

**DEPARTMENT OF TECHNICAL EDUCATION**

From

The Director,  
Directorate of Technical Education,  
Guindy, Chennai – 600 025.

To

The Principal / Dean of all Govt./  
Govt. Aided / Universities /  
Constituent Colleges / Self-Financing  
Engineering Colleges and Stand  
Alone Institutions.

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**Letter No. 1919 / J3 / 2019, Dated: 17.07.2019**

Sir / Madam,

Sub: Technical Education – Engineering Colleges / Stand Alone  
Institutions – Admission to First Year MBA / MCA / MCA  
(Lateral Entry) Degree Courses – 2019-20 – Surrender of  
Seats for Single Window Counselling – Details Called for –  
Reg.

Ref: 1) G.O.(1D).No.59, Higher Education (J2) Department,  
Dated:08.03.2019  
2) First Meeting of Co-Ordination Committee on 10.07.2019

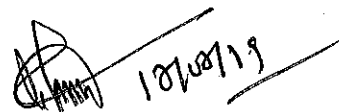
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The Principals of all Government, Government Aided, Self-Financing  
Engineering Colleges and Stand Alone Institutions are requested to furnish  
the details of surrender of seats to Single Window Counselling for admission  
to First Year MBA / MCA / MCA (Lateral Entry) degree courses for the  
academic year 2019-20 in prescribed format. The Formats are made  
available in DOTE Website ( [www.tndte.gov.in](http://www.tndte.gov.in) ).

The details may be furnished on or before **03.08.2019** so as to enable  
this office to include the same under Single Window Counselling.

If MBA / MCA / MCA (Lateral Entry) degree courses are not proposed  
to be conducted for the year 2019-20, the Principals should inform this office  
well in advance. Failure to do so will result in allotment of candidates to such  
courses and the Institution will have to conduct the course for students  
under "Government Quota".

**The Principals are informed that the details of seats surrendered will be considered final. No request for withdrawal / additional surrender will be entertained. Therefore the Principals are requested to finalize the seats to be surrendered and accordingly furnish details. If the surrender statement is not received, the GQ share of seats as per applicable intake will be included under Single Window Counselling.**

Handwritten signature and date: 18/08/19

for Director of Technical Education

**DEPARTMENT OF TECHNICAL EDUCATION**

**SURRENDER OF SEATS FOR SINGLE WINDOW COUNSELLING FOR FIRST YEAR MBA / MCA DEGREE ADMISSIONS**

2019-20

**GOVERNMENT AIDED ENGINEERING COLLEGES**

College Code allotted by TNEA, Anna University, Chennai – 25

Name of Institution:

Category of the Institution (Indicate Minority or Non-Minority);

Sl. No.	Name of the Course MBA / MCA	AICTE Sanctioned Intake for 2019-20	Anna University Sanctioned Intake for 2019-20	Number of Seats		Indicate the number of seats under Management quota under Col. No. (5) you wish to surrender for Single Window Counselling	Total Number of seats for allotment under Single Window Counselling	If the course is not proposed to be conducted for 2019-20, please give the details along with reasons
				Government Quota	Management Quota			
				Aided Courses: 90% Self-Supporting Courses : 50%	Aided Courses : 10% Self Supporting Courses : 50%			
(1)	(2)	(3)		(4)	(5)	(6)	(7) = (4) + (6)	(8)
1.	FIRST YEAR MBA							
2.	FIRST YEAR MCA							

Documents to be enclosed :

- 1) AICTE Approval 2019-20
- 2) Anna University Affiliation 2019-20
- 3) NOC from State Govt. / AICTE approval for Course Closure / Reduction in Intake

SIGNATURE OF PRINCIPAL WITH SEAL

**DEPARTMENT OF TECHNICAL EDUCATION**

**SURRENDER OF SEATS FOR SINGLE WINDOW COUNSELLING FOR MCA (LATERAL ENTRY) DEGREE ADMISSIONS**

2019-20

**GOVERNMENT AIDED ENGINEERING COLLEGES**

College Code allotted by TNEA, Anna University, Chennai – 25

Name of Institution:

Category of the Institution (Indicate Minority or Non-Minority);

Sl. No.	Name of the Course	AICTE Sanctioned Intake for 2018-19	Anna University Sanctioned Intake for 2018-19	Lateral Entry Intake (20% of Sanctioned Intake)	Number of Seats		No. of Unfilled Seats during first year 2018-19*	Total No. of Seats retained by Management	Indicate the number of seats under Management quota under Col. No. (8) you wish to surrender for Single Window Counselling	Total Number of Seats for Surrendered for Single Window Counselling	If the Course is not proposed to be conducted for 2019-20, please give the details along with reasons
					Government Quota	Management Quota					
					Aided Courses: 90% Self-Supporting Courses : 50%	Aided Courses : 10% Self Supporting Courses : 50%					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9) = (7)+(8)	(10)	(11) = (6) + (10)	(12)
1.	Lateral Entry MCA										

**\* Discontinued students should not be counted.**

Documents to be enclosed:

- 1) AICTE Approval 2018-19
- 2) Anna University Affiliation 2018-19

SIGNATURE OF PRINCIPAL WITH SEAL