KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE EDUCATION, PLOT NO.22, SECTOR B1, PHASE-V, HAYATABAD, PESHAWAR
PHONE: 091-9217410, 091-9217658

No. BT&CE/R&D/ 1162-74   Dated: 11-10-2022

NOTIFICATION

Consequent upon the approval of the Board of KP-BT&CE dated 01-09-2022, the Chairman KP-BT&CE is pleased to allow implementation of the following 04 months market oriented Computer Short Courses in affiliated Computer Institutions of this Board already offering One-Year DIT program. These short courses are available on the KP-BT&CE website (www.kpbte.edu.pk)

1. Digital Literacy / I.T Office Assistant	2. SEO (Search Engine Optimization)
3. Auto CAD	4. Digital Marketing (Freelancing)
5. Quick book / Tally ERP	6. E-Commerce
7. Creative Writing	8. Word Press
9. Graphic Design	10. Printing Technology Course
11. Database Development (MS Access)	12. Mobile Application Development

All affiliated computer institutions of this Board can offer all or any number of the above cited courses, following the below mentioned modalities set there for.

1. AFFILIATION

Each institute shall submit a written request to the Board along with a sum of **Rs= 20,000/-** as affiliation fee and mentioning the course(s) for which affiliation is desired. On receipt of request, committee of two experts to be constituted by the Board shall visit the concern institute for Assessment of its facilities in terms of staff, equipments and workplaces provided for that course(s). On recommendation of the committee, the institute shall be Notified as affiliated for those courses for which the requisite facilities found available over there.

2. REGISTRATION

There shall be two time Registration of the students tagged with schedule of the Registration of DIT Program. For this purpose, minimum entry qualification shall be SSC passed preferably computer literate candidate(s). The Registration fee for these short courses shall be **Rs = 1000/- (per course)** and at a time student shall be allowed to get Registration from an institute in maximum of two courses with separate Registration for each course.

3. EXAMINATION

Since all these courses are skill oriented and are of the special nature, therefore special mode of Assessment was recommended by the committee as under.

i. There shall be two component of Examination for each course i.e. Theory and Practical / Project.

ii. Total weightage shall be 100 marks out of which 40 marks shall be allotted to Theory component and 60 marks shall be allotted to Practical / Project.

iii. Pass percentage for each of the above components shall be 60% i.e. 24 marks in Theory and 36 marks in Practical shall be considered as pass marks in Theory and Practical respectively.

iv. For qualifying to the award of certificate, passing of both the component shall be compulsory, failing in any component i.e. Theory or Practical shall be considered as failed in both the components and candidate will reappeared.

v. There shall be two parts of the Theory paper of 40 marks. Part-I shall contain 30 Multiple Choice Questions (MCQs) carrying 01 mark each. Part-II of the paper shall contain 05 Short Questions each carrying 02 marks.

vi. KP-BT&CE with consultation of the experts shall develop some projects, which shall be uploaded on the KP-BT&CE website for selection of the students and during External Examination student shall be assessed in the selected project carrying 60 marks.

vii. There shall be total 04 chances for qualifying a course and thereafter Registration of the candidate for that very course shall stand cancelled.

4. TUTION FEE

Tution fee should be in the range of Rs.1000/- per month to Rs.3000/- per month.

(Engr. Jamal Akbar)
Academic Officer

C.C:

1. PS to Chairman, KP-BT&CE
2. Controller of Examinations, KP-BT&CE
3. All GCTs / GPIs / Private Polytechnic Institutions
4. All affiliated Private Computer Institutions
5. Assistant Secretary Affiliation / Registration, KP-BT&CE
6. Assistant Controller Secrecy, KP-BT&CE
7. Assistant Controller Examinations, KP-BT&CE.
8. Assistant Secretary Admin, KP-BT&CE.
9. Assistant Secretary Certificate I & II, KP-BT&CE
10. Assistant Secretary Accounts, KP-BT&CE.
11. Deputy Director IT with the request to upload this Notification on KP-BT&CE official website.

(Engr. Jamal Akbar)
Academic Officer