

No. MSDE-18012/03/CITS-Online/2018-TTC  
Government of India  
Ministry of Skill Development & Entrepreneurship  
Directorate General of Training

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Employment Exchange Building, Library Avenue,  
Pusa Road, New Delhi,  
Dated 5<sup>th</sup> August, 2019

To,

- (i) The Directors/Principals of NSTIs/NSTI(w)s,
- (ii) The Principal of Govt. / Pvt. ITOTs.

**Subject: - Activity schedule for AITT of Craft Instructor under CITS (Semester System) – August 2019 - regarding.**

Sir,

This is in reference to this office letter of even no. dated 01.08.2019 regarding conduct of AITT of Craft Instructor under CITS from 31.08.2019 to 06.09.2019.

The activity schedule for online exam of theoretical paper (Trade Theory-I/II, Trade Skill-I/II, Workshop Calculation & Science, Workshop Calculation, Workshop Science, Vocational Science & Calculation, Soft Skill & English Communication and Training Methodology) scheduled to be held on 30.08.2019 to 31.08.2019 at online exam centers is as given below: -

| Sl. No. | Activity  | Time Period              |
|---------|---|--------------------------|
| 1.      | Registration of trainees on <a href="http://cits.cbtxam.in">http://cits.cbtxam.in</a> for online exam.                                      | 12.08.19 to 21.08.19     |
| 2.      | Downloading of Admit cards by institute and mock test session for trainees from <a href="http://cits.cbtxam.in">http://cits.cbtxam.in</a> . | 26.08.2019 onwards       |
| 3.      | Online exam at predefined exam centre by agency selected by DGT.  | 30.08.2019 to 31.08.2019 |

As you are aware that the registration of CITS trainees in [ncvtmis.gov.in](http://ncvtmis.gov.in) portal under CFI module is mandatory before proceeding on registration in <http://cits.cbtxam.in> for online exam. In this regard, you are requested to ensure the registration of trainees in [ncvtmis.gov.in](http://ncvtmis.gov.in) under CFI module first before proceeding on online exam portal i.e. <http://cits.cbtxam.in> within stipulated time period from 12.08.19 to 21.08.19. All the trainees eligible to appear in the exam should accompany with only portal generated hall ticket for appearing in online exam.

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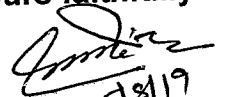
The hall ticket of the trainees for online examination papers must be attested by the concerned Director/Principal of the institute. Attestation must have name of official, seal and signature with date. No trainee will be allowed to enter the examination hall without a valid hall ticket. Instructor trainee must also carry a valid photo ID card preferably issued by the Director/Principal of the concern institute.

The mock test practice sessions will be available for trainees from 26.08.2019 on online exam portal for prior practice.

In view of above, you are requested to register all the eligible instructor trainees including ex-failed trainees of the institute in online exam registration portal i.e. <http://cits.cbtextam.in> to enable the trainees to appear in AITT under CITS to be held on 30.08.2019 to 31.08.2019 and get the hall tickets for theoretical subject from online exam portal. Hall ticket generated from any other source will not be acceptable for online exam.

Hall tickets for Practical and Engineering Drawing / Vocational Science and Calculation / Soft Skill & English Communication have to be issued manually from the institute itself as per prevailing practice.

Yours faithfully



05/8/19  
(K. Singh)

Deputy Director of Training  
For Director (TTC)