

**GOVERNMENT OF ANDHRA PRADESH
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE
DIRECTOR OF TECHNICAL EDUCATION
ANDHRA PRADESH :: MANGALAGIRI**

Cir.No.EHE02-17/53/2024-HSEC-CTE-Part(1) Date:16.12.2024

Sub: Technical Education – Academic – Conduct of State Level
POLY TECH FEST 2024-25 – Certain Instructions to
students and staff – Issued – Regarding.

- Ref: 1. G.O.Rt.No.138, HE (TE) Dept., Dt: 09-07-2018.
2. Circular Memo. No. H/Techfest-MIS/2023-24, Dated 05-02-2024.
3. Cir. Memo. No. H/3307/2017/2024, of this office, dated 15/04/2024 in Academic Calendar.
4. Cir.No.EHE02-17/53/2024-HSEC-CTE-Part(1), of this office, Dated 20.10.2024

* * * * *

It is pleased to note the enthusiastic response received from various polytechnics across the State for the Regional Level POLY TECHFEST 2024-25, successfully organized at designated coordinating Polytechnics. Further, vide reference 4th cited, the tentative schedule for the State Level POLY TECHFEST 2024-25 was previously communicated. However, considering the constraints of the availability of limited time, it has been deemed necessary to revise the schedule. Accordingly, the **State Level POLY TECHFEST 2024-25** is hereby **rescheduled** to be organised on the **6th, 7th, and 8th of January 2025** at the **S.S. Convention Hall, Labbipet, Vijayawada**.

In this regard, the Principals of the Regional Coordinating Polytechnics are directed to ensure strict compliance with the prescribed guidelines to facilitate the smooth and effective conduct of the State Level POLY TECHFEST 2024-25.

Furthermore, the Principals of coordinating Polytechnics are instructed to submit a detailed list of 15 to 20 selected projects/ working models, shortlisted during the Regional Level Fest, for exhibition at the State Level Event. The submissions must be completed positively by **19.12.2024** through email to developmentofficer.cteap@gmail.com and ddacte@gmail.com and shall include the following details in **excel format only (editable soft copy)**.

S. No.	Code and Name of the Polytechnic	Title of the Project/ Model	AIM/ Objective	Abstract/ Brief description of the project	Project Size in Feet x Feet	Branch to which project belongs	Name of the student (Maximum Two Only)	PIN of the Student	Name of the staff member (Two only)	Mobile Number of staff member

The Principals of the Coordinating Polytechnics are hereby instructed to ensure that the shortlisted projects/working models are arranged to reach the State Level Event well in advance on 05.01.2025 by 06:00PM positively to the registration counter at the venue S.S. Convention Hall, Labbipet, Vijayawada.

Guide lines to the staff and students:

1. The Regional Techfest Nodal Principal is hereby instructed to nominate 2 Staff Members (preferably from major branches of Engineering) from any Polytechnic in the District to accompany all the students from the district. A lady staff member to be included if there are girl students among the participants.
2. Students shall prepare a brief write up on the Project / Model on a flex print of 4 feet X 3 feet with white background and font colour in red, blue and black. This will be displayed in the Stall behind the model/ exhibit.

<p style="text-align: center;">Title</p> <p>Features of the model Uses of the model Diagram with marked parts (Optional)</p> <p style="text-align: right;">Prepared by Names with PIN Polytechnic Name</p>

3. The students have to bring all accessories required for the exhibit/ model (Only power supply will be provided in the stall)
4. The mere Poster presentations will not be allowed at the State Level Tech Fest.

5. The students should carry their identity cards and wear in their uniform / formal dress during the Fest.
6. All the participants/ Students must bring a 2 stamp size photographs for registration purpose and distribution of ID cards.
7. The students have to bring an indemnity bond signed by the Parents.
8. The Projects should reach the State Level Event venue well in advance on 05.01.2025 by 06:00PM positively for registration and allotment of stalls.
9. **The Registration process at the venue will open from 06:00PM onwards on 05-01-2025.**
10. The Regional Techfest Co-ordinating Principal is instructed to note that all expenditure for travel of students to and from, including expenditure towards food on the days of travel shall be borne by the participating Polytechnics only.
11. The boarding charges of Rs 200 per student/ staff per day for a period of 3 days will be collected at the time of registration to facilitate distribution of tokens for food and distribution of ID cards. The aforementioned boarding charges shall be borne by the respective Polytechnics.
12. The Regional Co-ordinating Principal is instructed to communicate that the students have to bring their own beddings.
13. The decision of the Jury shall be final and binding. All participants have to abide by the decision of the jury. No interim or later communication with regard to the decision or its veracity shall be entertained and if done, shall be viewed seriously.
14. Misbehaviour of any kind by any student will be viewed seriously and disciplinary action will be initiated against the student(s) and the respective project(s) shall be treated as disqualified.
15. Free accommodation for boys and girls will be provided separately by the organizers.

All Regional Coordinating Principals are hereby directed to adhere scrupulously to the aforementioned guidelines to ensure that the State Level POLY TECHFEST 2024-25 becomes a grand success and will set a precedent.

Sd/-G.GANESH KUMAR
DIRECTOR

To
Principals of all Polytechnics
Copt to RJD's, AU and SVU Regions


Deputy Director (A)