

No.....

Govt. Industrial Training Institute, Solan, Distt. Solan (Himachal Pradesh)

(An ISO: 9001-2008 certified Institution & A-Grade ITI)



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काशल बलम्

Details of Scheme & Application Form

For admission to

MES (Modular Employable Skill) Courses

**Under SDI (Skill Development Initiative) scheme of
DGE&T (Directorate General of Employment & Training),
Ministry of Labour & Employment, Govt. of India
under NCVT (National Council for Vocational Training)**

Price Including Registration Fee: (i) Rs. 100/- on counter
(ii) Rs. 130/- by Regd. Post

*Instructions.— 1. Candidates are advised to study carefully the scheme before applying for admission
2. Detail of scheme is subject to alteration and modifications without any notice if need be*

**DEPARTMENT OF TECHNICAL EDUCATION
VOCATIONAL & INDUSTRIAL TRAINING
HIMACHAL PRADFESH, SUNDERNAGAR**

IMPORTANT INFORMATIONS

1. The candidate can deposit their application for Admission to MES Courses in the prescribed form in the office of Principal, Govt. ITI Solan (H.P.)
2. The candidates should personally attend the counseling for admission along with all the original documents before the Admission Selection Committee.
3. The selected candidates are required to deposit the requisite training fee at the time of counseling, failing which his/her seat will be cancelled and shall be filled from the next candidates in the Merit List.
4. The training fee of all the successful candidates will be refunded to them by Govt. of India.
5. Candidates belonging to SC/ST category and women will be given relaxation of 25% in fee.
6. Candidates are advised to read carefully the details of this scheme before applying for admission.
7. The details of the scheme are subject to alteration and modification without any notice.
8. This is for information only and does not constitute a legal document.
9. The admission shall be made purely on the Merit basis on marks obtained in the qualifying examination and as per reservation policy for admission to ITIs in H.P.
10. The minimum age limit for persons to take part in the scheme is 14 years but there is no upper age limit.

ADMISSION COUNSELING SCHEDULE

Candidates should report along with their required original documents and requisite fee for the interview at the concerned Institute at their own expenses. No separate letter will be sent to them.

DETAILS OF THE SCHEME

1. Name of the Scheme

MES (Modular Employable Skill) courses under **SDI (Skill Development Initiative)** scheme of DGE&T (Directorate General of Employment & Training), Ministry of Labour & Employment, Govt. of India under N.C.V.T.

2. Need for launch of the Scheme

The skill level and educational attainment of the workforce determines the productivity as well as the ability to adapt to the changing industrial environment. A majority of Indian workforce does not possess marketable skills which is an impediment in getting decent employment and improving their economic condition. While India has large young population, only 5% of the Indian labour force in the age group of 20-24 years has obtained vocational skills through formal means whereas the percentage in industrialized countries varies between 60% and 96%. About 63% of the school students drop out at different stages before reaching Class-X. Only about 2.5 million vocational training seats are available in the country whereas about 12.8 million persons enter the labour market every year. Even out of these training places, very few are available for early school dropouts. This signifies that a large number of school drop outs do not have access to skill development for improving their employability. The educational entry requirements and long duration of courses of the formal training system are some of the impediments for a person of low educational attainment to acquire skills for his livelihood. Further, the largest share of new jobs in India is likely to come from the unorganized sector that employs up to 93 per cent of the national workforce, but most of the training programmes cater to the needs of the organized sector.

Accordingly, Ministry of Labour & Employment undertook development of a new strategic framework for skill development for early school leavers and existing workers, especially in the un-organised sector in close consultation with industry, micro enterprises in the un-organised sector, State Governments, experts and academia which was essential considering their educational, social and economic background. Priority will be given to covering those above the age of 14 years who have been or withdrawn as child labour to enable them to learn employable skills in order to get gainful employment. Cluster approach will be adopted with a view to further reducing the incidence of child labour, parents of child labour could also be enrolled on a preferential basis for providing skills so as to improve their employability.

3. Features of the Scheme

3.1 Objective

The objective of the scheme are:

- I. to provide vocational training to school leavers, existing workers, ITI graduates, etc. to improve their employability by optimally utilizing the infrastructure available in Govt., private institutions and the Industry. Existing skills of the persons can also be tested and certified under this scheme.
- II. to build capacity in the area of development of competency standards, course curricula, learning material and assessment standards in the country.

3.2 Key Features of the Scheme

Key features of the scheme are:

- I. Demand driven short term training courses based on Modular Employable Skills (MES) decided in consultation with Industry. MES is the 'minimum skills set' which is sufficient for gainful employment.
- II. Central government will facilitate and promote training while industry, private sector and State Governments will train the persons.
- III. Optimum utilisation of existing infrastructure to make training cost effective.
- IV. **Flexible delivery mechanism (part time, weekends, full time, onsite/ offsite) to suit needs of various target groups.**
- V. Different levels of programmes (Foundation level as well as skill upgradation) to meet demands of various target groups.
- VI. The services of existing or retired faculty or guest faculty to be utilized.
- VII. Courses would also be available for persons having completed 5th standard.
- VIII. Testing & certification of skills acquired informally.
- IX. Testing of skills of trainees by independent assessing bodies, which would not be involved in training delivery, to ensure that it is done impartially.
- X. **The essence of the scheme is in the certification that will be nationally and internationally recognized.**

3.3. Public Private Partnership (PPP)

Public Private Partnership (PPP) envisaged in the form of active participation of the industry / Private Sector in every stage of design and implementation of the scheme. Industry bodies are represented in the Central Apex Committee and State Committees which would have overall responsibility of implementation of the scheme. Other areas of partnership are:

- Forecasting of emerging areas of employment at micro level.
- Development of course curricula of various trades.

- Development of instructional material for training.
- Assist in the training of trainers, wherever required.
- Making available their training & testing facilities, wherever required.
- Provide on the job training in their establishments.
- Development of assessment standards.
- Monitoring and Quality assurance.
- Assistance in placement of graduates.
- Provide trade experts to work as assessors of competencies.
- Voluntary donation of equipment to the ITIs/other training institutions.
- Providing guest faculty in new trades.

3.4 Target Group

MES would benefit different target groups like :

- Workers seeking certification of their skills acquired informally
- workers and ITI graduates seeking skill upgradation
- early school drop-outs and unemployed
- Previously child labour and their families

SI No.	Target Group	Training		Testing & Certification of Competencies
		Skills acquisition	Skills up- gradation	
1	Workers			✓
			✓	✓
2	Less educated/ Out of school youth/ unemployed	✓		✓
3	ITI graduates		✓	✓

3.5 Age of participants

The minimum age limit for persons to take part in the scheme is 14 years but there is no upper age limit.

3.6 Curriculum Development Process

- Identification of Employable Skills set in a sector based on division of work in the labour market in consultation with Industry
- Development of training modules corresponding to skills set identified

- Organising Modules in to Course Matrix indicating vertical and horizontal mobility
- Development of detailed curriculum
- Vetting by a trade committee comprising representatives of Industry, training providers & trade experts
- Inviting comments from Employers/ Employees Organisations, State Govts. etc.
- Approval by the NCVT

3.7 Instructional Media Packages

In order to maintain quality of training uniformly all over the country, instructional media packages (IMPs) will be developed by the National Instructional Media Institute (NIMI), Chennai.

4. Training under the Scheme

4.1 Vocational Training Providers (VTPs)

The training under SDI scheme will be provided by various VTPs under Central Government, State Governments, Public and Private Sector and Industrial establishments. VTPs will provide counseling & vocational guidance, training facilities as per norms, impart good quality training, post training support to trainees in getting employment, maintain data base on trainees trained and the outcome of the training. They will track the trainees for three years or till they get gainfully employed. VTP will also be required to have close networking with the industry for immediate placement of the trainees. .

4.2 Quality Assurance for VTPs

Separation of training delivery and assessment functions are aimed at ensuring better quality. Performance of the VTPs would be closely monitored based on the outputs and outcomes of training provided by them.

4.3 Accreditation/ registration of VTPs

The two ITIs in Himachal Pradesh namely ITI Solan and ITI (W) Kasauli, Distt. Solan has been registered as VTP (Vocational Training Provider) by DGE&T (Directorate General of Employment & Training), Ministry of Labour & Employment , Govt. of India through RDAT(Regional Directorate of Apprenticeship Training), 3rd Floor, A-Wing, New C.G.O. Building, NH-IV, Faridabad-121001 (Haryana) vide letter No.RDT-2-9/2007/MES/SDI/R/HP/4975 dated 10.12.2007.

The registration numbers of these Govt. ITIs is given below:

Sr. No.	Name of ITI	District	VTP Registration Number	Sector	Modules
1.	Govt. ITI Solan	Solan	102090001	10	92
2.	Govt. ITI , Kasauli	Solan	102090003	03	24
3.	Govt. ITI Arki	Solan	102090006	03	54

5. Training Fee

Following training fee which includes cost of material, honorarium, etc. has been prescribed:

- i. Rs.500 per module for modules having duration upto 90 hrs.
- ii. Rs.1000 per module for modules having duration from 91 to 180 hrs.
- iii. Rs.1500 per module for modules having duration from 181 hrs to 270 hrs.
- iv. Rs.2000 per module for modules having duration more than 270 hrs.

Candidates belonging to SC/ST category and women will be given relaxation of 25% in fee. In order to motivate trainees to take the training programme seriously, training fees of all those trainees who successfully complete the training would be refunded to them. The fee structure has been prescribed initially for one year and if required, the Apex Committee may revise the training fee.

6. Testing and Certification

6.1 Assessing Bodies

DGE&T will appoint assessing bodies to assess the competencies of the trained persons. The assessing body will be an independent agency, which will not be involved in conducting the training programmes. This, in turn, will ensure quality of training and credibility of the scheme. Keeping in view the target of providing training/testing of one million persons through out the country and to avoid monopoly, more than one assessing bodies will be appointed for a sector or an area. These will also assist DGET to develop qualifications and standards for assessment through research and interaction with industry, trainers and academia.

6.7 Terms & Conditions for Assessing Bodies

Assessing bodies will abide by the following terms and conditions:

- i. Assessing Body shall conduct testing in respect of trades / skill areas under Modular Employable Skills (MES) entrusted to it by DGE&T.
- ii. Assessing Body shall draw a list of Testing Centres (TC) and the list will be sent to RDATs, DGE&T and State Directors for record.
- iii. Assessing Body shall form a panel of assessors of high repute and integrity MES sector wise and location wise.
- iv. Assessing Body shall enter into agreement with the MES TCs and assessors.
- v. Assessing Body shall be responsible for registration of candidates and collection of assessment fee. It may do so directly as well as through its authorised testing centres.
- vi. Assessing Body shall make arrangements for scheduling trade test, including date, time and list of candidates and the location of MESTC under intimation to RDAT/ DGE&T.
- vii. Assessing Body shall inform the candidates two months in advance of the date of trade test regarding the particulars of TC, schedule of examination, etc.
- viii. Assessing Body shall inform TC well in advance about the courses, candidates list, cost to be reimbursed, etc. towards trade testing.
- ix. Assessing Body shall be responsible for preparation of test question papers based on the assessment criteria / competency as approved by NCVT.
- x. Assessing Body shall prepare assessment guidelines / marking instructions for the guidance of the assessors.
- xi. Assessing Body shall reimburse to the TC agreed expenses towards trade testing.
- xii. Assessing Body shall consolidate the result of trade tests and enter all the results on to web based software and communicate to respective RDATs/ Vocational Training Providers.
- xiii. Assessing Body shall bear full expenses towards development of testing standards of the skills assigned to them.

- xiv. Assessing Body shall not enter into any agreement with other organizations for similar work without obtaining prior consent of DGE&T.
- xv. Assessing Body shall make available all its records pertaining to MES scheme to the authorised representatives of DGE&T at any time.
- xvi. Assessing Body shall maintain full and complete records pertaining to registration fee, testing centres / TCs etc.
- xvii. Assessing Body shall preserve all the records for at least ten years.
- xviii. Assessing Body shall not charge assessment fee more than that prescribed by the DGET. DGE&T reserves the right to review and revise the assessment fee as and when required.
- xix. Assessing Body shall open a separate bank account for MES scheme and all receipts in this regard shall be deposited in this account only.
- xx. Assessing Body shall be responsible for any claim or dispute arising out due to assessment done by it. DGE&T will not be a party to any such dispute.
- xxi. DGE&T reserves the right to cancel / alter / modify these terms & conditions at any point of time without giving any notice.
- xxii. DGE&T reserves the right to cancel the agreement in case the stipulated terms & conditions are not adhered to by Assessing Body and no claims / damages etc., whatsoever, will be made to Assessing Body on account of this cancellation.
- xxiii. In case of any dispute, decision of Ministry of Labour and Employment will be final and binding on assessing body.

8. Testing Centres (TCs)

Assessment of the persons will be done in designated Testing Centres four times a year by assessing bodies. Assessing bodies will select testing centres. The State /UT Governments will provide necessary support to the assessing bodies in selecting the Testing Centres. All VTPs and government ITIs affiliated to NCVT should function as TCs. The assessing bodies will provide details of selected TCs along with skill areas in which assessment can be done to the respective RDATs and State Directors. Testing Centres will enter have agreement with the assessing bodies for at least two years.

9. Assessment/Testing Fee

9.1 The assessment fee will be Rs.300-800 depending on the skill area. The assessment fee for an engineering course (requiring workshop, equipment, raw material in addition to class room training) will be Rs 800/- per trainee per course and assessment fee for a non-engineering course will be Rs 500/-. The details of such courses along with assessment fee are given in **Annexure-IV**. Apex Committee can review and revise the assessment fee, if required. The candidate will deposit the assessment fee directly to the assessing bodies or their authorized agencies. It is the responsibility of the assessing bodies to inform the candidates about the date and venue of assessment one month before the date of assessment.

9.2 Reimbursement of Assessment Fee

Initially Rs.300-800/person will be fixed as assessment fee depending upon the skill area to be assessed. The assessment fee will be reimbursed to all the successful persons who have received training from approved VTPs. In respect of persons who directly come for assessment of their skills, assessment fee will be reimbursed to persons belonging to disadvantaged groups (SC, ST, OBC, persons with disabilities), women and poorer sections of the society who pass the test. Assessing bodies while forwarding the list of successful candidates to RDAT will also furnish the information for reimbursement of assessing fee. RDAT will issue cheques to Assessing bodies for onward reimbursement to successful candidates. The Assessing bodies have to furnish a certificate within fifteen days from the date of receipt of cheque from RDAT that they have reimbursed the assessment fee to the successful candidates.

10. Testing and Certification

10.1 DGE&T (Directorate General Employment & Training), Ministry of Labour & Employment, Govt. of India will appoint assessing bodies to assess the competencies of the trained persons. The assessing body will be an independent agency, which will not be involved in conducting the training programmes.

The essence of the scheme is in the certification that will be nationally and internationally recognized. Successful persons will be awarded certificates issued by National Council for Vocational Training (NCVT).

10.2 The assessment fee will be Rs.300-800 depending on the skill area to be assessed. The assessment fee will be reimbursed to all the successful persons who have received training from approved VTPs (Vocational Training Providers)

The steps involved in testing and certification of competencies of candidates are mentioned below:

- i. Assessing Body (AB) will draw a list of testing centres (TC) and it will provide details of selected TC to the RDAT.
- ii. ABs will empanel assessors – sectorwise and areawise
- iii. AB or its authorised TCs will collect testing fee in the form of Indian Postal Order (IPO)/ Demand draft (DD) and register the candidates on Web based software/ manually (Annex II). IPO/DD should be drawn in favour of assessing body.
- iv. Assessing Body will process the registration data & dispatch call letter to candidates indicating details about TC, date, etc.
- v. Assessing Body will prepare test (question) papers based on the assessment criteria / competency based standards (Question Bank) approved by NCVT & dispatch to the assessors identified by it.
- vi. Assessing Body will also communicate to the TC the following:
 - a. Details of candidates to appear for test in various MES course (Name of trade/area).
 - b. Details of assessors selected with their contact details.
 - c. Requirement of infrastructure, raw materials, etc.
 - d. Cost to be reimbursed by Assessing Body.
- vii. TC will make necessary arrangements for test as per direction given by Assessing Body.
- viii. Assessing Body will prepare assessment guidelines & marking procedures for the guidance of assessors.
- ix. Tests will be conducted in TCs by the assessors appointed by the AB.
- x. Assessing Body will reimburse cost to TC & to assessors
- xi. Assessor will prepare result within 3 days and send it to the Assessing Body
- xii. Assessing Body will consolidate result and will enter the results into Web based software & communicate to the RDAT

- xiii. RDAT on behalf of DGET will approve results and send the NCVT certificates to the TC through registered post within 15 days. TC will issue certificate to the individual trainee within 7 days

10.3 Certificate

Successful persons will be awarded certificates issued by National Council for Vocational Training (NCVT). The Assessing Bodies will send the list of successful candidates along with marks statement to respective Regional Directorate of Apprenticeship Training (RDAT) under DGE&T for issue of certificates. RDAT will issue certificates to the Assessing Bodies for dispatching to successful candidates by giving the details of competencies possessed by the trainee.

10.4 If the testing is not done by NCVT, it will be done by IMC (Institute Managing Committee) of Govt. ITI Solan/Arki/Kasauli respectively and IMC will issue the certificate with joint signature of Chairman, IMC and Principal-cum-Member Secretary, IMC of Govt. ITI Solan/Arki/ Kasauli.

11. ADMISSION OF TRAINEES:-

11.1. The reservation for admission for various categories will be as under:

(i)	General Category	:	55%
(ii)	Scheduled Castes	:	22%
(iii)	Scheduled Tribe	:	5%
(iv)	Other Backward Classes (OBC)	:	18%

For all the above Main categories, there will be reservation for the sub categories as under:

(a)	Defense personals & wards of Ex-serviceman	:	15%
(b)	Ward of Freedom Fighters	:	02%
(c)	Physically Handicapped	:	03%
(d)	Antodaya/IRDP/Orphan	:	15%
(e)	Sportsperson	:	02%
(f)	Rural backward Area	:	04%

11.2. As per DGE&T, Govt. of India, letter No. DGE&T-19(14) 2002-CD, 25% seats are reserved for the women candidates in all the above reserved categories. If women candidate is not available, then the seat will be filled by the man candidate of that concerned category.

11.3. In case no eligible candidate is available in the sub category, then that seat will be filled by the eligible candidate from the concerned main category.

11.4. The merit lists for all the categories will be made separately.

- 11.5. The admission shall be made purely on merit on the basis of marks obtained in the qualifying examination. If the candidates are having same percentage of marks in the qualifying examination, then the candidate who is older in age will be given preference.
- 11.6. All the candidates from reserved categories should attach the attested photocopy of concerned certificates from competent authority along with application form at the time of applying only, failing which they will be considered as General Category candidate.
- 11.7. The candidates from ORPHAN category should attach the certificate from the concerned S.D.M. (Civil) or the Deputy Commissioner.
- 11.8. The OBC certificate for the candidates of Other Backward Classes should not be old more than 2 years.
- 11.9. As per DGE&T, Govt. of India, letter No. DGET-TC-5/2/90-EE-II dated 18/2/1999, 3% reservation will be given for physically handicapped candidates. As per Director, Social and Women Welfare Department, H.P. Letter No. 5/7/88/Wel.A.H. Dated 3.3.89 and thereafter all the amendments, the Medical Certificate from the Medical Board constituted at the District level will only be considered. The eligibility period for said Medical certificate for physically handicapped person will for 3 years. After the period of three years the candidate are required to take the fresh Medical certificate from the Medical Board. Certificate given by any other Medical Officer in this regard except given by above refereed Board will not be acceptable in any circumstances and his/her form will be rejected state way.
- 11.10. Candidates seeking admission against Sports Quota must submit their attested photocopy of their certificates which are signed, attested or countersigned by the following officers:
- (i) In case, the teams are sent by University, their certificates should be Signed/ countersigned by Director (Sports), H.P. University.
 - (ii) In case, the teams are sent by Education Department, their certificates should be signed /countersigned by Director/Dy. Director/Assistant Director (Physical Education), Himachal Pradesh.
 - (iii) In case, the teams are sent by different recognized Sports Associations, first these certificates will be attested by the Secretary of that Sports Association and then the same certificate will be countersigned by Director /Dy. Director (Sports Department)

- (iv) In case, teams are sent by the department of Youth services and Sports Department, the certificates will be attested /signed by the Director/Dy. Director (Sports).
- (v) In case, the percentages of marks of candidates are same, then the preference will be given for the candidate for INDIVIDUAL EVENTS over the TEAM EVENT.
- (vi) In case of State Level Tournaments of ITI's of Himachal Pradesh, the certificate should be signed by Director, Technical Education, Vocational & Industrial Training.
- (vii) The grades for the sportsperson will be done as under:

GRADE	Classification as per achievement
First Group (A Grade)	1. Participation in International Championship (Senior Gp.) 2. Participation in International Championship (Junior Gp.)
Second Gp. (B-Grade)	1. Participation in National Championship (Sr. Gp.) or combined university team or All India Inter University Championship 2. Participation in National Championship/Team (Jr. Gp.) or participation in National Team of Schools or National Championship of Schools)
Third Gp. (C-Grade)	1. Participation in State Team (Sr. Gp.) or participation in University team or University Championship. 2. Participation in State Team (Jr. Gp.) or State Championship of Schools or Participation in State Level Tournaments of Industrial Training Institutes.
Fourth Gp. (D-Grade)	1. Those Sportsperson who have participated in University Level Tournament in his/her college team, but that is not recognized as State/ University level Sportsperson. 2. Those sportsperson who have played for their school in any tournament, but not recognized as State Level Sportsperson.

- (viii) For classification/grade of sportsperson, the following facts will also be considered:
- (a) Sports Tournaments and number of Games & Events in which the candidate participated and got position.
- (b) Establishment of any Record.
- (c) Number of times represented for Country, State and University.

- (ix) The position obtained in the Cultural Programme in the Tournament will not be considered.
- (x) The Merit List for the candidates applying under Point VI-1 (e) of Sports categories will be prepared separately. In this category, the additional %age of marks will be added to the %age of marks obtained in the qualifying examination as under:

(a)	Grade-A-1	(Winner) =10	A-2 (Winner) =08
(b)	Grade-A-1	(other than Winner) =10	A-2 (other than Winner) =08
(c)	Grade-B-1	(Winner) =08	B-2 (Winner) =06
(d)	Grade-B-1	(other than Winner) =06	B-2 (other than Winner) =05
(e)	Grade-C-1	(Winner) =06	C-2 (Winner) =04
(f)	Grade-C-1	(other than Winner) =04	C-2 (other than Winner) =03
(g)	Grade-D-1	(Winner) =04	D-2 (Winner) =02
(h)	Grade-D-1	(other than Winner) =02	D-2 (other than Winner)

=01

The classification of grade A,B,C & D is done in detail as per para (vii) above.

11.11. The preference for the candidates from other backward area will be as under:

- (i) The candidates who have passed at least one examination of Primary/Middle or Matric from the School situated in the Backward area.
- (ii) If such candidate is not available, then the candidate who has passed at least one such examination from the school situated in the nearby area of the Backward Area will be given preference.
- (iii) If no such candidate is available, then the preference will be given to the candidate belonging to the backward area.
- (iv) If no candidate of that sub category is available then the preference will be given to the candidates of main category of that sub category.

11.12. The preference for the candidates belonging to the category of Defense Personals will be given as under:

- (i) The ward or dependants of dead or physically handicapped Ex- Serviceman in which the wards of those Ex-servicemen are also included who were dead or became physically handicapped during the peace time.

- (ii) The Ward or dependants of Ex-Servicemen
- (iii) The wards/dependants of serving arm forces personals.
- (iv) The wards/dependants of serving arm forces officers.
- (v) Ex-servicemen.

11.13 The admission shall be made on the basis of 200 point ROSTER for the admission to the Industrial Training Institutes of Himachal Pradesh. If the eligible candidate is not available as per the Roster Point, then the next eligible candidate as per the next Roster Point will be admitted. The Roster will be carried over every year.

11.14 The candidates belonging to physically handicapped category should attach the attested photocopy of the Certificate of Medical Standard obtained from the Medical Board and fulfill the conditions of the guidelines received from the Department of Social & Women Welfare, Govt. of India and Govt. of Himachal Pradesh letter No. 5-7/88 Wel. and the amendments thereafter.

11.15 The Equivalence of Education of Ex-Serviceman will be as under:

- (i) Army Special Certificate of Education Pass : Equivalent to Matric pass
- (ii) Army Class-1 Certificate Pass : Equivalent to Middle Pass
- (iii) Army Class-2 Certificate Pass : Equivalent to 6th Pass
- (iv) Army Class-3 Certificate Pass : Equivalent to 4th Pass

11.16 The selected candidates has to deposit the required fee at the spot itself, failing which his/her admission will be cancelled and will be filled by the next eligible candidates from the Merit List and as per the Roster point.

11.17 Fee once deposited will not be refunded in any case.

12. PROCEDURE FOR APPLYING:-

The application for admission in the prescribed form alongwith the required certificates/attested copies as detailed below should reach in the office of

- (i) Principal, Industrial Training Institute, Solan, Distt. Solan, Himachal Pradesh, Pin: 173212.

The application form for admission is at **ANNEXURE-V**

Required Certificates:-

Certificate of the qualifying examination from Board/University.

- (i) Date of birth certificate from Board/ Principal of School.
- (ii) Certificate of reserved category or sub. Category issued by competent authority.

- (iii) The certificate of Other Backward Classes (OBC) should not be old more than two years.
- (iv) Character certificate from the Principal of the Institution/School attended last or from any Gazetted Officer which should not be old more than 6 months.

12.1 The candidates are required to give correct information in their application form. If any information found wrong later on or tempering in any certificate or producing false certificate, their admission will be cancelled immediately and legal action will be taken against them.

12.2 If any trainee during training period found involved in any Police Case, then the Principal of the Institution will have full right to cancel their admission immediately and candidate will not be given re-admission under any circumstance.

12.3 Candidates applying for admission are required to appear before Admission Selection Committee on the date of counseling along with all the original certificates and requisite fee for the course. If the candidate is selected, he has to deposit the fee at spot itself, failing which the offer for admission will be considered as cancelled and the seat will be filled by the next candidate in the merit List.

12.4 If the admission process is not over in the scheduled date, then the candidates are required to overstay in that place.

12.5 If the candidate is not present on the scheduled date of counseling along with certificates/documents, he/she will have no right for admission.

12.6 The admission process for the session will be completed within 20 days after the scheduled date of starting of classes.

The selected candidates are required to report for regular classes on the scheduled date of starting classes. If any candidate does not report for classes within 5 working days after the scheduled date of starting of classes, then it will be deemed that the candidate is not interested for taking admission and his/her admission will stand cancelled and such vacant seat will be filled up by the next candidate in the Merit List.

13. GENERAL RULES & REGULATIONS:-

13.1 In order that each trainee may enjoy the full benefits of the facilities placed at his disposal he has to abide by the general conduct regulations of the Institution. These are solely framed to safeguard the trainees welfare and of the fellow trainees and are liable to change without notice from time to time. The students are advised to keep themselves the day-to-day instructions. A plea of ignorance of any rule cannot be accepted as an excuse for breaking it.

13.2 The trainees are expected to behave with proper decorum and to pay due respect to all the faculty and staff members of the institution. Every staff member has the authority to forbid disorderly behavior within the institution.

13.3 Loud talking, loitering or congregating in the corridor, being a source of disturbance for the others and announce to other is not permitted.

13.4 Smoking, taking alcohol and gambling is not allowed in the campus of the institution. If any trainee found breaking this rule shall be punished heavily and continuous breaking of this rule will lead to cancellation of his/her admission and removal from the rolls of the institution.

13.5 No trainee has any authority over the employees of the institution.

13.6 Tools and machinery must be left in good order after use. If damaged, the fact must be immediately reported for necessary action. If it is damaged due to the negligence of the trainees, then they have to pay their cost or replace them with a new one and they have to pay the fine also imposed by the Principal.

13.7 No responsibility can be accepted for any loss or damage to the trainee's property.

13.8 The studies at the institution require attention and diligence on the part of the trainees. 13.9 A trainee neglecting his/her studies and showing unsatisfactory progress will be given two warnings after which if he/she fails to improve, he/she will be liable for expulsion from the institution.

13.10 The trainees shall observe all the safety precautions. The institution is not responsible for accidents of whatever natures in the institution, hostel, workshops and playground.

13.11 Conduct inconsistent with general good order or persistent neglect of work or failure to respond promptly to official notices may be punished with levy of fines upto Rs. 100/- at one time and even expulsion from the institute in the interest of general discipline by the Principal of the Institution.

13.12 The trainees must inform their change of address, otherwise the institution will not be responsible in any event arising thereof.

13.13 The decision of the Principal regarding any matter related to the institution and rules and regulation will be final and it will be acceptable by all the trainees.

13.14 The trainees are not allowed to take part in the ragging, politics or go to the press. If any trainee found violating the rules, he/she will be expelled from the institution.

**Principal,
Govt. Industrial Training Institute,
Solán, District Solán (HP)**

ANNEXURE-I**Details of MES Courses available in Govt. ITI Solan**

Sr. No	MES Course Code	Name of Courses	Education Qualification	Duration in hrs	Testing Fee Rs.
I. Sector : Automobile					
1	AUR101	1. Basic Automotive Servicing (4 Wheelers)	5 th	180	800
2	AUR102	2. Basic Automotive Servicing (2-3 wheelers)	5 th	180	800
3	AUR203	3. Repair & Overhauling of 2 wheelers(moped)	5 th +AUR102	210	800
4	AUR204	4. Repair & overhauling of 2 wheelers (scooter)	5 th +AUR102	240	800
5	AUR205	5. Repair & overhauling of 2 wheelers (motor cycle)	5 th +AUR102	270	800
6	AUR206	6. Repair & overhauling of 3 wheelers	5 th +AUR102	270	800
7	AUR207	7. Repair & overhauling of engine systems (petrol/diesel)	5 th +AUR101	320	800
8	AUR208	8. Repair & overhauling of Chassis system (Light Vehicle)	5 th +AUR101	320	800
9	AUR209	9. Repair & overhauling of Chassis system (Heavy Vehicle)	5 th +AUR101	320	800
10	AUR210	10. Repairing of Auto Air Conditioning System	5 th +AUR101	240	800
11	AUR211	11. Wheel Alignment & Balancing	5 th +AUR101	120	800
12	AUR212	12. Minor Repair of Auto Body	5 th +AUR101	210	800
13	AUR213	13. Auto Body Painting	5 th +AUR101	180	800
14	AUR214	14. Diesel Fuel injection Technician	5 th +AUR101	180	800
15	AUR215	15. Repair & overhauling of Auto electrical & Electronic system	8 th +AUR101	320	800
II. Sector: Beauty Culture & Hair Dressing					
16	BEA101	1. Basics of Beauty and Hair Dressing	8 th	150	800
17	BEA202	2. Massage Therapist	8 th +BEA101	60	800
18	BEA203	3. Make up Artist	8 th +BEA101	90	800
19	BEA204	4. Facial Therapist	8 th +BEA101	120	800
20	BEA205	5. Hair stylist	8 th +BEA101	120	800
21	BEA206	6. Hair Colourist	8 th +BEA101	60	800
22	BEA207	7. Hair cutting Specialist	8 th +BEA101	120	800
23	BEA308	8. Beauty Therapist	10 th +BEA202 +203+204	120	800
24	BEA309	9. Hair Therapist	10 th +BEA205 +206+207	120	800
III. Sector: Electrical					
25	ELE101	1. Basic Electrical Training	8 th	120	800
26	ELE202	2. Repair of Home Appliance	8 th ELE101	120	800

27	ELE203	3. House Wiring	8 th ELE101	120	800
28	ELE204	4. Electronic Choke & CFL Assembling	8 th ELE101	120	800
29	ELE205	5. Transformer Winding	8 th ELE101	120	800
30	ELE206	6. Armature Winding	8 th ELE101	120	800
31	ELE207	7. Rewinding of AC/DC Motors	8 th ELE101	120	800
32	ELE208	8. Repair of Electrical Power Tools	8 th ELE101	120	800
33	ELE209	9. Maintenance of Batteries	8 th ELE101	60	800
IV. Sector : Electronics					
34	ELC101	1. Basic Electronics (Repair & Maintenance of Power supply, inverters and UPS)	8 th	120	800
35	ELC202	2. Installation & Maintenance of DTH System	8 th +ELC101	60	800
36	ELC203	3. Digital Videography Editing and Mixing	8 th +ELC101	150	800
37	ELC204	4. Repair & Maintenance of washing machine and microwave oven	8 th +ELC101	60	800
38	ELC205	5. Repair & Maintenance of TV Receiver	8 th +ELC101	180	800
39	ELC206	6. Maintenance & Repair of Electronic Test Equipment	8 th +ELC101	240	800
40	ELC207	7. Repair & Maintenance of Cellular Phone	8 th +ELC101	210	800
41	ELC208	8. Repair & Maintenance of Intercom System	8 th +ELC101	150	800
42	ELC209	9. Installation & Maintenance of Electronic Equipments in Cell Phone towers	8 th +ELC101	240	800
43	ELC210	10. Repair & Maintenance PA & Audio Systems	8 th +ELC101	120	800
44	ELC211	11. Repair & Maintenance Photocopier and Fax Machine	8 th +ELC101	120	800
V Sector : Fabrication					
45	FAB 101	1. Basic Welding (Gas)	8 th	120	800
46	FAB 102	2. Basic Welding (Arc)	8 th	120	800
47	FAB 103	3. Gas Cutting	8 th	120	800
48	FAB 204	4. TIG Welding	8 th +FAB101	90	800
49	FAB 205	5. MAG/ CO2 Welding	8 th +FAB102+103	90	800
50	FAB 206	6. Fabrication Welding	8 th +FAB102+103	180	800
51	FAB 207	7. Pipe welding (TIG & ARC)	8 th +FAB102+103	150	800
VI Sector Garment Making					
52	GAR 101	1. Hand Embroider	5 th	210	800
53	GAR 102	2. Machine Embroidery Operator	5 th	210	800
54	GAR 103	3. Garment packer	5 th	120	800
55	GAR 104	4. Garment Ironer	5 th	120	800
56	GAR 105	5. Tailor (Basic Sewing Operator)	5 th	270	800
57	GAR 106	6. Maintenance of Machines in Garment Sectors	8 th	300	800

58	GAR 207	7. Computerized Embroidery Machine Operator	10 th	210	800
59	GAR 208	8. Garment Cutter	8 th +GAR105	270	800
60	GAR 209	9. Garment Checkers	8 th +GAR105	210	800
61	GAR 210	10. Skilled Sewing Operators	8 th +GAR105	210	800
62	GAR 211	11. Special Sewing Machine Operator	10 th +GAR105	270	800
63	GAR 212	12. Tailor Children	8 th +GAR105	210	800
64	GAR 213	13. Tailor Ladies	8 th +GAR105	420	800
65	GAR 214	14. Tailor Gent's	8 th +GAR105	210	800
66	GAR 215	15. Tailor Suits	10 th +GAR105 +213/214	300	800
VII Sector Garment Making					
67	ICT 101	1. Computer Fundamentals, MS-Office & Internet	8 th	120	800
68	ICT 102	2. Tally	10 th	180	800
69	ICT 203	3. Desk Top Publishing	8 th +ICT101	180	800
70	ICT 104	4. Telecom Sales	10 th	180	800
71	ICT 205	5. Computer Hardware	10 th +ICT101	180	800
72	ICT 206	6. Computer Networking	10 th +ICT101	180	800
73	ICT 207	7. Domestic BPO	10 th +ICT101	180	800
74	ICT 208	8. Internet Kiosk Operators	10 th +ICT101	60	800
75	ICT 209	9. Web Designing	10 th +ICT101+203	180	800
VIII Production & Manufacturing					
76	MAN101	1. Turning	8 th	210	800
77	MAN202	2. Advance Turning	8 th +MAN101	240	800
78	MAN103	3. Milling	8 th	210	800
79	MAN204	4. Advance Milling	8 th +MAN103	240	800
80	MAN105	5. Surface Grinding	8 th	210	800
81	MAN206	6. Cylindrical Grinding	8 th +MAN105	210	800
82	MAN307	7. CNC Turning	10 th +MAN202	240	800
83	MAN308	8. CNC Milling	10 th +MAN204	240	800
IX Toy Making (Soft Toys)					
84	TOY101	1. Pattern & Mould Maker (Soft Toy)	5 th	240	800
85	TOY102	2. Cutter & Fixer of Toys Parts (Soft Toy)	5 th	180	800
86	TOY103	3. General Sewing m/c Operator (Soft Toy)	5 th	360	800
87	TOY104	4. Willower & Stuffer (Soft Toy)	5 th	150	800
88	TOY105	5. Finisher & Painter (Soft Toy)	5 th	180	800
89	TOY106	6. Packer (Soft Toy)	5 th	90	800
90	TOY107	7. Special Sewing m/c Operator (Soft Toy)	5 th	300	800
X. RETAIL SECTOR					
91	RET101	1. Sales Person (Retail)	10 th	180	500
92	RET202	2. Senior Sales Person (Retail)	10 th RET101	120	500

ANNEXURE-II**ADDITIONAL MES COURSES PROPOSED IN GOVT. ITI SOLAN**

Sr. No.	MES Course Code	Sector/Course	Minimum Qualification & MES Course	Duration of Training	Testing Fee (Rs.)
1	I. Automotive Repair				
	AUR118	1. Driver Cum Peon	8 th	180	800
	II. Electrical				
2	ELE110	1. Power Termination Line Tower Erection	Ability to read & write, no handicap, physically fit to climb towers, no colour blind.	470	500
3	ELE111	2. Power Transmission Line Stringing	Ability to read & write, no handicap, physically fit to climb towers, no colour blind	470	500
	III. CONSTRUCTION (AGE – 18 YRS.)				
4	CON205	1. Building Carpenter	5 th + CON101	300	800
5	CON108	2. Assistant Mason	5 th	300	800
6	CON209	3. Mason	5 th + CON101	300	800
7	CON111	4. Assistant Plumber	5 th	300	800
8	CON212	5. Plumber	5 th + CON111	300	800
9	CON113	6. Assistant Work Supervisor	8 th	300	800
10	CON114	7. Assistant Storekeeper	12 th	200	800
11	CON115	8. Junior Land Surveyor	10 th	400	800
12	CON216	9. Works Supervisor	10 th + CON113	300	800
13	CON217	10. Storekeeper	Graduate Degree in any discipline + CON114	300	800
14	CON218	11. Senior Land Surveyor	10 th + CON101	200	800
15	CON120	12. Assistant Highway Works Supervisor	Inter Pass, ITI, GWS, III Yr. Diploma appeared	300	800
16	CON221	13. Highway Works Supervisor	Inter Pass, ITI, GWS, III Yr. Diploma appeared + CON120	300	800
17	CON222	14. 3D Designer Using ProE	10 th + ICT101	200	800
18	CON323	15. 3D ADVANCE Designer Using ProE	10 th + CON222	200	800
19	CON124	16. Construction Electrician-I	8 th	300	800
20	CON225	17. Construction Electrician-II	8 th CON+124	150	800
21	CON326	18. Construction Electrician- III	8 th + CON225	300	800
22	CON229	19. Electrical Wireman	8 th + ELE+101	200	800
23	CON230	20. Control Panel Assembler	8 th + ELE101 +FAB109	200	800
24	CON231	21. Electrical Fitter	8 th + ELE101	200	800
25	CON234	22. Communication System Mechanic	8 th + ELE101 + ELC101	200	800

26	CON437	23. Construction Electrician-IV	8 th + CON326	200	
IV. WOOD WORK (AGE- 14 YRS.)					
27	WOO101	1. Basic Wood Work	5 th	270	800
28	Woo202	2. Wooden Furniture	5 th + Woo101	270	800
V. FABRICATION (AGE-14 YRS.)					
29	FAB108	1. Basic Fitting Work	8 th	180	800
30	FAB109	2. Basic Sheet Metal Work	8 th	180	800
31	FAB210	3. Structural Fabrication	8 th +FAB103	150	800
VI. INFORMATION AND COMMUNICATION TECHNOLOGY, MINIMUM AGE -14 YRS.					
32	ICT110	1. 2DPre-Production Animator	10 th	240	800
33	ICT111	2. 3D-Animation Production	10 th	300	800
34	ICT112	3. Fundamentals of JAVA TM Programming Language SL110	12 th	300	800
35	ICT113	4. BPO Non Voice Business Training	12 th	180	800
36	ICT114	5. BPO Voice Business Training	12 th	180	800
37	ICT115	6. 3D-Visualisation in Architecture	10 th	240	800
38	ICT116	7. Architectural & Civil 2D-Drafting with AutoCad	10 th	300	800
39	ICT217	8. Classical Animation	10 th +ICT110	300	800
40	ICT218	9. Advanced 3D Animation Production	10 th +ICT111	300	800
41	ICT219	10. Print Publishing	10 th +ICT101	300	800
42	ICT220	11. Web Publishing	10 th +ICT101	270	800
43	ICT221	12. UNIX ® Essentials Featuring the SOLARIS TM 10 Operating System	10 th +ICT101	300	800
44	ICT222	13. E-Commerce Start an online business	12 th +ICT101	60	800
45	ICT223	14. LINUX Operating System	10 th +ICT101	90	800
46	ICT224	15. Mechanical Drafting & Modeling with Autodesk Inventor (Includes AUTOCAD)	10 th +Any MES Module of Production & Manufacturing Sector	300	800
47	ICT225	16. Architectural Drafting & 3D design with Autodesk Rivet	10 th +ICT114	200	800
48	ICT326	17. Advanced Web Publishing	10 th +ICT220	300	800
49	ICT327	18. System Administration for the SOLARIS TM 10 Operating	10 th +ICT221	120	800
50	ICT328	19. Advanced Architectural Drafting & 3D Design with Auto Desk Rivet	10 th +ICT225	200	800
51	ICT129	20. Behavioral Basics	10 th	90	500
52	ICT230	21. Advanced Behavioral Basics	10 th +ICT129	150	500
53	ICT231	22. JAVATM Programming Language –SL275 (Advance)	10 th +ICT112	120	800
54	ICT 232	23. ICT 232Software Testing	10 th +ICT101/ICT11 2/ICT129	100	800
55	ICT233	24. Interactive Media Design	10 th +ICT101/ICT12 9	240	800
56	ICT234	25. Character Animation	SSC Passed+ICt129	300	800

57	ICT235	26. Clean-Up for 2D Animation	SSC Passed+ICT129	360	800
58	ICT236	27. In Betweening for 2D Animation	SCCPassed + ICT129	300	800
59	ICT237	28. Ink and Paint for 2D Animation	SSC Passed+ ICT129	240	800
VII. PRODUCTION & MANUFACTURING (Minimum Age – 14 Yrs.)					
60	MAN112	1. Basic Mechanical Drafting	SSC& 16yr of Age	180	500
61	MAN213	2. Advanced Mechanical Drafting	SSC & 16 Yr. of Age + MAN112	160	500
VIII. RETAIL (Minimum Age 14 Yrs.)					
62	RET103	1. Retail Operations	10 th	180	500
63	RET104	2. Sales Person (Door to Door)	10 th	180	500
IX. MEDIA (AGE- 14 YRS.)					
64	MDA101	1. Digital Camera Photography	8 th	90	500
65	MDA102	2. Videography	8 th	90	500
66	MDA103	3. Mass Communication	10 th	180	500
X. TRAVEL & TOURISM (AGE - 18 YRS.)					
67	TRV101	1. Tour Salesman	10 th	180	500
68	TRV102	2. Tour Office Assistant	10 th	150	800
69	TRV103	3. Accommodation Assistant	10 th	150	800
70	TRV104	4. Ticket Reservation Assistant	10 th	150	800
71	TRV105	5. Tour Guide for Domestic Tourist	10 th	180	800
72	TRV106	6. Driver cum Tour Guide	10 th + Driving License from RTO for Commercial Tourist Vehicles	180	800
73	TRV207	7. Tour Programme Coordinator	10+2 + TRV 101-106 (any one)	120	800
74	TRV208	8. Tour Guide for International Tourist	10+2 + TRV 101-106 (any one)	300	800
75	TRV209	9. Tour Agent/ Travel & Tour Operator	10+2 + TRV 101-106 (any one)	120	800
XI SOFT SKILLS (14 YRS.)					
76	SS101	1. Soft Skills for Base Line Staff in Service Sector	5 th	100	800
77	SS102	2. Spoken English and Communication Skills	7 th	180	500
78	SS203	3. Soft Skills for Front Line Assistant	8 th +SS101 (Rebate of 100 Hours)	180	800
79	SS304	4. Soft Skills for Supervisors	10+2 to Graduate+ SS202 (Rebate of 150 Hours)	180	800
XII COURIER & LOGISTICS (14 YRS.)					
80	COL101	1. Loader	5 th	50	500
81	COL102	2. Courier	8 th	120	500
82	COL103	3. Driver cum Courier	8 th	180	800
83	COL104	4. Office Assistant	8 th	240	800
84	COL205	5. Operation Supervisor/Executive	10+2 + COL104	240	800
85	COL306	6. Marketing/Channel/Sales Executive	Graduate+COL205/ COL104	240	800
XIII. INSURANCE (AGE 14 YRS.)					
86	INS101	1. Insurance Sales Advisor	10 th	150	800

87	INS202	2. Senior Sales Person \ (Non Life Insurance)	10 th +INS101	250	800
88	INS203	3. Senior Sales Person (Life Insurance)	10 th +INS101	250	800
XIV. MATERIAL MANAGEMENT (AGE – 18YRS.)					
89	MAM101	1. Store Attendant	8 th	180	800
90	MAM102	2. Material Handling	8 th	160	800
91	MAM103	3. Finish Goods Keeper	10 th	160	800
92	MAM104	4. Assistant Storekeeper	12 th	300	800
93	MAM205	5. Storekeeper	12 th +MAM101	300	800
XV. INDUSTRIAL ELECTRICAL (AGE – 15 YRS.)					
94	IEL101	1. Basic Electricity and Industrial Wiring	8 th	240	800
95	IEL102	2. Motors, Transformers and Earthing	8 th	240	800
96	IEL103	3. Cables and Industrial Equipments(Inverters, Lead Acid Battery & Operation of DG Set)	8 th	240	800
XVI. BUSINESS & COMMERCE (Minimum Age 18 Yrs.)					
97	BSC101	1. Small Office/Home Office Co-ordinaor	Graduation or Equivalent	480	800
98	BSC102	2. Junior Marketing Associate	Graduation or Equivalent	480	800
99	BSC103	3. Junior Human Resource Associate	Graduation or Equivalent	480	800
100	BSC 104	4. Junior Finance Associate	Graduation or Equivalent	480	800
101	BSC205	5. Small Office/Home Office Entrepreneur	Graduation or Equivalent+BSC101	480	800
102	BSC206	6. Marketing Associate	Graduation or Equivalent + BSC102	480	800
103	BSC207	7. Human Resource Associate	Graduation or Equivalent + BSC103	480	800
104	BSC208	8. Finance Associate	Graduation or Equivalent+ BSC104	480	800
XVII. RENEWABLE ENERGY (MIN. AGE 14 YRS.)					
105	RNE101	1. Basics of Solar Electricity	8 th & 18 Yrs. Of Age	180	500
106	RNE102	2. Solar Hot Water Tank Technician	8 th & 16 Yrs. Of Age	150	500
107	RNE207	3. Solar Lighting System	8 th +RNE101 & 18 Yrs. Of age	120	800
XVIII. BANKING & ACCOUNTING (MIN. AGE 14 YRS.)					
108	BAN 101	1. Accounting	12 th	450	500

ANNEXURE-III**Details of MES Courses available in Govt. ITI , Kasauli, Distt. Solan**

Sr. No	MES Course Code	Name of Courses	Education Qualification	Duration in hrs	Testing Fee Rs.
I. Sector : Garment Making					
1	GAR 101	1. Hand Embroider	5 th	210	800
2	GAR 102	2. Machine Embroidery Operator	5 th	210	800
3	GAR 103	3. Garment packer	5 th	120	800
4	GAR 104	4. Garment Ironer	5 th	120	800
5	GAR 105	5. Tailor (Basic Sewing Operator)	5 th	270	800
6	GAR 106	6. Maintenance of Machines in Garment Sectors	8 th	300	800
7	GAR 207	7. Computerized Embroidery Machine Operator	10 th	210	800
8	GAR 208	8. Garment Cutter	8 th +GAR105	270	800
9	GAR 209	9. Garment Checkers	8 th +GAR105	210	800
10	GAR 210 GAR 211	10. Skilled Sewing Operators	8 th +GAR105	210	800
11		11. Special Sewing Machine Operator	10 th +GAR105	270	800
12	GAR 212	12. Tailor Children	8 th +GAR105	210	800
13	GAR 213	13. Tailor Ladies	8 th +GAR105	420	800
14	GAR 214	14. Tailor Gent's	8 th +GAR105	210	800
15	GAR 215	15. Tailor Suits	10 th +GAR105 +213/214	300	800
II. Sector : Toy Making (Soft Toys)					
16	TOY101	1. Pattern & Mould Maker (Soft Toy)	5 th	240	800
17	TOY102	2. Cutter & Fixer of Toys Parts (Soft Toy)	5 th	180	800
18	TOY103	3. General Sewing m/c Operator (Soft Toy)	5 th	360	800
19	TOY104	4. Willower & Stuffer (Soft Toy)	5 th	150	800
20	TOY105	5. Finisher & Painter (Soft Toy)	5 th	180	800
21	TOY106	6. Packer (Soft Toy)	5 th	90	800
22	TOY107	7. Special Sewing m/c Operator (Soft Toy)	5 th	300	800
III. Sector : Retail					
23	RET101	1. Sales Person (Retail)	10 th	180	500
24	RET202	2. Senior Sales Person (Retail)	10 th +RET101	120	500

ANNEXURE-IV**ADDITIONAL MES COURSES PROPOSED IN GOVT. I.T.I. KASALI**

Sr. No	MES Course Code	Name of Courses	Education Qualification	Duration in hrs	Testing Fee Rs.
I Sector: Electrical					
1	ELE101	1. Basic Electrical Training	8 th	120	800
2	ELE202	2. Repair of Home Appliance	8 th ELE101	120	800
3	ELE203	3. House Wiring	8 th ELE101	120	800
4	ELE204	4. Electronic Choke & CFL Assembling	8 th ELE101	120	800
5	ELE205	5. Transformer Winding	8 th ELE101	120	800
6	ELE206	6. Armature Winding	8 th ELE101	120	800
7	ELE207	7. Rewinding of AC/DC Motors	8 th ELE101	120	800
8	ELE208	8. Repair of Electrical Power Tools	8 th ELE101	120	800
9	ELE209	9. Maintenance of Batteries	8 th ELE101	60	800
10	ELE110	10. Power Termination Line Tower Erection	Ability to read & write, no handicap, physically fit to climb towers, no colour blind.	470	500
11	ELE111	11. Power Transmission Line Stringing	Ability to read & write, no handicap, physically fit to climb towers, no colour blind	470	500
II Sector : Electronics					
12	ELC101	1. Basic Electronics (Repair & Maintenance of Power supply, inverters and UPS)	8 th	120	800
13	ELC202	2. Installation & Maintenance of DTH System	8 th +ELC101	60	800
14	ELC203	3. Digital Videography Editing and Mixing	8 th +ELC101	150	800
15	ELC204	4. Repair & Maintenance of washing machine and microwave oven	8 th +ELC101	60	800
16	ELC205	5. Repair & Maintenance of TV Receiver	8 th +ELC101	180	800
17	ELC206	6. Maintenance & Repair of Electronic Test Equipment	8 th +ELC101	240	800
18	ELC207	7. Repair & Maintenance of Cellular Phone	8 th +ELC101	210	800
19	ELC208	8. Repair & Maintenance of Intercom System	8 th +ELC101	150	800

20	ELC209	9. Installation & Maintenance of Electronic Equipments in Cell Phone towers	8 th +ELC101	240	800
21	ELC210	10. Repair & Maintenance PA & Audio Systems	8 th +ELC101	120	800
22	ELC211	11. Repair & Maintenance Photocopier and Fax Machine	8 th +ELC101	120	800
III. INFORMATION AND COMMUNICATION TECHNOLOGY, MINIMUM AGE -14 YRS.					
23	ICT 101	1. Computer Fundamentals, MS-Office & Internet	8 th	120	800
24	ICT 102	2. Tally	10 th	180	800
25	ICT 203	3. Desk Top Publishing	8 th +ICT101	180	800
26	ICT 104	4. Telecom Sales	10 th	180	800
27	ICT 205	5. Computer Hardware	10 th +ICT101	180	800
28	ICT 206	6. Computer Networking	10 th +ICT101	180	800
29	ICT 207	7. Domestic BPO	10 th +ICT101	180	800
30	ICT 208	8. Internet Kiosk Operators	10 th +ICT101	60	800
31	ICT 209	9. Web Designing	10 th +ICT101+203	180	800
32	ICT110	10. 2DPre-Production Animator	10 th	240	800
33	ICT111	11. 3D-Animation Production	10 th	300	800
34	ICT112	12. Fundamentals of JAVA TM Programming Language SL110	12 th	300	800
35	ICT113	13. BPO Non Voice Business Training	12 th	180	800
36	ICT114	14. BPO Voice Business Training	12 th	180	800
37	ICT115	15. 3D-Visualisation in Architecture	10 th	240	800
38	ICT116	16. Architectural & Civil 2D-Drafting with AutoCad	10 th	300	800
39	ICT217	17. Classical Animation	10 th +ICT110	300	800
40	ICT218	18. Advanced 3D Animation Production	10 th +ICT111	300	800
41	ICT219	19. Print Publishing	10 th +ICT101	300	800
42	ICT220	20. Web Publishing	10 th +ICT101	270	800
43	ICT221	21. UNIX ® Essentials Featuring the SOLARIS TM 10 Operating System	10 th +ICT101	300	800
44	ICT222	22. E-Commerce Start an online business	12 th +ICT101	60	800
45	ICT223	23. LINUX Operating System	10 th +ICT101	90	800
46	ICT224	24. Mechanical Drafting & Modeling with Autodesk Inventor (Includes AUTOCAD)	10 th +Any MES Module of Production & Manufacturing Sector	300	800
47	ICT225	25. Architectural Drafting & 3D design with Autodesk Rivet	10 th +ICT114	200	800
48	ICT326	26. Advanced Web Publishing	10 th +ICT220	300	800
49	ICT327	27. System Administration for the SOLARIS TM 10 Operating	10 th +ICT221	120	800
50	ICT328	28. Advanced Architectural Drafting & 3D Design with Auto Desk Rivet	10 th +ICT225	200	800
51	ICT129	29. Behavioral Basics	10 th	90	500

52	ICT230	30. Advanced Behavioral Basics	10 th +ICT129	150	500
53	ICT231	31. JAVATM Programming Language –SL275 (Advance)	10 th +ICT112	120	800
54	ICT 232	32. ICT 232 Software Testing	10 th +ICT101/ICT112/ICT129	100	800
55	ICT233	33. Interactive Media Design	10 th +ICT101/ICT129	240	800
56	ICT234	34. Character Animation	SSC Passed+ICT129	300	800
57	ICT235	35. Clean-Up for 2D Animation	SSC Passed+ICT129	360	800
58	ICT236	36. In Betweening for 2D Animation	SSCPassed + ICT129	300	800
59	ICT237	37. Ink and Paint for 2D Animation	SSC Passed+ ICT129	240	800
IV. MEDIA (AGE- 14 YRS.)					
60	MDA101	1. Digital Camera Photography	8 th	90	500
61	MDA102	2. Videography	8 th	90	500
62	MDA103	3. Mass Communication	10 th	180	500
TRAVEL & TOURISM (AGE - 18 YRS.)					
63	TRV101	1. Tour Salesman	10 th	180	500
	TRV102	2. Tour Office Assistant	10 th	150	800
64	TRV103	3. Accommodation Assistant	10 th	150	800
65	TRV104	4. Ticket Reservation Assistant	10 th	150	800
66	TRV105	5. Tour Guide for Domestic Tourist	10 th	180	800
67	TRV106	6. Driver cum Tour Guide	10 th + Driving License from RTO for Commercial Tourist Vehicles	180	800
68	TRV207	7. Tour Programme Coordinator	10+2 + TRV 101-106 (any one)	120	800
69	TRV208	8. Tour Guide for International Tourist	10+2 + TRV 101-106 (any one)	300	800
70	TRV209	9. Tour Agent/ Travel & Tour Operator	10+2 + TRV 101-106 (any one)	120	800
V SOFT SKILLS (14 YRS.)					
71	SS101	1. Soft Skills for Base Line Staff in Service Sector	5 th	100	800
72	SS102	2. Spoken English and Communication Skills	7 th	180	500
73	SS203	3. Soft Skills for Front Line Assistant	8 th +SS101 (Rebate of 100 Hours)	180	800
74	SS304	4. Soft Skills for Supervisors	10+2 to Graduate+SS202 (Rebate of 150 Hours)	180	800
VI COURIER & LOGISTICS (14 YRS.)					
75	COL101	1. Loader	5 th	50	500
76	COL102	2. Courier	8 th	120	500
77	COL103	3. Driver cum Courier	8 th	180	800
78	COL104	4. Office Assistant	8 th	240	800
79	COL205	5. Operation Supervisor/Executive	10+2 + COL104	240	800

80	COL306	6. Marketing/Channel/Sales Executive	Graduate+CO L205/COL104	240	800
VII. INSURANCE (AGE 14 YRS.)					
81	INS101	1. Insurance Sales Advisor	10 th	150	800
82	INS202	2. Senior Sales Person \ (Non Life Insurance)	10 th +INS101	250	800
83	INS203	3. Senior Sales Person (Life Insurance)	10 th +INS101	250	800
VIII. MATERIAL MANAGEMENT (AGE – 18YRS.)					
84	MAM101	1. Store Attendant	8 th	180	800
85	MAM102	2. Material Handling	8 th	160	800
86	MAM103	3. Finish Goods Keeper	10 th	160	800
87	MAM104	4. Assistant Storekeeper	12 th	300	800
88	MAM205	5. Storekeeper	12 th +MAM101	300	800
IX. INDUSTRIAL ELECTRICAL (AGE – 15 YRS.)					
89	IEL101	1. Basic Electricity and Industrial Wiring	8 th	240	800
90	IEL102	2. Motors, Transformers and Earthling	8 th	240	800
91	IEL103	3. Cables and Industrial Equipments(Inverters, Lead Acid Battery & Operation of DG Set)	8 th	240	800
X. BUSINESS & COMMERCE (Minimum Age 18 Yrs.)					
92	BSC101	1. Small Office/Home Office Co-ordinaor	Graduation or Equivalent	480	800
93	BSC102	2. Junior Marketing Associate	Graduation or Equivalent	480	800
94	BSC103	3. Junior Human Resource Associate	Graduation or Equivalent	480	800
95	BSC 104	4. Junior Finance Associate	Graduation or Equivalent	480	800
96	BSC205	5. Small Office/Home Office Entrepreneur	Graduation or Equivalent+BSC 101	480	800
97	BSC206	6. Marketing Associate	Graduation or Equivalent + BSC102	480	800
98	BSC207	7. Human Resource Associate	Graduation or Equivalent + BSC103	480	800
99	BSC208	8. Finance Associate	Graduation or Equivalent+ BSC104	480	800
XI. RENEWABLE ENERGY (MIN. AGE 14 YRS.)					
100	RNE101	1. Basics of Solar Electricity	8 th & 18 Yrs. Of Age	180	500
101	RNE102	2. Solar Hot Water Tank Technician	8 th & 16 Yrs. Of Age	150	500
102	RNE207	3. Solar Lighting System	8 th +RNE101 & 18 Yrs. Of age	120	800
FABRICATION (AGE-14 YRS.)					
103	FAB108	1. Basic Fitting Work	8 th	180	800
104	FAB109	2. Basic Sheet Metal Work	8 th	180	800
105	FAB210	3. Structural Fabrication	8 th +FAB103	150	800
XII. BANKING & ACCOUNTING (MIN. AGE 14 YRS.)					
106	BAN 101	1. Accounting	12 th	450	500

ANNEXURE-V**Details of MES Courses available in Govt. I.T.I. ARKI**

Sr. No	MES Course Code	Name of Courses	Education Qualification	Duration in hrs	Testing Fee Rs.
I. Sector : Electrical					
1	ELE101	1. Basic Electrical Training	8 th	120	800
2	ELE202	2. Repair of Home Appliance	8 th ELE101	120	800
3	ELE203	3. House Wiring	8 th ELE101	120	800
4	ELE204	4. Electronic Choke & CFL Assembling	8 th ELE101	120	800
5	ELE205	5. Transformer Winding	8 th ELE101	120	800
6	ELE206	6. Armature Winding	8 th ELE101	120	800
7	ELE207	7. Rewinding of AC/DC Motors	8 th ELE101	120	800
8	ELE208	8. Repair of Electrical Power Tools	8 th ELE101	120	800
9	ELE209	9. Maintenance of Batteries	8 th ELE101	60	800
II. Sector : Electronics					
10	ELC101	1. Basic Electronics (Repair & Maintenance of Power supply, inverters and UPS)	8 th	120	800
11	ELC202	2. Installation & Maintenance of DTH System	8 th + ELC101	60	800
12	ELC203	3. Digital Videography Editing and Mixing	8 th + ELC101	150	800
13	ELC204	4. Repair & Maintenance of washing machine and microwave oven	8 th + ELC101	60	800
14	ELC205	5. Repair & Maintenance of TV Receiver	8 th + ELC101	180	800
15	ELC206	6. Maintenance & Repair of Electronic Test Equipment	8 th + ELC101	240	800
16	ELC207	7. Repair & Maintenance of Cellular Phone	8 th + ELC101	210	800
17	ELC208	8. Repair & Maintenance of Intercom System	8 th + ELC101	150	800
18	ELC209	9. Installation & Maintenance of Electronic Equipments in Cell Phone towers	8 th + ELC101	240	800
19	ELC210	10. Repair & Maintenance PA & Audio Systems	8 th + ELC101	120	800
20	ELC211	11. Repair & Maintenance Photocopier and Fax Machine	8 th + ELC101	120	800
21	ELC112	12. Operation of clinical Equipment	8 th	180	800
22	ELC113	13. Operation of ECG & ICCU Instruments	8 th	120	800
23	ELC214	14. Maintenance of ECG & ICCU Equipment	8 th + ELC113 /101/Work experience	120	800

24	ELC115	15. Operation of X-Ray Machine & Dark room Assistance	8 th	120	800
25	ELC216	16. Maintenance of X-Ray Machine	8 th +ELC115/101/ Work experience	240	800
26	ELC117	17. Operation of Physiotherapy Equipment	8 th	120	800
III. Sector : Information and Communication Technology					
27	ICT 101	1. Computer Fundamentals, MS-Office & Internet	8 th	120	800
28	ICT 102	2. Tally	10 th	180	800
29	ICT 203	3. Desk Top Publishing	8 th +ICT101	180	800
30	ICT 104	4. Telecom Sales	10 th	180	800
31	ICT 205	5. Computer Hardware	10 th +ICT101	180	800
32	ICT 206	6. Computer Networking	10 th +ICT101	180	800
33	ICT 207	7. Domestic BPO	10 th +ICT101	180	800
34	ICT 208	8. Internet Kiosk Operators	10 th +ICT101	60	800
35	ICT 209	9. Web Designing	10 th +ICT101+203	180	800
36	ICT 110	10. 2D Pre-Production Animator	10 th	240	800
37	ICT 111	11. 3D-Animation Production	10 th	300	800
38	ICT 112	12. Fundamentals of JAVA TM Programming Language-SL110	12 th	300	800
39	ICT 113	13. BPO Non Voice business training	12 th	180	800
40	ICT 114	14. BPO Voice business training	12 th	180	800
41	ICT 115	15. 3D-Visualisation in Architecture	10 th	240	800
42	ICT 116	16. Architectural & Civil 2D-Drafting with Auto CAD	10 th	300	800
43	ICT 217	17. Classical Animation	10 th +ICT110	300	800
44	ICT 218	18. Advanced 3D Animation Production	10 th +ICT111	300	800
45	ICT 219	19. Print Publishing	10 th +ICT101	300	800
46	ICT 220	20. Web Publishing	10 th +ICT101	270	800
47	ICT 221	21. UNIX® Essentials Featuring the SOLARIS TM 10 Operating System	10 th +ICT101	300	800
48	ICT 222	22. E-Commerce –Start an On line business	12 th +ICT101	60	800
49	ICT 223	23. LINUX Operating System	10 th +ICT101	90	800
50	ICT 224	24. Mechanical Drafting & Modelling with Autodesk Inventor (includes AUTOCAD)	10 th Any MES Module of Production & Manufacturing	300	800
51	ICT 225	25. Architectural Drafting & 3D design with Autodesk Revit	10 th +ICT114	200	800
52	ICT 326	26. Advanced Web Publishing	10 th +ICT220	300	800
53	ICT 327	27. System Administration for Solaris TM 10 operating	10 th +ICT221	120	800
54	ICT 328	28. Advanced Architectural Drafting & 3 D design with Auto desk Revit	10 th +ICT225	200	800

ANNEXURE-VI**ADDITIONAL MES COURSES PROPOSED IN GOVT. I.T.I. ARKI**

Sr. No.	MES Course Code	Sector/Course	Minimum Qualification & MES Course	Duration of Training	Testing Fee (Rs.)
I. Electrical					
1	ELE110	1. Power Termination Line Tower Erection	Ability to read & write, no handicap, physically fit to climb towers, no colour blind.	470	500
2	ELE111	2. Power Transmission Line Stringing	Ability to read & write, no handicap, physically fit to climb towers, no colour blind	470	500
II. CONSTRUCTION (AGE – 18 YRS.)					
3	CON205	1. Building Carpenter	5 th + CON101	300	800
4	CON108	2. Assistant Mason	5 th	300	800
5	CON209	3. Mason	5 th + CON101	300	800
6	CON111	4. Assistant Plumber	5 th	300	800
7	CON212	5. Plumber	5 th + CON111	300	800
8	CON113	6. Assistant Work Supervisor	8 th	300	800
9	CON114	7. Assistant Storekeeper	12 th	200	800
10	CON115	8. Junior Land Surveyor	10 th	400	800
11	CON216	9. Works Supervisor	10 th + CON113	300	800
12	CON217	10. Storekeeper	Graduate Degree in any discipline + CON114	300	800
13	CON218	11. Senior Land Surveyor	10 th + CON101	200	800
14	CON120	12. Assistant Highway Works Supervisor	Inter Pass, ITI, GWS, III Yr. Diploma appeared	300	800
15	CON221	13. Highway Works Supervisor	Inter Pass, ITI, GWS, III Yr. Diploma appeared + CON120	300	800
16	CON222	15. 3D Designer Using ProE	10 th + ICT101	200	800
17	CON323	15. 3D ADVANCE Designer Using ProE	10 th + CON222	200	800
18	CON124	16. Construction Electrician-I	8 th	300	800
19	CON225	17. Construction Electrician-II	8 th CON+124	150	800
20	CON326	18. Construction Electrician- III	8 th + CON225	300	800
21	CON229	19. Electrical Wireman	8 th + ELE+101	200	800
22	CON230	20. Control Panel Assembler	8 th + ELE101 +FAB109	200	800
23	CON231	21. Electrical Fitter	8 th + ELE101	200	800
24	CON234	22. Communication System Mechanic	8 th + ELE101 + ELC101	200	800
25	CON437	23. Construction Electrician-IV	8 th + CON326	200	

III. FABRICATION (AGE-14 YRS.)					
26	FAB108	1. Basic Fitting Work	8th	180	800
27	FAB109	2. Basic Sheet Metal Work	8 th	180	800
28	FAB210	5. Structural Fabrication	8 th +FAB103	150	800
IV. INFORMATION AND COMMUNICATION TECHNOLOGY, MINIMUM AGE -14 YRS.					
29	ICT110	1. 2D Pre-Production Animator	10 th	240	800
30	ICT111	2. 3D-Animation Production	10 th	300	800
31	ICT112	3. Fundamentals of JAVA TM Programming Language SL110	12 th	300	800
32	ICT113	4. BPO Non Voice Business Training	12 th	180	800
33	ICT114	5. BPO Voice Business Training	12 th	180	800
34	ICT115	6. 3D-Visualisation in Architecture	10 th	240	800
35	ICT116	7. Architectural & Civil 2D-Drafting with AutoCad	10 th	300	800
36	ICT217	8. Classical Animation	10 th +ICT110	300	800
37	ICT218	9. Advanced 3D Animation Production	10 th +ICT111	300	800
38	ICT219	10. Print Publishing	10 th +ICT101	300	800
39	ICT220	11. Web Publishing	10 th +ICT101	270	800
40	ICT221	12. UNIX ® Essentials Featuring the SOLARIS TM 10 Operating System	10 th +ICT101	300	800
41	ICT222	13. E-Commerce Start an online business	12 th +ICT101	60	800
42	ICT223	14. LINUX Operating System	10 th +ICT101	90	800
43	ICT224	15. Mechanical Drafting & Modeling with Autodesk Inventor (Includes AUTOCAD)	10 th +Any MES Module of Production & Manufacturing Sector	300	800
44	ICT225	16. Architectural Drafting & 3D design with Autodesk Rivet	10 th +ICT114	200	800
45	ICT326	17. Advanced Web Publishing	10 th +ICT220	300	800
46	ICT327	18. System Administration for the SOLARIS TM 10 Operating	10 th +ICT221	120	800
47	ICT328	19. Advanced Architectural Drafting & 3D Design with Auto Desk Rivet	10 th +ICT225	200	800
48	ICT129	20. Behavioral Basics	10 th	90	500
49	ICT230	21. Advanced Behavioral Basics	10 th +ICT129	150	500
50	ICT231	22. JAVATM Programming Language –SL275 (Advance)	10 th +ICT112	120	800
51	ICT 232	23. ICT 232 Software Testing	10 th +ICT101/ICT112/ICT129	100	800
52	ICT233	24. Interactive Media Design	10 th +ICT101/ICT129	240	800
53	ICT234	25. Character Animation	SSC Passed+ICt129	300	800
54	ICT235	26. Clean-Up for 2D Animation	SSC Passed+ICT129	360	800
55	ICT236	27. In Betweening for 2D Animation	SCCPassed + ICT129	300	800
56	ICT237	28. Ink and Paint for 2D Animation	SSC Passed+	240	800

			ICT129		
V. RETAIL (Minimum Age 14 Yrs.)					
57	RET101	1. Sales Person (Retail)	10 th	180	500
58	RET202	2. Senior Sales Person (Retail)	10 th +RET101	120	500
59	RET103	1. Retail Operations	10 th	180	500
60	RET104	2. Sales Person (Door to Door)	10 th	180	500
VI. MEDIA (AGE- 14 YRS.)					
61	MDA101	1. Digital Camera Photography	8 th	90	500
62	MDA102	2. Videography	8 th	90	500
63	MDA103	3. Mass Communication	10 th	180	500
VII. TRAVEL & TOURISM (AGE - 18 YRS.)					
64	TRV101	1. Tour Salesman	10 th	180	500
65	TRV102	2. Tour Office Assistant	10 th	150	800
66	TRV103	3. Accommodation Assistant	10 th	150	800
67	TRV104	4. Ticket Reservation Assistant	10 th	150	800
68	TRV105	5. Tour Guide for Domestic Tourist	10 th	180	800
69	TRV106	6. Driver cum Tour Guide	10 th + Driving License from RTO for Commercial Tourist Vehicles	180	800
70	TRV207	7. Tour Programme Coordinator	10+2 + TRV 101-106 (any one)	120	800
71	TRV208	8. Tour Guide for International Tourist	10+2 + TRV 101-106 (any one)	300	800
72	TRV209	9. Tour Agent/ Travel & Tour Operator	10+2 + TRV 101-106 (any one)	120	800
XI SOFT SKILLS (14 YRS.)					
73	SS101	1. Soft Skills for Base Line Staff in Service Sector	5 th	100	800
74	SS102	2. Spoken English and Communication Skills	7 th	180	500
75	SS203	3. Soft Skills for Front Line Assistant	8 th +SS101 (Rebate of 100 Hours)	180	800
76	SS304	6. Soft Skills for Supervisors	10+2 to Graduate+ SS202 (Rebate of 150 Hours)	180	800
XII COURIER & LOGISTICS (14 YRS.)					
77	COL101	1. Loader	5 th	50	500
78	COL102	2. Courier	8 th	120	500
79	COL103	4. Driver cum Courier	8 th	180	800
80	COL104	4. Office Assistant	8 th	240	800
81	COL205	5. Operation Supervisor/Executive	10+2 + COL104	240	800
82	COL306	6. Marketing/Channel/Sales Executive	Graduate+COL205/ COL104	240	800
XIII. INSURANCE (AGE 14 YRS.)					
83	INS101	1. Insurance Sales Advisor	10 th	150	800
84	INS202	2. Senior Sales Person \ (Non Life Insurance)	10 th +INS101	250	800
85	INS203	3. Senior Sales Person (Life Insurance)	10 th +INS101	250	800
XIV. MATERIAL MANAGEMENT (AGE – 18YRS.)					
86	MAM101	1. Store Attendant	8 th	180	800
87	MAM102	2. Material Handling	8 th	160	800

88	MAM103	3. Finish Goods Keeper	10 th	160	800
89	MAM104	4. Assistant Storekeeper	12 th	300	800
90	MAM205	5. Storekeeper	12 th +MAM101	300	800
XV. INDUSTRIAL ELECTRICAL (AGE – 15 YRS.)					
91	IEL101	1. Basic Electricity and Industrial Wiring	8 th	240	800
92	IEL102	2. Motors, Transformers and Earthing	8 th	240	800
93	IEL103	3. Cables and Industrial Equipments(Inverters, Lead Acid Battery & Operation of DG Set)	8 th	240	800
XVI. BUSINESS & COMMERCE (Minimum Age 18 Yrs.)					
94	BSC101	1. Small Office/Home Office Co-ordinaor	Graduation or Equivalent	480	800
95	BSC102	2. Junior Marketing Associate	Graduation or Equivalent	480	800
96	BSC103	3. Junior Human Resource Associate	Graduation or Equivalent	480	800
97	BSC 104	4. Junior Finance Associate	Graduation or Equivalent	480	800
98	BSC205	5. Small Office/Home Office Entrepreneur	Graduation or Equivalent+BSC101	480	800
99	BSC206	6. Marketing Associate	Graduation or Equivalent + BSC102	480	800
100	BSC207	7. Human Resource Associate	Graduation or Equivalent + BSC103	480	800
101	BSC208	8. Finance Associate	Graduation or Equivalent+ BSC104	480	800
XVII. RENEWABLE ENERGY (MIN. AGE 14 YRS.)					
102	RNE101	1. Basics of Solar Electricity	8 th & 18 Yrs. Of Age	180	500
103	RNE102	2. Solar Hot Water Tank Technician	8 th & 16 Yrs. Of Age	150	500
104	RNE207	3. Solar Lighting System	8 th +RNE101 & 18 Yrs. Of age	120	800
XVIII. BANKING & ACCOUNTING (MIN. AGE 14 YRS.)					
105	BAN 101	1. Accounting	12 th	450	500

SKILL DEVELOPMENT INITIATIVE SCHEME (SDIS)

MES (Modular Employable Skill

APPLICATION FOR : Candidate Registration for Training/ Testing

Reg. No. _____ (For official use only) Date: _____

Space for attested
Photograph

I. PERSONAL DETAILS

A. Candidate's Name

B. Father's Name

C. Mother's Name

D. Religion

Hindu	Sikh	Muslim	Christian	Others
-------	------	--------	-----------	--------

 E. Sex

M	F
---	---

F. Date of birth

D	d	m	m	y	y
---	---	---	---	---	---

G.

Gen	S/C	S/T	OBC
-----	-----	-----	-----

 Category

H. Person with

Yes	No
-----	----

 disability

I. Languages known J. Monthly Income (in rupees).....

II. EDUCATIONAL DETAILS

A. General

5 th	8 th	10 th	12 th
-----------------	-----------------	------------------	------------------

Sr. No.	Examination Passed	Board	Marks Obtained	Total Marks	%age of Marks
1.	5 th				
2.	8 th				
3.	10 th				
4.	12 th				

B. Professional Qualification

NTC	NAC	Diploma	Degree	Post Graduation	Non Professional
-----	-----	---------	--------	-----------------	------------------

III. CONTACT DETAILS

Telephone No. with STD code

E-mail (optional)

Mobile

Present Address

Permanent Address

District

Pin

State

IV. MES COURSE IN WHICH ADMISSION IS SOUGHT

- 1. SectorA. Course / Module
- 2. SectorB. Course / Module
- 3. SectorC. Course / Module

V. Details of VTP

Name of Vocational Training Provider (VTP)

Address

.....

VI. PAYMENT DETAILS FOR Testing/ TRAINING FEE (To be paid at the time of admission)

Cash / Cheque / DD / IPO No. datedamount(in words)
 drawn on(Name, address of the Bank).

**ACKNOWLEDGEMENT-RECEIPT
MODULAR EMPLOYABLE SKILLS (MES)**

(Acknowledgement receipt to be filled by the VTP/ Assessing Body while acceptance of Application for training)

Student Identification No. (For official use only) _____

Date (To be filled in by the VTP/Assessing Body) _____

Received application form of Mr./Miss/Mrs. _____

Dated _____ with amount _____ (cash/ cheque/ DD/ IPO No.) dated
_____ as Training and as Assessment Fee)

DECLARATION

I declare that the entries made by me in this form are true to my knowledge and I understand that I am liable for action under the law for any false information or document produced by me.

I also understand that the VTP shall be free to investigate on its own into correctness of information furnished by me in this application and / or call for any further information in this regard from me.

During such investigation or any subsequent stage, DGE&T may refuse to issue the Certificate or if already issued may cancel the same and I shall stand debarred for appearing in the Training under the SDIS.

Place:

Signature of the candidate

Date:

Name:

Instructions to fill the form

1. Candidates are advised to read carefully the details of this Scheme and any advertisement notice issued by the VTP, before applying for admission.
2. Dully filled in and signed application form with requisite application fee and supporting documents should be submitted by the candidate applying for Training to the VTP (Vocational Training Provider)
3. The application form should be submitted either in person or through speed post/ registered post so as to reach on or before the last date of receipt of application as mentioned by the VTP.
4. The form should be neatly filled up in CAPITAL letters.
5. In case needed, the candidate should be present, in person, with all the original documents at the time of submission of application/ counseling.
6. Incomplete documents will not be accepted. Application must be complete in all respects. No alteration will be allowed to be made in the application form after it has been submitted to the VTP.
7. The candidates are required to provide correct information in their application for. In case of misrepresentation of facts/ documents/ tampering/ producing false certificate, admission will be cancelled immediately and legal action may be taken.
8. Two (2) clear attested photocopies of all supporting documents should be submitted.
9. Applicant is required to affix one recent front view photograph dully attested by a Gazetted Officer on the application form and also attach two (2) passport size photographs.
10. Reservation policy as applicable for admission to Govt. ITI in the concerned States/ UT will be applicable to all the approved VTPs in that State.
11. Two (2) clear attested photocopies of original caste certificate (in case of reserved category candidates) and a copy of English Version in case Caste certificate is in regional language should be submitted.



MES (Modular Employable Skill) Courses

SDI (Skill Development Initiative) Scheme of DGE&T, Govt. of India, under NCVT



Electronics Sector



Team-ITI Solan



Garment Making sector



Automobile Sector



Electrical Sector



Garment Making Sector



Production & Manufacturing r



Production & Manufacturing r



Information Technology Sector



Training in ICT Sector



Fabrication Sector



Beauty Culture Sector

Govt. Industrial Training Institute, Solan (H.P.)

(An ISO: 9001-2008 Certified Institution & A-Grade ITI)

Website: [www. itisolan.org](http://www.itisolan.org)

TeleFax: 01792-223753, E-mail: principaliti@sancharnet.in, itisolan@gmail.com

**Department of Technical Education,
Vocational & Industrial Training
H.P., Sundernagar**