

Annexure –A

( To Circular No. 25-15/NBER (AIOAT)/2016/RCI Dated 5<sup>th</sup> Nov., 2020)

**INSTRUCTIONS FOR ELIGIBLE CANDIDATES FOR PROVISIONAL ADMISSION IN THE 1<sup>ST</sup> ROUND OF ADMISSION TO RCI APPROVED DIPLOMA LEVEL COURSES FOR THE ACADEMIC SESSION 2020-21.**

1. Candidates whose names are appearing in the National Merit List are required to approach the concerned training institutions for provisional admission alongwith the following **original** documents and 02 sets of photocopy for verification:
  - I. Printout of the online Application form submitted for Centralized Admission Process.
  - II. 10<sup>th</sup>, 12<sup>th</sup> Marksheets and certificates
  - III. 02 Passport size latest coloured photograph
  - IV. Aadhar Card
  - V. Caste Certificate, PwD Certificate by the appropriate authority, in case of reserved category candidates.
2. Candidates may obtain acknowledgement on the printout of online application form duly signed and stamped with date from the Institution for future reference.
3. Provisional admission to the candidate(s) will be given by the Institutions as per their choice of course based on the National Merit list subject to verification of the documents.
4. Once provisional admission is given by the Training Institute, the candidate will not allowed to change the course under any circumstances.
5. Prescribed Admission fee (Maximum Rs. 40,000/- per year) to be deposited by the candidate at Training Institute to confirm admission and obtain receipt of the same.
6. Candidates who could not get admission in 1<sup>st</sup> Round, may be given opportunity to take admission in the subsequent rounds, subject to the availability of vacant seats and fulfilment of the other prescribed conditions issued by the Council in due course .

  
7.11.2020

(Dr. Subodh Kumar)  
Member Secretary, RCI  
& Secretary, NBER

Annexure –B

( To Circular No. 25-15/NBER (AIOAT)/2016/RCI Dated 5<sup>th</sup> Nov., 2020)

**General Guidelines and Instructions for RCI approved training institutions for admission to Diploma Level Courses through Centralized Online Admission Process for the academic session 2020-21.**

1. During the 1<sup>st</sup> and subsequent rounds of admission provisional admission to be granted to the candidates strictly as per the merit list of the concerned Training Institutions in Diploma Level Courses in respective disability areas for the academic year 2020-21 .
2. Head of the Institutions shall strictly adhere to the reservation policy of the concerned State Govt. for admission of OBC, SC, ST & PWD candidates as per the approved intake. Head of the Institution shall be solely responsible for any kind of deviation in this regard.
3. The Training Institution shall nominate a Coordinator well versed with the admission process for admission to Diploma Level Courses and display his name, mobile number , e-mail ID etc. on their website as well as on the Notice Board.
4. Help Desk to be set up in the institute to facilitate the candidates for hassle free admission during the admission period between 9.00 a.m. to 6.00 p.m.
5. Training Institutions shall be responsible for verification of original documents submitted by the candidates before admission as per merit list and choice of course.
6. One set of all the documents submitted by the candidates to be retained by the training institutions for future reference.
7. Candidates to be given acknowledgement for admission duly signed and stamped with date by the Institute. Refusal of the acknowledgement to candidate reported for the admission will be viewed seriously by the Council.
8. No additional amount or fee to be charged from the candidates except the course fee (Maximum Rs. 40,000/- per year) prescribed by the Council.
9. Head of the Institution will submit the final list of admitted candidates on the prescribed format online as per the admission schedule.
10. Institution has to ensure that admission is taken from the merit list only sent by the Council to each training institution separately. Admission taken out of the merit list will be treated as invalid.
11. *Candidates whose verification to be done by the Council as per Circular no. 25-15/NBER(AIAOT)/2016/RCI date 5<sup>th</sup> Nov., 2020 may be considered for admission to their choice of course and institutions on receipt of the confirmation from the Council.*

  
7.11.2020

(Dr. Subodh Kumar)  
Member Secretary, RCI  
& Secretary, NBER

CONTD. AT- B<sup>1</sup> . . . . .

Annexure -B<sup>1</sup>( To Circular No. 25-15/NBER (AIOAT)/2016/RCI Dated 5<sup>th</sup> Nov., 2020)

## Schedule for Admission 2020-21

| Sl.No. | Description  | Dates   |
|--------|--|---|
| 1.     | Declaration of National Merit List of all eligible candidates on the Council's website.  | 6 <sup>th</sup> Nov., 2020                        |
| 2.     | <b>1<sup>st</sup> Round of Admission:</b> Reporting by the candidates at their allotted training institutions for provisional admission and verification of documents, alongwith the following <b>originals</b> and 02 sets of photocopy:<br>I. Printout of the online Application form submitted for Centralized Admission Process.<br>II. 10 <sup>th</sup> , 12 <sup>th</sup> Marksheets and certificates<br>III. 02 Passport size latest coloured photograph<br>IV. Aadhar Card<br>V. Caste Certificate, PwD Certificate by the appropriate authority, in case of reserved category candidates. | 7 <sup>th</sup> -16 <sup>th</sup> Nov., 2020      |
| 3.     | Submission of final list of provisionally admitted candidates during the 1 <sup>st</sup> round of admission by the Training Institutes on the <b>prescribed online format</b> .  | On or before<br>17 <sup>th</sup> Nov., 2020       |
| 4.     | <b>Commencement of subsequent Round of Admission</b>   | 19 <sup>th</sup> - 25 <sup>rd</sup><br>Nov., 2020 |
| 5.     | Submission of final list of provisionally admitted candidates during the subsequent round of admission by the Training Institutes on the <b>prescribed online format</b> .   | On or before<br>26 <sup>th</sup> Nov., 2020       |
| 7.     | <b>Commencement of Classes</b>   | 1 <sup>st</sup> Dec., 2020                        |



(Dr. Subodh Kumar)

Member Secretary, RCI  
& Secretary, NBER