



Office of Admission Cell Rajasthan Technical University

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NOTICE

ELIGIBILITY CRITERIA AND RULES FOR CHANGE OF BRANCH

Following branch change rules shall be effective for B. Tech batch coming in II Year in session 2023-24 and admitted in session 2022-2023. The date of change of branch is 11.10.2023 and the venue is CSE department of RTU, Kota. The Last date and time of submitting applications through google form, "<https://forms.gle/nw56wtrpVdWJMVYF7>" is scheduled on 10.10.2023 up to 5:00 pm. The change of branch for eligible candidates is subject to physically appearance along with required documents.

The following will be **Eligibility Criteria** for change of branch:

1. The change in branch would be performed subject to availability of vacant seats in the destination branch & with minimum **SGPA of 6.75** in I semester (B. Tech.).
2. The student admitted under physically challenged category, Ex-serviceman, PIO/NRI & Kashmiri migrant will not be eligible for change of branch.
3. Applications for change of branch will be invited by the Dean, Faculty Affairs/Chief Proctor of the University Departments, RTU, Kota after the result declaration of B. Tech I Sem.
4. The students will be required to fill up the prescribed application form enclosing therewith a photocopy of the B. Tech I sem. examination mark sheet/copy of web result of that year. The student can give as many preferences as possible.
5. A seat matrix shall be prepared by the office of Chief Proctor as per the details of the drop out students out of the student admitted in the previous year and vacancy.
6. Separate merit list and process for Branch Change in all categories (separate for female candidates) shall be prepared.
7. In case of tie in merit among the students, priority for the branch change shall be given to the student on the basis of following order:
 - a. Total Grade Points earned in all the theory subjects in B Tech I Semester Examination. The grade points shall be calculated as per the table printed on the back page of University's marks sheet.
 - b. Grade points earned in Engineering Mathematics-I (MTL100)
 - c. Merit of admission as per JEE (Mains).
 - d. Percentage obtained in Mathematics subject at XII Class Examination.
 - e. Date of Birth, elder students will be given priority.
8. Any surplus vacant seat of SC category shall be transferred to ST category and vice-versa. After this, surplus vacant seat of each category shall be added to general category. In this regard, guideline/directions issued by Government from time to time shall be followed.
9. In a particular branch, the strength of students should not fall short of 75% of the enrolled students in the B. Tech. I sem. in that branch in that year.
10. Under no circumstances, due to change of branch, the number of seats in a particular branch in UD, RTU shall exceed the number approved by the AICTE.
11. All students desirous of change of branch and who have applied for the same in time will be called for counselling and considered for change of branch as per merit and conditions laid down above (6&7). However, at the time of the counselling, if any students wish to withdraw his/her application, he/she can do so in writing. In case, any student does not present himself/herself of counselling his/her branch will be changed as per the candidate's preference given in the application form and according to merit.
12. No branch change is permitted against vacant TFWS seat. However, a TFWS student may seek branch transfer on non-TFWS seat, surrendering tuition fee waiver seat.
In order to participate in the branch change process, a student has to pay **Rs. 600/ + 18 % GST Rs. 108/ (Total= Rs.708 /)** which is non-refundable in any case through the Demand Draft, in favour of **Rajasthan Technical University** and payable at **Kota**.
14. Following fee structure shall be applicable for various types of transfer:
 - a. GAS to GAS – The student will continue to be in the GAS category after change of branch.
 - b. SFS to SFS – The student will continue to be in the SFS category after change of branch.
 - c. GAS to SFS – The fee category of the student will be of SFS category.
 - d. SFS to GAS – The student will continue to be in the SFS category. The SFS to GAS vacated by the student (of SFS category) will also be SFS seat.
15. In case of tie in merit, priority shall be given student having higher grades (total) in theory exams.
16. A student would be able to change his/her branch of study in UG program in the second semester, based on the result of the First Semester, His/her registration in Third Semester would be in the branch under changed enrolment number and his/her earned credits would be accounted in the database under the new enrolment.

Chairman, Admission Committee