File no. DGT-MIS011/1/2018-O/o DIR (TC)
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training

Employment Exchange Building IARI Campus,
Near Pusa ITI, New Delhi, Dated: - 16th January 2020

To,

1. All the State Directors (Dealing with Craftsmen Training Scheme).
2. All the Principal of NSTIs / NSTI(W).

Subject: - Third phase of uploading of admitted trainee data of admitted for session 2019.
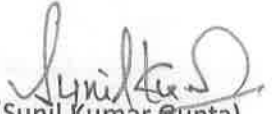
Sir,

Even after uploading of admitted trainee data in phase 1 & 2, still some more data is pending for uploading as well as error data needs to be corrected and uploaded again. It has been decided by competent authority to open the link for uploading of admitted trainee data in phase -3 as per the activity details below: -

Sl. No.	Activity	Duration	Concerned stake holder
1.	Freezing of admitted trainee data for session 2019.	16.01.2020 to 18 01.2020	All ITIs have to send all the admitted trainee data for session 2019 by email to tcsection2019@gmail.com latest by 5.30 PM on 18.01.2020. ITIs may please note that both successfully uploaded as well as pending for uploading entire data to be mailed to access the total number of with details of students admitted in the particular ITI. Only these students will be allowed to approve at the time of approval.
2.	Third phase of uploading of admitted trainee data for session 2019 by ITIs.	20.01.2020 to 31.01.2020	ITIs may upload only data pending for upload / error data after due corrections. While uploading ITIs may please note that UID no. it's not mandatory, if mentioned it should be correct UID. In case of Mobile number, maximum 5 students can have same mobile number. In case if any students already admitted and uploaded left the ITI for any reason, ITI can remove such names by clicking on "discharge / delete" and upload the admitted trainee data against vacant seat. However, admissions beyond 21.10.2019 will not be allowed.
3.	Third phase of uploading of admitted trainee data for session 2019 by SPIUs.	03.02.2020 to 08.02.2020	Where SPIUs are following online admission process, such SPIUs may directly upload the data. However, in case if already ITIs uploaded the same data either in phase -1, 2 & 3 such data will not be uploaded to avoid duplicacy. In case if any students already admitted and uploaded left the ITI for any reason, ITI can remove such names by clicking on "discharge / delete" and upload the admitted trainee data against vacant seat. However, admissions beyond 21.10.2019 will not be allowed.
4.	Photo uploading.	18.02.2020 to 29.02.2020	By ITIs.
5.	Verification of uploaded data.	02.03.2020 to 07.03.2020	ITIs may take print out of uploaded data and check details. Only spelling mistakes in name, father name, mother name (Max. 3 letter in each category will be allowed).

Sl. No.	Activity	Duration	Concerned stake holder
6.	Approval of uploaded trainee data	09.03.2020 to 21.03.2020	By SPIUs, no data correction will be allowed after 21.03.2020.

In view of the above all the ITIs and SPIUs are advised to take necessary steps to upload the data, photo uploading, data verification & approving the uploaded data.

(Sunil Kumar Gupta)
Director of training
Email:- sunil.gupta67@nic.in

Copy to:-

1. Wipro team, Delhi – with the request to make provision an enable the link accordingly.

16/01/2020
(Ravi Chilukoti)
Joint Director of Training
Email:- ravi.chilukoti@gov.in