Notice for Mercy Chance Students

It is for the information of Old batch students that Mercy Chance is allowed in May/June 2025 Exam for old Batches and student has to fill PCA form online on HSBTE portal as per following instructions: -

- Student may login through their Roll No on the portal at the link<u>https://hsbtehry.in</u> under the tab "*Student Panel/PCA Form* "and submit their PCA on HSBTE portal. User manual for the process is attached herewith.
- The link will be activated w.e.f. <u>01.04.2025</u> and Last date to submit PCA form of <u>Mercy Chance</u> by the students of 3yr Diploma Courses (prior to 2019 batch) / 4yr Part Time Diploma Courses (prior to 2017 batch) online at link <u>https://hsbtehry.in</u> on the HSBTE portal with requisite fee of Rs.1000/- per subject is <u>08.05.2025</u>.
- Every candidate will have to submit his / her examination fee to Haryana State Board of Technical Education, Panchkula online before the last date intimated by the HSBTEi.e.08.05.2025.
- 4. Admit card will not be generated until and unless student pay the requisite fees.
- Student will not be able to edit PCA in any circumstances once the payment was made. Therefore, Student must ensure about subject ids to be filled prior submission of PCA fee.

Note:- For any query in this regard Students may contact either to concerned Institute.

OR

Email : at hsbtehelpdesk@gmail.com

Helpdesk No.: +(91)-7696438770, 9779733131 & 9779723131

Controller of Exam **HSBTE**, Panchkula

- 1. After logging in successfully, you will be redirected to the **Dashboard** page.
- 2. The Dashboard serves as the central hub for managing key activities.
- 3. On the left side, click on "Student Panel" to proceed.





- 4. In the "**Student Panel**" there are multiple options.
- 5. Click on "PCA Form" to proceed.

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- 6. After clicking on PCA Form, the form will open displaying your details.
- 7. Choose **Mercy** exam subjects as applicable.
- 8. In the **Fee Information** section, you will see the total fee for your selected subjects.

9. Click "Submit" to complete the Process.

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Note:-After making Payment student will not be able to make any changes in PCA Form and also without payment student will not be able to generate Admit Card.

10. After Submitting the PCA Form, a Confirmation page will appear displaying:

- Your **Personal Details** (Roll. No., Name, Course, semester, ect).
- The **Selected subjects** for the exam.
- The **Total Fee amount** to be paid.

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11. Verify all the details and click on Pay now button to proceed

- 12. After Clicking **Pay Now**, the payment gateway will open.
- 13. After selecting your preferred **Payment Method**, enter the required.
- 14. Click **Pay Now** to proceed with the transaction.
- 15. Once the payment is successful you will receive a confirmation message.

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