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**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING
TELANGANA :: HYDERABAD**

From

The Secretary
State Board of Technical Education
and Training
B.R.K.R.Bhavan, 7th Floor,
Hyderabad .

To

The Principals/Managements
Private Polytechnics/Engineering
Colleges offering diploma in 2nd
Shift seeking Affiliation
for A.Y. 2019-20

Letter No. SBTET/B4/ FFCA Teams/2019-20

Date: 03-2019

Sir/Madam,

Sub:- SBTET–Acad- Affiliation - Pvt. Polytechnics including Engineering Colleges offering Diploma courses in II shift-FFCAs visits for assessment to accord Affiliation for the academic year 2019-20-Intimation -Reg.

Ref:- 1. AICTE notification for Approval Process 2019-20
2. SBTET Affiliation notification, dated: 04-01-2019
3. SBTET/B4/Affiliations/2019-20, dated: 04.02.2019

With reference to the subject cited above and in continuation of Affiliation process for the courses proposed to be offered in your institution for the Academic Year 2019-20, you are hereby informed that the FFCA team will visit your institution before 08-04-2019 for assessment of academic, infrastructure, administrative, financial status of the institution basing on which the SBTET need to examine and take decision to accord affiliation for the A.Y. 2019-20.

Hence, you are informed to get prepared for assessment by the FFCA Team allotted to your institution during the period 30-03-2019 to 08-04-2019, as the same FFCA is also allotted to other institutions for assessment, the FFCA team leader will consult you for the confirmation of exact date of the visit.

Therefore, you are informed to produce all the relevant records/documents, physical availability of teaching staff and non-teaching staff besides showing all infrastructural facilities including laboratories etc, to the FFCA Team members. You are further instructed to record the entire proceedings of the assessment by FFCA in video form and submits the same to FFCA team in a pen drive properly labelled.

In view of the above, all the Principals/Managements of Private Polytechnics and Engineering colleges offering Diploma courses in 2nd shift are informed to produce all relevant information in full shape, no further incorporation/modifications will be entertained at later stage.

Yours faithfully,

Signature Not Verified

Digitally signed by D
VENKATESWARLU
Date: 2019.03.25 13:32:37 IST
Reason: Approved

Copy submitted to the
Commissioner of Technical Education, TS, Hyderabad.
for favour of kind information