणार्थी के रूप में पंजीकृत हों.

(XV) झारखंड के माननीय सांसदों/पूर्व सांसदों/विधायकों/पूर्व विधायक/पूर्व पार्षद एवं बिहार पुनर्गठन अधिनियम, 2000 के आलोक में झारखंड राज्य के पार्षदों के पुत्र/पुत्रियाँ हों।

5. शिक्षण संस्थानों में नामांकन हेतु 'स्थानीय निवासी'' प्रमाण-पत्र उन्हीं आवेदकों को जारी किया जायेगा जो किसी अन्य राज्य के 'स्थानीय निवासी'' प्रमाण-पत्र से आच्छादित न हों।

6. झारखंड स्थित तकनीकी/व्यवसायिक शिक्षण संस्थानों में दाखिला के लिए पूर्व में जो मी निर्णय अथवा नीति लागू है वह आलोच्य संकल्प के निर्गत होने की तिथि से स्वतः निरस्त समझा जायेगा। यह संकल्प विशेष रूप से झारखंड संयुक्त प्रवेश प्रतियोगिता परीक्षा पर्षद द्वारा घोषित आवासीय श्रेणी संबंधी न्यूनतम योग्यता के परिप्रेक्ष्य में संगत होगा, परन्तु यदि झारखंड संयुक्त प्रवेश प्रतियोगिता परीक्षा पर्षद द्वारा पूर्व में, निर्गत कर दिया गया हो और आवेदन पत्र प्राप्त कर परीक्षा की कार्रवाई शुरू कर दी गयी हो तो वह इस नीति से प्रभावित नहीं होगा।

आदेश: आदेश है कि सर्वसाधारण की जानकारी के लिए इसे राजकीय गजट में प्रकाशित किया जाय और उसकी प्रति महालेखाकार, झारखंड, राँची/महानिबंधक, उच्च न्यायालय, झारखंड/सभी विभाग/सभी विभागाध्यक्ष, झारखंड/ अध्यक्ष, झारखंड लोक सेवा आयोग, राँची/सभी प्रमंडलीय आयुक्त/सभी उपायुक्त, झारखंड को सूचनार्थ एवं आवश्यक कार्रवाई हेतु भेजा जाए।

झारखंड राज्यपाल के आदेश से अस्पष्ट (एस. के. चौधरी) सरकार के सचिव।

ज्ञाप संख्या : 5/विविध-09/2001 (डोमिसाईल) का0 2691/राँची, दिनांक 29/4/02 ई.I

अनुसूची – 'ख' फार्म : स्थानीय निवासी प्रमाण–पत्र

पत्राक :	दिनांक :		
प्रमाणित किया जाता है कि श्री/श्रीमती/सुश्री			
ग्राम/वार्ड/शहरडाकघर	थाना जिला	के स्थानीय	
निवासी हैं और यह प्रमाण पत्र कार्मिक, प्रशासनिक सुधार तथा राजभाष	। विभाग, झारखण्ड सरकार के ज्ञाप सं0 5/विविध – 09/2	००।(डोमिसाईल(का० 269।	
दिनांक 29.04.2002 में उल्लेखित प्रावधानों के आलोक में निर्गत वि	म्या गया है। यह प्रमाण पत्र मात्र शैक्षणिक कार्य के संदर्भ में मार्ग्	च होगा।	
स्थान :	अनुमंडल पदाधिकारी का हस्ताक्षर		
तिथि :	कार्याल	य का मृहर	
	अनुसूची - 'ग'	3-	
कार्मिक, प्रशासनिक सुधार तथा रा	जमाषा विमाग के पत्रांक 7/जा॰नि॰–19–11/08 का॰–5682		
	वेत जाति/अनुसूचित जनजाति हेतु जाति प्रमाण-पत्र का प्रा	रूप	
3.0	जाति प्रमाण–पत्र	(5.5)	
संख्या :			
प्रमाणित किया जाता है कि श्री/श्रीमती/कुमारी			
पुत्री/पली, श्री	निवासी गाम/कस्बा/महत्त्वा		
	अनुसूचित जाति/अनुसूचित जनजाति श्रेणी के अन्तर्गत	ī	
जाति/उप जाति के सदस्य हैं, जो झारखण्ड रा	ज्य के लिए अनुसूचित जाति/अनुसूचित जनजाति के रूप में मा	न्यता प्राप्त है।	
2 श्री/श्रीमती/कुमारी			
गाँव/कस्थाशहर	जिला राज्य		
में निवास करते हैं।			
स्थान	सक्षम पदाधिकारी का हस्ताक्षर (अनुम	डल पदाधिकारी)	
तिथि :	नाम		
कार्यालय का मृहर	पदनाम		
	जभाषा विसास के पत्रांक 7/जा॰नि॰–19–11/08 का॰–10007		
	र्ग (अनुसूची-1)/पिछड़ा वर्ग (अनुसूची-2) हेतु जाति प्रमाण	- Tel zai Disar	
संख्या :		-14 47 8104	
	Mi4 .	***************************************	
प्रमाणित किया जाता है कि श्री/श्रीमती/कमारी			
	गाम / अहर		
थाना जिला			
रेक्तियों में आरक्षण (अनुसूचित जातियों, अनुसूचित जनजातियों एवं	अन्य पिछडे वर्गों के लिए) अधिनयम=2001 की धारा=2	त आरखण्ड पदा एवं सवाजा का के अन्तर्गत अलान्त विकटा तर्ग	
अनुसूचित-।) तथा पिछड़ा वर्ग (अनुसूचित-2) के अधीन अत्यन्त पिष्ट	ग्रह्म वर्ग / पिछडा वर्ग के रूप में मान्यता प्राप्त	समदाय से	
आते /आती हैं।		3.	
यह भी प्रमाणित किया जाता है कि वे कार्मिक प्रशासनिक स	धार तथा राजभाषा विभाग के संकल्प संख्या-3482 दिनांक	10.06.2002 हाल अंगीकर	
कार्मिक तथा प्रशिक्षण विमाग, भारत सरकार के कार्यालय ज्ञापन संख्या—	36012 / 22 / 93 – स्था। (एस सी टी) दिनांक 0.8 0.9	। ००३ की अनमत्त्री के स्तम्म_३	
र्ने उल्लिखित व्यक्ति / वर्ग (क्रीमी लेयर) में शामिल नहीं हैं।			
स्थान :-			
	सक्षम पदाधिकारी का हस्साक्षर (अनुम	डल पदााधकारा)	
निकि			
तिथि :-	नाम		
तिथि :-	नामपदनाम(कार्यालय की मुहर)		