



# महाराष्ट्र राज्य तंत्रशिक्षण मंडळ विभागीय कार्यालय, पुणे

(स्वायत्त) (ISO 9001:2015) (ISO/IEC – 27001:2013)  
४१२/ब, मंडळाची इमारत, चौथा मजला, बहिरट पाटील चौक,  
मॉडेल कॉलनी, शिवाजी नगर, पुणे - ४११०१६



Email : [rbtepn@msbte.com](mailto:rbtepn@msbte.com) दूरध्वनी क्र. (०२०) २५६५६९९४ Web. [www.msbte.org.in](http://www.msbte.org.in)

जा.क्र. मरातंशिमं/विकापु/विवि/विशेषबाब हि .प.२५ परीक्षा अर्ज/२०२५/1370

दिनांक : 24 OCT 2025

## महत्वाचे परिपत्रक

प्रति,  
प्राचार्य,  
पुणे विभागातील सर्व संलग्न संस्था.

**विषय :-** हिवाळी परीक्षा २०२५ करीता विशेषबाब म्हणून परीक्षा अर्ज भरणे व निश्चित करण्याबाबतचे वेळापत्रक

**संदर्भ :-** मंडळाचे परिपत्रक क. MSBTE/D-40/Exam Form/W-2025/260 dated 17/10/2025.

हिवाळी परीक्षा २०२५ देण्यास इच्छूक असणा-या परंतु मुदतीत परीक्षा अर्ज न भरलेल्या व भरलेले अर्ज निश्चित न केलेल्या विद्यार्थ्यांकरिता महाराष्ट्र राज्य तंत्र शिक्षण मंडळ, मुंबई यांच्या उपरोक्त संदर्भिय परिपत्रकान्वये प्रति परीक्षा रु ५०००/- दंड शुल्क आकारून एक विशेष बाब म्हणून परीक्षा अर्ज भरण्यास संधी देण्यात येत आहे. तरी प्राचार्यांना कळविण्यात येते की, त्यांनी हे परिपत्रक सर्व विद्यार्थ्यांच्या निदर्शनास आणावे व ज्या विद्यार्थ्यांना परीक्षा अर्ज भरावयाचा आहे अशा विद्यार्थ्यांचे परीक्षा अर्ज संस्थेच्या **Institute Login** मधून दिनांक २९/१०/२०२५ रोजी निश्चित करण्यात यावे.

**Student and Institute shall ensure that the question paper code for which the student is appearing for Winter 2025 exam is available in Winter 2025 Final Time Table as well in the Question Paper Inventory for the Exam center या अटीची पूर्तता तपासूनच अर्ज संस्थास्तरावर निश्चित करण्याची कार्यवाही करावी.**

तसेच सदर निश्चित केलेले परीक्षा अर्ज '**RBTE Confirmation**' करण्याकरीता आपल्या संस्थेतील संस्थाप्रतिनिधींना (संस्थेचे **ओळखपत्र** परिधान करणे आवश्यक आहे) खालील दिलेल्या वेळापत्रकानुसार व नमुद केलेले कागदपत्रांच्या संचासहीत या कार्यालयात उपस्थित रहावे.

१. संस्थेचे परीक्षा अर्ज निश्चितीकरणबाबतचे पत्र (अधिकारपत्रासह) व हमीपत्र (संस्थेच्या लेटरहेडवर)
२. संपूर्ण माहिती भरलेली अचूक "Exam Form Proforma".
३. परीक्षा अर्जाप्रमाणे व एकूण विद्यार्थी संख्येनुसार तितकीच व अचूक रक्कम रोख स्वरूपात जमा करावी.
४. संस्थेद्वारा परीक्षा अर्ज निश्चित केलेल्या विद्यार्थ्यांची यादी (Consolidated Report of Instt. Confirmation)
५. **Annexure - I** आणि **Annexure - II**

वरील सर्व कागदपत्रे प्राचार्यांच्या सही व शिक्क्यासह असणे आवश्यक आहे.

अ.क.	विवरण	दिनांक	संस्था
१	नियमित शुल्क+ विशेषबाब परीक्षा दंड शुल्कासह परीक्षा अर्ज निश्चितीकरण	दिनांक २९/१०/२०२५ व ३०/१०/२०२५ (सायंकाळी ०४.०० वाजेपर्यंत)	पुणे विभागातील सर्व संस्था (पुणे, सातारा, सांगली, कोल्हापूर व सोलापूर जिल्हयातील सर्व संस्था)

सोबत-

१. संदर्भिय परिपत्रक
२. Exam Form Proforma
३. Annexure -I and Annexure -II

*for Annexure*  
उपसचिव  
महाराष्ट्र राज्य तंत्र शिक्षणमंडळ,  
विभागीय कार्यालय, पुणे

प्रत-रोखपाल व टॅली ऑपरेटर यांना माहिती व आवश्यक कार्यवाहीकरीता.



MAHARASHTRA STATE BOARD OF TECHNICAL EDUCATION  
(Autonomous) (ISO 21001:2018) (ISO/IEC 27001:2013)  
4th Floor, Govt. Polytechnic, Bldg, 49, Kherwadi, Bandra (E), Mumbai-400 051  
Tel.No.: 022-62542100

Email: secretary@msbte.com

website: www.msbte.ac.in



### Important Circular

To,  
Principal  
All Institutes affiliated to MSBTE

#### Subject: - Special provision for filling examination form for Winter 2025 Exam

The last date for filling and confirmation of Exam form for Winter 2025 examination was 03/10/2025. However, those students who have missed the last date but are willing to appear for Winter 2025 exam, such students and their institutes are requesting for extended dates to fill examination forms.

In the interest of student community, a special provision is made by MSBTE as a last chance to fill and confirm the examination form as per schedule below;

Activity	Date
<b>Institute confirmation:</b> Accepting examination form fee and penalty along with duly filled, signed and parent endorsed mandatory undertaking <b>Annexure - I</b> from the student followed by confirmation of the student filled examination form from the <b>institute login</b> .	29/10/2025
<b>RBTE confirmation:</b> Accepting examination form fee and penalty for all the students whose examination forms under special provision for Winter 2025 are confirmed by the institute along with the student's undertaking <b>Annexure I</b> , Institute's undertaking <b>Annexure II</b> in original followed by confirmation of institute confirmed examination forms from RBTE Login.	29/10/2025 and 30/10/2025
<b>Last date of exam form confirmation by RBTE is 30/10/2025 up to 4:00 PM</b>	

**The filling of examination form under special provision is permitted subject to following conditions.**

1. The penalty for each examination form is **Rs. 5000/-**
2. **Student and Institute shall ensure that the question paper code for which the student is appearing for Winter 2025 exam is available in Winter 2025 Final Time Table as well in the Question Paper Inventory for the Exam center.**
3. All institute shall contact RBTE and pay exam fees & penalty for exam forms confirmed by Institute during special provision and submit the undertaking as per Annexure-I and Annexure-II and get all exam form confirmed from RBTE as per the above schedule.
4. Hall ticket and separate non-theory e-mark sheets of these students will be made available in institute login on **03/11//2025**.
5. Institute can conduct the non-theory term end exam for these candidates even before the availability of e-mark sheets. Mark sheet shall be filled & confirmed once made available in the login.

All concerned are hereby instructed to strictly adhere to the conditions in this circular.

**Enclosed: Annexure-I and Annexure-II**

Signed by

Umesh Teniprasad Nagdeve

Date: 17-10-2025 14:16:49

(Umesh T. Nagdeve)

Secretary,

M.S. Board of Technical Education, Mumbai

**Copy to:**

1. Hon. Director, M. S. Board of Technical Education, Mumbai for information
2. Dy. Secretary, M. S. Board of Technical Education, Regional Office, Mumbai /Pune /Nagpur /Chhatrapati Sambhaji Nagar for necessary action.

**Annexure-I**  
**Proforma for undertaking from candidate**  
**(To be submitted on plain paper)**

I (Name of Candidate) \_\_\_\_\_ Enrollment number \_\_\_\_\_ Institute Code \_\_\_\_\_ hereby submit this undertaking for submission of Winter 2025 examination form under Special provision.

I am aware of the fact that.

1. I am eligible to attend the examinations which are scheduled after the date of generation of my hall ticket for Winter 2025 examinations.
2. Because of late submission of exam form if I get two theory examinations on the same day and same session, it is binding on me to choose any one of the examination.
3. The question paper code for which I have submitted late examination form, is available in the Winter 2025 Final Time table and is also available in the question paper inventory for Exam Center which I am appearing for examination.
4. Due to late submission of examination form, problems may arise in the generation of pre-examination documents resulting in RHR status in my examination result.

**I accept all the above conditions for submission of Winter 2025 examination form under Controlled provision.**

Date -  
Place -

Signature -  
Name -  
Enrollment No -

**Endorsement by parent of the candidate submitting Winter 2025 examination form under Special provision.**

I \_\_\_\_\_ Father / Mother / Guardian of \_\_\_\_\_ Enrollment No. \_\_\_\_\_ is clearly aware of the undertaking given by my ward and accept all terms & conditions laid down for submission of late examination form for Winter 2025.

Date:  
Place:

Signature:  
Name :

**Attestation by the Principal of the Institute**

Signature of Principal

Institute Name & Code:

**Annexure-II****Proforma for undertaking by Institute****(To be submitted on Institute letter head)****UNDERTAKING BY EXAM CENTER**

The candidate/ s is made aware of the conditions laid down by MSBTE under special provision, as mentioned in **Annexure I**. The exam form of following student/ s is to be confirmed at RBTE under the special provision made by MSBTE

S.N	Name of Student	Enrollment No.	Course/ Year/ Master	Status (R/X)	Paper codes for which the student intends appearing	Exam Day & date as per Final Time table
1						
2						
3						

I hereby undertake that the question paper codes for which the above students are appearing are available in the Winter 2025 exam Final Time Table displayed by MSBTE on web portal as well as in the Question Paper Inventory for the Exam center. The Officer In-Charge Exam Center has verified the above fact and confirmed.

Signature of Officer In-Charge EC

Date:

Signature of Chief Officer In-Charge EC

Place:

Exam Center Name &amp; Code:



## हमीपत्र

(संस्थेच्या लेटरहेडवर)

मी .....प्राचार्य .....संस्था  
क्रमांक ( ) असे प्रमाणित करतो की, हिवाळी परीक्षा २०२५ परीक्षेस पात्र व परीक्षेस  
बसू इच्छिणा-या संस्थेतील सर्व विद्यार्थ्यांना परीक्षा अर्ज भरण्याविषयीचे वेळापत्रक  
निदर्शनास आणून दिलेले आहे.

Student Login मधून विहित शुल्कासह अर्ज भरलेल्या सर्व विद्यार्थ्यांचे अर्ज  
संस्थेमार्फत Confirm करण्यात आलेले आहेत. तसेच विहित मुदतीत संस्थेतील कोणताही  
विद्यार्थी नियमानुसार परीक्षा अर्ज भरण्यापासून वंचित राहिलेला नसून राहिल्यास त्याला  
संस्था प्रमुख म्हणून सर्वस्वी मी जबाबदार राहील.

दिनांक :-

प्राचार्य

(नाव, सही व शिक्क्यासह)

## Exam Form Proforma for Winter- 2025

<b>Institute Name</b>						
<b>MSBTE Institute Code</b>				<b>Date</b>		
<b>Fee Type</b>	<b>R</b>		<b>X</b>		<b>Total (R+X)</b>	
	<b>No. Of Student</b>	<b>Amount</b>	<b>No. Of Student</b>	<b>Amount</b>	<b>No. Of Student</b>	<b>Amount</b>
850						
200						
1500						
5000						
<b>Total</b>						

**Institute Stamp**

**Principal Signature**

**For RBTE Office Use Only**

<b>Student Section Remark for Fee</b>	
<b>Sign of Cashier with Receipt No. &amp; Date</b>	
<b>Confirmed By</b>	