



West Bengal State Council of Technical and Vocational Education and Skill Development

(A Statutory Body under West Bengal Act XXVI of 2013)

[*Erstwhile West Bengal State Council of Vocational Education & Training*]

Karigori Bhavan, 5th Floor, Plot-B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160

L- (033) 2324-7728(Academic)/2324-7564(Examination)/2340-3671(Examination)

Memo No. SCTVESD-14014/1/2020-ACC OFFCR(WBSCTVESD)/2021-22/61

Date : 18.06.2021

URGENT NOTIFICATIONS

[To the all Head of the Institutes of Vocational Training Centres running HS(Voc.) Courses]

Sub: Completion of Assessments & Recording of theory Marks based on Half yearly/Home Assignments/Class (Unit) Test or on any other form of Examination conducted by the Schools etc. for the students of Class-XII enrolled for HS(Voc.)courses along with Recording of their Assessed Theory Marks of Class-XI by the schools (VTC).

Ref: Notification memo no. WBSCTVESD – 14018/5/2020-AO(WBSCTVESD)/2020-21/1059, Dated; 25.09.2020.

Sir/Madam,

In reference to the Guidelines, vide memo no. WBSCTVESD – 14018/5/2020-AO(WBSCTVESD)/2020-21/1059, Dated; 25.09.2020, all Head of the Institutions of concerned VTCs & respective teachers & instructors are instructed to take appropriate steps to execute & complete the following Examination/Assessment works immediately:

- 1) **Assessment in all subjects of all students at class-XII based on the Half yearly/Home Assignments/Class (Unit) Test / or any other mode of examination are to be completed. Record the assessed marks per students per subject of class-XII in an Excel Sheet.**
- 2) **If for any students Home assignments/ class Test (online) /or other exam are not collected. Immediately collect the home assignments etc. through any suitable method for assessment.**
- 3) **All assessed marks if necessary are to be either Scaled Up or Down with respect to full theory marks per subject per students [if assessment is taken with marks below or above the full theory marks of the respective subject]**
- 4) **All Schools are to prepare & complete tabulation of entire assessed marks of all subjects w.r.t the full theory marks of all subjects of all class-XII students.**
- 5) **Schools are also to prepare & complete tabulation of theory marks of all subjects of all students according to their performance at class-XI in 2019-20, based on Half yearly Exam/ pre-annual Exam/ class (Unit) Test etc. conducted by the school.**



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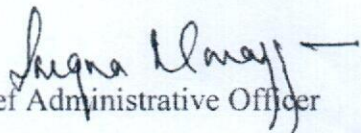
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- 6) The entire tabulation of marks of both of **class-XII** & their corresponding tabulation of marks at **class-XI** are to be completed by the school on their own within **25th June, 2021** for all subjects & for all students who are enrolled for **HS(V) exam, 2021**, so that the assessed marks may be readily provided to the Council.
- 7) Online web application to submit all such theoretical marks of both of **class-XI** & **Class-XII** of all subjects of all students who enrolled for **HS(V) exam, 2021**, will be made available by the Council within **25th June, 2021**. All Head of the Institution (HOI) will have to Login using their user-id & password and enter the marks.

Your earliest action in this regard is very much needed.

Thanking you

Yours faithfully

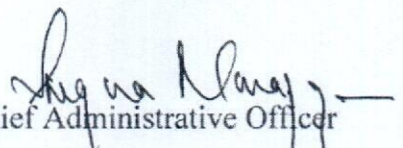

Chief Administrative Officer
WBSCTVESD

Memo No. SCTVESD-14014/1/2020-ACC OFFCR(WBSCTVESD)/2021-22/61

Date : 18.06.2021

Copy for information to:

- 1) Chairperson, WBSCTVESD
- 2) PS to Hon'ble MOS(IC), Dept. of TET & SD for kind information.
- 3) PS to Pr. Secy, Dept. of TET & SD for kind information.
- 4) DVET, WBSCTVESD
- 5) Administrative Officer (R), WBSCTVESD
- 6) Nodal Officers of Nodal Centres for information & necessary action please.


Chief Administrative Officer
WBSCTVESD