



SHILLONG POLYTECHNIC

SHILLONG

Important Notice

Candidates who have already been admitted into any course of the Institute in previous sessions are not eligible to apply for fresh admission. However, they may apply to rejoin Term I as a repeater in the same branch in which they were previously admitted.

General Instructions

1. Candidates must carefully read the Institute's Prospectus and familiarize themselves with all rules and regulations regarding admission.
2. The entire application process for the 2026-27 session will be online only. Submission of physical (hard copy) application forms will not be accepted.
3. Seat allotment will be done purely on merit, based on marks obtained in Mathematics and Science in the qualifying examination. Any form of canvassing will lead to immediate disqualification.
4. Candidates are advised to visit the Institute's website regularly for all updates and notifications.
5. Physical documents will be required only after the publication of the provisional merit list. Only shortlisted candidates will be called for Interview/Scrutiny at Shillong Polytechnic on the date specified on the admission portal.
6. Shortlisted candidates must report for Interview/Scrutiny on the exact date allotted to them. Failure to appear on the assigned date will result in automatic forfeiture of the seat.



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7. Candidates are solely responsible for the accuracy of all information provided in the online application. Submission of false or incorrect information will result in immediate cancellation of candidature.
8. All uploaded scanned documents must be clear, legible, and display required details (Name, Age, Marks, Caste status, etc.). Any discrepancy or unclear document may lead to cancellation of the application.

Online Application Process

1. To apply, candidates must log in using their registered email address. New users must register first on the admission portal. Only the candidate (not parents or guardians) should register and fill the form. Please note down your Login ID and Password for future reference.
2. Candidates must fill in authentic data only. Some fields are non-editable once submitted. Keep all required documents ready (both hard and soft/scanned copies) before starting the application.
3. It is mandatory to fill all branch preference options in a single application form. No option should be left blank. Changes in branch preferences will not be entertained later.
4. Submission of more than one application by the same candidate is strictly prohibited and may lead to cancellation of all applications.
5. The contact number provided must be a working mobile number. An alternate working contact number must also be provided.
6. After filling the form, candidates must make the application fee payment through the SBI Collect portal and enter the DU number in the application form before clicking "FINAL SUBMIT".



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7. Candidates must carefully review all entries and uploaded documents for errors before clicking “FINAL SUBMIT”. Once submitted, the Institute will not be responsible for any mistakes.
8. After successful submission, note down the Application Number for future reference. Candidates are advised to take a printout of the completed application form.
9. **The printed application form along with all original documents and photocopies must be brought at the time of Interview/Scrutiny.**

Eligibility Criteria

1. **Educational Qualification:** A candidate must have passed the Secondary School Leaving Certificate (SSLC / Class 10) examination conducted by the Meghalaya Board of Secondary Education or any equivalent recognized Board/Council.
 - For SC/ST candidates of Meghalaya: Minimum 40% marks in Mathematics and 40% in Science.
 - For General/OBC candidates: Minimum 45% marks in Mathematics and 45% in Science.
2. **Age Limit (as on 1st July 2026):**
 - SC/ST candidates: Must not be older than 24 years.
 - General/OBC candidates: Must not be older than 21 years.

Relaxations:

- 5 years for Persons with Disabilities (PWD).
- 1 year for candidates who have passed HSSLC (Class 12).



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Documents Required (Original + Photocopy) at the time of Scrutiny/Enrolment

1. Documentary evidence of age (Birth Certificate or True Copy of Class 10 Admit Card)
2. Marksheet of the qualifying examination (Class 10)
3. Class 10 Admit Card
4. ST/SC/OBC Certificate issued by District Authority (DC/SDO Civil/ Sub-Division)
5. Permanent Resident Certificate (PRC) for Non-Tribals (issued by DC/SDO Civil/District Magistrate)
6. Up-to-date Character Certificate from the Head of the Institution last attended
7. Certificate from the Employer (if the candidate is employed)
8. NCC/NSS Certificate (if applicable)
9. Persons with Disabilities (PWD) Certificate (if applicable)
10. Up-to-date Character Certificate from a recognized authority:
 - * Applicants passing any immediate recent exam can submit the institute character certificate from School/College Head for class X/Class XII/Degree/Any other educational qualification.
 - * Others applicants (who have discontinued studies) can get recent up to date character certificate from Village Headman/ Gazetted Officer/MLA/Local Magistrate

Final Notes

- Admission results will be published on the Institute's website and the office notice board.
- Candidates are advised to keep checking the admission portal for updates regarding merit lists, interview dates, and other important notifications.