

**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

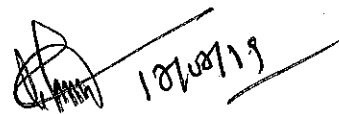
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The Principals of all Government, Government Aided, Self-Financing Engineering Colleges and Stand Alone Institutions are requested to furnish the details of surrender of seats to Single Window Counselling for admission to First Year MBA / MCA / MCA (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**

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

2019-20

**UNIVERSITY DEPARTMENTS / REGIONAL CENTRES**

College Code allotted by DOTE, Chennai – 25

Name of Institution:

Category of the Institution;

| Sl. No. | Name of the Course<br>MBA / MCA | Sanctioned Intake for 2019-20 |
|---------|---------------------------------|-------------------------------|
| (1)     | (2)                             | (3)                           |
| 1.      | FIRST YEAR MBA                  |                               |
| 2.      | FIRST YEAR MCA                  |                               |

SIGNATURE OF PRINCIPAL WITH SEAL

**DEPARTMENT OF TECHNICAL EDUCATION**

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

2019-20

**UNIVERSITY DEPARTMENTS / REGIONAL CENTRES**

College Code allotted by DOTE, Chennai – 25

Name of Institution:

Category of the Institution;

| Sl. No. | Name of the Course | Sanctioned Intake for 2018-19 | Lateral Entry Intake (20% of Sanctioned Intake) | No. of Unfilled Seats during First year 2018-19* | Total Number of Seats for Surrendered for Single Window Counselling |
|---------|--------------------|-------------------------------|---|--|---|
| (1)     | (2)                | (3)                           | (4)   | (5)  | (6) = (4) + (5)   |
| 1.      | Lateral Entry MCA  |                               |   |  |   |

\* Discontinued students should not be counted.

SIGNATURE OF PRINCIPAL WITH SEAL