

DGT: 18029/1/2021-TTSECTION (C.N. 43859)
Directorate General of Training
Ministry of Skill development & Entrepreneurship
Government of India

Date: 6th December 2021

To,

1. Directors dealing with Craftsmen Training & Administrators in State/ Union Territories
2. Controllers of Examinations of ITIs in all State Governments

Subject: - Accommodating trainees of session 2020-21 and second year of 2019-21 - Reg.
Ref: Opening of CBT exam fee payment link F.N. DGT-18029/1/2021-TT section (C.No. 43859) order no. 5

Dear Madam/Sir,

In reference to meeting held with DG(T), on 2nd December 2021 and above cited reference, we are getting requests that students names are not showing in the portal for creation of eligibility. In this regard, it has been informed to you that following are the reasons for names not being showing in the portal:

- a) Attendance is being not filled by the ITIs in the portal
- b) Sessional marks have not been entered into the portal
- c) Previous year results have not been declared for the trainees, same has been communicated to all State directorate on 3rd December 2021
- d) Fee payment eligibility has not been created

It is also the responsibility of DGT that student interests are supreme to us and all efforts will be made to ensure that every student who are eligible to appear for the exam will be given sufficient opportunity. It is also requested from all ITIs to raise the ticket in NCVT portal instead of sending mails in case of any technical issue for early resolution.

In the above regard, it is also requested that States may set up helpline portal for ITIs/trainees and may issue necessary instructions in order to resolve their query and looking at paucity of time, urgent intervention and actions regarding the same shall be appreciated. It will be helpful if information regarding state helpline number along with nodal officer with their e-mail and phone numbers are also provided to DGT as per annexure -2.

Furthermore, to provide fair chance to the outgoing trainees who have not been able to clear the exam due to various reasons or failed in any subject, an opportunity will be provided again within a certain period of time instead of waiting for the entire period. DGT is taking steps to propose supplementary examination in the month of May & June 2022 as per Annexure-1. Suggestions from state governments towards this are invited and any decision regarding this shall be taken after the consultations with the states which will be communicated to you shortly.

Yours Sincerely,


(Sathya Shankar BP)
Director, TT cell

Copy to:

1. Sr. PPS, DG(T)
2. Sr. PPS, DDG
3. Director, Head IT
4. Dy. COE, RDSDE

Annexure-1: Proposed Supplementary examination schedule for outgoing trainees

Sl. No.	Activity	Timeline
1.	CTS theoretical examinations (CBT mode) for 2020-21 1-year trade, 2019-21 2 nd year of 2-year trade	December 2021 to February 2022
2.	Finalization and declaration of results	15 th March 2022
3.	Exam fee payment to be done by states / ITIs	1 st April- 15 th April 2022
4.	Finalization of center mapping for supplementary students	15 th April – 30 th April 2022
5.	Conduct of Supplementary examinations	May-June 2022

Annexure-2: Format for sharing information on state helpline numbers and nodal officers

Sl. No.	State Name	Nodal Officer	Telephone/Mobile number	e-mail address
1.				
2.				