

# **CANDIDATE GUIDELINES FOR SPOT ROUND -2**

## **Eligibility & Registration (Registration Dates: 23th to 26th September 2026 till 3pm)**

- **Eligibility Criteria for Candidate Participation:**

1. **Already Registered Candidates:** All candidates who have previously paid the registration Fee and currently do not hold a seat in any ITI are eligible to participate.
2. **Fresh Candidates:** Fresh/Unregistered candidates are eligible upon payment of the registration Fee of Rs. 200/- at the registration counter of the admitting Institute.

- **Application Form:** Available free of cost at participating ITIs or downloadable directly from the online admission portal.

### **Registration Fee:**

1. No fresh registration fee is required for candidate already paid
  2. Fresh payment of Rs. 200/- at registration counters at admitting Institutes.
- **Multi-Institute Application:** You can apply to multiple ITIs if you wish. However, each registration form you submit is valid **only** for the specific institute where you submit it.
  - **Acknowledgement Slip:** Ensure you collect a signed copy of the acknowledgement slip from the counter after registering at the ITI.

## **Rank Generation & Merit List (26<sup>th</sup> September 2026)**

- **Merit List Display Date: 26<sup>th</sup> September 2026** (displayed prominently at the ITI and on the online portal).
- **Rank Computation:**
  - **8th Pass Trades:** Evaluated on the higher percentage between your 8th class and 10th class marks.
  - **Special Weightage:** Candidates under the **Rural Category** or **Ex-Serviceman Sub-Category** receive a 5% increase on their percentage

- **Tie-Breaking:** If two or more candidates have the exact same percentage, the candidate who is **older in age** is given the higher rank.

**Note-** Candidates with any queries or objections regarding the rank list are advised to report directly to the respective admitting ITI.

### **Reporting & Seat Allotment (28<sup>th</sup> & 29<sup>th</sup> September 2026)**

- **Time Slots:** Check your designated reporting time slot created by the institute based on merit rank.
- **Attendance:** You must report to the institute during your designated slot and sign the official attendance register (Annexure 5) upon arrival.
- **Call by Merit:** Candidates will be called strictly in order of merit/rank to select available seats. Live vacancy positions will be updated and announced regularly.

### **Fee Payment & Document Verification**

- **Full Fee :** Once a seat is allocated, you must deposit the **entire fee** on the spot at the ITI desk.
- **Original Certificates Deposit:** Your original certificates will be retained by the institute until the completion of the Spot Admission process to prevent double admissions across multiple ITIs.
- **Admission Slip & Class Joining:** You will be issued an official Admission Slip showing fee details, trade assignment, and directions to report to your Group Instructor (G.I.) to begin classes.