Government of NCT of Delhi
Department of Training & Technical Education
Muni Maya Ram Marg, Pitampura, Delhi-110034

E-mail: caoitiadmission@gmail.com

PROSPECTUS–2021

For

ONLINE ADMISSION FOR FULL TIME CERTIFICATE COURSES
Under
NATIONAL COUNCIL FOR VOCATIONAL TRAINING (NCVT)
&
STATE COUNCIL FOR VOCATIONAL TRAINING (SCVT)
In
DELHI GOVERNMENT INDUSTRIAL TRAINING INSTITUTES

DATE OF START OF ONLINE REGISTRATION	:	15 July 2021
LAST DATE OF REGISTRATION	:	23 August 2021
LAST DATE OF VERIFICATION	:	27 August 2021
LAST DATE OF CHOICE FILLING	:	29 August 2021

Online Admission Portal
https://www.itidelhiadmissions.nic.in
Helpline E-mail ID: caohelpline@gmail.com

Candidates are advised to visit the admission portal frequently for updates.

GOVERNMENT OF NCT OF DELHI
Department of Training & Technical Education
Muni Maya Ram Marg, Pitampura, Delhi-110034

http://tte.delhigovt.nic.in

Dr. S. B. Deepak Kumar, IAS
Secretary

Smt. Ranjana Deswal
Director
Chairman Online Admissions

Sh. B.S. NEGI
Deputy Director (Trg.)

Md. Hussain B.
Chief Admission Officer
Principal, SCVR ITI, Dheerpur
Ph.011-20871201, 20871202
Email: caoitiadmission@gmail.com

Sh. Shashank Sonal
Deputy Chief Admission Officer
Vice Principal, ITI Jail Road
Ph.011-28121086, 28122402
Email: itijritijr@yahoo.co.in,

CONTENT

ANNEXURES

Department of Training & Technical Education, Govt. of NCT of Delhi, in its endeavor to provide trained and skilled manpower suited to various needs of industry, is implementing various schemes. Craftsmen Training Scheme to impart training in technical and industrial skills through Industrial Training Institutes spread all over Delhi.

There are **19** nos. Government ITIs having **11020** nos. seats for the session 2020-21 in **49** nos. different trades affiliated with National Council for Vocational Training (NCVT) and State Council for Vocational Training (SCVT).

The Department of Training & Technical Education plans to admit trainees in one year/two years trade for the Academic Session 2021-22 for various Full-time Certificate courses (Engineering and non-Engineering) being offered at Institutes affiliated to the National Council for Vocational Training (NCVT) / State Council for Vocational Training (SCVT), Delhi, on merit basis through online admission in the institutes mentioned below.

CONTACT DETAILS OF GOVERNMENT I.T.I
(HELPDESK COUNTERS ARE OPERATIONAL IN ALL DELHI GOVT. ITIs. CANDIDATES MAYALSO CONTACT THE BELOW MENTIONED TELEPHONE NUMBERS AND EMAIL IDs FOR SEEKING INFORMATION)

S. No	Name & Address	Nearest Landmark	Principal / Vice Principal	Telephone No.	Email & ITI Website
1	ITI, Pusa, New Delhi – 110012 (Co-educational)	(Nearest Metro station : Rajindra Place / Patel Nagar)	Sh. Rajiva Malik (Principal)	25841477 25842833	Email: itipusa@hotmail.com; itipusa.delhi@gov.in Website: www.itipusa.delhi.gov.in
2.	ITI, Arab-Ki-Sarai, Nizamuddin, Adjacent to Humayun Tomb, Opp Police Station Nizamuddin), New Delhi-110013 (Co-educational)	(Nearest Metro station : Jawaharlal Nehru Stadium)	Sh. S. Augusthy (Principal) Sh. P.R. Digwal (Vice Principal)	24359531 24351667	Email: itiaks2011@gmail.com; itiaks.delhi@gov.in Website: www.itiaks.delhi.gov.in
3.	ITI Shahdara, Delhi-110095 (Co-educational)	(Nearest Metro station: Jhilmil Colony)	Sh. Ram Gopal (Principal) Sh. Ratnesh Mishra (Vice Principal)	22150343 22168727	Email: itishahdara.delhi@nic.in Website: www.itishahdara.delhi.gov.in
4.	Sir C.V. Raman ITI, Dheerpur, Delhi – 110009 (Co-educational)	(Landmark: NirankariSatsang Sarover /Burari Crossing)	Md. Hussain B. (Principal) Sh. Jagdish Kumar (Vice Principal)	20871201 20871202	Email: iticvraman.delhi@gmail.com Website: www.scvriti.delhi.gov.in
5.	ITI, Malviya Nagar, New Delhi-110017 (Co-educational)	(Nearest Metro station : Malviya Nagar/ Hauz Khaz)	Sh. Ajay Vashisht (Principal)	26687375 26682049	Email: itimvnagar@yahoo.co.in; itimn.delhi@gov.in Website: www.mniti.delhi.gov.in

S. No	Name & Address	Nearest Landmark	Principal / Vice Principal	Telephone No.	Email & ITI Website
6.	ITI, Jail Road, (Opposite Tihar Jail), New Delhi-110064 (Co-educational)	(Nearest Metro station : Tilak Nagar)	Sh. Shashank Sonal (Vice Principal/HOO)	28121086 28122402	Email: itijritijr@yahoo.co.in; Itijr.delhi@gov.in Website: www.itijr.delhi.gov.in
7.	ITI, Jahangir Puri, K-Block, Jahangir Puri, Delhi-110033 (Co-educational)	(Nearest Metro station : Jahangir Puri)	Smt. Ratna Das (Principal) Sh. Teekam Chand Saini (Vice Principal)	27637928 27634888	Email: pplitijpuri@gmail.com Website: www.itijp.delhi.gov.in
8.	ITI, Nand Nagri, Delhi-110093, (Co-educational)	(Near Nand NagriDTC Bus Depot),	Smt. Ratna Das (Principal) Sh.Sandeep Kumar (Vice Principal)	22581299 22134850	Email: itinandnagri@yahoo.co.in Website: www.itinn.delhi.gov.in
9.	Dr. H.J. Bhabha ITI, Khichripur, Mayur Vihar Phase I, Delhi-110091 (Co-educational)	(Nearest Metro station : Mayur Vihar Phase I)	Sh. S. Augusthy (Principal) Sh. Virender Kumar Kerketta(Vice Principal)	22753998 22750621	Email: hjbhabhaiti.delhi@yahoo.co.in Website: www.hjbhabhaiti.delhi.gov.in
10.	Ch. Brahm PrakashITI, Jaffarpur, New Delhi- 110073 (Co-educational)	(About 8Km from Najafgarh)	Sh. Suresh Kumar (Vice Principal)	25318190 25318035	Email: itijaffarpur2010@gmail.com; Itijaff.delhi@nic.in Website: http://itijaffarpur.delhi.gov.in
11.	Lala Hans Raj Gupta ITI,DSIDC Industrial Complex, Narela, Delhi-110040 (Co-educational)	(About 5km from Alipur) Opp.DTC bus Depot Narela	Md. Hussain B. (Principal)	27781679 27782076	Email: itinarela.delhi@gmail.com Website: www.lhrgiti.delhi.gov.in
12.	Veer Savarkar Industrial Training Institute, Pusa, New Delhi- 110012 (Co-educational)	(Nearest Metro station, Rajinder Place / Patel Nagar)	Sh. Rajiva Malik (Principal)	25842952 25842762	Email: btcpusa_2007@yahoo.comVsitibtcpusa2017@gmail.com Website: www.vsbtcpusa.delhi.gov.in
13.	ITI Mangolpuri, S-Block, Industrial Area Mangolpuri, Delhi-110083 (Co-educational)	(Nearest Metro station, Udyog Nagar)	Sh. B.S Negi (Principal)	27918121, 27918122	Email: itimgpadmission2018@gmail.com Website: itimangolpuri.delhi.gov.in

S. No	Name & Address	Nearest Landmark	Principal / Vice Principal	Telephone No.	Email & ITI Website
14.	JijaBai ITI for Wome, Siri Fort (Near Siri Fort Auditorium) August Kranti Marg, New Delhi-110049 (Only for Women)	(Nearest Metro station - Green Park)	Sh. Vijay Kumar (Principal)	26491842 26494358	Email: itisirifort@yahoo.com; Itijijabaiw.delhi@gov.in Website: www.jbiti.delhi.gov.in
15.	SavitriBai Phule ITI for Women, Gokhale Road, Mori Gate, Delhi –110006 (Only for Women)	(Nearest Metro station :Kashmiri Gate)	Smt. Kalpna Goyal (Principal)	23967449 23929889	Email: itimg.delhi@gmail.com; itimgw.delhi@gov.in Website: www.sbpiti.delhi.gov.in
16.	ITI for Women, Tilak Nagar New Delhi- 110018 (Only for Women)	(Near Tilak Nagar, Metro Station),	Sh. A. K Dhama (Vice Principal/HOO)	25997035 25995158	Email: itiwtn@rediffmail.com Website: www.itiwtn.delhi.gov.in
17.	ITI for Women, VivekVihar, Delhi – 110095. (Only for Women)	(Nearest Metro station :Jhilmil Colony)	Sh. Ram Gopal (Principal)	22165188	Email: itivivekvihar@gmail.com; Itivvw.delhi@gov.in Website: www.vvwiti.delhi.gov.in
18.	Extension Centre of ITI Jail Road, Old Employment Exchange Building, Hastsal, New Delhi.- 110059 (Only for Women)	(Nearest Metro station : Uttam Nagar East)	Sh. Shashank Sonal (Vice Principal/HOO)	28121086 28122402	Email: itijritijr@yahoo.co.in :itihastsal2019@gmail.com Website: www.itijr.delhi.gov.in
19	ITI For Women (MSDP) ITI Nand Nagari Campus, Delhi-110093 (Only for Women)	(Near Nand NagriDTC Bus Depot),	Smt. Ratna Das (Principal)	22581299 22134850	Email: itinandnagri@yahoo.co.in Website: www.itinn.delhi.gov.in

ONLINE ADMISSION 2021 TENTATIVE SCHEDULE

(https://www.itidelhiadmissions.nic.in)

S. No	Activities	Date	Day
1	Date of Start of Online **Candidate Registration, Fee submission, Choice Filling & online verification of candidate documents**	**15-Jul-21**	Thu
2	**Last Date** of Online Candidate **Registration & Fee submission** at http://www.itidelhiadmissions.nic.in	**23-Aug-21**	Mon
3	**Last Date** for Candidate online document **Verification**	**27-Aug-21**	Fri
4	**Last Date** for Candidate **Choice Filling**	**29-Aug-21**	Sun
5	Tentative Rank display	**30-Aug-21**	Mon
6	Online Submission of objections/correction by Candidates, against Tentative Rank	**31-Aug-21 to 01-Sep -21**	Tue, Wed
7	**Final Rank Display**	**06-Sep-21**	Mon
8	**Publish of FIRST** round Seat Allotment Result	**09-Sep-21**	Thu
9	First round Reporting and as per allotted seats list	**13-Sep-21 to 15-Sep-21**	Mon, Tue, Wed
10	First Round Fee submission (Freeze candidates)	**13-Sep-21 to 17-Sep-21**	Mon, Tue, Wed ,Thu, Fri
11	Display of vacant seat position after first round of seat allotment	**18-Sep-21**	Sat
12	Reshuffling of trades/ITI	**18-Sep-21 to 21-Sep-21**	Sat, Sun, Mon, Tue
13	**Publish of SECOND** round Seat Allotment Result	**24-Sep-21**	Fri
14	**SECOND** round Reporting as per allotted seats list	**27-Sep-21 to 29-Sep-21**	Mon, Tue, Wed
15	Second Round Fee submission (Freeze candidates)	**27-Sep-21 to 01-Oct-21**	Mon, Tue, Wed ,Thu, Fri
16	Display of vacant seat position after second round ofseat allotment	**04-Oct-21**	Mon
17	Reshuffling of trades/ITI	**04-Oct-21 to 06-Oct-21**	Mon,Tue, Wed
18	**Publish of THIRD** round Seat Allotment Result	**08-Oct-21**	Fri
19	**THIRD** round Reporting as per allotted seats list	**11-Oct-21 to 13-Oct- 21**	Mon, Tue, Wed
20	Third Round Fee submission (Freeze candidates)	**11-Oct-21 to 15-Oct-21**	Mon, Tue, Wed ,Thu, Fri
21	Display of vacant seat position after third round ofseat allotment	**17-October-21**	Sun
22	Reshuffling of trades/ITI	**17-Oct-21 to 19-Oct-21**	Sun, Mon, Tue
23	**Publish of FOURTH** round Seat Allotment Result	**22-Oct-21**	Fri
24	**FOURTH** round Reporting as per allotted seats list	**25-Oct-21 to 27-Oct-21**	Mon, Tue, Wed
25	Fourth Round Fee submission (Freeze candidates)	**25-Oct-21 to 29-Oct-21**	Mon, Tue, Wed ,Thu, Fri

Note: - Schedule is tentative. Moreover, there may be more rounds of counseling as per seat vacancy.

There will be no Off-Line round.

TRADES/COURSES OFFERED & INTAKE CAPACITY IN ALL ITIs

The institutes and trade wise intake capacity for admission 2021is given below.

Indent for Online Admission Session 2021-22

S.No	Trades	Unit size	NSQF LEVEL	Affiliation Status	ITI PUSA	ITI ARAB-KI-SARAI	ITI SHAHDARA	SIR CV RAMAN ITI	ITI MALVIYA NAGAR	ITI JAIL ROAD	ITI JEHANGIR PURI	ITI NAND NAGARI	Dr. H J BHABHA ITI, MAYUR VIHAR	CH. BRAHM PRAKASH ITI, JAFFARPUR	LALA HANS RAJ GUPTA ITI, NARELA	VEER SAVARKAR BTC	ITI Mangolpuri	JIJA BAI ITI FOR WOMEN, SIRIFORT	SAVITRI BAI PHULE ITI FOR WOMEN, MORI GATE	ITI TILAK NAGAR FOR WOMEN	ITI VIVEK VIHAR FOR WOMEN	EXTENSION CENTRE OF ITI JAIL ROAD, HASTSAL	MSDP,ITI NandNagri	Total	Grand Total
1	Architectural Draughtsman	24	L5	NCVT		48												48			24		24	144	144
				SCVT																				0	
2	Cosmetology	24	L4	NCVT													48 (G)	48	48	48		48	48	288	336
				SCVT								24							24					48	
3	Carpenter	24	L4	NCVT						24	24													48	72
				SCVT						24														24	
4	Commercial Art	20	NA	NCVT																				0	40
				SCVT	20			20																40	
5	Computer Hardware & Network Maintenance	24	L4	NCVT	48	48		48						48	48	48	48	48			48			432	480
				SCVT				48																48	
6	Computer Operator and Programming Assistant	24	L4	NCVT	48	96		96	48	144	48	48	48	48	48	48	48	48	48	48	144	48	48	1152	1176
				SCVT															24					24	
7	Desk Top Publishing Operator	24	L4	NCVT														48	48		48			144	144
				SCVT																				0	
8	Digital Photographer	24	L4	NCVT				48																48	96
				SCVT				48																48	
9	Draughtsman (Civil)	24	L5	NCVT	48	48	24	48	24	24	24	24	24	24	24	24	24				24		48	456	456
				SCVT																				0	

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10	Draughtsman (Mechanical)	20	L5	NCVT	40	40	20	40			20			20	20		20							220	220
				SCVT																				0	
11	Dress Making	20	L4	NCVT														40	40					80	80
				SCVT																				0	
12	Electrician	20	L5	NCVT	80	60	40		40	20	20	40	40	20	20	20	40							440	560
				SCVT				80			20				20									120	
13	Electronic Mechanic	24	L5	NCVT	48	48	24	48	24	24	24	48	24	24	24	24	24	24	24					456	456
				SCVT																				0	
14	Fashion Design & Technology	20	L4	NCVT		40		80		40			20 + 20(G)	40		40	40	40					40	400	420
				SCVT											20(G)									20	
15	Fitter	20	L5	NCVT	60	60	40	60	20	40	40	40	40		40	20								460	480
				SCVT											20									20	
16	Food & Beverages Service Assistant	20	L4	NCVT						20								40	40					100	140
				SCVT				20		20														40	
17	Food Production (General)	24	L4	NCVT						24								48	48	48				168	192
				SCVT						24														24	
18	Health Sanitary Inspector	24	L4	NCVT						48														48	48
				SCVT																				0	
19	Information & Communication Technology System Maintenance	24	L5	NCVT		24							24									48		96	96
				SCVT																				0	
20	Information Technology	24	L5	NCVT						24														24	120
				SCVT				24		24			48											96	
21	Instrument Mechanic	24	L5	NCVT	24	24																		48	48
				SCVT																				0	

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Sl. No.	Trades	Unit Size	NSQF LEVEL	Affiliation Status	ITI PUSA	ITI ARAB-KI-SARAI	ITI SHAHDARA	SIR CV RAMAN ITI	ITI MALVIYA NAGAR	ITI JAIL ROAD	ITI JEHANGIR PURI	ITI NAND NAGARI	Dr. H J BHABHA ITI, MAYUR VIHAR	CH. BRAHM PRAKASH ITI, JAFFARPUR	LALA HANS RAJ GUPTA ITI, NARELA	VEER SAVARKAR BTC	ITI Mangolpuri	JIJA BAI ITI FOR WOMEN, SIRIFORT	SAVITRI BAI PHULE ITI FOR WOMEN, MORI GATE	ITI TILAK NAGAR FOR WOMEN	ITI VIVEK VIHAR FOR WOMEN	EXTENSION CENTRE OF ITI JAIL ROAD	MSDP,ITI NandNagri	Total	Grand Total
22	Interior Design and Decoration	24	L4	NCVT	48			48					24					48						168	192
				SCVT									24											24	
23	IOT Technician (Smart Healthcare)	24	L4	NCVT																				0	192
				SCVT		48		48					48				48							192	
24	Machinist	20	L5	NCVT	40	40	40		40	20	40	20				20								260	260
				SCVT																				0	
25	Machinist (Grinder)	20	L5	NCVT			20																	20	20
				SCVT																				0	
26	Mechanic Auto Body Painting	20	L4	NCVT	40	40		40									40							160	160
				SCVT																				0	
27	Mechanic Auto Body Repair	20	L4	NCVT	40	40		40									40							160	160
				SCVT																				0	
28	Mechanic Auto Electrical & Electronics.	20	L4	NCVT		40		40		20	40	40												180	180
				SCVT																				0	
29	Mechanic Consumer Electronic Appliances	24	L5	NCVT				24																24	24
				SCVT																				0	
30	Mechanic Diesel	24	L4	NCVT	48					24														72	96
				SCVT						24														24	
31	Technician Medical Electronics	24	L5	NCVT																		24		24	24
				SCVT																				0	
32	Mechanic Two And Three Wheeler	20	L4	NCVT					40	40		40			40									160	240
				SCVT		40		40																80	
33	Mechanic (Motor Vehicle)	24	L5	NCVT	72	48	72	72		48	48	24	24		24	24								456	504
				SCVT								24			24									48	
34	Refrigeration and Air-Conditioning Technician	24	L5	NCVT	72	48	24	96	24	24	24	24	24	24	24	48	48							504	504
				SCVT																				0	

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Sl. No.	Trades	Unit Size	NSQF LEVEL	Affiliation Status	ITI PUSA	ITI ARAB-KI-SARAI	ITI SHAHDARA	SIR CV RAMAN ITI	ITI MALVIYA NAGAR	ITI JAIL ROAD	ITI JEHANGIR PURI	ITI NAND NAGARI	Dr. H J BHABHA ITI, MAYUR VIHAR	CH. BRAHM PRAKASH ITI, JAFFARPUR	LALA HANS RAJ GUPTA ITI, NARELA	VEER SAVARKAR BTC	ITI Mangolpuri	JIJA BAI ITI FOR WOMEN, SIRIFORT	SAVITRI BAI PHULE ITI FOR WOMEN, MORI GATE	ITI TILAK NAGAR FOR WOMEN	ITI VIVEK VIHAR FOR WOMEN	EXTENSION CENTRE OF ITI JAIL ROAD, HASTSAL	MSDP,ITI NandNagri	Total	Grand Total
35	Plumber	24	L4	NCVT		48				24	48		48	48	48									264	288
				SCVT						24														24	
36	Secretarial Practice (English)	24	L4	NCVT				48																48	48
				SCVT																				0	
37	Sewing Technology	20	L4	NCVT	40		20			40	40	40			40 (G)	40		40	40	40		40	40	460	480
				SCVT															20					20	
38	Stenographer & Secretarial Assistant (English)	24	L4	NCVT	48	96				48	48	48	24 + 24(G)					48	48	48			48	528	552
				SCVT															24					24	
39	Stenographer & Secretarial Assistant (Hindi)	24	L4	NCVT	48										48			48						144	144
				SCVT																				0	
40	Surface Ornamentation Techniques (Embroidery)	20	L4	NCVT														40					20	60	60
				SCVT																				0	
41	Surveyor	24	L5	NCVT	24																			24	24
				SCVT																				0	
42	Technician Power Electronic Systems	24	L5	NCVT				24									48							72	72
				SCVT																				0	
43	Textile Designing	20	NA	NCVT																				0	40
				SCVT														20	20					40	
44	Tool & Die Maker (Die & moulds)	24	L5	NCVT		48																		48	48
				SCVT																				0	
45	Tool & Die Maker (Press Tools, Jigs & Fixtures)	24	L5	NCVT	24			48				24												96	96
				SCVT																				0	
46	Tool & Die Maker (Press Tools, Jigs & Fixtures) DST	24	L5	NCVT		24																		24	24
				SCVT																				0	

Sl. No.	Trades	Unit Size	NSQF LEVEL	Affiliation Status	ITI PUSA	ITI ARAB-KI-SARAI	ITI SHAHDARA	SIR CV RAMAN ITI	ITI MALVIYA NAGAR	ITI JAIL ROAD	ITI JEHANGIR PURI	ITI NAND NAGARI	Dr. H J BHABHA ITI, MAYUR VIHAR	CH. BRAHM PRAKASH ITI, JAFFARPUR	LALA HANS RAJ GUPTA ITI, NARELA	VEER SAVARKAR BTC	ITI Mangolpuri	JIJA BAI ITI FOR WOMEN, SIRIFORT	SAVITRI BAI PHULE ITI FOR WOMEN, MORI GATE	ITI TILAK NAGAR FOR WOMEN	ITI VIVEK VIHAR FOR WOMEN	EXTENSION CENTRE OF ITI JAIL ROAD, HASTSAL	MSDP,ITI NandNagri	Total	Grand Total
47	Turner	20	L5	NCVT	40	40	40		20	20	20	20	20		20									240	240
				SCVT																				0	
48	Technician Mechatronics	24	L5	NCVT																				0	24
				SCVT		24																		24	
49	Welder	20	L4	NCVT	40	80		40	40	40	40	40	40	40	40	40								480	480
				SCVT																				0	
50	Wireman	20	L4	NCVT		20									20									40	40
				SCVT																				0	
	Total				1040	1212	412	1296	340	920	568	568	588	448	500	532	644	708	344	184	264	136	316	**11020**	**11020**

- **All Women ITIs**

G: These trade/seats are only for female candidates only

ADMISSION ELIGIBILITY QUALIFICATIONS

Eligibility qualification, NSQF level, Duration of course, unit strength & Trade type for full time certificate courses (1Year/2 years) in Industrial Training Institutes (ITIs) under National Council for Vocational Training (NCVT) & State Council for Vocational Training (SCVT) are given in the following table alphabetically.

S.No.	Name of the Trades (Alphabetically)	NSQF Level $	Duration	Current Entry Qualification	Strength / unit	Engg / Non Engg
	TRADES UNDER CRAFTSMAN TRAINING SCHEME					
1	Architectural Draughtsman	L 5	2Yrs	Passed 10th Class examination under 10+2 system of Education with science and mathematics.	24	Engg.
2	Cosmetology	L 4	1 Yr	Passed 10th class examination.	24	Non Engg
3	Carpenter	L 4	1 Yr.	Passed 8th class examination	24	Engg.
4	Commercial Art	NA	1 Yr	Passed 10th class Under 10+2 System of examination or its equivalent	20	Non Engg
5	Computer Hardware & Network Maintenance	L 4	1 Yr.	Passed 10th class examination under 10+2 system of education with Science and Mathematics.	24	Non Engg
6	Computer Operator and Programming Assistant	L 4	1 Yr.	Passed 10th class examination.	24	Non Engg
7	Desktop Publishing Operator	L4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
8	Digital Photographer	L4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
9	Draughtsman (Civil)	L5	2 Yrs	Passed 10th Class examination with Science and Mathematics or its equivalent	24	Engg.
10	Draughtsman (Mechanical)	L5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	20	Engg.
11	Dress Making	L 4	1 Yr.	Passed 8th class examination	20	Non Engg
12	Electrician	L 5	2 Yrs	Passed 10th class examination with Science and Mathematics or its equivalent	20	Engg.
13	Electronic Mechanic	L 5	2 Yrs	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.

S.No.	Name of the Trades (Alphabetically)	NSQF Level $	Duration	Current Entry Qualification	Strength / unit	Engg / Non Engg
14	Fashion Design & Technology	L 4	1 Yr	Passed 10th class Under 10+2 System of examination or its equivalent	20	Non Engg
15	Fitter	L 5	2 Yrs	Passed 10th class examination with Science and Mathematics or its equivalent.	20	Engg.
16	Food and Beverages Service Assistant	L 4	1 Yr.	Passed 10th examination.	20	Non Engg
17	Food Production (General)	L 4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
18	Health Sanitary Inspector	L 4	1 Yr	Passed 10th class examination under 10+2 System of education.	24	Non Engg
19	Information & Communication Technology System Maintenance	L 5	2 Yrs	Passed 10th Class examination with Science and Mathematics or its equivalent.	24	Engg.
20	Information Technology	L 5	2 Yrs	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
21	Instrument Mechanic	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
22	Interior Design & Decoration	L 4	1 Yr	Passed 10th class examination with Science & Mathematics or its equivalent.	24	Engg.
23	IOT Technician (Smart Healthcare)	L 4	1 Yr	Passed 10th class examination with Science and Mathematics	24	Non Engg
24	Machinist	L 5	2 Yrs.	Passed 10th class examination with Science & Mathematics or its equivalent.	20	Engg.
25	Machinist Grinder	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent	20	Engg.
26	Mechanic Auto Body Painting	L 4	1 Yr.	Passed 10th class examination or its equivalent.	20	Engg.
27	Mechanic Auto Body Repair	L 4	1 Yr.	Passed 10th class examination with Science and Mathematics or its equivalent	20	Engg.

S.No.	Name of the Trades (Alphabetically)	NSQF Level $	Duration	Current Entry Qualification	Strength /unit	Engg / Non Engg
28	Mechanic Auto Electrical & Electronics	L 4	1 Yr.	Passed 10th class examination with Science and Mathematics or its equivalent.	20	Engg.
29	Mechanic Consumer Electronic Appliances	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
30	Mechanic Diesel	L 4	1 Yr.	Passed 10th class examination with Science and Mathematics or its equivalent	24	Engg.
31	Mechanic Two and Three Wheeler	L 4	1 Yr.	Passed 10th class examination with Science and Mathematics or its equivalent.	20	Engg.
32	Mechanic Motor Vehicle	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
33	Refrigeration and Air conditioning Technician	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
34	Painter (General)*	L 5	2 Yrs.	Passed 8th class examination	20	Engg.
35	Plumber	L 4	1 Yr.	Passed 8th class examination	24	Engg.
36	Secretarial Practice (English)	L 4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
37	Sewing Technology	L 4	1 Yr.	Passed 8th class examination	20	Non Engg
38	Stenographer Secretarial Assistant (English)	L 4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
39	Stenographer Secretarial Assistant (Hindi)	L 4	1 Yr.	Passed 10th class examination under 10+2 System of education.	24	Non Engg
40	Surface Ornamentation Techniques (Embroidery)	L 4	1 Yr.	Passed 8th class examination.	20	NonEngg
41	Surveyor	L 5	2 Yr.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.

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S.no	Name of the Trades (Alphabetically)	NSQF Level $	Duration	Current Entry Qualification	Strength / unit	Engg / Non Engg
42	Technician Medical Electronics	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent	24	Engg.
43	Technician Power Electronics Systems	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent.	24	Engg.
44	Technician Mechatronics	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent	24	Engg.
45	Textile Designing	NA	1 Yr.	Passed 10th class Under 10+2 System of examination or its equivalent	20	Non Engg
46	Tool & Die Maker (Dies &Moulds)	L 5	2 Yrs.	Passed 10th Class examination with Science and Mathematics or its equivalent.	24	Engg.
47	Tool & Die Maker (Press Tools, Jigs & Fixtures)	L 5	2 Yrs.	Passed 10th Class with Science and Mathematics under 10+2 system of education or its equivalent	24	Engg.
48	Turner	L 5	2 Yrs.	Passed 10th class examination with Science and Mathematics or its equivalent	20	Engg.
49	Welder	L 4	1 Yr.	Passed 8th class examination	20	Engg.
50	Wireman	L 4	2 Yrs.	Passed 8th class examination	20	Engg.
TRADES UNDER DUAL SYSTEM OF TRAINING(DST)						
51	Fitter*	L 5	2 Yrs	Passed 10th class examination with Science and Mathematics or its equivalent.	20	Engg.
52	Machinist*	L 5	2 Yrs.	Passed 10th class examination with Science & Mathematics or its equivalent.	20	Engg.
53	Tool & Die Maker(Press Tools, Jigs & Fixtures)	L 5	2 Yrs.	Passed 10th Class with Science and Mathematics under 10+2 system of education or its equivalent	24	Engg.

$ **NSQF level applicable for NCVT Trades only.**

*Admission in the trade is not available in current session 2021.

DST DETAILS AT ITI AKS

S. No.	HEAD	DETAILS
1	TRADE NAME	Tool & Die Maker(Press Tools, Jigs & Fixtures), NSQF Level 5, 2 Years Duration
2	INDUSTRIAL TRAINING AT M/S MINDA, GREATER NOIDA	1st Year - 5 Months Duration. 2nd Year - 4 Months Duration.
3	STIPEND	Equal to 70 % of minimum wages for semiskilled worker notified by state government or the U.T. as payable to apprentices (as per section 13 rule 7a and rule 11 0f apprenticeship rule 1992)
4	CERTIFICATION	NTC mentioning Dual Mode with Industry Name.

AGE LIMIT

Minimum age limit for admission in ITI is **14 years for all the candidates as on 01-08-2021**. No Upper age limit is prescribed for the candidates seeking admission in Government ITI's

Candidates seeking admission in Dual System of Training Trades may consult the concerned institute regarding the age limit criteria for Industrial Training.

PHYSICAL FITNESS

All the candidates shall be required to submit a Medical Fitness Certificate from a Registered Medical Practitioner as per Annexure- I at the time of admission.

NOTE: Admission of the candidate shall stand cancelled ab-initio, if any information supplied or document submitted is proved to be false/ fake at any stage even after admission.

EXPELLED/ RUSTICATED CANDIDATES

Candidate who have been earlier expelled or rusticated from any of the institutes/ITIs due to any reason/s is not eligible for fresh admission.

COMMENCEMENT OF CLASSES /EXAMS/OTHER ACTIVITIES

DTTE/ ITI/DGT may conduct online classes/exams/other activities in place of regular mode of training or a combination of both due to pandemic or other reasons. In such situation the trainee needs to arrange necessary infrastructure like internet, mobile/computer etc as required at his/her own expense.

PORTAL FOR REGISTRATION FOR ONLINE ADMISSION 2021

❖ The candidates can register for online admission from any of the internet access points through the portal **http://www.itidelhiadmissions.nic.in.**

❖ The Registration form should be filled-up carefully in ENGLISH language only as per the instructions.

❖ Only one Registration form is to be filled to apply in different trades/ITIs.

❖ Mobile number and E-mail ID are compulsory for registration.

Documents required at the time of registration

Scanned copy of following original documents in PDF format (as applicable) must be uploaded at the time of verification. Size of the PDF documents must be greater than 50 kb and less than 200 kb. The documents have to be uploaded as color scan of **original document** only and should have to be legible. Scan of copy/photo copy of the document will not be accepted.

a. **Category Certificate (If Applicable)**: SC/ST/OBC+NCL/EWS certificate in PDF format needs to be uploaded.

b. **Sub Category Certificate (If Applicable):** J&K, NCC, Defense Personnel, Divyang (PWD), Minority, Staff Ward, Delhi Government Employee in PDF format needs to be uploaded.

c. **Certificate from Delhi Government registered orphanage.** (If applicable).

d. **Certificate from BDO regarding school and residence of candidate located in rural area of Delhi.** (If Applicable).

e. **Qualifying Certificate:**
● 10th Class mark Sheet &/or Certificate showing complete details of All subjects (Including fail and absent subjects), maximum marks/grades, Marks/grades obtained, conversion factor for grades, fail/pass and other applicable details like D.O.B., School State.

● 8th Class certificate&/or Mark Sheet showing complete details of All subjects (Including fail and absent subjects), maximum marks/grades, Marks/grades obtained, conversion factor for grades, fail/pass and other applicable details.(If 8th class marks are not filled by candidates then his/her 8th class rank would be prepared based on 10th class marks)

- Certificate from Headmaster/ Principal of school as per Annexure VIII at page no.81 of prospectus. (Only, in case the candidate has filled 8th class marks.)

f. <u>Undertaking by Candidate(Compulsory)</u>

- Duly filled and signed undertaking as per Annexure XV at page no. 88 of prospectus is to be submitted in candidates own hand writing and uploaded in the PDF/JPG/ JPEG Format. Size of the PDF documents must be greater than 20 kb and less than 200 kb.

<u>Photograph</u>

Scanned image of color photograph in jpg format needs to be uploaded. Size of the photo image must be greater than 20 kb and less than 50 kb and Dimension of the photograph image should be 5.5 cm (width) x 7.5 cm (Height) only. The photograph should clearly show face of the candidate in Center and Both Ears should be clearly seen. NO Mask, Cap etc should be worn in the photograph.

<u>Instrument for payment of Registration Fee</u>

<u>Credit Card/Debit Card/Internet Banking</u> may be used for making payment of Registration fee of Rs 200/- at the time of registration.

STAGES FOR ADMISSION

Tentative dates for various stages of admission are given in the "Tentative Schedule" section of prospectus at page no. 4.

REGISTRATION	1. Generation of application number and password.
	2. Filling of information as asked.
	3. Documents Uploading
	4. Candidate needs to upload all the documents as asked in the portal. If portal asks for uploading some document which is not relevant to the candidate then the candidate should write **"Name of Document" is "NOT APPLICABLE"** on a white sheet, SIGN and upload its PDF.
	5. If certificate is not available with the candidate due to genuine reason, then the candidate should give an undertaking stating a) His/ her correct information. b) Reason for not uploading the certificate. c) Candidate would submit his/her certificate at the time of admission and non-submission of certificate at the time of admission would lead to cancellation of admission and removal of candidate from further counseling." And upload self-attested copy of an Undertaking in PDF format.
	6. It is at the discretion of ITI/DTTE whether to accept the undertaking or file objection. The candidate needs to remove it within the stipulated time for participating in Online Admission.
	7. Registration Fee Payment
ONLINE VERIFICATION	1. ITI officials will preliminary check the information provided by candidate and may compare it with uploaded documents. If official is satisfied by the information provided/ or candidate is given some relaxation in providing information till later date/or till admission then the candidates details will be verified
	2. If discrepancy is found, it will be communicated to candidate through SMS/e-mail. Any discrepancy/ incorrectness/ non submission of information/ hiding of information may lead to objection during verification and non-removal of objection by the candidate within stipulated time /end of verification would lead to cancellation of candidature of candidate. It is the responsibility of candidate to get the discrepancy removed
	3. After verification, the candidate should check his/her verification status on Online Admission Portal. SMS/email may be sent to the candidate regarding the same, but non receipt of SMS/ email regarding the same would not be an excuse for non-removal of objection by the candidates so candidates are advised to regularly check their status by logging on to online admission portal.
Choice Filling	1. After verification candidates needs to fill his/her ITI/Trade choices within stipulated time of choice filling. 2. It is advised that the candidate should make a list of trades/ITI choices beforehand in preference order as per Performa attached as per Annexure XI at page no. 84 of prospectus. 3. After filling the choices, the candidate must save the filled choices and thereafter "Lock" Filled choices.

Rank Generation and Objection filing	1. **Tentative rank List Generation:** The candidate must thoroughly check his/her details in the online list displayed on the website.
	2. **Objection Filing by candidate:** if candidate finds any discrepancy then he/she must send a mail regarding same on email "**caohelpline@gmail.com**" with subject" Objection **filing /Application Number/Name of Candidate**).
	Final Rank List Generation: Final rank list will be displayed after incorporating the valid correction. Candidate must note his rank for future reference
COUNSELLING (Counseling Guidelines will be provided separately on the website)	First counseling
	Reshuffle of Trades
	Second counseling
	Reshuffle of Trades
	Third counseling
	Reshuffle of Trades
	Fourth counseling
	Additional counseling if any (To be decided later as per situation)

The above information is subject to change and same may be intimated on online admission website.

Online admission 2021 new candidate registration Form/Choice filling/Verification Instructions

For new registration candidate needs to visit Online Admission Portal " **itidelhidmissions.nic.in"** **and click on " New Candidate Registration"** as below

Candidates who have already generated "**Application Number** can log into the portal by entering "Application number, password and Security Pin"

Candidate must read the important instructions given on the page.

After clicking on "New Candidate Registration" button the following "**Candidate Consent**" will appear on the screen. Candidate must click on "**I agree**" to proceed forward.

After accepting the "Candidate **Consent**" the following page will appear.

Candidate needs to fill all the details and create the password.

Minimum age limit is **14 years for all the candidates as on 01-08-2021**. No Upper age limit is prescribed for the candidates seeking admission in Government ITIs.

TO CREATE A PASSWORD: Password should be at least minimum 8 characters long and should contain at least one Uppercase character(s) (A-Z), at least one Lowercase character(s) (a-z) and at least one special character(s) (i.e.! $ % ^ * @ # & etc.). The candidate is advised to keep his/her Online Registration Password secure and not to share as it can be misused by others. Maintaining the secrecy of the password will be the sole responsibility of the candidate himself/herself.

Candidate should note down "Application Number" and "Password" for future reference and press "Submit" Button.

The following page will appear on Submitting.

A candidate needs to check his /her details and if all details are correct then click **"Final Submit".**
On "Submitting "the following page will appear.
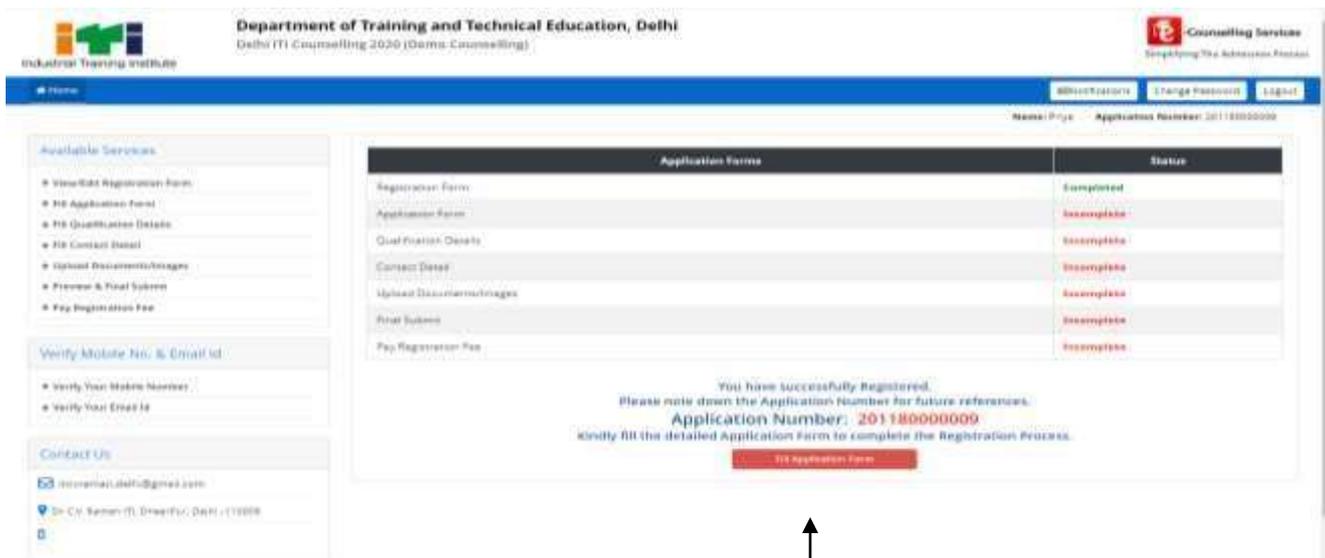
Now the candidate needs to fill all the details by Clicking on "Fill **Application Form"** button.
After clicking the following form will appear on the screen.
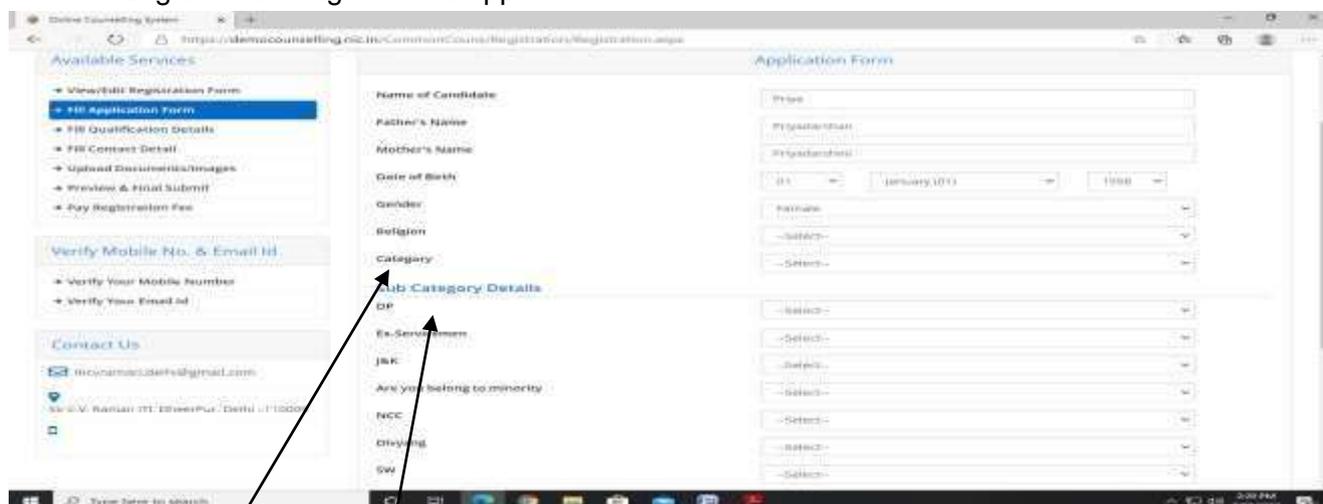
Candidates need to fill all the details as asked in the form.
CATEGORY DETAILS: A candidate have to select one of the following categories:-

1. General
2. Scheduled Caste
3. Scheduled Tribe
4. Other Backward Class Non Creamy Layer
5. Economically Weaker Section

Economically Weaker Section
A general candidate whose family has gross annual income is **below 8 Lakh rupees and fulfills other terms and conditions of Economically Weaker Section (EWSs)** are eligible **for 10 percent reservation in ITI Admission. For availing reservation candidates needs to produce a certificate as per Annexure XIV of prospectus at page no. 87 from competent authority as given in the prospectus.**

SUB CATEGORY DETAILS
Multiple subcategories are allowed. If candidate belongs to a subcategory then select "Yes" else select **"no"**. For more details please see "**Additional Details of Reservation**" section of Prospectus at page no. 20.

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Other Information

If the Candidate is "**Inmate of an orphanage, registered with Delhi Government"** then select **"Yes"** otherwise select **"NO"**

If both the candidate's **qualifying school and residence**

both are located in rural area of Delhi then click **"YES"** other-wise select **"NO".**

Then "PRESS" **SAVE AND NEXT**" Button.

The following page will appear.
The candidate needs to fill his/her **qualifying Details**.

The candidate select the Qualification option on basis of which he/she want to seek admission and fill his /her marks as per instructions given in prospectus. If candidate has not filled his/her 8th marks then his/her 8th rank would be created using 10th marks..

If candidates result is in Grades /grade points then they should be converted to marks and then filled in the above table.

Marks of all subjects including subjects in which candidate has failed or is absent, needs to be filled for calculation of merit for online admission.

For further details please see section "CRITERIA FOR CALCULATION OF MARKS PERCENTAGE" in the prospectus at page no. 41.
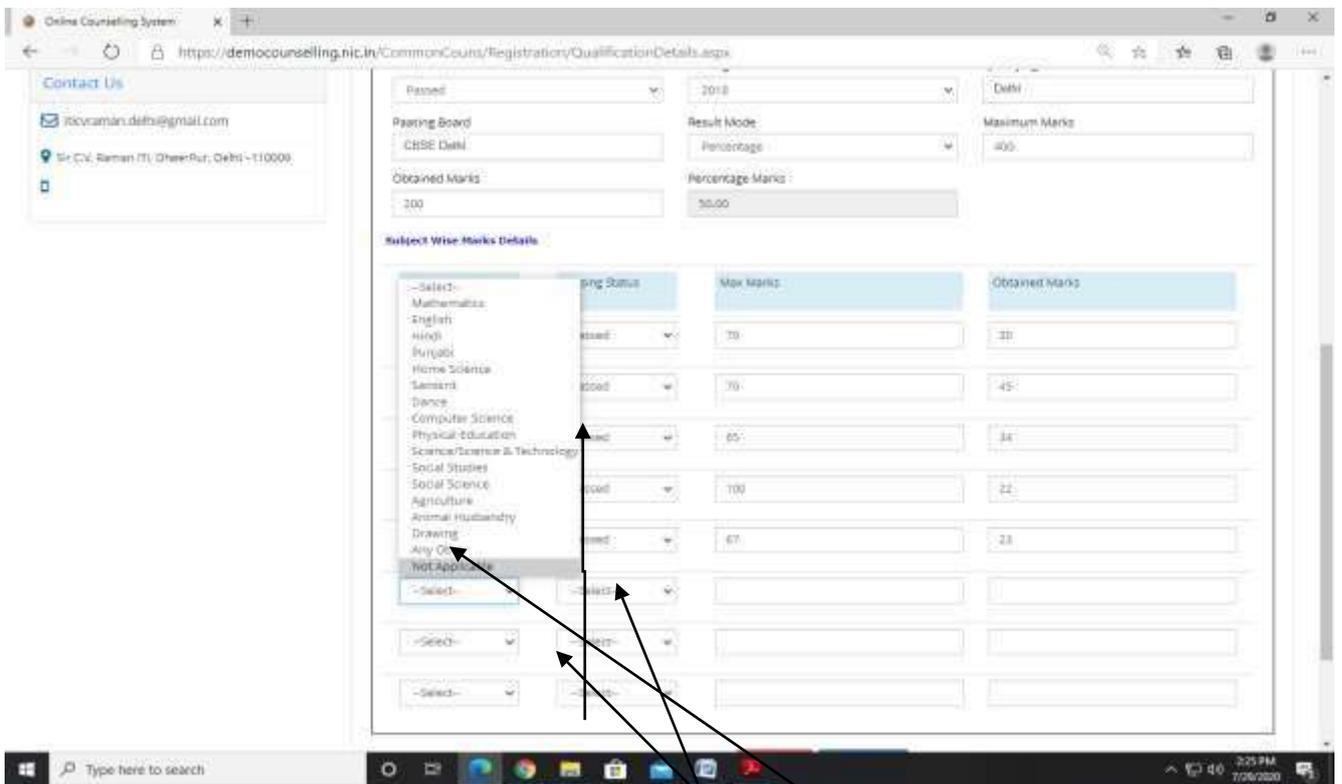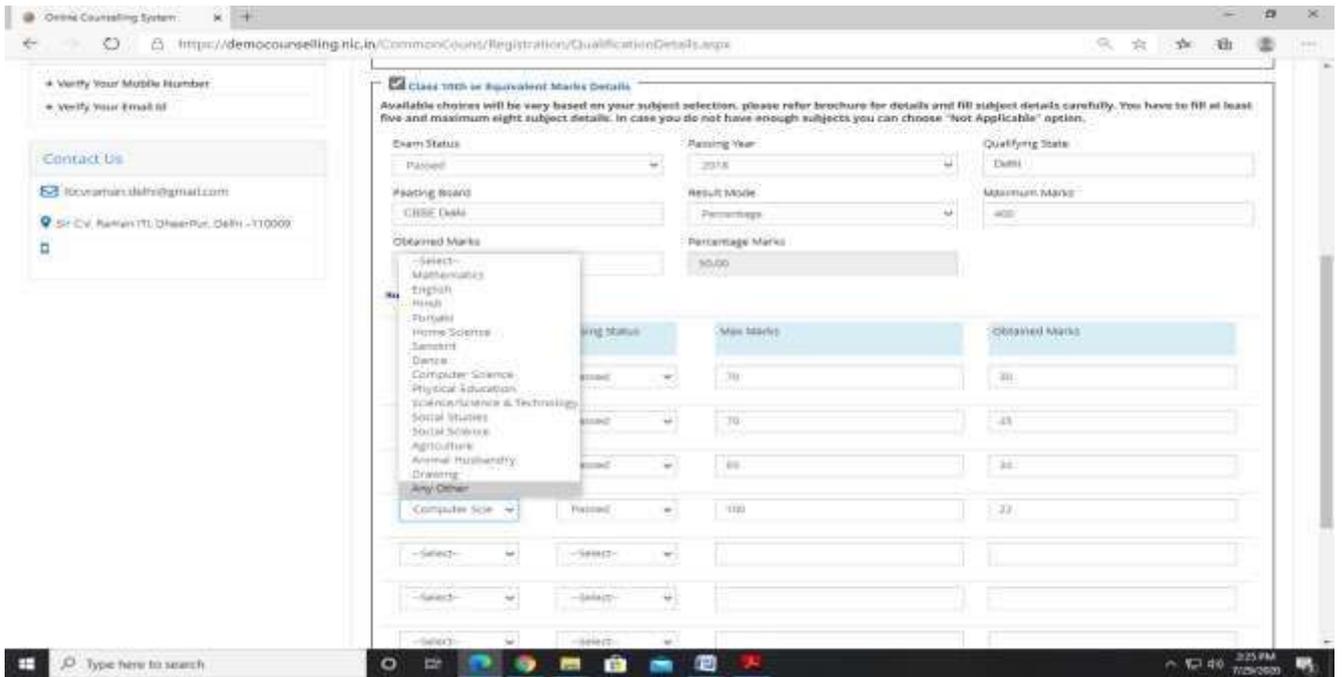
When candidate has filled details of all the subjects and **extra rows** for input of marks are left then candidate needs to select "**Not Applicable"** option in the extra rows.

If subject of candidate is not available in the drop down menu then select "**Any other**" and fill marks as applicable.

There after candidate needs to fill his "**Correspondence Address**" correctly and press "**Save and Next**"

The following Page will appear.

The candidate needs to upload the documents as required in support of his claim made in the application form.

The candidate needs to upload the document in format and size as given in Document specifications as shown on table in the online admission portal.

The candidate needs to click on **Choose file** and select the document to be uploaded and upload the document. Document number needs to be filled in the column provided and when all documents are uploaded pre
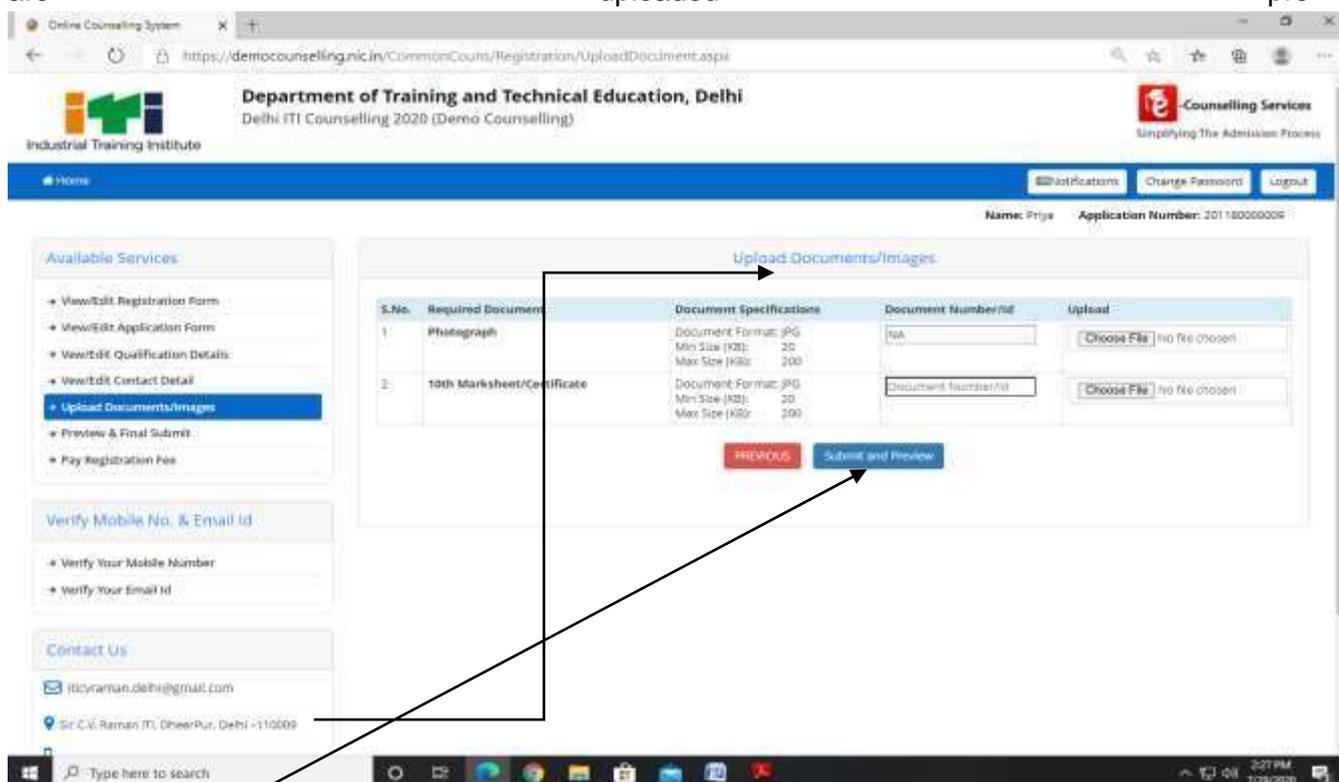

"**Subm**it **and Preview**" button.

Candidate needs to upload all the documents as asked to upload in the portal. If portal asks for uploading some document which is not relevant to the candidate then the candidate should write "NOT APPLICABLE" on a white sheet and upload its PDF.

If candidate does not have a certificate then candidate should give an undertaking stating "his/her correct information, reason for not uploading the certificate that "Candidate would submit his/her certificate at the time of admission and non-submission of certificate at the time of admission would lead to cancellation of admission and removal of candidate from further counseling" and upload his/her (signed copy) of this information in PDF format.
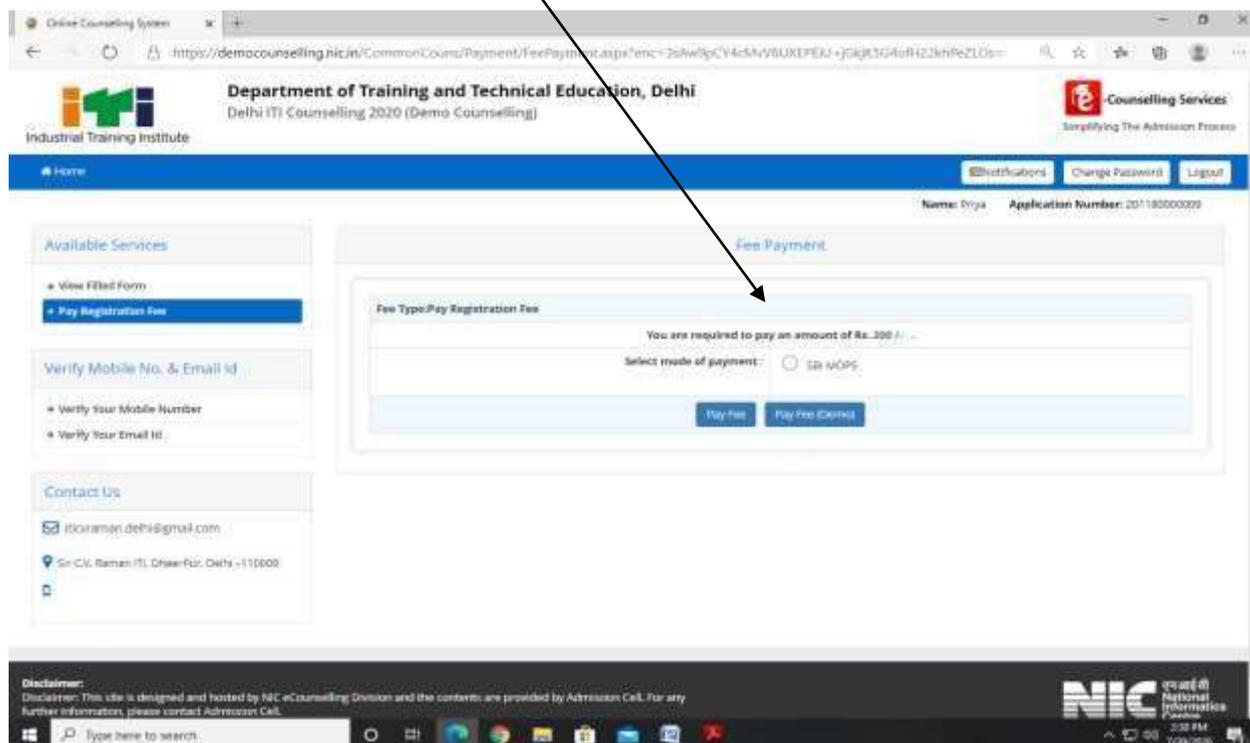
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The following screen will appear.
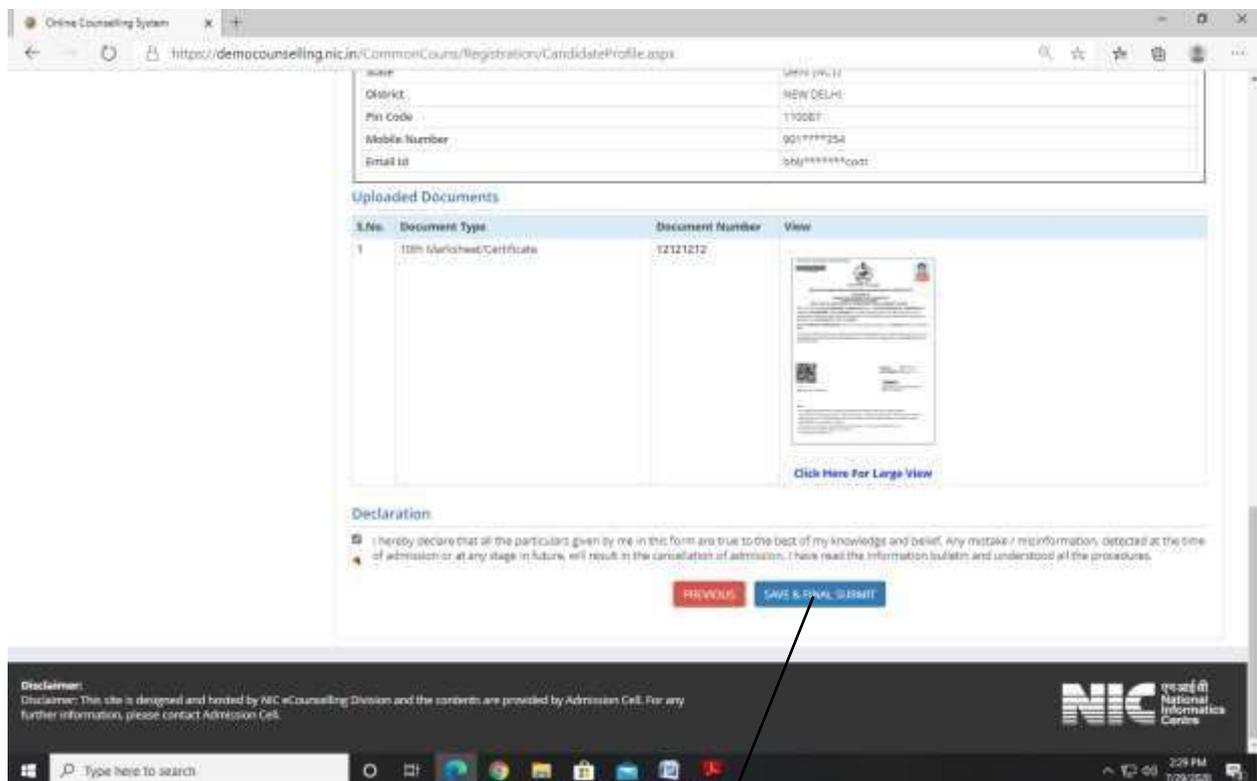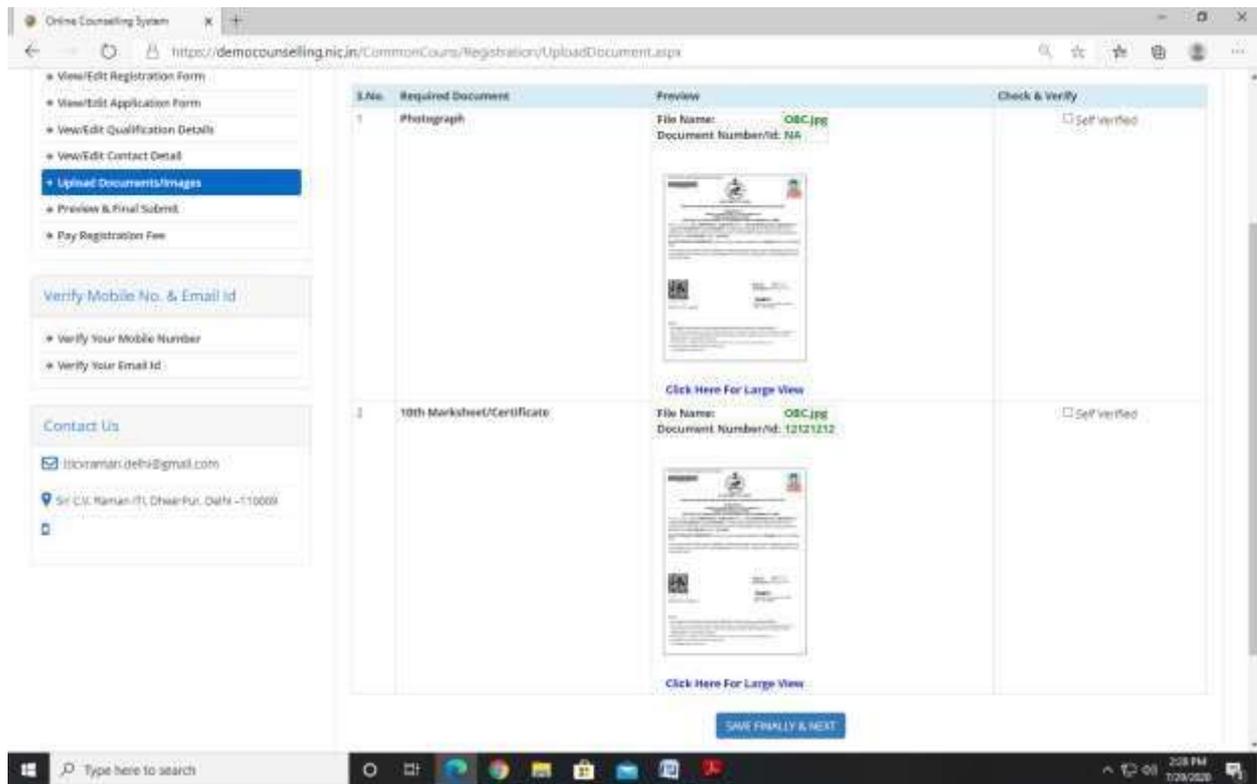
Click on check & verify column (self-verified check box)

There after the candidate needs to press "**Save and Final Submit"** button

Then the candidate needs to "**Pay the online Registration Fee**" of Rs 200 through internet banking, debit card, credit card etc.

After payment of registration fee, there would be preliminary Verification of candidate's uploaded documents. During this process the documents uploaded by the candidate would be compared with the details filled by the candidate by ITI officials. This process would normally take around 2 working days after filing of application by the candidate.
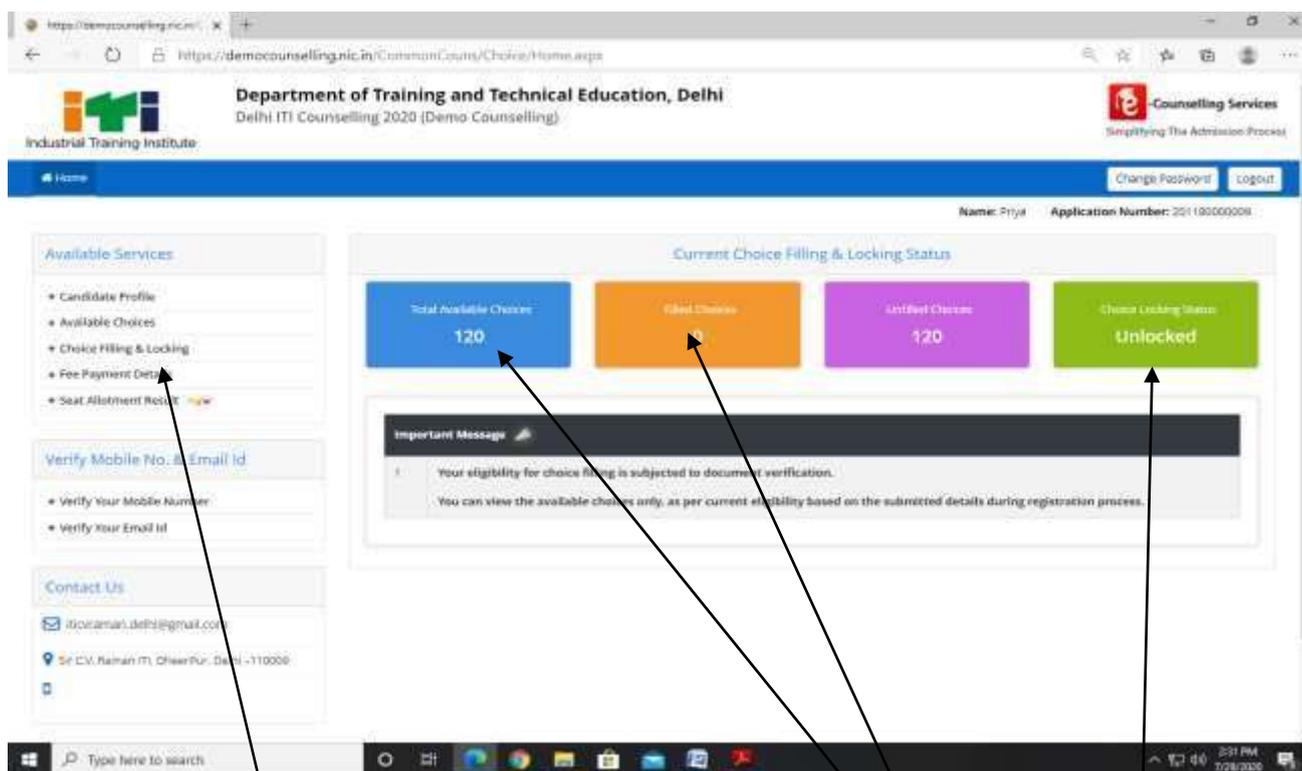
If some discrepancy is detected in the candidate's details then the same would be informed to the candidate through email/SMS on his registered mobile number/ email id. The candidates need to get the discrepancy removed within stipulated time i.e. Last date of verification and get his application verified for being eligible to participate in admission. For removal of discrepancy candidate needs to upload the requisite document in support of his/her claim on the online admission portal. Candidate can contact helpline numbers given in the contact details of Government ITI for help.

Verification is one time process and would be carried out within the stipulated time as given in the prospectus. No verification would be done after the stipulated time of verification so it is in the interest of candidate to get the objection/ discrepancy removed (if any) as soon as possible so that his application gets verified and he/she would be able to participate in admission process.

Non verified candidates would not be able to participate in admission process.

In some deserving objection/discrepancy cases the candidate may verified subject to submission of undertaking by the candidate that he/she would get the discrepancy removed at the time of admission otherwise his/her allotted seat may be withdrawn and he/she would be out of further counseling's.

After verification the candidate needs to log into the online admission portal and fill Trade/ITI choices for participation in online admission process. The following screen will appear.

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S. No.	The screen is showing the following data.		
1.	**Total Available Choices**	Maximum number of Trade/ITI for which Candidate is eligible to apply as per his qualification, gender etc.	In above snap the candidate is eligible for 120 ITI/Trade choices
2.	**Filled Choices**	They are total number of ITI/Trade choices which the candidate has applied for participation in counseling.	In above snap the candidate has applied for 0 out of 120 choices ITI/Trade choices available to him/her
3.	**Unfilled Choices**	It signifies total ITI/Trade choices which the candidate has not applied for but the candidate is eligible to apply. S.No 3 = S.No 1 – S.No. 2	Total unfilled choices in above Snap is 120.
4.	**Choice Locking Status**	Candidate needs to compulsorily lock his filled choices. Unlocked/not locked choices would not be considered for counseling.	Above candidates choices are not locked.

The candidate should click on **"Choice filling and locking"** for filling choices.

The following screen will appear.

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The **available ITI/Trade choices** will appear on the Lift side. The candidate needs to click on "ADD CHOICE" to select choice. After clicking on "**Add"** button the selected choice will appear on right side. Candidate should fill as many choices as possible to increase his/her chances of getting a seat allotted.

Divyang candidates must fill choices in the trades in which they are certified as fit for undergoing the trade by NCS(Formerly VRC, 9-11 Vikas Marg, Karkardooma, Delhi /IBHAS) as the case may be. If due to wrong filling of choices a seat is allotted to the divyang candidate in which he/she is not fit for trade, then the same would get cancelled and candidate would be responsible for the same.

The location of various ITI's is available in prospectus. Candidates may use this information to find out the distance of ITI from his/her place of residence. The higher choice seat would be first considered for allotment to the candidate and if that seat is not available then the next lower choice seat would be considered and so on. Choice number "1" would be the highest choice in order of preference.

The Trades/ITI's for which a candidate is **not eligible** would **not** be shown in the **"Total Available choice column".** Eg. If a candidate is **male** then he would not be shown "**all women courses in coed ITI's**" and "**all trades of women ITI's**". Similarly if a candidate does not have mathematics and science in qualifying exam then trades which had entry qualification of mathematics and science would not be displayed to him/her.

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Only the choices which the candidate has filled and locked would be considered for admission in order of preference i.e. most preferred trade/ITI choice to be given **as 1st preference and the preference of the choice would become less preferred as the choice number increases**.
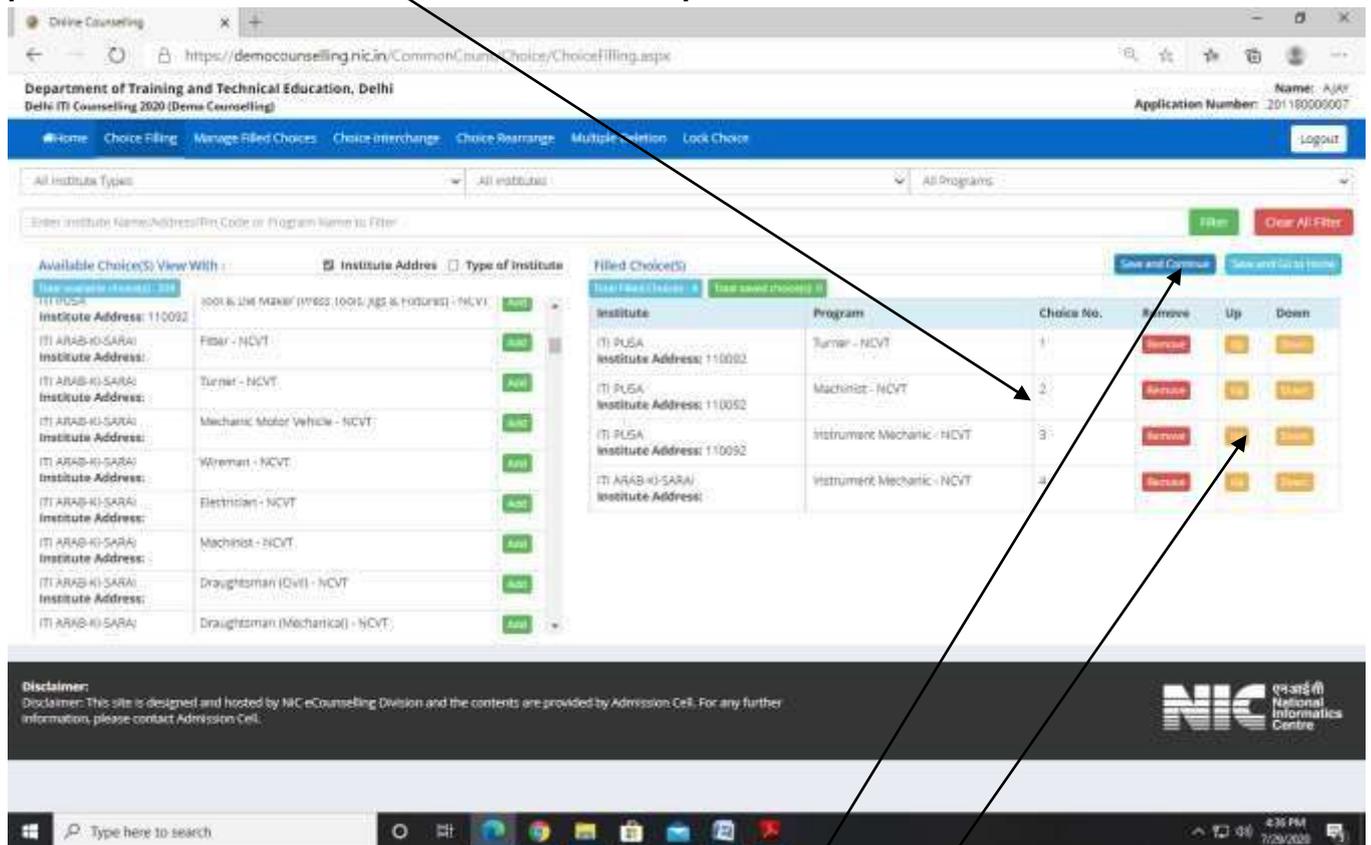
Candidate can change the Priority of his/her filled choice by clicking on **up or down** buttons given on the right side of filled choice.

Candidate can use various drop down filters as given above to sort available choices in convenient formats.

Candidate can also change the priority of his/her choices by using choices in Top menu bar.

Thereafter candidate can select" **Save and Continue"** or **"Save and go to home"** as applicable to save choices.

The following screen will appear
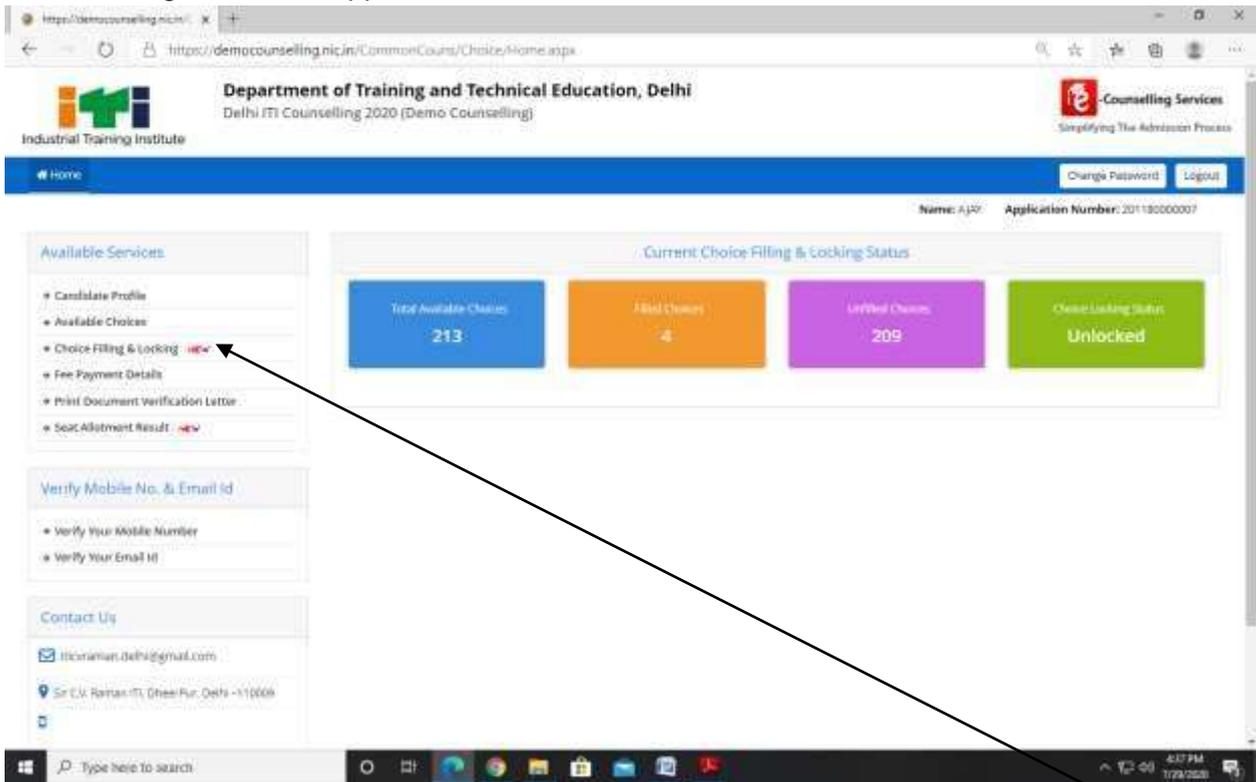
After saving the candidate needs to lock choices. For locking click on "**Choice filling and Locking"** Option and then click on "**lock choice**" button.
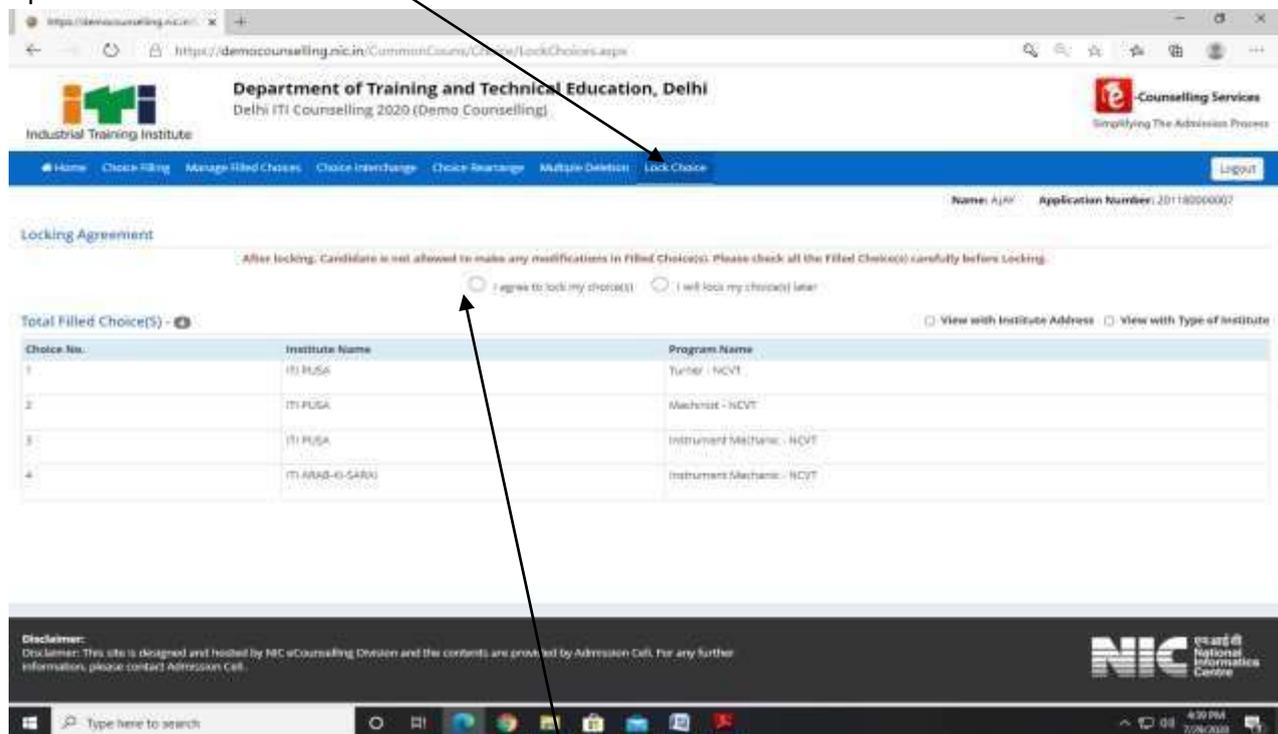
Now select the round button **"I agree to lock my choices".**
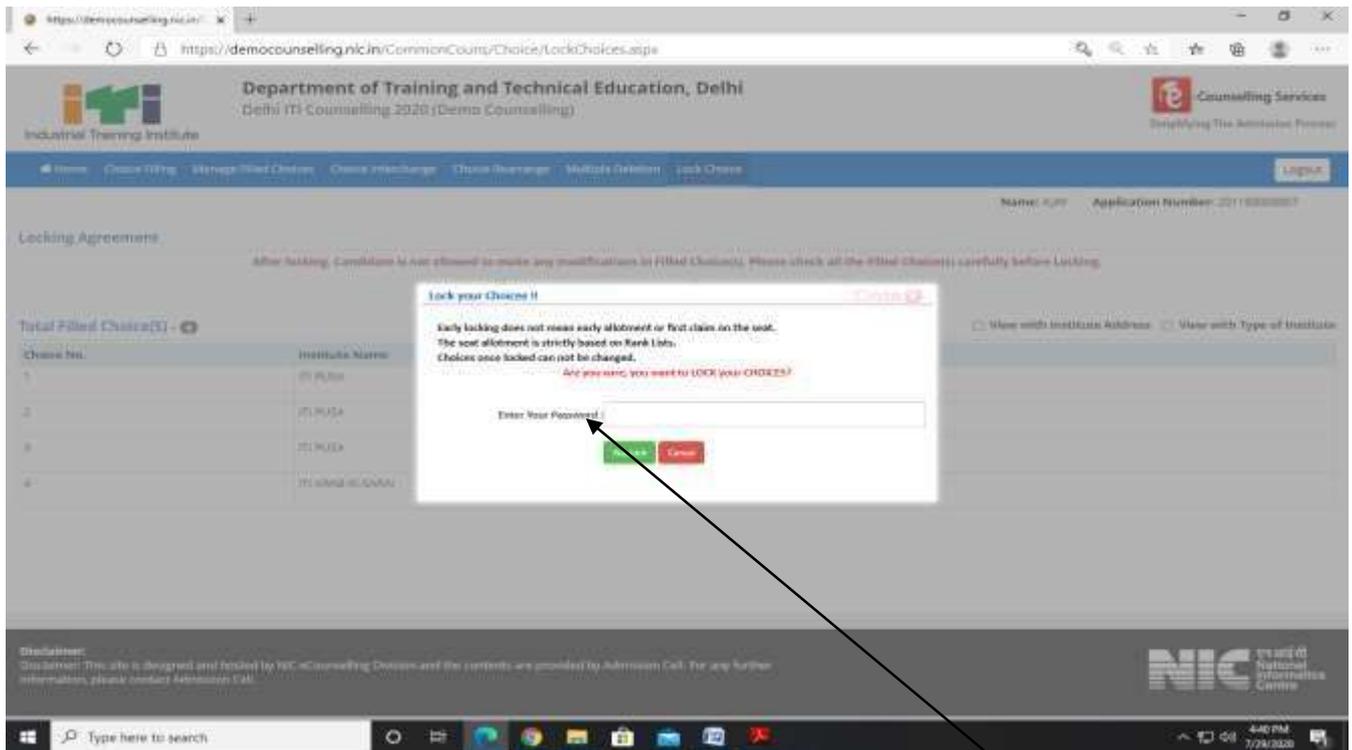
The above dialogue box will appear on the screen. Candidate needs to fill the **Password** in the dialogue box and click on submit. The following screen will appear and confirm that candidate's choices are **"Locked".**
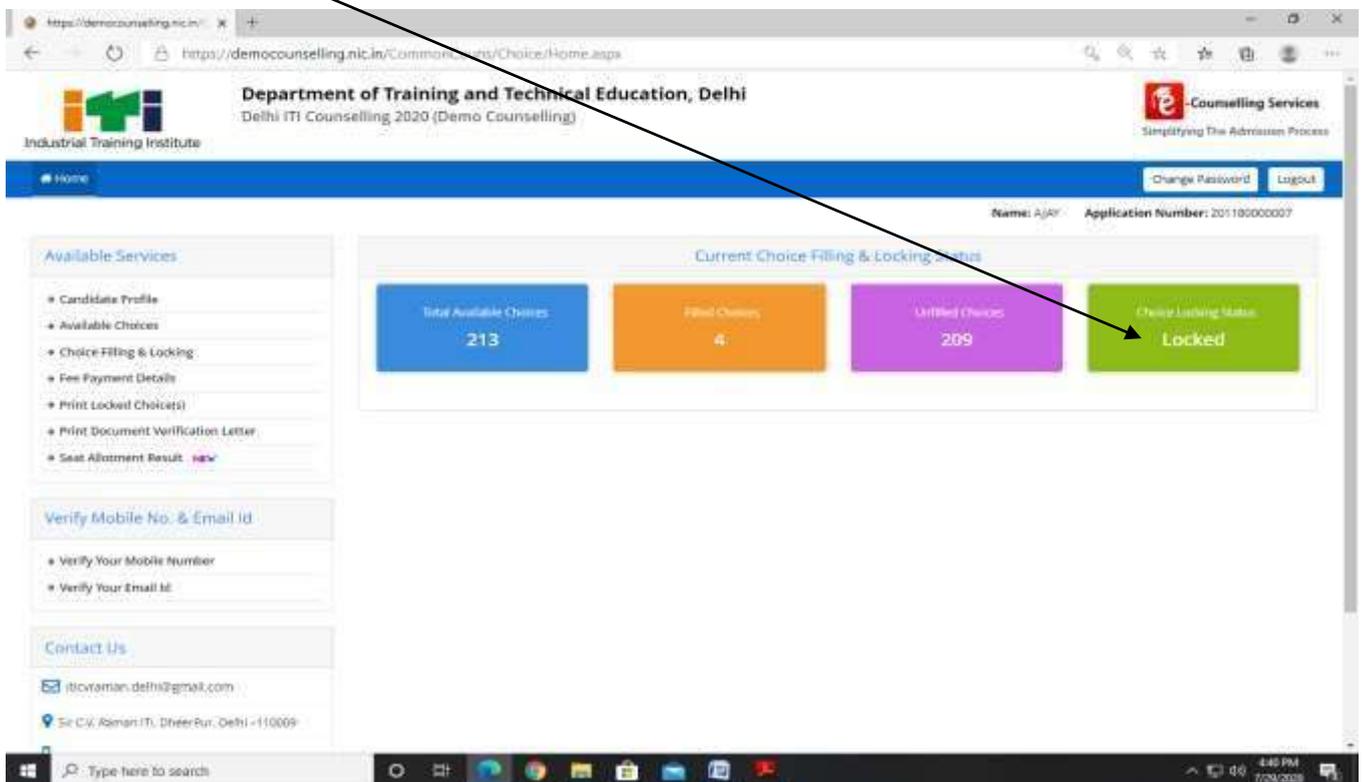
Choices once locked cannot be changed and would be treated as final.

Candidate can print locked choices by clicking on "**Print Locked Choice"** Button.
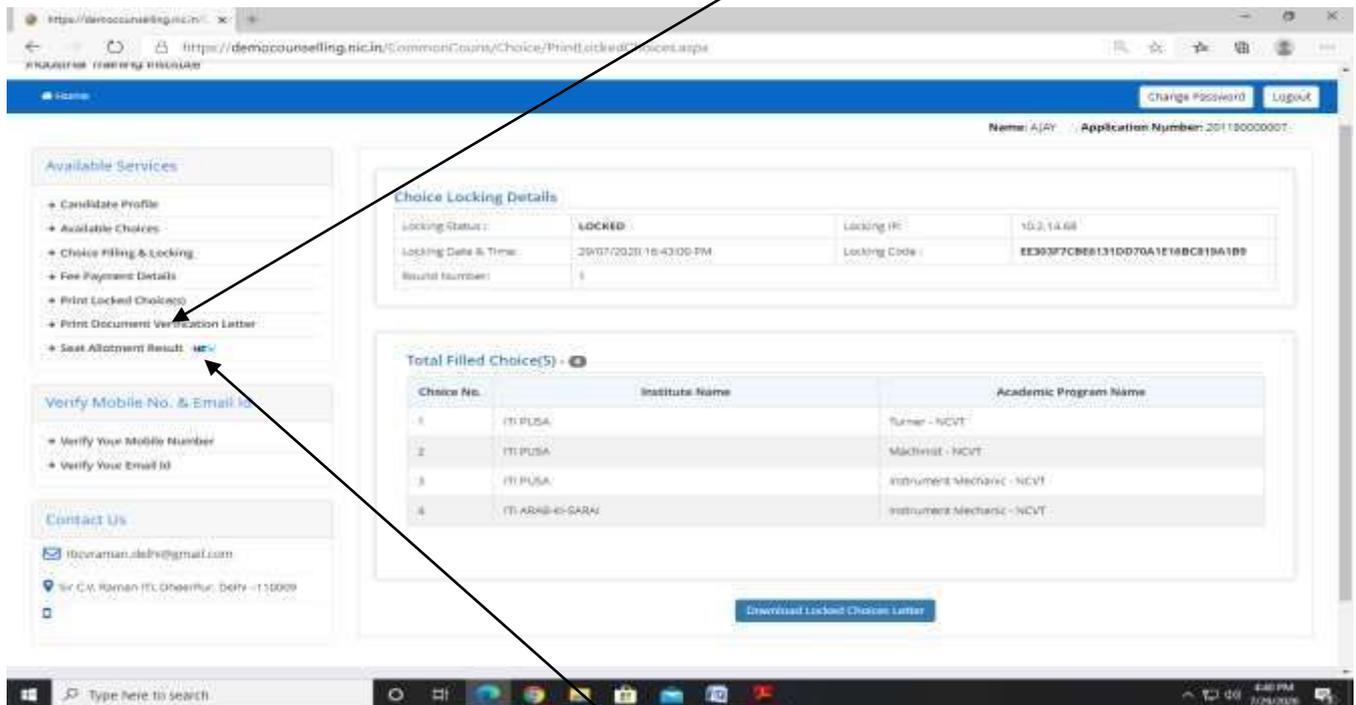
Candidate can print verification Letter by clicking on **"Print Verification Letter".**

Instructions for Admission

1. Name of candidate, **Father's Name, Mother's Name and Date of Birth** must be written as given in School's/Board's Certificate.
2. "**Region"** in the Registration form must be filled-up. Select **"Delhi" if you have passed your qualifying examination from a school located in Delhi**. Select **"Outside Delhi" if you have passed your qualifying examination from a school located outside Delhi**.
3. For National Institute of Open Schooling, the state of location of the **study centre (**school) will be considered as the state of the candidate.
4. The candidates who have passed qualifying examination through distance education /open education system of any recognized board/ university will have produce a proof issued by the respective board/ university regarding his /her study center being located in Delhi for claiming seats under Delhi region seats. If candidate fails to produce the proof regarding his/her study center then the candidate would be considered for seats under outside Delhi quota.
5. The candidates who have passed their qualifying exam through Patrachar shall have to produce proof of residence for verification the State of Eligibility.
6. Candidate should mention his/her religion carefully as it would be used for allotment of seats under minority quota in ITI for women MSDP, Nand Nagri.

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7. Thereafter, **tentative rank list** will be prepared on the basis of Marks / Grades obtained by the Candidate in the qualifying exam & using tie breaker criteria as given in prospectus at page no. 42. **The candidate must thoroughly check his/her details in the Online list displayed on the website and if he/she finds any discrepancy then he/she must send a mail regarding same on email "Caohelpline@gmail.com with subject "having Objection filing /Admission Number/Name of Candidate).**Corrections / Objection if any are to be submitting within stipulated time as per schedule provided on the website.

8. **Final rank list** will be displayed after incorporating the valid corrections. Candidate must note his/her rank for future reference.

9. No separate intimation will be sent to candidates regarding declaration of result. Intimation regarding declaration of result would be intimated on the online admissions website.

10. Thereafter, in the **First Round of Counseling**, **seats will be allotted** to the candidates by considering their rank, category, sub-category and gender as per choice filled by the candidate in preferred order.

11. Counseling Result will be published on the online admission website. (Tentative Admission Schedule is given in the prospectus.)

12. The allotted candidates should take a printout of his/her Allotment Letter

13. The procedure for counseling would be displayed on the "Online admission Portal".

14. If there is mistake in filling details by the candidate then it will be his/her own responsibility and DTTE/ITI cannot be held responsible for the same. However he/she is advised to report the same at our email id caohelpline@gmail.comwithin stipulated time of admission.

15. If due to some unforeseen reason wrong allotments are made then DTTE/ITI reserve the right to take suitable corrective measures including cancelling and reallocation of wrongly allotted seats in the same or subsequent counseling rounds. In this case, the decision of DTTE/ITI will be final and binding to all parties.

16. All disputes will be subject to Delhi jurisdiction only.

SEATS RESERVATIONS

1.	Candidates passing qualifying examination from Delhi Schools.	**90%**
2.	Candidates passing qualifying examination from other states Schools.	**09%**
3.	Wards of J&K migrants, (has to be registered with D.C. Office Delhi).	**01%**

RESERVATION CATEGORY WISE:

Applicable for all ITI's and Non-Minority Seats of MSDP Centre for Women at ITI Nand Nagri for Delhi and Other State category separately (except wherever mentioned otherwise.)

1.	**Scheduled Castes(Vertically Reserved)**	**15%**
2.	**Scheduled Tribes (Vertically Reserved)**	**7.5%**
3.	**Other Backward Class Non Creamy Layer (Vertically Reserved)**	**27%**

For availing reservation under OBC category candidate is required to bring OBC Certificate from competent authority and valid non-creamy layer certificate.

If validity is not mentioned on NCL certificate the nit would be deemed to be valid for period of 1 year from date of issue of certificate i.e. for admission in Delhi Govt. ITI'S such OBC (Non Creamy Layer) certificate is to be issued on or after 1st August, 2020. If it is issued prior to 01-August-2020, then it should be accompanied by income certificate for securing seats in the quota reserved for socially economical backward classes issued on or after 01-08-2020 from the competent authority as mentioned in the list of approved authorities at page no. 39.

4. **Economically Weaker Sections (EWS)**   **10%**
   Will have to submit valid Income and asset certificate from competent authority as per Annexure XIV at page no. 87

5. **Female Candidates (all Co-ed ITI's only)**   **30%**

   Horizontally reserved across all categories except J&K & minority

6. **Divyang/ Person with Disabilities (Horizontally Reserved)**   **4%##**
   (As per Rights of Persons with Disabilities Act, 2016)
   (Will have to get their candidature fitness certificate by National Career Service, 9-11 VikasMarg, Karkardooma, Delhi–110092)in the Prescribed Pro-forma, given at Annexure VI at page no. 79. https://www.ncs.gov.inat the time of admission)

7. **Defense Personnel(Horizontally Reserved)**: reserved for widows / wards of Military/Para Military personnel (CRPF, ITBP, BSF, CISF, NSG & Assam Rifles) in the following order of preference: **5%**
   a) Widows/wards of defense personnel killed in action.
   b) Wards of serving personnel & ex-servicemen disabled in action and boarded out from service.
   c) Widows/wards of defense personnel who died in peacetime with death attributable to military service.
   d) Wards of disabled in services and boarded out with disability attributable to military service.
   e) Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards:
   - ParamVir Chakra
   - Ashok Chakra
   - MahaVir Chakra
   - Kirti Chakra
   - Vir Chakra
   - Shaurya Chakra
   - Sena, NauSena, Vayu Sena Medal
   - Mention-in-Despatches

f) Wards of ex-servicemen.
g) Wives of:
- Defense personnel disabled in action and boarded out from services.
- Defense personnel disabled in services and boarded out with disability attributable to military services.
- Ex-servicemen and serving personnel who are in receipt of gallantry awards.
h) Wards of serving personnel.
i) Wives of serving personnel.

Note: -Candidates seeking admission under Defense Personnel quota will have to get their candidature certified by any of the following authorities in the prescribed Pro-forma given at Annexure VII:
(i) Secretary, Kendriya Sainik Board, Delhi.
(ii) Secretary, Rajya/Zila Sainik Board.
(iii) Officer-in-Charge, Record Office of concerned service for serving personnel.

8. **NCC Cadets**: **(Horizontally Reserved)**:These seat are reserved on the basis of inter-se merit among the National Cadet Corps certificate holders of a given certificate Level. Candidates with 'C' Certificate will be given higher priority over those candidates having 'B' certificate, which in-turn, will be given a higher priority over those with 'A' Certificate:

01%**

9. **Staff Wards**: **(Horizontally Reserved)**:These seats are reserved for non-transferrable staff of all institutions functioning under Department of Training and Technical Education.

01%*#

Certificate as per Annexure X at page no. 83 required for admission under this quota.

10. **Wards of Delhi Police and Govt. of NCT(Horizontal Reserved)**
Only for candidates who have passed their qualifying exams from Delhi only):

2.5%

Certificate as per Annexure XIII at page no. 86 required for admission under this quota.

11. **Minority Candidates** as per Section 2(c) of National Commission for Minorities Act, 1992 (only applicable in MSDP ITI Nand Nagri, (W))   **50%**
(Self -declaration as per Annexure no XII at page no. 85 of prospectus)

12. Direct admission to inmates of Social Welfare licensed institutes including Bal Sahyog.

WEIGHTAGE

1. Rural Area candidate subject to condition that   5% of marks obtained
   Both the school and residence of the candidate should be
   Located in Rural Area of Delhi (as per Annexure IX)

2. Defense Personnel Quota.   5% of marks obtained

*   Subject to maximum one seat per unit per I.T.I.
**   Subject to maximum one seat in each trade and each I.T.I.
\#   Under staff ward quota all the non-transferable staff working under this Directorate whether serving/retired or died during the service (irrespective of State)
\#\#   Admission will be given only in Trades for which the person certified to be able by the National Career Service (NCS) of the Govt. of NCT of Delhi.

NOTE: The above reservations are subject to change without notice but duly communicated prior to counseling as per the decision of the Government of N.C.T. of Delhi.

APPROVED, CERTIFICATE ISSUING AUTHORITIES FOR CATEGORY, EWS AND INCOME

For admission to a seat reserved for Scheduled Castes/Scheduled Tribes/OBCs, the candidate should submit a certificate in original at the time of admission from the approved district authority, indicating the Scheduled Caste/Tribe/OBC to which the candidate belongs. A list of approved authorities is given below:-

(a) District Magistrate / Additional District Magistrate / Deputy Commissioner / Collector /Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / City Magistrate (not below the rank of First Class Stipendiary Magistrate), Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate /Extra Assistant Commissioner.

(b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.

(c) Revenue Officer not below the rank of Tehsildar.

(d) Administrator/Secretary to Administrator/Development Officer (Lakshadweep & Minicoy Island)

IMPORTANT DETAILS FOR RANK GENERATION AND SEAT ALLOTMENT (Marks sheet/category/sub category/ gender/religion)

The candidate should be careful while filling the following details as these details would be used for calculating his/her rank and for allotment of seat. If any erroneous/incorrect information is later found, it could lead to cancellation of seat allotted to the candidate and other necessary actions may be taken against him/her as deemed fit by the ITI/CAO/DTTE.

1. **Qualifying Board of the candidate: List of recognized boards** for secondary exams is provided in the prospectus. Candidate must check the validity of his qualifying board before registering. In case, there is any clarification sought by the verifying Government ITI /DTTE /CAO regarding **equivalency of the eligibility qualification certificate furnished by the candidate,** the same must be produced by the candidates from the **appropriate authority in the matter**. In absence of the equivalency certificate, candidate credentials may not get verified/seat allotted to the candidate may get cancelled/candidate may not participate in counseling (depending on the case) and the responsibility of the same shall solely be of the candidate. If board is found fake then suitable action may be initiated against the candidate and Fee once paid would not be refunded under any circumstances.

2. **Candidates qualifying Marks/Grade:** Grades are to be converted into marks as per criteria for calculation of marks percentage by the board of the candidate. Under no circumstances, the candidate should fill marks in grades column or vice a versa. For more information, go through **the Criteria for marks calculation** in the prospectus.

   For ascertaining the eligibility conditions, combination of mark sheet shall be allowed only and only if mark sheet are from same board. If a candidate changes board e.g. From CBSE to NIOS then appropriate proof of accepting the marks of earlier board is required i.e. such candidate should produce one complete mark sheet making him/her eligible.

3. **State of Candidate:** As per I.T.I admission policy, the **state of candidate will be considered on the basis of his/her state of Qualifying Examination.** For e.g.: if a candidate **stays in Delhi** but has passed his qualifying **exam from Other State** then he/she would be considered **outside Delhi candidate** and vice versa.

4. **DUAL category candidates:-A candidate could have dual category on the basis of his/her qualifying state of 8th and 10th class.**

5. **Date of Birth** of Candidate should be entered correctly and exactly as mentioned in his **qualifying certificate/ age proof.**

6. **Gender** information of the candidate has a very high significance in allotment of seat. Wrongly filled gender, if found at the time of counseling can lead to the cancellation of allotted seat and further action as deemed fit by CAO/DTTE.

7. **Religion:** Minority seats are offered to minority female candidates in ITI for Women, MSDP, Nand Nagri. (As per the Government policy Muslims/Sikhs/Buddhists/Jains and Zoroastrians (Parsis) are notified as Minority community under section 2(c) of Minority Act, 1992).

8. **Category of the candidate:** Specific reservations exist for SC, ST& OBC candidates. Copy of certificate of candidate needs to be uploaded at the time of registration. A candidate would be considered as **Delhi SC/DELHI OBC** only if his /her caste certificate is issued by Delhi Government and the caste of candidate must also be listed in Delhi SC/ Delhi OBC list subject to fulfillment of other conditions.

9. The category of the candidate would be determined based on jurisdiction of his caste certificate and qualifying state:-
   a. A candidate would be considered a **Delhi category candidate (SC/ST/OBC) only if both jurisdiction of his caste certificate (Delhi SC certificate/Delhi OBC certificate/ST CERTIFICATE issued by Delhi Government) and his/her qualifying state is also in Delhi**.
   b. Candidates with qualifying state **other than Delhi** and **possessing Delhi jurisdiction Caste certificate (Delhi SC certificate/Delhi OBC certificate/ST CERTIFICATE issued by Delhi Government)** would be considered **other state category candidate**.
   c. Candidates having **Delhi qualifying state** and possessing **Category certificate of other state jurisdiction (Other state ST/Other state SC/Other state OBC certificate)** would be considered as **Delhi General Candidate**.
   d. **SC/ST candidates** with **qualification from other state** and **jurisdiction of caste certificate from any state would be considered other state SC/ST candidate.**
   e. OBC candidates qualifying from other state and jurisdiction of caste certificate from same state as qualifying state would be considered other state OBC candidate.
   f. The creamy layer amongst OBCs would be considered under general category.
   g. For availing reservation under OBC category candidate is required to bring OBC Certificate from competent authority along with valid non-creamy layer certificate.

10. **SUB CATEGORY OF THE CANDIDATE:** Reservations exist for sub categories as given below. The candidate fills his/her sub category correctly and produces the necessary documents at the time of verification/counseling.
   a. **Person with Disabilities /Divyang**(As per Rights of Persons with Disabilities Act, 2016): Divyang /PWD candidates need to get a suitability certificate from National Carrier Service, 9-11 VikasMarg, Karkardooma,Delhi–110092.in the Prescribed Pro-forma, given at Annexure VI at page no. 79).

   b. **Defense Personnel (reserved for widows / wards of Military / Para Military personnel (CRPF, ITBP, BSF, CISF, NSG & Assam Rifles):**
   Candidates seeking admission under Defense Personnel quota and weight-age will have to get their candidature certified by any of the following authorities in the prescribed Pro-forma given at Annexure VII at page no. 80:
      ● Secretary, KendriyaSainik Board, Delhi.
      ● Secretary, Rajya / ZilaSainik Board.
      ● Officer-in-Charge, Record Office of concerned service for serving personnel.
   The seats would be offered to the candidates on the basis of inter se merit in the following order of preference:-
      • Widows/wards of defense personnel killed in action.
      • Wards of serving personnel &ex-servicemen disabled in action.
      • Widows/wards of defense personnel who died in peacetime with death attributable to military service.
      • Wards of defense personnel disabled in peacetime with disability attributable to military service.
      • Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards.
      • Wards of ex-servicemen
      • Wards of serving personnel.

c. **NCC Cadets: Candidates with 'C' Certificate will be given higher priority over those candidates having 'B' certificate, which in-turn, will be given a higher priority over those with 'A' Certificate.** The seats are reserved on the basis of inter-se merit among the National Cadet Corps certificate holders of a given certificate level.

d. **Staff Wards (All non-transferrable staff of all institutions functioning under Department of Training and Technical Education)**: **Wards** of all non-transferable staff from all institutions functioning under Department of Training and Technical Education. Candidate needs to submit a certificate in the appropriate Annexure X as given in the prospectus at page no. 83 certified by head of Office of the department.

e. **Wards of Delhi Police and Govt. of NCT of Delhi employees:** This reservation is only valid for wards of Delhi Police and Govt. of NCT Employees who have passed **their qualifying exams from Delhi.** Candidate needs to submit a certificate in the appropriate Annexure XIII as given in the prospectus at page no. 86 certified by head of Department of the department.

f. **Inmates of Orphanages:** Direct admission to inmates of Social Welfare valid licensed institutes including BalSahyog.

g. **Rural Area Weight age:** Weight age of 5 % of marks obtained is given **to candidates who have both the qualifying school and residence located in rural area of Delhi. Candidates seeking admission under Rural Area will have to get their candidature certified by BDO in the prescribed Pro-forma given at Annexure IX at page no. 82.**

h. **Economically Weaker Sections (EWS): Will have to submit Income and asset certificate from competent authority as per Annexure XIV at page no. 87**

CRITERIA FOR CALCULATION OF MARKS PERCENTAGE

In case there is any clarification sought by the verifying Government ITIs regarding equivalency of the eligibility qualification certificate furnished by the candidate, the same must be produced by the candidates from the appropriate authority in the matter. In absence of the equivalency certificate, no admission shall be given to the candidate and the responsibility of the same shall solely be of the candidate.

The following criterion is to be followed while entering marks /grades for registration of various boards:-
1. If both marks and grades are given on the marks sheet for same subject then only marks are to be considered.
2. For marks sheets containing grades/grade points, the grades/grade points are to be converted to corresponding marks by using the conversion factors given in the mark sheet and filled in marks column in consideration to the single conversion factor for a given mark sheet
3. If a candidate is absent in a subject then that subject is also to be considered for admission. In marks obtained column the candidate should enter0 for subjects in which he/she is absent.
4. If a candidate is fail in a subject then its marks are also to be entered.

The following points must be considered while converting grade/grade points into marks and vice a versa and verifying the marks /grades of the candidate:-

Marks sheet the grades/grade points are to be converted to corresponding marks and filled in marks column.

i) FOR MARKS SHEETS CONTAINING GRADE POINTS: The aggregate percentage of marks of all subjects including optional subjects after conversion from grade points according to respective conversion calculator shall be taken into account if possible, in consideration to the single conversion factor for a given mark sheet and vice versa. For conversion candidate should

consider the conversion calculator of that respective board and if range of marks are given then take the average of marks as to consider as marks obtained.

ii) **FOR MARKS SHEETS CONTAINING GRADES**: The aggregate percentage of marks of all subjects including optional subjects after conversion from grade according to respective conversion calculator shall be taken into account ,if possible in consideration to the single conversion factor. For conversion candidate should consider the conversion calculator of that respective board and if range of marks are given then take the average of marks as to consider as marks obtained.

iii) **FOR MARKS SHEETS CONTAINING MARKS**: The aggregate percentage of marks of all subjects including optional subjects for which marks are given If possible, in consideration to the single conversion factor for a given marks sheet and vice a versa.
In case no calculators are available or any confusion, help desk of any Govt. ITI may be contacted for guidance.

For CBSE marks sheets the following factors should be considered:-
a) All the marks or grades of the candidate should be entered.
b) In case of CBSE, if grades E1 OR E2 are given then their corresponding grade points will be deemed as 3 for E1 grade and 2 for E2. If a candidate is absent in a subject then his grade points would be 0.

GENERATION OF UNIQUE RANK /TIE BREAKER CRITERIA

The rank of the candidate would be generated by calculating percentage of marks/grades secured by the candidate in qualifying examination and arranged in decreasing order. If two or more candidates are having same percentage/grade then, the following tie breaker criteria would be used in sequence to allot them distinctive ranks:-

1. **Date of Birth**: The candidate higher in age would be allotted the higher rank.

2. **Application Number**: If tie is still not broken then the candidate's application number in ascending order would be allotted the higher rank.

However, if still the tie does not break then CAO reserves the right to develop and implement further suitable criteria for distinguishing the rank of tied candidates.

ADDITIONAL INFORMATION REGARDING RESERVATION:

1. The vacant seats (not taken by any candidate) will be converted as per Conversion Rules. However, the seats are allotted against a category/sub category and got cancelled due to non-reporting of candidate at reporting center or vacated due to withdrawal in respective category will be available in the respective category for the next allotment round.

2. All subcategory seats will be first converted to their respective main categories. Example
   - *EX serviceman seat will be converted to General*

3. Unfulfilled Divyang seats for which there is no demand from PWD candidates would be converted into general seats after the3rdround of counseling.

4. After allotment and exhaustion of candidates application of OBC Category Seats will be converted to General Category Seats.

5. Any unfilled seat reserved for Scheduled Castes will be treated as reserved for Scheduled Tribes and vice-versa. The seats will be de-reserved for General Category only after exhausting applications of all SC/ST candidates.

6. Persons belonging to SC, ST OBC & EWS who are selected on the basis of merit and not on account of reservation will not be counted towards quota meant for reservation.

7. Any seat (reserved or general) remaining unfilled in Outside Delhi category will be transferred to Delhi seat of the same category. The order of conversion shall be Outside Delhi (Reserved Category) to Delhi (Reserved Category) & Delhi Reserved category to Delhi (General).

8. Benefit of reservation shall be available only if the category to which a candidate belongs is mentioned in On Line registration form. If nothing is indicated by the candidate in On Line registration form, he/she may not be considered in reserved category.

9. All Reservation shall be as per the Delhi Government policy at the time of counseling and would be subject to any change/amendment made by the Delhi Government.

10. Seats of boys/girls are inter-transferable within ITI, if sufficient numbers of girls are not available in Co-Ed Sections.

11. No request for change of category would be attended after verification of documents as per verification schedule for whatsoever reason.

12. Certificate of category candidate claiming reservation under Delhi category seats will be from the competent authority of Delhi jurisdiction only. Certificate of category candidates claiming reservation against seats allocated for outside Delhi candidates, will have to furnish the certificate from the competent authority, to establish their eligibility for reservation under the concerned reservation category.

13. Divyang candidates must produce a certificate of medical fitness from National Carrier Service (Formally Vocational Rehabilitation Center)**(Annexure VI at page no. 79),** Plot No. 9, 10 & 11, Karkardooma, Vikas Marg, Delhi-110 092**.**

14. Candidates seeking admission under Defense Personnel Quota should produce a certificate from Distt. Sainik Board in the standard format i.e. (i) Secretary, Kendriya Sainik Board, Delhi. (ii) Secretary, Rajya / ZilaSainik Board., (iii) Officer-in-Charge, Record Office of concerned service for serving personnel.**(Annexure VII at page no. 80).**

15. Candidates seeking admission under Staff Ward Quota must produce a certificate from Head of Office for proof of being staff ward. **(Annexure-X at page no. 83)**

16. Candidates seeking admission on the basis of 8th class pass should get a certificate attested by the principal from the school from where he/she passed class 8th **(Annexure VIII at page no. 81.)**

17. Candidates seeking weight-age under Rural Area will have to get their Rural Area certified by BDO in the prescribed Pro-forma given at (**Annexure IX at page no. 82).**

REGISTRATION FEE, CAUTION MONEY & TUTION FEE

Registration fee of Rs. 200/- is to be deposited by **all candidates irrespective of their category/gender** at the time of registration through online means (credit card/debit cards/online banking.)

FEE STRUCTURE OF GOVERNMENT ITI's/BTC.

Category	Government Component		Non-Govt. Component (Per Annum)	Caution Money	Total Fee to be Deposited	
	Tuition Fee	Non-Tuition Fee	Pupil's Fund		At the time of Admission	Half Yearly Payment
A. For all ITIs Engineering Trades						
SC/ST (Boys)*	**NIL**	Rs.100/- per month	Rs. 200/-	Rs. 500/-**	Rs. 1300/-	Rs. 600/-
Girls, Divyang and inmates of Orphanages*	**NIL**	**NIL**	Rs. 200/-	Rs. 500/-**	Rs. 700/-	**NIL**
All other Category (Boys)	Rs.100/- per month	Rs.100/- per month	Rs. 200/-	Rs. 500/-**	Rs. 1900/-	Rs. 1200/-
B. For all ITIs Non-Engineering Trades						
SC/ST(Boys)*	**NIL**	Rs.75/- per month	Rs. 200/-	Rs. 500/-**	Rs.1150/-	Rs.450/-
Girls, Divyang and inmates of Orphanages*	**NIL**	**NIL**	Rs. 200/-	Rs. 500/-**	Rs. 700/-	**NIL**
All other Categories (Boys)	Rs.75/- per month	Rs.75/- per month	Rs. 200/-	Rs. 500/-**	Rs. 1600/-	Rs. 900/-

* The exemption from payment of **Tuition Fee component** under Government Account in ITIs for the SC/ST trainees.

** Caution Money is refundable only after **successful completion of the Training WITHIN 3 YEARS OFCOMPLETION OF COURSE** otherwise same will be forfeited.

*** The exemption from payment of **Government component of fee** in ITIs for the Girls and Physically Handicapped &inmates of Orphanages (Inmates from the Institutes licensed by Social Welfare Deptt. including BalSahyog of Govt. of Delhi)".

Note: Candidate shall not be entitled for the refund of fee under any circumstances except caution money as stated above.

CRAFTSMEN TRAINING SCHEME (CTS)

The Craftsmen Training Scheme was introduced by the Government of India in 1950 to ensure a steady flow of skilled workers in different trades for the domestic industry, to raise quantitatively and qualitatively the industrial production through systematic training, to reduce unemployment among the educated youth by providing them employable training.

Salient Features of the **Craftsmen Training Scheme**:-
- ITIs are functioning under the administrative control of the respective State Govt. /UTs.
- The period of training for various trades varies from one year to two years and the entry qualification varies from 8th &10th class pass, depending on the requirements of admission in different trades.
- These institutes are required to conduct training courses as per the curriculum prescribed by National Council for Vocational Training (NCVT). The admission to the new courses is made in the month of July/August every year.
- The trainees are required to appear in the Final Trade Tests conducted under the aegis of National Council for Vocational Training/State Council of Vocational Training. The successful trainees are awarded National Trade Certificate/State Trade Certificate which has been recognized by Govt. of India/State Govt. for the purpose of recruitment to subordinate posts and services under the Central Govt./State Govt./PSUs/Private Sectors.
- Syllabi of various trades are periodically revised to keep pace in tune with changes in technology.

CERTIFICATION ON SUCCESSFUL COMPLETION OF TRAINING

- A trainee admitted in NCVT designated trade/course with affiliation from NCVT will have to undergo a regular training of the trade concerned as per the syllabus laid down by the Directorate General Training (DGT), Government of India and shall be eligible to get the N.C.V.T. certificate on passing all examinations.
- A trainee admitted in SCVT designated trade/course will have to undergo a training of the trade concerned as per the syllabus lay down by the Board of Technical Education, Delhi and shall be eligible to get the S.C.V.T. Certificate on passing all examinations.
- A trainee undergoing training in any of SCVT designated trade or NCVT designated trade running under SCVT affiliation, will receive a SCVT certificate on successful completion of his/her trade course.

DUAL SYSTEM OF TRAINING (DST)

Ministry of Skill Development &Entrepreneurship has implemented the scheme named "**Dual System of Training" (DST) w.e.f. August 2016**. DST has been approved during 40th meeting of National Council of Vocational Training (NCVT).

The courses will be conducted to meet the workforce requirement of the industry so that after the completion of training in dual system, the trainee having NTC with dual mode will get better employment opportunities in industry.

The ITI and Industry will have the freedom to choose the training pattern either in **Block mode (few months in ITI and few months in industry) or mixed mode(i.e. few days in a week shared between ITI and Industry**.

TRADE THEORY AND SOME PORTION OF PRACTICAL: The theory portion and basics about safety and tools, equipment along with foundation practical will be conducted by ITI.

INDUSTRY TRAINING PORTION: The remaining portion of training shall be conducted in the industry/organization. For a **two year course it is expected that nine months (i.e. ~1560 hrs.) training would be in the industry** and remaining portion would be in the ITI. **For one year course it is expected that five months trainin**g would be in the industry.

Assessment and Certification: Assessment and certification of all the trainees will be carried out **as per DGT/NCVT norms for Trade theory including practical portion conducted in ITI workshop. Industrial training of the trainees shall be accessed by the industry partner.** After successfully completion of training, **National Trade Certificate (NTC) (mentioning dual model) shall be awarded to the trainee**.

For stipend, industry, and additional information the candidate may **contact ITI offering the said trade in Dual System of Training and/or** refer orders issued by MSDE (DGT) in this regard (**http://dget.nic.in/content/innerpage/dual-system-of-training.php**).

National Skills Qualifications Framework (NSQF)

The **National Skills Qualifications Framework (NSQF)** is a competency-based framework that organizes all qualifications according to a series of Level of knowledge, skills and aptitude. These levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, non-formal or informal learning. NSQF in India was notified on 27th December 2013. All other frameworks, including the NVEQF (National Vocational Educational Qualification Framework) released by the Ministry of HRD, stand super ceded by the NSQF.

Under NSQF, the learner can acquire the certification for competency needed at any level through formal, non-formal or informal learning. In that sense, the NSQF is a quality assurance framework. Presently, more than 100 countries have, or are in the process of developing national qualification frameworks.

The NSQF is anchored at the National Skill Development Agency (NSDA) and is being implemented through the National Skills Qualifications Committee (NSQC) which comprises of all key stakeholders. The NSQC's functions amongst others include approving NOSs/QPs, approving accreditation norms, prescribing guidelines to address the needs of disadvantages sections, reviewing inter-agency disputes and alignment of NSQF with international qualification frameworks.

Specific outcomes expected from implementation of NSQF are:

i.   Mobility between vocational and general education by alignment of degrees with NSQF
ii. Recognition of Prior Learning (RPL), allowing transition from non-formal to organized job market

iii.   Standardized, consistent, nationally acceptable outcomes of training across the country through a national quality assurance framework
iv.   Global mobility of skilled workforce from India, through international equivalence of NSQF
v.   Mapping of progression pathways within sectors and cross-sectional
vi.   Approval of NOS/QPs as national standards for skill training

Multi-Sectoral Development Programme

The Multi-Sectoral Development Program (MSDP) was conceived as a special initiative of the follow up action on the Sachar Committee recommendations. It is a Centrally Sponsored Scheme (CSS) approved by the Government in the beginning of the 11th five Year Plan and launched in the year 2008-09 in 90 Minority Concentrations Districts (MCDs). It is an area development initiative to address the development deficits of minority concentration areas by creating socio-economic infrastructure and providing basic amenities. The scheme aims at focused development programs for backward minority concentration areas to help reduce imbalances and speed up development. Muslims, Sikhs, Christians, Buddhists and Zoroastrians (Parsis) have been notified as minority communities under Section 2 (c) of the National Commission for Minorities Act, 1992.

ASIA PACIFIC ACCREDITATION AND CERTIFICATION COMMISSION, MANILA, PHILIPPINES ACCREDIATION

JijaBai ITI for Women, SiriFort is internationally accredited with APACC, Manila, Philippinesfor scope of activities under governance and management, Teaching and learning, Human Resources, Research and development, Image and sustainability, other resources and support to students.

Accredited institutions and stakeholders enjoy the following benefits:
1.   Greater workforce mobility and mutual recognition of qualifications in Asia and the Pacific region;
2.   Quality and employable workforce in member countries through APACC coordination among its network of institutions, agencies and other stakeholders;
3.   Employer confidence on the selection of employees coming from accredited institutions. Accreditation status is important to employers when evaluating credentials of job applicants and when deciding to provide support for current employees seeking further education;
4.   **International recognition of the institutions' quality, accountability, and public trust;**
5.   Eligibility and reliability of TVET institutions for funding support from donors and other lending agencies;
6.   Part of a regional network of quality institutions that expand schooling and learning opportunities for students; and
7.   Transferability of credits earned by a student among educational institutions. Receiving institutions take note of whether or not the credits a student needs to transfer have been earned from an accredited institution.

GENERAL RULES & INFORMATION FOR STUDENTS

1. **Working Days and hours: –**Monday to Friday or as decided by DTTE**.**ITI trainees are required to observe 40 Hrs. per week of training as per DGET/BTE/ITI norms. The training of candidate may be conducted in morning, afternoon or evening shift as per the convenience of ITI/DTTE. Online classes may also be conducted in addition/in place of above.
2. **Uniform: -** Trainee shall get two sets of prescribed uniform as approved by D.T.T.E. (HQ) stitched within 7 days from the date of admission and shall wear the same daily right from his residence till reaching back to the residence.
3. *Holidays / Leave admissible to trainees:-*Trainees are allowed the same Gazette holidays as decided by Delhi Government for its employees. There will be no summer/winter holidays.
4. **Casual Leave:-**   In addition to usual holidays, trainees are admissible to avail casual leave @ 8 days per year, 6 days at any one time subject to the sanctioning of leave by competent authority. Casual leave can't be combined with another kind of leave.
5. **Medical Leave:-**Medical Leave up to 15 days per year subject to production of Medical Certificate from a Medical Officer may be granted. Leave for a further period of not exceeding 3 weeks for One Year course and 6 weeks for Two Year trades course can be granted in case of serious illness. This leave can be granted only once in the training period on recommendations of medical officer acceptable to competent authority.
6. **Special Leave: -** Special leave up to 10 days on private affairs may be allowed only in extraordinary cases where Head of Institute is satisfied that the requirement is genuine. No scholarship/stipend will be admissible during the period of special leave**.**
7. **Unauthorized Absence: -**For unauthorized absence up to 10 consecutive days at a time, trainee will be issued a written warning for first occasion. If the offence is repeated, trainee will be discharged from rolls. Proportionate deduction of scholarship is made from such trainees who are scholarship holders**.**
8. **SUSPENSIONS, DISCHARGE:**
   a. Trainees are liable for discharge on account of unsatisfactory progress in training.
   b. For acts of indiscipline and misconduct.
   c. If attendance percentage falls below 50%.
   d. The pending investigation of allegations against him/her.
   e. If the Trainee is absent for 10 consecutive days without information.
9. **MINIMUM COMPULSORY ATTENDANCE FOR TRAINEE: -**Only those candidates who have completed minimum essential attendance would be permitted to appear in examination. The candidate who has insufficient attendance may not be allowed to appear in the ensuing examination and will be treated as per DGT norms.

10. **SCHOLARSHIP TO TRAINEES: -**Diverse scholarships are available to eligible ITI trainees. Trainees need to register themselves with the following website and directly apply for various government scholarships within stipulated time to avail benefits of various educational scholarships.
    1. National Scholarship Portal Version 2.0 (NSP-2.0) (https://scholarships.gov.in),
    2. E-district portal(https://edistrict.delhigovt.nic.in/in/en/Home/Index.html)

11. **Meritorious & Merit-Cum-Means Scholarship**:- Department has introduced Meritorious & Merit-cum-Means Scholarship to the weaker Sections of the Society on the basis of the marks obtained by a trainee in the qualifying examination required for admissions.

STUDENTS AMINITIES

1. **Industrial Training and Field Visits:** Trainees are exposed to the Industry by arranging industrial Training and field visits. Presence of trainees during the visits is obligatory, Common room, steel lockers, water coolers and canteen facilities are provided for the convenience of trainees, wherever possible.
2. **Library Facilities**:   All the institutes have been provided with good libraries and the trainees are advised to make full use of them.
3. **Placement:** Facilities of training during their course of study and placement of trainees after completion of the course are arranged by the Placement officer deputed by the Principal of the institute
4. **State Level Skill Competitions**: In order to foster a spirit of healthy competition among trainees of the institutes, with a view to raise the standard of skill. All India Skill Competition are held every year, the trainees under the regular Craftsmen Training Scheme only are eligible to compete in the State Level Competition. At present it covers 15 engineering and Non-Engineering Trades. Trainees securing 1st position at State Level Competition are eligible to compete in All India Skill Competition.
5. **Alumni:** The institutes organizes the alumni meet of successful ex-trainees of the institutes to motivate the current trainees to achieve and set higher goals in their career growth with their inspirational stories/guidance.

DISCIPLINE

All the trainees admitted to an institution will be under the complete disciplinary control of the Principal of the institute or any other officer(s) appointed by the competent authority for the purpose and must conduct themselves in accordance with the disciplinary rules of institution as framed and notified by the Principal.

UNDER THE RULES, FOLLOWING ARETHE FORBIDDEN PRACTICES:

a)   RAGGING IN ANY FORM IS STRICTLY PROHIBITED. If any incident of ragging comes to the notice of the authorities, the concerned trainee may be given the opportunity to explain and if his/her explanation is not found satisfactory, the authority would expel him from the institution.

b)   Disfiguring or otherwise damaging institutional property;

c)   Smoking in the class room, workshop and laboratory or during field training;

d)   Use of drugs or intoxicants except for those prescribed by a registered medical practitioner and under the knowledge of Principal of the institution;

e)   Any form of gambling;

f)   Rowdies and rude behavior;

g)   Use of violence in any form;

h)   Offences of cognizable nature;

i)   Castism, communalism or practice of un-touch ability; or

j)   Any other conduct unbecoming of a trainee of the Institution. Any trainee indulging

In any of the forbidden practice may attract any or more of the following disciplinary Measures: -

i)   Cancellation of the scholarship/stipend (in part or in whole, temporarily or permanently) in accordance with the rules prescribed in this regard.

ii)   Fine;

iii)   Suspension;

iv)   Expulsion; or

v)   Rustication.

The candidates for admission have to give an undertaking that they will abide by the rules and regulations prescribed by the DTTE/ Principal and any action taken in this regard on the trainee by the Principal shall be final.

CONDUCT OF EXAMINATION

Annual exams may be conducted in May/June and supplementary exams may be conducted in November/December each year.

Only those candidates who have completed minimum essential attendance of 80% would be permitted to appear in examination. The candidate who has insufficient attendance may notbe allowed to appear in the ensuing examination and would be treated as per DGE&T/DTTE norms.

For Trainees passing marks percentage would be 33 % in each paper for Annual Theory examinations. The passing percentage for practical examination and formative assessment would be 60%.

DGT may conduct Computer Based Test (CBT) for theoretical papers. The CBT may use MCQ objective type questions and trainees in the same room may get different questions of equal difficulty level or different sets same paper.

In All India Trade Test(AITT) a trainee is entitled to total 04 attempts for passing examination i.e. 01 attempt as regular and 03 additional attempts as supplementary. If a trainee does not appear in only one or none of the 1 + 3 additional attempts then the trainee would lose that attempt and registration will expire.

The registration of trainee will expire after 1 + 3 additional attempts as supplementary or completion of period of one and half year after training whichever is earlier. It trainee does not successfully pass AITT in this period; the name of trainee would be stuck off from the portal.

The above regulations are subject to change as per the directions of DGT/Government from time to time.

HOW TO DOWNLOAD NTC FROM MIS PORTAL

1. Go to NCVT Portal through following link
    http://www.ncvtmis.gov.in/pages/home.aspx

2. Now click on Trainee tab and then click on Trainee Profile

Prospectus 2021

3. Now enter the following Details
    a. **Registration No:-** It is a trainee roll no. only starting with R (Kindly use you're roll number only by replacing starting 00 with R)

    For example: If trainee Roll No. is: -   00160807001111

                             Then Registration No. is: -   R160807001111

    b. **Father/Guardian Name**: - Enter the father name as mentioned in Exam hall ticket.
    c. **Date of Birth: -** Enter the DOB in dd-mmm-yyyy format.
    d. **Enter image text: -** Enter the image text as it is as displaying on the portal.

4. Now click on Submit

5. Now trainee profile will open as below:-

6. Now Click on Print Certificate

7. Check the download section of your browser as a NTC in pdf file is being downloaded over there.

8. Now open the file and print the certificate as displayed below:

Two Year Engineering Trades

1. **TOOL & DIE MAKER (DIES & MOULDS)-**Tool and Die Makers build, repair and modify custom made prototypes or special tools, Dies, Moulds, Die casting Moulds and various types of mechanical devices. Dies and moulds are metal forms used for molding plastics or other molding material. Tool and Die Makers fabricate various parts, like pieces of a puzzle, which require perfect fitting. While this occupation is closely allied with the machinist trade and encompasses many of the same skills, Tool and Die Makers usually specialize in jobs spending more time in fitting and assembling precision components which are required for plastic injection moulds and die cast moulds. A Tool and Die maker's work depends up on precise measurements and accuracy, as such math skills are important. Also, they must be able to read and interpret information from design drawings and specifications to fabricate all types of Dies and Moulds. Being mechanical minded is an additional skill. Plan and organize assigned work and detect & resolve issues during execution. Demonstrate possible solutions and agree tasks within the team. Communicate with required clarity and understand technical English, Sensitive to environment, self-learning and productivity

2. **TOOL & DIE MAKER (PRESS TOOLS, JIGS & FIXTURES)-** & Die Maker (Press Tools, Jigs & Fixtures): Tool and Die Makers build, repair and modify custom made prototypes or special tools, Press Tools, Jigs, Fixtures and various types of mechanical devices. Press Tools are metal forms used for Sheet metal cutting and forming. Tool and Die Makers fabricate various parts, like pieces of a puzzle, which require perfect fitting. While this occupation is closely allied with the machinist trade and encompasses many of the same skills, Tool and Die Makers usually specialize in jobs spending more time in fitting and assembling precision components which are required for sheet metal cutting forms. A Tool and Die maker's work depends on precise measurements and accuracy, as such math skills are important. Also, they must be able to read and interpret information from design drawings and specifications to fabricate all types of Press Tools Jigs and Fixtures. Being mechanical minded is an additional skill. Plan and organize assigned work; and detect and resolve issues during execution. Demonstrate possible solutions and agree tasks within the team. Communicate with required clarity and understand technical English, sensitive to environment, self-learning and productivity.

3. **DRAUGHTSMAN (CIVIL) -**The course gives a wide knowledge on construction related manual and CAD drawings, Surveying, Materials, Concrete Technology, and Building Specialization in Construction. One can take gainful employment with construction Industry, Architectural firms / Designers / PWD etc.

4. **DRAUGHTSMAN (MECHANICAL) -**Professional Knowledge subject is simultaneously taught in the same fashion to apply cognitive knowledge while executing task. In addition components like physical properties of engineering materials, interchangeability, method of expressing tolerance as per BIS Fits, different types of iron, properties and uses, special files, honing, metallurgical and metal working processes such as heat treatment, the various coatings used to protect metals, different bearing, working material with finished surface as aluminum, duralumin and stainless steel, topics related to non-ferrous metals, method of lubrication are also covered under theory part. At the end part of each semester, the trainees should express their skills by presenting project works. Total three projects need to be completed by the candidates in a group. In addition to above components the core skills components viz., workshop calculation & science, engineering drawing, employability skills are also covered. These core skills are essential skills which are necessary to perform the job in any given situation.

5. **ELECTRICIAN-** Electrician General; installs, maintains and repairs electrical machinery equipment and fittings in factories, workshops power house, business and residential premises etc. Studies drawings and other specifications to determine electrical circuit, installation details etc. Positions and installs electrical motors, transformers, switchgears. Switchboards and other electrical equipment, fittings and lighting fixtures. Makes connections and solders terminals. Tests electrical installations and equipment and locates faults using mugger, test lamps etc. Repairs or replaces defective wiring, burnt out fuses and defective parts and keeps fittings and fixtures in working order. May do armature winding, draw wires and cables and do simple cable jointing. May

operate, attend and maintain electrical motors, pumps etc. Electrical Fitter; fits and assembles electrical machinery and equipment such as motors, transformers, generators, switchgears, fans etc., Studies drawings and wiring diagrams of fittings, wiring and assemblies to be made.

6. **ELECTRONICS MECHANIC -** Electronic Equipment Mechanic repairs electronic equipment, such as computers, industrial controls, transmitters, and tele-metering control systems following blueprints and manufacturers specifications and using hand tools and test instruments. Tests faulty equipment and applies knowledge of functional operation of electronic units and systems to diagnose cause of malfunction. Tests electronic components and circuits to locate defects, using instruments, such as oscilloscopes, signal generators, ammeters and voltmeters. Replaces defective components and wiring and adjusts mechanical parts, using hand tools and soldering iron. Aligns, adjusts and calibrates testing instruments. Maintains records of repairs, calibrations and test.

7. **INFORMATION &COMMUNICATION TECHNOLOGY SYSTEM MAINTENANCE -**The role of a Information & Communication Technology System Maintenance personnel is to support and maintain computer systems, desktops, and peripherals. This includes installing, diagnosing, repairing, maintaining, and upgrading all hardware and equipment while ensuring optimal workstation performance. The person will also troubleshoot problem areas in a timely and accurate fashion, and provide end user training and assistance where required. Install, maintain and setup network with computers, printers and other peripheral equipment as well as configure broadband equipment.

8. **INSTRUMENT MECHANIC -** This course has been started with a view to train students in the vastly Emerging industries of India using new technologies like Petro-Chemical Engineering, Manufacturing Engineering, Aviation etc. To cope up with the modernization of Indian industry and quality control, the syllabus and objectives of teaching have been formulated to encompass the areas of computers, manufacturing engineering, robotics and industrial automation, which are now important areas of study. One takes employment with Govt. / Private Industries.

9. **MACHINIST GRINDER -** Grinding experience will be in the field of "Tool" Grinding, Machinist (Grinder) setup and operates variety of machine tools, and fits and assembles parts to fabricate or repair machine tools and maintain industrial machines, applying knowledge of mechanics, shop mathematics, metal properties, layout, and machining procedures. The trainees, admitted after successful completion of their training, acquire the skills on various operations in different grinding machines Viz. Centre less grinder, Crankshaft Grinders, Internal & External Grinders, Tool & Cutter grinder apart from basic knowledge on machines. One can take Govt. / Private Employments.

10. **MECHANIC MOTOR VEHICLE -** The course broadly covers the complete functioning, overhauling of Petrol & Diesel Engines of vehicles of all categories being fuelled by Petrol, Diesel & Gases The course has a good demand in the Automobile industry thereby giving advantage for either employment or self-employment.

11. **REFRIGERATION AND AIR CONDITIONINGTECHNICIAN -**The course gives an in-depth knowledge on Repair & Maintenance of Refrigerators, Centrally Air-conditioning system & Air-conditioners available in the market. On Successful completion, trainees can be absorbed in Railways, Govt. / Public Sector under takings apart from self-employment.

12. **FITTER -** Fitter is a person who uses machine tools to make or modify parts, primarily metal parts, and a process known as machining. This is accomplished by using machine tools to cut away excess material such as a woodcarver cuts away excess wood to produce his work. The demand of fittings of various nature, Plumbing, Welding, Black smithy, Knowledge on various Lathes, drilling Machines, Sheet Metal Works etc. The fitter Workshops are equipped with modern and sophisticated Machineries, Equipment & Tools. The precision works are mainly handled by fitters in the Industries.

13. **MACHINIST -** Machinists use machine tools, such as lathes, milling machines and grinders to produce precision metal parts. Although they may produce large quantities of one part, precision machinists often produce small batches or one-of-a-kind items. They use their knowledge of the working properties of metals and their skill with machine tools to plan and carry out the operations needed to make machined products that meet precise specifications. The parts that machinists make range from bolts to automobile pistons. Some machinists, often called production machinists, may produce large quantities of one part, especially parts requiring the use of complex operations and great precision. Many modern machine tools are computer numerically controlled (CNC) or CNC machines.

14. **PAINTER (GENERAL) -** This trade broadly covers oil painting using spray gun and brushes, stenciling, Painting of walls-Layout process, Pigment, Process of pre-treatment of metal, surfaces, silk screen painting, Spray painting, color codes & identification of pipe lines as per international & Indian standard, Airless & electrostatic spraying, Rustburg electrostatic, blade coater, Method and application processes of car body finishing various types of systems of spray painting and Staving , methods of heat transfer, time temperature relation in a staving oven. The trainees in Painter (General) may work as painter, Automobile, Railways, Aircrafts and Medium, small industry or in government organizations.

15. **TURNER -** The trainees admitted, after successful completion of their training acquire the skills on various operation in different Lathe machines and acquire the skills of Facing, Planning, Turning, Threading (Internal &External), Taper Turning etc. Apart from the conventional machines, they have exposure to acquire skills on CNC Machines, CAD & CAM.

16. **WIREMAN -** Wireman, Light and Power installs various kinds of electrical wiring such as cleat, conduit, casing, concealed etc. in houses, factories, workshops and other establishments for light and power supply. Studies diagram and plan of wiring and marks light, power and other points accordingly. Fixes wooden pegs, sizes tubes, saws casings, etc. by common carpentry fitting and other processes, according to type of wiring needed. Erects switch boards and fixes switch box casings cleats, conduits ceiling roses, switches, meters etc. according to type and plan of wiring. Draws wire in two way or three-way wiring system as prescribed and makes electrical connections through plugs and switches to different points exercising great care for safety and avoiding short circuit and earthing at any stage of wiring. Fixes fuses and covers as per diagram and insulates all naked wires at diversions and junctions to eliminate chances of short circuit and earthing. Fits light brackets, holders, shades, tube and mercury lights, fans etc, and makes electrical connection as necessary. Tests checks installed wiring for leakage and continuity using megger, removes faults if any and certifies wiring as correct for connecting mains. Checks existing wiring for defects and restores current supply by replacing defective switches, plug sockets, blown fuse etc. or removing short circuits and faulty wiring as necessary. May repair simple electrical domestic appliances.

17. **TECHNICIAN MEDICAL ELECTRONICS -** This course has been designated to provide an in depth knowledge of Digital Electronics, Communication equipment and various precisions medical & dental equipment's viz. surgical diathermy, baby incubator, ventilator, pacemaker, ECG recorder. They also learn the operation of these electronics equipment and trouble shooting. After completion of training, one can take up job with the manufacturing and service industries of electronics equipment with advantages of being absorbed as biomedical technician by the medical equipment manufacturer.

18. **TECHNICIAN POWER ELECTRONICS SYSTEMS-**The trade broadly covers the topics on different variety of This course is meant for the candidates who aspire to become a Technician to Maintain and Repair Power Electronic Equipment, trainee shall be able to handle different types of Electronic measuring Instruments, faults, computer hardware & networking, maintenance of SMPS, UPS, Inverter, solar power system and various analogue and digital circuits. Repair maintenance& installation of Electrical control of AC/DC machines. On successful completion of this course, the candidates shall be gain fully employed in leading industries or getting self-employed.

19. **MECHANIC CONSUMER ELECTRONIC APPLIANCES-**This course is meant for the candidates who aspire to become a Technician to repair different Domestic and Consumer Appliances. The trainee shall be able to handle different types of Electronic measuring Instruments, faults, computer hardware & networking, maintenance of SMPS, UPS, Inverter, solar power system and various analogue and digital circuits. Installation & Repair maintenance of microcontroller based system, LED/ LCD TV, Cell phone (Mobile), Consumer electronics equipment's like Washing Machine, Dish Washer, Mixer Grinder, water purifiers, Vacuum cleaner, Microwave oven, Immersion heater, Induction cook top, printers, home theatre system & CCTV etc. The candidates shall be gain fully employed in leading various industries like consumer/domestic electronics appliance & manufacturing industry or getting self-employed.

20. **INFORMATION TECHNOLOGY-**Junior Software Developer; is one of the many entry L roles in the software industry including support and help desk, testing, user interaction design, maintenance, enhancement, development and documentation. Programming Assistant/Junior Software Engineer; installs, maintains and updates computer programs by making minor changes and adjustments to them under the guidance of computing professionals. Maintains and updates documents of computer programs and installations. Web Developer; is responsible for designing and maintaining web-based applications that include static and dynamic content. This includes the design, layout and coding of a website. They may work standalone or along with application/functional developers as part of the overall solution that includes a web based component. Media Developer-Application Development; is responsible for designing and improving the look and feel, functionality and graphics appeal of the developed application. They may work standalone or along with application/functional developers to improve the aesthetics of the application being developed. Data Communication Analyst/Network Administrator; researches, tests, evaluate, and recommends data communications hardware and software: Identifies areas of operation which need upgraded equipment, such as modems, fiber optic cables and telephone wires.

21. **SURVEYOR-**Topographical Surveyor, surveys land to determine out line, contours and relative position of control points (land marks) on tract of land, coast, harbor, etc. for preparing topographical and other maps and records. Establishes control points and pillars to do instrumentation work on ground to prepare maps. Provides identification marks on ground for photographs taken in aerial survey. Fixes position of control points on ground in relation to some permanent position and with reference to celestial bodies using the odolites and precise Ls, tachometer, digital plan meter etc. Adjusts and sets the odolites, compasses, plane tables, Ling instruments, Total station, GPS, DGPS and other modern instruments for survey, observes and records measurements and angles from three determined points (triangulation), locations to scale on proper sketch. Corrects margin of error due to worn-out tapes which become incorrect, and readings on instruments which are affected by environmental factors. Plan and organize assigned work and detect & resolve issues during execution in his own work area within defined limit. Demonstrate possible solutions and agree tasks within the team. Communicate with required clarity and understand technical English. Sensitive to environment, self-learning and productivity.

22. **ARCHITECTURAL DRAUGHTSMAN–**Prepares drawings of buildings, parks, gardens, monuments etc. from sketches, designs or data for construction. Studies notes, sketches and other engineering data of buildings, parks, gardens, monuments etc. to be constructed. Draws sketches of required construction according to directions of architect to suit the purpose and environment; alters them if directed and gets them approved by him. Draws to scale drawings according to approved sketches showing plan, elevations, settings, arrangements etc. as necessary. May trace drawings and make blue prints. May prepare architectural designs, may prepare estimate of schedules for material and labor. May prepare model of construction work. May work as Draughtsman civil.

23. **TECHNICIAN MECHATRONICS-** Technician Mechatronics are generalized trade-technician workers. Mechatronics technicians will usually assist design, development and engineering staff, as well as working closely with other trades persons to install, maintain, modify and repair Mechatronics systems, equipment and component parts. Mechatronics technicians build automated systems for industry. Mechatronics involves mechanics, electronics, and pneumatics and computer technology. The computer technology element covers information technology applications, programmable machine control systems, and technology which enable communication between machines,

equipment and people. In addition Technician Mechatronics have the ability to visualize the job, good coordination, mechanical attitude, manual dexterity and perform work related mathematical calculations.

ONE YEAR ENGINEERING TRADES

24. **MECHANIC AUTO BODY REPAIR -** Dent Remover/Auto Body Repair Technician/Denter Dent Remover; Panel Beater removes dents from sheet metal parts such as mudguards, body panels, tanks, containers, trunks by beating with mallets, smoothens surface for painting and other operations. Gets parts dismantled, examines dents caused by stress or accidents and starts beating from highest point on inner side with mallet to bring it back to original shape. Supports outer surface with soft metal-piece, wood or broader mallet to avoid distortion in reverse direction. Manipulates support and uniformly beats inner portion till damaged portion is reformed to original shape. May engage an assistant to hold support and guide him in manipulating it. May also scrape or lightly file outer surface to remove further defects, if any, for obtaining finer finish. Welder, Gas Welder, Gas fuses metal parts together using welding rod and oxygen acetylene flame. Examines parts to be welded, cleans portion to be joined, holds them together by some suitable device and if necessary makes narrow groove to direct flow of molten metal to strengthen joint. Gas Cutter Gas Cutter; Flame Cutter cuts metal to required shape and size by gas flame either manually or by machine.

25. **MECHANIC AUTO BODY PAINTING-** Painter, Spray/Painting Technician (Spray Painting) Painter Spray; Duco Painter applies decorative or protective materials such as paint, enamel or lacquer including synthetic paint on articles of wood, metal etc., using spray painting equipment. Selects and mixes paints to produce desired color consistency, strains and puts coating liquid into spray-gun tank, couples gun to air-hose and adjusts air pressure valves and nozzle. Presses trigger and directs spray of prime and finish coats of paint over surfaces and ensures smooth and even finish. Covers with tape areas not to be painted or where painting is to be done in second coloring. Cleans gun and hose with solvent before changing color and on completion of work. May prepare surfaces for painting, using scrapers, abrasives, chemical removers or other means. May be designated according to article coated or material used. Plan and organize assigned work and detect & resolve issues during execution in his own work area within defined limit. Demonstrate possible solutions and agree tasks within the team. Communicate with required clarity and understand technical English. Sensitive to environment, self-learning and productivity.

26. **CARPENTER-** Carpenter, General makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required. Selects timber to suit requirements. Marks them to size using square, scriber etc. Saws, chisels and planes wooden pieces to required sizes and makes necessary joints such as half lap, Tenon mort ice, dove-tail etc. using saws, planes, mortising, chisels, drills and other carpentry hand or power tools as required. Checks parts frequently with square, foot rule, measuring tape etc. to ensure correctness. Assembles parts and secures them in position by screwing, nailing or doweling. Checks assembled structure with drawing or sample; rectifies defects, if any, and finishes it to required specifications. Alters, repairs or replaces components in case of old structures or articles in similar manner. May glue parts together. May smoothen and finish surface with sand paper and polish. May fix metal fittings to structure and polish. May fix metal fittings to structure or article made. May calculate cost of furniture. May sharpen his own tools.

27. **MECHANIC DIESEL-**Diesel engine fundamentals and power generation. The trainees have to participate in hands-on work and begin repairing diesel engine vehicles. Mechanic, Diesel Engine; Oil Engine, Fitter repairs services and overhauls diesel or oil engines for efficient performance as prime mover to drive machinery and equipment. Examine engine to locate defects, using various tools and instruments. Dismantles or partly dismantles it to remove damaged or worn out parts and replaces or repairs them. Grinds valve and assembles parts, doing supplementary tooling and other functions as necessary to ensure accuracy of fit. Installs assembled or repaired engine in position and connects pulley or wheel to propulsion system. Starts engine, tunes it up and observes performance noting different meter readings such as temperature, fuel L, oil pressure, etc. and sets it to specified standard for optimum performance. Checks, adjusts and lubricates engine periodically and performs such other functions to keep engine in good working order. May solder or braze parts and service diesel fuel pumps and injectors. Additionally, since diesel engines are starting to incorporate electronic components, programs usually give students a chance to take courses in electrical systems and computer diagnostic software. Plan and organize assigned work and detect & resolve issues during execution in his own work area within defined limit. Demonstrate possible solutions and agree tasks within the team. Communicate with required clarity and understand technical English. Sensitive to environment, self-learning and productivity.

28. **INTERIOR DESIGN & DECORATION -** Planning designs, and furnishing interiors of residential, commercial, or industrial buildings. Interior designer understands civil requirements & offers clean & functional Interior designs. Makes sketches and diagrams or design keeping into consideration purpose, cost and preferences of client. Estimates material requirements and costs, and presents design to client for approval. Plans and designs interior environments also for boats, planes, buses, trains, and other enclosed spaces. Designers can used different interior software's for making plan & designs. Decorator; Decorators coordinate the architect & civil engineer. Decorator is executing the concept of designing of interior designer. They have to know management, time line part, material part, consult the designer regarding the fabrication, design the aesthetic part. Furniture Designer Furniture Designer designs furniture line or individual pieces for manufacture according to knowledge of design trends. Studies market trends and customer needs and discusses design suggestions with production management and trade channels. Design & execute suitable furniture as per anthropometrics in different materials.

29. **PLUMBER -** The trade broadly covers Basic Galvanized pipes Fitting, Cast iron pipes Fitting, PVC Pipe Fitting, SW Pipes Fitting, Water test, Pressure test, Smoke test, Ball test, Taps & Valves Fitting, Cutting / Threading / Bending / GI Pipes, Alkathene flanging / Jointing, Making service connections, Connecting house sewer to main, Fixing Sanitary Fixtures, Installing Water Pump, connecting supply pipe. Thus the trainees are prepared for employment with sanitary organizations, construction Industry and self-employment in both India & abroad.

30. **MECHANIC TWO & THREE WHEELER -**Mechanic, Motor Cycle after successful completion of the above course, the trainee shall be able to perform the following skills with proper sequence. Repairs, services and overhauls motorcycles, auto rickshaws, scooters; etc., to keep them roadworthy. Examine motor cycle or scooter to locate faults by running engine in stationary position or by driving it on road. Dismantle parts such as engine, ignition system, dynamo forks, shock absorbers, gear box etc., as necessary. Grinds valves, sets timings, relines brakes, re-bushes steering mechanism, replaces worn out parts, assembles gear box clutch etc. Performs other tasks to affect repair, cleans and sets carburetor, fits driving chain, wheels silencer, kick, gear, clutch and brake levers and other accessories. Adjusts control cables for brake, clutch and accelerator, sets tappets and wheel alignment, tightens loose parts and makes necessary fittings and connections.

31. **WELDER -** Welder while doing gas welding fuses metal parts together using welding rod and oxygen acetylene flame. Examines parts to be welded, cleans portion to be joined, holds them together by some suitable device and if necessary makes narrow groove to direct flow of molten metal to strengthen joint. Selects correct type and size of welding rod, nozzle etc. and tests welding, torch. Wears dark glasses and other protective devices while welding. Releases and regulates valves of oxygen and acetylene cylinders to control their flow into torch. Ignites torch and regulates flame gradually. Guides flame along joint and heat it to melting point, simultaneously melting welding rod and spreading molten metal along joint shape, size etc. and rectifies defects if any. Welder while doing Arc welding fuses metals using arc-welding power source and electrodes. Examines parts to be welded, cleans them and sets joints together with clamps or any other suitable device Welder, operates spot welding machine to joint metal sheet by resistance welding method. Feeds metal sheets to be welded according to type of machine and welds them by pressing paddle, or by automatic arrangements. Welder while doing gas cutting, cuts metal to require shape and size by gas flame either manually or by machine. Welder while doing gas brazing, joints metal parts by heating using flux and filler rods. Cleans and fastens parts to be joined face to face by wire brush. Welder while doing Gas Tungsten Arc welding also known as Tungsten Inert Gas (TIG) welding reads fabrication drawing, examines parts to be welded, cleans them and sets joints with clamps or any other suitable device

32. **MECHANIC AUTO ELECTRICAL & ELECTRONICS -** A course which covers all Electrical/Electronic related works in an automobile which broadly covers basic miscellaneous electrical equipment's& accessories of all type of vehicle Automobile, control system, power seats, power window system, heated windshield, electric door lock, lighting system, spark plug, ignition system cranking motor, alternator functioning system, sensor functioning, types of sensors, charging system, Alternator types, types of regulator, Alternator cooling, trouble diagnosis. The course has a good demand in the Automobile industry thereby giving advantage for either employment or self-employment.

ONE YEAR NON-ENGINEERING TRADES

33. **COMPUTER HARDWARE & NETWORK MAINTANANCE -** Computer System Hardware Analyst/Hardware Engineer; analyses data processing requirements to plan data processing systems that provide system capabilities required for projected workloads and plans layout and installation of new system or modification of existing system. Confers with Data Processing and Project Managers to obtain information on limitations and capabilities of existing system and capabilities required for data processing projects and projected work load. Data Communication Analyst/Network Administrator; researches, tests, evaluates, and recommends data communications hardware and software: Identifies areas of operation which need upgraded equipment, such as modems, fiber optic cables and telephone wires. Conducts survey to determine user needs. Reads technical manuals and brochures to determine equipment which meets establishment requirements.

34. **COMMERCIAL ART(SCVT DESIGNATED TRADE) -** The course aims at developing creative abilities, artistic skills and understanding of human psychology in respect of preparation of advertising designs and broadly covers basic design, letter inland typography, press layout, illustration, sketching, poster design and study of life, nature and objects. The trainees in Commercial Art can work as commercial artists/ visualizes in advertising agencies or in government organizations, as an Artist with a publishing/newspaper house and also as Art and Craft Teacher in teaching institutes. They can also work as Graphic Designer in TV and film industry and as an Artist in the computer field.

35. **COMPUTER OPERATOR & PROGRAMMING ASSISTANT (COPA) -** Computer Operator operates computer and peripheral equipment to process business, scientific, engineering, or other data, according to operating instructions. Enters commands, using keyboard of computer terminal, and presses buttons and flips switches on computer and peripheral equipment, such as tape drive, printer, data communications equipment, and plotter, to integrate and operate equipment, following operating instructions and schedule. Loads peripheral equipment with selected materials, such as tapes and printer paper for operating runs, or oversees loading of peripheral equipment by Peripheral Equipment Operators. Enters commands to clear computer system and start operation, using keyboard of computer terminal. Observes peripheral equipment and error messages displayed on monitor of terminal to detect faulty output or machine stoppage. Enters commands to correct error or stoppage and resume operations. Notifies supervisor of errors or equipment stoppage. Clears equipment at end of operating run and reviews schedule to determine next assignment. Records problems which occurred, such as down time, and actions taken. May answer telephone calls to assist computer users encountering problem. May assist workers in classifying, cataloguing, and maintaining tapes. Programming Assistant installs, maintains and updates computer programs by making minor changes and adjustments to them under the guidance of computing professionals. Maintains and updates documents of computer programs and installations. Applies knowledge of principles and practices in the area of programming and computing in order to identify and solve problems arising in the course of their work. They may receive guidance from managers or professionals. May supervise other workers also.

36. **FOOD PRODUCTION (GENERAL) -** Cook, Institutional; prepares, seasons and cooks soups, meats, vegetables, desserts and other foodstuff for consumption in hotels, restaurants and other establishments. Fries, boils, broils, roasts or steams vegetables, meats, fish and other food to prepare dishes listed on menu and prepare salads, sandwiches, cakes, fruit juices and other cold foods. Supervises dish washing and preparing of vegetables and other foodstuff for cooking. May specialize in preparing a particular cuisine such as Indian/Chinese/Continental or specialize in Grade manger/bakery and be designated accordingly. Cook, Domestic; prepares and cooks meals in private households. Plans menu according to own judgment or employer's instructions and prepares soup, salad, breads, lentil, vegetables and meats. Cook, Ship Cook, Ship on board ship. Plans menu taking account of foods in season and local availability. Cooks, Other; prepare special food or dishes in private households or public eating places and include cooks not elsewhere classified, such as SWEET MASTER plans and prepares general and special sweet dishes, in hotels, restaurants and other such establishments. DIET COOK prepares special diets for people under medical restriction. TEA AND COFFEE MAKER brews and prepares beverages like coffee and tea in hotels, clubs or similar establishments and ensures proper cleanliness of stall.

37. **SEWING TECHNOLOGY -** This course is meant for the candidates who aspire to become Sewing Machine operator, Assistant to Designer, Assistant worker in Boutique, Assistant to Sample Garment Designer and Assistant to Garment Sample Coordinator.

38. **DESKTOP PUBLISHING OPERATOR -** Desktop Publishing Operator lays out pages, selects size and style of type, and enters text and graphics into computer to produce printed materials, such as advertisements, brochures, newsletters, and forms, applying knowledge of graphic art techniques and typesetting and using computer: Reviews layout and customer order. Enters text into computer, using input device such as mouse, keyboard, scanner, or modem. Scans

artwork, using optical scanner which changes image into computer-readable form. Enters commands to position text and illustrations on page grid of computer monitor. Creates spaces between letters, columns, and lines, applying knowledge of typesetting, and enters commands, using input device. Arranges page according to aesthetic standards, layout specifications of Graphic Designer, and applying knowledge of layout and computer software. Prints paper or film copies of completed material. May alter illustration to enlarge, reduce, or clarify image. May operate automatic film developer to process photographs. May assemble artwork into paste-up and perform key lining manually.

39. **DIGITAL PHOTOGRAPHER -** Digital Photographer takes photograph of persons, places, or other subjects, using various kinds of photographic equipment. Measures day light using exposing meter or arranges artificial lighting and holds or places camera at desired angle and distance from subject to be photographed. Focuses lens and adjusts lens opening and exposure time. Loads camera with film or plate. Presses lever to open lens shutter and exposes film or plate by pressing lever, allowing time, if for publication. Supplies series of pictures on selected topics, for writing feature articles in magazines. May develop films and print copies. Photographers and Image and Sound Recording Equipment Operators, Other take photographs of persons, places and objects and record sound for different purposes and include Photographers, Image and Sound Recording Equipment Operators not elsewhere classified. Photographer News; or Press Photographer photographs news events, persons or objects for use in news-papers, magazines and other publications. Photographer, Aerial; photographs objects, places and areas of vital importance from aero planes in flight, for use in surveys, planning, development and other scientific and military purposes. Digital photographical institutions; it will provide the familiarization with the institution, its importance of trade training & professional use of Digital camera into different types of uses into variety of interests of the Govt. and public sectors.

40. **FASHION DESIGN & TECHNOLOGY -** Designer; Pattern Maker (Garments) develops, designs and makes pattern for new styles of men's, women's and children's garments. Studies existing styles, develops new ideas and draws out full scale drawing of garments on paper. Marks and cuts out paper patterns of different parts of garments. Gets cloth cut according to paper patterns and gets sample garment stitched as required. Tries garment on model and makes changes in pattern, if necessary. May make specifications and supervise production.

41. **HEALTH SANITARY INSPECTOR -** Sanitary Inspector; Health Assistant takes measures to maintain and improve standard of public health in the specified area. Inspects houses, shops, factories, entertainment places, bazars, drains, night soil depots, rubbish depots, latrines, burial and cremation ground, etc., and undertakes public health activities such as disinfections, anti-malarial and anti-epidemic measures. Inspects hotels, restaurants, etc. to ensure that food and edibles sold are fit for public consumption. Attends to complaints regarding sanitation. Reports outbreak of infectious diseases to authorities and takes preventive measures. Attends courts for prosecution of individuals violating sanitation and public health regulations and performs inoculation work. Controls and supervises work of Sanitary Darogas. May maintain accounts and correspondence compile figures of births and deaths in his jurisdiction and may investigate causes of death. May be designated as Disinfecting Inspector, Food Inspector, Slaughter House Inspector, Mosquito Inspector, etc. according to nature of work performed.

42. **COSMETOLOGY-** A Cosmetologist job role provides various types of beauty services, aware of the Beauty therapy, Health and hygiene, Safety & needs to be knowledgeable about beauty products. They must able to perform Basic Epilation, Manicure, Pedicure, Facial Treatments, Haircuts, Hair Styles, Hair Coloring, Straightening, Rebinding & Hair treatments. They are also able to demonstrate different types of makeup & basic corrective makeup. A cosmetologist must be able to perform and demonstrate Yogasana & Meditation in order to remain fit & active for long working hours as they have to work under pressure, be polite & patient. & recommend the asana to clients having common ailments. Demonstrate the operation of Beauty & Hair Equipment.

43. **DRESS MAKING -** This Trade broadly covers knowledge on stitching garments of male, Female & children both Indian & Western designs. Dress Maker stitches together parts of garments such as dresses, blouses, jumpers, brassieres, pant, coat, shirts etc., according to instructions of Master Cutter. Stitches together parts by hand and machine. Inserts inner material, makes embroidery work, button-holes, etc., and attaches lining, lace, button, etc. Carries out alteration as directed. May press garments and supervise work of Sewer, Hand.

44. **STENOGRAPHY & SECRETARIAL ASSISTANT (ENGLISH/HINDI) -** Trade involves taking dictation in shorthand and reproduces it on paper using computer and performs various other clerical duties to assist superiors. Maintain a good mannerism and professional approach with the boss.

45. **SECRETARIAL PRACTICE (ENGLISH) -** Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files, or providing information to callers.

46. **FOOD AND BEVERAGES SERVICE ASSISTANT -** Steward, Hotel; supervises work of Dining Room Waiters Pantry Man and Room Service Waiter and ensures that guests are served promptly and courteously in dining room. Receives customers in dining hall and escorts them to tables and obtains orders from customers and ensures that food is served promptly by Waiters. Visits rooms, halls and other areas to ensure that they are kept clean and tidy. Ensures that glass, china and silver wares are in good order. Prepares dining halls for banquets and special occasions by decorating them with flower vases and arranging tables and chairs in pleasing fashions. Keeps record of any breakage of crockery or loss of cutlery. May keep kitchen equipment, crockery, cutlery etc., under his charge and issue them as needed. May purchase food supplies and kitchen equipment and check them for quality and quantity. May supervise storage and issue of supplies Waiter, Institutional/Food and Beverage Service-Steward: Bearer (Institutional) serves food, snacks, beverages to customers, guests in hotels, bars, and restaurants. Prepares table with clean linen, condiments containers, glasses, menu-card and obtains orders from customers Collects food, beverages, snacks etc., from kitchen according to customers' orders from Pantry Man and serves them. Waits on customers periodically for additional requirements, of food etc Removes used plates, cups, saucers from table and presents bill to customers and collects cash and hands it to Cashier. Is designated as WAITER (dining room) if employed in serving food in dining rooms and LOUNGE WAITER if engaged for serving beverages and snacks in lounge.

47. **TEXTILE DESIGNING (SCVT DESIGNATED TRADE) -** The trade broadly covers the topics on different variety of fabrics and their structures, design, bleaching, dying, block printing, screen

making & printing, traditional Indian designs and basic design of weaving etc. On successful completion, the trainees can be absorbed with leading garment manufactures, textile designers etc. in both India & abroad.

48. **SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY) -** This course is meant for the candidates who aspire to become Tracing experts, Hand Embroider, Zig-Zag Machine Operator, Aari Embroider, Motif Maker, Entrepreneur & Design Coordinate to Fashion Designer.

49. **IOT TECHNICIAN (SMART HEALTH CARE)-**IOT Technician (Smart Healthcare); tests electronic components and circuits to locate defects, using instruments such as oscilloscopes, signal generators, ammeters and voltmeters. Replaces defective components and performs basic/SMD soldering/de-soldering. Assembles tests and troubleshoot various digital circuits. Constructs & tests electronic power supply circuit for proper functioning. Install, configure and interconnect different computer systems & networking for different applications. Develop various standard electronic circuits using electronic simulator software. Applies the principle of sensors & transducers for various IoT applications. Plans & interfaces input & output devices to evaluate performance with microcontrollers

PROVISION OF LATERAL ENTRY SCHEME FOR ADMISSION IN INSTITUTES OF TECHNOLOGY (DSEU) AND B.VOC

LATERAL ENTRY SCHEME: -According to the AICTE, provision of lateral entry in Institute of Technology (Formally known as Polytechnics) exists only for those Engineering Trades of ITI that have entry qualification of class 10th and are of two years (4 Sem.) duration. However, ITI pass outs of trades for which the entry level qualification for admission to ITI is 8th pass or the duration of ITI trade is less than Two Year shall not be considered for lateral entry.

As per guidelines of DSEU-2021 for admissions in Institute of Technology (Formally known as Polytechnics), the lateral entry of candidates passing out from Industrial Training Institutions located in Delhi & affiliated to NCVT / SCVT is available. These trainees will be eligible for admission in Second Year (Third Semester) of Full-Time Diploma Engineering courses in analogous disciplines against 10% supernumerary seats earmarked for them subject to regulations or guidelines issued by the AICTE or the Government of NCT of Delhi.

ELIGIBILITY* for Lateral Entry to 2nd Year Diploma :-

S.No.	Course	Minimum Eligibility
1.	Diploma in Applied Arts	Candidate should have passed class XII or equivalent with Mathematics or Technical Vocational. OR Candidate should have passed class X + ITI (2 years) with a minimum of 60% marks in aggregate.
2.	Diploma in Architectural Assistantship	
3.	Diploma in Automobile Engineering	
4.	Diploma in Chemical Engineering	
5.	Diploma in Civil Engineering	
6.	Diploma in Computer Engineering	
7.	Diploma in Electrical Engineering	
8.	Diploma in Electronics and Communication Engineering	
9.	Diploma in Fashion Design	
10.	Diploma in Interior Design	
11.	Diploma in Mechanical Engineering	
12.	Diploma in Printing Technology	
13.	Diploma in Tool and Die Making	

List of trades eligible for the above

2 YEARS ITI TRADES FOR WHICH MINIMUM QUALIFICATION IS 10TH PASS	
TRADE	**ANALOGOUS DIPLOMA COURSES**
Mechanic Motor Vehicle, Automobile Sector (CoE). Instrument Mechanic, Ref. & Air-conditioning Mechanic, Draughtsman (Mechanical), Tool and Die Maker (Press Tools, Jigs and Fixtures), Tool & Die Maker (Die & Moulds), Turner, Fitter, Machinist, Machinist Grinder, Production and Mfg. Sector (CoE), Tool & Die Maker, Press Tools, Jigs & Fixtures (DST), Fitter (DST), Machinist (DST)	Automobile Engineering, Mechanical Engineering, Tool & Die Making
Electrician, Instrument Mechanic, Refrigeration & Air-conditioning Mechanic, Electrical Sector (CoE), Technician Power Electronics System	Electrical Engineering

2 YEARS ITI TRADES FOR WHICH MINIMUM QUALIFICATION IS 10TH PASS	
TRADE	**ANALOGOUS DIPLOMA COURSES**
Surveyor, Draughtsman (Civil)	Civil Engineering, Architectural Assistantship
Radio and TV Mechanic, Instrument Mechanic, Mechanic Medical Electronics, Information Technology & Electronic Maintenance System, Electronics Mechanic, Technician Power Electronics System	Electronics & Communication Engineering
Information Technology (CoE), Information Technology, Information & Communication Technology System Maintenance	Computer Engineering

Note- *The students taking admission in 3rd semester through Lateral Entry shall have to pass the Applied Physics, Applied Mathematics (1 and II), Applied Chemistry and Applied Science theory subjects of 1st year Diploma courses of relevant discipline. Such candidates are not required to write internal sessional tests for Applied Physics, Applied Mathematics (1 and II), Applied Chemistry and Applied Science subjects of 1st year Diploma. They have to study these subjects by themselves and shall have to pass these subjects within a total period of the course duration for lateral entry plus two years. However, if a candidate has passed class XII in science with vocational/ class XII (Science)/ class XII with Physics, Chemistry, Mathematics & Applied Science before admission, then the candidate is not required to pass Physics, Applied Mathematics (1 and II), Applied Chemistry and Applied Science after enrolling.*

***The above information is derived from Information bulletin from DSEU and the candidate is requested to confirm the same from DSEU for further information/changes/modifications if any. (**http://dseuonline.in/new_folder/DSEU_IB_Version_1.pdf)

BACHELOR OF VOCATION (B.VOC):- ITI passed out trainees are also eligible for direct admission in **Bachelor of Vocation** (B.Voc) in their relevant discipline course conducted by any recognized University (IPU). For eligibility candidates may refer to concerned university.

Admission for Academic Courses under NIOS –ITI Scheme)

Trainees who are pursuing ITI (regular course of two years Craftsmen Training Scheme (CTS)) under NCVT, or has passed ITI two years Course earlier can undertake NIOS-ITI Education course for completing Secondary or Senior Secondary qualification.

The learners who have already completed or pursuing two years NSQF compliant courses from any ITI under CTS of NCVT would be eligible for admission with NIOS for secondary or senior secondary certification.

NIOS will accept credit transfer of up to three core subjects successfully completed by a trainee in any of the regular courses under 2 years of Craftsmen Training Scheme (CTS) of NCVT pursued in an ITI and will offer two or more courses in the following groups to complete the requirement for Secondary/Senior Secondary Certification.
- One language subject of NIOS
- Any one of the other academic subjects offered by NIOS*

Eligibility Criteria for 10th and 12th under ITI Scheme

a) **For Secondary (10th) Admission**: The learners joining/completed the two year course in ITI under CTS of NCVT after class VIII would be eligible to enroll simultaneously with NIOS for secondary course with one language and one academic subject being offered by NIOS.

b) **For Senior Secondary (12th)Admission**: The learners joining/completed the two year course in ITI under CTS of NCVT after class X would be eligible to enroll simultaneously with NIOS for secondary course with one language and one academic subject being offered by NIOS.
***The above information is derived from prospectus of NIOS and the candidate is requested to confirm the same from NIOS for further information/changes/modifications if any. (https://nios.ac.in/media/documents/ProspectusforITILearners.pdf)**

List of Recognized Boards of Secondary Education

Valid boards for admission in ITI Delhi are as follows. In case of any clarification or if candidates qualifying board is not featuring in below mentioned lists then he/she may contact help desk at any government ITI OR email CAO at**caohelpline@gmail.com**.

As per available information, Boards are established by: (i) An Act of Central/State Government, (ii) A Gazette Notification of Central/State Government, (iii) Executive orders issued by Central/State Government.

STATE: ANDHRA PRADESH

1. Andhra Pradesh Board of Intermediate Education, Hyderabad
2. Andhra Pradesh Board of Secondary Education, Hyderabad
3. Andhra Pradesh Open School Society, SCERT Campus, Hyderabad

STATE: ASSAM

1. Assam Higher Secondary Education Council, Bamunimaidan, Guwahati
2. Assam Board of Secondary Education, Guwahati
3. Assam Higher Secondary Education Council, Assam State Open School Bamunimaidan, Guwahati

STATE: BIHAR

1. Bihar Intermediate Education Council, Patna
2. Bihar School Examination Board, Patna
3. Bihar Sanskrit Shiksha Board, Patna
4. Bihar Board of Open Schooling & Examination, Patna

STATE: CHHATISGARH

1. Chhattisgarh Board of Secondary Education, Raipur
2. Chhattisgarh Board of Secondary Education & State Open School, Raipur
3. Chhattisgarh Madarsa Board, Chhattisgarh

STATE: DELHI/ ALL INDIA BOARDS

1. National Institute of Open Schooling (formerly National Open School), New Delhi
2. Central Board of Secondary Education, Delhi
3. Council for Indian School Certificate Examinations, New Delhi
4. Rashtriya Sanskrit Sansthan, New Delhi.
5. Directorate of Army Education, New Delhi.
6. Jamia Millia Islamia, New Delhi.
7. Jamia Millia Hamdard University. New Delhi

STATE:GOA

Goa Board of Secondary & Higher Secondary Education, Goa

STATE: GUJARAT

1. Gujarat Secondary & Higher Secondary Education Board, Gandhi Nagar
2. Gujarat State Open School, Gandhi Nagar, Gujarat

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STATE: HARYANA
1. Haryana Board of Education, Hansi Road, Bhiwani
2. Haryana Open School, Bhiwani

STATE: HIMACHAL PRADESH

1. Himachal Pradesh Board of School Education, Dharamshala
2. Himachal Pradesh State Open School, Dharamsala, Kangra

STATE: JAMMU & KASHMIR

1. J&K State Board of School Education, Jammu
2. J&K State Open School, Srinagar

STATE: JHARKHAND

1. Jharkhand Academic Council, Ranchi

STATE: KARNATAKA

1. Karnataka Board of the Pre-University Education, Bangalore
2. Karnataka Secondary Education Examination Board, Bangalore
3. Karnataka Open School, J.S.S. MahaVidyaPeeth, Mysore

STATE:KERALA

1. Kerala Board of Public Examinations, Pareeksha Bhawan, Thiruvananthpuram
2. Kerala Board of Higher Secondary Education, Thiruvananthapuram
3. Kerala State Open School, Thiruvananthapuram

STATE: MAHARASHTRA

1. Maharashtra State Board of Secondary and Higher Secondary Education, Pune

STATE: MADHYA PRADESH

1. Madhya Pradesh Board of Secondary Education, Bhopal
2. M.P. State Open School, Bhopal
3. Madhya Pradesh Madarsa Board, Madhya Pradesh

STATE: MANIPUR

1. Manipur Council of Higher Secondary Education, Imphal
2. Manipur Board of Secondary Education, Imphal

STATE: MEGHALAYA

1. Meghalaya Board of School Education, Meghalaya

STATE:MIZORAM

1. Mizoram Board of School Education Chaltlan, Aizawl

STATE: NAGALAND

1. Nagaland Board of School Education, Kohima

STATE: ODISHA

1. Odisha Council of Higher Secondary Education Bhubaneswar
2. Odisha Board of Secondary Education, Cuttack

STATE: PUNJAB

1. Punjab School Education Board, Mohali

STATE: RAJASTHAN

1. Rajasthan Board of Secondary Education, Ajmer
2. Rajasthan State Open School, Jaipur
3. Banasthali Vidyapith, Banasthali, Rajasthan

STATE: TAMIL NADU

1. Tamil Nadu Board of Secondary Education, Chennai
2. Tamil Nadu Board of Higher Secondary Education, Chennai
3. Tamil Nadu State Open School, Chennai

STATE: TRIPURA

1. Tripura Board of Secondary Education, Agartala, Tripura West

STATE: UTTAR PRADESH

1. U.P. Board of High School & Intermediate Education, Allahabad
2. Board of Madrasa Education, Uttar Pradesh
3. Aligarh Muslim University, Aligarh.
4. Sampurnanand Sanskrit Vishwavidyalaya, Varanasi (Poorva Madhyama Examination)

STATE: UTTARAKHAND

1. Uttarakhand Vidhyaleye Shiksha Parishad (UBSE),Ramnagar, Nanital.
2. Gurukul Kangri Vishwavidyalaya, Haridwar.

STATE: WEST BENGAL

1. West Bengal Board of Secondary Education, Calcutta
2. West Bengal Council of Higher Secondary Education, Calcutta
3. West Bengal Council for Rabindra Open Schooling
4. West Bengal Board of Madrasa Education

STATE: SIKKIM

1 Board of Open Schooling and Skill Education Sikkim

STATE: TELANGANA

1 Telangana Board of Secondary Education, Hyderabad
2 Telangana Board of International Education, Hyderabad
3 Telangana Open School Society, Hyderabad

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OTHER INSTITUTES/BOARDS RECOGNISED

1. IGCSE Program from University of Cambridge (International Exam) five passes with grade A,B,C,D&E.
2. International Baccalaureate - Asia Pacific
3. Edexel Board
Any recognized Board of foreign countries

For learners who possess a High School/Secondary Certificate from any Foreign Board/University are required to attach a certificate from Association of Indian Universities (AIU) to the effect that the examination passed is equivalent to the Secondary Examination.

Other boards/universities may be added to this list once we get to know of them.

INDUSTRIAL COLLABORATION OF DEPARTMENT OF TRAINING & TECHNICAL EDUCATION

The Department has entered into Industrial collaborations with the following organizations/ institutions / Companies:

1. **DAIKINAIR-CONDITIONING INDIA PVT. LIMITED (DAIPL):-** To impart training to the students of RAC trade. DAIPL is organizing Training of Trainers program to the teachers.

2. **MARUTI SUZUKI INDIA LIMITED (MSIL):-** MSIL has upgraded ITI Pusa and ITI Mangolpuri under PPP through IMC and provided tools equipment and machineries to the Institute. MSIL is organizing Training of Trainers program to the teachers and training for students as well. They have also signed a MOU with DTTE for implementation of DST in Fitter and Machinist trades at ITI Pusa.

3. **SAMSUNG INDIA ELECTRONICS PVT. LTD:**- Samsung will run Advanced Repair and Skill Enhancement Training Program for students of ITI at ITI Dheerpur.

4. **SIEMENS LIMITED:-**To spread the benefits of skill up-gradation, Skill development, Instructors Training and consistently services to bridge the gaps across the skilled man powers for industries.

5. **UNDP:-**Actively promote the participation of women in the labor force through apprenticeship program, skill training, Employment and self employment.

6. **TATA STRIVE & SIEMENS LTD. :-** To provide dual system training in the electrical sector in all Government ITIs & to provide training on entrepreneurship skills. Also help for placement of students.

7. **TATA MOTORS:-** TATA Motors has upgraded ITIs under PPP through IMC and provided tools equipment and machineries to the Institute ITI Jahangir puri and ITI NandNagri.

8. **SHEELA FOAM:-**Sheela Foam is associated with Jijabai ITI For Women Siri Fort under PPP.

9. **JJ IMPEX & MARUTI SUZUKI INDIA LIMITED:-**A tripartite MoU was signed for ITI Arab Ki Sarai, GNCTD to provide advanced training facilities for the trainees of Automobile trade.

10. **JJ IMPEX, AXALTA PAINTS& MARUTI SUZUKI INDIA LIMITED: -** A quadripartite MoU was signed for ITI Arab Ki Sarai, GNCTD to provide advanced training facilities for the trainees of auto body paint and auto body repair trade.

11. **ORIENTAL INSURANCE CO. LIMITED: -** Equipped a modern lab for the trainees of electronics trade at ITI Pusa.

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12. **HYUNDAI MOTORS INDIA LIMITED:-**MoU has been signed for ITI Jail Road and Pusa Institute of technology for providing infrastructural and technological support to establish a lab and on job training for the trainees of automobile trade.

13. **HOTEL CROWNE PLAZA:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of hospitality trade at ITI MangolPuri.

14. **JAQUAR FOUNDATION: -**MoU was signed to upgraded facilities in the Plumbing field at ITI Narela & Jahangir Puri through active participation of the industry.

15. **TATA POWER DDL:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Electrician & Electronics trade at ITI DheerPur.

16. **TOYOTA KIRLOSKAR:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Automobile trade at ITI DheerPur.

17. **VOLTAS LIMITED:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Ref. & A/c trade at ITI DheerPur.

18. **CISCO SYSTEM:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of COPA & Information Tech./ CHN trade at ITI DheerPur.

19. **SCIENTECH:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Electronics & Instrumentation trade at ITI DheerPur..

20. **MAHINDRA & MAHINDRA:-**MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Automobile trade at ITI MayurVihar.

21. **M/S SPARK MINDA GROUP, GREATER NOIDA, GAUTAM BUDH NAGAR, UTTAR Pradesh** is providing training to trainees of ITI AKS for Trade Tool and Die Maker (Press tools jigs and fixtures) under DST.

22. **Honda Motorcycles and Scooters India Pvt Ltd** (HMSI):- A MOU was signed between DTTE and HMSI to impart training to ITI students of ITI NandNagri and ITI Jaffarpur.

23. **Havells India Limited:** MoU was signed for providing expertise to set up the labs and to provide on job training to the trainees of Electrician Trade at ITI Pusa.

24. **LG Electronics Inc: -** is providing training to trainees of ITI PUSA for Trade Electronics Mechanic and Mechanic Ref. & Air-conditioning Trades.

25. **Times of India (Teach India):-** has taken initiative of improvement of Spoken English and soft skill of trainees in various institute of Delhi.

26. **Hero Moto Corp Limited: - -**A MoU was signed for ITI Arab Ki Sarai, GNCTD to provide advanced training facilities for the trainees of two wheeler trades.

27. **M/s Maruti Suzuki India Ltd (MSIL)& M/s. Rana Motors (Under Proposal):-** This MOU will create state of the art training facilities for the trainees of Mechanic Auto Electrician & Electronics trade meant to prepare workforce for Hybrid & Electric Vehicles which are proposed to be launched by M/s MSIL in near future.

28. **TVS Motors ltd:-**A MoU was signed for ITI Jail Road, GNCTD to provide advanced training facilities for the trainees of two wheeler trades.

29. **Hotel Crown plaza Okhla:-**A MOU was signed between DTTE and Hotel Crown Plaza Okhla to impart training to ITI students of ITI Jail Road for trainees of Trade Food Production and Food & Beverages Service Assistant.

NOTE: the candidate may contact respective ITI for updated details regarding association with industries.

FORM OF MEDICAL CERTIFICATE

(To be signed by Registered Medical Practitioner)

(**TO BE SUBMITTED AT THE TIME OF ADMISSION)**

I certify that I have carefully examined Sh./Smt./Km. ……….……….……………………..

Son/daughter/Wife of Shri ....whose signature is given below. As a result of his/her examination I certify that nothing adverse has been found which may disqualify him/her from admission to a technical institution under the Government of Delhi. I have to further add that:

1. His/her eyes appear to be ……………………………………
2. His/her heart & lungs are clear ……………………………..
3. His/her weight is …………………………………
4. His/her height is ……………………………….
5. He/she does not wear glass/wear glass with vision. …………………
6. He/she has not have any disease, mental and bodily infirmity, which will make him/her, unfit in the near future for an active life and training.

Mark of identification ………………………….

Signature of the candidate ………………………

…………………………………………

Name & Signature of the

Medical Officer with seal

& Registration no……………….

CHARACTER CERTIFICATE

(To be submitted at the Time of Admission)

Certified that I know Mr./Ms./…………………………………………………………….. Son/daughter of Shri…..……………………………………………………………………………………… Resident of …………………………………………………………………… from the last …………………………years ………………months. He/she bears a good moral character and is of …………………nationality. He/ She is not related to me.

Place:

Date :

Signature

_____
Name (in Capital Letters)

Designation & Address with Stamp

This certificate should be from any one of the following:

1. Principal/Head Master of the recognized School/ College/ Institution where the candidate studied last;

2. Gazette Officer of Central or State Government;

3. Members of Parliament or State Legislature belonging to the constituency where the candidate or his parent/ guardian is ordinarily resident;

4. Sub-Divisional Magistrates/ Officers;

5. Tehsildars or Naib/ Deputy Tehsildars authorized to exercise magisterial powers;

6. Block Development Officer;

7. Self-attested certificate by the candidate is also valid.

PROHIBITION OF RAGGING

(Self-declaration to be submitted at the time of admission)

I,_____son/ daughter of Sh._____resident of

_____ hereby declare that I am aware of the

law regarding prohibition of ragging as well as the punishments, and that, if found guilty of

the offence of ragging and/or abetting ragging, I am liable to be punished appropriately

Place: Signature of the Candidate

Date: Name of the candidate:

I,_____Father/Guardian of Mr. /Ms_____

resident of_____hereby

declare that I am aware of the law regarding prohibition of ragging and I agree to abide by

the punishment meted out to my ward in case the latter is found guilty of ragging.

Signature of Parent/Guardian

Name of Parent/Guardian

UNDERTAKING

(To be submitted at the Time of Admission)

1. I am liable to be struck off from the roll of Institution without notice in case I remain absent for 10 consecutive days without information / sanction of leave, unsatisfactory progress in the training, short of attendance below 50 %, failing in the aptitude test, Committing breach of discipline in the Institution.

2. I shall get two sets of prescribed uniform stitched within seven days from the day of reporting at admitted institute positively and shall wear the same daily right from my residence & till reaching back to the residence.

3. I shall have no objection in attending Institution as per the existing or changed timing by the institute as per shift timing.

4. I shall maintain at least 80% attendance in each subject for making me eligible for appearing in the each examination.

5. In case the trade in which I have got admission is not affiliated with National Council of Vocational Training or de-affiliated by National Council of Vocational Training, DGT, Ministry of Labor at any stage/reason, I have no objection to appear in the examination conducted and certified by State Council of Vocational Training.

6. I have no objection if I will be transferred to any other Institute due to any administrative reason whatsoever.

7. I will not carry/use mobile phone in the ITI campus.

8. I hereby declare that I am aware of the law regarding prohibition of ragging as well as the punishments, and that, if found guilty of the offence of ragging and/or abetting ragging, I am liable to be punished as per guideline issued by the Honorable Supreme Court of India .

9. I will attend the Industrial visit / On-Job Training during the training period at various Industries at my own risk. In case of any accident, mis-happening or riots, I/We will not hold the Institute/Industry responsible for the same.

In case, I/We fail to abide myself as stated above, the Principal/Head of the Institute is empowered to take disciplinary action against me as per rules.

Yours faithfully

…………………………………….. ……………………………………………..
(Full Signature of Parent/Guardian) **(Full Signature)**

Name :……………………..(Block Letters) **Name:...(Block Letters)**

Relation ………………… **Trade …………..…………….. Roll No. ………..……………**

CERTIFICATE FOR AVAILING ADMISSIONAGAINST J&KMIGRANT QUOTA

(To be submitted at the Time of Verification/Admission)

Certified that Shri/Km/Smt .... Son/Daughter/Wife of Shri/Smt…………………………………………Resident of .... is registered as migrant from Jammu & Kashmir having Registration number…………………….. dated…………………………………
It is also certified that Shri/Km/Smt………………………………………………………..……………
is registered in Delhi as J&K Migrant
……………………………………………………………..……………

Name & Signature of Deputy Commissioner/

Competent Authority (Office Stamp)

PLACE:

DATE:

CERTIFICATE FOR AVAILING ADMISSION AGAINSTDIVYANG / PERSON WITH DISABILITIES QUOTA (From National Career Service)

(TO BE SUBMITTED AT THE TIME OF VERIFICATION/ADMISSION)

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PHOTOGRAPH
OF
CANDIDATE
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This is to certify that I have examined Mr/Ms……………………………………………………… Son/Daughter/Wife

ofShri………………………………………………………………………….is Person with

Disabilities due to ....and

the percentage of disorder is .... He/she

is fit for undergoing all these Trade(s) …………………………………………………………………only, at Industrial Training

Institutes of Delhi without any special concessions and exemptions.

Signature of the Candidate

Name &Signature of the Officer In-charge,
National Career Service,
9-11 VikasMarg,
Karkardooma, Delhi–110092

CERTIFICATE FOR AVAILING ADMISSIONAGAINSTDEFENCE QUOTA OFFICE OF THE ZILA/RAJYASAINIKBOARD

This is to certify that Sh/Ms. .... ward/wife/widow of Shri…………………………resident of……….……………………………………………… the above named officer/ JCO/ OR pertains to the category marked below:-(Select one from below)

Priority I: Widows/wards of defense personnel killed in action.
Priority II: Wards of serving personnel & ex-servicemen disabled in action and boarded out from service.
Priority III: Widows/wards of defense personnel who died in peacetime with death attributable to military service.
Priority IV: Wards of disabled in services and boarded out with disability attributable to military service.
Priority V: Wards of ex-servicemen and serving personnel who are in receipt of Gallantry Awards:
- Param Vir Chakra
- Ashok Chakra
- Maha Vir Chakra
- Kirti Chakra
- Vir Chakra
- Shaurya Chakra
- Sena, Nau Sena, Vayu Sena Medal
- Mention-in-Despatches

Priority VI: Wards of ex-servicemen.
Priority VII: Wives of:
1) Defense personnel disabled in action and boarded out from services.
2) Defense personnel disabled in services and boarded out with disability attributable to military services.
3) Ex-servicemen and serving personnel who are in receipt of gallantry awards.
Priority VIII: Wards of serving personnel.
Priority IX: Wives of serving personnel.

Note:- Candidates seeking admission under Defense Personnel quota will have to get their candidature certified by any of the following authorities:
(i)   Secretary, Kendriya Sainik Board, Delhi.
(ii) Secretary, Rajya/Zila Sainik Board.
(iii) Officer-in-Charge, Record Office of concerned service for serving personnel.

His/her Ex-Serviceman/Widow Identity Card No. is…………………………………………….

NO. …………………………………./RSB   SECRETARY
(Round stamp of Office)   (Zila/Rajya Sainik Board)

CERTIFICATE OF 8th CLASS MARK-SHEET

(Must be submitted at the time of verification/admission in case seeking admission on the basis of 8th class mark-sheet only)

CERTIFICATE

Certified that Sh./Ms…………………………………………………….. Son/Daughter/Wife of Sh………………………………………………………… was a bonafide student of this school and has passed 8th class from this school in the year…………………………… and obtaining ………………… Marks out of …………………… marks.

Signature……………………..

Principal/Head Master
(Rubber stamp of school)

Date:

CERTIFICATE FROM B.D.O

(Must be submitted at the time of verification

in case seeking admission on the Basis of Rural Area.)

CERTIFICATE

It is certified that Shri/Smt _____

Son/Daughter/wife of Shri_____
_____
Resident of Village_____, P.O.
_____Tehsil_____District
_____is a bonafied resident of Rural Area of Delhi.
He She has passed his/her 8th / 10th class examination from the School _____
_____which is also situated in rural area of

Delhi.

This certificate is being issued on the basis of_____.

Dated_____   (Signature & Stamp of
                                                      BDO/Tehsildar)

CERTIFICATE FOR ADMISSION IN ITI'S UNDER STAFF-WARD QUOTA

(A) Employee Details:-

1. Full Name of the Employee (BLOCK letters)_____

2. Place of Posting_____

3. Designation and Department/Section_____

4. Date of Birth_____Date of Superannuation_____

5. Nature of Employment: Permanent / Probation/Retired/Deceased/Other (Pl. specify):

    _____

(B) Particulars of the candidate in respect of whom certificate is required:-

1. Full Name of Son/Daughter (Block Letter)_____

2. Date of Birth of Son/Daughter _____

3. Whether the name of the Son/Daughter has been declared in Official family records? Yes/No

4. Candidate Registration No. _____

It is certified that the information furnished by me is correct. In case any information is proved false subsequently, the admission of my wards shall be cancelled. In addition an administrative action as per rules action may be initiated against me for providing any false information or any information is concealed by me in this respect.

Date: _____   Signature_____

                                Full Name of the Employee _____

(C) Certification by Head of Office:-

This certificate is issued for the purpose of his/her son/daughter's admission in Delhi Govt. Industrial Training Institute in one of the various course(s) running under DTTE.

It is further certified that the above Officer/Official is non-transferable employee of this

office/department working under the post of …………………………………………………

Date: _____   Name & Signature of HOO
                                            with Seal & Date

Place: New Delhi

_____
NOTE: - This application form should be submitted at the time of Candidate Verification

PRE-ONLINE CHOICE FILLING PRO FORMA

(May be filled before submission of online admission form to ease the online choice filling option)

Choice Priority No.	Name of Trade	Name of ITI	SCVT/NCVT
1			
2			
3			
4			
5			
6			
7			
8			
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22			

(To be submitted at the time of counseling / admission s/ verification of documents by candidates seeking admission)

DECLARATION

I, _____ Son/Daughter/of _____

Resident of (full address) _____

_____

hereby declare that I belong to the _____

(Muslims/Sikhs/Christians/Buddhists/Jains and Zoroastrians (Parsis) which is a notified minority community as per Section 2(c) of National Commission for Minorities Act, 1992).

Date:_____

Place:_____

Signature of Candidate: _____

Name of Candidate: _____

CERTIFICATE FOR ADMISSION IN ITI'S UNDER DG/DP CATEGORY

(A) Employee Details:-

1. Full Name of the Employee (BLOCK letters)_____

2. Place of Posting_____

3. Designation and Department/Section_____

4. Date of Birth_____Date of Superannuation_____

5 Nature of Employment: Permanent / Probation/Retired/Deceased/Other (Pl. specify):

_____

(B) Particulars of the candidate in respect of whom certificate is required:-

1. Full Name of Son/Daughter (Block Letter)_____

2. Date of Birth of Son/Daughter _____

3. Whether the name of the Son/Daughter has been declared in Official family records? Yes/No

4. Candidate Registration No. _____

It is certified that the information furnished by me is correct. In case any information is proved false subsequently, the admission of my son/daughter shall be cancelled. In addition an administrative action as per rules action may be initiated against me for providing any false information or any information is concealed by me in this respect.

Date:_____Signature _____

Full Name of the Employee _____

(C) Certification by Head of Office:-

This certificate is issued for the purpose of his/her son/daughter's admission in Delhi Govt. Industrial Training Institute in one of the various course(s) running under DTTE.

It is further certified that the above Officer/Official is an employee of this

office/department working under the post of ……………………………………………………

Date: _____

Name & Signature of HOO
with Seal & Date

Place: New Delhi

NOTE:- This application form should be submitted at the time of Candidate Verification

CERTIFICATE FOR ADMISSION IN ITI'S UNDER EWS CATEGORY

Government of ………………….
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No._____   Date:-_____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari_____ son/daughter/wife of _____permanent residence of_____ _____,village/Street _____Post Office_____District_____ in the State/Union Territory _____Pin Code_____whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family ** is below Rs. 8 lakh(Rupees Eight Lakh only) for the financial year .... His/her family does not own or possess any of the following assets***:

I.   5 acres of agricultural land and above;
II. Residential flat of 1000sq. ft. and above;
III. Residential plot of 100 sq. yard and above in notified municipalities;
IV. Residential plot of 200 sq. yard and above in areas other than the notified municipalities.

2.   Shri/Smt. /Kumari_____belong to the_____caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes(Central List)

Recent Passport size attested photograph of the applicant.

Signature with seal of Office_____

Name _____

Designation_____

*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.
**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.
***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.
**** **Subject to Notification of GNCTD** ****

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Undertaking by Candidate/Parent/Guardian

(To be submitted by candidate in his/her own handwriting)

I, _____ (Name of candidate)

son/daughter of Mr/Ms_____(Father/Mother's name)

mobile number_____permanent resident of _____

_____

do hereby undertake that all the particulars/information submitted by for admission in Govt. ITIs Delhi Online Admission are true, genuine, relevant and correct. If any information, Document/certificate provided/uploaded for my admission is found to be untrue/forged/fake or bogus or any particular found incorrect at any stage of admission process then it is my own responsibility.

I understand that admission granted on untrue/forged/fake or bogus information would be cancelled and I would not be able to participate in further counseling's. Further, ITI/DTTE/Cao or other authorities may initiate legal action against me as per government rules.

Signature   **Signature**
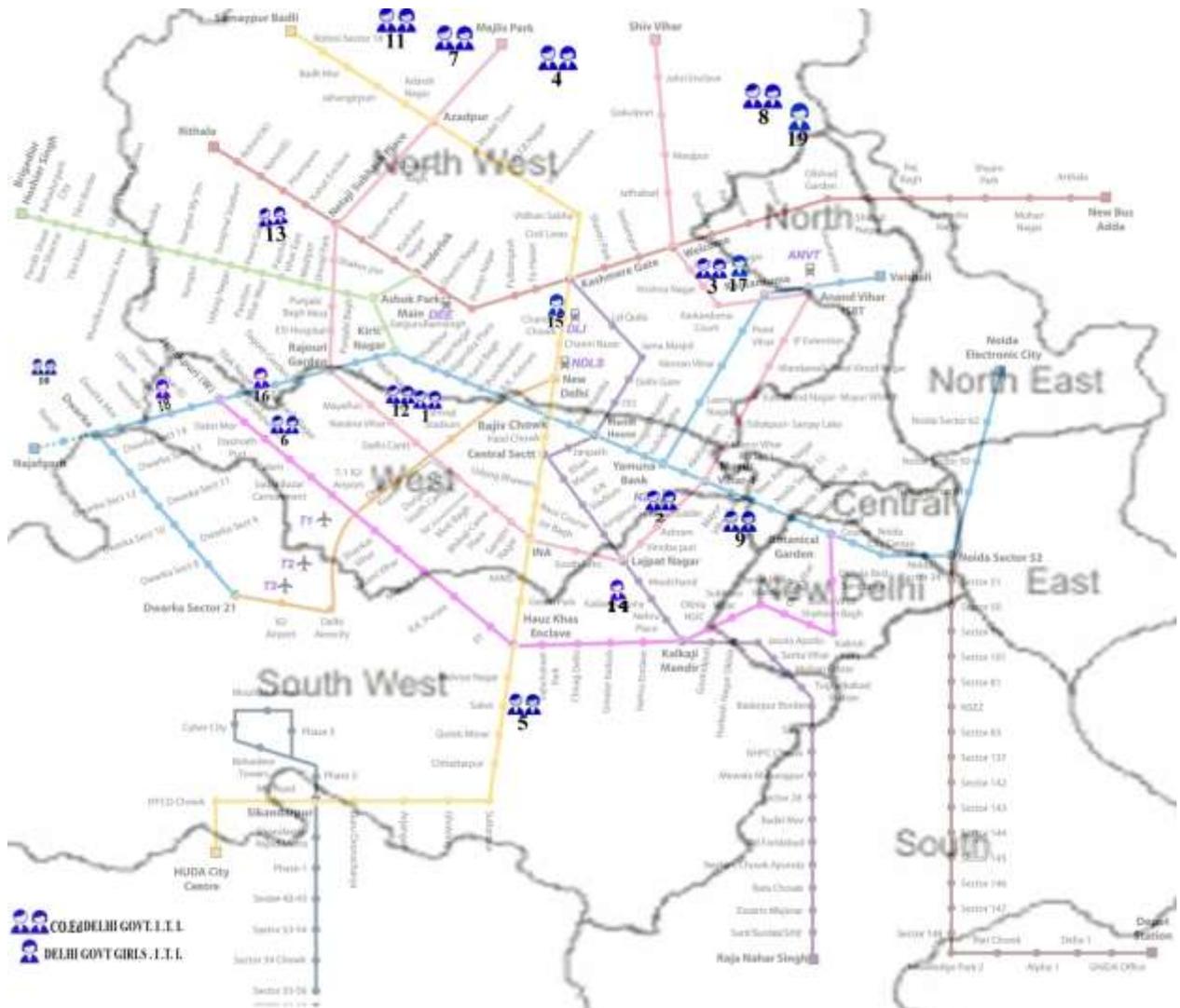
Name of Guardian/Parent   **Name of candidate**

Note: This undertaking is mandatory by all the candidates in his/her own handwriting duly signed by him/her and his/her guardian/Parent**.**

THIS UNDERTAKING SHOULD BE HANDWRITTEN BY THE CANDIDATE. TYPED OR PRINTED UNDERTAKING WILL NOT BE ACCEPTED AFTER

Department of Training & Technical Education List of Industrial Training Institute's in Delhi				
S. No	Name of Government ITI's		S. No	Name of Government ITI's
1	ITI, Pusa		11	Lala Hans Raj Gupta ITI, Narela
2	ITI, Arab-Ki-Sarai		12	Veer Savarkar Basic Training Centre, Pusa
3	ITI, Shahdara		13	ITI Mangolpuri
4	Sir C.V. Raman ITI, DheerPur		14	Jija Bai ITI for Women Siri Fort
5	ITI, Malviya Nagar		15	Savitri Bai Phule ITI for Women, Mori Gate
6	ITI, Jail Road		16	ITI for Women, Tilak Nagar
7	ITI, Jahangir Puri		17	ITI for Women, Vivek Vihar
8	ITI, NandNagri		18	Extension Centre of ITI Jail Road, Hastsal
9	Dr. H.J. Bhabha ITI, Mayur Vihar		19	Multi Sectorial Development Plan for Minority Women, ITI, Nand Nagri Campus, Delhi
10	Ch. Brahm Prakash ITI, Jaffarpur			

CONTACT DETAILS OF PVT. GOVERNMENT I.T.I/BTC

Details of Private ITIs registered with the Department are given below. Admission to these private ITI's is not covered under Delhi Government ITI Online Admission 2021 process. These details are provided only for information only and prospective candidates into these institutes are advised to verify the affiliation status/other details of trades before admission.

S. No	Name & Address	Principal / Vice Principal Telephone No.	Email & ITI Website	Trade Running *
		A. Private ITI/ITC managed by other Govt. Departments		
1	C.R.P.F. Pvt ITI, 103 Bn. RAF Campus, Wazirabad delhi-110 94, Delhi-94 , 011-22960150, 9911179993	Sh. A.K. Arora (Principal) 011-22960150, 9911179993	Email : crpfitcwazirabad@gmail.com	Mech. Motor Vehicle, Electronic Mech. ,Electrician, Refrigeration & Air Conditioning
2	N.D.M.C. Pvt. Women ITI Netaji Nagar, New Delhi-23 Ph. 26881084, 24105206	Ms. Rekha 011-26881084, 24105206	Email- wtindmc@yahoo.com Website: www.ndmc.gov.in	Sewing Technology Stenographer and Secretarial Assistant (English) Stenographer and Secretarial Assistant (Hindi) Computer Operator & Programming Assistant Surface Ornamentation Techniques (EMB) Beautician & Hair Dressing Cooking Catering & Home Management Dress Designing
3	NSIC Tech. Services Centre Pvt. ITI, Okhla Ind. Estate, Ph-III Okhla, New Delhi-110020 (Ph. 26826801,26826796) (Land Mark: Adjacent to Govindpuri Metro Station)	Sh.KhalidShakil, Principal 011-26826801, Ext. 230	email: - ntsccont@gmail.com website: anuragsociety.com	Computer Operator and Programming Assistant, Draughtsman Mechanical, Fitter, Machinist. Turner
		B. Privately Managed Pvt. ITI		
4	Aakashline Pvt. ITI, 1449/21, Main 100 feet Road Durga Puri, Shahdra, Delhi-93 Ph. 22311603**,** 9999002520 , 9268213323	Sh. Vikas Bhardwaj Ph. 22311603 , 9999113381	email: - aakashlineinstitute@yahoo.co.in, vikasaips@gmail.com	1. COPA 2. Health Sanitary Inspector 3. Draughtsman Civil 4. Electrician
5	ANURAG Industrial Training Centre F -156/2 Lado Sarai, Mehrauli, South Delhi, New Delhi – 110030 Ph.011-29523441 / 011-29521156 / 011-29523085 / 011-29521684	Ms. Shakti Pal, Principal 9555104072	email: - anuragho@rediffmail.com website: anuragsociety.com	Sewing Technology

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S. No	Name & Address	Principal / Vice Principal Telephone No.	Email & ITI Website	Trade Running *
6	Ashasadan P.V.T. ITI Najafgarh, New Delhi – 110 043. (Holy Cross School Compound) (Ph. 9968489936, 8285335020)	Ms. Anna Rita (Ph-9968489936, 8285335020)	email: - ashasadan07@gmail.com	1 Sewing Technology 2. Dress Designing
7	Baba Saheb Ambedker Pvt. ITI, BSAITM Bhawan, Plot No. 13b, Budhella, Near C Block Bus Stand, Vikas puri, New Delhi-110018	Sh. Jai deep Das Gupta 011-28532959, 28532901, 7011291459, 7703917546, 9810509249	EMAIL ID : info@bsates.com WEBSITE : www.bsates.com	Electrician, Fitter ,Electronics, Draughtsman Mechanical , Refrigeration And AC Mechanic ,Dental Technician ,Computer Operator & Programming Assistant, Health & Sanitary Inspector
8	DAV Pvt. ITI, 5A/15, Tilak Nagar, New Delhi-110018 Ph. 47005568, 9871249149 (Opp Police & Metro Pillar No. 486)	Mr. Sunil Sharma 9810733451	Email.:- dav.itc71@gmail.com	Computer Operator & Programming Assistant (COPA), IT &ESM , Health Sanitary Inspector
9	DELHI INSTITUTE OF FIRE ENGINEERING G-579, Raj Nagar-II (Near Dada DevMandirMela Ground), Opp. Sector-7, Dwarka, New Delhi-110077 Ph. 011-25366517	Col V Prakash Iyer (Retd) Ph. 9999055820	Email:- contactdife@gmail.com	1. Fire Fighting (6 Months) 2. Fire Technology & Industrial Safety Management (1 years)
10	Don Bosco Technical Institute ,Jamia Nagar, Okhla Road, New Delhi-110020. (Adjacent to SukhdevVihar Metro station) (Ph.9643868820, 8527787221	Sh. Thomas C J 9431106403	Email:- cjtomdb@gmail.com, principal@dbti.in	1. D/Man Mechanical 2. Machinist Grinder 3. Turner 4. COPA 5. Machinist
11	Indian Institute of Computer Education Pvt. ITI, C-574, Saraswati Vihar, Pitam Pura, Delhi-34	Sh Sudhanshu Malhotra 9250928432,011-2703240, (Ph. 27032404, 65378863)	Email:- itiiiceiti@gmail.com, ceo@webcomtechnologies.in	Computer Operator & Programming Assistant (COPA)
12	MERIT Pvt. ITI A-9, Qutab Institutional Area, USO Road, Shaheed Jeet Singh Marg, New Delhi-110067 011-41325252, 26961182, 41610145, 26532492	Ms. Ritika Jasrotia,Principal (Mobile No: 9717688149)	Email:contact@merit.ac.in Website: www.merit.ac.in	Computer Operator & Programming Assistant (COPA)
13	National Pvt ITI 30-34 Sewak Park, Dwarka Mor Metro Station, Opp. Metro Pillar No: 771 Ph. No: 9315153644 , 9315138815	Dr. Anamika Singh Principal Ph No. :- 9315153644, 9315138815	website: www.nitcindia.com email id: mail@nitcindia.com	Health Sanitary Inspector Dental Lab Technician Physiotherapy Technician Radiology technician

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S. No	Name & Address	Principal / Vice Principal Telephone No.	Email & ITI Website	Trade Running *
14	Raj Singh Pvt. ITI, A-Block 13, Gali No. 11-12, Khajuri Colony, Delhi-110094	Sh. Rakesh Nain 9968880020, 9868364868, 22962364, 9968880020.	email: rajsinghitc@gmail.com website: itirajsingh.com	Electrician, Draughtsman civil , Draughtsman Mechanical, Electronics Mechanic
15	Sampurna Pvt. ITI, MaharanaPratap community centre, Rajapur village, sector-9, Rohini, Delhi-110085 Ph. 011-27556498	Ms. Indu Sharma Ph. 011-27556498	Email :- sampurna765@gmail.com	Basic Cosmetology
16	Saraswati Mahila Ship Kala Kendra,230/21 E-2 STREET NO. 6 RAILWAY COLONY MANDAWALI DELHI 110092 Ph. 22477685	Sh. Ramesh Chand SHARMA Ph. 9968332693, 9811321455,011-22477685	Email.:- sharmapushpa1958@gmail.com, smskkitc03@gmail.com	Sewing Technology
17	Sarvodya Pvt. ITI, 1449/21A, Main 100 Ft. Road, Durgapuri, Delhi-93. Ph. 22130322, 65940586, ,9911028611	Sh.C.K. Sharma, Principal 011-22130322, 9911028611	Email.:- sarvodayainstitute@gmail.com Website:- sarvodayainstitute.com	Electrician , Computer Operator and Programming Assistance , Health and Sanitary Inspector
18	SARVODAYA PVT. ITI, 1449/2, 100 Ft. Road, Durgapuri Ext. Delhi-110093 Ph- 011-22800322	Sh. Himanshu Sharma 011-22800322 ,9354262170, 8750295007	Email ID- Sarvodayaiti40@gmail.com Website:- sarvodayainstitute.com	Electrician , Draughtsman Civil, Draughtsman Mechanical , Radiology Technician
19	Satyam Institute Of Computer Technology(Itc) 1449/73, Durga Puri, Near Laxmi Dairy. Shahdara,Delhi-110093 7982899894	Sh. Pravesh Sharma 9310021022	Email ID- satyaminst1610@gmail.com	COPA
20	SRI GURU HARKRISHAN (Pvt.) INDUSTRIAL TRAINING INSTITUTE Opposite 20 Block, Tilak Nagar, TilakVihar, New Delhi 110018. Phone: 25991249, 25990988 Fax: 25999906	Sh. Charanjeet Singh (Principal) 011-25990988 & 25991249	Email:-sghitc@gmail.com chawlacj@gmail.com website:- http://sghiti.weebly.com	Computer Operator and Programming Assistant , Electrician, Electronics Mechanic, Mechanic Motor Vehicle, Physiotherapy Technician, Mechanic Ref. & A/C
21	St. Johns Pvt. ITI, 119, Anand gram TahirPur, Near Dilshad Garden, Shahdra, DelhiPh. 011-22573974	Sh. Jaikumar Ph. 9555576276, 011- 22573974	Email:- stihnsdbs@yahoo.com, delhibrotherhood@gmail.com	Electronics Mech.

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S. No	Name & Address	Principal / Vice Principal Telephone No.	Email & ITI Website	Trade Running *
22	Sulabh Private Industrial Training Institute Rz-83 E&F, Mahavir Enclave, Palam, Dabri-Road New Delhi-110045 Ph.9868427214, 7906544452 ,011-25038093	Dr. Indrani MazumdarPh. 25038093, 25032043	Email:- sicasmail@hotmail.com, indranimazumdar2006@gmail.com website:- **www.sulabhcentre.org**	1. Cutting and Sewing 2. Stenographer & Secretarial Assistant (English)
23	Gauri Food Craft Institue, WZ-54, Near Metro Pillar No. 219, ShadiKhampur, west Patel Nagar, New Delhi-110008 Phone: 011-25703361,8826103456	Sh. R.S. Nirwal 011-25703361, 8826103456,8595122807	Email-ID- gaurifoodcraftinstitute@gmail.com Website - www.gouritechnicalinstitute.org	Food Production (General) Draughtsman Civil
24	Cradle Pvt. ITI, 988/2, Mansa Enclave, Near Oberoi Farm, Kapashera , Delhi-110037. Ph. 011-25066069	Sh.Raguvinder Singh 08130146606	Email:- cradledelhi@outlook.com, office@cmi-hm.com	Food Production (General)
25	D. N. LalSharda Private ITI Sharda Institute Building, Main Road, 189 Kakrola Village, Near Metro Pillar 860, Dwarka Sector-16B, New Delhi-110078 Ph. 011-65945835,9013217721 ,8505998880	Sh. Anil Kumar Lal 9013217721 ,8505998880	Email:- dnlalshardaiti@gmail.com , anillal_1968@yahoo.com. Website:- shardainstitute.com	Draughtsman Civil , Draughtsman Mechanical, Electrician, Fitter
26	Vision PvtIti, khasra no.32/12/1,2nd,3rd floor, Punjabi basti village, Nangloi, Delhi-41 Ph 64643617	Sh .Praveen Gupta 9717976862,	Email:- currentheight@gmail.com admissions.visioniti@gmail.com Website:-www.visioniti.org https://vision-iti.business.site	Health & Sanitary Inspector
27	Shikshaitan Private Iti, Plot No- 683, Gali No - 3, Near Saini Vihar, Mundka D-41 Ph. 9015621006, 8587912904	Sh. Rajeev Kumar Singh 8587912904, 7838935434, 9871415795	Email:- delhipti@gmail.com website:- www.delhiti.com	Fitter , Electrician

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S. No	Name & Address	Principal / Vice Principal Telephone No.	Email & ITI Website	Trade Running *
28	Saraswati Private Iti, B-12, M.B.R. Enclave, Pochanpur, Delhi -75 Ph. 9910570606 , 64643617	Sh. Vikas 9717976861, 9899669606	Email:- vips.vics@gmail.com admissions.saraswatiiti@gmail.com Website:- saraswatiinstitute.org	Electrician , Health Sanitary Inspector
29	Nivs Private Industrial Training Institute, Janta Vihar, Mukand Pur , Delhi-42 Ph. 9910846010, 7701999580	Sh.Gulam Sharver Khan 9910846010, 7701999580	Email:- nivspvtiti@gmail.com	Electrician
30	BRILLIANT PRIVATE I.T.I. 353 , Block-A, opp. Gali No.13 Shiv Mandir Road, Om Nagar Badarpur, New Delhi-110044 # 011-26660021, 8375057195	Sh. Sushil Kumar 8375057195	Email.:- brilliantiti99@gmail.com	Electrician, Fitter, Health Sanitary Inspector, Fashion Design and Technology.
31	Sri Guru Harkrishan Private ITI,lot No.01, N-Block, PanchyattiGurudwara, Mangolpuri, Delhi-110083 (Code-PU07000058) 011-27911471, 9911725119	Sh.Jatinder Pal Singh 9911725119,9910326066	E- Mail :- sghitimangolpuri@gmail.com ,jpskhural@gmail.com	Computer Operator & Programming Assistant , Human Resources Executive
32	SHARDA PRIVATE ITI Kakrola Village, Sec-16, Dwarka New Delhi-110078 Ph: 011-65060170	Sh. Subodh Karan 8505998883	E mail :- shardaiti@gmail.com website:- www.shardainstitute.com	Draughtsman Civil , Draughtsman Mechanical, Electrician
33	Delhi College of Fire & Safety Engg. Plot no. 975,khasra no. 298,NH-10,Mundka,ND-41	Mr. Zile Singh Lakra 28344240/41	E mail :- admin@dcfse.com	Fire Fighting (6 Months),Fire Tech. & Industrial Safety management(12 months) , Health Safety Environment (18 Months)
34	Diyang Skill Develpoment Center (DSDC) BSF, Camp Chawla ,New Delhi 110071	Office- in charge (DSDC) 011-25317242	E mail :- dsdc@bsf.nic.in website:- www.dsf.gov.in	Computer Operator & Programming Assistant

Note:-The correct status regarding no. of seats & affiliation may be verified from respective Principal of the Institute/Centre/through NCVT MIS Portal.

Department of Training & Technical Education,
Muni Maya Ram Marg, Pitampura, Delhi-110 034
Online Admission Website: http://www.itidelhiadmissions.nic.in

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