



**GOVERNMENT OF THE PUNJAB  
TECHNICAL EDUCATION & VOCATIONAL TRAINING  
AUTHORITY**  
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www.tevta.gov.pk  
**(FINANCE WING)**



TEVTA /Fin / Fee / 2018 / 700 - Rev No 00 Date: August 31, 2018

**NOTIFICATION**

**FEE STRUCTURE OF TEVTA INSTITUTIONS**

In supersession of all notifications / circulars on the subject, the Authority is pleased to approve the following regulations regarding fee structure of TEVTA Institutions.

**Commencement.**

- The following Fee structure shall be applicable for academic session 2018-19.

Sr. No.	Item	Technical Education Institutions					GCT (W) Institutions				Vocational Training Institutions				Apprentices Training ATCs	
		GCT B.Tech / B.Sc. Engg. Technology	GCT DAE Course	GSTC DAE Courses	GCT Matric Tech Service Centers DAE Courses	DAE	M.Com	B.Com	D.Com	GTTI / Matric tech	ATC	Service Centers 1 & 2 Years Courses	* GTTC	GVTI (w)/ Matric Vocational	GSTC (W) Dev Samaj	Basic Training (6-Months)
<b>TEVTA Fee</b>																
1	Admission Fee	185	115	105	115	115	920	185	105	105	55	55	55	105		
2	Re-admission Fee	185	115	105	115	115	920	185	105	105	55	55	55	105		
3	Tuition Fee / Month	220	240	105	240	240	280	185	105	105	55	55	55	550	Per Session	
4	Training Material Charges													1395	1755	
<b>Pupil Funds</b>																
5	Welfare Fund / Year	665	735	335	735	735	665	665	335	225	225	225	120	Per Session		
6	Stationary, Internal Exam & Printing Fund / Year	440	485	225	485	485	440	440	225	35	35	35	185	Per Session		
7	Computer fund ( in the year / years when computer is included in curriculum) / Month	185	205	35	205	205	185	185	35	35	35	35	145	per session		
8	Machinery & Equipment Breakage Fund / Month	40	50	40	50	50	40	40	40	-	40	40	180	Per Session		
9	Parking Stand Fund Per Year (subject to provision of stand)	220	240	220	240	240	220	220	220	-	-	-	125	Per Session		
10	Absentee Fine / Absent	9	10	9	10	10	9	9	9	9	9	9	9			
11	Issuance / re-issuance of ID Card (to be collected as stationary fund)	60	65	60	65	65	60	60	60	60	60	60	60			
12	Fine for Late Return of Books / Book / Day	9	10	9	10	10	9	9	9	9	9	9	9			
13	Transport Fund Per Year (subject to provision of transport)	920	1010	920	1010	1010	920	920	920	920	920	920	920			

Sr. No.	Item	Technical Education Institutions				Service Centers DAE Courses	GCT (W) Institutions				Vocational Training Institutions				Apprentices Training ATCs	
		GCT B.Tech / B.Sc. Engg. Technology	DAE Course	GSTC DAE Courses	GCT Matric Tech		DAE	M.Com	B.Com	D.Com	GTTI / Matric tech	ATC	Service Centers 1 & 2 Years Courses	* GTTC	GVTI (w)/ Matric Vocational	GSTC (W) Dev Samaj
14	Sports Fund (Once at the time admission & will be retained by the respective institute)	290	205	185	205	205	290	185	185	-	185	185	-			
15	Uniform Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	370	
16	Age Relaxation Fund	370	405	370	405	405	370	370	370	370	370	370	370	370	370	
17	Certificate Verification Charges	Certificate Verification Charges will be charged as notified by respective BISE / University / PBTE.														
18	PBTE / TTIB / University Dues	As prescribed by PBTE / Trade Testing Board / University														
<b>Refundable Securities**</b>																
1	College / Institute Security	1650	1415	730	1415	1415	1650	1285	730	730	-	555	555	920		
<b>Hostel Dues (For boarders only if facility is available/provided)</b>																
1	Hostel Fee / Month	45	50	45	50	50	45	45	45	45	45	45	45	220		
2	Crockery / Common Room / Welfare Fund	370	405	185	405	405	370	370	185	185	185	185	185	-		
3	****Mess Advance (once) / Hostel Security	2755	3030	2755	3030	3030	2755	2755	2755	2755	2755	2755	2755	-		
4	Electricity / Gas charges	Actual bill will be distributed equally among the students.														
5	Servant Charges	Actual bill will be distributed equally among the students.														

### Notes / Clarification

- \* GTTCs include all defunct TTCs of ABAD, VTCs of ABAD, DMTC & RMGTCs of PSIC and AMTS of Agriculture Department.
- \*\* Unclaimed College Security and Library Security Funds shall be treated as lapsed after one year of leaving the College Hostel.
- \*\*\* Unclaimed Hostel Security and Mess Security Funds shall be treated as lapsed after one year of leaving the College Hostel.
- \*\*\*\* Mess advance for DAE courses (Rs.2035/-) + Hostel Security (Rs.995/-) and other courses (Rs. 1850/-) + Hostel Security (Rs. 905/-)

### Scope of Application

2. The Fee structure shall be applicable for the academic session 2018-19 to all TEVTA Institutions / Centers / Colleges / Schools mentioned.

### Scheme of Fee Heads / Groups

3. The total fee to be collected from the students shall be divided into below stated categories:
  - TEVTA Fee (Admission fee / Re-admission fee / Tuition Fee / Training Material charges).
  - Pupil Funds.
  - Refundable Securities. (Such securities shall be treated as lapsed after one year of leaving the College / Hostel).
  - Hostel Dues.
  - Board / PBTE / Trade Testing Board / University Dues.

### **Local TEVTA Fee Collection Account and its operations**

4. Account titled as "TEVTA – Fee Collection Account" shall be opened by the institutions in scheduled banks for the deposit of fee receivable from the students.
5. TEVTA – Fee Collection account will be operated jointly by the principal and the senior member of the Institute. The names of the co-signatories will be sent by the institution to the bank for joint operation of the account.
6. **Institutes will not receive fee / dues in cash directly. Institutes will provide printed dues challans to the students. The students will deposit their dues directly in the local TEVTA Fee Collection Account maintained at the concerned Institute and will submit original receipt of bank challan to the institutes.**

### **Funds Management**

7. Principal / HOI / DDO shall draw 100% TEVTA Fee and 25% of Pupil Funds from local TEVTA Fee Collection account and deposit the same in "**Central TEVTA Fee Collection Account No. CPA-4790-3**" within one week of collection of the fee.
8. Principal / HOI / DDO will draw PBTE / Trade Testing Board / University Dues and deposit the same to the said institutions (PBTE / Trade Testing Board / University) as per scheduled time period.
9. Similarly amount of Pupil funds / Securities fund / Hostel fund from local TEVTA Fee Collection account shall be transferred to respective bank accounts.

**Note:- No funds collected for Admission fee / Re-admission fee / Tuition Fee / Training Material will be deposited into Government Treasury Account.**

### **Books of Accounts**

10. Separate books of account of following bank accounts will be maintained by the accounting staff of the relevant institution:
  - TEVTA Fee Collection Account (Local and Central).
  - Pupil Funds account.
  - Securities Fund account
  - Hostel Fund account.
11. Head of respective Institution / Centre / College / School will submit the monthly report of fee collected in the said bank accounts by 5<sup>th</sup> of each month to respective Assistant Manager (Finance).

12. The concerned Assistant Manager (Finance) will be responsible to maintain computerized record in accounting software and will submit institution-wise consolidate monthly report of Central TEVTA Fee Collection account (100% TEVTA Fee and 25% Pupil Funds) to Assistant Manager (Accounts) TEVTA Secretariat by 10<sup>th</sup> of each month.

### **Accountability**

13. In case of failure of scheme, mismanagement, misconduct or serious charge, disciplinary action will be taken against the concerned staff.

### **Resolving**


14. In case, there is any problem during the implementation of the scheme, the matter should be referred to District Manager / Zonal Manager for GCTs, who will be responsible to get it resolved within short time.

(Muhammad Ahmad Saeed)  
**General Manager (Finance)**  
**TEVTA**

**No. Even & Dated**  
**August\_\_\_\_, 2018**

A Copy is forwarded for information to:

- (1) The Chief Operating Officer TEVTA, Lahore.
- (2) All General Managers, TEVTA Secretariat, Lahore.
- (3) The General Manager Service Centres TEVTA, Lahore with the request to circulate the same to lower formation for implementation.
- (4) All Deputy General Managers, TEVTA Secretariat, Lahore.
- (5) All Zonal Managers, TEVTA (Lahore, Rawalpindi and Multan).
- (6) All Managers, TEVTA Secretariat, Lahore.
- (7) The Director (AT) TEVTA Secretariat, Lahore.
- (8) The Manager (MIS) with the request to place the same on TEVTA website.
- (9) All District Managers TEVTA in the Punjab with the request to circulate the same to their lower formation.
- (10) The Manager Trade Testing Board, Lahore.
- (11) S.A to Chairperson TEVTA.

  
(Usman Ali Tariq)  
**Deputy General Manager (Accounts)**  
**TEVTA**