

Guidelines for the Choice Filling for Admission in Polytechnics



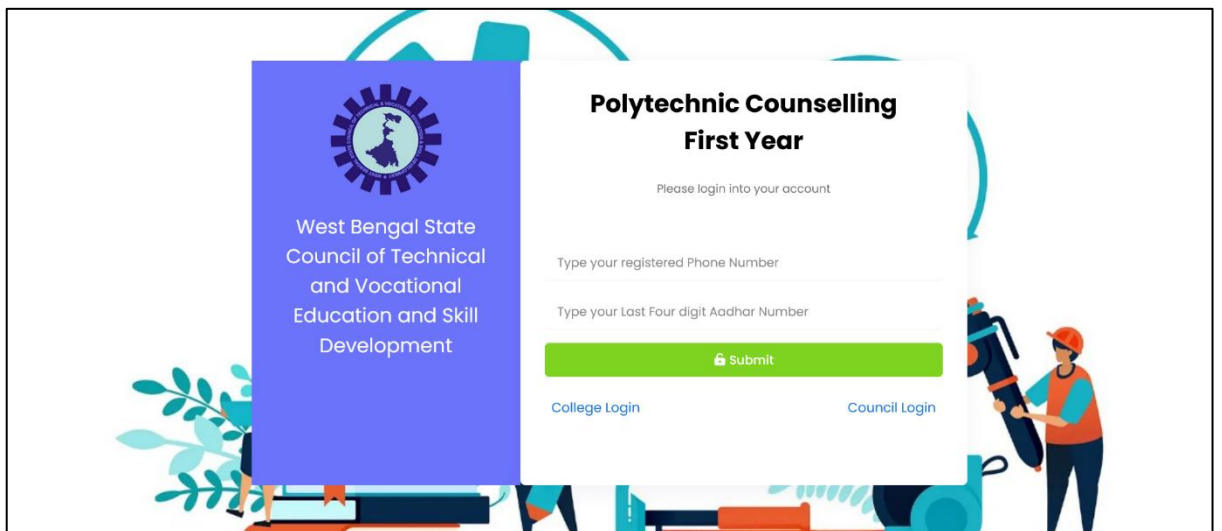
Guidelines for the Choice Filling for Admission in Polytechnics

Guidelines for the Choice Filling for Admission in Polytechnics

1. Open your browser e.g. Google Chrome, Mozilla Firefox, or Microsoft Edge, and enter the application URL <https://sctedved.wb.gov.in/polyadm/> in the address bar.
2. For the 1st Year Counselling, please click on the blue button mentioned as “Choice Fill-up for the 1st Year”. For the 2nd Year Counselling, please click on the blue button mentioned as “Choice Fill-up for the 2nd Year”.

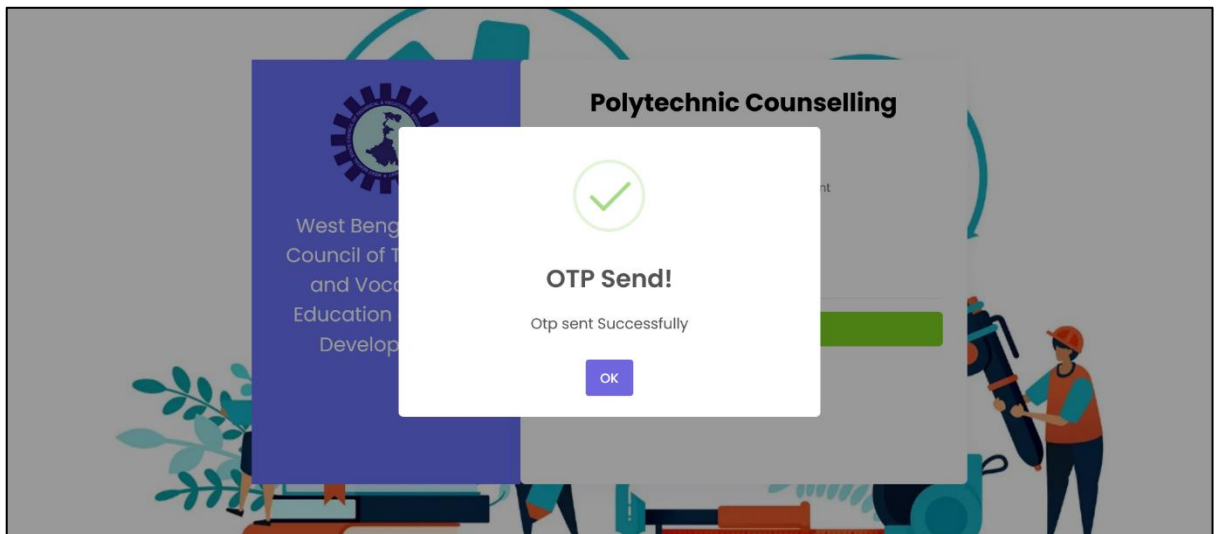


3. Enter your Registered Mobile Number (e.g. 9876543210) and the last 4 digits of your Aadhaar Number.



4. You will receive the One Time Password (OTP) on your Mobile. Use the OTP to verify yourself.

Guidelines for the Choice Filling for Admission in Polytechnics



5. If you didn't receive the OTP within two minutes, please refresh the browser to reload the webpage and enter the Mobile number and last 4 digits of Aadhaar number again to get the OTP.
6. You will be redirected to the Profile page, where you need to update the Home and Schooling districts.

A screenshot of the "My Profile" page in the "Polytechnic Counselling - First Year" system. The page features a left sidebar with navigation options: "My Profile", "Choice Fillup", "Activities", and "Logout". The main content area includes a profile card with a placeholder image of a person. To the right of the image is a table of candidate details:

Application Form Number :	CC-1234567890
Name of the Candidate :	XXXXXXXXXX
Gender :	MALE
Category :	GENERAL
Physically Challenged :	NO

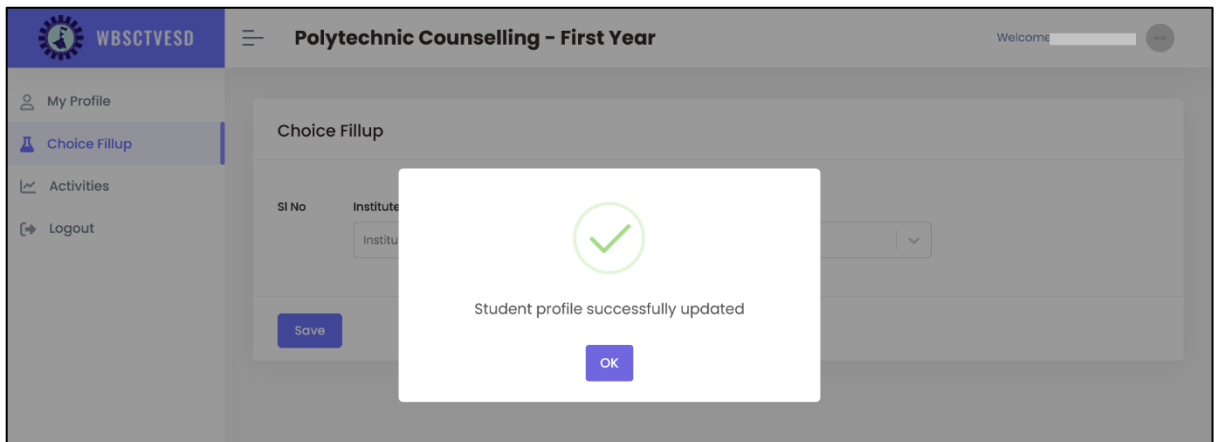
To the right of this table is another table showing the candidate's category and rank:

Category	Rank
GENERAL	XXXXXX

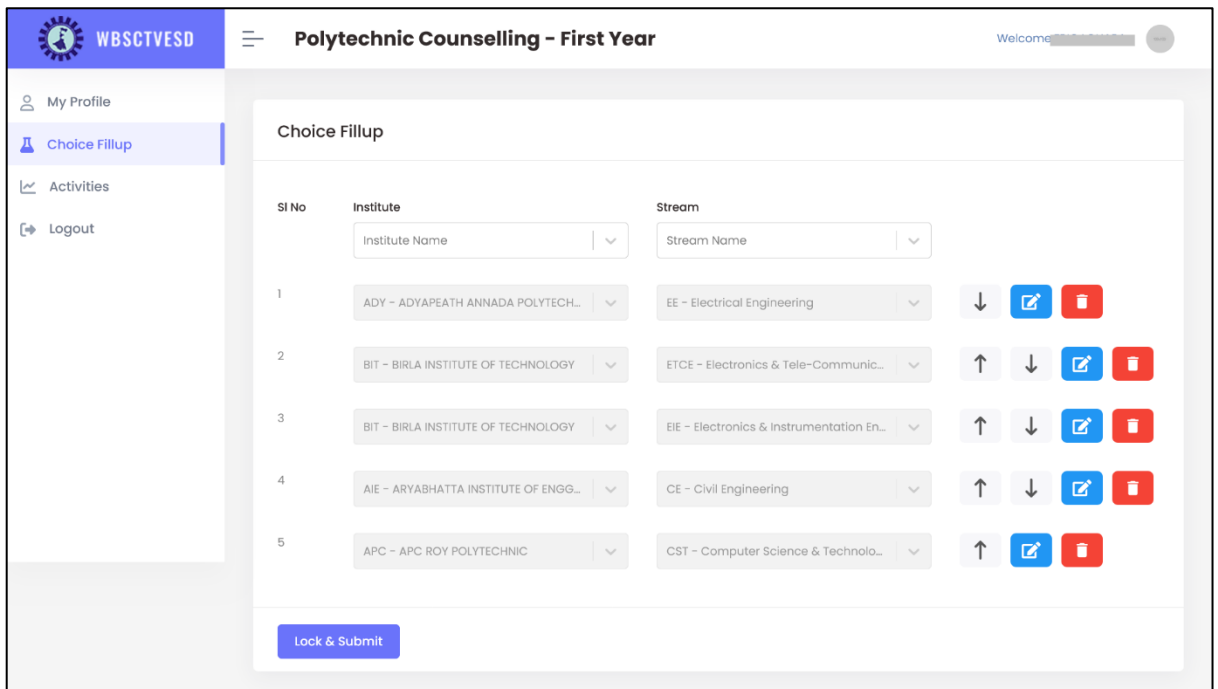
Below these tables are two dropdown menus: "Select your Home District" and "Select your Schooling District", both currently showing "Select...". A purple "SAVE" button is located at the bottom of the profile card.

7. Once saved, you will be redirected to the Choice Filling page.

Guidelines for the Choice Filling for Admission in Polytechnics

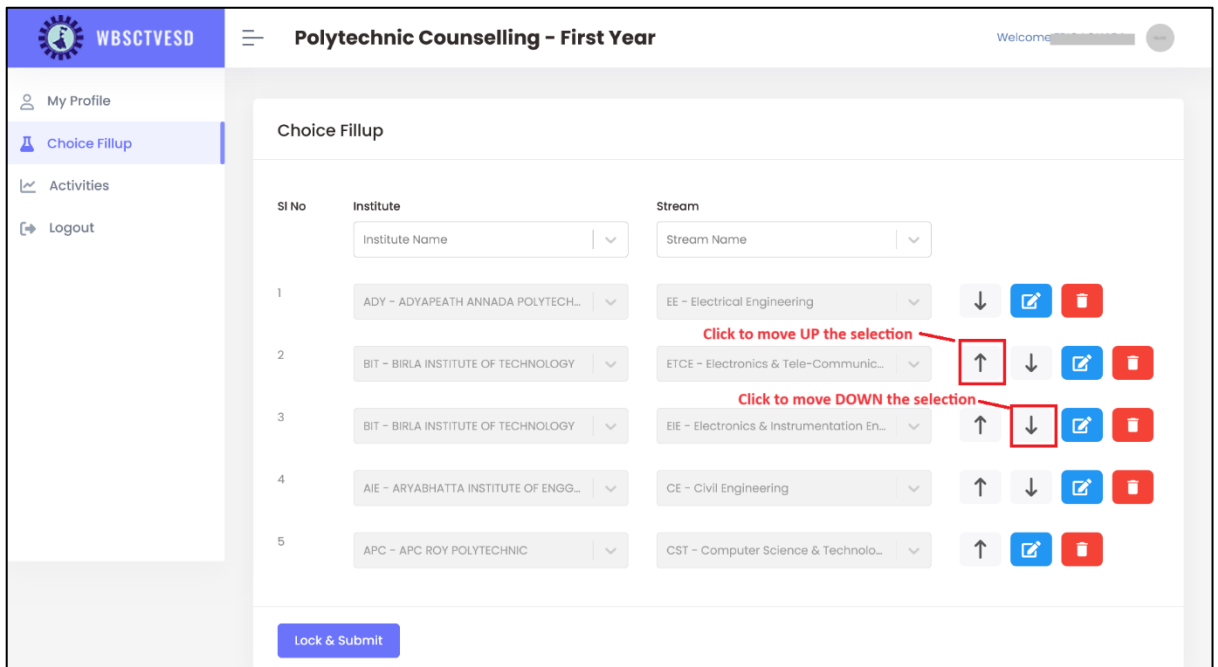


- In the Choice Filling page, you need to select the Institute name from the dropdown. The branch/stream available in that institute will be loaded in the next dropdown. On selection of the same, **information will be auto-saved**.

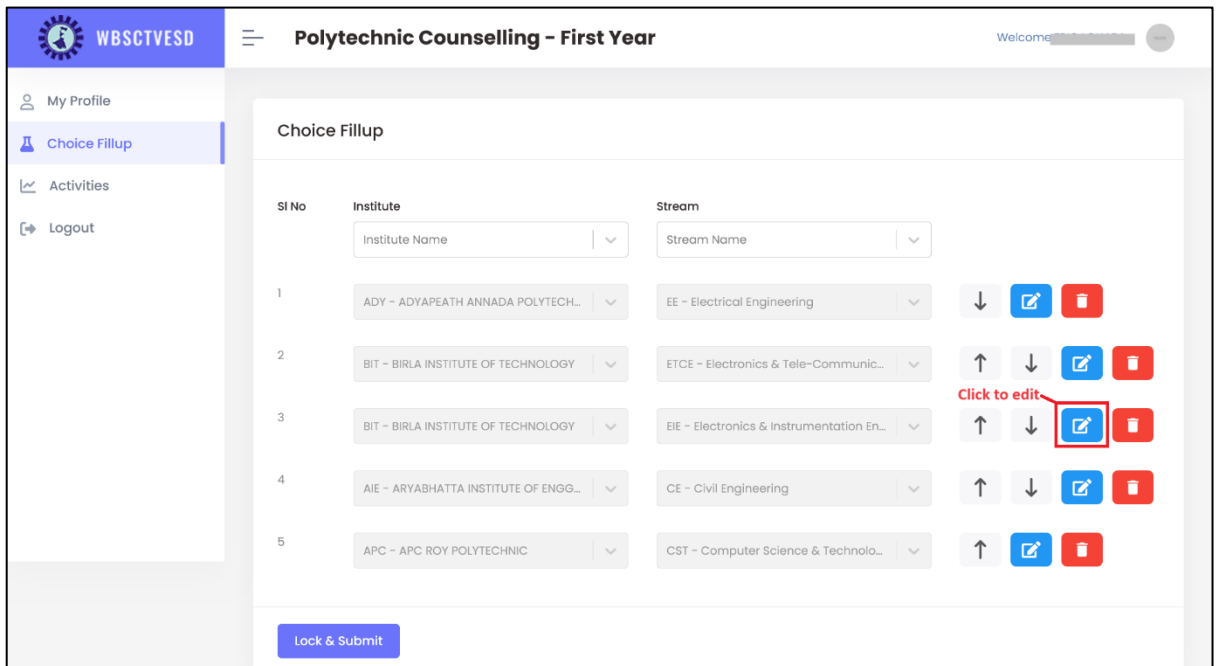


- You can add as many as the Institute / Stream combination as Choice.
- You can up or down your choice preference by clicking the UP and DOWN arrow icons respectively.

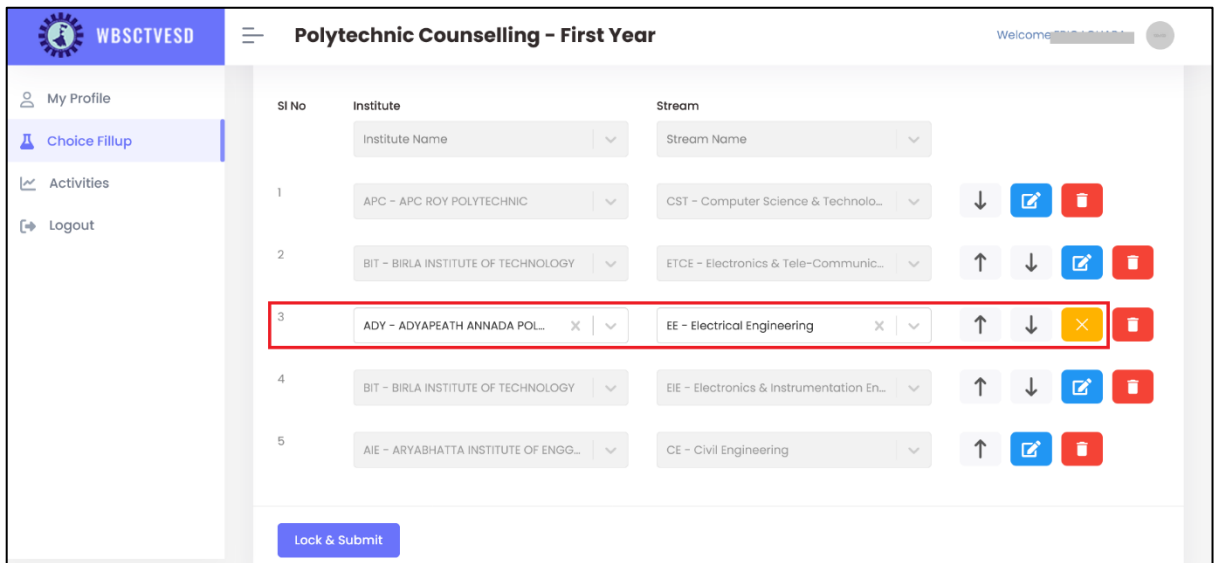
Guidelines for the Choice Filling for Admission in Polytechnics



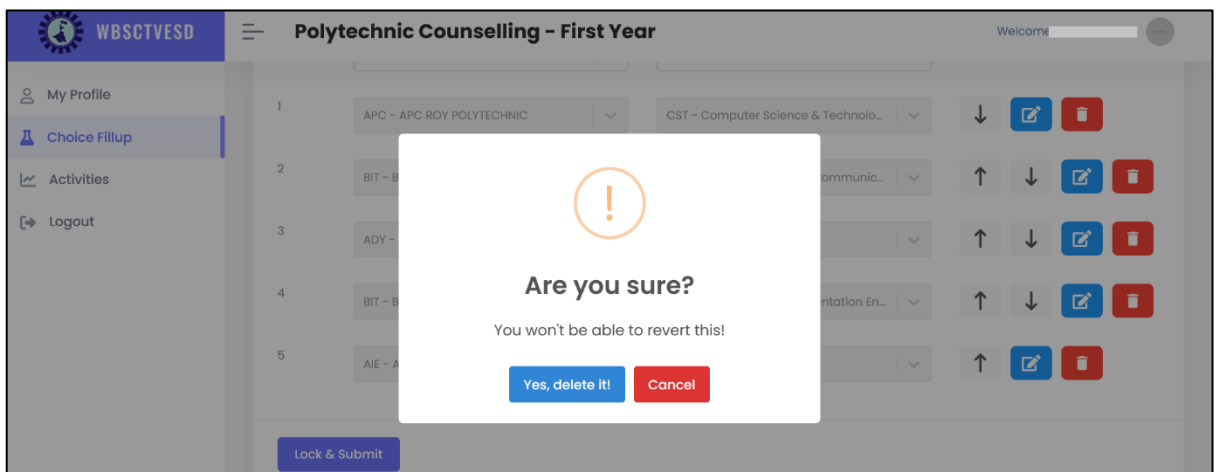
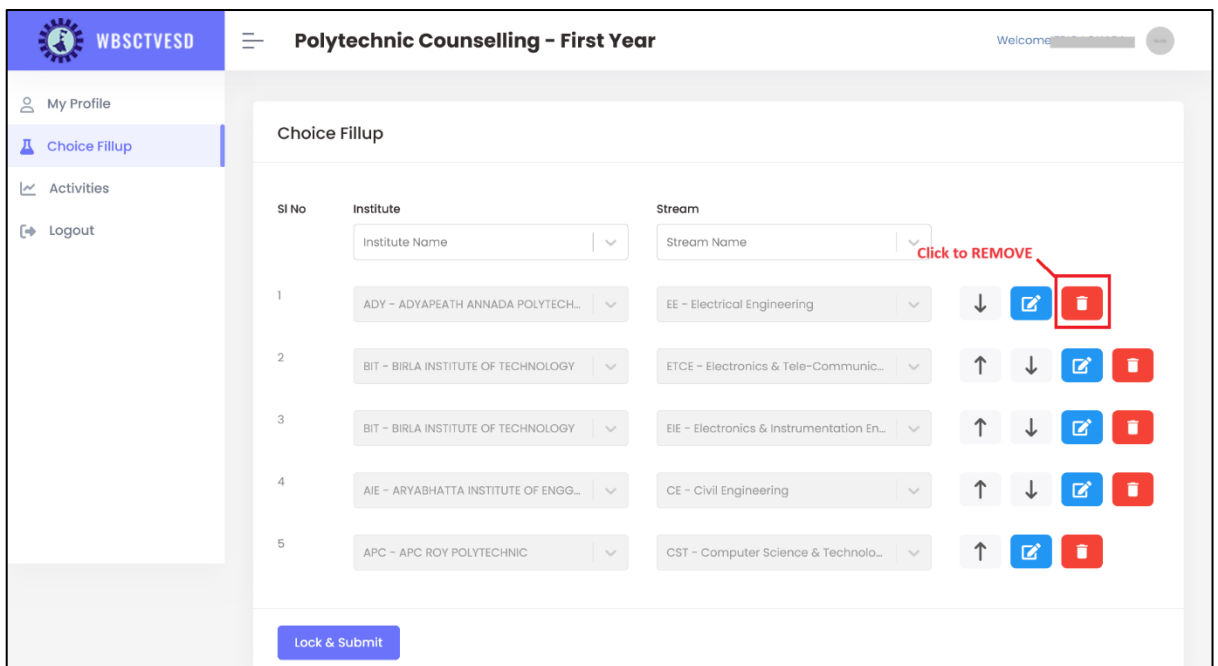
11. If you need to edit any combination, you can do so by clicking the EDIT icon beside the combination. Once the edit is completed, the new combination will be auto-saved.



Guidelines for the Choice Filling for Admission in Polytechnics

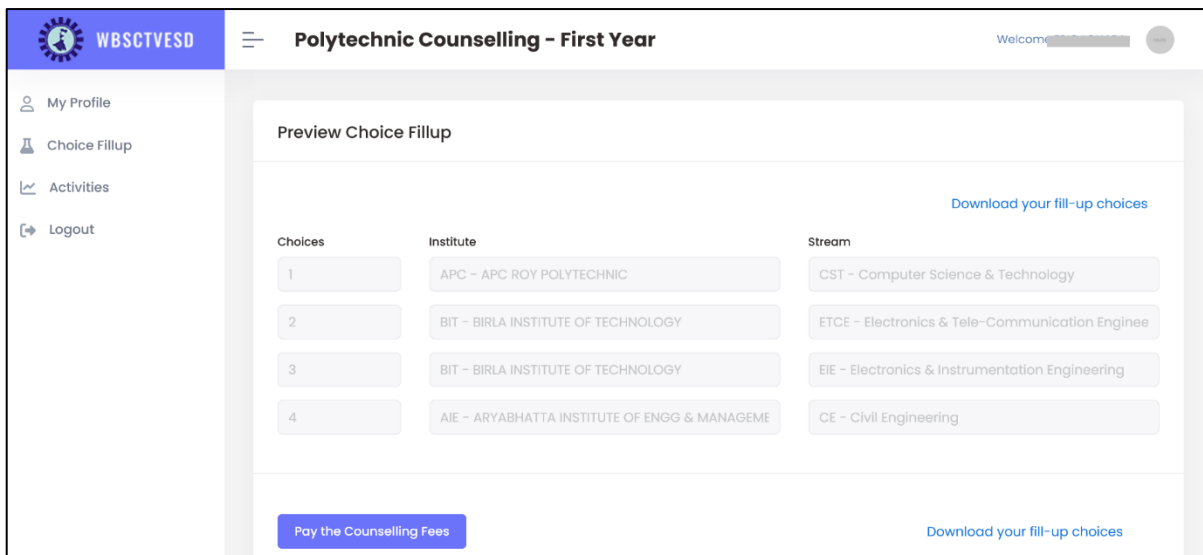


12. If you wish to delete any combination, you can do so by clicking the REMOVE icon.



Guidelines for the Choice Filling for Admission in Polytechnics

13. After the choice fillup is completed, you need to “LOCK and SUBMIT” the choices. Once, the choices are LOCKED and SUBMITTED, you will be asked to pay the Counselling Fees of Rs 500 (Rupees Five Hundred Only).



The screenshot displays the 'Preview Choice Fillup' page on the WBSCTVESD portal. The page title is 'Polytechnic Counselling - First Year'. The user is logged in as 'Welcome [Name]'. The left sidebar contains navigation options: My Profile, Choice Fillup, Activities, and Logout. The main content area shows a table of choices with columns for Choices, Institute, and Stream. Below the table are two buttons: 'Pay the Counselling Fees' and 'Download your fill-up choices'.

Choices	Institute	Stream
1	APC - APC ROY POLYTECHNIC	CST - Computer Science & Technology
2	BIT - BIRLA INSTITUTE OF TECHNOLOGY	ETCE - Electronics & Tele-Communication Enginee
3	BIT - BIRLA INSTITUTE OF TECHNOLOGY	EIE - Electronics & Instrumentation Engineering
4	AIE - ARYABHATTA INSTITUTE OF ENGG & MANAGEME	CE - Civil Engineering

14. On clicking the payment button, you will be redirected to the SBI Payment Gateway. Complete your payment and you will be redirected to the Success/Failure page based on the payment status.

NOTE: Please do not close the browser until you see the Success / Failure message.

15. From the payment confirmation page, you need to click the “Go to Preview Page” to return to the Preview of the Choice Fill-up page.
16. You can download your filled-up choices in PDF format by clicking the link “Download Choice Fill-up”.

Guidelines for the Choice Filling for Admission in Polytechnics

WBSCTVESD Polytechnic Counselling - First Year

Welcome

My Profile
Choice Fillup
Activities
Logout

Preview Choice Fillup

[Download your fill-up choices](#)

Choices	Institute	Stream
1	APC - APC ROY POLYTECHNIC	CST - Computer Science & Technology
2	BIT - BIRLA INSTITUTE OF TECHNOLOGY	ETCE - Electronics & Tele-Communication Enginee
3	BIT - BIRLA INSTITUTE OF TECHNOLOGY	EIE - Electronics & Instrumentation Engineering
4	AIE - ARYABHATTA INSTITUTE OF ENGG & MANAGEME	CE - Civil Engineering

[Download your fill-up choices](#)

WEST BENGAL STATE COUNCIL OF TECHNICAL AND POLYTECHNIC AND SKILL DEVELOPMENT
Choice Filling In Polytechnic Counselling

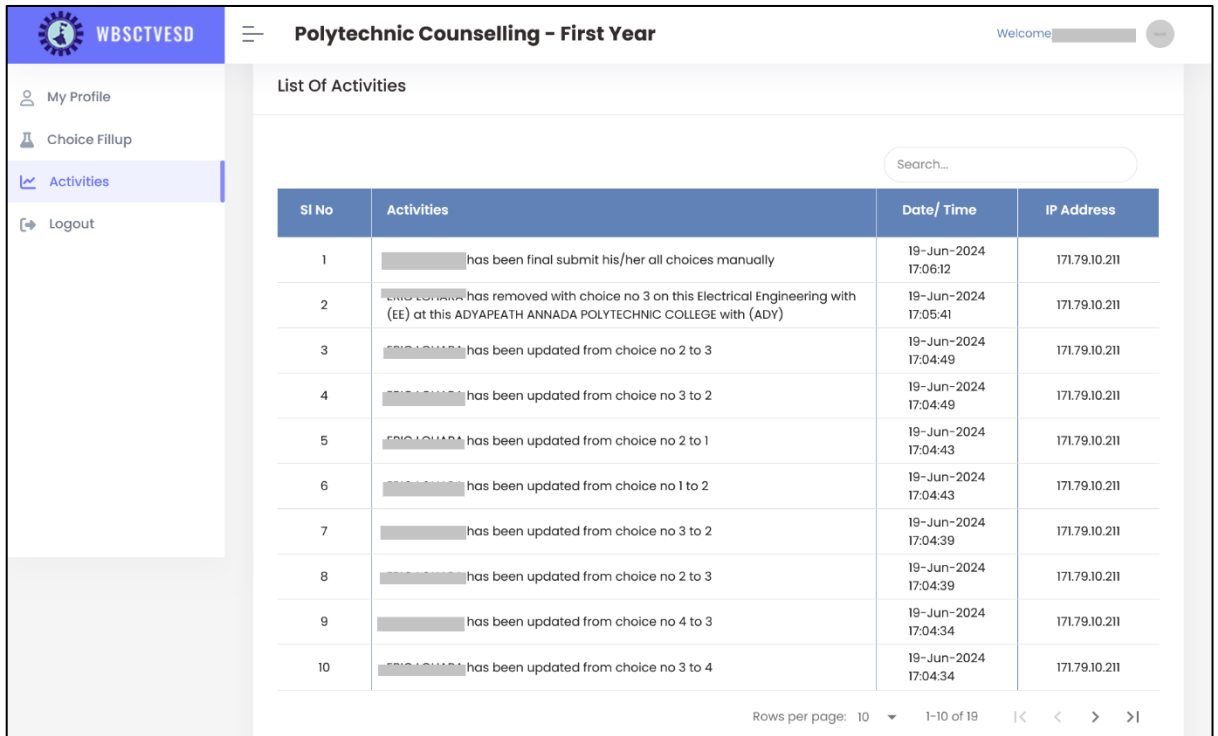
Candidate Name: [REDACTED] Phone: [REDACTED]

Choice No	Institute Name	Branch name
1	APC - APC ROY POLYTECHNIC	CST - Computer Science & Technology
2	BIT - BIRLA INSTITUTE OF TECHNOLOGY	ETCE - Electronics & Tele-Communication Engineering
3	BIT - BIRLA INSTITUTE OF TECHNOLOGY	EIE - Electronics & Instrumentation Engineering
4	AIE - ARYABHATTA INSTITUTE OF ENGG & MANAGEMENT	CE - Civil Engineering

Date: 19/06/2024

Guidelines for the Choice Filling for Admission in Polytechnics

17. If you click the “Activities” link on the left sidebar, you can view your all activities starting from login.



The screenshot displays the 'List Of Activities' page in the WBSCTVESD Polytechnic Counselling - First Year system. The page includes a sidebar with navigation options: My Profile, Choice Fillup, Activities (selected), and Logout. The main content area features a search bar and a table with the following data:

SI No	Activities	Date/ Time	IP Address
1	[REDACTED] has been final submit his/her all choices manually	19-Jun-2024 17:06:12	171.79.10.211
2	[REDACTED] has removed with choice no 3 on this Electrical Engineering with (EE) at this ADYAPEATH ANNADA POLYTECHNIC COLLEGE with (ADY)	19-Jun-2024 17:05:41	171.79.10.211
3	[REDACTED] has been updated from choice no 2 to 3	19-Jun-2024 17:04:49	171.79.10.211
4	[REDACTED] has been updated from choice no 3 to 2	19-Jun-2024 17:04:49	171.79.10.211
5	[REDACTED] has been updated from choice no 2 to 1	19-Jun-2024 17:04:43	171.79.10.211
6	[REDACTED] has been updated from choice no 1 to 2	19-Jun-2024 17:04:43	171.79.10.211
7	[REDACTED] has been updated from choice no 3 to 2	19-Jun-2024 17:04:39	171.79.10.211
8	[REDACTED] has been updated from choice no 2 to 3	19-Jun-2024 17:04:39	171.79.10.211
9	[REDACTED] has been updated from choice no 4 to 3	19-Jun-2024 17:04:34	171.79.10.211
10	[REDACTED] has been updated from choice no 3 to 4	19-Jun-2024 17:04:34	171.79.10.211

At the bottom of the table, there is a pagination control showing 'Rows per page: 10' and '1-10 of 19'.

18. For any assistance, please call the **Help Desk No.: 9147339495, 9147339498** or e-mail to **commonadmission2024@gmail.com**