

**GOVERNMENT OF TAMIL NADU
DEPARTMENT OF TECHNICAL EDUCATION**

From

To

The Chairman
Board of Examinations
Directorate of Technical Education
CHENNAI – 600 025

The Principal of all Polytechnic Colleges

Letter No: DOTECC/APR2021/FS&LE/PHOTOS dated 05.10.2021

Sir/Madam,

Sub: Board Exam – April 2021 – Photo Images of Newly Admitted Candidates – Reg.

The Principals of all Polytechnic Colleges are requested to send the ZIP file containing photo images (in jpg format) as per the following specification of all newly admitted candidates **during the academic year 2020-2021** (i.e. First Semester and Lateral Entry). The file name should be register number.

The photos need not be placed into branch wise folders. For example, in an institution 40 candidates in Civil Engineering and 60 candidates in Mechanical Engineering and 78 candidates in EEE and 65 candidates in ECE, all the 243 photos may be placed in a single folder PH??A21 (?? is institution code) and that folder is to be compressed in ZIP format. The PH??A21.zip file should be sent to dotecc14@gmail.com on or before 11.10.2021 (Monday). Do not mark CC or BCC to any other mail ids. **Late Submission will not be entertained.**

Format	...	jpg
File Name	...	8 digit register number
Physical Size	...	1" width x 1.5" height
File Size	...	20 KB to 50 KB
Type of Image	...	Colour
Remarks	...	Photo must be recent Photos should be taken without spectacles. Focus should be majorly being on the face with 80% face coverage. Background should be plain.

Do not send the photos in any other format like BMP, TIF, WMF etc. Please check the register number and correctness of photos before submission. No correction will be entertained after submission of photos.

Name & DOB Correction for First Semester & Lateral Entry Newly Admitted Candidates (2020-2021) will be enabled in the DipExOnline portal shortly.

**Additional Director of Technical Education
(Examinations)**