

DIRECTORATE OF TECHNICAL EDUCATION, CHENNAI – 600 025
ACADEMIC SPELL DETAILS FOR EVEN SEMESTER 2018-2019 (DEC 2018 TO MAR 2019)

			Regular, Sandwich & HMCT		Part-time					
Semester			II, IV, VI		IV, VI & VIII		II			
Hours/Day			7		3		3			
Hours/Week			35		18		21			
Last Working Day			22-03-2019 (Fri)		23-03-2019 (Sat)		24-03-2019 (Sun)			
Spell	Period	Reporting Period	No. of Working Days	No. of Working Hours	No. of Working Days	No. of Working Hours	No. of Working Days	No. of Working Hours	Holidays	
I	10-12-2018 to 31-12-2018	01-02-2019 to 05-02-2019	15	105	18	54	21	63	25-12-2018	Christmas
II	01-01-2019 to 31-01-2019		19	133	22	66	26	78	01-01-2019 15-01-2019 16-01-2019 17-01-2019 26-01-2019	New Year's Day Pongal Thiruvalluar Day Uzhavar Thirunal Republic Day
III	01-02-2019 to 28-02-2019	01-03-2019 to 05-03-2019	20	140	24	72	28	84		
IV	01-03-2019 to 24-03-2019	23-03-2019 to 25-03-2019	16	112	20	60	24	72		
TOTAL(s)			70	490	84	252	99	297		
IMPORTANT DATE(s) FOR APRIL 2019 BOARD EXAMINATIONS										
Payment of Exam Fee without Fine		Payment of Exam Fee with Fine ` 150		Payment of Exam Fee with Tatkal Fine ` 750		Commencement of Practical Examination (Tentative)		Commencement of Theory Examination (Tentative)		
06-02-2019 (Wed)		13-02-2019 (Wed)		14-03-2019 (Thu)		29-03-2019 (Fri)		04-04-2019 (Thu)		

IMPORTANT INSTRUCTIONS

- Principals are requested to instruct the students to submit Original Medical Certificates, **immediately** after availing leave on medical grounds.
- Hall Tickets will be released by DOTE Computer Center to all students whose cumulative attendance percentage is equal to or above 69.45
- Hall Tickets for the students whose cumulative attendance percentage is between 69.45 and 79.45 may be issued to the individuals (i.e. Medical Condonation cases) after scrutinizing the Medical Certificates.
- Medical Condonation List published by DOTE Computer Center is to be endorsed by the Head of Flying Squad. In case of Government and Government Aided Institutions, Principals can endorse the Medical Condonation List.
- All Original Medical Certificates, OD/Compensation Forms and Medical Condonation List to be retained in the Institution itself.
- Only scanned copy of Medical Condonation List is to be sent to tndotecc@gmail.com
- Attendance data should be submitted to the DOTE well within the reporting period. No request for extension of time / Late submission will not be entertained.
- Principals are requested to disseminate the attendance particulars to the Parents on monthly basis.
- Attendance Reports are also to be displayed in the Notice Board of the Institution.
- Signature of the students are to be obtained in the Hard Copy Attendance Reports.
- Under no circumstances, the eligible students should not be prevented from appearing the Board Examinations.

Chairman, Board of Examinations &
Commissioner of Technical Education