**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: - 03rd August 2020.

To

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

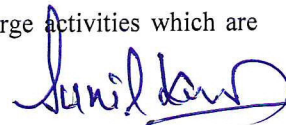**Subject: - Final phase of uploading of CTS Admitted Trainees data: Session 2019-20: Revised Schedule**

Sir/Madam,

Reference further to this Directorate's Uploading schedule Dated. 29th June 2020, following revised schedule is hereby issued, as several ITIs have reported various issues during Uploading of admitted Trainees data:

| Sl. No. | Activity | Action by | Duration | Concerned stake holder |
|---|---|---|---|---|
| 1 | Uploading/Discharge, Editing and Approval of left-over data against Discharged | SPIUs/NSTIs Thro' SPIU Logins | 05.08.2020 to 16.08.2020 | SPIUs/NSTIs can upload students who had taken admission prior to 21.10.2019. All ITIs may approach concerned SPIU with correct data. Editing (Max. 3 characters in Trainee's/father's name). Replacing with other students are NOT **allowed** in EDIT option. |
| 1 | Photo upload, Trainee Verification, Editing and Approval. | ITIs/NSTIs Thro' ITI Logins | 17.08.2020 to 24.08.2020 | ITIs/NSTIs can complete uploading photos, Trainee Verification and final approval. Once data submitted by ITIs/NSTIs, further correction will not be allowed. Editing (Max. 3 characters in Trainee's/father's name).Replacing with other students are NOT **allowed** in EDIT option. |
| 3 | Uploading of Admitted data, photo uploading, trainee verification of Private candidates | SPIUs | 25.08.2020 to 28.08.2020 | SPIUs can upload students who had taken admission as Private candidates. All ITIs may approach concerned SPIU with correct data. Editing (Max. 3 characters in Trainee's/father's name). Replacing with other students are NOT **allowed** in EDIT option. |

Due to administrative reasons data uploaded by SPIUs from 25.06.2020 to 02.07.2020 is ignored and ITIs /NSTIs/SPIUs are requested to upload again and complete the pending Uploading activities as per dates mentioned above. Accordingly. SPIUs are requested to submit an UNDERTAKING on 28.08.2020, stating that "NO PENDING DATA FOR UPLOADING". No further claims by ITIs in connection with data uploading/ Trainee verification/photo uploading beyond above mentioned schedule will be entertained. DGT will not be responsible for any Non- generation of Hall tickets for students whose data not uploaded.

Kindly refer to User manuals for data uploading, trainee verification, Photo uploading and discharge activities which are available on www.ncvtmis.gov.in.

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

**(Ravi Chilukoti)**
Joint Director of Training
Email:- ravi.chilukoti@gov.in

Copy to:-

1. The NCVT MIS - Wipro Team, Delhi – with the request to enable the links accordingly.