



KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE EDUCATION
PLOT NO.22, SECTOR B1, PHASE-V, HAYATABAD, PESHAWAR
PHONE:091-9217410, 091-9217658

No. BT & CE/Notification/R&D/779-89

Dated: 06/09/2022

NOTIFICATION

Consequent upon recommendations of the Academic Committee of KP-BT&CE in its meeting dated 21-02-2022 and subsequent approval of the Board of KP-BT&CE dated 01-09-2022, the revised DAE Admission, Assessment and Promotion Regulations, 2022 have been adopted for the Diploma of Associate Engineer (DAE) students admitted / registered for the Academic Session 2022-2023 and onward.

It is worth mentioning that the Committee of Chairmen and Directors of Technical Education (CCDTE) in its 66th meeting dated 28-03-2022 has also approved the above cited revised Regulations for the uniform adoption by all the BTEs, KP-BT&CE and BISE, Baluchistan.


(ISRAR AHMAD)
Secretary

C.C:

1. PS to Chairman, KP-BT&CE.
2. SO-III, Industries, Commerce & Technical Education Department, Government of Khyber Pakhtunkhwa.
3. PS to Managing Director, KP-TEVTA.
4. The Secretary, Worker Welfare Board, Khyber Pakhtunkhwa.
5. The Chairman Sindh BTE, Karachi / Punjab BTE, Lahore / BISE, Quetta Baluchistan.
6. The Controller of Examination, KP-BT&CE.
7. All Principals GCT's, GPI's and Private affiliated Polytechnic Institutions of KP-BT&CE.
8. The Deputy Director IT, KP-BT&CE with the advise to upload this Notification along with revised DAE Admission, Assessment and Promotion Regulations, 2022 on the KP-BT&CE website.
9. Internal Distribution.
 - i. Assistant Secretary, Registration KP-BT&CE.
 - ii. Assistant Controller, Examination KP-BT&CE.
 - iii. Assistant Controller, Secrecy KP-BT&CE.
 - iv. Assistant Secretary, Affiliation KP-BT&CE.
 - v. Director Physical Education, KP-BT&CE.
 - vi. Assistant Secretary, Admin KP-BT&CE.
 - vii. Assistant Secretary, Account KP-BT&CE.


(ISRAR AHMAD)
Secretary

KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE
EDUCATION, PESHAWAR

ADMISSION, ASSESSMENT AND PROMOTION REGULATIONS-2022,
APPROVED BY THE BOARD IN ITS MEETING DATED 01-09-2022

DIPLOMA OF ASSOCIATE ENGINEER (DAE)

Definition

- 1.1 Board** Means the Board of Technical Education Sindh, Punjab, KP Board of Technical and Commerce Education and BISE Balochistan.
- 1.2 Institutions:** Means an Institute affiliated with the Board for offering Diploma of Associate Engineer Course.
- 1.3 Principal:** Means the Head of the Institute affiliated to the Board.
- 1.4 Course:** Means a subject comprising Theory and Practical component or any one of them prescribed in the scheme of studies of particular Technology.
- 1.5 Scheme of Studies:** Means a list of subjects for each Technology showing the code number of course, their names, the number of hours allocated per week to theory and practical and credit assigned thereto.
- 1.6 Theory:** Means that part of a course, which is based on cognitive abilities.
- 1.7 Practical:** Means that part of course which falls under psycho motor domain and involves all activities carried out in laboratory, workshop or in the field. The concept of this expression has been extended to cover the practice of drawing design, calculation and visits to work, for which periods have been allocated in the scheme of studies.
- 1.8 Sessional:** Means the part of practical (assessed by the institute) i.e the job sheets, design, projects and reports etc. completed within the period allocated for the purpose in the scheme of studies during an academic session.
- 1.9 Final:** Means the part of Practical Examination / Viva Voce conducted by an external examiner (Appointed by the Board) of the marks allocated for this purpose in the scheme of studies.
- 2. General:(a)** The Diploma of Associate Engineer Third year Examination will be held twice a year on annual basis on such dates and at such places as may be determined by the Board from time to time and will be opened to those candidates who are eligible to appear in these Examinations under these Regulations. As far as First & Second year are concerned the system now in-vogue in certain Boards shall however continue.


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- (b) For eligibility to appear in the Examination, a candidate must have:-
- (i) be duly enrolled in institution affiliated to the Board.
 - (ii) be registered with the Board by the dates fixed by the Board.
 - (iii) fulfilled the attendance requirement as laid down in regulations.
 - (iv) satisfied the Principal of the institute of his / her conduct.
 - (v) satisfied the Principal about his / her satisfactory performance in the prescribed courses of study in term of the formative assessment / internal exams at the institute level.
- (c) One contact hour of theory or three contact hours of practical carry one Credit of **50** marks.

Note: The practical training will be considered as an independent course having no theory component for the purpose of attendance.

ASSESSMENT / EXAMINATION REGULATIONS

- 3.1 In order to pass the theory component of a course, a student must obtain at least **40%** marks in the theory component.
- 3.2 In order to pass practical component / training a student must obtain **50%** marks in sessional and final part of the component training separately.
- 3.3 In order to pass a course, a student must have to pass the theory and practical components of a course separately.
- 3.4 A candidate who has passed either theory or practical component of course will not require to re-appear in that component.
- 3.5 A candidate who has passed in seasonal part of the practical component / training will not be required to repeat that part.
- 3.6 Theory examination will be conducted by the Board for **100%** of the total marks assigned for theory component of the course.

MODE OF PRACTICAL EXAMINATION

- i. All the Practical subjects of each Technology would be divided into two groups i.e. the practical subjects carrying **50** marks and the practical subjects carrying above **50** marks.
- ii. According to the Revised Scheme, the Institute / College will assess internally three subjects of 50 marks practical in each Year of each Technology.
- iii. The three subjects of 50 marks practical in each year of each Technology shall be identified by KP-BT&CE in the practical date sheet.
- iv. The concerned subject teacher will be the internal examiner. The Principal of the concerned Institute / College will nominate the external examiners of the relevant Technologies for subjects to be examined at Institute level having **50** marks.
- v. Both Internal and External Examiners will award the marks in the ratio of **50:50** in respective columns of award list.
- vi. The practical will be carried out according to the date sheet provided by the KP-BT&CE.


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- vii. Equal remuneration will be paid to both examiners according to KP-BT&CE prescribed rates.
- viii. The award lists will be submitted to the concerned section of KP-BT&CE after counter signature of the Principal on very next day.
- ix. The remaining subjects of **50** marks Practical in each year of each Technology will be assessed by the KP-BT&CE.
- x. The External Examiner will be appointed by the KP-BT&CE.
- xi. The Internal Examiner will be the Teacher of the concerned subject.
- xii. Both the Examiners will evaluate the Practical with **60% & 40%** ratio respectively with two columns of award list.
- xiii. The very next day, the award lists will be submitted to the concerned section of the KP-BT&CE.
- xiv. For the subject carrying more than 50 marks, the KP BT&CE shall appoint External Examiner while the subject Teacher shall work as Internal Examiner for **60%** and **40%** evaluation respectively.
- xv. The Practical Examinations shall be conduct in maximum of **3** groups, each of **2** hours duration with not more than **20** students in each group.

PROMOTION OF STUDENTS

(A) FIRST YEAR CLASS:

- I. A first year regular student who appears in the Annual Examination of that session shall be promoted to the 2nd year class and will be allowed to reappear in the failing subjects in the next Annual Examination as compart candidate. However a student who is on the roll of the college but placed in shortage of attendance will also be promoted to the 2nd year class and he will be allowed to appear in next Annual Examination as compart candidate in first year, subject to make up of shortage of attendance duly confirmed by the head of the institute and as regular candidate in 2nd year.
- II. A first year student who complete his studies but do not appear in the Annual Examination of that session for reason other than shortage of attendance shall also be promoted to the 2nd year class subject to intimation to the Board by the institute concerned 15 days before commencement of Examination. He / She will appear as compartment candidate in the 1st year subjects along with the regular 2nd year class during the next Annual Examination.


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- III. A first year student who did not attend the classes during his session of Registration, his/her registration shall stand cancelled. However, he/she will be eligible to get re-admission next year with fresh registration on merit basis.
- IV. There will be no provision of repeating the year in 1st year with the same registration.
- V. If a student who left the college or struck off from college roll and did not took readmission within stipulated period in that session his/her registration will stand cancelled.

(B) **SECOND YEAR CLASS**

- I. A second year regular student who appears in the Annual Examination of that session shall be promoted to third year class and will be allowed to reappear in the failing subjects of 2nd year (if any) in the next Annual Examination as compart candidate. However the student who is on the roll of the college but placed in shortage of attendance will also be promoted to 3rd year class and he will be allowed to appear in next Annual Examination as compart candidate in 2nd year, subject to make up of shortage of attendance duly confirmed by the head of the institute and as regular candidate in 3rd year.
- II. A second year student who complete his studies but do not appear in the Annual Examination of that session for reason other than shortage shall also be promoted to the 3rd year class subject to intimation to the Board by the institute concerned 15 days before commencement of Examination. He / She will appear as compartment candidate in the 2nd year-subjects along with the regular 3rd year class during the next Annual Examination.

(C) **THIRD YEAR CLASS**

A third year regular student who has failed in any number of subjects of 1st year and 2nd year shall be eligible to appear in the 3rd year Annual Examination of his/her session as regular candidate along with his failed subjects of 1st and 2nd year, if any, as compart candidate. However a student who is on the roll of the college but placed in shortage of attendance for Annual Examination shall be allowed to appear in the next supply Examination, subject to make up of shortage of attendance duly confirmed by the head of the institute.


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FOR ALL CANDIDATES:

For clearance of Diploma, there shall be 15 consecutive chances. Out of these 15 chances the last 03 chances shall be considered as Special Chances and candidates appearing in the Examination under the category of these 03 additional chances will be required to pay registration renewal fee along with exam fee @ of higher than prescribed fee as per concerned Board policy.

The candidate who fails to qualify the course after availing all 15 chances, his / her Registration will be considered cancelled. Chance(s) missed for any reason shall be considered as chance(s) availed.

AWARD OF DIPLOMA

The qualitative grading of the successful candidates will be categorized as following

Sr.No	Marks	Grade	Remarks
1	80% and above	A+	Excellent
2	70% or above & below 80%	A	V-Good
3	60% or above & below 70%	B	Good
4	50% or above & below 60%	C	Fair
5	40% or above & below 50%	D	Satisfactory

AWARDS OF MEDALS:

Awards / Medals / Distinction Certificates / Cash prizes shall be awarded only to those candidates / students who qualify their Annual Exams as a whole in first attempt as a regular candidate. Awards of Grace marks will not be counted for the purpose of awards. The students having availed Grace marks will not be entitled for the above awards.

ASSESSMENT POLICY FOR INSTITUTIONAL EXAMINATION

- The institution will conduct one pre Board Examination for the Second and Third year classes respectively at the end of the session.
- A student has to appear in all the theory subjects of his / her Technology and to show satisfactory performance as pre requisite in KP-BT&CE Examination.
- The Principal concerned should produce a certificate of readiness of all candidates as pre-requisite for allowing them to appear in their respective Annual Examination of the KP-BT&CE.


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ATTENDANCE RULES OF STUDENTS.

- a) A candidate must have completed over all attendance of **75%** all subject.
- b) The Principal may condone over all attendance up to **10%** shortage of attendance on the basis of genuine grounds produced to him by the students having shortage in attendance.
- c) (i) If a candidate is short of the required percentage of attendance by the final date of submission of admission form and fee to the Board but is likely to make up the shortage in due course of time, the Head of institution may send his admission form and fee provisionally to the Board subject to confirmation when the candidate actually makes up the shortage, the Principal of institutions shall withdraw his candidature by writing to the controller of examination not later than the **15th** day before the commencement of the examination.

(ii) The principal will not send the Examination forms of the candidates having less than **65%** attendance after taking into the account the wavier of 10% granted by the Principal.
- d) No Examination form or fee shall be accepted unless it is routed through the Principal concerned.
- e) Attendance shall be counted on the basis of total number of contact hours, theory and Practical, for which the classes were actually held during an academic session.
- f) If a candidate is officially sent to take part in some extra curricular activities, his / her percentage of attendance will be counted on the basis of total attendance including the lessons practical missed during the authorized absence
- g) The detailed record of attendance shall be produced for inspection to the Board or on inspection of senior officer as and when required.

ADMISSION TO ANOTHER DIPLOMA COURSES/ TECHNOLOGY

After having qualified for the award of diploma of Associate Engineer in one Technology, admission for second Diploma in another Course / Technology is allowed as fresh candidate with new Registration.


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IMPROVEMENT OF DIVISION/ GRADE:

- I. A student of DAE can improve his / her grade / division / marks within one year after passing DAE Examination.
- II. He / She will be allowed to re-appear in maximum any 03(three) subjects of his/her choice theory component only from whole course of DAE for improvement of division / marks.
- III. In case a student does not improve the marks in any of the three subject his / her old postings will be carried out.
- IV. If a student wants to reappear in more than three 03 subjects. He / She have to reappear in all the subjects of 1st year or 2nd year or 3rd year.

GRACE MARKS POLICY

The Grace marks will be awarded to only those candidates who have already appeared in Third (3rd) year Examination.

Grace marks shall not be applicable to 1st Year & 2nd Year Examination.

- i) Grace marks will be award @0.5% of the theory mark.
- ii) 0.5% marks will be calculated excluding practical / Sessional marks on the basis of aggregate marks of 1st, 2nd & 3rd year of each technology.
- iii) Grace marks as above will not be awarded in more than **Three (03)** subjects.
- iv) Not more than **six (06)** Grace marks will be awarded in one subject.
- v) Grace marks will not be awarded in Practical subjects.
- vi) Grace marks will not be awarded to those candidates who are improving marks/ Grade/ Division
- vii) Grace marks will not be added physically in subject marks.

ELIGIBILITY FOR ADMISSION IN DAE

Only those candidates are eligible for admission in DAE who have passed SSC (Science Group) / T.S.C / Matric Technical with at least **33%**marks and have a maximum age limit of 25 Years in normal condition. The merit for admission will be determined by the concerned Institute on the basis of total marks obtained in SSC (Science group), TSC / Matric Tech/level IV along with Matric (Science) having SSC equivalency in the relevant Technology / Trade.


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