

GOVERNMENT OF TAMILNADU
DIRECTORATE OF TECHNICAL EDUCATION, CHENNAI-600 025
GOVERNMENT TECHNICAL EXAMINATIONS IN COMMERCE SUBJECTS – AUGUST 2016

NOTIFICATION

Government Technical Examinations in Commerce Subjects (Typewriting, Shorthand and Accountancy) will be held during the month of August 2016. The eligible candidates from the Govt. approved Commerce (Typewriting) Institutions and Private candidates can apply. The Application can be downloaded from 28.04.2016 from the web site mentioned in the table.

The Application (Registration) for the ensuing examination can be submitted either in person or by post. All the details and instructions as to the filling up of application, eligibility (age, educational qualification, examination fee etc) can be downloaded from the Website (www.tndte.com).

| | | |
|---|---|--|
| 1 | Last date for downloading Application from the Website | 20.06.2016 |
| 2 | Cost of Application / Registration fee and Examination fee should be remitted in the Indian Bank . Counter foil of the challan should be enclosed with application. Challan is available in the website – (last page of application) | cost of application Rs. 15.00 |
| 3 | Last Date for remitting the Examination Fees without Fine | 13.06.2016 |
| 4 | Last Date for remitting the Examination Fees Per Application with a fine of Rs. 5/- | 17.06.2016 |
| 5 | Last Date for submission of filled up Application by Private Candidates either directly or by Post with fine | 17.06.2016 |
| 6 | Last Date for submission of application by the Govt. approved Institutions either directly or by Post | 20.06.2016 |
| 7 | Website address | www.tndte.com |
| 8 | Telephone Number | 044 – 22351018 Extn.356 |

The receipt of application after the last date will be summarily rejected. This Directorate is not responsible for any delay of receipt of application sent by mail (Post).

Chennai- 600025
Dt. 26.04.2016

Chairman
Board of Examinations

தமிழ்நாடு அரசு
தொழில் நுட்பக் கல்வித்துறை, சென்னை 600 025
வணிகவியல் பாடங்களில் அரசு தொழில் நுட்பத் தேர்வுகள் ஆகஸ்டு 2016
(Government Technical Examination in Commerce Subjects, August 2016)

அறிவிக்கை

2016 ம் ஆண்டு ஆகஸ்டு மாதம் அரசு தொழில் நுட்பக் கல்வித் துறையினால் நடத்தப்படும் தட்டெழுத்து, சுருக்கெழுத்து மற்றும் கணக்கியல் தேர்வுகளில் கலந்து கொள்ள விரும்பும் அரசு அங்கீகாரம் பெற்ற தட்டச்சுப் பயிலகங்கள் மற்றும் தனித்தேர்வர்கள் விண்ணப்பப் படிவங்களை கீழே குறிப்பிட்டுள்ள இணையதளத்தில். 28.04.2016 முதல் பெற்றுக் கொள்ளலாம்.

தேர்வு விண்ணப்பத்தினை நேரிடையாகவும் அல்லது தபால் மூலமாகவும் அலுவலகத்தில் பதிவு செய்து கொள்ளலாம். விவரங்கள் (வயது கல்வி தகுதி சான்றிதழ், தேர்வுக் கட்டணம் அலுவலகத்திற்கு அனுப்ப வேண்டிய படிவம் ஆகியன) இணையதளத்தில் இருந்து பதிவிறக்கம் செய்து கொள்ளலாம். (www.tndte.com).

| | | |
|----|--|--|
| 1. | இணையதளத்தின் வாயிலாக விண்ணப்பப் படிவம் பதிவிறக்கம் செய்வதற்கான கடைசி நாள் | 20.06.2016 |
| 2. | விண்ணப்ப கட்டணம் மற்றும் தேர்வு கட்டணத்தை இணைய தளத்தில் உள்ள விண்ணப்பப் படிவத்தில் கடைசி பக்கத்தில் இணைக்கப்பட்டுள்ள செலுத்து சீட்டு (Counter foil of Chalan) வாயிலாக இந்தியன் வங்கியில் செலுத்தி, செலுத்து சீட்டினை விண்ணப்பத்துடன் சேர்த்து அனுப்ப வேண்டும். | விண்ணப்ப கட்டணம் ரூபாய்.15/- |
| 3. | தேர்வுக் கட்டணம் அபராதமின்றி செலுத்த கடைசி நாள் | 13.06.2016 |
| 4. | ஒரு விண்ணப்பப் படிவத்திற்கு ரூ 5/- அபராதத்துடன் தேர்வுக் கட்டணம் செலுத்த கடைசி நாள் | 17.06.2016 |
| 5. | தனித் தேர்வர்கள், பூர்த்தி செய்யப்பட்ட விண்ணப்பங்களை, இவ்வலுவலகத்தில் நேரிலோ அல்லது தபால் மூலமாகவோ சேர்க்கப்பட வேண்டிய கடைசி நாள் (அபராதத்துடன்) | 17.06.2016 |
| 6. | அங்கீகரிக்கப்பட்ட பயிலகங்கள் பூர்த்தி செய்யப்பட்ட விண்ணப்பங்களை, இவ்வலுவலகத்தில் நேரிலோ அல்லது தபால் மூலமாகவோ சேர்க்கப்பட வேண்டிய கடைசி நாள். | 20.06.2016 |
| 7. | இணையதள முகவரி | www.tndte.com |
| 8. | தொலைபேசி எண் | 044 – 22351018 Extn. 356 |

மேற்குறிப்பிட்ட கடைசி நாளுக்குப் பின்னர் பெறப்படும் விண்ணப்பங்கள் நிராகரிக்கப்படும். அஞ்சல் போக்குவரத்தில் ஏற்படும் தவறுகள் மற்றும் காலதாமதத்திற்கு இவ்வியக்கம் பொறுப்பேற்காது.

சென்னை: 600 025

நாள் : 26.04.2016

தலைவர்
தேர்வு வாரியம்

GOVERNMENT OF TAMIL NADU
DIRECTORATE OF TECHNICAL EDUCATION, CHENNAI 600 025
BOARD OF EXAMINATIONS
APPLICATION FORM FOR GOVERNMENT TECHNICAL EXAMINATION IN COMMERCE
SUBJECTS – AUGUST 2016

APPEARING THROUGH RECOGNISED COMMERCE INSTITUTE / PRIVATE

(To be filled in by the candidate in his / her own handwriting)

| | | | | |
|--|---|---|--|-----------------|
| 1. Name of the Candidate (As entered in SSLC Mark Sheet (or) Bonafide Certificate) | ... | | | |
| 2. Father's Name | ... | | | |
| 3. Date of Birth (As entered in SSLC Mark Sheet (or) Bonafide Certificate) | ... | | | |
| 4. Sex | ... | Male / Female | | |
| 5. Permanent Address | ... | | | |
| 6. General Qualification (Attested Xerox Copy to be enclosed) | ... | | | |
| 7. Technical Qualifications (Attested Xerox Copy to be enclosed) | ... | | | |
| 8. Subject (s) applied for Code No. | Code No.: | | | |
| | <table border="1" style="display: inline-table; width: 50px; height: 30px;"><tr><td style="width: 25px; height: 25px;"></td><td style="width: 25px; height: 25px;"></td></tr></table> | | | Subject Name |
| | | | | |
| | | <table border="1" style="display: inline-table; width: 150px; height: 30px;"></table> ... | | |
| 9. Batch Required (For Institute Candidates) | English | Tamil | | |
| | <table border="1" style="display: inline-table; width: 70px; height: 30px;"></table> | <table border="1" style="display: inline-table; width: 70px; height: 30px;"></table> | | |
| 10. Mention Centre No & Name of the Centre | ... | <table border="1" style="display: inline-table; width: 300px; height: 30px;"></table> | | |
| 11. Fees | Rs. | Amount Rs. : | | |
| (i) Examination Fees | | | | |
| (ii) Application Fees * | 15.00 | | | |
| Total | <table border="1" style="display: inline-table; width: 100px; height: 20px;"></table> | | | |
| | | Counter foil of the Challan and Date : | | |
| 12. Details of the Commerce subjects in which the candidate has already passed, and has not received the certificate | Code No.: | Subject | | |
| | <table border="1" style="display: inline-table; width: 70px; height: 30px;"></table> | <table border="1" style="display: inline-table; width: 150px; height: 30px;"></table> | | |
| (Xerox Copy of the attested result pro-forma to be enclosed) | Register No.: | Month & Year of passing | | |
| | <table border="1" style="display: inline-table; width: 70px; height: 30px;"></table> | <table border="1" style="display: inline-table; width: 150px; height: 30px;"></table> | | |
| | | Class | | |
| | | <table border="1" style="display: inline-table; width: 40px; height: 30px;"></table> | | |

Particulars furnished above by me are correct.

* Cost of application form Rs. 15/- per application to be paid along with Examination fees irrespective of codes appearing

Signature of the Candidate

**CERTIFICATE TO BE SIGNED BY CANDIDATES THROUGH RECOGNISED
COMMERCE INSTITUTE / PRIVATE**

I hereby declare that I have filled the application in my own handwriting and also not passed the above subjects previously and the particulars furnished are all true and correct to the best of my knowledge. I shall behave properly in obedience to the rules and regulations of the Chairman, Board of Examinations for the smooth conduct of the Examination. If the particulars furnished by me are found to be false at a later stage or any misbehavior is found during Examination, I will accept any kind of punishment that may be decided by the Chairman, Board of Examinations, Chennai 600 025.

Place :

Date : _____ Signature of the Candidate _____

**CERTIFICATE TO BE SIGNED BY THE RECOGNISED INSTITUTE /
PROPRIETOR / PRINCIPAL**

Certified that..... is studying in my Institute the subject(s) for which he / she has applied for the examinations and that I have verified the eligibility and all particulars in the Application. Xerox copies of the Certificate attested by Competent Authorities / Original Bonafide Certificates issued by Competent Authority is enclosed.

Recognition No. : Signature of the Proprietor / Principal with seal

Center No. : Institute Address with Phone / Cell No.

BONAFIDE CERTIFICATE

(For admission to Government Technical Examinations of the Directorate of Technical Education, Chennai 600 025.)
(if the Xerox copy of the eligibility of qualification is enclosed, filling up of the bonafide certificate must be avoided)

Certified that Selvan / Selvi (Capital Letters).....Son/
Daughter of Thiru..... is a bonafide student of this
recognized School passedStandard and studying in Standard.

His / Her date of birth is as per the School records.

Signature of the Principal / Headmaster /
Headmistress with the Name in capital letters

School Seal _____

Note: Qualification prescribed for the subject appearing should be verified carefully and any lapses in this regard, will lead to rejection of the application.

Government of Tamil Nadu
Directorate of Technical Education

BOARD OF EXAMINATIONS, CHENNAI 600 025
Government Technical Examinations in Commerce Subjects - AUGUST 2016
HALL TICKET

Website address www.tndte.com,

Name of the Candidate (BLOCK LETTERS)
(As entered in SSLC Mark Sheet or Bonafide Certificate)

| | | |
|--|--------------------------------|-------|
| Code Number of Typewriting subject (s) for which the Candidate is appearing | Batch Number in Typewriting | |
| | English | Tamil |
| | | |

Centre No

Register No.:

(To be allotted by Chairman's Office)

| |
|--|
| Code Number of Shorthand Subjects for which the Candidate is appearing (except High Speed Test in Shorthand) |
| |

Centre No:

| |
|---|
| Code Number of Accountancy Subjects for which the Candidate is appearing |
| |

Place of the Centre:

| |
|--|
| Code Number of High Speed Tests in Shorthand for which the Candidate is appearing |
| |

Place of the Centre:

| |
|---|
| Approval Institute Seal (for Institute Candidate Only) |
|---|

| |
|-----------------------------------|
| Affix Passport size Photograph |
|-----------------------------------|

Signature of the Candidate

Name with Residential Address:

.....
.....
.....
.....

..... PIN

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Attesting authority should sign in such a way that his / her signature falls partly on the photograph and the Hall Ticket without defacing the features of Candidate and also affix the office seal with Designation, Name of Office and Place to confirm the identity of the Attesting Officer

IMPORTANT INSTRUCTIONS

1. Both in the application form and Hall Ticket, candidates should write their names in their own hand-writing, in block letters as entered in the qualification certificate, without any spelling mistake.
2. In the application form and in the hall ticket, candidates should carefully write the subject for which they are appearing for the examination. If there is a difference in the subject written, between the application and hall ticket, the application will be rejected.
3. The private candidates shall write the centre from where they would like to take up the examination. The Chairman's Office will allot the centre and the same will be indicated in the Hall Ticket.
4. Recently taken pass-port size photograph should be affixed in the space provided both in the application form and Hall Ticket. In addition, those who apply for **Senior Grade** must enclose a photo and keep in a cover separately. Photographs once used cannot be used again. Photographs in the hall ticket should be attested properly by the Competent Authorities.

Note: Photo taken with wearing cap / cooling glass will not be accepted, since the purpose of clear identity gets defeated.

5. Hall tickets of Private candidates, who have not enclosed the Self addressed cover with Rs. 10/- Postage Stamp, will be sent to the centres allotted to them around 5 days prior to the commencement of the examination. The students are requested to collect the Hall Ticket from the centres.
6. The application of the candidates, who do not fulfill the conditions stipulated in the application form, will be rejected. If by any chance, candidates who do not possess requisite qualification gets admitted and consequently appeared for the examination, the results of the examination of such candidates will be cancelled. Similarly, if at any time, it is found that the certificate produced by the Candidate and sought admission is bogus or tampered with, candidate concerned will be debarred permanently from appearing for the Government Technical Examination besides the cancellation of the result in addition to any other punishment that may be decided by the Chairman, Board of Examinations.
7. Private Candidates should send one self-addressed cover 26 cm x 11 cm affixing Rs. 10/- postage stamp along with filled up application.

INSTRUCTIONS

(Read the following Instructions carefully before filling up the Application)

MINIMUM QUALIFICATION FOR ADMISSION TO GOVERNMENT TECHNICAL EXAMINATIONS

1. The Candidate should possess the required qualifications as per the publication of Notification.
2. **PRE-JUNIOR GRADE TYPEWRITING (ENGLISH & TAMIL) (Examination in August only):**
Pass in 6th Standard of a Recognised School. Candidates can appear only THROUGH the Commerce Institutes that are recognised by the Directorate of Technical Education.
3. **JUNIOR GRADE TYPEWRITING (ENGLISH & TAMIL):**
Pass in 8th Standard of a Recognised School or pass in ESLC Examination.
4. **SENIOR GRADE TYPEWRITING (ENGLISH & TAMIL):**
Pass in the Junior Grade Typewriting Examination of the concerned subject or pass in SSLC/MATRICATION Examination of a Recognised School.
5. **SHORTHAND JUNIOR (ENGLISH & TAMIL) AND SHORTHAND ENGLISH INTERMEDIATE GRADE:**
Appeared SSLC/Matriculation Examination through a Recognised School. Private Candidates must have passed SSLC/Matriculation Examination.
6. **SHORTHAND SENIOR (ENGLISH & TAMIL):**
Pass in SSLC/Matriculation Examination through a Recognised School. (OR) Failed SSLC/Matriculation Examination with a pass in Junior Grade Examination of the concerned subject.
7. **HIGH SPEED TEST IN TYPEWRITING AND SHORTHAND (ENGLISH & TAMIL):**
Pass in Senior Grade Examination of the concerned subject.
8. **COMMERCE SUBJECT: ACCOUNTANCY JUNIOR GRADE:**
Pass in SSLC/Matriculation Examination.
9. **COMMERCE SUBJECT: ACCOUNTANCY SENIOR GRADE:**
A pass in PUC in Madras, Madurai or Annamalai University / a pass in Higher Secondary Course conducted by the Government of Tamil Nadu (or) a pass in SSLC/Matriculation with eligibility for admission to Higher Secondary Course of Study along with a pass in the Junior Grade Examination of the concerned subject or any other equivalent examination.
10. No Candidate will be permitted to appear for Examination in more than one Grade in the same subject at the same session of Examination.
11. Place of Examination: As detailed in Annexure.

List of Competent Authorities for attesting the copies of Certificates and photos:

- (1) A & B Group of Officers serving in the Government of Tamil Nadu / in the Government of India.
- (2) Headmasters of all Government and Government recognized High Schools and Higher Secondary Schools in Tamil Nadu.
- (3) Principals of all Polytechnics. (Government and Aided)
- (4) Principals of all affiliated Arts and Science Colleges.
- (5) Deputy Inspector of Schools.
- (6) Government Medical Officers / Civil Surgeon / Civil Assistant Surgeon.
- (7) Revenue Officials not below the rank of Deputy Thasildar.
- (8) All Officers working in public undertaking like Electricity Board etc.

(Details of Code Number of Subjects)

| Common Centre Subject | Code No. | Common Centre Subject | Code No. |
|---|-----------------|--------------------------------|-----------------|
| Typewriting English Pre Junior (Aug only) | 11 | Typewriting English Senior | 21 |
| Typewriting Tamil Pre Junior (Aug only) | 12 | Typewriting Tamil Senior | 22 |
| Typewriting English Junior | 01 | Typewriting English High Speed | 31 |
| Typewriting Tamil Junior | 02 | Typewriting Tamil High Speed | 32 |
| Accountancy Centre Subjects | Code No. | | |
| Accountancy Junior | 5 | | |
| Accountancy Senior | 25 | | |

Limited Centre Subjects

| | |
|--------------------------------|----|
| Shorthand English Junior | 3 |
| Shorthand Tamil Junior | 4 |
| Shorthand English Intermediate | 13 |
| Shorthand English Senior | 23 |
| Shorthand Tamil Senior | 24 |

Super Limited Centre Subjects

| | |
|--------------------------------------|----|
| Shorthand English High Speed 150 wpm | 33 |
| Shorthand English High Speed 180 wpm | 34 |
| Shorthand English High Speed 200 wpm | 35 |
| Shorthand Tamil High Speed 120 wpm | 36 |
| Shorthand Tamil High Speed 150 wpm | 37 |
| Shorthand Tamil High Speed 180 wpm | 38 |

Separate application for Common Centre / Limited Centre / Accountancy Centre / Super Limited Centre to be submitted.

(Fees to be paid by the Candidates for admission to Government Technical Examinations)

| | | | |
|---|----------|---------------------------|-----------|
| Pre Junior Grade Subjects (August only) | Rs. 50/- | All Senior Grade Subjects | Rs. 65/- |
| All Junior Grade Subjects | Rs. 50/- | All High Speed Test | Rs. 100/- |
| Shorthand Intermediate (English) | Rs. 60/- | | |

12. The cost of the each application form of Rs.15/- must be remitted along with the examination fees, by the Recognized Institutes / Private candidates who had down loaded the Application form from the web site. Fees once paid will not be either refunded or be adjusted for subsequent examination. Chairman office will allot the batch for the Typewriting Examination. Both English and Tamil High Speed Tests in Typewriting will be conducted along with Senior Grade 1st and 2nd batch.
13. The Examination fee must be paid only in the account number 6120096699 of Indian bank in favour of Additional Director of Technical Education (Examinations)_GTE, DOTE campus, Chennai 600 025.
(Counterfoil of the Challan DOTE copy only should be enclosed).
14. Candidates outside Tamil Nadu should also remit the fees in the above stated manner.
15. The Recognized Institutes / Private Candidates has to obtain the application form web site. **"www.tndte.com"**
16. Filled up applications have to be sent on or before the last date notified. Incomplete applications, and application received belatedly will be summarily rejected.
17. The following items should accompany the completed application.
 - (i) Bonafide Certificate for Students with VI & VIII Standard qualification with the Date of Birth.
 - (ii) ESLC privately passed candidate should enclose the Xerox copy of the Certificate duly attested by the competent authority.
 - (iii) Recently taken passport size photographs (similar) of the candidate should be affixed in the space provided in the Hall Ticket and in the application form. Those who apply for Senior Grade subjects have to enclose a photo in a cover separately. Photographs once used should not be used again. The photographs in the Hall Ticket should be attested properly by any Gazetted Officer.

Note : Photos taken wearing Cap or Cooling Glass will not be accepted.

18. Private Candidates-Certificates of the Successful Candidates will be sent individually by Courier / Register Post to the address given in the address slip appended to the application.
19. Institute Candidates – Successful Institute Candidate will get the Certificate through the Institute.
20. Batch change will not be permitted on any circumstances.
21. Candidates have to write the Code No. of the Subjects and Centre No. properly in the appropriate place in the application form and Hall Ticket. Once the admission given based on this will not be changed afterwards.
22. Common Centre : All Typewriting Examinations in English and Tamil.
23. Limited Centres : All Shorthand Examinations in English and Tamil except Shorthand High Speed.
24. Accountancy Centre : Accountancy Examinations both Junior and Senior Grades.
25. Super Limited Centre : All Shorthand High Speed Examinations both for English and Tamil.
26. Application which do not fulfil the conditions will be summarily rejected without giving any notice.
27. The Examinations Time-Table can be seen in the website.
28. The decision of the Chairman, Board of Examinations, Chennai 600 025 shall be final in respect of all issues concerning the examination and the candidates shall be bound by them.
29. Private Candidate should send one self addressed 26 cm x 11 cm envelopes affixing Rs.10/- postage stamps each along with the filled up application.

Chairman
Board of Examinations

GOVERNMENT TECHNICAL EXAMINATIONS

NEW CENTRE LIST

WITH EFFECT FROM AUGUST 2012 EXAM

Common Centres

| C.No. | Place | C.No. | Place | C.No. | Place |
|-------|--------------------------------|-------|------------------------------|-------|--------------------------|
| 1 | C.P.T. Chennai 113 | 33 | Mecheri, Salem 636453 | 65 | Valparai |
| 2 | W.P.T. Chennai 113 | 34 | Attur | 66 | GPTC Coimbatore 641 014 |
| 3 | S.I.C.E. Chennai 113 | 35 | Chidambaram | 67 | GPTCW Coimbatore 641 044 |
| 4 | G.T.T.C. Chennai 32 | 36 | Villupuram | 68 | NPC Karumathampatti, CBE |
| 5 | Maduravoyal, Chennai 95 | 37 | MNGP Pondicherry | 69 | Udagamandalam |
| 6 | Mylapore, Chennai -04 | 38 | GPW Lawspet, Pondicherry | 70 | Gudalur |
| 7 | Pammal, Chennai 75 | 39 | Virudhachalam | 71 | Coonoor |
| 8 | Chrompet, Chennai 44 | 40 | Cuddalore | 72 | TPC Madurai-11 |
| 9 | Kattangulathur 603 203 | 41 | Tindivanam | 73 | GPCW Madurai-11 |
| 10 | Vepery, Chennai 7 | 42 | Neyveli | 74 | Uthamapalayam |
| 10 A | G.P.T.C., Purasawalkam | 43 | Nagappatinam | 75 | Periyakulam |
| 11 | Erukenchery, Chennai | 44 | Mayiladuthurai | 76 | Karaikudi |
| 12 | Thiruvottiyur | 45 | Thiruvavur | 77 | Sivagangai |
| 13 | Kavaraipettai | 46 | Mannargudi | 78 | Paramakudi |
| 14 | Avadi, Chennai 62 | 46 A | Sembodai | 79 | Ramanathapuram |
| 15 | Kilpauk, Chennai 30 | 47 | Pattukkottai | 80 | Virudhunagar |
| 16 | Agaram, Chennai 82 | 48 | Thanjavur | 81 | Krishnankoil |
| 17 | Villivakkam, Chennai 49 | 49 | Kumbakonam | 82 | Aruppukottai |
| 18 | BPTC-Kancheepuram-52 | 50 | GPTC Trichy | 83 | Rajapalayam |
| 18A | TPTC-Kancheepuram-51 | 51 | SIT Trichy – 10 | 84 | Tuticorin |
| 19 | Thiruvallur | 52 | N C Hr.Sec.School Trichy – 2 | 85 | Kovilpatti |
| 20 | Arakkonam | 53 | Karur | 86 | Tiruchendur |
| 21 | Chengalput | 54 | Perambalur | 87 | Seydunganallur |
| 22 | Vandavasi 604 408 | 55 | Musiri | 88 | Sankar Nagar |
| 23 | Vellore | 56 | Pudukkottai | 89 | Tenkasi |
| 24 | Arni | 57 | Kakkaveri, Rasipuram (TK) | 89A | Puliangudi |
| 25 | Thiruvannamalai 606 603 | 58 | Namakkal | 90 | Cheranmahadevi |
| 26 | Walaja | 59 | Thiruchengode | 91 | Vadakankulam |
| 27 | Gudiyattam | 60 | Gobichettipalayam | 92 | Nagercoil |
| 28 | Tirupattur | 61 | Erode | 93 | Thiruvithamcode |
| 29 | Krishnagiri | 61A | B.Komarapalayam | 94 | Chunkankadai |
| 30 | Dharmapuri | 62 | Palani | | |
| 31 | T.P.C. Salem | 63 | Dindigul | | |
| 32 | C.S.I. Salem | 64 | Pollachi | | |

LIMITED CENTRES

| C.No. | Place |
|-------|-------------|
| L 1 | Chennai |
| L 2 | Vellore |
| L 3 | Salem |
| L 4 | Cuddalore |
| L 5 | Trichy |
| L 6 | Coimbatore |
| L 7 | Madurai |
| L 8 | Tirunelveli |

ACCOUNTANCY CENTRES

| C.No. | Place |
|-------|-------------|
| A1 | Chennai |
| A2 | Salem |
| A3 | Trichy |
| A4 | Coimbatore |
| A5 | Madurai |
| A6 | Tirunelveli |

Super Limited Centre: High Speed Test in Shorthand English & Tamil will be conducted only at Chennai.

PRIVATE CANDIDATE ONLY

CODE NUMBER OF THE SUBJECT (S):

REGISTER NO. :

| |
|--|
| |
|--|

ADDRESS IN CAPITALS :

To

Thiru / Selvi
(Name as in S.S.L.C)

.....
.....
.....

Pincode

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

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- Note : 1. The candidate should furnish his / her address neatly within the above rule border in block letters.
Certificates in respect of successful candidates will be dispatched to the above address only.
2. Care of Institute address should not be furnished.

CODE NUMBER OF THE SUBJECT (S):

REGISTER NO. :

| |
|--|
| |
|--|

ADDRESS IN CAPITALS :

To

Thiru / Selvi
(Name as in S.S.L.C)

.....
.....
.....

Pincode

| | | | | | |
|--|--|--|--|--|--|
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- Note : 1. The candidate should furnish his / her address neatly within the above rule border in block letters.
Certificates in respect of successful candidates will be dispatched to the above address only.
2. Care of Institute address should not be furnished.

RECOGNISED INSTITUTE ONLY
NOMINAL ROLL [IN TRIPLICATE]

DEPARTMENT OF TECHNICAL EDUCATION, TAMIL NADU – G.T. EXAMINATION 20.....

Name and Address of the Institution with Pin Code

Approval Number

Code No. of Subjects approved

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
| | | | | | | | |

Phone / Cell No.

Centre No: Place of Centre:

| Sl. No. | Reg. No. to be assigned by Chairman's Office | Name of the Candidate | Code No. of Subject(s) | Batch No. of Typewriting | | Date of Birth |
|---------|--|-----------------------|------------------------|--------------------------|-------|---------------|
| | | | | English | Tamil | |
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |
| 6. | | | | | | |
| 7. | | | | | | |
| 8. | | | | | | |
| 9. | | | | | | |
| 10. | | | | | | |
| 11. | | | | | | |
| 12. | | | | | | |
| 13. | | | | | | |
| 14. | | | | | | |
| 15. | | | | | | |
| 16. | | | | | | |
| 17. | | | | | | |
| 18. | | | | | | |
| 19. | | | | | | |
| 20. | | | | | | |
| 21. | | | | | | |
| 22. | | | | | | |
| 23. | | | | | | |
| 24. | | | | | | |
| 25. | | | | | | |

NB. Request for alteration correction in the Nominal Roll after the Submission of application will not be complied with.

P.T.O

| Code Number of Subject | Number of Candidate in Each batch | | | | | Total Amount paid | | | |
|------------------------|-----------------------------------|--|--|--|--|------------------------|--------------|------------------|-------|
| | | | | | | Sl. No. | Rate of Fees | No. of Candidate | Total |
| 1 | | | | | | 1. Pre. Jr. | 50 x | | |
| 2 | | | | | | 1. Jr. | 50 x | | |
| 21 | | | | | | 2. Sr. | 65 x | | |
| 22 | | | | | | 3. Inter. | 60 x | | |
| 31 | | | | | | 4.T/w High Speed | 100 x | | |
| 32 | | | | | | 5.Shorthand High Speed | 100 x | | |
| 11 | | | | | | Application Fee | 15 x | | |
| 12 | | | | | | Grand Total | | | |

Note: Candidate must be divided in **five equal batches for Junior and four equal batches for Senior.**
If it is noticed other wise, the department will change the batches and if the Institutes ask for any changes of batch in the Examination Center, it will not be considered.

Please follow these Special Instructions carefully in preparing Nominal Roll:

1. Nominal Roll should be typewritten in triplicate. Nominal Roll prepared in manuscript will not be accepted.
2. **Separate Nominal roll in triplicate should be prepared for each centre when candidates are sent for more than one category of centre (Common (1, 11, 21, 2, 12, 22, 31, 32) / Limited (3, 13, 23, 4, 24) / Accountancy (5, 25) / Super Limited (33, 34, 35, 36, 37, 38).**
3. If the Candidate wants to appear for one or more subjects of any particular category of center mentioned above, only one application must be used. But if the subjects are in different category of centres, separate applications must be used and in the event of using one application, such cases will be rejected.
4. Candidates appearing for the subjects for which the Institute is approved should alone be presented through the Institute and their names included in the Nominal Roll. If any deviation is found either now or later date, actions will be initiated.
5. Names of the candidates should be typed in the Nominal Roll in one alphabetical irrespective of the Code Numbers of the subjects for which they are appearing
6. Under any circumstances the Examination fees should not be remitted by Postal orders. Examination fees once paid will not be either refunded or adjusted for the subsequent Examinations.
7. All applications of the Institute should be submitted in one lot only.
8. Write on Nominal Roll Institute phone number and proprietor mobile number

Note: 1. Nominal Roll should be prepared in triplicate and attached with application bundle only.

2. Code Number of the subject and Batch No. will be allotted based on the particulars furnished in the application of the candidate only. Hence special care is necessary in preparing the Nominal Roll. Under any circumstances no change will be given regarding the Code No. and Batch thereafter.
3. The name of the candidates should be mentioned by placing the initial in the last Mr., Mrs., Selvi., W., etc., need not be mentioned.
4. Under any circumstances the excess amount paid towards the Examination fees will not be refunded or adjusted.
5. Applications received before the prescribed date with remittance alone will be accepted, provided, all requirements are fulfilled. It should be noted that under no circumstances mere remittance of fees without the applications will be considered.
6. Applications sent subsequently (i.e. second or third lots) will not be considered.

| | |
|---|---|
| Govt. of Tamil Nadu DIRECTORATE OF TECHNICAL EDUCATION CHENNAI – 600 025 | |
| Challan for Payment into Indian Bank (Any Branch) | |
| INDIAN BANK A/c. No. 6120096699 | |
| Name of the Account: <i>Additional Director of Technical Education (Examinations)_GTE</i> | |
| Examination Fees Payable for GOVT. TECHNICAL EXAMINATIONS – FEB./AUG. 20..... | |
| BANKER'S COPY | |
| Name of the Institution: | |
| Or | |
| Name of the Candidate: (If the candidate appears privately) | |
| Approval No. (for approved Institutes only) | |
| Sl.No. | Particulars |
| 1. | Examination Fees |
| 2. | Application |
| | Total |
| Amount in words: (Rupees only) | |
| Date of Payment: | Remitter's Signature |
| FOR USE OF BANK (for acknowledging the receipt of amount) | Journal No. : |
| DATE: | Signature of the Bank Official with Seal |
| <ul style="list-style-type: none"> All the branches of Indian Bank are authorised to accept the fee challan The collecting bank is requested to feed the Name of the Institution / candidate correctly. | |

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| Govt. of Tamil Nadu DIRECTORATE OF TECHNICAL EDUCATION CHENNAI – 600 025 | |
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| Examination Fees Payable for GOVT. TECHNICAL EXAMINATIONS – FEB./AUG. 20..... | |
| NOTE'S COPY | |
| Name of the Institution: | |
| Or | |
| Name of the Candidate: (If the candidate appears privately) | |
| Approval No. (for approved Institutes only) | |
| Sl.No. | Particulars |
| 1. | Examination Fees |
| 2. | Application |
| | Total |
| Amount in words: (Rupees only) | |
| Date of Payment: | Remitter's Signature |
| FOR USE OF BANK | Journal No. : |
| (for acknowledging the receipt of amount) | |
| DATE: | Signature of the Bank Official with Seal |
| <ul style="list-style-type: none"> All the branches of Indian Bank are authorised to accept the fee challan The collecting bank is requested to feed the Name of the Institution / candidate correctly. | |

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|---|---|
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| INDIAN BANK A/c. No. 6120096699 | |
| Name of the Account: <i>Additional Director of Technical Education (Examinations)_ GTE</i> | |
| Examination Fees Payable for GOVT. TECHNICAL EXAMINATIONS – FEB./AUG. 20..... | |
| REMITTER'S COPY | |
| Name of the Institution: | |
| Or | |
| Name of the Candidate: | |
| (If the candidate appears privately) | |
| Approval No. (for approved Institutes only) | |
| SI.No | Particulars |
| 1. | Examination Fees |
| 2. | Application |
| | Total |
| Amount in words: (Rupees only) | |
| Date of Payment: | Remitter's Signature |
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| DATE: | Signature of the Bank Official with Seal |
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