

No. ACPDC/2019/303

Date: 8 FEB 2019

CIRCULAR**Sub :- Setting up of Voluntary Help Centre for online admission 2019-20.**

The Admission Committee is under the process for selection of institutions to set up Voluntary Help Centre at their institutions across the State for providing registration facilities and guidance to the students in the online process for admission to (1) Certificate Holder to Diploma (C to D) and (2) First Year Diploma Engineering Courses for the year 2019-20. The Voluntary Help Centre shall act as Cyber Space to provide facilities like registration and subsequent online process of admission.

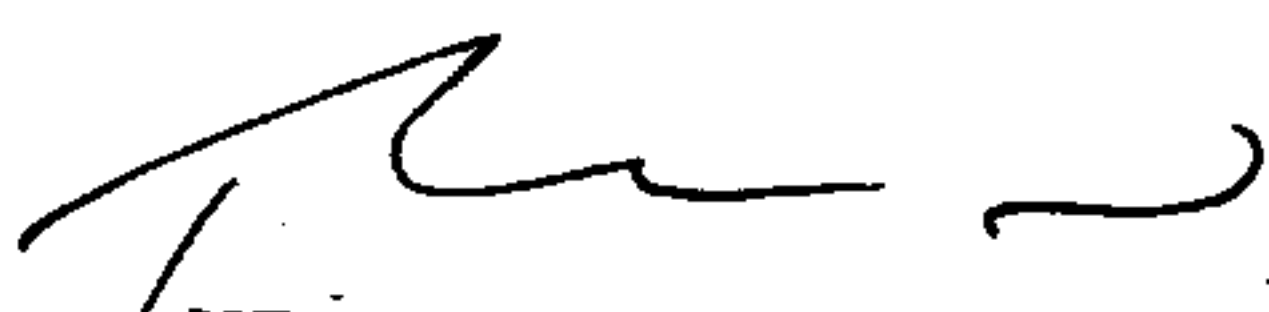
The Voluntary Help Centre should be situated at an ideal place for easy access for the candidates, adequate infrastructural facilities like computer connected with internet facilities, printers etc., well trained qualified staff, common amenities like drinking water, washroom, parking facility etc.

All the Heads of Institutions, interested to setting up of Voluntary Help Centre for any course(First Year Diploma or C To D), are requested to submit the details of their institute in the prescribed format to ACPDC, Ahmadabad mentioning the course name (First Year Diploma or C To D).

The Self-financed institutes have to set up help centre on Voluntary basis only. The prescribed format shall contain:

1. Annexure-1 (The details of the facilities available at the institute).
2. Undertaking of the head of the Institute.

The formats are available on www.acpdc.in. The proposal may be submitted through e-mail to acpdc2018@gmail.com latest by **25th February 2019**. The hard copy of the proposal should also be sent by post or in person to ACPDC, Ahmadabad. **Applications received after 25th February-2019 will not be entertained for allocation of Voluntary Help Centre.** The Committee, after scrutiny of the proposals, shall select the institutions for setting up to Voluntary Help Centre for the year 2019-20.


Member **MEMBER SECRETARY**
Admission Committee for
Professional Diploma Courses

To, 2nd Floor, ACPC Building
L. D. Engg. College Campus, Ahmedabad-15.

All institutes for information & necessary action.