

MSDE-19/03(13)/2015-CD  
Government of India  
Directorate General of Training  
Ministry of skill Development & Entrepreneurship (MSDE)

26/7

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 7<sup>th</sup> January, 2016

To,

1. Secretaries/Principal Secretaries of all the State Govts / UT Administrations dealing with Craftsmen/Vocational Training
2. Directors dealing with Craftsmen/Vocational Training of all States/ UT Administrations

**Subject: Revised norms for minimum attendance under Semester system of Craftsmen Training Scheme.**

Sir/Madam

A Working Group was constituted comprising of Secretaries of the 04 States on the "Career Progression of ITI Instructors and changes in CTS programme". Three meetings of the Working were held. The Working Group also discussed norms for minimum attendance under Semester system of Craftsmen Training Scheme.

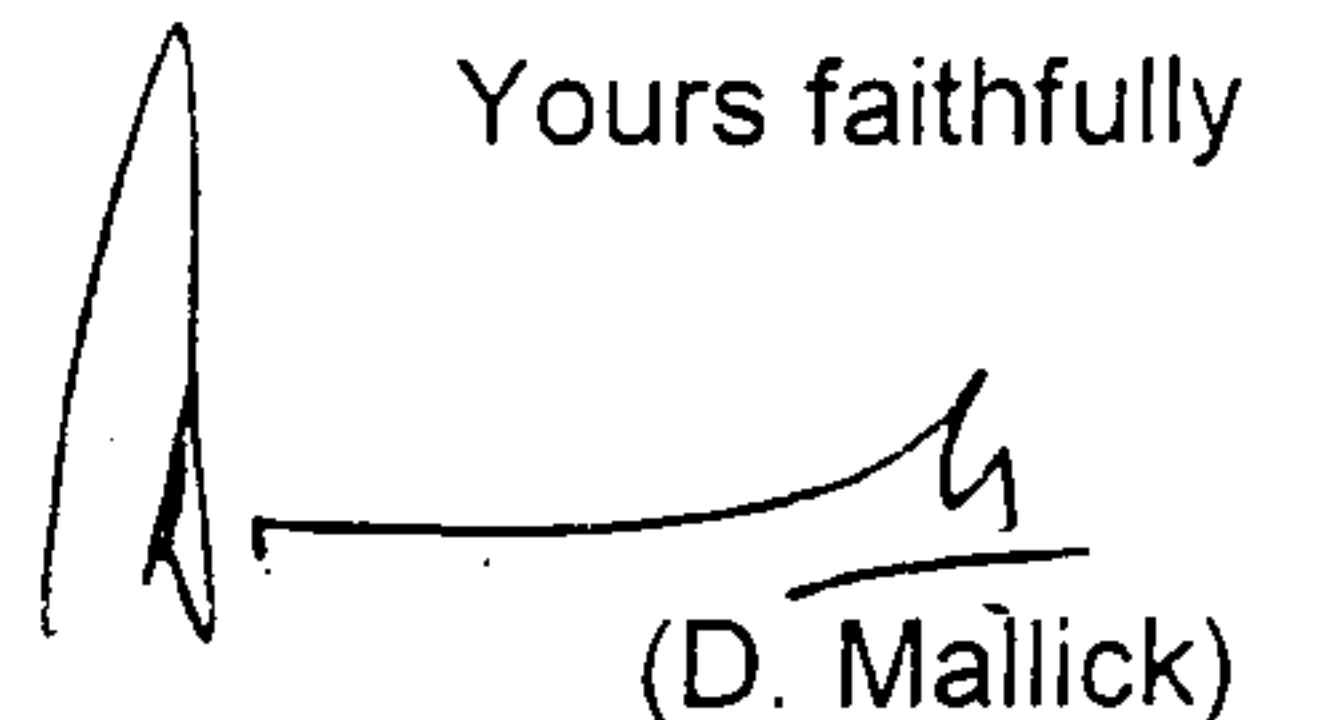
The recommendations of working group on norms for minimum attendance under Semester system of CTS were discussed vide agenda item No.9 in the meeting of Sub Committee of NCVT dealing with Norms & Courses held on 17.12.2015, at New Delhi.

After detailed discussion, the Sub-committee approved following revised norms for minimum attendance under Semester system of CTS.

- i. With less than 80% but upto 70% attendance in 1<sup>st</sup> Semester, the candidate can go to next semester but at the end of 2<sup>nd</sup> semester he has to secure 80% cumulative attendance.
- ii. At the end of the course he has to have 80% attendance to appear the final examination
- iii. For emergency cases, concerned ITI Principal may be empowered to relax maximum 5%.
- iv. If attendance is below the prescribed limit, in a particular semester even after exercising all the options at (iii) above, then the candidate would be allowed to continue in the next semester but will appear in the examination of the previous semester subject to completion of 80% attendance in the earlier semester(s) taken together.

Directors of all the States and Union Territories Administrations are requested to follow above norms and issue further necessary instructions to all Principals of Government and Private ITIs with a request to follow the revised norms for minimum attendance under Semester system of CTS.

Yours faithfully

  
(D. Mallick)


Dy. Director General of Training

Copy to:

1. Director, ATI - Chennai / Hyderabad/ Mumbai/ Kolkata/ Kanpur/ Ludhiana, ATI(EPI) Hyderabad & Dehradun, FTI Bangalore & Jamshedpur, NIMI Chennai,
2. Director RDAT Kanpur/ Mumbai / Kolkata / Chennai / Faridabad & Hyderabad, Director-CSTARI, Kolkata.
3. Principal CTI Chennai, Principal MITI, Haldwani / Calicut / Jodhpur / Choudwar, Principal- NVTI, Noida and Principals of all RVTIs.
4. Prof. M. Ranga Rao, National Co-ordinator, Federation of All India Pvt. Association, ITI Chanakya No. 6 Camp Road, Selaiyur, East Tambaram, Chennai - 600073
5. All Directors and TC Section at DGT, HQ

Copy for information :


1. PS to MoS(IC), MSDE
2. PS to Secretary, MSDE
3. PS to JS(RA)



(Anita Srivastava)  
Dy. Director of Training

Endorsement No: F3/2617/16 dated 27/1/16

Copy circulated to all Department heads  
Principals of Govt & Pvt ITIs  
[Through official website]

  
For Director of Training

