



CITIZEN'S CHARTER

TECHNICAL EDUCATION DEPARTMENT

HARYANA

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HARYANA STATE TECHNICAL EDUCATION SOCIETY, PANCHKULA

Directorate of Technical Education Haryana

Bays No. 7-12, Sector-4, Panchkula

Telephone No. 0172-2583249

The Department of Technical Education, Haryana is responsible for providing necessary technically trained manpower in various fields of Engg. and Technology covering Diploma, Degree, Post Graduate level courses through various Govt. /Govt. Aided/University Departments/Self Financing Polytechnics/Engg. Colleges/Institutions of Management/Computer/Pharmacy etc. established in the State so as to cater to the requirement of Industries/Departments/Organizations and other Agencies.

1. Classification of Institutions

Classification of Institutions for which admissions are made by the Department is as follows:-

Type of Institutions	Government/University Deptt.		Aided		Self-Financed		Total	
	No. of Instt.	Intake	No. of Instt.	Intake	No. of Instt.	Intake	No. of Instt.	Intake
Engineering colleges	10	3190	0	0	127	48712	137	51902
MBA	4	230	0	0	111	8541	115	8771
MCA	9	540	0	0	35	2226	44	2766
B. Arch.	2	120	0	0	18	770	20	890
Polytechnics	28	10480	4	1870	156	45965	188	58320
G. Total	53	14565	4	1870	447	106214	504	122649

Total Institutions and total sanctioned seats are as under:

S. No.	No. of Institutions	No. of Sanctioned Seats	Admissions Made by
1	504	122649	Haryana State Technical Education Society (Under Department of Technical Education, Govt. of Haryana) - HSTES

2. Activities undertaken by the Haryana State Technical Education Society (HSTES), Panchkula
Website Address: www.hstes.in

S. No.	Activity Planning	Procedure	Officer Concerned	Schedule/Duration	Officers' Name & Designation in case action not taken
1	2	3	4	5	6
1	<p>Admissions and conduct of counseling for the courses under the purview of HSTES:</p> <p>Diploma Courses: Diploma (Engg.) Diploma (Engg.) Lateral Entry Diploma (Pharmacy)</p> <p>Under Graduate Courses: B. Arch. B. Tech. B. Tech. Lateral Entry</p> <p>Post Graduate Courses: MBA MCA</p>	<p>All Admission related activities are handled by Haryana State Technical Education Society (Under Department of Technical Education, Govt. of Haryana) - HSTES. Admission Brochures of all courses under the purview of HSTES, are made available online at www.hstes.org, www.hstes.org.in, www.techadmissionshry.gov.in for general information regarding eligibility, schedule etc. normally from 1st April to 15th May every year. Admissions are made on the basis of National Level Entrance Tests/ State Level Entrance Tests/ Merit of qualifying examination. Counseling is done online with complete transparency for convenience of general public. Fee refund cases, RTI, Court Cases and Grievances are handled by HSTES. Queries regarding admissions can be registered at e-mail: hscshelp327@gmail.com or at Toll Free No. 18004202026.</p>	Joint Director, HSTES	1st April to 15 th August every year. Detailed calendar is notified for every academic year in all leading dailies and websites: www.hstes.org.in , www.techadmissionshry.gov.in	Principal Secretary to Govt. of Haryana, Technical Education Department-cum-Chairperson, HSTES / Director General Technical Education-cum-Vice Chairman, HSTES
(i)	Any relevant Information regarding Haryana State Technical Education Society and its working	Application addressed to Joint Director (HSTES), Bays No. 7-12, Sector-4, Panchkula.	Joint Director, HSTES	Within 2 working days through email/ website wherever feasible and Within 7 working days by postal service.	Principal Secretary to Govt. of Haryana, Technical Education Department-cum-Chairperson, HSTES / Director General Technical Education-cum-Vice Chairman, HSTES

(ii)	<p>1. Information of Admission Brochures of All Courses under the ambit of HSTES.</p> <p>2. Information regarding online counseling procedure and schedule for All Course under the ambit of HSTES.</p> <p>3. Information regarding Entrance Tests conducted by HSTES.</p> <p>4. Merit of All Courses under the ambit of HSTES.</p> <p>5. Information of Seat Matrix of All Courses under the ambit of HSTES.</p> <p>6. Co-ordination with Institutions.</p> <p>7. Updation of Institute Name and Sanctioned Intake on www.intrahstes.gov.in</p> <p>8. Refund cases.</p> <p>9. Court cases</p> <p>10. RTI</p> <p>11. Grievance received from CM Grievance Portal</p>	<p>Application addressed to Joint Director (HSTES), Bays No.7-12, Sector-4, Panchkula.</p>	<p>Joint Director, HSTES</p>	<p>Available online at HSTES websites as per schedule.</p> <p>Mentioned in the respective Admission Brochure which is available online at HSTES websites as per schedule.</p> <p>DO</p> <p>Available online at HSTES websites as per schedule.</p> <p>Within 2 working days through email/ website wherever feasible and Within 7 working days by postal service.</p> <p>DO DO</p> <p>Within 7 working days for routine cases. If it pertains to institute then it is forwarded to concerned institute within 5 days with a direction to solve in 15 days.</p> <p>As per Schedule/ Priority.</p> <p>As per schedule/ prescribed time.</p> <p>DO</p>	<p>Principal Secretary to Govt. of Haryana, Technical Education Department-cum-Chairperson, HSTES/ Director General Technical Education- cum-Vice Chairman, HSTES</p>
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3. Redressal of Grievances.

The list of senior officers to whom complaint can be filed is given in the Table below. Normally the grievances are redressed within one week of the filling of complaint. If there is any procedural requirement then the complaint will be redressed within 15 days.

LIST OF OFFICERS OF HSTES

S. No.	Name of the Officer	Designation	Telephone Nos. Office	House Address
1.	Sh. Anil Malik, IAS	Chairperson, HSTES	2711963	#299, Sector-16, Chandigarh
2.	Dr. Saket Kumar, IAS	Vice Chairman, HSTES	2584218 (TF) 2583249	#622, Sector-6, Panchkula
3.	Sh. Sunil Gupta	Joint Director, HSTES	9988369526	#348, Sector-22, Chandigarh