



# Office of the Director, Academics RAJASTHAN TECHNICAL UNIVERSITY, KOTA

Rawatbhata Road, Kota-324010

Phone: 0744-2473015, Fax: 0744-2473033 mail: rtu\_acad@yahoo.co.in

## NOTIFICATION

No. RTU/ACAD/

Dated: 22 July 2009

The Hon'ble Vice Chancellor is pleased to approve the revised rules for change of branch for the students of III Sem. B.Tech./B.Arch. for academic session 2008-09, as under:

Students in B.Arch. course may change their branch within the various courses of Architecture.

### **ELIGIBILITY CRITERIA:**

1. The students must have passed the I Semester B.Tech./B.Arch. Examination in all components in one attempt with at least 60% marks in aggregate. The student with back papers or whose result has not been declared will not be considered for change of branch.
2. The following students will not be eligible for change of branch:-
  - a) Admitted under physically handicapped category
  - b) Admitted under Kashmiri Migrant category
  - c) Beneficiary of tuition fee waiver scheme.
3. In case any student has applied for re-valuation/ re-totaling of his/her marks of I Semester B.Tech. and the result has not been received till the time of change of branch, such a student will not be entitled for change of branch on the basis of his/her subsequently revised result.

### **PROCEDURE:**

1. A seat matrix shall be prepared by the engineering colleges, as per the details of the vacant seat (admitted through RPET/AIEEE/direct admission) in the previous year.
2. Applications in a specified format (developed by the college) for change of branch will be invited by the Director/Principal of the engineering colleges on the basis of the result of I (Semester) B. Tech./ B. Arch., in duplicate, upto the date notified by RTU. One copy of each such application be sent to RTU by that date.
3. The students would submit a photo copy of I (Semester) only for this year 2009-10 subsequently I B.Tech Examination mark sheet of that year along with the application. The student may give as many preferences as possible against the vacant seats in respective college.
4. **Specific Procedure for Government Engineering Colleges:**

The colleges will prepare separate merit list of the students whose applications for change of branch are received in time as under:

  - A. SC students (Female and male)
  - B. ST students (Female and male)
  - C. OBC students (Female and male)
  - D. General Students (Female and male)



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The applications for change of branch will be processed in the above order. If some seats remain vacant after processing all the applications in that category, those seats will be added for the subsequent category.

5. For private colleges, the list will be prepared on the basis of overall merit of the I (Semester) result only and the applications for change of branch will be processed as per the merit list.
6. Due to change of branch, the strength of student in any branch should not fall short of 75% of the enrolled students (excluding Kashmiri Migrant and Tuition fee waiver category) in that branch in that year. And under no circumstances, due to change of branch, the number of seats in a particular branch in a college shall exceed the sanctioned strength approved by the AICTE, for that batch.
7. All students who have applied for the change of branch in-time will be called for counseling by the respective colleges and considered for change of branch as per merit, preference and availability of seat. However, at the time of the counseling, if any student wishes to withdraw his/her application he/she can do so by a written request. In case any student does not present himself/herself for counseling, his/her branch will be changed as per the preference mentioned in the application form, merit and availability of seat.
8. Only those students would continue on free seats whose original as well as changed branches belong to free category. Other students with changed branch would be treated on payment category.

Director Academics

Copy to:

1. SO to Hon'ble Vice Chancellor
2. Dean FoEA
3. Director, UCE
4. Controller of Examination
5. Registrar
6. Webmaster
7. Guard File