

**Speed Post / Email/ NCVT Portal**

**No. MSDE-35(4)(1) MIS-Portal/Communication/2015-NPIU**  
Government of India  
Ministry of Skill Development and Entrepreneurship  
(Directorate General of Training)

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Shram Shakti Bhavan, Rafi Marg,  
New Delhi, Dated 21<sup>st</sup> January, 2016

To

State Directors of all State Governments/UT Administrations  
(Dealing with Craftsmen Training Scheme)

**Subject:** Uploading Of Leftover Trainees for whom Provisional Hall Tickets were generated for Practical Exams of AITT commencing from 21<sup>st</sup> January, 2016 - regarding

Sir,

Kindly refer to this Directorate letter no. MSDE-18011/03/Sem/2015-TTC dated 20<sup>th</sup> January 2016.

In this regard, you are requested to consolidate ITI wise trainee details for whom provisional hall ticket has been generated for practical exams. Thereafter, forward Consolidated List of ITIs in the Excel format given below along with covering letter duly signed by State Director:

**LIST OF ITIs AND TRAINEE COUNT TO WHOM PROVISIONAL HALL TICKET WERE ISSUED BY STATE DIRECTORATE FOR PRACTICAL EXAMS OF AITT FROM 21<sup>ST</sup> JANUARY, 2016**

**Name of the State:**

Sl. No.	NCVT MIS CODE OF ITI	Trade Name	TRAINEE COUNT
1			
...			

(Use Excel Sheet Only and email to [ncvtmis-msde@gov.in](mailto:ncvtmis-msde@gov.in) with subject line mentioned as PROVISIONAL HALL TICKET- Name of the State)

On receiving the above list, NCVT MIS Portal shall be opened at ITI level for uploading of only those trainees details + Photograph for whom provisional hall ticket were issued by the State Director. State Director must ensure the compliance of conditions mentioned in above mentioned letter dt. 20-1-2016. Any noncompliance of these conditions will not be entertained by this Directorate.

You are requested to email **only one** list to this Directorate latest by **25<sup>th</sup> January 2016, 1500 Hrs** at [ncvtmis-msde@gov.in](mailto:ncvtmis-msde@gov.in) to enable the opening of NCVT MIS Portal from 26<sup>th</sup> – 29<sup>th</sup> January, 2016 for uploading of above mentioned trainees on the portal.

Yours faithfully,

(Deepankar Mallick)

Deputy Director General (T)

Copy for information to:

1. TC Section
2. TT Cell