



GOVT. OF ASSAM
OFFICE OF THE DIRECTOR
STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING (SCERT), ASSAM
KAHILIPARA, GUWAHATI-781019

**Candidate Guideline for Admission process for 2-Year Diploma in Elementary Education
(D.El.Ed.) course for the session 2023-2025.**

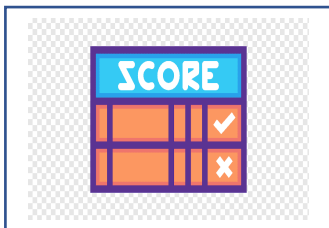
STEPS FOR THE CANDIDATES



**STEP
1**

CANDIDATE LOGIN

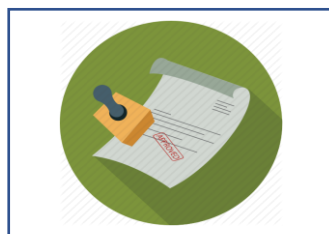
Login into the portal
<https://scertpet.co.in>



**STEP
2**

**RESULT OF ALLOTMENT
OF INSTITUTE**

After login check the result of
allotment of institute.



**STEP
3**

ALLOTMENT LETTER

If selected for admission into a
institute, then download the
provisional allotment letter.



**STEP
4**

REPORT TO THE INSTITUTE

After downloading the provisional
allotment letter, report to the
allotted institute within the given
dates for document verification &
admission.



**STEP
5**

ADMISSION & FEES PAYMENT

After document verification &
acceptance for admission, pay the
admission fees to confirm the seat
in the respective institute.



**STEP
6**

ADMISSION CONFIRMATION

After the admission process is
over, login into the web portal and
download the admission
confirmation receipt.

Important steps to be followed by the candidates during admission process:

- a. **Allotment of institute:** After the declaration of result and rank, the candidates who have appeared in PET-2023 and participated in online counselling will be considered for allotment of institute as per merit (Rank) & category of the candidate. The allotment will be made against one seat & the allotment of seat will be purely provisional.
- b. If a seat is allotted to a candidate, he/she has to download the provisional allotment letter from the online portal.
- c. If any of the candidates who have been allotted in Government institute will not take admission within the stipulated time then he/she will not be eligible for further rounds of allotment of institute.
- d. The candidates who have been allotted in Private Institute and will not take admission then they are eligible for further rounds of allotment of institute subject to availability of seat and in the next round of allotment of institute his/her preference for that institution will be omitted and other higher preferences will be considered.
- e. In the allotment letter, one undertaking form will be attached where the candidate will be asked whether he/she **wants** to participate in next round of allotment of institute or not for better preferred institute as per his/her online counselling. If any selected candidate for admission **wants** to participate in next round of allotment of institute for better preferred institute as per his/her online counselling, then it means that depending upon his/her rank and vacancy position in institute he/she may be allotted to other better preferred institute as per his/her online counselling. **Once he/she is allotted in a new institute after participating in next round of allotment of institute then candidate must report to the newly allotted institute for admission as his/her previous allotment will automatically stand cancelled.**
If any selected candidate for admission **do not want** to participate in next round of allotment of institute for better preferred institute as per his/her online counselling, then it means that he/she wish to accept the present allotment and his/her name will be removed from further rounds of allotment of institute.
- f. Candidates who have downloaded the provisional allotment letter, they will have to report to the allotted institute within the given time period with the necessary documents mentioned in **Annexure-I** in original and necessary admission fees.
- g. If a candidate is found ineligible at the time of Physical Document Verification, then his/her candidature will be forfeited from the entire admission process.

Annexure- I

A. All selected candidates will have to produce for verification following documents in original before the Principal of the concerned Teacher Education Institute (TEI) at the time of admission and submit the self-attested photocopies of same along with 1 (one) recent passport size photograph with their signature.

- i. Certificate for proof of age. (Admit Card of H.S.L.C. / equivalent examination)
- ii. Pass Certificate & Mark sheet of Higher Secondary (HS) [10+2]
- iii. Certificate of Caste (if any) from Competent Authority.
- iv. Document to proof that he/she is permanent resident of Assam.
- v. Person with Disability (PWD) & EWS certificate (if any) issued from the Competent Authority.

B. All the selected candidates have to submit an undertaking to the principals of the concerned TEIs in Rs.10/- court fee paper with their signature as follows:-----

“I do here by declared that I have not taken any admission in other regular courses except 2-year Diploma in Elementary Education (D.El.Ed.) Course for the session 2023-25. The authority may cancel my candidature immediately with disciplinary action if anyone produce evidence of my engagement in any other regular courses or department in the same academic year and in the event of any information/document being found false or not satisfying any of the stipulated eligibility criteria for the course.”

Signature:

Full Name:

Date:

Address:

(N.B.: Candidate who fails to submit original relevant documents will not be admitted.)

(Sample Copy)

Declaration for participating in further rounds of allotment of institute.

(To be submitted by the selected candidate at the time of admission and before declaring the same candidate should understand the below-mentioned important points.)

I, Shri/Smt.
son/daughter of
bearing Roll No. of PET-2023 have declared that

1. I want to participate in next round of allotment of institute for better preferred institute as per online counselling.
2. I do want to participate in next round of allotment of institute for better preferred institute as per online counselling.

Write one of the above-mentioned options in the blank space below

Signature of the Candidate:.....

Full Name:

Date:

Phone No.:

Important Points:

1. In the allotment letter, one undertaking form will be attached where the candidate will be asked whether he/she **wants** to participate in next round of allotment of institute or not for better preferred institute as per his/her online counselling. If any selected candidate for admission **wants** to participate in next round of allotment of institute for better preferred institute as per his/her online counselling, then it means that depending upon his/her rank and vacancy position in institute he/she may be allotted to other better preferred institute as per his/her online counselling. Once he/she is allotted in a new institute after participating in next round of allotment of institute then candidate must report to the newly allotted institute for admission as his/her previous allotment will automatically stand cancelled.
2. If any selected candidate for admission **do not want** to participate in next round of allotment of institute for better preferred institute as per his/her online counselling, then it means that he/she wish to accept the present allotment and his/her name will be removed from further rounds of allotment of institute.

Contact Us

1. The candidates are requested to check News & Events daily in the portal.
2. For any queries, candidates can reach us via phone and mail through the Contact No. and E-mail ID mentioned below.

Contact No.: **+91 6003791190**
Email ID: **scertpet2023@gmail.com**
