

(RECOGNISED BY THE GOVT. OF KARNATAKA  
AFFILIATED TO N.C.V.T., GOVT. OF INDIA, NEW DELHI)

Affix Passport Size  
Photo here

## No.

1. Name of the Applicant in full (Block letters)

2. Place and date of birth

3. Father's Name

#### 4. Address

Phone No. \_\_\_\_\_5. Nationality / Caste / Group

6. Particulars of examination passed (a certified copy of the marks card should be attached)

## 7. Mother Tongue

8. Selection of Trade in Order of Preference

9. N.C.C/Games in which taken part

I promise to abide by the rules, regulations and orders of the Institute, its Authorities and Instructors, I also declare the statement I have made in the application are correct.

Place.....

Date..... Signature of the Candidate

I agree to the applicant's admission to.....I shall be responsible for the settlement of all his fees and charges. I shall also be responsible for his conduct and good behaviour during the period of his Institute career.

Date..... Signature of the Parent or Guardian

**FOR OFFICE USE**

Fees Paid  
Amount Rs..... Date..... Receipt No.....

Admission is granted subject to the production of all certificates required in original.

Trade Allotted :

## PRINCIPAL

PTO

Admission Fees Rs. ....

Monthly Rs.....

Admission fee along with the tuition fee has to be paid at the time of admission for one complete year.

## DISCIPLINE

### 1. Undertaking from the Trainee :

On joining the Institute each trainee will be required to give an undertaking in writing to abide by the discipline of the Institute and take care of tools and equipments entrusted to his care. No trainee should discontinue the training voluntarily before the completion of the course. In case a trainee discontinues, he has to pay fees for the remaining period of two years from the date he discontinues

### 2. Attendance :

Every trainee has to put in a minimum of 80 per cent of attendance in each subject compulsorily during the training. A trainee who does not put in 80 per cent of attendance will not be permitted to appear for All India Trade Test.

### 3. Discharging of trainee :

A trainee who repeatedly absents himself without any information for more than ten days will be discharged without notice.

If a trainee absents himself on medical grounds, he should produce a medical certificate from a qualified medical practitioner for his absence.

If the trainee, discharged from the institute on any grounds, seeks re-admission, he has to pay admission fees for re-admission.

### 4. Special Instructions :

1. Selected candidate should submit his Original marks card, cumulative record, transfer certificates and other testimonials etc., at the time of admission and the certificates will be returned only after the completion of the course.
2. The original certificates like marks card, transfer certificate etc., are returnable to the trainee who discontinues, only on the payment of fees for the full term of two years.
3. Fees once paid will not be refunded under any circumstances.

### 5. Safety :

All the trainees must strictly follow the safety rules during their practical training. The Institution does not accept any responsibility for any type of accident during the course of training.

All India Trade Test :

All India Trade Tests will be held every year in the months of February and July.

### 6. Award of National Trade Certificates :

The Final All India Trade Tests and conducted by the N.C.V.T. after completion of the prescribed period of training and successful trainees are awarded the "National Trade Certificates" issued by the Ministry of Labour & Employment, Govt. of India in the trades concerned through the Dept. of Employment & Training, Govt. of Karnataka. The National Trade Certificates are recognised for recruitment to the subordinate posts and services under the Govt. of India and Govt. of Karnataka and Private Industries for which a certificate in craftsmanship is prescribed as the requisite qualification.