



# महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय, बीकानेर का संघटक महाविद्यालय)

## WOMEN ENGINEERING COLLEGE, AJMER

(A CONSTITUENT COLLEGE OF BIKANER TECHNICAL UNIVERSITY, BIKANER)

Nasirabad Road, Makhupura, Ajmer - 305002

website: www.gweca.ac.in

Ph. No.: 0145-2695535

email: proctor@gweca.ac.in

Fax No.: 0145-2695102

GWECA/Proctor/2025-26/ 485

Date - 02.06.2026

### Notice

#### Change of Branch in B.Tech. III SEM Session 2026-27 for the students

##### (Enrolled in Session 2025-26)

As per the notification of Bikaner Technical University Bikaner, , F(17)/BTU/Acad.1/ 2025-26 /6670 dated 01.06.2026, application for the change of branch is invited for the students enrolled in session 2025-26. The process of branch change will be done as per BTU, Bikaner notification no., F(17)/BTU/Acad.1/ 2025-26 /6670 dated 01.06.2026, & guidelines received from BTU, Bikaner F(23)/BTU/Conduct/2018-19/362 dt. 04.05.2019 (Copy Enclosed). Interested students are advised to go through guidelines thoroughly.

Interested students may download the application form from college website www.gweca.ac.in (head: Proctor Section) or may collect from Proctor Section. Duly filled application form along with B. Tech. I Sem. marksheet and undertaking by the student (on non-judicial stamp of Rs. 100/-) is to be submitted in hard copy on or before 06.06.2026 upto 11:00 AM.

After branch change students are required to deposit a fee of Rs. 900/- (Rupees Nine Hundred only) + Applicable GST per students through the online branch change fee payment link available on the University website on same day.

Physical presence of candidate is essential

Last date of receipt of application form : 06.06.2026 upto 11:00 AM

Branch Change process : 06.06.2026 from 12.30 PM

#### Note:

1. No online scanned copy will be entertained.
2. Format of student undertaking is enclosed herewith.

#### List of Enclosures to be submitted by student:-

1. Duly filled application form
2. B.Tech I Sem. marksheet
3. Undertaking on non-judicial stamp of Rs.100/-
4. Caste certificate (if applicable)

*P. Tribedi*  
2/6/2026  
(Principal)

#### Copy to:

1. P.A. to Principal for kind information
2. Registrar
3. All HOD's - HOD H&S for circulation among students
4. Accounts Section
5. All Notice Boards
6. Exam Section
7. Guard File

*[Signature]*  
02.06.26  
(Chief Proctor)





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INWARD NO.....

### APPLICATION FORM

#### Branch Change in B.Tech. III SEM Session 2026-27

(Enrolled in session 2025-26)

Name: .....

Father's Name: .....

Mother's Name: .....

Contact No.....

BTU ROLL No.....

College ID.: .....Category.....

B. Tech. I<sup>st</sup> Sem. (SGPA)..... Have you applied for Revaluation: Yes/No

Existing Branch: .....

Choice for branch change: 1..... 2..... 3.....

- Attach self-attested photocopy of B.Tech. I Sem. mark sheet and caste certificate (If applicable) and undertaking by the student (on non-judicial stamp of Rs. 100/-) is to be submitted on or before the prescribed date & time.
- Physical presence of candidate is essential.

Signature of applicant

Date:

Branch allotted:..... New College Id allotted.....

I undertake that my branch has been changed to ..... in front of me as per my choice and I agree for the same.

Signature of applicant

Committee (Proctor)

(Chief proctor)



(The undertaking is to be submitted on non-judicial stamp of Rs. 100/-)

### Undertaking by the student

I \_\_\_\_\_ (Student name) S/o \_\_\_\_\_ (Father name), student of \_\_\_\_\_ (College Name).

My branch change application details are as under:

Name: \_\_\_\_\_  
Roll No.: \_\_\_\_\_  
Enrollment No: \_\_\_\_\_  
Current Branch: \_\_\_\_\_  
Branch Change option: \_\_\_\_\_

I hereby undertake that

1. I will follow the instructions given by Bikaner Technical University, Bikaner and \_\_\_\_\_ (College Name) regarding the study and the examination for the subjects of newly allotted branch.
2. I shall abide to the decision of Bikaner Technical University, Bikaner regarding my application for the branch change.

(Signature of the student)

(Name of the student)

Verified by: -

(Signature of the Principal with College Stamp)

(Name of the Principal)



# BIKANER TECHNICAL UNIVERSITY, BIKANER

OFFICE OF THE CONTROLLER OF EXAMINATION

KARNI INDUSTRIAL AREA, PUGAL ROAD, BIKANER-334004(RAJ)

Phone: 0151-2250940, 50 Email: coe@btu.rajasthan.gov.in Web: btu.rajasthan.gov.in

No. F-23/370/Conduct/2018-19/362

Date: 4-5-19

## Notification

*Branch Change Rules for B. Tech students as per CGPA scheme wef: III Semester 2018-19.*

Students are eligible to apply for change of branch after completing the first semester of B. Tech. The following rules/guidelines will be used for considering applications for branch change. All branch transfers can be effected only once from B. Tech. III semester. No application for change of branch during the subsequent semesters will be entertained.

## ELIGIBILITY CRITERIA

The eligibility criteria to apply for change of branch are:

1. The student must have completed all the course credits of B. Tech. I Sem. Examination in all components (i.e. internal and external) in one attempt with at least 5.50 SGPA in the aggregate.
2. The student with back papers or whose results have not been declared due to any reason will not be considered for change of branch.
3. The student admitted under physically challenged, ex-serviceman, PIO/NRI & Kashmir migrant category will not be eligible for change of branch.
4. In case any student has applied for re-evaluation of his/her subjects of B. Tech. I sem. and the result has not been received up to the time of change of branch, then such a student will not be entitled for change of branch on the basis of his/her revised result (received after the change of branch has been affected).
5. No branch change shall be permitted from one shift to the other in colleges having two shifts permitted by AICTE.

## PROCEDURE

1. Application for change of branch will be invited by the Director/Principal of the respective Engineering Colleges immediately after the notification by the University.
2. The student will be required to fill up the prescribed application form enclosing therewith a photocopy of the B. Tech. I sem. Examination mark sheet/ (copy of web result) of that year. The student can give as many preferences as possible.
3. A seat matrix shall be prepared by the respective college as per the details of the drop out students out of the students admitted in the previous year.
4. (a) Govt. aided colleges will prepare separate merit list and process for branch change in following categories (separate for female candidates):
  - (i) SC
  - (ii) ST
  - (iii) OBC and other category of reservation notified by the state govt.
  - (iv) General Category
- (b) For private colleges, the list will be prepared on the basis of overall merit of B. Tech. I semester result. The list of students of branch change shall be submitted to the University within 15 days of commencement of session (III sem.) or declaration of result of I semester, whichever is later.



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5. Any surplus vacant seat of SC category shall be transferred to SI category and vice-versa. After this, surplus vacant seat of each category shall be added to General category. In this regard, guidelines/directions issued by Government from time to time shall be followed.
6. In a particular branch, the strength of students should not fall short of 75% of the enrolled students in the B. Tech. I semester in that branch in that year.
7. Under no circumstances, due to change of branch, the number of seats in a particular branch in a college shall exceed the number approved by the AICTE to that college.
8. All students desirous of change of branch and who have applied for the same in time will be called for counseling and considered for change of branch as per merit and conditions laid down above (6 & 7). However, at the time of counseling, if any student wishes to withdraw his/her application, he/she can do so in writing. In case any student does not present himself/herself for counseling his/her branch will be changed as per the candidate's preference given in the application form and according to merit.
9. No branch change is permitted against vacant TFWS seat. However, a TFWS student may seek branch transfer on non-TFWS seat, surrendering tuition fee waiver seat.
10. Following fee structure shall be applicable for various types of transfer:
  - (i) GAS to GAS – The student will continue to be in the GAS category after changes of branch.
  - (ii) SFS to SFS – The student will continue to be in the SFS category after changes of branch.
  - (iii) GAS to SFS – The fee category of the student will be of SFS category.
  - (iv) SFS to GAS – The student will continue to be in the SFS category. The SFS to GAS vacated by the student (of SFS category) will also be SFS seat.

## MERIT AS PER CGPA SCHEME

Merit for the branch change shall be determined on the basis of following criteria in order of priority:

1. SGPA obtained by the student in B. Tech. I semester examination.
2. Total grade points earned in all the theory subjects in B. Tech. I Semester Examination. Grade points shall be calculated as per table printed on the back page of Mark sheet.
3. Grade point earned in Engineering Mathematics - I (IFY-2-01).
4. Date of Birth, elder student will be given priority.

This bears approval of Hon'ble Vice Chancellor.

CONTROLLER OF EXAMINATION

No. \_\_\_\_\_ Date: \_\_\_\_\_  
Copy to following for information and necessary action:

1. P.S. to HVC
2. Registrar
3. Dean (Academic Affairs)
4. Principal, all constituent and affiliated colleges
5. Webmaster to post this order on BTU website

CONTROLLER OF EXAMINATION