DGT-MIS011/14/2022-TC SECTION
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Kaushal Bhawan, Chanakyapuri,
7th Floor, New Delhi-110023
Dated: 28th March, 2024

To

The Directors,
Concerned State Directorates of all States/UTs
(Dealing with Craftsmen Training Scheme)

Sub: Admission activities of 'Private Candidates' in eligible Government ITIs for session 2023-reg.

Sir/Madam,

A significant portion of the country's workforce has acquired specific skills through years of experience in industry trades rather than formal institutionalized skill training like ITIs. However, despite their skills, this segment faces challenges in continuous employment and career progression due to the lack of a formal certificate recognizing their skills.

To address this issue, this Directorate General has provided a pathway for such candidates to obtain a National Trade Certificate (NTC) under the Craftsmen Training Scheme (CTS) by appearing directly for the All India Trade Test (AITT) as a 'Private Candidate' without undergoing training at ITIs. Specific guidelines have been laid down by DGT for administering NTC to private candidates appearing for AITT under the CTS.

Under the new guidelines(copy attached), Government ITIs with a grading of 4.0 and above are eligible to admit private candidates in four categories with certain conditions:
- The ITI must have affiliation in the relevant trade under which it intends to admit private candidates for AITT.
- The ITI should have regular CTS trainees in the affiliated trade for the current and previous years.
- The ITI can admit private candidates in a specified proportion to the total number of regular trainees in the concerned trade for the academic session.
- The upper limit for private candidates to be enrolled by eligible ITIs under Categories I, III, and IV is a maximum of 10% of their total seating capacity, while those under Category II are exempt from this cap.

State Directorates are responsible for all the processes related to the admission of private candidates, including application, screening, selection, and uploading of selected candidates on the portal, in accordance with DGT guidelines. The schedule of activities for the admission of private candidates is outlined below:

S.No.	Activity	Schedule	Responsibility
1	Completion of the admission process of private candidates as per revised DGT guidelines.	on or before 20th April 2024.	State/UT Directorate
2	Private candidate's trainee data migration or upload by states.	22nd to 24th April 2024.	State/UT Directorate

3	Cut-off date for trainee verification process by trainees: 22nd April to 30th April 2024 (Trainees and ITI responsibility).	22nd April to 30th April 2024.	Trainees and ITI

State Directorates are requested to retain all documents related to the private candidates' admission process for a minimum of 3 years from course completion and provide them to this Directorate General as and when needed.

This issues with the approval of Competent Authority.

Yours faithfully

(Ujjwal Biswas)
Director-TC

Copy to:

1. PSO to DG/AS, DGT, New Delhi
2. PPS to DDG, DGT New Delhi; DDG (East) and DDG (South)
3. All Regional Directors, RDSDEs
4. Director IT/TT Cell, New Delhi
6. Technical team (SID) for necessary action.

(Raju Kannam)
Deputy Director, TC

Enclosure:

As mentioned above.